



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 3012

Prepared By/Phone Number: Walter LaGrone, 854-4890

Elected/Appointed Official/Dept. Head:

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve proclamation recognizing Joe Harlow upon his retirement and 13 years of dedicated service.

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.

Travis County Commissioners Court



Resolution

WHEREAS, service, dedication, and commitment, and compassion should always be recognized: and

WHEREAS, Joe Harlow has spent the last thirteen years in service to the residents and employees of Travis County through his performance in the Information Technology Services Department.

WHEREAS, he has demonstrated his commitment to service and to his duties in a fashion that has made him known and respected by his peers and technology users of Travis County.

WHEREAS, his efforts have successfully helped guide, and pulled Travis County from shadow to the light with technological advances such as (but not limited to):

- *First Integrated Courts Case Management System in the Country and served as a model to State and local agencies.*
- *Personal computers on all desks with secured network infrastructure and server based print and file system.*
- *Secure internet connection and infrastructure.*
- *Brought in the "854" telephone system exchange for Travis County offices.*
- *Established and expanded the Travis County Internet and Intranet.*
- *Expanded the high speed network to many Travis County facilities*
- *Hundreds of applications developed for departments and constituents such as I-Jury, Mobile Computing for Public Safety, Court e-Filings, and Web services for both departments and the citizens of Travis County.*
- *Conversion of email systems from GroupWise to Exchange.*
- *Leading the effort to transition to a state of the art Data Center.*

WHEREAS, he transition the department and the staffs attitude from just delivering technology to Travis County Department and Offices to delivering Services to Travis County Departments and Offices. As a reflection of this leadership ITS no longer stands for Information Telecommunication Systems, but Information Technology SERVICES.

WHEREAS, Joe is retiring from county service and is beginning a new era of life.

NOW, THEREFORE, BE IT RESOLVED that the Travis County Commissioners Court of the State of Texas gratefully recognizes the contributions of Joe Harlow, Jr. to the residents and employees of Travis County and wishes him continuing success in his much deserved retirement.

SIGNED AND ENTERED THIS 24TH DAY OF JULY, 2012

Samuel T. Biscoe
County Judge

Ron Davis
Commissioner, Precinct 1

Karen Huber
Commissioner, Precinct 3

Sarah Eckhardt
Commissioner, Precinct 2

Margaret J. Gomez
Commissioner, Precinct 4



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: David A. Salazar 854-4107

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

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Receive Update from Austin/Travis County Health and Human Services Department on:

- A. 2012 Critical Health Indicators Report; and
- B. City/County Interlocal for Public Health and Animal Services.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Staff plans to brief the Court regarding the attached 2012 Critical Health Indicators Report which provides a snapshot of the community's health status and behavior. This report also points out health disparities existing in the community and is the organization's first effort to gather, analyze and present this information in one comprehensive report. In addition, Staff will also provide a year-to-date update to the Court with regard to performance and expenditures in connection with the City/County Interlocal for Public Health and Animal Services.

STAFF RECOMMENDATIONS:

Staff seeks direction from the Court in continuing to support efforts to address the needs of County residents.

ISSUES AND OPPORTUNITIES:

The City of Austin, in collaboration with Travis County, has compiled this information in order to promote awareness of internal and external health indicators. The data made available in this document will be of value in prioritizing programming that meets the needs of residents and supports

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the existing efforts of staff in the area of public health. The report is also available on the City of Austin website.

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

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.



**Austin/Travis County Health
and Human Services Department**
2012 Critical Health Indicators Report



What is the health status of our community?

It is a complex, yet crucial, question to answer.

In public health, there are many different ways to measure the health of the community.

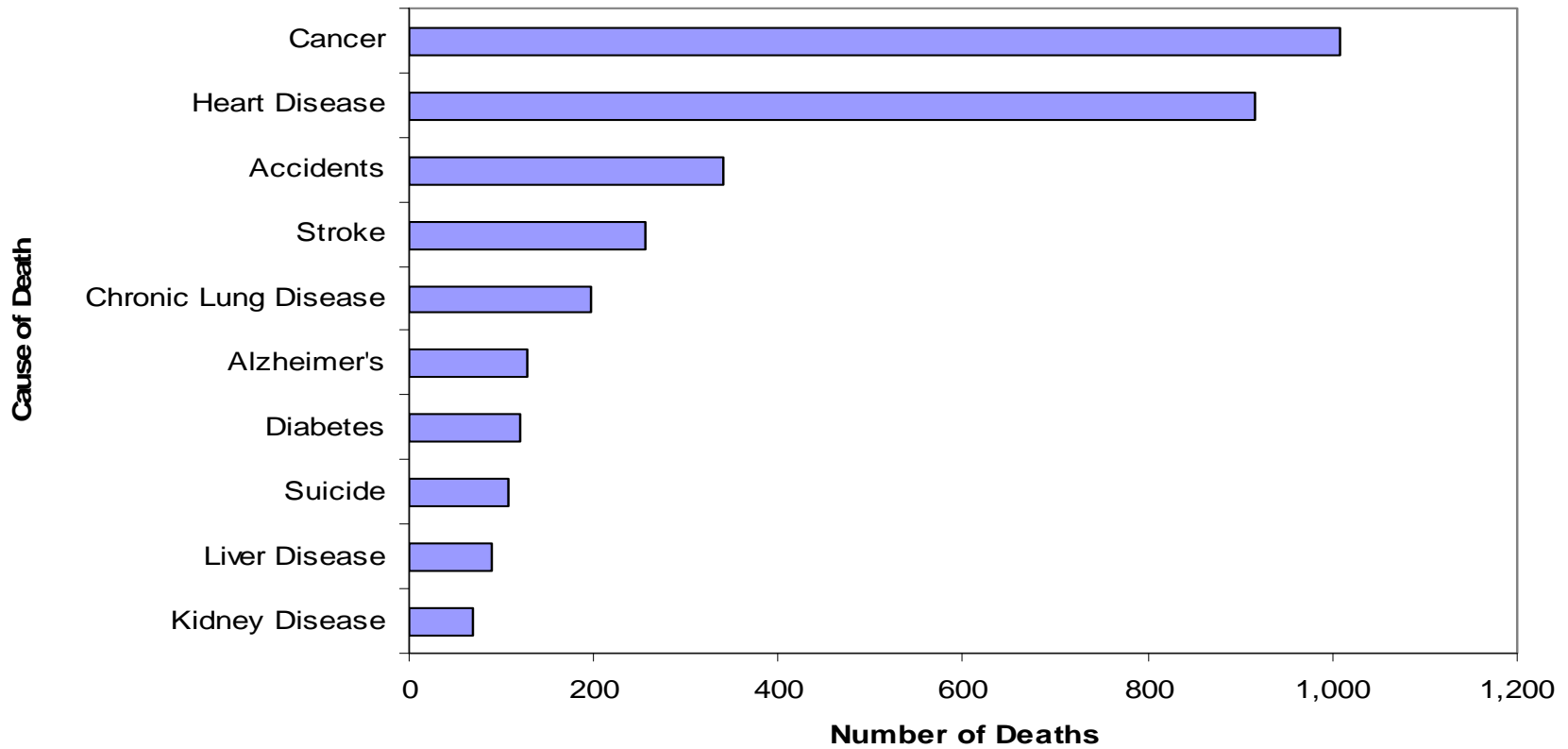
2012 Critical Health Indicators Report

- Provides a snapshot of our community's health status and behavior.
- Illustrates health disparities that exist in our community.
- A/TCHHSD's first effort to gather, analyze and present this information in one comprehensive report.

2012 Critical Health Indicators Report

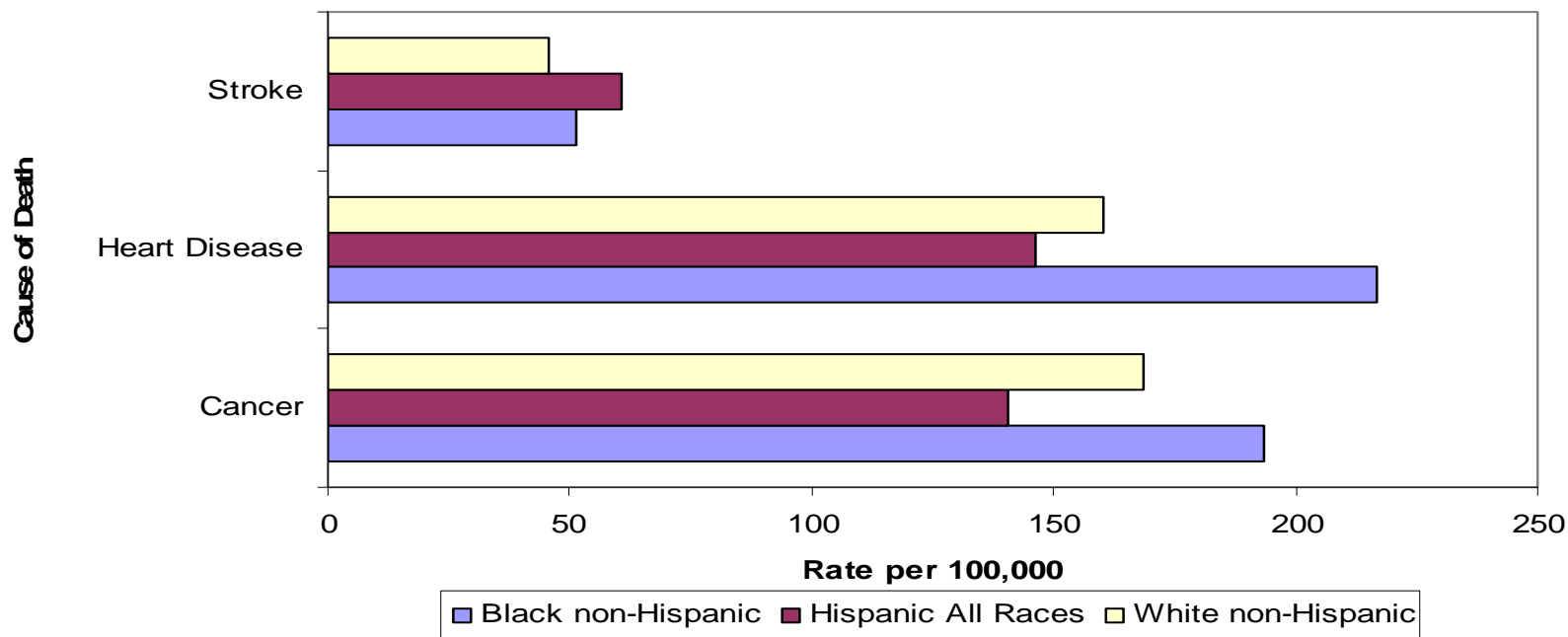
- Wide range of health indicators :
 - Demographic Characteristics
 - Leading Causes of Death
 - Reportable Conditions
 - Maternal and Child Health
 - Cancer
 - HIV/AIDS
 - STD
 - Chronic Disease Conditions
 - Chronic Disease Risk Factors
 - Suicide

Leading causes of death in Travis County 2008



Data Source: Texas Department of State Health Services Center for Health Statistics

Age-Adjusted Mortality Rates for the Three Leading Causes of Death by Race/Ethnicity in Travis County 2006-2008



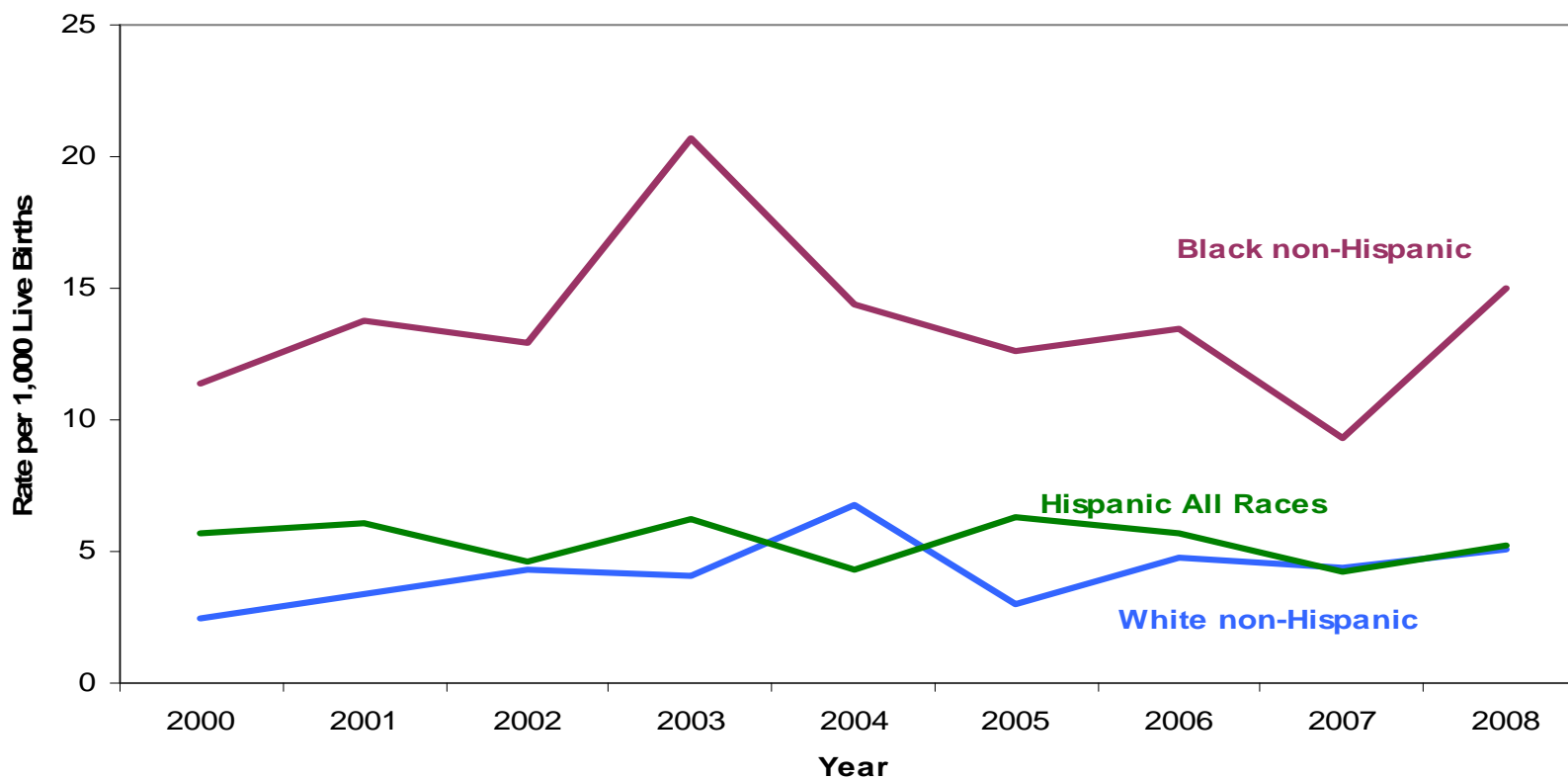
Age-Adjusted rates use 2000 Standard Population

Data Source: Texas Department of State Health Services Center for Health Statistics

Most Frequently Reported Notifiable Conditions in Travis County in 2010

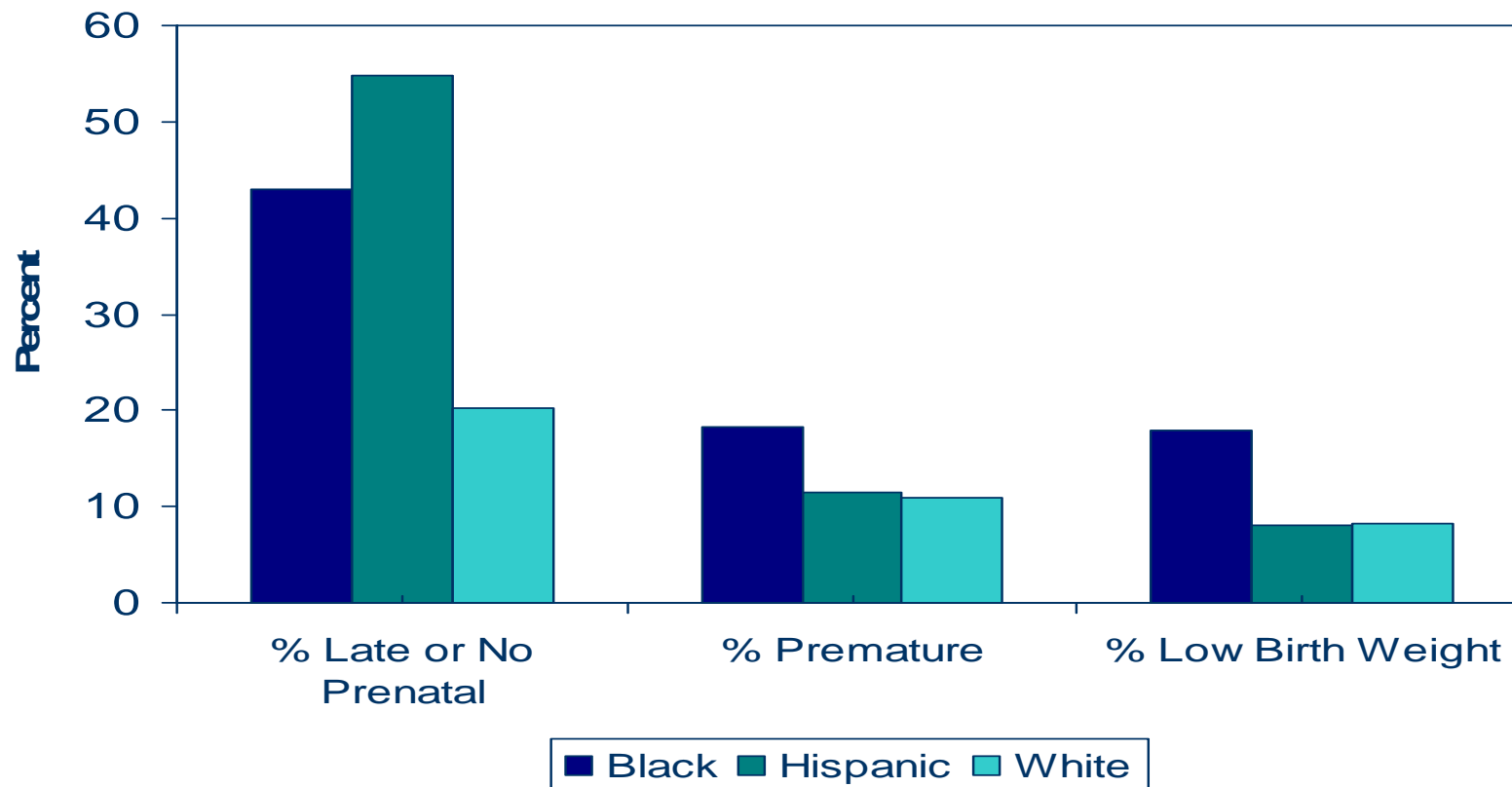
- Pertussis
- Salmonella
- Campylobacteriosis
- Shigella
- *Streptococcus pneumoniae*
- Chicken Pox
- Aseptic Meningitis
- *Streptococcus Group B*
- Amebiasis
- *Streptococcus Group A*
- Hepatitis B, Acute

Infant Mortality Rates by Race/Ethnicity for Travis County 2000-2008



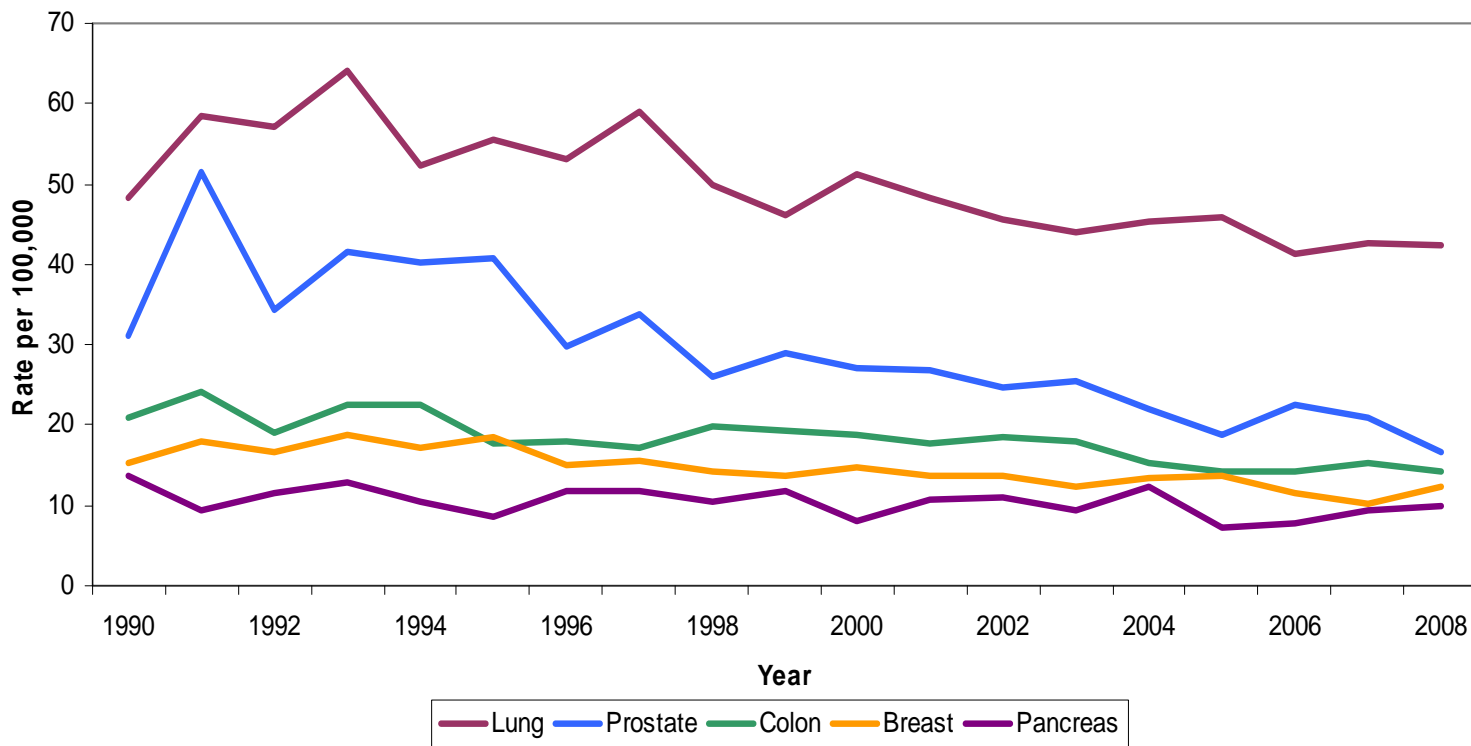
Data Source: Texas Department of State Health Services Center for Health Statistics

Travis County Maternal and Child Health Indicators by Race/Ethnicity 2006-2008



Data Source: Texas Department of State Health Services
<http://soupfin.tdh.state.tx.us/birth05.htm>

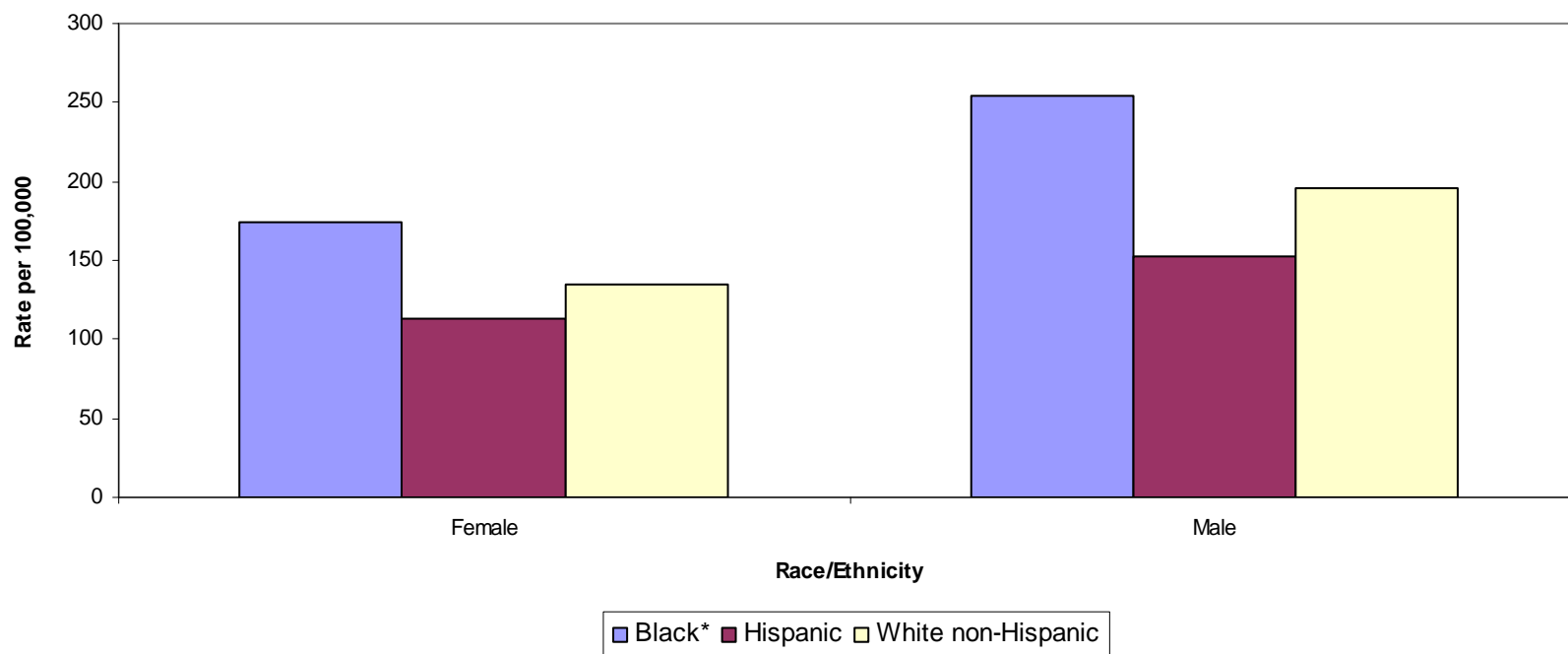
Age-Adjusted Cancer Mortality Rates for the Five Most Common Cancer Sites for Travis County 1990-2008



Rates are age-adjusted to the 2000 U.S Standard Population

Data source: Texas Cancer Registry Mortality File, March 2011

Age-Adjusted Cancer Mortality Rates by Gender and Race/Ethnicity for Travis County 2008

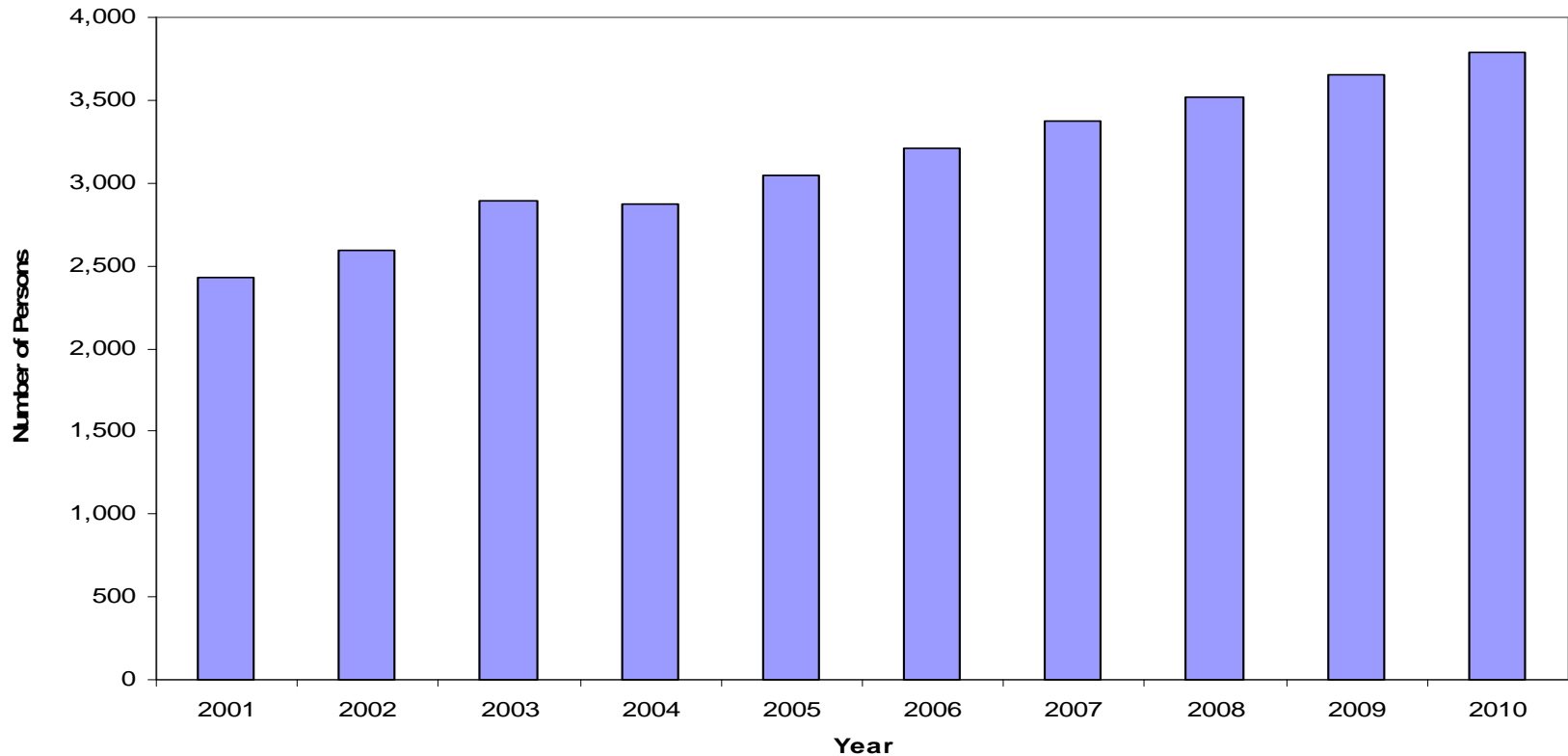


Age-Adjusted rates use 2000 Standard Population

Data Source: Texas Department of State Health Services Center for Health Statistics

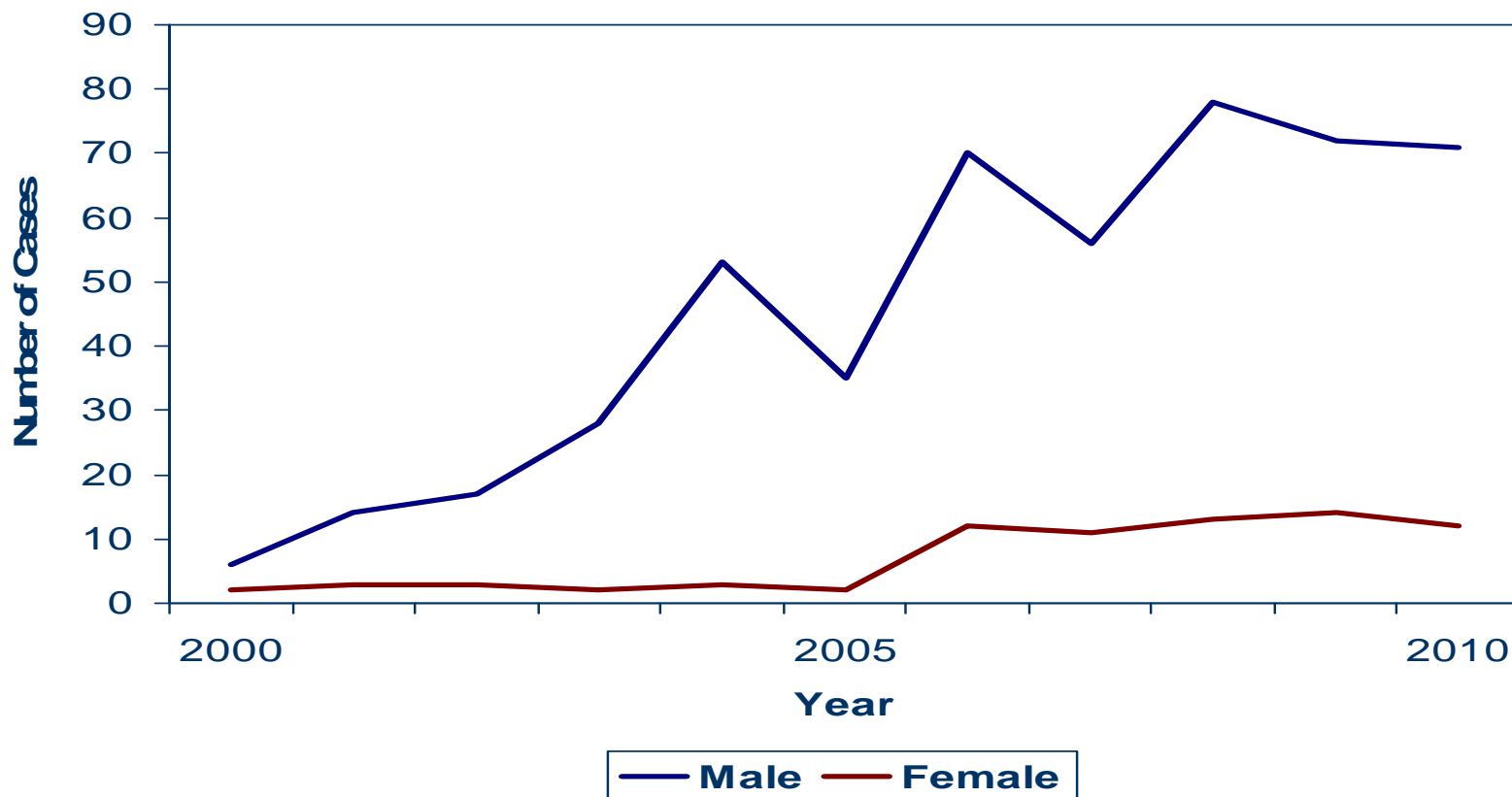
*The "Black" race category includes Black Hispanics and Black non-Hispanics.

Number of Persons Living with HIV/AIDS in Travis County 2001-2010



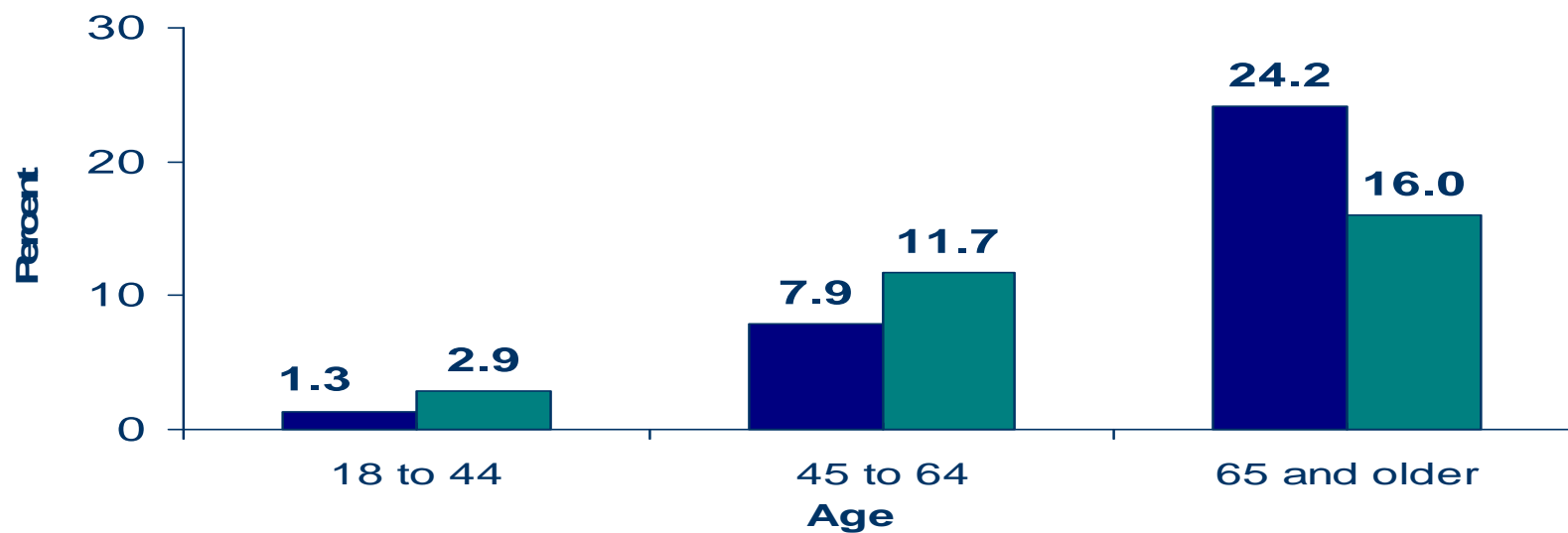
Data Source: Texas Department of State Health Services
HIV/STD Program

Number of Reported Primary and Secondary Syphilis in Travis County by Gender 2000-2010



Data Source: Texas Department of State Health Services
HIV/STD Program

Travis County Heart Disease and Diabetes Prevalence by Age Group Among Adults 2010

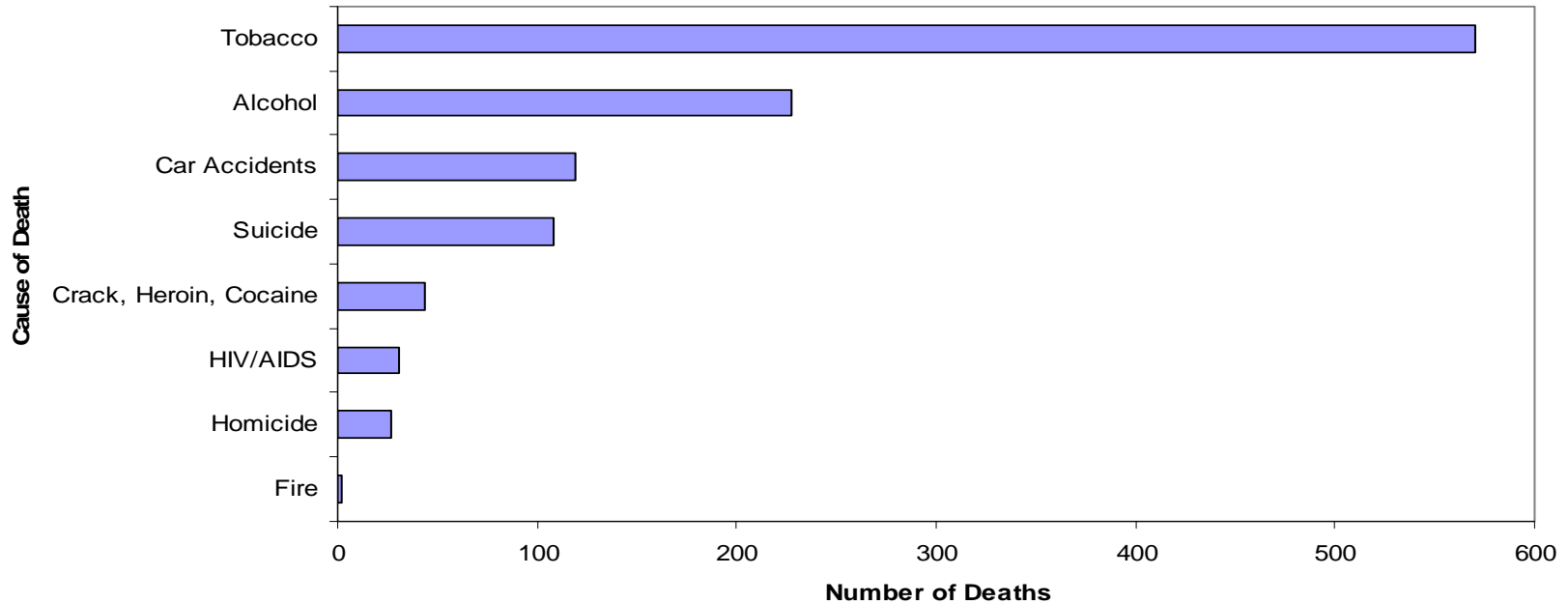


Data source: Texas Behavioral Risk Factor Surveillance Survey (BRFSS) 2008-2010

■ Heart Disease ■ Diabetes

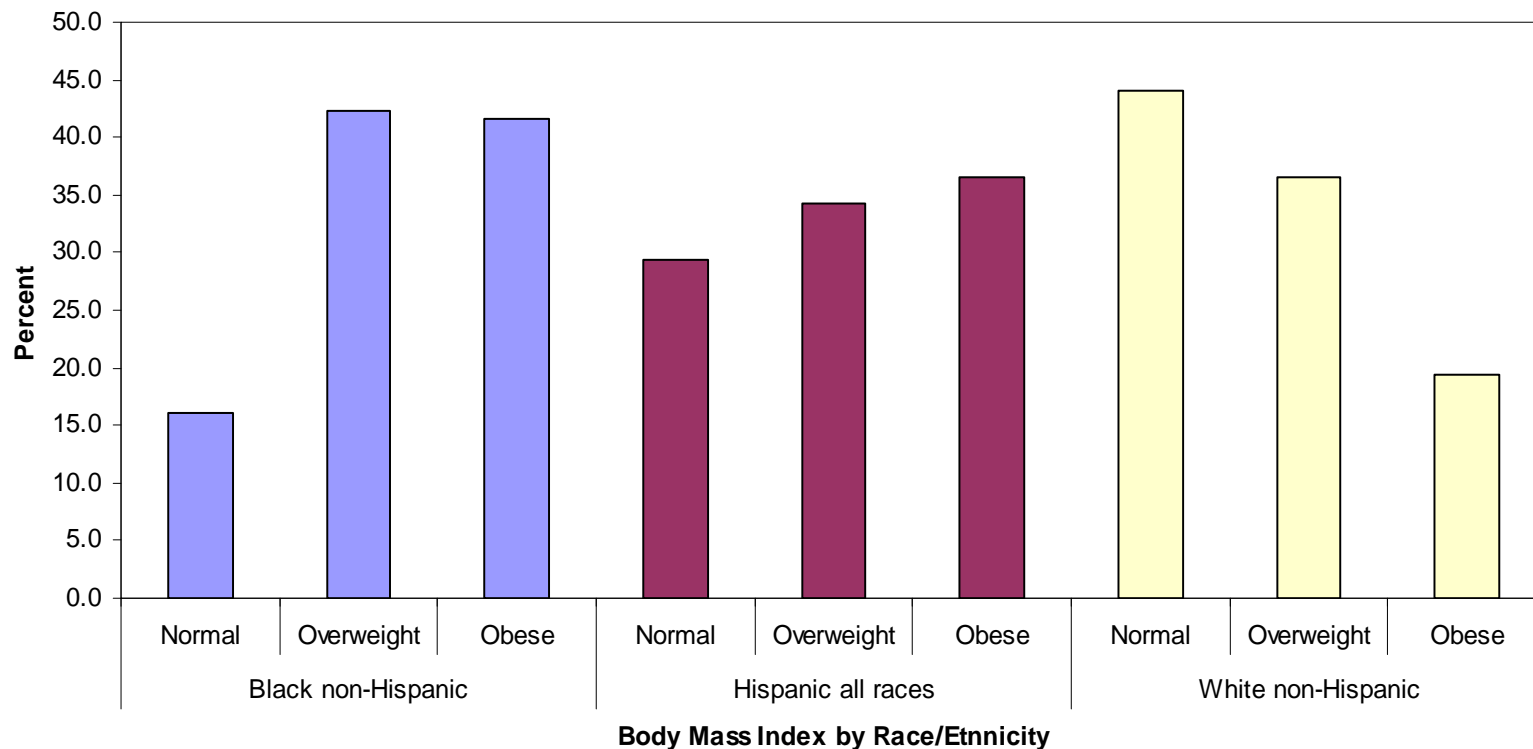
*The estimate for Heart Disease in the 18 to 44 age group is unstable and should be interpreted with caution.

Leading Cause Preventable Deaths in Travis County in 2008



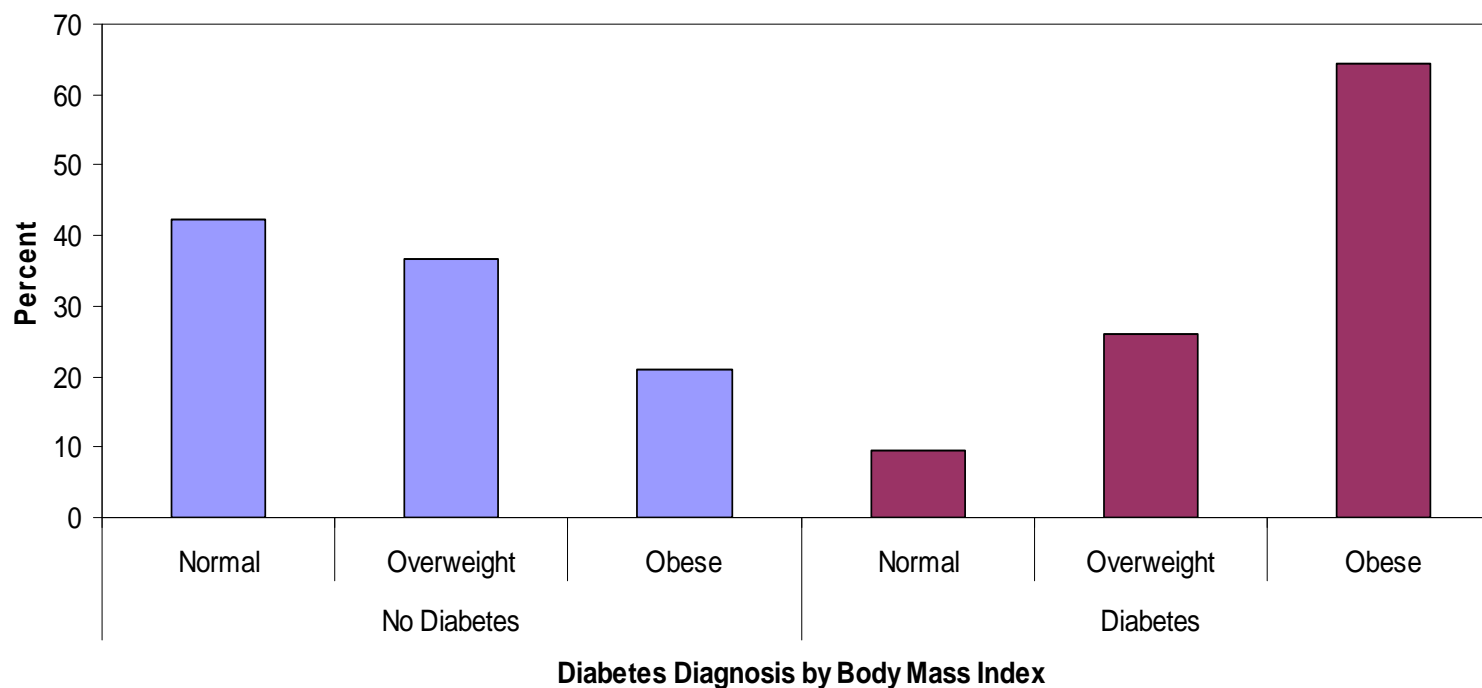
Data source: Mortality data were obtained from the Center for Health Statistics at the Texas Department of State Health Services. The estimated number of deaths due to tobacco use were based on Smoking-Attributable Mortality, Morbidity and Economic Costs (SAMMEC) calculation tool from Centers for Disease Control and Prevention (CDC). The estimated number of deaths due to alcohol were based on the Alcohol-Related Disease Impact (ARDI) calculation tool from CDC.

Body Mass Index by Race/Ethnicity Among Adults in Travis County 2008-2010



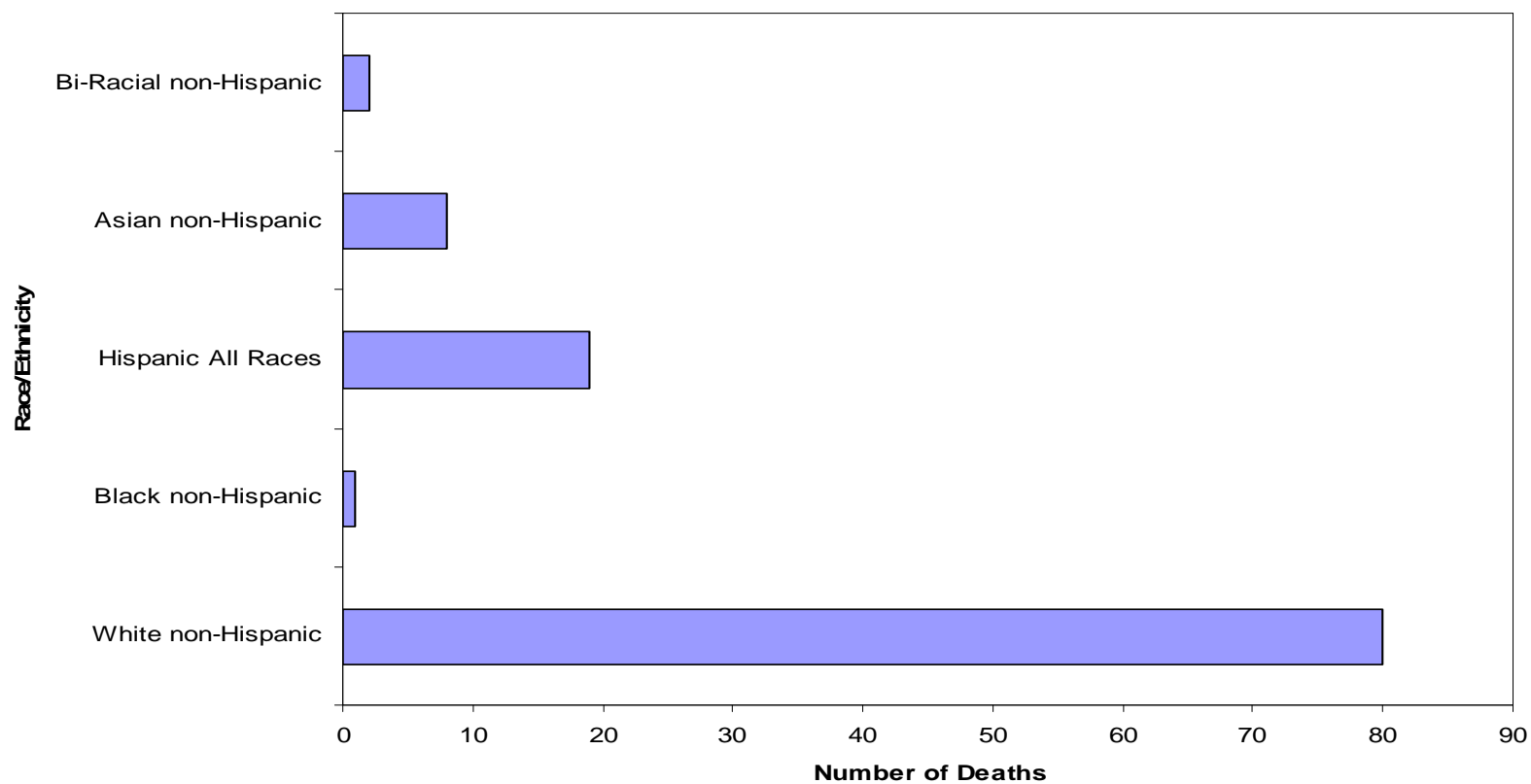
Data source: Texas Behavioral Risk Factor Surveillance Survey (BRFSS) 2008-2010

Body Mass Index by Diabetes Diagnosis Among Adults in Travis County 2008-2010



Data source: Texas Behavioral Risk Factor Surveillance Survey (BRFSS) 2008-2010

Number of Suicide Deaths by Race/Ethnicity for the City of Austin 2010



Data Source: A/TCHHSD Office of Vital Records

2012 Critical Health Indicators Report

- Promotes awareness of health indicators internally and externally.
- Guides our efforts to address the needs of our community.
- Supports the efforts of A/TCHHSD staff.
- Demonstrates the value of public health.
- Posted on A/TCHHSD public website <http://www.austintexas.gov/departments/health>



**Austin/Travis County Health
and Human Services Department**
2012 Critical Health Indicators Report



Questions?

Austin/Travis Health and Human Services Department

Carlos Rivera, MPH, MBA, LCSW

Director

972-5510

Carlos.Rivera@AustinTexas.Gov



Austin/Travis County Health & Human Services Department



City/County Interlocal for Public Health and Animal Services

Carlos Rivera, Director HHSD

Abigail Smith, Chief Animal Services Officer

June 26, 2012



ILA Programs



- Chronic Disease Prevention & Control
- STD and HIV Outreach & Prevention
- Tuberculosis Elimination
- Disease Surveillance
- Community Health Assessment/Community Health Improvement Plan (CHA/CHIP)
- Immunization
- Vital Records
- Health & Safety Code Compliance
- Sickle Cell
- AAQL
- Animal Services: Animal Control, Shelter Services & Prevention



Expenses as of May 31st



- Total program budget is \$17.9 million; County share is \$3.0 million
- As of May, Total YTD Expenses (net of revenues) are \$11.7 million; County share is \$1.8 million



Performance as of March 31st



-
- **The City reports on 78 performance measures related to programs provided through the ILA**
 - **49 measures meet or exceed mid-year targets**
 - **Several measures have seasonal activity and we anticipate reaching the targets by the end of the year**
 - **Performance projections in a few program areas are not anticipated to meet our targets**



Proposed FY13



-
- FY13 separates Animal Services from Public Health ILA
 - HHS increase \$469K
 - ASO increase \$178K
 - Proposed Budget includes a total \$647K increase based on:
 - Population increases
 - Methodology change in revenue calculation
 - Increases for employee benefits
 - Animal Services change from 5 year average intake to 3 year



City/County Interlocal



QUESTIONS



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: David A. Salazar 854-4107

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

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Receive Update on Community Health Assessment from Austin/Travis County Health and Human Services Department and Take Appropriate Action.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see presentation.

STAFF RECOMMENDATIONS:

Please see presentation.

ISSUES AND OPPORTUNITIES:

Please see presentation

FISCAL IMPACT AND SOURCE OF FUNDING:

This item does not increase the current County Budget.

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.



2012 Austin/Travis County Community Health Assessment

July 24, 2012

Travis County Commissioner's Court

Presented by:

Austin/Travis County HHSD

Shannon Jones, Deputy Director

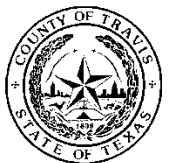


Background

- Austin/Travis County HHSD received funding to complete a model community health improvement process
- One of 12 Select Local Health Departments (LHD)
- The only LHD to apply under a general approach
 - Unique community * strong intergovernmental collaboration *
 - dedicated local public health system * committed community organizations and many partners/stakeholders

CHA = Community Health Assessment

CHIP = Community Health Improvement Plan



Public Health Accreditation

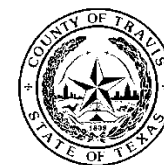


National Voluntary Public Health Accreditation to Launch in Fall of 2011

- Standards and Measures based on the 10 Essential Public Health Services

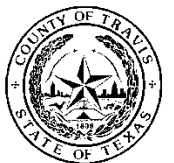
To Apply for Public Health Accreditation, the following are required:

- Agency strategic plan
- Community health status report
- Community health improvement plan



Today's Presentation

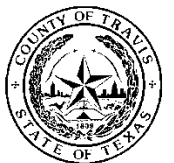
- Background
- Key themes
- Priority Issues and Focus Areas



Vision and Mission

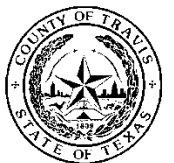
Vision: Healthy People are the Foundation of our Thriving Community

Mission: Our community – individuals and organizations (public, private, non-profit) – work together to create a healthy and sustainable Austin/Travis County



Goals of the Assessment

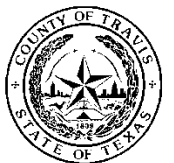
- Examine the current health status across Austin/Travis County
- Explore current health concerns among residents
- Identify community strengths, resources, forces of change, and gaps in services



Methods

Reviewed existing data sources (national, state and local) to examine indicators:

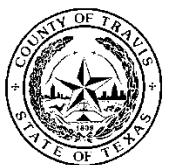
- Demographics
- Social and Physical Environment
- Health Behaviors and Outcomes
- Health Care Access and Resources



Methods

Over 300 participants engaged through forums, focus groups, and interviews:

- 4 community forums
- 14 focus groups
- 28 key informant interviews
- Findings from 25 key informant interviews conducted for the Central Health Connection Leader Dialogue Series



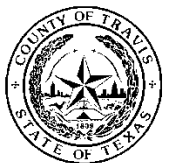
Priority Sectors

- Economic Development/Business
- Philanthropic
- Public Safety
- Faith Community
- Behavioral and Mental Health
- Hospital/Health Care
- Culture/Arts
- Government/Political
- Health Promotion
- Education
- Housing
- Asian Americans
- Blacks/African Americans
- Latinos/Hispanics
- Aging/Elderly/ Disabled
- Parents
- Immigrants/Refugees



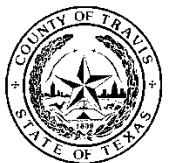
Key Themes

- Disparities and wide variation in demographics and socioeconomic status
- Needs of growing Latino/Hispanic population
- Limited transportation options, including walkability
- Insufficient mental health services to meet increasing demand



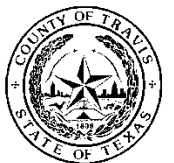
Key Themes from the CHA

- Chronic conditions and related health behaviors (physical activity, healthy eating, obesity)
- Access to primary care, especially among vulnerable populations
- Prevention focus in health care services and programs
- Strategic, coordinated, and collaborative approach to address health issues



Next Steps

- Community Health Improvement Plan:
 - Priorities based on review of data
 - Establish workgroup for each priority area
 - Create action plans, including goals, objectives, evidence-based strategies, and key indicators
 - Engage community partners for feedback and partnership in plan adoption



CHIP Priority Areas

HEALTH IMPROVEMENT PRIORITIES	FOCUS AREAS
CHRONIC DISEASE	1. Obesity
BUILT ENVIRONMENT	2. Transportation 3. Access to healthy foods
ACCESS TO PRIMARY CARE and MENTAL/BEHAVIORAL HEALTH	4. Navigating the healthcare system
<p>Note: Health education/literacy was selected as a key CROSS-CUTTING STRATEGY for all 3 priorities and focus areas.</p>	



Timeline

Item / Activity	Timeline
Draft CHA Report	July – August 2012
Presentations to Public City Hall Council Chambers <ul style="list-style-type: none"> • 3:30 to 4:30 pm • 6:30 to 7:30 pm 	July 26 th
Issue Area Workgroups Learning Resource Center <ul style="list-style-type: none"> • 2800 Spirit of Texas Drive • 9 am to 12 pm 	August 17 th August 31 st September 14 th September 28 th October 12 th
Draft CHIP	November – December 2012
CHIP Presentations	January 2013



Questions



Thank you!





Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 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

41,100.00AMENDMENTS

BA#	INTERNAL ORDER/WBS FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1	0001	198000	580160	Reserves	Reserve for IJS Replacement		59,233.00	1
	0001	112014	511890	ITS	Consulting	59,233.00		
	0108	120010	580010	Reserves	Allocated Reserves (SAP Fund 108)		696,357.00	4
A2	0108	120010	511971	County Clerk	Other Purch Serv-CO	448,005.00		
	0108	120010	510310	County Clerk	Software	193,879.00		
	0108	120010	511620	County Clerk	Other Equip.Reprs Mnt	54,473.00		

TRANSFERS

BA#	INTERNAL ORDER/WBS FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
T1	0001	157010	511971	Records Mngt	Other Purch Serv - CO		18,704.33	8
	0001	157010	520160	Records Mngt	Capital Outlay - Office & Equ	18,704.33		

OTHER

O1	Creation of internally funded transisiton slot for EMS-STAR Flight	14
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PLANNING AND BUDGET OFFICE TRAVIS COUNTY, TEXAS

700 Lavaca, Ste 1560
P.O. Box 1748
Austin, Texas 78767

July 16, 2012

To: Commissioners Court

From: Katie Petersen Gipson, Sr. Planning & Budget Analyst

A handwritten signature in black ink, appearing to read "Katie Petersen", is written over the printed name.

Re: Funding for CUC TechShare Prosecutor Module

On July 17, 2012 Commissioners Court discussed the master interlocal agreement with the Conference on Urban Counties for the TechShare program for development of a new prosecutor module. The interlocal has been placed on the July 24, 2012 agenda for approval. The FY12 amount needed for the interlocal agreement is \$59,233. PBO recommends funding from the Integrated Justice System (IJS) Reserve, which was created in FY12 to cover expected costs for this program.

The estimated FY13 cost for the prosecutor module portion of the TechShare program is \$710,795. This amount is included in the FY13 Preliminary Budget as part of the IJS Reserve. PBO recommends keeping this funding in a reserve at this time should any other counties join the TechShare program and Travis County's portion of the development costs will decrease.

For your information, other IJS related expenses in the FY13 Preliminary budget include:

- Six additional staff to work on all IJS projects--Business Analysts in the District Attorney's Office, District Clerk's Office, County Clerk's Office, Criminal Courts Administration, ITS and a Project Manager in ITS (\$606,379),
- County Clerk's On Base Document Management System contract (\$73,481 operating, \$225,000 Capital Acquisition Resources),
- JP Odyssey system contract (\$1,348,794 CAR), and
- FY13 IJS Reserve (\$2,164,795) including funding for 2013 costs of the CUC TechShare courts module (\$1,000,000), prosecutor module (\$710,795), and expansion of the On Base Document Management System to other County departments(\$454,000) .

If you have any questions, please contact me at 854-9346.

CC: Roger Jefferies, Justice & Public Safety

Joe Harlow, ITS

Vicki Skinner, District Attorney's Office

Vicki Ashley, County Attorney's Office

Randy Lott, ITS

David Lampl, ITS

Leslie Browder, PBO

Jessica Rio, PBO

Leroy Nellis, PBO

Header Information for Entry Doc Number

400000181

Doc. Number 400000181 Doc. Status Preposted FM Area 1000

Budget. Cate. Payment Doc.Year 2012 Doc.Date Jul 11, 2012

Value Type Budget Version 0 Doc.Type TRAN

Budget Type 1 Fiscal Year 2012 Year.Cash.Eff

Process UI TRAN Process SEND Original.Applic. BWB Doc.Family

Additional Data

Creator LOTTR Creation Date Jul 11, 2012 Creation Time 13:35:33

Resp. Person Year Cohort Public Law

Header Text CUC Techshare Prosecutor Module

Legislation

TextName

Lines

Total Document

USD

Line	Fund	Budget Period	Funds Center	Comm.Item	FuncArea	Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580160	1120	NOT-RELEVANT	NON-FUNDED-PROGRAM	-59,233	CUC Techshare Prosecutor module
000002	0001		1120140001	511890	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	459,233	CUC Techshare Prosecutor module

[Handwritten signature] AS on July 19, 2012

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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 

DATE: July 17, 2012

RE: Request to transfer from the Record Management Special Revenue Fund (HTE Fund 028, SAP Fund 0108) Allocated Reserve to purchase a Document Management System.

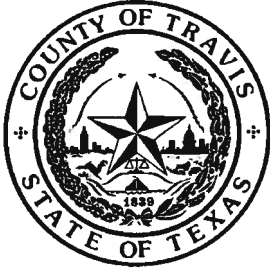
The County Clerk has been in negotiations to purchase a Document Management System (DMS) to serve as a primary tool for storing, inventorying and recovery of electronic documents. Funding for the new system is from the Records Management Fund Allocated Reserve. The total cost is estimated at \$696,357 including a small amount for contingency in their estimates. The final documents are still under development, but negotiations are close enough to completion that the Clerk would like to have funding in place.

PBO has included this use of funds in our estimates for total expenditures affecting the special revenue fund and approval of this item will not have a significant additional impact on recommendations for the FY 2013 Budget.

PBO notes that as part of negotiations, the DMS being purchased can be expended to serve additional County Departments. The FY 2013 Preliminary Budget includes a reserve in the General Fund for additional departments to implement the DMS, in the next few years. PBO also notes that the Clerk is budgeted to receive additional funds in FY 2013 to implement the misdemeanor module of the DMS system. All FY 2013 items are contingent on the approval of the first DMS purchase, which is funded by this request.

PBO recommends approval of this request.

cc: Leslie Browder, PBO
Jessica Rio, PBO
Leroy Nellis, PBO
Dana DeBeauvoir, County Clerk
Susan Bell, County Clerk's Office



Dana DeBeauvoir
Travis County Clerk

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

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

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

July 9, 2012

MEMORANDUM

TO: Alan Miller,
Planning and Budget Analyst

FROM: Dana DeBeauvoir,
County Clerk

DATE: July 9, 2012

SUBJECT: **Request for Allocated Reserves**

The County Clerk's Office is requesting Commissioners Court approval for \$696,357 to be transferred from Allocated Reserves (1200100108 / 580010) to the following Records Management (1200100108) Commitment Items:

511971

510310

511620

This request is to cover costs associated with the purchase of a new document management system (DMS) including hardware, software, and maintenance.

Phase I	Software	Maintenance	Services	Hardware	Totals
Annual Maint and phone support		6,705			
Cust Care Package		1,479			
Fujitsu 6670A Scanner				5,596	
Software	28,310				
Services			75,110		
Total Phase I - Part A	28,310	8,184	75,110	5,596	\$117,200.00
Phase II - Part B					
Services			29,570		
Cust Care Package		3,480			
Total Phase I - Part B	-	3,480	29,570	-	33050.00
Total Phase I - Part A & B	28310	11664	104680	5596	\$150,250.00

Phase II	Software	Maintenance	Services	Hardware	Totals
Fujitsu 6670A Scanner				5,596	
ScanSnap - change out				11,150	
Software	155,569				
Annual Maint and phone support		21,816			
ID Shield Maint		10,024			
Services - correct cause number			80,000		
Cust Care Package		2,785			
Services			83,255		
Software - Web Server	10,000				
Services - Web Server Integration			4,960		
Total Phase II	165,569	34,625	168,215	16,746	\$385,155.00

Other Costs not purchased from Image Soft					
Database Server		6,000			
Web Server		13,000			
Application Server		20,000			
Oracle Standard Edition		5,000			
Phase II Fujitsu fi6140 change diff+		12,860			
SAN		55,000		Phase I	\$150,250.00
Oracle Maint		4,000		Phase II	\$385,155.00
				Hardware	\$130,860.00
Batch Scanner Civil/Probate/Commissioner Court		15,000		Contingency	\$30,092.00
Total		130,860			\$696,357.00

[Handwritten signature] July 19, 2012

Header Information for Entry Doc Number	400000153
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Doc. Number 400000153	Doc. Status Preposted	FM Area 1000	
Budget. Cate. Payment	Doc. Year 2012	Doc. Date Jul 5, 2012	
Value Type Budget	Version 0	Doc. Type TRAN	
Budget Type 1	Fiscal Year 2012	Year. Cash. Eff	
Process UI TRAN	Process RECV	Original. Applic. BWB	Doc. Family

Additional Data

Creator BELLD1	Creation Date Jul 5, 2012	Creation Time 11:44:21	
Resp. Person	Year Cohort	Public Law	
Header Text	Legislation		

TextName

Lines

Total Document 0 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	Func Area	Grant	Funded Program	Local Amount	Text Line
000001	0108		1200100108	511971	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	448,005	DMS purchase
000002	0108		1200100108	510310	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	193,879	DMS purchase
000003	0108		1200100108	580010	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	-696,357	DMS purchase
000004	0108		1200100108	511620	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	54,473	DMS purchase

[Handwritten Signature] July 19, 2012

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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 *A*

DATE: July 13, 2012

RE: Request to transfer funds from centralized line item to fund additional shelving for the Travis County Archives.

RMCR is requesting Commissioners Court approval to use \$18,704.33 of savings from the departmental allocation for County-wide offsite storage to fund the purchase of additional shelving at the Travis County Archives to allow for records at Smith Road to be moved to the County Archive. The purchase of this shelving is necessary to allow for the move of records from the Smith Road storage location, where the records are degrading rapidly, to the more stable County Archives.

The need for this additional shelving was included in the Archive Space Plan that was presented to Commissioners Court for approval on July 13, 2010. At that time, the department's back-up discussed utilizing incremental savings as the primary method of funding the expansion of shelving.

PBO concurs of the need and recommends approval of this request.

PBO notes that we have discussed the use of centralized resources for the remainder of FY 2012 with the department and noting that while this impact can be absorbed within the PBO estimates of ending fund balance for FY 2012, additional expenditures could have a greater impact on PBO's projections for the ending fund balance, which is used to build the FY 2013 Budget.

cc: Jessica Rio, PBO,
Leroy Nellis, PBO
Steven Broberg,
Tom Ashburn, RMCR




TRAVIS COUNTY

RECORDS MANAGEMENT & COMMUNICATION RESOURCES

314 West 11th Street, Suite 110 PO Box 1748 Austin, TX 78767 Tel: (512) 854-9575 Fax: 854-4560

MEMORANDUM

TO: Alan Miller, PBO Analyst
FROM:  Steven Broberg, RMCR Director
DATE: July 12, 2012
SUBJECT: Transfer 400000165 from Centralized Line Items

This memo is to request approval of budget transfer 400000165 from a centrally budgeted line item. Budget rules require the approval of Commissioners Court for such transfers. The transfer will enable RMCR to purchase steel shelving for the Travis County Archives program. RMCR will use one-time operating savings to fund this one-time capital purchase.

The transfer is summarized as follows:

400000165: \$18,704.33 From: Other Purchased Services 1570100001/511971
To: Capital Outlay-Office Equipment 1570100001/520160

Thank you for your assistance in this matter.

A T P

Vendor Name: TAB

H.T.E. vendor number: 75822

Vendor point of contact: Rene Drouin, 451-0198 ext. 104

See quotation # RD041312A

Amount: \$18,704.33

Old H.T.E. Commodity code: 420, "Furniture, Non-Office"

Sub-commodity code: 048, "Library Shelving, Metal"

Authorized by: _____



Steven Broberg, RMCR Director

Date: _____

07/12/12

BA# 400000165

Alan Miller

From: Shawn T Malone
Sent: Thursday, July 12, 2012 4:44 PM
To: Alan Miller; Tom Ashburn
Cc: Steven Broberg
Subject: The Need for Archives Shelving and Budget Transfer 400000165
Attachments: Archives Space Plan Final 2010.pdf

Hi Alan,

The Travis County Archives needs additional shelving to accomplish the goals described in the attached Space Plan. Priorities for transfer of historical records to the Archives in the near future include Travis County records stored at the Austin History Center. Siting these records with the appropriate government (Travis County) will improve and expedite the categorization, classification and management of these records.

Other historical records located on Smith Road in a Travis County warehouse facility are another priority for transfer. These records measure approximately 1,200-1,300 cubic feet in volume. Because this warehouse space is not climate controlled, many of the records are greatly deteriorated. Some of the records date back as early as the 1840s, and they must be transferred to an environmentally stable area as soon as possible to prevent any further deterioration. About one-third of the Smith Road records have been transferred so far, pending the procurement of additional shelving. Completing the transfer of historic records from the Smith Road warehouse to an archives facility will make two to three thousand square feet of space available for a more suitable purpose at Smith Road. Appropriate shelving to maintain progress on the Archives Space Plan can be funded in FY 2012 using one-time operating savings. Please let me know if you need any additional information.

Thanks,
Shawn

From: Alan Miller
Sent: Thursday, July 12, 2012 4:13 PM
To: Tom Ashburn
Cc: Steven Broberg; Shawn T Malone
Subject: RE: Budget Transfer 400000165

Then can I get some more information about the "need" to include in the memo to Court.

From: Tom Ashburn
Sent: Thursday, July 12, 2012 4:11 PM
To: Alan Miller
Cc: Steven Broberg; Shawn T Malone
Subject: RE: Budget Transfer 400000165

I don't think so in FY 13, however we did have a scaled down request in FY12. Do I have this right Shawn?

From: Alan Miller
Sent: Thursday, July 12, 2012 4:07 PM
To: Tom Ashburn
Subject: RE: Budget Transfer 400000165

Y'all had a budget request for this right? I'm tired so forgive the question....

From: Tom Ashburn
Sent: Thursday, July 12, 2012 4:04 PM
To: Alan Miller
Cc: Steven Broberg; Shawn T Malone
Subject: Budget Transfer 400000165

Alan,

Attached is a memo and documents supporting transfer 400000165 in the amount of \$18,704.33 for the purchase of steel shelving for the Travis County Archives program.

Let me know if you need additional information.

Thanks,

TA

Header Information for Entry Doc Number	400000165
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Doc. Number 400000165	Doc. Status Preposted	FM Area 1000	
Budget. Cate. Payment	Doc. Year 2012	Doc. Date Jul 12, 2012	
Value Type Budget	Version 0	Doc. Type TRAN	
Budget Type 2	Fiscal Year 2012	Year. Cash. Eff	
Process UI TRAN	Process SEND	Original. Applic. BWB	Doc. Family

Additional Data

Creator ASHBURT	Creation Date Jul 13, 2012	Creation Time 09:45:32	
Resp. Person	Year Cohort	Public Law	
Header Text	Legislation		

TextName

Lines

Total Document 0 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Text Line
000001	0001		1570100001	511971	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	-18,704.33	One-time operating savings
000002	0001		1570100001	520160	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	18,704.33	Steel shelving for Travis Co. Archives

[Signature] July 19, 2012

3



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Bill Derryberry, Senior Planning and Budget Analyst

DATE: July 16, 2012

SUBJECT: EMS STAR-Flight Transition FTE Slot

Emergency Medical Services (EMS) is requesting a Transition FTE slot for a retiring Star Flight Helicopter Pilot, Senior (Pay Grade 26328) for the period from August 6 through September 30, 2012. PBO confirms that there is sufficient internal funding for the \$25,004 cost for this Transition FTE slot in the EMS budget. Please see the attached memo from the County Executive for Emergency Services on this request.

PBO recommends approval of this Transition FTE Slot for the August 6, 2012 through September 30, 2012 period funded internally within the existing FY 12 EMS budget. If you have any questions, please call me at 4-4741.

Cc: Danny Hobby, County Executive for Emergency Services
Casey Ping, STAR Flight Program Director
Christine Lego, Lead Financial Analyst, Emergency Services
Leslie Browder, County Executive for Planning & Budget
Jessica Rio, Budget Director, PBO
Diane Poirot, HRMD Director
Todd Osburn, HRMD Compensation Manager



STAR Flight



7800 Old Manor Road
Austin, TX 78724
www.starflightrescue.org

Dispatch 1-800-531-STAR
Administration (512) 854-6464
Fax (512) 854-6466

To: Leslie Browder, County Executive, PBO
Diane Blankenship, HRMD Director

Through: Danny Hobby, County Executive, Emergency Services

From: Casey Ping, Program Director, *STAR Flight*

Date: July 13, 2012

Subject: Pilot Retirement and Hiring Step Recommendation

On June 28, 2012 Kevin McDonald communicated his intention to retire from Travis County effective September 30, 2012.

Historical review of *STAR Flight* hiring processes show that it generally takes 150-180 days to advertise, select and train a new flight employee. At that point, they are cleared to independent duty and can actually begin covering the flight schedule.

On July 12th we completed a pilot hiring process for the recent retirement of another pilot. During this process we identified two potential candidates that can fill these positions.

In order to minimize the time it takes to advertise, select and train a new flight employee (and the overtime cost associated with a vacancy) we are requesting a transitional FTE slot from the period of August 6 through September 30, 2012.

PBO has confirmed the Department has sufficient internal funding for the requested position. This gives *STAR Flight* operations the personnel resources to meet the organizational staffing requirements and reduces the overtime impact this issue will have on the Departments overtime budget.

Please let me know if you have any questions or need additional information.

Cc: Alan Miller, PBO
Bill Derryberry, PBO
Todd Osburn, HRMD
Leslie Dippel, County Attorney's Office

Allocated Reserve Status (580010)

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-ReimbRes
(\$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

Allocated Reserve Status (580010)

\$134	EMS	4/4/12	Cancelled Purchase Orders
\$78,259	Various	4/23/12	Cancelled Purchase Orders
(\$168,290)	TNR	5/1/12	Environmental Monitoring
(\$151,174)	Facilities	5/1/12	Security at 700 Lavaca
\$10,033	Various	5/4/12	Cancelled Purchase Orders
(\$51,743)	TNR	5/15/12	Opening Phase III of Northeast Metro Park
(\$117,703)	Sheriff's Office	5/15/12	Security at 700 Lavaca
(\$117,556)	General Admin.	5/22/12	Waller Creek TIF Payment
(\$2,816,473)	Various	5/22/12	Market Salary Survey Adjustments
\$27,550	Various	5/24/12	Cancelled Purchase Orders
(\$13,800)	Purchasing	6/26/2012	Auction fees
(\$1,320,525)	TNR	7/10/12	Maintenance Plan- Closed Travis Co. Landfill
(\$452,245)	County Clerk	7/10/12	Expense related to Primary Election Runoff
\$5,362,970	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$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
(\$3,145)	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
(\$3,125,315)	Compensation
(\$4,820,776)	Total Possible Future Expenses (Earmarks)
\$542,194	Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (580070)

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
(\$80,000)	Records Management	5/1/12	Audio/Visual Equip. & Build-out @ 700 Lavaca
(\$42,283)	TNR	5/15/12	Opening Phase III of Northeast Metro park
(\$36,878)	Sheriff's Office & ITS	5/15/12	Security for 700 Lavaca
(\$330,000)	EMS	7/3/2012	EMS Interlocal Base Agreement - Ambulances
\$442,505	Current Reserve Balance		

Salary Savings Reserve Status (580100)

Amount	Dept Transferred Into	Date	Explanation
\$330,703			Beginning Balance
\$330,703 Current Reserve Balance			

Emergency Reserve Status (580120)

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

Fuel & Utility Reserve Status (580130)

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

Planning Reserve Status (580210)

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
(\$6,500)	CJP	5/22/2012	Related to Civil Courthouse Contract
(\$7,500)	CJP	5/22/2012	Legal Services Contract
\$3,496,000 Current Reserve Balance			

Juvenile Justice TYC (580260)

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

Future Grant Requirements Reserve Status (580140)

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
(\$45,925)	Auditor	5/1/12	Grants Financial Auditor/Analyst
(\$265)	ITS	5/1/12	Software
\$550,179	Current Reserve Balance		

Smart Bldg. Facility Maintenance Reserve Status (580240)

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

IJS/FACTS Reserve Status (580160)

Amount	Dept Transferred Into	Date	Explanation
\$4,700,000			Beginning Balance
(\$584,694)	ITS	3/7/12	JP Case Management System
(\$42,805)	County Clerk	5/8/12	FACTS Transition Staff
(\$47,516)	Criminal Courts	5/8/12	FACTS Transition Staff
\$4,024,985	Current Reserve Balance		

Transition Reserve Status (580300)

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

Reserve for State Cuts Status (580310)

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

* Reserved for MHMR

Starflight Maintenance Reserve Status (580320)

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

TCSO Overtime Reserve Status (580330)

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

Annualization Reserve Status (580200)

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

Unallocated Reserve Status (580015)

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



Travis County Commissioners Court Agenda Request

Meeting Date: 07/24/2012, 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 *LB*

Commissioners Court Sponsor: Judge Biscoe

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

- A. Permission to continue AmeriCorps Program in Health and Human Services and Veterans Service until the forthcoming agreement is fully executed; and
- B. Status report to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program, on the Travis County Family Drug Treatment Court – Children's Continuum grant.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is a request to continue the AmeriCorps Grant program while a fully executed agreement is executed.

Item B is a request to approve a report on progress to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program. The report requires the approval of the Court.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

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

FISCAL IMPACT AND SOURCE OF FUNDING:

The permission to continue requires an upfront expenditure of up to \$79,018, which will be charged to the grant once it is executed.

Item B has no fiscal impact to the County.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
Cheryl Aker

TRAVIS COUNTY

7/24/2012

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.

Dept.	Grant Title	Grant Term on Application	Personnel Cost	Operating Transfer	Total Request	Filled FTE	PTC Expiration Date	Notes	Auditor's Assessment	Page #	
Permission to Continue											
A	158 AmeriCorps	08/01/12 - 07/31/13	\$79,018	\$0	\$79,018	28.00	9/30/2012	R	MC	11	
Dept.	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
Status Report											
B	158 Travis County Family Drug Treatment Court - Children's Continuum	10/01/11 - 09/30/14	\$550,000	\$0	\$28,012	\$155,321	\$733,333	3.05	R	EC	19

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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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
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
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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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
45	Trama Informed Assessment and Response Program*	09/01/12 08/31/13	\$192,666.00	\$0.00	\$0	\$0	\$192,666.00	0.50	3/27/2012
45	Travis County Eagle Resource Project*	09/01/12 08/31/13	\$31,926.00	\$0.00	\$0	\$0	\$31,926.00	-	3/27/2012
39	Travis County Adult Probation Co-Occurring Re-entry Services	10/01/2012 9/30/2012	\$565,345.00	\$0.00	\$0	\$0	\$565,345.00	3.00	4/17/2012
57	NEH Preservation Assistance	2/01/2012 8/1/2013	\$6,000.00	\$0.00	\$0	\$0	\$6,000.00	-	4/17/2012
39	SCATTF - Sheriff's Combined Auto Theft Task Force	09/01/12 08/31/13	\$1,007,657	\$173,811	\$236,537	\$0	\$1,418,005	12.00	5/1/2012
45	Youth Reentry Program	10/01/12 03/31/15	\$1,047,504	\$0	\$0	\$0	\$1,047,504	3.00	5/1/2012
39	Domestic Violence Accountability Management Program	10/01/2012 09/30/2014	\$499,956	\$0	\$0	\$0	\$499,956	3.00	5/15/2012
45	National School Lunch/Breakfast program and USDA School Commodity Program	07/01/2012 06/30/2013	\$217,219	\$0	\$0	\$0	\$217,219	-	6/12/2012
137	State Alien Assistance Program SCAAP 12	07/01/2010 - 06/30/2011	\$683,501	\$0	\$0	\$0	\$683,501	-	6/26/2012
158	Basic Transportation Needs Fund Bus Pass Program	09/01/2012 - 08/31/2013	\$5,790	\$0	\$0	\$0	\$5,790	-	6/26/2012
137	Sheriff's Office Command & Support Vessel	06/01/2012 - 03/31/2013	\$413,236	\$0	\$0	\$0	\$413,236	-	7/3/2012
124	Indigent Defense System Evaluation Grant	07/01/12 - 03/31/14	\$230,318	\$0	\$0	\$0	\$230,318	1.00	7/10/2012
158	Children's Success Initiative	09/28/12 - 09/27/13	\$670,593	\$113,995	\$0	\$4,345	\$788,933	15.15	7/10/2012
			\$15,425,949	\$1,149,463	\$4,291,116	\$201,851	\$21,068,379	91.31	

*Amended from original agreement.

**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 Assitance Program (SCAAP)	7/1/2009-6/30/2010	\$683,501	\$0	\$0	\$0	\$683,501	-	11/22/2011

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
58	Comprehensive Energy Assistance Program*	1/1/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	11/22/2011
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	\$0	\$0	\$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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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
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
58	Share the Warmth	04/01/12 09/30/12	\$24,500	\$0	\$0	\$0	\$24,500	-	4/24/2012
21	Electronic Disposition Reporting	04/15/2012 08/31/12	\$34,939	\$0	\$0	\$0	\$34,939	-	5/8/2012
31	Full Services Community Schools - East Austin Children's Promise	02/01/2011 09/30/2011	\$7,215	\$0	\$0	\$7,215	\$14,430	0.20	5/8/2012
31	Full Services Community Schools - East Austin Children's Promise*	10/01/2011 09/30/2012	\$10,000	\$0	\$0	\$7,215	\$17,215	0.20	5/8/2012
58	AmeriCorps*	8/1/2011 - 7/31/2012	\$298,922	\$236,045	\$0	\$183,061	\$718,028	26.5	6/5/2012
149	Onion Creek Greenway Phase 1 Urban Outdoor Grant*	10/02/09 - 07/15/2013	\$1,000,000	\$0	\$1,000,000	\$0	\$2,000,000	0	6/26/2012

*Amended from original agreement. \$29,226,564 \$837,480 \$1,067,179 \$510,515 \$31,641,738 60.31

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 Approval Date	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request					
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
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	8/31/2012	6/5/2012	N/A	No
158	Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$15,862	\$0	\$15,862	1.00	9/30/2012	6/26/2012	N/A	No
Totals			\$147,842	\$131,980	\$454,822	15.00				

*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.

Dept	Grant Title	FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
		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	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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input checked="" type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Health and Human Services and Veterans Service	
Contact Person/Title:	John C. Bradshaw, Contract Specialist	
Phone Number:	854-4277	

Grant Title:	AmeriCorps		
Grant Period:	From: 8/1/12	To: 7/31/13	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	OneStar Foundation		
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:	Corporation for National and Community Service (CNCS)		

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	296,566	194,885	168,673	71,443	\$731,567
Operating:	2,105	46,237	5,965	0	\$54,307
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$298,671	\$241,122	\$174,638	\$71,443	\$785,874
FTEs:	14.00	9.00	8.00	0.00	31.00

(Grant Funds: The \$298,671 is the amount of grant funds going to Travis County. The OneStar Foundation receives an administrative fee of \$3,025. The total amount of grant funds is \$301,696.)

(County Cost Share: The \$241,122 will be coming from fee-for-service contracts between Travis County and organizations, including school districts, offering after-school programs in Travis County.)

(County Contribution: The \$168,673 is coming from keeping four slots vacant in the AgriLife Extension General Fund budget. The \$5,965 in operating expenses also comes from the AgriLife General Fund budget.)

(In-Kind: The grant instructions allow Travis County to claim 10% of the total of the Grant Funds, County Cost Share, and County Contribution as an in-kind match.)

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
1580420001500050	69,518	0	69,518	25	9/30/12
1580420001500070	9,500	0	9,500	3	9/30/12
Use of General Fund Operating Budget for Grant Operating Expenditures					
From 1580420001500070		To same		\$16,500	

(Three of the 31 FTEs will not be filled until later in the grant year.)

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

Performance Measures Applicable Depart. Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/12	3/31/13	6/30/13	9/30/13	
Educational Program Participants	86,000					86,000
Measures For Grant						
AmeriCorps members successfully completing national service training	32					32
Outcome Impact Description	The training gives AmeriCorps members knowledge about national service and their job duties that allows them to competently perform their service activities. The training develops an ethic of service among the members. All members must complete the training in order to serve in the program.					
AmeriCorps member service hours	34,800					34,800
Outcome Impact Description	This measure shows the number of service hours the AmeriCorps members are providing to the community.					
Students enrolled in after- school programs	1,400					1,400
Outcome Impact Description	This measure shows the number of students served by the AmeriCorps members.					
Number of third through eighth graders who complete an after-school program and show increased academic engagement	775					775
Outcome Impact Description	AmeriCorps members are used to augment staff in after-school programs with the goal of increasing students' interest in academic subjects as reflected in pre- and post- test scores.					

PBO Recommendation:

HHS&VS is requesting permission to continue funding temporary and permanent employees for the AmeriCorps after-school programs. In addition, this request is for permission to use general fund budget to continue paying AmeriCorps staff expenses including mileage reimbursement, supplies, gear, etc. The General Fund budget will fund these grant expenses until the grant contract is received and executed. This funding will last through September 2012. The grant contract is expected to be received in early August and be on the Court's agenda for approval soon thereafter. Once a contract is approved, these expenses will be reclassified to the grant budget and the funds will be returned to HHS&VS's General Fund budget.

PBO recommends approval of this request.

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

Travis County 4-H CAPITAL uses the AmeriCorps members to expand its after-school programs. The \$79,018 in Permission to Continue funds will cover the four AmeriCorps staff FTE's as well as the 24 AmeriCorps member FTE's until the new grant contract is executed.

Travis County Health and Human Services and Veterans Service is also requesting permission to use \$16,500 from the General Fund to pay for certain AmeriCorps member expenses. These include health and dental insurance, mileage reimbursement, teaching supplies and service gear, criminal background checks and training. These expenditures are necessary to get the Travis County CAPITAL AmeriCorps Project up and running in time for the start of the new school year.

(In addition to the grant funds handled by Travis County, 4-H CAPITAL brings in additional money for the after-school programs through fee for service contracts. These contracts have been between AgriLife Extension and various entities offering after-school programs (AISD, Del Valle ISD, the Boys and Girls Clubs of the Austin Area, and others). However, these contracts will be handled by Travis County instead of AgriLife Extension for the 2012-2013 school year. Funds brought in by these fee for service contracts will reimburse the General Fund.)

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

There are no county funding requirements once the grant ends. There is a cash and in-kind match required while the grant is in progress.

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.

The grant requires a cash and in-kind match totaling \$487,203. These matches will come from 4-H CAPITAL, the Texas AgriLife Extension Service, and TCHHSVS. The grant is revenue neutral. It will not increase the General Fund budget.

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

The grant allows for a 4% indirect cost allocation for the county and 1% (\$3,025) for the OneStar Foundation. The county is not claiming its 4% allocation because this would raise the total grant request to \$314,270 and make it uncompetitive. The OneStar Foundation has requested that existing AmeriCorps programs not increase the amount of grant funds in the renewal application.

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.

Travis County 4-H CAPITAL will continue to offer after-school programs once the grant ends but not at as many locations.

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

NA

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

The grant allows 4-H CAPITAL to increase the number of sites where it offers after-school programs without increasing General Fund expenditures. This increases the departmental performance measure for educational program participants.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: July 10, 2012

TO: Members of the Commissioners Court

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

SUBJECT: Permission to continue funding the AmeriCorps Program

Proposed Motion:

Consider and take appropriate action on the request of Travis County Health and Human Services and Veterans Service to allocate \$79,018 from the General Fund to continue funding the Travis County CAPITAL AmeriCorps Project until the FY'13 grant contract is executed.

Summary and Staff Recommendations:

The Travis County CAPITAL AmeriCorps Project has served more than 16,000 area youth since its inception. During this time, more than 200 AmeriCorps members have received career and professional development while contributing more than 135,000 service hours. AmeriCorps members work with 4-H CAPITAL staff to expand after-school programs and summer camps in the Austin and Del Valle Independent School Districts.

The \$79,018 from the General Fund will pay the salary and benefits of four full-time county employees funded by the grant as well as living stipends for 32 AmeriCorps members until the new grant contract is executed. The grantor is expected to send the

new contract for \$298,671 by early August. The grant will reimburse the General Fund expenditure.

Travis County Health and Human Services and Veterans Service staff recommends approving the continuation of funding.

Budgetary and Fiscal Impact:

The \$79,018 will come from 1580420001500050 (\$69,518) and 1580420001500070 (\$9,500). This money will fund the program until the end of September if necessary. The funds will be reclassified and rebudgeted back to the General Fund upon execution of the new AmeriCorp grant contract.

Issues and Opportunities:

Studies show that students who participate in after-school programs have fewer behavior problems, handle conflict better, show improved social skills and enhanced academic performance. AmeriCorps members provide much-needed staff to increase the number of after-school programs in Travis County as well as enhance existing programs. Travis County 4-H CAPITAL programs differ from more traditional programs by offering hands-on activities that reinforce key concepts in the curriculum.

Background:

The FY'13 grant contract runs from 8/1/12 – 7/31/13.

Cc: Dolores Sandmann, Director, Texas AgriLife Extension Service
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Patty Lennon, Financial Analyst, Travis County Auditor's Office
Laura Ward, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office




**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: July 10, 2012

TO: Members of the Commissioners Court

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

SUBJECT: Permission to use General Fund money to continue funding the
AmeriCorps Program

Proposed Motion:

Consider and take appropriate action on the request of Travis County Health and Human Services and Veterans Service to allocate \$16,500 from the General Fund to continue funding the Travis County CAPITAL AmeriCorps Project until the fee for service contracts between Travis County and various entities offering after-school programs are executed.

Summary and Staff Recommendations:

The Travis County CAPITAL AmeriCorps Project has been in operation since 2003. The CAPITAL AmeriCorps Project uses grant funds from the OneStar Foundation to augment the after-school programs operated by 4-H CAPITAL, an organization affiliated with the Texas AgriLife Extension Service. The project provides hands-on learning experiences that not only help youth become successful adults but also reduce risk-taking behaviors that inhibit success. AmeriCorps members funded by the grant provide after-school enrichment programs four days a week during the school year at various schools. These programs focus on science and technology, environmental education, outdoor education, and life skills.

In addition to the grant funds handled by Travis County, 4-H CAPITAL brings in additional money for the after-school programs through fee for service contracts. These contracts are currently between AgriLife Extension and various entities offering after-school programs (AISD, Del Valle ISD, the Boys and Girls Clubs of the Austin Area, and others). However, these contracts will be handled by Travis County instead of AgriLife Extension for the 2012-2013 school year. This change will simplify things by having Travis County manage the grant funds and the funds from the fee for service contracts instead of splitting the duty between two entities. Appropriate staff from AgriLife Extension and Travis County Health and Human Services and Veterans Service (TCHHSVS) is working with staff from the County Auditor, County Attorney, Purchasing, and Planning and Budget on the transition.

The \$16,500 from the General Fund will pay for certain AmeriCorps member expenses. These include health and dental insurance, mileage reimbursement, teaching supplies and service gear, criminal background checks and training. Funds brought in by the fee for service contracts will reimburse the General Fund.

TCHHSVS staff recommends approving this request to use General Funds.

Budgetary and Fiscal Impact:

The \$16,500 will come from 1580420001500070. This money will fund the program until the end of September if necessary.

Issues and Opportunities:

Studies show that students who participate in after-school programs have fewer behavior problems, handle conflict better, show improved social skills and enhanced academic performance. AmeriCorps members provide much-needed staff to increase the number of after-school programs in Travis County as well as enhance existing programs. Travis County 4-H CAPITAL programs differ from more traditional programs by offering hands-on activities that reinforce key concepts in the curriculum.

Background:

The fee for service contracts will run from 8/1/12 – 7/31/13.

Cc: Dolores Sandmann, Director, Texas AgriLife Extension Service
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Patty Lennon, Financial Analyst, Travis County Auditor's Office
Laura Ward, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input checked="" 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:	Travis County Health and Human Services and Veterans Service	
Contact Person/Title:	John C. Bradshaw/Contract Specilaist	
Phone Number:	854-4277	

Grant Title:	Travis County Family Drug Treatment Court - Children's Continuum		
Grant Period:	From: 10/1/11	To:	9/30/14
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Programs		
Will County provide grants funds to a subrecipient?	Yes: <input checked="" type="checkbox"/>	No: <input 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:	366,249	0	0	134,873	\$501,122
Operating:	183,751	0	28,012	20,448	\$232,211
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$550,000	\$0	\$28,012	\$155,321	\$733,333
FTEs:	2.30	0.00	0.00	.75	3.05

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

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

Performance Measures Applicable Depart. Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Total number of children who remain in the home (Children FIRST Measure)	230	121	144	Not Available		230
Percentage of drug-free babies born to participants while in TCFDTC program (TCFDTC Measure)	90%	No Babies born	100% N=1	100% N=1		90%
Measures For Grant						
Number of children served	35	N/A	N/A	28		35
Outcome Impact Description	Children enrolled in the Children's Continuum as part of the TCFDTC will receive early identification of their needs along with immediate intervention and monitoring.					
Number of developmental screenings that are completed using the ASQ	35	N/A	N/A	22		35
Outcome Impact Description	Children enrolled in the Children's Continuum as part of the TCFDTC will receive developmental screenings using the ASQ which will ensure early intervention and services.					
Percentage of children who receive an individual plan of care	95%	N/A	N/A	82% 18/22 June enrollments have 30 days to complete plan		95%
Outcome Impact Description	A trained professional will assess a child's immediate and long-term needs, identify appropriate local resources, assist in accessing these resources, and create a plan of interventions and support.					
Percentage of children who will be represented by a Child Advocate at TCFDTC hearings.	100%	N/A	100%	100%		100%
Outcome Impact Description	Children whose parents are a part of the TCFDTC benefit from an advocate who can represent their best interest in TCFDTC hearings.					

PBO Recommendation:

Attached please find the semi-annual status report for the Children's Continuum grant-funded program that provides early identification of a child's needs and immediate intervention and monitoring. As the program's performance measures (please see attached performance measures for more detailed information) indicate, this grant is providing interventions for 28 children being served with grant funds. This status report requires electronic submission approved by the

authorized officer, the County Judge. The Commissioners Court is asked to approve that this electronic submission be done by HHS staff on behalf of the County Judge.

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 Family Drug Treatment Court (TCFDTC) was established in the fall of 2007 as a specialized docket managed by the 126th District Court. The aim was to provide judicial oversight for parents with substance dependency issues who were involved in the child welfare system. TCFDTC oversees a program that provides coordinated treatment and support for these parents in collaboration with community partners and the Parenting in Recovery grant. Although all children in the TCFDTC program receive monitoring by a child welfare case worker and Court Appointed Special Advocate, these children, unlike their parents, are not provided with a consistent assessment nor are they connected to an easy to navigate continuum of services. The result has been an inconsistent level of intervention and support for these children as well as an inability to provide targeted services to enhance the parent/child bond. A lack of a healthy relationship between parent and child can contribute to future incidents of maltreatment.

This grant will enhance the operation of the TCFDTC by allowing early identification of a child's needs, immediate intervention, and monitoring. A trained professional will assess a child's immediate and long-term needs, identify appropriate local resources, assist in accessing these resources, and create a plan of interventions and support. Additionally, this grant will fund a percentage of a child advocate position through CASA of Travis County to ensure the children's best interest is represented at the TCFDTC hearings.

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

Travis County will provide \$28,012 as a cash match to be used for child services and \$33,437 in county staff time and office space as an in-kind match. CASA of Travis County will provide \$107,436 as an in-kind match by paying 75% of the Child Advocate's salary. Mauney and Associates will provide \$8,640 as an in-kind match in form of reduced fees for Parent Coaching services. ATCIC will provide an in-kind match of \$5,808 in the form of a reduced MSO fee for managing the grant funds that will be used for specialized, therapeutic children services.

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.

The grant requires a combination of cash and in-kind matches. TCHHSVS is providing all of the cash match and part of the in-kind match. The grant partners are providing the remainder of 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.

Travis County does not have a federally approved indirect cost allocation plan so cannot claim indirect costs from this grant.

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.

This grant provides seed money that will be used to establish a system to better serve the needs of children whose parents are involved with the TCFDTC. The proposed funding mechanism for post grant will be a combination of partner contribution, the full utilization of existing community resources, potential future grants, and available State and local funds. The concept of the grant is to develop a continuum of services for children 0-5 to improve infant mental health for those children who are the most vulnerable due to child welfare involvement and parental substance abuse. It is the intent to develop this continuum of services through both the full utilization of and then augmentation of existing services. This will allow for the majority of sustainability to occur with available community resources and partner support.

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

This grant will enhance the work already being done by the TCFDTC.

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 augment the work already being done by the TCFDTC. Helping the children of parents involved in TCFDTC should reflect positively on the departmental performance measures concerning parents involved in TCFDTC, Children FIRST and Healthy Families. Both Children FIRST and Healthy Families are home-visiting programs for at-risk youth. Where HF serves 0-3; and Children FIRST serves children 0-17 who are involved with Child Welfare due to abuse/neglect.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
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**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: July 9, 2012

TO: Members of the Commissioners Court

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

SUBJECT: Status report for the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program, on the Travis County Family Drug Treatment Court – Children's Continuum grant.

Proposed Motion:

Consider and take appropriate action to approve submission of a semiannual status report to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program, on the Travis County Family Drug Treatment Court – Children's Continuum grant.

Summary and Staff Recommendations:

Travis County received a \$550,000 grant, known as The Children's Continuum, from the U.S. Department of Justice to enhance the operation of the Travis County Family Drug Treatment Court (TCFDTC). The court was established in the fall of 2007 as a specialized docket managed by the 126th District Court. The aim is to provide judicial oversight for parents with substance dependency issues who are involved in the child welfare system. TCFDTC oversees a program that provides coordinated treatment and support for these parents in collaboration with various community partners.

Although all children involved with the TCFDTC receive monitoring by a child welfare case worker and Court Appointed Special Advocate, these children, unlike their parents, are not provided with a consistent assessment nor are they connected to an easy to navigate continuum of services. The result has been an inconsistent level of intervention and support for these children as well as an inability to provide targeted services to enhance the parent/child bond. The Children's Continuum grant allows early identification of a child's needs and immediate intervention and monitoring.

The U.S. Department of Justice requires Travis County to submit semiannual status reports for the The Children's Continuum grant. Travis County Health and Human Services and Veterans Service staff recommends approving this report.

Budgetary and Fiscal Impact:

The \$550,000 grant requires a cash and in-kind match totaling \$183,333 over the three year grant period.

Issues and Opportunities:

The Children's Continuum grant will enhance the well-being of children whose parents are involved with TCFDTC as well as improve the ability of those parents to care for their children.

Background:

The purpose of the Family Drug Court Programs run by the Office of Juvenile Justice and Delinquency Prevention in the U.S. Department of Justice is to build the capacity of states, state and local courts, units of local government, and federally recognized Indian tribal governments to either implement new drug courts or enhance existing drug courts for substance-dependent adults involved with the court as a result of child abuse and neglect issues.

Cc: Andrea Colunga Bussey, Director, Office of Children's Services, TCHHSVS
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Laura Ward, Assistant County Attorney
Leslie Browder, 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



OJJDP FY 11 Family Drug Court Programs 2011-DC-BX-0010



[Award](#) [Financial Status Reports](#) [Semi-Annual Progress Reports](#) [Correspondence](#)

Semi-Annual Progress Report Handbook

Certification

[Report Overview](#)

To the best of my knowledge and belief, all data in this progress report that I have provided is true and correct, the document has been duly authorized by the governing body of the grantee and the applicant will comply with the attached certifications.

[Point of Contact](#)

[Performance Metrics](#)

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of your grant and your statement of the veracity of the representations made in this progress report. The document has been duly authorized by the governing body of the grantee and the grantee will comply with the following:

[Narratives](#)

[Attachments](#)

[Certification](#)

[Submit Report](#)

*Prefix:	The Honorable
Prefix (Other):	
*First Name:	Samuel
Middle Initial:	T
*Last Name:	Biscoe
Suffix	
Suffix (Other):	
*Title:	Travis County Judge
*Address Line 1:	P.O. Box 1748
Address Line 2:	
*City:	Austin
County:	
*State:	Texas
*Zip Code:	78767-1748
*Phone:	512-854-9555 Ext :
Fax:	512-854-9535
*E-mail:	sam.biscoe@co.travis.tx.us
U.S. DEPARTMENT OF JUSTICE	

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**OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER**

A. The grantee certifies that the appropriated funds were spent for the purpose or purposes of the grant, and only such purpose or purposes;

B. the terms of the grant, cooperative agreement, or contract were complied with; and,

C. all documentation necessary for conducting a full and proper audit under generally accepted accounting principles, and any (additional) documentation that may have been required under the grant, cooperative agreement, or contract, have been kept in orderly fashion and will be preserved for not less than 3 years from the date of such close out, termination, or end.

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

I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested for this progress report on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.

Continue

U.S. Department of Justice
Office of Justice Programs
*Innovation * Partnerships * Safer Neighborhoods*

OJJDP Office of Juvenile Justice
 and Delinquency Prevention
Serving Children, Families, and Communities

Home Profile Reports Recordings Log Out

Family Drug Court

2011-DC-BX-0010

January to June 2012

Switch Grant Program

Award Information Summary

Return to Home Screen for Travis County

Edit Award Info

Select Measures

Enter Data

Mark Data as Complete

Your Data Has Been Saved.

Measure Selection Status: Complete Data Status: In progress

Family Drug Court Indicator

June 30, 2012

1.	Number of enrolled parents or guardians served during the reporting period Output	
	A. Number of enrolled parents or guardians carried over from the previous reporting period	18
	B. New admissions during the reporting period	8
	C. Total of enrolled parents and guardians served during the reporting period (A+B)	26
2.	Number of additional family members served during the reporting period Output	
	A. Number of additional family members carried over from the previous reporting period	20
	B. New admissions during the reporting period	8
	C. Total (A+B)	28
3.	Number of enrolled parents or guardians with whom an evidence-based program or practice was used Output	
	A. The number of enrolled parents or guardians served using an evidence-based program or practice	23
	B. Total number of enrolled parents or guardians served during the reporting period	26
	C. Percent (A/B)	88.46
4.	Number (by type) of services provided to enrolled parents or guardians Output	
	A. Number of enrolled parents or guardians assessed as needing substance use counseling/services during the reporting period.	8
	B. Number of enrolled parents or guardians enrolled in substance use counseling/services during the reporting period	20
	C. Number of enrolled parents or guardians assessed as needing mental health services during the reporting period	9
	D. Number of enrolled parents or guardians enrolled in mental health services during the reporting period	24
	E. Number of enrolled parents or guardians assessed as needing housing services during the reporting period	8
	F. Number of enrolled parents or guardians who successfully found housing during the reporting period	10
	G. Number of enrolled parents or guardians assessed as needing other services during the reporting period	10
	H. Number of enrolled parents or guardians enrolled in other services during the reporting period	25
5.	Number (by type) of services provided to additional family members Output	
	A. Number of additional family members assessed as needing substance use counseling/services during the reporting period.	0
	B. Number of additional family members enrolled in substance use counseling/services during the reporting period	0
	C. Number of additional family members assessed as needing mental health services during the reporting period	7
	D. Number of additional family members enrolled in mental health services during the reporting period	7
	E. Number of additional family members assessed as needing housing services during the reporting period	0
	F. Number of additional family members who successfully found housing during the reporting period	0
	G. Number of additional family members assessed as needing other services during the reporting period	8
	H. Number of additional family members enrolled in other services during the reporting period	8
6.	Number of drug/alcohol tests performed on enrolled parents or guardians Output	

Award Information Summary

A. Number of drug and alcohol tests performed on enrolled parents or guardians during the reporting period	638
B. The number of positive tests recorded	34
C. Percent (B/A)	5.33
12. Average length of program stay for enrolled parents or guardians Output	
A. Total number of parents or guardians who exited the program regardless of reason for exit during the reporting period	17
B. Total number of days in the program for parents or guardians who exited the program regardless of reason for exit during the reporting period	6,347
C. B/A	373.35
13. Number of children placed in out of home care Output	
A. Number of children served during the reporting period	28
B. Number of children placed in out of home care during the reporting period	1
C. Percent (b/a)	3.57
14. Average length of stay for children in out of home care Output	
A. Total number of days between entering and exiting out of home care during the reporting period	86
B. Number of children placed in out of home care during the reporting period	1
C. Percent (A/B)	86
15. Number of children reunited after being removed from the home and placed in temporary placement Output	
A. Number of children removed from their parents' or guardians' home during the reporting period.	0
B. Number of children reunited with their parents or guardians after being removed from the home.	0
C. Percent (A/B)	
16. Number of parents or guardians whose parental rights were terminated Output	
A. Number of parents or guardians whose parental rights were terminated during the reporting period	2
B. Number of parents or guardians in the program	26
C. Percent (A/B)	7.69
17. Number of children in permanent placement Output	
A. Number of children awaiting permanent placement during the reporting period	7
B. Number of children in permanent placement during the reporting period	21
C. Percent (A/B)	33.33
7. Number of enrolled parents or guardians arrested for technical violations Short Term Outcome	
A. Number of enrolled parents or guardians arrested for a new technical violation during the reporting period	4
B. Number of enrolled parents or guardians with a technical violation during the reporting period	4
C. Number of enrolled parents or guardians tracked for technical violations during the reporting period	26
D. Percent of arrests for technical violations (A/C)	15.38
E. Percent of technical violations (B/C)	15.38
8. Number of enrolled parents or guardians arrested for technical violations Long Term Outcome	
A. Number of enrolled parents or guardians arrested for a new technical violation 6-12 months after exiting the program	0
B. Number of enrolled parents or guardians with a technical violation 6-12 months after exiting the program	0
C. Number of enrolled parents or guardians tracked for technical violations 6-12 months after exiting the program	0
D. Percent of arrests for technical violations (A/C)	
E. Percent of technical violations (B/C)	
9. Number of enrolled parents or guardians arrested for new drug offenses Short Term Outcome	
A. Number of enrolled parents or guardians arrested for a new drug offense during the reporting period	0
B. Number of enrolled parents or guardians tracked for drug offenses during the reporting period	0
C. Percent (A/B)	
10. Number of enrolled parents or guardians arrested for new drug offenses Long Term Outcome	
A. Number of enrolled parents or guardians arrested for a new drug offense 6-12 months after exiting the program	0
B. Number of enrolled parents or guardians tracked for drug offenses 6-12 months after exiting the program	0
C. Percent (A/B)	
11. Number of enrolled parents and guardians who successfully exit the court Short Term Outcome	
A. Number of enrolled parents and guardians who exited the court having completed all requirements during the reporting period.	1
B. Total number of enrolled parents and guardians who exited the court during the reporting period (either successfully or unsuccessfully).	8
C. Percent (A/B)	12.50
18a. Substance use (Parents/Guardians) Short Term Outcome	
A. Number of parents or guardians served during the reporting period with the noted behavioral change	15
B. Total number of parents or guardians receiving services for target behavior during the reporting period	26
C. Percent (A/B)	57.69

Award Information Summary

Page 3 of 3

18a. Substance use		
(Parents/Guardians) Long Term Outcome		
A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change		0
B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago		0
C. Percent (A/B)		
18b. Social competence		
(Parents/Guardians) Short Term Outcome		
A. Number of parents or guardians served during the reporting period with the noted behavioral change		8
B. Total number of parents or guardians receiving services for the target behavior during the reporting period		26
C. Percent (A/B)		30.77
18b. Social competence		
(Parents/Guardians) Long Term Outcome		
A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change		0
B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago		0
C. Percent (A/B)		
18h. Employment status		
(Parents/Guardians) Short Term Outcome		
A. Number of parents or guardians served during the reporting period with the noted behavioral change		7
B. Total number of parents or guardians receiving services for target behavior during the reporting period		26
C. Percent (A/B)		26.92
18h. Employment status		
(Parents/Guardians) Long Term Outcome		
A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change		0
B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago		0
C. Percent (A/B)		

For more information contact ojjdp-dctat@carincorporated.com
Toll-free Technical Assistance Hotline Number: 1-866-487-0512

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IMPLEMENTATION

The Children's Continuum (CC) has been serving the children of parents enrolled in the Travis County Family Drug Treatment Court (TCFDTC) since February 2012. CC supports two positions full-time a Child Therapist and a Case Aide; a CASA position at 25% (the position is full-time dedicated to the grant – 75% is considered match); flexible funding to support therapeutic services to the children and parents; and training to enhance the knowledge of the partners and community. The CC is part of two other grants that support the TCFDTC: a Governors' Grant that funds the Drug Court Coordinator and an Administration of Child and Family Services – Children's Bureau RPG called Parenting in Recovery which provides service dollars for TCFDTC participants.

In the first three quarters of grant year one, the site has accomplished all the administrative tasks required to establish and manage the grant design. These include:

- OJJDP Approval of the Children's Continuum Budget – this was approved January 10th 2012.
 - Budget line items approved and loaded in Travis County System
- Travis County Health and Human Services (TCHHS) grant management team was established: Program, Finance, Contract experts
- Travis County Auditor was assigned to the Grant Award to support compliance and provide oversight
- Methods to collect grant match were established under the direction of the Travis County Auditor. Each contract executed under the grant compels the submission of grant match data quarterly.
- Contracts were developed to execute Grant design services, as follows:
 - Austin Travis County Integral Care (ATCIC) – Contract for the Child Therapist and the ASQ materials. This contract has been executed.
 - CASA – Contract for the Child Advocate. This contract has been completed and executed.
 - System of Care contract with Austin Travis County Integral Care – Contract to fund and access specialized children services and parent coaching services. This contract has been completed and executed.
- Status of the Grant funded positions:
 - Child Therapist employed by Austin Travis County Integral Care. This position began serving the grant full-time in February 2012. The first month the focus was on developing forms, the case file, referral and service protocols, and identifying eligible children for service. Subsequent months, the child therapist has conducted assessments, developed plans of care, refer to additional services and provides intensive services.
 - Case Aide employed by Travis County Health and Human Services. This position began serving children and providing data management support in February 2012. The first month the focus was on developing forms, the case file, referral and service protocols, and identifying eligible children for service. Subsequently, the case aide

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has been providing both transportation and supervision of parent/child visits as well as collecting and updating data requirements for the grant.

- Child Advocate employed by CASA of Travis County. This position was filled in October 2012 and has been providing advocacy and support to the children and families of the FDTC since that time.
- Status of Direct Services for Children's Continuum Grant participants:
 - Specialized Children Services
 - RFI released to increase service providers with expertise in 0-5 population did not result in any new providers being added to the service network
 - Current providers executed their expanded contracts to include serving Children's Continuum clients
 - Two providers were identified to provide services to Children's Continuum eligible children: Blue Skies and Pxyis. These providers met with the CC grant management staff and agreed to facilitate services as requested by either the Child Therapist or the Drug Court Coordinate
 - SOC contract amended to include funding from the Children's Continuum Grant funds
 - Parent Coaching Services
 - Additional meetings were held with Mauney & Associates to expand their services to the eligible CC parents
 - It was agreed that the number of service modules would be open-ended with a goal of 16 to 20 sessions. That the actual modules utilized would be based on the request of the parent and the presenting issues. The service is to include 1:1 parent training as well as parent training that includes the child to ensure modeling. Certain participants will receive 3 AAPI-2 scores (pre; post after 12 sessions; and post after final session). The Parent Trainer would coordinate child service needs with the child therapist.
- Establishment of eligible client population under the Children's Continuum grant design and the OJJDP grant requirements.
 - The criminal history of each current drug court participant was reviewed against the authorizing statute, 42 U.S.C. 3797u-1 – limiting program funds to nonviolent offenders. This allowed the site to establish a baseline of participants who were eligible for program funds under the grant. Protocol was put into place that each new FDTC enrollment will be screened for eligibility for the Children's Continuum by the Drug Court Coordinator and their eligibility status will be noted in their case file. CC would serve those children who were between the ages 0-5 at the time their parent was enrolled in TCFDTC, if the parent met the nonviolent offender definition.
- Monthly management meetings were established for the CC grant management team which included CASA, CPS, Child Therapist, Case Aide, and Drug Court Coordinator, PIR Project Director, and TCHHS/VS CC project manager. These meeting review grant implementation, fidelity, service provision, design review, data collection and management, and reporting.

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BUDGET

This site has expended a small percentage of grant funds in the last three quarters due to delays in these areas: 1) contract execution and subsequent billing by grant partners: ATCIC and CASA 2) utilization of flexible funding 3) under enrollment due to grant design (age limits) and grant eligibility criteria (no parent with violent criminal history). The site was able to expend salary and fringe costs for the case aide and funding for training.

It is expected that additional grant funds will be successfully expended in the remaining quarter of the grant year. This will be due to several factors:

- The contracts with ATCIC and CASA are fully executed and those agencies will submit billing for all services rendered year to date before the end of grant year one.
- Grant will begin to expend funds for specialized children services and expanded parent coaching services during the final quarter of the year.
- Start-up costs for the positions will be expended by the end of grant year one.
- ASQ materials purchased will be invoiced by end of grant year one.

However, due to the delays indicated above, this grant site will under-expend their budget for year one of the award. This will be carefully monitored by the grant management team.

STATUS OF GRANT GOALS

Enhanced functioning and well-being of children

The CC has ensured that 22 children received an ASQ-SE screening, which resulted in 7 children receiving developmental assessments, 5 receiving child/parent psychotherapy, and 11 children receiving unique therapeutic supports. These supports included play therapy, family mentoring, speech therapy, physical therapy, and equine assisted therapy. Additionally, the child therapist developed individualized plans, identified and link to medical homes (when necessary) and referred to community services. The 3 pre/post ASQ-SE completed thus far demonstrated improvement in the children's functioning. This is a significant improvement in the service provision for children whose parents are enrolled in the TCFDTC; before the CC grant the children did not receive the specialized screenings and subsequent supports; nor did they have an individual on the drug court team who was identifying and advocating for their specific needs. CC allows TCFDTC to address and improve the functioning of the children which is expected to decrease problems/issues as the children enter the school system. The CC grant also provided 34 parent/child visits to 8 unique children during this reporting period. This ensured that the children maintain contact and continued to develop their relationship with their parent. If this grant was not in place several parent/children would not have received any visits due to staff shortages within CPS. CC was also able to expand, for some children/parents visits to twice a week.

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Improved capacity of parents to safely care for their children through improved parent/child relationships

The FDTC will continue to provide the array of services and supports to the participants that include: substance abuse treatment, housing and basic needs supports, parent training, therapeutic services and other individualized services. These supports and services will continue to be funded through the RPG – Parenting in Recovery and Governor's Grants. The CC is providing two services to increase the capacity of parents to safely parent their children: individualized parent coaching/education sessions utilizing the nurturing program and child/parent psychotherapy. The expanded parent coaching/education allow the parents to receive additional service modules that are individualized to their specific strengths and needs. With the addition of the CC funding, parents are now receiving an additional 4 to 8 sessions with the parent coach/educator. The CC also expands this service to the fathers. The CC grant management team spent considerable time with the parent coach/education provider to ensure that there was no duplication of services, that the service provision was individualized and incorporated both 1:1 sessions and sessions with the child(ren). These services funded by the CC grant occur after the family has completed an initial 12 sessions, so billing for CC parent coaching/education will occur only for those parents who have been in the TCFDTC for at least 90 days. The child therapist is providing child/parent psychotherapy to those families where there are significant concerns regarding the behavior of the child and/or the relationship between the parent and child. This therapeutic service is provided in a location most convenient to the parent and strives to educate, empower, and improve the management skills of the parent while decreasing the mal-adaptive behaviors of the child.

Establishment of a continuum of screening, development, therapeutic and non-traditional services for children

The development of a continuum of services for the children continues to be a key focus area for year one of the grant. CC has developed the forms, referral process and protocols to access services from both the Child Therapist and Case Aide. The project has been able to immediately implement: screenings with the ASQ-SE, parent-child visits (family time), and child/parent psychotherapy. The project has experienced challenges in arranging for and utilizing unique therapeutic services for the children. This is attributable to several factors: 1) time required by the child therapist to establish the service provision under the grant, 2) the number of initial screenings that needed to occur 3) the lack of network providers with services geared towards the 0-5 population, 4) child therapist developing an understanding on how to access and utilize the network of specialized service providers, and 5) the child therapist developing the ability to appropriately match a need to an available service on the network. These issues are being addressed by the CC grant management team. Blue Skies and Pxyis, two specialized service providers have met with the CC grant management team and have agreed to provide services to the children served by this grant. Referral and service protocols have been established between the providers and the child therapist. The child therapist has completed all the "back log" screenings that need to occur and now is able to incorporate new children based on TCFDTC enrollment. The child therapist, after meeting with the providers, has a greater understanding of the available services and how to match those to identified needs of the children. It is anticipated

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that these steps will result in improved access of the non-traditional therapeutic services. The next area of focus for the grant will be step down planning and integration into community-based services.

DATA REPORTING

The site has identified methods and persons to collect the required data for the grant which include the use of a database and tracking through excel spreadsheets. The Drug Court Coordinator and Grant Manager participated in the CFF webinars on data collection and required uploads. The site received clarification on the interpretation of certain measures:

- *Percentage of children in permanent placement* – This site will define permanent placement for any reporting period as that placement which the child is expected to reside in permanently and will report a child in a permanent placement who meets that criteria regardless of the legal status of the case.
- *Percent of families served by an evidence-based program or practices intervention model* – These are the evidence-based practices that this site will be reporting on: Seeking Safety; Nurturing Program; EMDR; Oxford House
- *Child-Parent Psychotherapy* – the child therapist is providing this service to selected children and their parents
- *Percentage of parents whose parental rights were terminated* – the site will report this occurrence for any parent who is open with TCFDTC. This reported number will be almost exclusively be 0% as rarely does termination of parental rights occur while someone is a TCFDTC participant – termination occurs during the course of the CPS

CC grant management team was able to establish a working relationship with the Department of Public Safety to acquire the criminal histories of participants. This will allow the site to more accurately report on criminal behavior during and after program participation.

There are three measures that are currently under or over reporting: Number of parent/child visits supported by the Case Aide, Number of transportations provided by Case Aide to medical/behavioral health appointments, Child advocate is present at FDTC activities.

The case aide visitation and transportation is significantly under the reporting measure goal. There are several reasons for this: a less than projected number of eligible children 2) a less than projected need for the transportation service and 3) a less than projected support for increasing parent / child visits to twice a week, especially for parents who are not progressing well in the TCFDTC.

To address these issues the grant site is going to pursue several avenues: 1) submit a GAN requesting that the site be allowed to expand eligible children from the current 0-5 years old to 0-17; 2) make available the transportation and visitation services to any eligible child between the ages of 0-17; and 3) provide trainings, forums and opportunities for discussion to move the TCFDTC team to support twice a week visits regardless the status of the parent – this is a long-term system changes that may not be realized in the first or second year of the grant.

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Review of selected measures:

- *Number of families served.* This measure will include all TCFDTC participants who are eligible for CC services. Please note that during the reporting period that they are found eligible they may or may not utilize specific grant services under CC.
- *Percent of families served by an evidence-based program or practices intervention model.* No comments – see above for EBP utilized by CC
- *Average length of program stay.* This will be an average of those eligible clients who close out services during the reporting period. Please note that the current average length of participation is over a year.
- *Percentage of participants who successfully complete the program.* No comment
- *Percentage of participants who reoffend through drug offenses.* Data will be requested through DPS every 6 months for reporting purposes.
- *Percentage of participants who reoffend through child protection offenses.* This refers to enrolled families who receive another CPS referral that is found reason to believe.
- *Percentage of children reunited after being removed from the home and placed in temporary placement.* For this site this refers to children being returned to the care of the parent after placement with a relative through a safety placement. This site does not work with children who are placed in foster care and then reunited with their children.
- *Percentage of children in permanent placement* - No additional comments – see above for details on this measure
- *Percentage of parents whose parental rights were terminated for their child(ren)* - No additional comments see above for details on this measure
- *Number of system level initiatives implemented (by type)* This refers to practice changes that support the goals of the project
- *Number of professionals receiving training 60 per quarterly training* – this refers to community trainings as well as specific trainings geared towards CC grant partners
- *Number of unique services provided to children.* These are traditional and non-traditional services provided to the children. This is reported on the number of services provided not on the unique child. This means that every unique service is reported and this will not be an unduplicated count of the children.
- *Number of ASQ screenings completed on children.* No comment
- *Number of psychological and/ or developmental assessments completed on children.* No comment
- *Percentage of parents who demonstrate improvement in AAPI-2 rating.* No comment
- *Percentage of children who demonstrate improvement in achieving developmental milestones.* This is derived from a contrasting the pre and post ASQ-SE that is administered to each child. This measure can be impacted when families are abruptly discharged from the TCFDTC.
- *Number of parents who participate in insight-oriented psychotherapy* – this will be measured by child/parent psychotherapy that is provided by the grant funded child therapist

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- *Number of parent/child visits supported by the Case Aide* No comments – see above for additional information
- *Number of transportations provided by Case Aide to medical/behavioral health appointments* – No comments – see above for additional information
- *Child advocate is present at FDTC activities.* – No comments see above for additional information

Also please note that TCFDTC is providing a subset of our total data for the CC grant. The site is only reporting on those children and parents who were eligible and received actual services as designed by the CC grant. CC *N* is a subset of the total *N* served by the TCFDTC. This will result in smaller numbers and could “skew” the data interpretation. Additionally, the total findings for this site will differ from those of CC. For example during the reporting period, TCFDTC has 17 discharges with 8 successful and 9 unsuccessful resulting in a 47% success rate; at the same period the subset of the CC grant had 8 closures with 1 successful and 7 unsuccessful resulting in a 12.5% success rate.

CHILDREN'S CONTINUUM IN ACTION

In this section of the report, brief synopsis of the impact of the services rendered through the grant will be provided.

Child A

Is a 5 year old male child residing with his single parent mother who is a TCFDTC participant. At the time of enrollment, he was experiencing significant problems at home, in school and in his aftercare program. He was described as defiant, aggressive, with difficulty following simple commands and direction. His mother felt overwhelmed and ill-equipped to manage his behaviors. He received an ASQ-SE screening and was enrolled in equine assisted therapy. He and his mother received child/parent psychotherapy. Also during this period, the mother was able to obtain independent housing and the child was moved to a new aftercare program. Currently the parent and the school providers report a significant decrease in outbursts, aggression and a heightened ability to follow directions. The mother reports she “better knows how to handle him” and feels more confident in her parenting abilities. The improvement in Child A will increase the ability of the parent to safely care for him while maintaining her sobriety and improved the functioning and well-being of the child.

Child B

Is a 4 year old male child who is now residing with his mother but when services were initiated he resided with his maternal grandmother. He displayed internalizing behaviors – he was outwardly anxious, fearful, clingy and had frequent nightmares. He received an ASQ-SE screening and was enrolled in play therapy, speech therapy at school and received child/parent psychotherapy. Also during this service period, the mother established independent housing and the child was returned to her care. Currently the parent reports and observations indicate that the child is able to more readily give and receive hugs; he is able to express his feelings – even things that make him sad/angry; there has been a decrease in the clingy behavior and nightmares

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and he appears to feel more secure and confident. The improvement in the child's behavior was a factor in the decision to transition the child to the care of his mother; increased the ability of the mother to effectively manage and support the child; and improved the mental health of the child.

These synopsis demonstrate the immediate impact the CC grant services can have on the functioning of the child and their parents. This grant provides the necessary services to ensure that the children are functionally optimally and the parent is able to successfully manage their behavior while maintaining their independence and sobriety.

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Output Measure	Projected Outcome	Outcome for 01/01/2012 – 06/30/2012	Comments
Number of families served.	24 families	21 families	There are a total of 26 TCFDTC/CC participants; 5 are fathers which reduce the count to 20 families. Of these 20 families: 18 were enrolled prior to this reporting period; and 8 were enrolled during this reporting period.
Percent of families served by an evidence-based program or practices intervention model.	90%	88.46%	EBP: Seeking Safety Nurturing Program EMDR Oxford House Child-Parent Psychotherapy
Average length of program stay	334 days	373 Days	17 participants @ 6347 days
Percentage of participants who successfully complete the program.	40%	12.5%	Total discharges: 8 1 – successful 7 – unsuccessful This is data on a subset of those closed by TCFDTC – only those served by CC (Total actual closure was 17/8 suc 47%)
Percentage of participants who reoffend through drug offenses.	5%	Not available at this time	Pending DPS information
Percentage of participants who reoffend through child protection offenses.	5%	2.3%	Program had 4 CPS referrals during the reporting period on families open to services in drug court: 1 closed at intake; 2 were ruled-out; 1 was RTB. 1/42
Percentage of children reunited after being removed from the home and placed in temporary placement.	50%	0% - No Children reunited during the reporting period	N = 28 (these are only the grant eligible children ages 0-5)
Percentage of children in permanent placement	75%	75%	N = 28 with 21 in permanent placement. PP is considered to exist when a child is residing with the person who is expected to be their permanent placement.
Percentage of parents whose parental rights were terminated for their child(ren)	30%	7.69%	26 participants during the reporting period and 2 signed a legal document relinquishing their parental rights (same family – mother and father)

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Output Measure	Projected Outcome	Outcome for 01/01/2012 – 06/30/2012	Comments
Number of system level initiatives implemented (by type)	5	1	Engage service providers to focus on 0-5 services (Blue Skies; Pxyis)
Number of professionals receiving training	60 per quarterly training, 1 conference attendee a year	193/49 child specific	1 partner (Assistant District Attorney) attended the National Association of Drug Court professionals Conference 5 partners (Drug Court, CASA, CPS) attend a 2 day Trauma Informed Workshop 69 Dual Diagnosis: Suggested Treatment Methods 16 Child Development Trg: Advocating for Children 28 Best Practices for Visitation and Family Time 25 Introduction to FDTC/CC to local attorneys 49 Substance Dependence Recovery – A spiritual process
Number of unique services provided to children.	30 unique services provided per year	12	These services were provided to 12 out of 14 children. Several of the 12 children received multiple services. The services provided included: speech therapy, physical therapy, family mentoring, and equine assisted therapy.
Number of ASQ screenings completed on children.	40	22	Project is on target with this goal.
Number of psychological and/ or developmental assessments completed on children.	15 assessments recommended and 15 completed	7	Project is on target with this goal.
Percentage of parents who demonstrate improvement in AAPI-2 rating.	85%	90%	40 participants were eligible for this service. 15 did not receive a pre or post AAPI-2. 4 have only completed the pre-test. Sample was 21/19 with one parent had no change and one parent decreasing in score.
Percentage of children who demonstrate improvement in achieving	90%	100%	3 Children received exit ASQ-SE during this reporting period. All 3 children showed improvement in their scores/achieving developmental

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Output Measure	Projected Outcome	Outcome for 01/01/2012 – 06/30/2012	Comments
developmental milestones.			milestones.
Number of parents who participate in insight-oriented psychotherapy	15	5	The project has met 66% of the goal based on 6 months of reporting. This goal was impacted by two major factors 1) time required to implement procedures to access services and 2) the number of ineligible children based either on parent criminal history or grant age requirements of 0-5. The project's further discusses this outcome in the narrative.
Number of parent/child visits supported by the Case Aide	100	34	The project has met 68% of the goal based on 6 months of reporting. This goal has been impacted by three significant implementation issues: 1) the number of children ineligible for grant services due to their parent's criminal history 2) the number of children that remained in the care of their parent and did not require visitation; and 3) the legal parties' resistance to increasing the parent/child visit to twice a week. The project's plan to address these issues is discussed in the narrative.
Number of transportations provided by Case Aide to medical/behavioral health appointments	50	9	The project has met 36% of this goal based on six months of reporting. This goal has been impacted by four significant implementation issues: 1) the number of children ineligible for services due to their parent's criminal history and the grants age limit of 0-5 2) length of time it took to establish effective communication with CPS staff (impacted by CPS staff vacancies) 3) the need to develop a network of service providers for 0-5 population to provide the behavioral health services 4) the ability of the parents to attend appointments independently. The project's plan to address these issues is discussed in the narrative.

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Output Measure	Projected Outcome	Outcome for 01/01/2012 – 06/30/2012	Comments
Child advocate is present at FDTC activities.	100	459	Grant Related Subcommittee Mtgs – 8 Drug Court Management Mtgs – 10 Drug Court Staffings – 20 Drug Court Hearings – 379 CPS Hearings – 42 The project underestimated this outcome measure in the grant submission.

Program Timeline – Updated July 2012

Month/Yr	Project Goal	Related Objective	Activity	Expected Completion Date	Current Status
1 - G 1	Grant Award Implementation	Complete internal County processing of grant award	Grant Certification Set-up Budget line items – County system	Completed	Completed – January 2012
1 - G 1	Grant Award Implementation	Introduce the grant award to the FDTC team	Meeting with partners and community	Completed	Completed – 4 meetings held with partners/community btwn Oct-Dec 2011
1 - G 1	Grant Award Implementation	Child therapist position funded by grant ASQ tool to complete assessments Allocate funding for therapeutic services for children	Complete sub-recipient contract with ATCIC to include funding for: child therapist; purchase ASQ materials; therapeutic services for children Travis County post case aide position	Completed	Contract completed December 2011 ASQ materials purchased Ther Svs in SOC Contract Posted November 2011
1 - G 1	Grant Award Implementation	Case aide position funded by grant Child Advocate as a part of FDTC	Complete sub-recipient contract with CASA for the employment of a Advocacy Specialist	Completed	Contract completed December 2011 Person identified Oct 2011 and began supporting grant immediately.
1 - G 1	Grant Award Implementation	Parent coaching services	Amend SOC contract to include grant funds for payment of Parent coaching services	Completed	Contract amended November 2011
1 - G 1	Grant Award Implementation	Staff Training	Develop Training Schedule for first quarter	Completed	Training Committee was formed and a training schedule was developed for second and third quarter of Grant Year 1.
2 - G 1	Grant Award Implementation	Parent coaching services	Authorize 12 Parent Coaching Services per eligible participant Monitor service provision	Ongoing grant expectation for all 3 years	Met with service provider and identified expanded services under CC for eligible parents to begin January 2012
2 - G 1	Grant Award Implementation	Child Therapist ASQ Materials Case Aide	ATCIC hires child therapist Purchases ASQ materials TC hires case aide	Completed	Position was posted and interviews completed in Quarter 1. Individual was hired in January 2012.
2 - G 1	Grant Award Implementation	Grant funded positions fully understand their job duties and responsibilities	Train child therapist on grant design and implementation Train Case Aide on grant design and implementation	Completed	Both positions were filled in January 2012. Therapist completed training in January. Case Aide completed training in February 2012.

Month/Yr	Project Goal	Related Objective	Activity	Expected Completion Date	Current Status
2 – G1	Grant Award Implementation	Reporting and Evaluation requirements of grant	Establish tracking system for grant reporting Add new measures to database	Completed	Tracking system has been established for the measures
2 – G1	Grant Award Implementation	Match Funds for Grant	Establish system to track grant match contributions quarterly	Completed	Grant match was discussed with each partner and a method to collect and report was agreed upon.
2-G1	Grant Award Implementation	Children to receive services under the grant	Develop a list of children that could be served under the grant Develop referral protocol to child therapist	Completed	List was completed December 2012. List will be continuously revised.
2-G1	Grant Award Implementation	Children to receive services under the grant	Develop a referral protocol for Case Aide Create case file to include documentation of services provided by Case Aide	Completed	Referral protocol has been established. Case file has been established.
3-G1	Grant Award Implementation	Forms associated with grant design services provided by child therapist	Create child file that includes assessment, plan of care, contacts, service provision	Completed	Forms has been established for CC
3-G1	Grant Award Management	Children receiving grant design services: Assessments, Plan of Care, Referrals, therapeutic services	FC Child therapist begins assessments of eligible children and complies with the grant design	Completed	Children are receiving grant design services: Assessments, Plan of Care, Referrals and Therapeutic Services
3-G1	Grant Award Implementation	Parent/Child Visitation Transportation to Child Appointments	Case Aide provides transportation and supervision of Parent/Child visits Case Aide provides transportation to appointments	Ongoing grant expectation for all 3 years	Parent / Child Visitation and Transportation have occurred.
3-G1	Grant Award Implementation	Staff Training	Identify Staff to attend National Drug Court Training Complete necessary TC forms	Completed	The Assistant District Attorney attended the training May 2012.
3-G1	Grant Award Management	Staff Training	Provide Staff Training per grant guidelines	Ongoing grant expectation for all 3 years	6 Trainings have occurred over last 2 quarters
3-G1	Grant Award Management	Child Advocate as part of FDTC	Child Advocate participates in FDTC staffing, meetings, and hearings	Ongoing grant expectation for all 3 years	Child advocate began serving CC immediately upon grant award – October 2011.
4-G1	Grant Award Management	Grant compliance	Quarterly Meetings to review: grant compliance, design success, troubleshoot issues, monitor budget	Ongoing grant expectation for all 3 years	Complied with but meetings are occurring monthly not quarterly

Month/Yr	Project Goal	Related Objective	Activity	Expected Completion Date	Current Status
4-G1	Grant Award Management	Children Services	Child Therapist receive new assessments each month	Ongoing grant expectation for all 3 years	Child Therapist is receiving new referrals as new parents are enrolled in drug court does not occur every month,
4-G1	Grant Award Management	Children Services	Child Therapist provides grant designed services: assessments, 90 day case management; builds intensive caseload	Ongoing grant expectation for all 3 years	Child Therapist has assessed 22 children and is providing intensive services to 7
4-G1	Grant Award Management	Semi-Annual Reports for grant	Complete data input on all performance measures	July and January	Quarter One report submitted in January 2012 Quarter 2-3 submitted July 2012
5-G1	Grant Award Management	Grant oversight by lead agency	Develop a schedule to monitor sub-recipient contract, review files, and monitor grant compliance	Completed	Grant manager will do site visits and file audits each September. Grant Manager meets with staff monthly.
6-G1	Grant Award Management	Partner collaboration with grant	Child Therapist will work with partners to ensure a smooth system of collaboration regarding children services and produce a flow chart	In progress – being revised	Child Therapist and management team will complete this task in final quarter
7-G1	Grant Award Management	Grant compliance	Collect grant match documents from internal and external partners	Information will be collected in August and September	Grant Manager will facilitate the process
7-9-G1	Grant Award Management	Children Services	Monitor budget expenditure per grant requirements and complete GANs as required	Ongoing grant expectation for all 3 years	One Budget GAN has been submitted and approved
7-9-G1	Grant Award Management	Children Services	Monitor grant design implementation and effectiveness and update/alter as indicated and submitted the required GANs	Ongoing grant expectation for all 3 years	Program GAN will be submitted July 2012



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning & Budget *LB*

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$1,129,219.55, for the period of July 6 to July 12, 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 \$1,129,219.55.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (8956) – \$1,129,219.55

REQUIRED AUTHORIZATIONS:

John Rabb, 854-2742

Diane Blankenship, 854-9170

Jessica Rio, 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: July 24, 2012

TO: Members of the Travis County Commissioners Court

FROM: John Rabb, Benefits 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: July 6, 2012 to July 12, 2012

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$1,129,219.55

HRMD RECOMMENDATION: The Director or Benefits Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of \$1,129,219.55.

Please see the attached reports for supporting detail information.

**TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
JULY 6, 2012 TO JULY 12, 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: July 24, 2012
 TO: Susan Spataro, County Auditor
 FROM: Norman McRee, HR Financial Analyst
 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: July 6, 2012
 TO: July 12, 2012

REIMBURSEMENT REQUESTED: \$ 1,129,219.55

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,783,460.03
bank withdrawal correction	\$ (2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: July 17, 2012	\$ (668,392.54)
October 5, 2010 adj	\$ 135.10
Adjust to balance per UHC	\$ 0.17
AJE Correction - Vision Payment 6/1/2012	\$ 16,866.79
TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 1,129,219.55
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$ -
TRANSFER OF FUNDS REQUESTED:	\$ 1,129,219.55

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


All claims over \$25,000 (4 this week totaling \$171,162.10) 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.

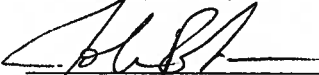
Fifteen percent (15%) of all claims under \$25,000 (\$143,878.95) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount 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. Claims that have exceeded the limit will be reimbursed by Sun Life effective November 1, 2011. Cumulative fiscal year stop loss reimbursements from Sun Life total \$103,772.67.

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.

 7/16/12
 Diane Poirot, Director, HRMD Date

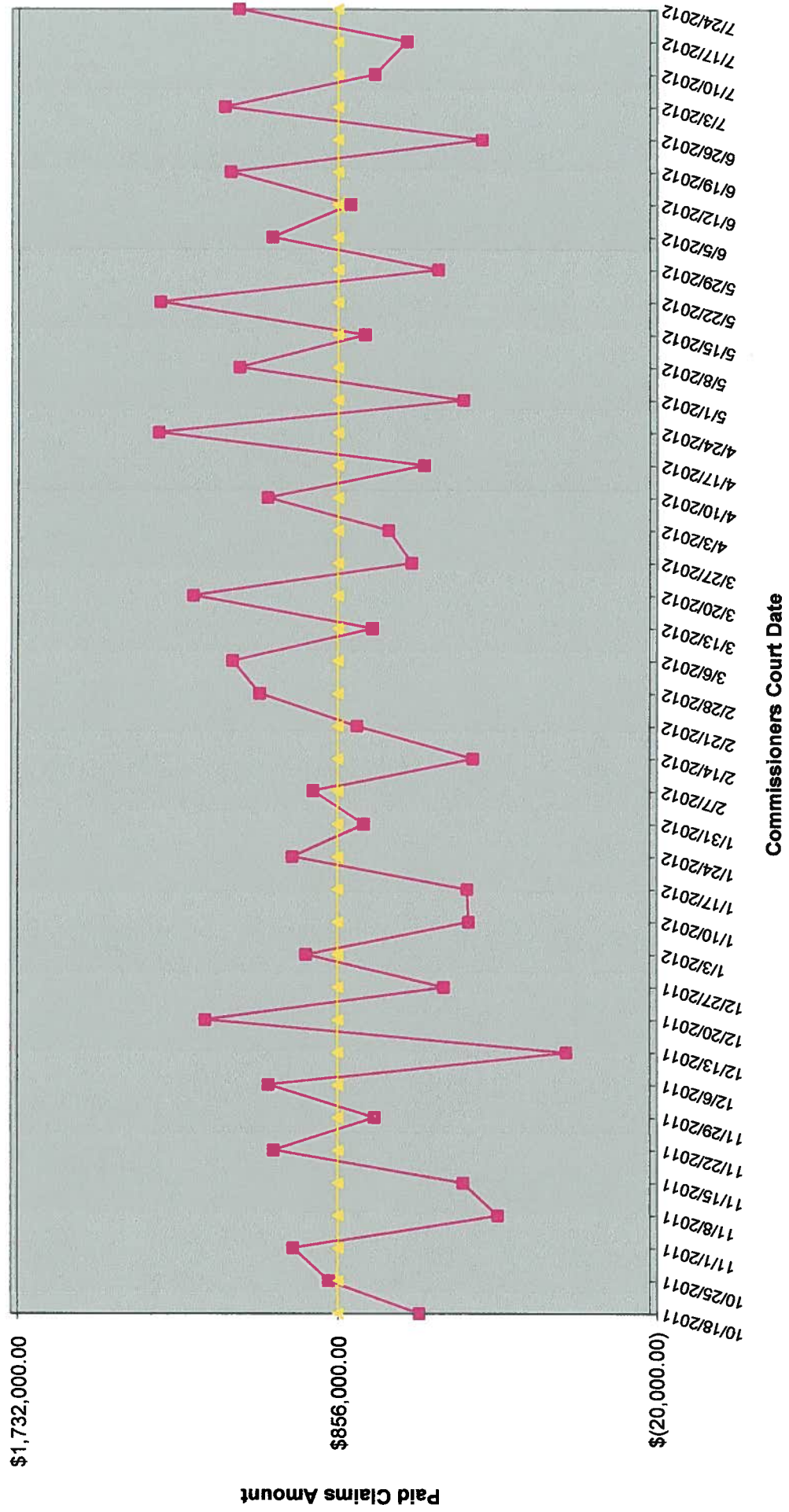
 7/10/12
 John Rabb, Benefits Manager Date

 7-16-12
 Cindy Purnton, Benefit Contract Administrator Date

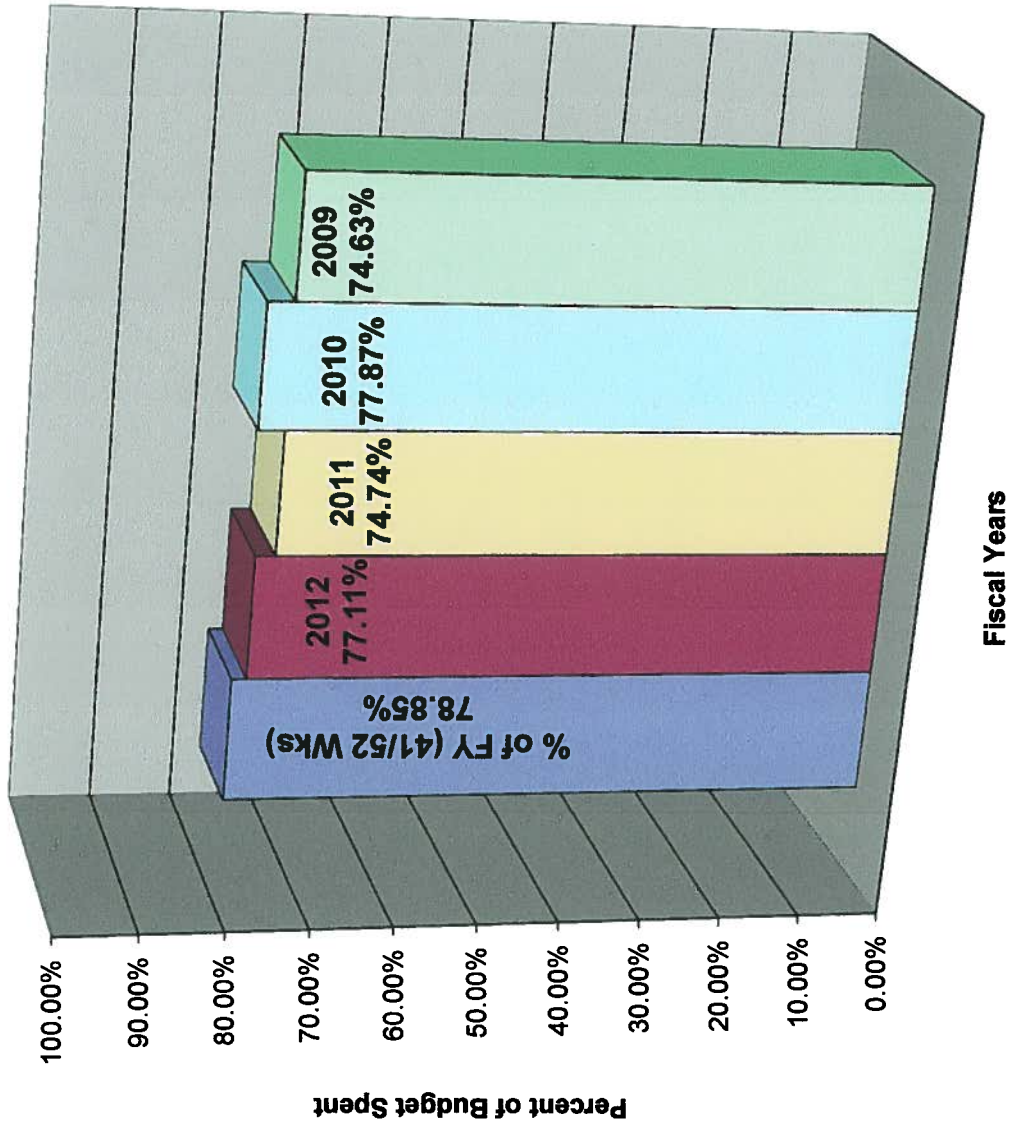
 7/16/12
 Norman McRee, Financial Analyst Date

** 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 41



Norman McRee

From: SIFS FAX@UHC.COM
Sent: Friday, July 13, 2012 12:38 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: 2012-07-13 REQUEST AMOUNT: \$1,783,460.03

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

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2012-07-12	\$923,272.52
- REQUIRED BALANCE TO BE MAINTAINED:	\$2,668,041.00
+ PRIOR DAY REQUEST:	\$00.00
= UNDER DEPOSIT:	<u>\$1,744,768.48</u>
+ CURRENT DAY NET CHARGE:	\$38,691.55
+ FUNDING ADJUSTMENTS:	\$00.00
REQUEST AMOUNT:	<u>\$1,783,460.03</u>

ACTIVITY FOR WORK DAY: 2012-07-06

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$41,558.29	\$00.00	\$41,558.29
TOTAL:	\$41,558.29	\$00.00	\$41,558.29

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2012_07_12

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CIM_ACCT_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT
701254	632	-\$287.07	A1	44494	AH	1	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$300.42	A1	58885	AE	8	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$315.40	A1	10283	AH	1	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$316.37	A1	50072	AH	5	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$337.11	A1	47591	AE	2	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$362.90	QG	80868700	AA	1	4/23/2012	50	7/11/2012	7/12/2012
701254	632	-\$388.60	A1	79381	AE	5	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$388.60	A1	48711	AH	1	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$407.77	QG	20521784	AI	3	7/4/2012	50	7/11/2012	7/12/2012
701254	632	-\$420.29	A1	66956	AH	1	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$486.33	QG	70667506	AA	1	7/7/2012	50	7/13/2012	7/12/2012
701254	632	-\$488.81	A1	22363	AA	3	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$566.00	A1	47588	AE	2	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$630.14	A1	93057	AA	5	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$682.61	A1	77391	AH	5	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$733.35	A1	47587	AE	2	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$766.52	A1	47590	AE	2	7/2/2012	200	7/10/2012	7/12/2012
701254	632	-\$935.00	QG	10775874	AH	6	7/7/2012	50	7/13/2012	7/12/2012
701254	632	-\$1,152.27	A1	82417	AH	7	7/2/2012	200	7/10/2012	7/12/2012

1,129,219.55

Travis County Hospital and Insurance Fund - County Employees UHC Payments Deemed Not Reimbursable

For the payment week ending: 07/12/2012

<i>CONTR_#</i>	<i>TRANS_AMT</i>	<i>SRS</i>	<i>CHK_#</i>	<i>GRP</i>	<i>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 - Employee Health Benefits Fund (526)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 7/12/2012

Type	EE/RR	Cost Center	G/L Account	Transaction Amount
CEPO	EE	1110068956	516010	\$ 127,884.12
	RR	1110068956	516110	\$ 16,632.59
			Total CEPO	\$ 144,516.71
EPO	EE	1110068956	516030	\$ 184,430.64
	RR	1110068956	516130	\$ 35,793.15
			Total EPO	\$ 220,223.79
PPO	EE	1110068956	516020	\$ 709,603.18
	RR	1110068956	516120	\$ 54,875.87
			Total PPO	\$ 764,479.05
			Grand Total	\$ 1,129,219.55



Travis County Commissioners Court Agenda Request

Meeting Date: 7/24/2012

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

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

AGENDA LANGUAGE:

Consider and take appropriate action on proposed routine personnel amendments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 11.

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

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

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Todd Osburn, Human Resources Management Department, 854-2744

Diane 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

July 24, 2012

ITEM # :

DATE: July 13, 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, HRMD *DP*

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 11.

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
HHS	78	Office Spec*	12 / \$29,425.00	12 / \$29,425.00
HHS	294	Social Worker*	18 / Level 2 / \$44,928.00	18 / Level 2 / \$44,928.00
Juvenile Probation	481	Juvenile Rsdntl Trt Ofcr Sr	16 / Level 2 / \$39,249.60	16 / Level 2 / \$39,249.60
Sheriff	779	Office Spec Sr	13 / Level 6 / \$35,692.80	13 / Level 6 / \$35,692.80
Sheriff	1704	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1839	Corrections Ofcr	81 / Step 5 / \$43,826.02	81 / Step 5 / \$43,826.02
Sheriff	1929	Social Svcs Program Admin	21 / \$59,794.40	21 / \$59,794.40
Tax Collector	82	Tax Spec I	13 / Level 1 / \$31,158.40	13 / Level 1 / \$31,158.40
TNR	108	Office Spec**	12 / \$30,530.59	12 / \$30,530.59
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	50594	Records Analyst	17 / \$19.05	17 / \$19.05	05
District Atty	50015	Law Clerk II	19 / \$21.80	19 / \$21.80	05
Probate Court	50027	Accountant Assoc	14 / \$15.55	14 / \$15.55	05
TNR	50096	School Crossing Guard	11 / \$13.00	11 / \$13.00	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	328	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	452	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	470	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	477	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	505	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	534	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	553	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	679	Cadet* / Grd 80	Corrections Ofcr / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	882	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1135	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1495	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1659	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
* Actual vs Authorized						

CAREER LADDERS – NON-POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
District Atty	271	Attorney V* / Grd 28	Attorney VI / Grd 29	\$83,424.43	\$89,265.70	Career Ladder. Pay is at minimum 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
County Clerk	Slot 92 / Records Analyst / Grd 17 / \$47,426.72	County Clerk	Slot 92 / Records Analyst / Grd 17 / \$49,518.98	Salary adjustment. Pay is at midpoint of pay grade.
JP Pct 2	Slot 18 / Financial Analyst Ld / Grd 23 / \$68,542.03	JP Pct 2	Slot 18 / Financial Analyst Ld / Grd 23 / \$70,941.00	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 2	Slot 19 / Accountant Assoc / Grd 14 / \$41,291.74	JP Pct 2	Slot 20 / Accountant Sr / Grd 19 / \$50,336.61	Promotion. Pay is between min and midpoint of pay grade.
JP Pct 2	Slot 21 / Accounting Clerk / Grd 12 / \$32,892.29	JP Pct 2	Slot 21 / Accounting Clerk / Grd 12 / \$34,044.37	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 2	Slot 60002 / Accounting Clerk / Grd 12 / \$28,262.42	JP Pct 2	Slot 19 / Accountant Assoc / Grd 14 / \$39,404.71	Promotion. Pay is between min and midpoint of pay grade.
Sheriff	Slot 646 / Corrections Ofcr Sr* / Grd 83 / \$43,159.58	Sheriff	Slot 1925 / Corrections Ofcr Sr* / Grd 83 / \$43,159.58	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 1387 / Certf Peace Ofcr Sr / Grd 84 / \$63,481.39	Sheriff	Slot 1924 / Certf Peace Ofcr Sr / Grd 84 / \$63,481.39	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1496 / Corrections Ofcr Sr / Grd 83 / \$43,159.58	Sheriff	Slot 1926 / Corrections Ofcr Sr* / Grd 83 / \$43,159.58	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
TNR	Slot 563 / Park Maint Worker / Grd 9 / \$32,533.90	TNR	Slot 509 / Park Maint Worker Sr / Grd 11 / \$34,160.59	Promotion. Pay is between midpoint and max of pay grade.
* Actual vs Authorized				

THIS SECTION LEFT BLANK INTENTIONALLY.

AD HOC CLASSIFICATION CHANGES							
		Current			HRMD Recommends		
Dept.	Slot #	Auth Position Title / Position #	FLSA	Pay Grade	Position Title / Position #	FLSA	Pay Grade
County Clerk	24	Recording Spec Sr / 16565	NE	16	Web and Social Media Administrator / 20XXX*	E	20
District Attorney	189	Financial Analyst Lead / 23013	E	23	Financial Manager / 26014	E	26
District Attorney	103	Legal Secretary / 15789	NE	15	Records Analyst / 17490	NE	17
District Attorney	106	Human Resources Spec I / 18314	E	18	Human Resources Spec II / 20320	E	20
Fac Mgmt	149	Building Security Guard / 9055	NE	9	Building Security Guard Supv / 11056	NE	11

Departments request reclassifications in order to meet departmental needs. PBO has confirmed funding available. *New job classification.

NEW JOB CLASSIFICATIONS		
Position Title / Position #	FLSA	Pay Grade
Web and Social Media Administrator / 20XXX	E	20
Groundskeeper Lead / 10XXX	NE	10

See attached memo and job descriptions, pages 7 - 11.

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

700 Lavaca, 4th Floor • P.O. Box 1748 • Austin, Texas 78701 • (512) 854-9165

MEMORANDUM

DATE: July 13, 2012

TO: Members of the Commissioners Court

VIA: Leslie Browder, County Executive, Planning and Budget

FROM: Diane Poirot, Director, HRMD

SUBJECT: Proposed New Job Classifications

HRMD recommends creation of two new job classifications as outlined below:

Web and Social Media Administrator

With the advent of different forms of communication, it has become necessary to find employees well versed in new ways of disseminating and receiving information. The Web and Social Media Administrator will be responsible for department-level duties in the planning, design, and creation of information dissemination and feedback. Incumbents will be responsible for web page updates and communicating with the public in social media forums such as Facebook and Twitter. While this job classification has been created at the request of the County Clerk, this job could be used by other Departments and Offices county-wide. PBO has verified funding for the County Clerk request.

Groundskeeper Lead

This job classification has been created at the request of Facilities Management. Currently, Travis County has two jobs within the Groundskeeper series. These jobs are Groundskeeper (PG 8) and Groundskeeper Supervisor (PG 12). Facilities Management has identified a need for a lead position in between these two levels, the proposed Groundskeeper Lead (PG 10). Currently, the department is using two Supervisor positions, but believes only one is truly required to fulfill current business needs if a lead position can be created. The job functions for the Groundskeeper Lead would be similar to a Groundskeeper, but the lead would serve as a crew leader without the additional responsibilities of scheduling or conducting performance evaluations. These functions would be retained by the Groundskeeper Supervisor.

Should you have questions, please contact Diane Poirot at ext. 49170 or Todd Osburn at ext. 42744.

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TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: **Web and Social Media Administrator**

JOB CODE: 20XXX
PAY GRADE: 20

FLSA STATUS: Exempt
LAST REVISED: 7/24/12

JOB SUMMARY:

Plans, designs, creates or assists in creating, and updates departmental web page and social media sites. Monitors, tests and troubleshoots content on web page and in social media channels and facilitates easy-to-use website that meets the diverse information needs of the public. Ensures current and accurate information is continuously available. Monitors and responds to customer feedback.

DISTINGUISHING CHARACTERISTICS:

This classification is a department-level web and social media administrator classification within the Information Technology job family. Responsibilities include creating web-based and social media resources to communicate departmental information to the public and other customers. This classification may require a flexible work schedule in order to meet the needs of the department.

DUTIES AND RESPONSIBILITIES:

- Plans, designs and creates or assists in creating departmental web page and social media sites. Regularly updates information on web and social media sites, including updates occurring continuously.
- Works with departmental management and staff to generate current and accurate information and publishes information on the web. Monitors, tests and troubleshoots information on web page and facilitates easy customer access to the information.
- Works with departmental and county information technology staff to recommend methods for managing the increasing demand for internet services. Suggests ways to improve organization of web page content from a user perspective. Provides the ability to rapidly transmit and update information that has short and unchanging deadlines.
- Ensures customers are receiving information requested through the internet and social media channels in a timely manner. Answers user questions and refers customers to needed resources.
- Works with departmental staff to identify, collect, develop and edit content for social media platforms. Manages day-to-day activities of social media channels, such as Facebook and Twitter.
- Collects and analyzes data and prepares reports on customer usage of web and social media sites and related feedback. Tracks, measures and analyzes the impact of social media on the overall marketing efforts. Disperses related information to appropriate management and staff, builds performance measures and identifies areas of need.
- Coordinates with vendors and departmental staff regarding systems providing internet services and web-related databases available on website. Functions as liaison with county information technology staff, other departments and organizations to ensure customers have streamlined processes to achieve maximum services.
- Develops and implements outreach strategies to ensure the public has knowledge of web-based and social media resources and services. Monitors and stays abreast of related websites, internet technology and trends in social media tools and applications and adapts emerging strategies to maximize the use of internet technology for both internal departmental use and as a method of conveying information to the public.
- Coordinates activities with county information technology staff to ensure overall consistency with organization-wide web and social media services and continuous access to departmental website.
- Assists in researching, identifying and selecting appropriate Internet-based information products, packages and vendors to meet County needs.
- Assists in and develops departmental website and social media policies, procedures and standards. Ensures adherence to policies and procedures. Monitors website and social media channels for unauthorized and outdated information.
- Performs other job-related duties as assigned.

8

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Web and Social Media Administrator

JOB CODE: 20XXX
PAY GRADE: 20

FLSA STATUS: Exempt
LAST REVISED: 7/24/12

MINIMUM REQUIREMENTS:

Education and Experience:

Bachelor's degree in Computer Science, Information Systems, Journalism, English, Technical Writing, Business Administration, Graphic Design or a directly related field AND three (3) years of experience in web page and social media development or related 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.

Licenses, Registrations, Certifications, or Special Requirements:

Valid Texas Driver's License.

Knowledge, Skills, and Abilities:

Knowledge of:

- Policies, practices, procedures and terminology of assigned function.
- Federal, State, Local and County applicable laws, rules, regulations and guidelines.
- Information technology hardware, software and peripherals as related to assigned function.
- Hypertext Markup Language (HTML), Adobe Photoshop, Adobe Dreamweaver, graphic layout, scripting languages, web publishing procedures and/or similar software.
- Facebook, Twitter, YouTube, blogging and other social media networking tools.
- Computer equipment to include word processing, spreadsheets, databases and a variety of software packages.
- Business English, web and social media content writing, grammar and punctuation, and report preparation.

Skill in:

- Problem-solving and decision-making.
- Designing, implementing and maintaining web and social media sites.
- Managing the day-to-day activities of multiple social media sites, including Facebook, Twitter and YouTube.
- Both verbal and written communication, including presentations and communicating technical issues in non-technical language.

Ability to:

- Plan, design, create and edit departmental web page and social media sites.
- Research, receive, create and edit diverse and rapidly changing, time-sensitive departmental information and translate into web and social media sites.
- Work independently and efficiently and as part of a team.
- Manage time well, perform multiple tasks and organize diverse activities.
- Establish and maintain effective working relationships with departmental clientele, representatives of outside agencies and providers, other County employees and officials, and the general public.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

Physical requirements include the ability to lift/carry up to 5-25 pounds occasionally, visual acuity, speech and hearing, hand and eye coordination and manual dexterity necessary to operate a computer and office equipment. Subject to standing, sitting, walking, climbing, crawling, bending, stooping, crouching, kneeling, pushing, pulling, reaching, twisting, balancing, repetitive motion, and squatting to perform the essential functions. Subject to exposure to variations in extreme heat, cold, mechanical, fume/odor, and dust/mites.

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.

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Groundskeeper Lead

JOB CODE: 10xxx
PAY GRADE: 10

FLSA STATUS: Non-Exempt
LAST REVISED: 7/24/2012

JOB SUMMARY:

Functions as working crew leader for a small crew performing grounds maintenance work. Coordinates the work of assigned groundskeepers. Assigns tools and equipment to crew members. Maintains the grounds surrounding County buildings, including mowing, planting, and equipment care. Cleans parking lots, garages, driveways and sidewalks.

DISTINGUISHING CHARACTERISTICS:

This is the second in a series of three groundskeeper-related job classifications within the General/Road Maintenance job family. This classification is distinguished from the Groundskeeper Supervisor, which is responsible for the full range of supervisory duties over groundskeeper team or teams. This classification functions as a working lead over the activities of other groundkeeper positions in addition to the normal range of groundskeeping duties.

DUTIES AND RESPONSIBILITIES:

- Coordinates and assigns the activities of crewmembers, inspects work for quality and explains needed improvements in performance.
- Provides on-the-job training for assigned staff related to proper grounds care techniques.
- Performs general maintenance of grounds, including mowing lawns, trimming trees, pruning shrubs, edging walks and gathering litter.
- Plants, trees and shrubs. Prunes shrubs and trees to shape and improve growth or remove damaged branches, twigs or leaves.
- Waters lawns, shrubs, flowers, and trees. Applies fertilizer.
- Services and makes minor repairs on lawnmowers, tractors and other equipment. Cleans outdoor equipment.
- Removes litter and debris from parking areas. Removes weeds from cracks and around signage, as required.
- Operates trucks, tractors, chippers, edgers, saws, blowers, mowers and other equipment.
- Assists in planning duties and objectives for each workday.
- May train workers in the use and maintenance of equipment.
- May maintain first-aid equipment.
- Performs other job-related duties as assigned.

MINIMUM REQUIREMENTS:

Education and Experience:

Two (2) year of experience performing groundskeeping or related 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.

Licenses, Registrations, Certifications, or Special Requirements:

Valid Texas Driver's License.

Preferred:

Using lawnmowers and trimming equipment experience. Experience in a lead position.

10

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Groundskeeper Lead

JOB CODE: 10xxx
 PAY GRADE: 10

FLSA STATUS: Non-Exempt
 LAST REVISED: 7/24/2012

MINIMUM REQUIREMENTS: (Cont.)

Knowledge, Skills, and Abilities:

Knowledge of:

- Policies, practices, procedures and methods of lawn and grounds care.
- Applicable safety practices and regulations.
- Equipment and tools of grounds maintenance.
- Principles and practices of leading assigned staff.
- Fertilizers, insecticides and herbicides used in grounds maintenance.

Skill in:

- Operating grounds maintenance equipment.
- Using fertilizers, insecticides and herbicides to properly maintain and enhance grounds.
- Coordinating the work activities of assigned staff.
- Resolving routine issues effectively at the crew level.
- Both verbal and written communication.

Ability to:

- Understand and follow instructions and communicate effectively, as required.
- Supervise the work of subordinates and instruct them in proper work methods and procedures.
- Safely and correctly operate grounds maintenance equipment.
- Work independently and efficiently.
- Manage time well and meet timelines.
- Communicate effectively.
- Establish and maintain effective working relationships with County employees and officials, representatives of outside agencies, and the general public.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

Physical requirements include the ability to lift up to 75 pounds/carry up to 50 pounds, visual acuity, speech and hearing, hand and eye coordination and manual dexterity. Subject to standing, walking, sitting, repetitive motion, reaching, climbing stairs, bending, stooping, kneeling, crouching, crawling, pushing, pulling, balancing, client/customer contact, squatting to perform the essential functions. Subject to contact with hazardous waste, foul odors, animal and human fecal matter, insects and rodents, and exposure to outside elements. Subject to extreme temperatures, outside elements, noise, vibration, and contact with dust, fumes and hazardous chemicals.

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.



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: Lori Clyde 854-4205

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Interlocal Agreement No. 4500000011, Village of The Hills, for Use of the Regional Radio 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.

Travis County is a party to the 800 MHZ Trunked Voice Radio System Implementation Interlocal Agreement which funded the procurement and implementation of the Regional Radio System (RRS) to improve the ability of public safety and public service agencies to communicate and cooperate with each other, and allow direct access to, and exchange of data in the Central Texas area.

Travis County is also a party to the Interlocal Agreement for Operations and Maintenance of the RRS ("Operations Agreement"), which provides for the organizational structure and funding for the operations and maintenance of the RRS. This Operations Agreement authorizes County to enter into Interlocal Cooperative Agreements for use of the RRS with organizations that are eligible under FCC rules and regulations to use the licensed frequencies of the RRS.

Starting in 2004, Travis County developed a template agreement for this use by Emergency Services Districts (fire departments), and Small Cities and Villages (law enforcement agencies).

Village of The Hills, as a political subdivision of Texas, is eligible under FCC rules and regulations to use licensed frequencies of the Regional Radio System. The purpose of this Agreement is to provide Village of

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.

The Hills access to and use of the RRS for one radio through Travis County sponsorship. The Village of The Hills understands through this Agreement that any costs associated with the unit will be at their expense. This includes an annual payment of a per-unit rate of \$25.32 per month to use the system, all maintenance, repair and unit operations costs associated with this equipment (programming, the cost of accessories, and replacement if lost or sufficiently damaged).

➤ **Contract-Related Information:**

Award Amount: N/A

Contract Type: Revenue

Contract Period: Upon approval by Commissioners Court through September 30, 2012 with automatic renewal

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.

EMERGENCY SERVICES

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



*Emergency Management
Pete Baldwin, Emergency
Mgmt. Coordinator*

*Fire Marshal
Hershel Lee*

*Chief Medical Examiner
Dr. David Dolinak*

*STAR Flight
Casey Ping, Program
Director*

RECEIVED
TRAVIS COUNTY
2012 JUN 25 11:23:30
PURCHASING
OFFICE

MEMORANDUM

To: Cyd V. Grimes, C.P.M., Purchasing Agent
From: Danny Hobby, County Executive, Emergency Services
Date: June 25, 2012
Subject: Approval of Interlocal Agreement with Village of The Hills

Please find attached an "Interlocal Cooperation Agreement for Use of the Regional Radio System by Village of The Hills". The Village of The Hills has in place a volunteer Emergency Management Coordinator position that works with our Emergency Management Office and various public safety agencies in the Lake Travis region to serve the residents of the Village of The Hills during emergencies. This request is for the use of one radio; along with the understanding all costs associated with the unit are to be borne by the Village of The Hills.

Background

Travis County is a party to the 800 MHZ Trunked Voice Radio System Implementation Interlocal Agreement ("Implementation Agreement") which funded the procurement and implementation of the Regional Radio System to improve the ability of public safety and public service agencies to communicate and cooperate with each other, and allow direct access to, and exchange of data in the Central Texas area.

Travis County is also a party to the Interlocal Agreement for Operations and Maintenance of the Regional Radio System ("Operations Agreement"), which provides for the organizational structure and funding for the operation and maintenance of the Regional Radio System. This Operations Agreement authorizes County to enter into Interlocal Cooperation Agreements for use of the Regional Radio System with organizations that are eligible under FCC rules and regulations to use the licensed frequencies of the Regional Radio System.

Starting back in 2004 Travis County developed a template agreement for this use by Emergency Services Districts (fire departments), and Small Cities and Villages (law enforcement agencies). We will continue the use of these agreements as the need arises from Travis County subdivisions having radio requirements in their areas.

Recommendation

Village of The Hills, as a political subdivision of Texas, is eligible under FCC rules and regulations to use licensed frequencies of the Regional Radio System. The purpose of this Agreement is to provide Village of The Hills access to and use of the Regional Radio System through Travis County sponsorship. The Village of The Hills understands through this Agreement that any costs associated with the unit will be at their expense. This includes an annual payment of a per-unit rate of \$25.32 per month to use the system, all maintenance, repair, and unit operation costs associated with this equipment (programming, the cost of accessories, and replacement if lost or sufficiently damaged).

The three public safety agencies (fire, police, and EMS) that serve the Village of The Hills have provided written (see attached) approval for the Emergency Management Coordinator to use their channels during emergency situations within the Village of The Hills.

The Emergency Services Wireless Manager and management staff recommend the use of one radio, along with required programming and expenses to activate the unit for service.

Thank you for your assistance in this request.

Hi, Terry Sign Out Newest version of Y! Mail Help

Search

Now is a great time consider Ford.
Click for a special offer

Mail Contacts Calendar Notepad What's New? Mobile Mail Options

Check Mail New Mail Search Get the newest

Credit Score - See it Now

Previous | Next | Back to Messages

Mark as Unr

Delete Reply Forward Move...

- Folders**
- Inbox (2)
 - Drafts (1)
 - Sent
 - Spam [Empty]
 - Trash [Empty]
 - My Photos
 - My Attachments

New Radio Monday, April 2, 2

From: "Terry Browder" <tobrowder@yahoo.com>
To: Danny.Hobby@co.travis.tx.us

Danny,
Listed below is confirmation of using their system in the new radio:

Jim Linardos, Hudson Ben Fire Chief: jlinardos@hbfd.net
 Chief Todd Radford, Lakeway Police: toddradford@cityoflakeway.com
 James Shamard, Chief of Staff, EMS: james.shamard@ci.austin.tx.us

I've personally discussed this with all three.

Thanks,
Terry

Delete Reply Forward Move...

Previous | Next | Back to Messages

Select Message Encoding

SWITCH TO THE ALLSTATE VALUE PLAN
Allstate

Check Mail New Mail Search

Toby Fariss

From: Bradley R. Bearden
Sent: Wednesday, June 13, 2012 11:00 AM
To: Toby Fariss
Subject: FW: The Hills

From: Jim Linardos [<mailto:jlinardos@tfr.org>]
Sent: Thursday, April 05, 2012 10:45 AM
To: Bradley R. Bearden
Cc: Danny Hobby
Subject: The Hills

We authorize the Village of the Hills Emergency Management to use our frequencies during disaster operations. Please contact me if you need any further information. Jim Linardos, Fire Chief TCESD 6.

Toby Fariss

From: Bradley R. Bearden
Sent: Wednesday, June 13, 2012 11:00 AM
To: Toby Fariss
Subject: FW: Terry Browder

From: Nicole Sooter [<mailto:NicoleSooter@lakeway-tx.gov>]
Sent: Wednesday, April 04, 2012 8:47 AM
To: Bradley R. Bearden
Subject: RE: Terry Browder

Brad,
Chief Radford has approved Terry Browder to have access to Lakeway 1 & 2. Call me whenever not urgent I just have a quick question.

Nicole Sooter

Administrative Assistant
Lakeway Police Department
512-314-7586



Lakeway, TX.gov



Lakeway Police Department

This message may contain information that will subject this message to disclosure under public information statutes. In the alternative, this message may contain information that is confidential and privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy or disclose to anyone this message or any information contained in this message. If you have received this message in error, please advise this sender by reply email and delete this message.

From: Bradley R. Bearden [<mailto:Brad.Bearden@co.travis.tx.us>]
Sent: Wednesday, February 22, 2012 9:53 AM
To: Nicole Sooter
Subject: RE: Terry Browder

Hi Nicole,
Any word on this?
Take care,
Brad

From: Nicole Sooter [<mailto:NicoleSooter@lakeway-tx.gov>]
Sent: Wednesday, February 15, 2012 11:52 AM
To: Bradley R. Bearden
Subject: RE: Terry Browder

Brad,

I need to find out from the Chief and let you know. He is out this afternoon until Friday morning. I will forward him this email and let you know when I get a response from him. Have a great day!

Nicole Sooter

Administrative Assistant
Lakeway Police Department
512-314-7586



Lakeway-TX.gov



News Notifications

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From: Bradley R. Bearden [<mailto:Brad.Bearden@co.travis.tx.us>]
Sent: Wednesday, February 15, 2012 11:49 AM
To: Nicole Sooter
Subject: Terry Browder

Hi Nicole,

Terry Browder has contacted my boss, Danny Hobby about using a two-way radio to communicate with Lakeway PD. Mr. Browder says that Lakeway PD has authorized him to have some or all of the Lakeway PD channels in this radio if we can find him a spare to use.

Do you know if Lakeway PD has given Mr. Browder this type of authorization? If so, which channels can he have?

Thanks,
Brad

Brad Bearden
Wireless Communication Manager
Travis County Emergency Services
Phone 512.854.4895
Cell 512.516.9620
P O Box 1748
Austin, TX 78767

Toby Fariss

From: Bradley R. Bearden
Sent: Wednesday, June 13, 2012 11:00 AM
To: Toby Fariss
Subject: FW: Lakeway radio

From: Brown, Jasper [<mailto:Jasper.Brown@austintexas.gov>]
Sent: Thursday, March 29, 2012 9:59 AM
To: Mark Boyds; Bradley R. Bearden
Subject: Fwd: Lakeway radio

They can have the EMS template and talkgroups

Jasper Brown
Division Chief

Begin forwarded message:

From: "Shamard, James" <James.Shamard@austintexas.gov>
Date: March 29, 2012 9:05:28 AM CDT
To: "Brown, Jasper" <Jasper.Brown@austintexas.gov>
Subject: FW: Lakeway radio

From: Boyds, Mark [<mailto:Mark.Boyds@austintexas.gov>]
Sent: Thursday, March 29, 2012 08:46
To: Shamard, James
Cc: Bearden, Brad [TCES]
Subject: Lakeway radio

James,
I have cc'd Brad Bearden on this email. Please let him know what talkgroups or templates are approved for Lakeway.

Thanks,
Mark Boyds
Technical Services Manager / Shop Operations
Wireless Communication Services Division
City of Austin
1006 Smith Rd.
Austin, TX 78721
(512)927-3219 office (512)802-7189 pager (512)750-8081 cell
mark.boyds@austintexas.gov

INTERLOCAL COOPERATION AGREEMENT
FOR USE OF THE REGIONAL RADIO SYSTEM

BY VILLAGE OF THE HILLS

This Agreement is made by the following parties:

Travis County, a political subdivision of Texas ("County") and

Village of The Hills, a Type-B General Law municipality located within Travis County, Texas, ("RRS Associate").

RECITALS

Travis County is a party to the 800 MHZ Trunked Voice Radio System Implementation Interlocal Agreement ("Implementation Agreement") which funded the procurement and implementation of the Regional Radio System to improve the ability of public safety and public service agencies to communicate and cooperate with each other, and allow direct access to, and exchange of data in the Central Texas area.

Travis County is also a party to the Interlocal Agreement For Operations And Maintenance Of The Regional Radio System ("Operations Agreement"), which provides for the organizational structure and funding for the operation and maintenance of the Regional Radio System. This Operations Agreement authorizes County to enter into Interlocal Cooperation Agreements for Use of the Regional Radio System with organizations that are eligible under FCC rules and regulations to use the licensed frequencies of the Regional Radio System.

Village of The Hills, as a political subdivision of Texas, is eligible under FCC rules and regulations to use licensed frequencies of the Regional Radio System.

The purpose of this Interlocal Cooperation Agreement for Use of the Regional Radio System ("RRS Associate Agreement") is to provide the RRS Associate access to and use of the Regional Radio System through Travis County sponsorship.

County has complied with the requirements of the Operations Agreement related to the entering into this Interlocal Cooperation Agreement for Use of the Regional Radio System with RRS Associate.

Both County and RRS Associate are authorized pursuant to TEX. GOV'T CODE ANN., ch. 791, to enter into an Interlocal Cooperation Agreement for the purpose described in this agreement.

AGREEMENT

NOW, THEREFORE, County and RRS Associate agree to the following terms and conditions:

1 **TERM**

1.1 Contingent Term. This agreement is contingent upon both the continuation of the Operations Agreement and County's continued right to use the Regional Radio System under the Operations Agreement. If County is no longer eligible to use the Regional Radio System for any reason, this agreement is automatically terminated.

1.2 Initial Term. This agreement commences on July 1, 2012, or the date on which it is signed by the last party to sign it, whichever is later. This agreement continues in force until the earlier of September 30, 2012, or the occurrence of one of the contingencies that automatically terminate this agreement.

1.3 Automatic Renewal. If neither of the contingencies in 1.1 has occurred, this agreement automatically renews on October 1, 2012 for a term of one (1) year unless either this agreement is terminated sooner pursuant to 10.0 or one of the contingencies in 1.1 occurs. If neither of the contingencies in 1.1 has occurred, this agreement automatically renews for terms of one (1) year each year after that unless either this agreement is terminated sooner pursuant to 10.0 or one of the contingencies in 1.1 occurs.

2 **RRS ASSOCIATE RESPONSIBILITIES**

2.1 Access Authorization. RRS Associate is authorized to access and use the type and quantity of Subscriber Equipment described in Attachment A on the Regional Radio System. RRS Associate shall not use any additional equipment on the Regional Radio System.

2.2 Annual Payment. On or before October 30 of each year, RRS Associate shall pay County the annual amount due for that County Fiscal Year based on the number and type of Subscriber Equipment authorized in Attachment A. RRS Associate has the discretion to request an amendment to Attachment A during a County Fiscal Year to reduce or add Subscriber Equipment. RRS Associate shall pay County the amount due for the remainder of that County Fiscal Year for the addition or reduction of Subscriber Equipment authorized by the amendment of Attachment A based on the monthly rates.

2.3 Limit on Use. RRS Associate is subject to any limitations or restraints on its usage of the Regional Radio System that apply to County.

2.4 Purchase of Equipment. Except as provided in Attachment A, RRS Associate will provide its own Subscriber Equipment, via purchase or loan arrangement, to be used on the Regional Radio System. The selection and specifications for this Subscriber Equipment must be

coordinated with the RRS Program Manager so that all Subscriber Equipment is compatible with the Regional Radio System.

2.5 Etiquette. RRS Associate shall ensure that the persons it authorizes to use its Subscriber Equipment are trained in the proper use and etiquette for two-way radio communication, in accordance with policies, procedures, and guidelines established by the RRS Operating Board.

2.6 Compliance with Agreement. When using the Regional Radio System, RRS Associate shall abide by all policies, procedures, and guidelines established by the RRS Operating Board, within 10 days after these are provided, and the terms and conditions of this agreement.

2.7 Compliance with Standard Operating Conditions and FCC. RRS Associate shall use the Regional Radio System in a manner consistent with the Standard Operating Procedures established by the RRS Operating Board within 10 days after RRS Associate is provided with these or any change in them, and in compliance with applicable Federal Communications Commission regulations and rules.

2.8 Programming of Equipment. RRS Associate shall ensure that programming for its Subscriber Equipment in use on the Regional Radio System is consistent with the Standard Operating Procedures established by the RRS Operating Board. RRS Associate shall pay for its own programming costs.

2.9 FCC Violations. If there is any actual or alleged violation of any FCC rule or regulation as a result of any Subscriber Equipment used by RRS Associate, RRS Associate shall reimburse the RRS Party that is the holder of an FCC license for all costs arising from the actual or alleged violation, including costs and attorneys fees for defense against the allegation as well as fines and penalties incurred.

2.10 Improvements Point of Contact. RRS Associate shall use County as its primary point of contact for requests for Regional Radio System improvements.

2.11 Operations Point of Contact. When addressing problems, and seeking answers to operations questions, RRS Associate shall use the RRS Program Manager as its primary point of contact. RRS Associate shall work with the RRS Program Manager in a good faith effort to help resolve problems.

2.12 System Development. RRS Associate is encouraged to use and improve the interoperable capabilities of the Regional Radio System and to provide input to the RRS Program Manager on the day-to-day operations of the Regional Radio System and on the development of Regional Radio System standard operating policies and procedures.

2.13 Current Revenue Payments. RRS Associate shall pay for all costs incurred pursuant

to this agreement from current revenue funds.

2.14 Access to Reports, Records, and Facilities. RRS Associate shall provide County with full access to all records and reports about the Regional Radio System that are in its possession.

2.15 Compliance with Laws. RRS Associate shall comply with all applicable laws, rules and regulations in the performance of this agreement.

3 COUNTY RESPONSIBILITIES

3.1 Notice of Limitations. County shall provide RRS Associate with a statement by telephone, radio, or electronic means of any limitations or restraints on the County's usage of the Regional Radio System as soon as reasonably practicable after the County receives notice.

3.2 Copies of Procedures. County shall provide RRS Associate with copies of all policies, procedures, and guidelines established by the RRS Operating Board, including the Standard Operating Procedures.

3.3 Notice of Violation. County shall notify RRS Associate if it becomes aware of any actual or alleged violation of any FCC rule or regulation as a result of any Subscriber Equipment that is used by RRS Associate or by any person associated with RRS Associate.

3.4 Amendment Requests. County shall not unreasonably withhold approval of a request to amend this agreement to add or remove Subscriber Equipment if any of the system capacity that County originally intended for use by Emergency Services Districts and other local governments within Travis County is uncommitted and available within its share of the RRS.

3.5 Improvement Requests. County shall assist RRS Associate in relation to any reasonable requests for Regional Radio System improvements and in its relationship with the RRS Program Manger if needed.

3.6 Operations Requests. County shall help RRS Associate to resolve problems with the RRS Program Manager, including presenting RRS Associate's concerns through the dispute resolution process described in 19.0 of the Operations Agreement if necessary.

3.7 Rates. County shall set the rates to be stated in Attachment A based on the operating costs of providing RRS Associate access to the RRS, including the annual cost of operations and maintenance of the RRS. County will provide RRS Associate with a copy of the proposed budget prepared in compliance with the Operations Agreement and the proposed rates to be stated in Attachment A for the next County fiscal year by June 1 of each year.

3.8 Annual Invoice. County shall annually invoice RRS Associate for the amount due for each County Fiscal Year based on the number and type of Subscriber Equipment authorized in

Attachment A and the rates in Attachment A. The invoice shall include a current copy of Attachment A, the County Fiscal Year covered by the invoice, the per-unit amount to be paid, and the total amount to be paid.

3.9 Payments Under Operations Agreement. For any portion of a County Fiscal Year for which County has invoiced RRS Associate for services under this Agreement and RRS Associate has paid the invoice in full, County shall pay all amounts due by it under the Operations Agreement.

3.10 Current Revenue Payments. County shall pay for all costs incurred pursuant to this agreement from current revenue funds.

3.11 Access to Reports, Records, and Facilities. County shall provide RRS Associate with full access to all records and reports about the Regional Radio System that are in its possession or are available to County under the Operations Agreement, unless the law specifically prohibits disclosure. Members of RRS Associate's governing body or their representatives have the right to inspect any equipment or facilities of the Regional Radio System in the company of the RRS Program Manager, under any reasonable circumstances.

3.12 Notice of Actions under sections 14-16 of Operations Agreement. If County gives notice under sections 14-16 of the Operations Agreement, within five business days after giving notice, County shall notify RRS Associate that it has provided notice under these sections and what the effective date stated in that notice is.

3.13 Compliance with Laws. County shall comply with all applicable laws, rules and regulations in the performance of this agreement.

4 **LIABILITY**

4.1 County is not liable for and RRS Associate assumes full risk of any claims, damages or attorney's fees of every kind for injury to or death of any person and for damages to or loss of property arising in whole or in part, directly or indirectly as a result of this agreement or the operations of the RRS Associate under this agreement.

5 **RETENTION, ACCESSIBILITY AND AUDIT OF RECORDS**

5.1 RRS Associate Retention. RRS Associate shall maintain all records and documentation for all Subscriber Equipment to be used on the Regional Radio System in a readily available state and location for three (3) years after the agreement term in which RRS Associate stopped using that unit of Subscriber Equipment in the Regional Radio System.

5.2 County Access. RRS Associate shall give County, or its duly authorized representatives, access to and the right to examine all records, and other papers related to Subscriber Equipment used on the Regional Radio System, at reasonable times and for reasonable

periods. These rights to access continue as long as these records are retained by RRS Associate.

6. LIMIT ON AGENTS

6.1 No agent, official, employee, or representative of County has the authority to amend or assign this agreement or waive violations of it unless expressly granted this specific authority by the Commissioners Court. No agent, official, employee or representative of RRS Associate has the authority to amend or assign this agreement or waive violations of it unless expressly granted this specific authority by the RRS Associate's governing body. See section 14.2 for amendments of Attachment A.

7 COUNTY RIGHT TO CONTRACT: OTHER ENTITIES

7.1 County may contract with other entities to provide access to and use of the Regional Radio System throughout Travis County and any additional area that becomes part of the Regional Radio System if these contracts do not reduce the level of access provided to RRS Associate under this contract that is in effect when County enters into the contract with the other entity. All proceeds to County that may arise from other agreements inure to the benefit of County.

7.2 If County contracts with other entities to provide access to and use of the Regional Radio System, County shall protect RRS Associate's rights under this Agreement to use the Regional Radio System by County's enforcing compliance by the other entities with any requirements of the Agreement breach of which would constitute a breach by County under the Operations Agreement.

8 BREACH

8.1 The failure of either party to comply with the terms and conditions of this agreement is a breach of this agreement.

9 MEDIATION

9.1 When mediation is acceptable to both parties in resolving a dispute arising under this agreement, the parties agree to use a mutually agreed upon mediator such as the Dispute Resolution Center of Austin, Texas, or a person appointed by a court of competent jurisdiction, for mediation as described in the TEX. CIV. PRAC. AND REM. CODE ANN., §154.023. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation must remain confidential as described in TEX. CIV. PRAC. AND REM. CODE ANN., §154.073, unless both parties agree, in writing, to waive the confidentiality.

10 SUSPENSION AND TERMINATION

10.1 Suspension. RRS Associate is subject to immediate suspension of this RRS Associate Interlocal Agreement for any of the following:

10.1.1 Alleged violation of FCC rules and regulations,

10.1.2 Individual or repeated violations of the RRS Standard Operating Procedures, or

10.1.3 Use of the Regional Radio System that is determined to be inappropriate by the RRS Governing Board.

10.2 County Termination. County has the right to terminate this agreement, in whole or in part, for one or more of the following reasons at any time in compliance with 10.3:

10.2.1. RRS Associate fails to cease and desist violations of FCC rules or regulations,

10.2.2. RRS Associate has violated the RRS Standard Operating Procedures one or more times,

10.2.3. RRS Associate has used the RRS in a manner that is determined to be inappropriate by the RRS Governing Board.

10.2.4 RRS Associate has failed to comply with any term or condition of this agreement,

10.2.5 RRS Associate is unable to conform to changes required by federal, state or local laws or regulations related to performance under this agreement, or

10.2.6 County has failed to appropriate sufficient funds to provide to continue its participation in the Regional Radio System.

10.3 Procedure. Within one Business Day after suspension, County must provide the RRS Associate with a statement of the grounds for suspension in writing. RRS Associate may resume access to and use of the Regional Radio System if RRS Associate cures the breach and establishes procedures to prevent a recurrence to the satisfaction of the County within twenty (20) days after receipt of this statement. At least twenty (20) days before the effective date of termination, County must notify RRS Associate in compliance with 15.01 of the decision to terminate this agreement, the existence and nature of the breach, the effective date of termination and, in the case of partial termination, the portion of the agreement to be terminated. RRS Associate may avoid termination of this agreement pursuant to 10.2 and 10.3 if RRS Associate cures the

breach to the satisfaction of the County within twenty (20) days of receipt of this notice. This time to cure may be extended, at the sole discretion of County, as long as the RRS Associate diligently continues to work toward completion of the cure. If the breach is not cured to the satisfaction of County prior to the effective date of termination or any extension of the date allowed by County in writing, the RRS Associate is in default and the participation of the RRS Associate is automatically terminated on that date.

10.4 RRS Associate Termination. RRS Associate may terminate this agreement, in whole or in part, at any time for any of the following reasons in compliance with 10.5:

10.4.1 County has failed to comply with any term or condition of this agreement, or

10.4.2 County is unable to conform to changes required by federal, state or local laws or regulations related to performance under this agreement.

10.4.3 RRS Associate has failed to appropriate sufficient funds to pay the amounts due under this agreement for any fiscal year after the initial term.

10.5 Procedure. At least twenty (20) days before the date of termination, RRS Associate must notify County in compliance with 15.1 of the decision to terminate this agreement, the reasons for termination, the effective date of termination and in the case of a partial termination, the portion of the agreement to be terminated. County may avoid termination of this agreement pursuant to 10.4.1 or 10.4.2 if County corrects the causes of the reasons for termination stated in the notice to the satisfaction of the RRS Associate prior to the effective date of termination.

10.6 Mutual Termination. Either party has the right to terminate this agreement, in whole or in part, when both parties agree, in writing, that the continuation of the activities under this agreement would not produce beneficial results commensurate with the further expenditure of funds and what conditions of termination will apply, including the effective date of termination and, in case of partial termination, the portion of the agreement to be terminated.

10.7 Right Surviving Termination. If either party terminates this agreement, RRS Associate shall pay the amounts outstanding to County in compliance with this agreement within 30 days after the effective date of termination.

10.8 Survival of Provisions. If this agreement is terminated, the terms about payments survive the termination until each amount due is paid.

11 NON-WAIVER AND RESRVATION OF REMEDIES

11.1 Non-Waiver. Any act of forbearance by either party to enforce any provision of this agreement must not be construed as a modification of this agreement or as a waiver of any breach or default of the other party which then exists or may subsequently exist. The failure of either party to exercise any right or privilege granted in this agreement must not be construed as a waiver of that right or privilege. In this agreement, County and RRS Associate do not waive any immunity or defense that would otherwise be available to them against claims arising in the exercise of their governmental powers and functions.

11.2 Reservation of Rights and Remedies. All rights of both parties under this agreement are specifically reserved. Any payment, act or omission by a party must not impair or prejudice any remedy or right of that party under this agreement. Any right or remedy stated in this agreement must not preclude the exercise of any other right or remedy under this agreement, the law or at equity, nor must any action taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

12 ENTIRE AGREEMENT

12.1 Attachment. Attachment A -- Equipment and Rate Schedule is made a part of this contract and constitutes promised performances by RRS Associate under this agreement.

12.2 Agreement All Inclusive. All oral and written agreements between the parties to this agreement relating to the subject matter of this agreement that were made prior to the execution of this agreement have been reduced to writing and are contained in this document.

13 ASSIGNABILITY

13.1 Neither party may assign any of the rights or duties created by this agreement without the prior written approval of the other party. It is acknowledged by RRS Associate that no officer, agency, employee or representative of County has any authority to grant such assignment unless expressly granted that authority by the Commissioners Court.

14 AMENDMENTS

14.1 Amendment of Agreement. Any change to the provisions of this Agreement, except for changes to Attachment A, must be made in writing and signed by both parties: County and RRS Associate. It is acknowledged by RRS Associate that no officer, agency, employee or representative of County has any authority to change the provisions of this agreement unless expressly granted that authority by Commissioners Court.

14.2 Amendment of Attachment A. County may amend the rates stated in Attachment A by sending a notice of rate change in compliance with 15.01 to RRS Associate at least sixty (60) days before the beginning of the next County Fiscal Year. If RRS Associate does not send a notice

in compliance with 15.01 stating that the change is unacceptable before its effective date, RRS Associate shall accept the rates stated in the notice of rate change and shall pay those rates for the next County Fiscal Year. If RRS Associate sends a notice that the change is unacceptable, RRS Associate shall not use its Subscriber Equipment on the Regional Radio System after the beginning of the next County Fiscal Year unless County and RRS Associate have agreed in writing to the rates applicable to it for the next County Fiscal Year. County may amend the number and types of units stated in Attachment A if RRS Associate has requested a change in writing and that change is acceptable to County.

14.3 Amendment to Include Infrastructure Costs in Payments. The parties acknowledge that, at the beginning of this agreement, they do not intend to include initial system infrastructure costs in the costs payable by RRS Associate. If circumstances change and one or both parties consider it appropriate for RRS Associate to share in initial system infrastructure costs, the parties shall amend this agreement to reflect the changes in this agreement necessary to accommodate this cost sharing.

14.4 RRS Associate Request. RRS Associate must submit all requests for changes to this agreement to the County Executive of Emergency Services. The County Executive of Emergency Services must present the RRS Associate's requests to Commissioners Court for consideration.

14.5 County Request. County must submit all requests for changes to this agreement to the Village Administrator. The Village Administrator must present County's requests to the Village Board of Aldermen for consideration.

15 NOTICES

15.1 Method of Notice. Any notice required or permitted to be given under this agreement by one party to the other must be in writing and must be given and is deemed to have been given immediately if delivered in person to the address set forth in 15.2 or 15.3 for the party to whom the notice is given, or on the third day following mailing if placed in the United States Mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the party at the address specified in 15.2 or 15.3.

15.2 Address of County. The address of County for all purposes under this agreement and for all notices hereunder must be:

Cyd Grimes, C.P.M. (or her successor)
Travis County Purchasing Agent
P. O. Box 1748
Austin, Texas 78767-1748

And

Danny Hobby (or his successor)
County Executive of Emergency Services
P. O. Box 1748
Austin, Texas 78767-1748

15.3 Address of RRS Associate. The address of the RRS Associate for all purposes under this agreement and for all notices hereunder must be:

Dan Roark (or his successor)
Village Administrator
The Hills, Texas 78738

15.4 Change of Address. Each party may change the address for notice to it by giving notice of the change in accordance with the provisions of 15.1.

16 INTERPRETATION OF CONTRACT

16.1 Third Party Rights Not Created. This agreement is not intended and shall not be construed to create any rights or remedies in any person or legal entity that is not a party to it and neither County nor RRS Associate is waiving any defense or immunity to which it is entitled against any person or legal entity that is not a party to it.

16.2 Law. This agreement is governed by the laws of Texas and is performable in Travis County, Texas.

16.3 Severability. If any portion of this agreement is ruled invalid by a court of competent jurisdiction, the remainder of the agreement must be construed as if that portion was not included in the agreement and the remainder must remain valid and binding.

16.4 Definitions. In this Agreement,

16.4.1 Business Day. "Business Day" means Monday through Friday unless County has designated one of these days as a County holiday.

16.4.2 Commissioners Court. "Commissioners Court" means the Travis County Commissioners Court.

16.4.3 County Fiscal Year. "County Fiscal Year" means the Travis County fiscal year which commences October 1 and ends September 30 of the following calendar year.

16.4.4 Day "Day" means calendar day.

16.4.5 FCC "FCC" means the Federal Communications Commission.

16.4.6 Regional Radio System or RRS "Regional Radio System" or "RRS" means the Regional Radio System, which serves public-safety and public-service within Austin, Travis County, and other parts of Texas, implemented by the City of Austin, Travis County, Austin ISD, Capital Metropolitan Transportation Authority, The University of Texas at Austin and the Texas Legislative Council and House of Representatives through the RRS Implementation Agreement.

16.4.7 RRS Governing Board "RRS Governing Board" means the Governing Board created and regulated by the Operations Agreement.

16.4.8 RRS Operating Board. "RRS Operating Board" means the Operating Board created and regulated by the Operations Agreement.

16.4.9 RRS Party. "RRS Party" means any entity that is a party to the Interlocal Agreement for Operations and Maintenance of the Regional Radio System.

16.4.10 RRS Program Manager "RRS Program Manager" means the Party to the Operations Agreement designated to oversee the day to day operation and management of the Regional Radio System and the staff of the Party designated to perform those duties.

16.4.11 Subscriber Equipment "Subscriber Equipment" means the portable radios, mobile radios, control station radios and radio consoles operated by RRS Associate as part of the Regional Radio System.

16.5 Computation of Time. When any period of time is stated in this agreement, the time must be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that County has declared a holiday for its employees, these days must be omitted from the computation.

16.6 Number and Gender. Words of any gender in this agreement must be construed to include any other gender and words in either number must be construed to include the other unless the context in the agreement clearly requires otherwise.

16.7 Headings. The headings at the beginning of the various provisions of this agreement have been included only to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this agreement.

17 **LEGAL AUTHORITY**

17.1 RRS Associate Signors. The person or persons signing this agreement on behalf of RRS Associate, or representing themselves as signing this agreement on behalf of RRS Associate, do hereby warrant and guarantee that he, she or they have been duly authorized by RRS Associate to sign this agreement on behalf of RRS Associate and to bind RRS Associate validly and legally to all terms, performances, and provisions in this agreement.

17.2 County Signors. The person or persons signing this agreement on behalf of County, or representing themselves as signing this agreement on behalf of County, do hereby warrant and guarantee that he, she or they have been duly authorized by County to sign this agreement on behalf of County and to bind County validly and legally to all terms, performances, and provisions in this agreement.

18 **DUPLICATE ORIGINALS**


18.1 This document is executed in duplicate originals.

TRAVIS COUNTY

By: _____
Samuel T. Biscoe, County Judge
Travis County, Texas

Date: _____

VILLAGE OF THE HILLS

By: 
Dan Roark, Village Administrator
Village of The Hills, Texas

Date: June 5 2012

**Travis County RRS Associate
Interlocal Cooperation Agreement**

Village of The Hills, Texas

Attachment A -- Equipment and Rate Schedule for Fiscal Year 2012

Loan of Subscriber Equipment. In this Attachment A, "Services" means the assistance and support provided by RRS Associate's volunteer Emergency Management Coordinator in the Village of The Hills and as liaison to the Travis County Emergency Management Coordinator that are related to the safety and security of RRS Associate and County. In consideration of the Services and without additional rental expense, County is allowing RRS Associate to have possession of the following Subscriber Equipment for as long as its volunteer Emergency Management Coordinator continues to provide Services:

One Motorola XTS 2500 Model II Portable Two-Way Radio
 RRS ID 17327
 County Asset Tag 111918
 Serial Number 205CDG0377 (Mod H46UCF9PW6AN)

Care of Subscriber Equipment. As long as this Subscriber Equipment is in RRS Associate's possession, RRS Associate shall be responsible for all maintenance, repair, and unit operation costs associated with Subscriber Equipment. This includes programming, the cost of accessories, and repair when necessary, even up to replacement of the Subscriber Equipment if it is lost or becomes sufficiently damaged that replacement is recommended instead of repair.

Return of Subscriber Equipment. If its volunteer Emergency Management Coordinator stops providing Services, RRS Associate shall return the Subscriber Equipment to County within thirty (30) days after the Services cease.

The per-unit rate and Subscriber Equipment authorized under section 2.1 of this Agreement includes the following:

Cost Category	Equipment Type	Quantity	Monthly Rate	Total Annually
RRS Associate Charge	Motorola XTL-2500 Mobile	0	\$25.32	\$0.00
	Motorola XTS-2500 Portable	1	\$25.32	\$303.84
	Total FY Subscriber(s)	1		\$303.84
			FY Total	\$303.84

Annual Amount for October 1, 2011, through September 30, 2012: \$303.84.

Total amount billed and due for period of July 1, 2012, through September 30, 2012 (Three Months):
\$75.96

**Payment One of One (Three Months) for FY-2012 is currently due:
\$75.96**



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: J. Lee Perry/512-854-9724

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Authorize Purchasing Agent to commence negotiations with the most highly qualified firm, Jacobs Engineering Group, Inc. for engineering services in response to RFQ No. Q120167-LP, Cameron Road Improvements.

- **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.

- The Cameron Road Improvement Design project will be for the development of construction plans, specifications and estimates (PS& E) documents for Cameron Road located in northeastern Travis County, Precincts One and Precinct Two. The anticipated services include development of road alignment and performing engineering and design services necessary for improving Cameron Road from a 2-lane road to a 4-lane arterial with bike lanes and sidewalks from Gregg Lane to SH 130.

- On May 3, 2012, thirteen (13) proposals were received for design of the Cameron Road Improvement project, in which three TNR staff evaluated and rated the qualifications of each firm using a standard rating form, as developed by TNR. The evaluations determined the most highly qualified firm to be Jacobs Engineering Group, Inc.

- As a result of the evaluation process, TNR recommends Jacobs Engineering Group, Inc., for this project, and requests authorization to commence negotiations. Attached is TNR's corroborating memo with the matrix showing point totals for each firm.

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 Expenditures:** Within the last N/A months \$0.00 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount: N/A

Contract Type: Professional Services

Contract Period: N/A

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

Modification Amount:

Modification Type:

Modification Period:

➤ **Solicitation-Related Information:**

Solicitations Sent: 54

Responses Received: 13

HUB Information: Vendor is
not a HUB

% HUB Subcontractor: 40%

➤ **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: N/A

➤ **Funding Information:**

Shopping Cart/Funds Reservation in SAP: 0300000187

Comments:

REQUESTED ACTION:

_____ **Approved** _____ **Disapproved**

Samuel T. Biscoe
Travis County Judge

Date

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 DEPARTMENT

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

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

June 25, 2012

MEMORANDUM

TO: Cyd V. Grimes, C.P.M., Purchasing Agent
Marvin Brice, Assistant Purchasing Agent
Carol B. Jorgensen
FROM: Steve Manilla, P.E., County Executive - TNR
SUBJECT: Cameron Road Improvements
Professional Engineering Services

RECEIVED
TRAVIS COUNTY
PURCHASING
OFFICE
2012 JUN 32 AM 9:13

The following information is for your use in preparing an agenda item for Commissioners Court action. Please contact either me at 854-9383 or Chiddi N’Jie, P.E., Project Manager at 854-7585 if you have any questions or need additional information.

Proposed Motion:

Consider and take appropriate action on TNR’s request to negotiate a Professional Services Agreement for the design of Cameron Road Improvements, located in Precinct One and Precinct Two, with Jacobs Engineering Group Inc.

Summary and Staff Recommendations:

On March 6, 2012, TNR requested Purchasing Office to procure professional services for the design for the Cameron Road Improvements project. Purchasing, together with TNR Public Works, developed an RFQ for these services and on May 3, 2012 received qualifications from thirteen (13) firms. Three TNR staff members evaluated and rated the qualifications of each firm and determined Jacobs Engineering Group Inc. as the most qualified firm for this project.

The professional services agreement (PSA) will be for the development of construction Plans, Specifications and Estimates (PS& E) documents for Cameron Road Improvements project located in northeastern Travis County, Precinct One and Precinct Two. The anticipated services include development of road alignment and performing engineering and design services necessary for improving Cameron road from a 2-lane road to a 4-lane arterial with bike lanes and sidewalks from Gregg Lane to SH 130.

Staff recommends approving Purchasing and TNR to negotiate a PSA with Jacobs Engineering Group Inc. TNR and Purchasing will present the PSA to Court for approval after completion of negotiations.

Budget and Fiscal impact:

Funding for this project will come from voter approved 2011 Bond funds and is reserved in the following account:

Funds Reservation Document: 0300000187

Fund: 4074

Fund Center: 1490190000

Internal Order: 600103

G/L: 580060

Issues and Opportunities:

This project was approved by the voters in the 2011 bond referendum. This project will improve exiting Cameron Road from a 2-lane road to a 4-lane arterial between Gregg Lane and SH 130. Bike lanes and sidewalks will also be included in the project scope. Existing Cameron Road is narrow and winding. The riding surface is bumpy due to the moisture sensitive high shrink/swell clay soil underneath. Traffic on this roadway is expected to increase due to the newly constructed SH 130 at the northern end of project and the newly improved 4-lane Howard Lane at the southern end of the project. Developments in the surrounding desired development zone are expected to pick up in the near future which will generated additional traffic loads. A new Manor ISD middle school is being planned at the middle segment of this road improvement. Manor ISD and many property owners have expressed willingness, during the bond referendum public meetings, to donate certain ROW needed for the road improvements. This roadway is included in CAMPO 2035 Plan as a 4-lane arterial.

Attachment: Evaluation Result
Location map

Authorizations:

Jessica Rio, PBO

cc:

Steve Sun, P.E., Chiddi N'Jie, P.E., TNR Public Works

Cynthia McDonald, Donna Williams-Jones, Tawana Gardner, TNR Financial Services

RFQ PROPOSAL EVALUATION PORTION (13 Total)									
Cameron Road Design Improvements									
REVIEWER	AECOM	ATKINS	Binkly Barfield	Bridge farmer	CEC	CP&Y	Halff	Huitt Zollars	Jacobs
REVIEWER 1	3.95	3.95	3.63	3.30	3.20	3.90	4.10	4.10	4.53
REVIEWER 2	4.32	4.38	3.45	2.95	3.45	4.32	4.10	3.55	4.38
REVIEWER 3	4.60	4.30	3.55	3.13	3.10	4.35	4.03	4.30	4.30
PROPOSAL EVALUATION TOTAL	12.87	12.63	10.63	9.38	9.75	12.57	12.23	11.95	13.21
RANK ORDER	3	4	9	13	12	5	6	7	1

REVIEWER	LAN	Stieger & Bizzell	Unintech	URS
REVIEWER 1	3.90	3.45	4.00	4.05
REVIEWER 2	4.38	3.55	3.55	3.50
REVIEWER 3	4.60	2.78	3.25	4.03
PROPOSAL EVALUATION TOTAL	12.88	9.78	10.80	11.58
RANK ORDER	2	11	10	8

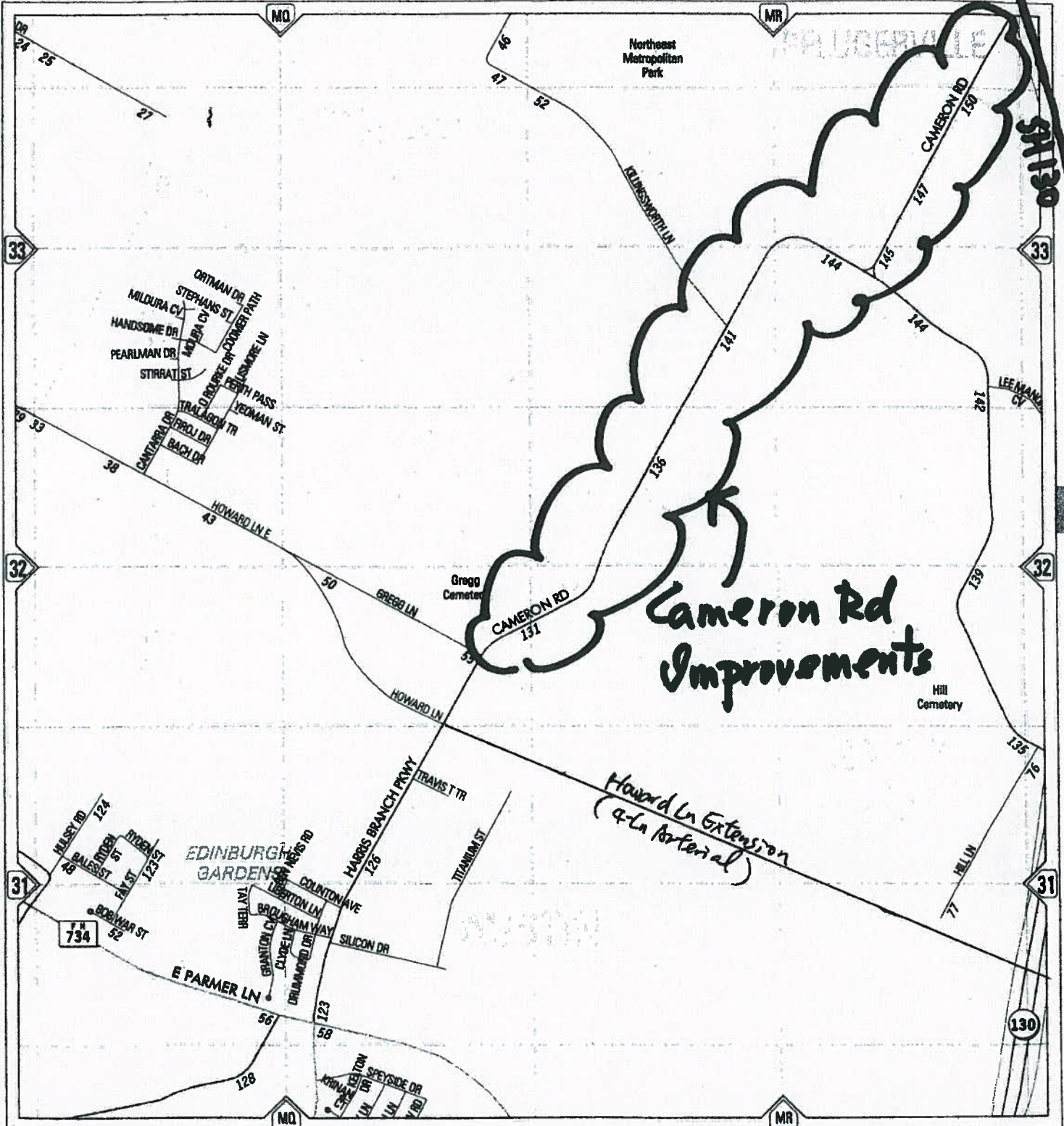
Jacobs
LAN
AECOM

INTERVIEW EVALUATION (2)		
REVIEWER		
REVIEWER 1		
REVIEWER 2		
REVIEWER 3		
INTERVIEW TOTAL	0.00	0.00
Rank Order		
Combined Overall Total		



CONTINUED ON MAP 468

498



Cameron Rd Improvements

*Howard Ln Extension
(4-Ln arterial)*

CONTINUED ON MAP 497

CONTINUED ON MAP 528

CONTINUED ON MAP 499





Travis County Commissioners Court Agenda Request

Meeting Date: 7/24/2012 Voting Session

Prepared By/Phone Number: Ron Dube 854-6458

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Pursuant to Section 263.152 (4) (B) of the Texas Local Government Code, declare list of certain equipment as surplus property and donate to non-profit.

Purchasing Recommendation and Comments: This procurement action meets the compliance requirements as outlined by the statutes.

The Court will note that the Texas School for the Blind and Visually Impaired is requesting a Perkins Brailier and a Braillo Comet 75 CPS Printer.

This equipment was purchased for an individual who has retired. We no longer require this equipment. This equipment was purchased in 1995.



T S B V I

William Daugherty, Superintendent
Texas School for the Blind and Visually Impaired

1100 W. 45th Street
Austin, Texas 78756
www.tsbvi.edu

Voice: (512) 454-8631
Toll-free: (800) TSB-KARE

A center for educational services for all blind and visually impaired students in Texas

July 9, 2012

Ronald J. Dube
Travis County Purchasing
Fixed Asset Manager
800 Lavaca #800
Austin, TX 78701

Dear Mr. Dube,

Thank you for your kind offer to donate a Perkins Braille and a Braillo Comet 75 CPS Printer. We appreciate you thinking of us and will put the equipment to good use. Please instruct as to the pickup of this equipment.

Sincerely,

William Daugherty
Superintendent

OFFICE
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COMMUNITY
SERVICES
DIVISION

BOARD OF TRUSTEES:

Parents of Persons with Visual Impairments:
Mary K. Alexander, Secretary, Valley View
Caroline Daley, Kingwood
Michelle Goodwin, Vice-President, Ft. Worth

Consumers with Visual Impairments:
Cynthia Finley, Lubbock
Michael Garrett, Missouri City
Joseph Muniz, President, Harlingen

Persons Working with the Visually Impaired:
Gene Brooks, Austin
Anne Com, Austin
Bobby Druessedow, Jr., Aledo

FAX:

Business Office (512)206-9452
Central Mail Room (512)206-9450
Outreach Services (512)206-9320
Superintendent (512)206-9453
Admissions (512)206-9148



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: David Walch 46663 / Marvin Brice

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Contract No. 4400001031 with Skillpoint Alliance for Professional Training Services in Construction and Culinary Skills for court-involved youth.

➤ **Purchasing Recommendation and Comments:**

This contract is for the provision of intensive construction and culinary arts training to provide court-involved youth with work-based experiences, as detailed in the Scope of Services of the contract.

Section 4.10 of the contract states: Pursuant to TEX. LOC. GOV'T. CODE ANN. § 262 et seq., Commissioners Court hereby orders that this Agreement is exempt from the requirements of the County Purchasing Act because it is a contract for the purchase of personal or professional services.

As per Attachment B – Fee Schedule, the workshops will be delivered at a unit rate of \$3,000 per student attending Construction training and at a rate of \$2,500 per student attending Culinary training.

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

➤ **Contract-Related Information:**

Award Amount: As Needed Contract

Contract Type: Professional Services Agreement

Contract Period: June 1, 2012 – September 30, 2012 (auto-renewal)

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 Information:**

Purchase Requisition in H.T.E.:

Funding Account(s): 174-4592-593-6099 project M12174
674-4550-593-6099 project M12674

Comments: Product Code 86100000 GL 511370

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 JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

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

TO: Cyd Grimes
Purchasing Agent

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

DATE: May 9, 2012

RE: New contract with Skillpoint Alliance's Gateway Program

The Travis County Juvenile Probation Department is requesting a new contract to develop a vocational skills training program. Youth will be training in an electrical or culinary vocational program.

The following details the Commodity/Sub-Commodity codes and funding information.

Commodity/Sub-Commodity Codes	924/086
Account Number	174-4592-593-6099, project M12174
Account Number	674-4550-593-6099, project M12674

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

cc: Darryl Beatty
Ena Brent
Sylvia Mendoza

EPM: sm

PROFESSIONAL SERVICES AGREEMENT/CONTRACT

BETWEEN

TRAVIS COUNTY

AND

SKILLPOINT ALLIANCE, INC.

FOR

**PROFESSIONAL TRAINING SERVICES IN
CONSTRUCTION AND CULINARY SKILLS**

CONTRACT NO. PS120221DW



Travis County Purchasing Office

SEARCHED
SERIALIZED
INDEXED
FILED
AUG 1 19 12
FBI - AUSTIN

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 and voluntary Exclusion for Covered Contracts 28

RECEIVED
 TRAVIS COUNTY
 2012 JUN 27 PM 1:54
 PURCHASING
 OFFICE



STATE OF TEXAS §
§
COUNTY OF TRAVIS §

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSTRUCTION AND CULINARY ARTS TRAINING SERVICES**

This Agreement is made and entered into by and between the following parties: Travis County, Texas, (the "COUNTY") and Skillpoint Alliance, Inc. (the "CONTRACTOR").

WHEREAS, COUNTY desires to obtain construction and culinary arts training services for juveniles under the supervision of the Juvenile Probation Department, and;

WHEREAS, CONTRACTOR has the professional ability and expertise to provide such services;

NOW, THEREFORE, COUNTY and CONTRACTOR agree as follows:

1.0 DEFINITIONS

In this Agreement,

- 1.1 "Commissioners Court" means the Travis County Commissioners Court.
- 1.2 "Purchasing Agent" means Travis County Purchasing Agent Cyd V. Grimes, or her successor.
- 1.3 "County Auditor" means Travis County Auditor Susan Spataro, or her successor.
- 1.4 "Parties" mean Travis County and Skillpoint Alliance, Inc.
- 1.5 "Is doing business" and "has done business" mean:
 - 1.5.1 Paying or receiving any money or other valuable thing in exchange for personal services or for purchase or use of any property interest, either real or personal, either legal equitable; or
 - 1.5.2 Loaning or receiving a loan of money, services, or goods or otherwise creating or having in existence any legal obligation or debt;
 - 1.5.3 **but does not include**
 - 1.5.3.1 any retail transaction for goods or services sold to a Key Contracting Person at a posted, published, or marked price available to the public,
 - 1.5.3.2 any financial services product sold to a Key Contracting Person for personal, family or household purposes in accordance with pricing guidelines applicable to similarly situated individuals with similar risks as determined by Contractor in the ordinary course of its business; and

1.5.3.3 a transaction for a financial service or insurance coverage made on behalf of Contractor if Contractor is a national or multinational corporation by an agent, employee or other representative of Contractor who does not know and is not in a position that he or she should have known about the Contract.

- 1.6 "Key Contracting Person" means any person or business listed in Exhibit 1 to the Affidavits attached to this contract and marked as Attachment D.
- 1.7 ""Director" means the Chief Juvenile Probation Officer of Travis County, who will administer this Agreement, or his/her designated representative.
- 1.8 "Client" means a juvenile under the supervision of the Juvenile Probation Department who is referred to CONTRACTOR for services.

2.0 TERM

2.1 Initial Term. The Initial Term of this Agreement shall commence June 1, 2012 and shall continue until September 30, 2012.

2.2 Renewal Term(s). Subject to continued funding by the Commissioners Court, this Agreement shall thereafter automatically renew on October 1 of each year for succeeding terms of one year unless sooner terminated by either party as provided herein.

2.3 Termination. Either party may terminate this Contract at any time by giving the other party written notice of such termination at least thirty (30) days before the effective date of the termination.

3.0 CONTRACTOR'S RESPONSIBILITIES

3.1 Scope of Services. CONTRACTOR shall perform, in a timely manner, the services and activities described in the Scope of Services set forth as Attachment A to this Agreement, which is expressly incorporated herein and made a part hereof.

3.2 Ethical Standards. CONTRACTOR shall perform all services and exercise all discretionary powers in a manner consistent with applicable canons of professional ethics and her best professional judgment.

3.3 Subcontracting. Except as otherwise specifically provided herein, CONTRACTOR is prohibited from hiring or subcontracting with any other person to perform any of the duties that it has accepted as part of this Agreement.

3.4 Civil Rights/ADA Compliance. CONTRACTOR shall provide all services and activities pursuant to this Agreement in compliance with the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, Public Law 93-1122, Section 504, and with the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 [S.933].

- 3.5 Legal Compliance. CONTRACTOR shall comply with all federal, state, county, and city laws, rules, regulations and ordinances applicable to the provision of the services described herein and the performance of all obligations undertaken pursuant to this Agreement.
- 3.6 Payment of Property Taxes. CONTRACTOR warrants that CONTRACTOR is not currently delinquent in payment of property taxes to the Travis County Tax Assessor Collector.
- 3.7 Insurance Requirements CONTRACTOR shall comply with the insurance requirements set out in Attachment C, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.
- 3.8 Federal Funds. CONTRACTOR warrants that no Federal appropriated funds have been paid or will be paid, by or on behalf of CONTRACTOR, 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 awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 3.9 Contractor Requests for Information. CONTRACTOR may communicate all requests for direction and factual information relating to services performed pursuant to this Agreement to the Director and may rely on all factual information supplied by the Director in response to his requests. However, the Director shall not serve as the agent of COUNTY or Commissioners Court or any elected official of COUNTY for any other purpose than conveying factual information.
- 3.10 Professional Licensure/Certification. CONTRACTOR shall maintain all necessary licenses and certifications related to the professional services being provided hereunder, and shall perform all services under this Agreement according to the applicable federal, state, and local rules and regulations. In the event licensure or certification expires, is revoked, suspended, probated, or is canceled, CONTRACTOR shall inform COUNTY of such event within five (5) working days.
- 3.11 Standard of Care. Notwithstanding anything in this Agreement to the contrary, CONTRACTOR shall perform all services and responsibilities required of CONTRACTOR under this Agreement using at least that standard of care which a reasonably prudent professional in Travis County, Texas would use in similar circumstances. CONTRACTOR warrants the duties within this Agreement shall be performed in a good and workmanlike manner. Nothing in this Agreement shall be construed to relieve CONTRACTOR of this duty.
- 3.12 Duty to Report. CONTRACTOR shall ensure that suspected or alleged cases of child abuse or exploitation or neglect of clients served under this Agreement are immediately reported to the Director and to the appropriate authorities as required by law and in conformity with the procedures detailed in Chapter 261 of the Texas Family Code. CONTRACTOR shall ensure that its employees, interns, volunteers, subcontractors, agents, and consultants are properly trained in the reporting requirements and procedures of chapter 261 of the Texas Family Code.
- 3.13 Duty to Disclose Information. CONTRACTOR has an affirmative duty under this Agreement to promptly ascertain and disclose in sufficient detail all of the following information to Director:

3.13.1 Any and all licensure complaints and any corrective action required by any of CONTRACTOR'S licensing authorities or funding entities.

3.13.2 Any arrest of any employee, intern, volunteer, subcontractor, agent and/or consultant of CONTRACTOR.

3.13.3 Any finding of "Reason to Believe" by a state regulatory agency in a child abuse, neglect and exploitation investigation where CONTRACTOR was the alleged or designated perpetrator.

3.14 CONTRACTOR certifies that the individual or business entity named in this Agreement is not ineligible to receive the specified grant or payment under Section 231.006 of the Texas Family Code and acknowledges that this Agreement may be terminated and payment withheld if this certification is inaccurate.

3.15 Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion from Participation in Contracts Exceeding \$100,000.00

The Contractor certifies, by entering into this Contract, that neither it nor its principals are debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. The Contractor shall include this certification requirement in all subcontracts to this contract that exceed \$100,000.00.

Form is provided as Attachment E

4.0 COMPENSATION, BILLING AND PAYMENT

4.1 Fees. For and in consideration of the satisfactory performance of the services described in Attachment A, Scope of Services, by CONTRACTOR pursuant to the terms of this Agreement, COUNTY shall pay CONTRACTOR in accordance with the Fee Schedule which is attached hereto as Attachment B and made a part hereof.

4.1.1 Not to exceed amount: Not applicable -- As needed basis contract

4.1.2 Additional Fees: Not applicable

4.2 Satisfactory Completion of Services. COUNTY shall not be responsible for the costs of any services under this Agreement that are not performed to COUNTY'S satisfaction and given COUNTY'S approval, which shall not be unreasonably withheld. COUNTY'S obligation to make any payment to CONTRACTOR is dependent upon completion of the services invoiced in a timely, good and professional manner and at a standard acceptable in CONTRACTOR'S profession.

4.3 Timely Payment. The COUNTY shall pay CONTRACTOR within thirty (30) days after the receipt of a complete and correct invoice by the Travis County Juvenile Probation Department. Accrual and payment of interest on overdue payments shall be governed by Chapter 2251 of the Texas Government Code

4.4 **Invoicing.** Within ten days after the completion of each training, CONTRACTOR shall invoice County for services rendered pursuant to this Contract. Each invoice shall include the following information:

4.4.1 the contract Reference Number;

4.4.2 an invoice number and invoice date,

4.4.3 the designation of the training as construction or culinary

4.4.5 the total number of youth who completed the training with the per youth training rate and the corresponding total amount billed

4.4.6 the total number of youth who participated, but did not complete the training, with the per youth training rate and the corresponding total amount billed, and

4.4.6 the total training cost being requested for payment

In addition to the invoice, CONTRACTOR shall attach a training roster as supporting documentation that lists the name of each youth served along with the following information corresponding with each youth named and dates of his/her participation.

Invoices may be e-mailed to: JUV-Finance-Vendors@co.travis.tx.us,
or original invoices may be sent to:

Financial Services
2515 South Congress Ave
Austin, Texas 78704

4.5 **Overpayment.** CONTRACTOR shall refund to COUNTY any money which has been paid to CONTRACTOR by COUNTY, which COUNTY determines has resulted in overpayment to CONTRACTOR. Such refund shall be made by CONTRACTOR to COUNTY within thirty (30) days after the refund is requested by COUNTY. If COUNTY enters into any subsequent Agreement with CONTRACTOR and CONTRACTOR fails to refund any money owed to COUNTY within thirty (30) days of request, COUNTY may offset the difference against the next advance or payment payable to CONTRACTOR

4.6 **Taxpayer Identification.** CONTRACTOR shall provide COUNTY with an Internal Revenue Form W-9 Request for Taxpayer Identification Number and Certification that is completed in compliance with the Internal Revenue Code, its rules and regulations, and a statement of entity status in a form satisfactory to the County Auditor before any Agreement funds are payable.

4.7 **Delinquent Property Taxes.** Notwithstanding anything to the contrary herein, if the CONTRACTOR is delinquent in the payment of property taxes at the time of invoicing, the CONTRACTOR hereby assigns any payments to be made for services rendered hereunder to the Travis County Tax Assessor-Collector for the payment of said delinquent taxes.

4.8 Disbursements to Persons with Outstanding Debt.

4.8.1 In accordance with Section 154.045 of the Local Government Code, if notice of indebtedness has been filed with the County Auditor or County Treasurer evidencing the indebtedness of CONTRACTOR to the State, the COUNTY or a salary fund, a warrant may not be drawn on a COUNTY fund in favor of the CONTRACTOR, or an agent or assignee of CONTRACTOR until:

4.8.1.1 the County Treasurer notifies CONTRACTOR in writing that the debt is outstanding; and

4.8.1.2 the debt is paid.

4.8.2 "Debt" includes delinquent taxes, fines, fees, and indebtedness arising from written agreements with the COUNTY.

4.8.3 COUNTY may apply any funds COUNTY owes CONTRACTOR to the outstanding balance of debt for which notice is made under section 4.8.1.1 above, if the notice includes a statement that the amount owed by the COUNTY to CONTRACTOR may be applied to reduce the outstanding debt.

4.9 Period of Services. COUNTY shall not be liable for costs incurred or performances rendered by CONTRACTOR before or after the term of this Agreement.

4.10 Exemption from County Purchasing Act. Pursuant to TEX. LOC. GOV'T. CODE ANN. § 262 et seq., Commissioners Court hereby orders that this Agreement is exempt from the requirements of the County Purchasing Act because it is a contract for the purchase of personal or professional services.

4.11 Funding Out. Notwithstanding anything to the contrary herein, if, during budget planning and adoption, Commissioners Court fails to provide funding for this Contract for the following fiscal year of COUNTY, COUNTY may terminate this Contract after giving CONTRACTOR 20 days written notice that this Contract is terminated due to the failure to fund it.

4.12 CONTRACTOR acknowledges and agrees that COUNTY is under no obligation to refer any clients to CONTRACTOR for services under this Contract and this Contract shall not be so construed.

5.0 RECORDS CONFIDENTIALITY AND ACCESS

5.1 Confidentiality. CONTRACTOR shall establish a method to secure the confidentiality of records and other information relating to clients in accordance with the applicable federal, state and local laws, rules and regulations, and applicable professional ethical standards. This provision shall not be construed as limiting the right of COUNTY access to client information. Upon authorization from COUNTY to render client files anonymous, CONTRACTOR agrees to mask information identifying clients in a way that will not obstruct COUNTY'S monitoring and evaluation duties in any way.

5.2 Records Maintenance. CONTRACTOR shall create, maintain, and retain, and shall make reasonably available to COUNTY, all necessary and appropriate records, information, and documentation (including all accounting records) relating to services provided under the terms of this

Agreement for a period of three (3) years after the provision of the services, or until any litigation concerning any of the services has been satisfactorily resolved, whichever occurs later. CONTRACTOR shall provide copies of such records to COUNTY upon written request to CONTRACTOR at a cost mutually agreed to by COUNTY and CONTRACTOR

5.3 Access to Records. COUNTY or its duly authorized representatives shall have access to any and all records, information and documentation of CONTRACTOR, which are directly pertinent to the services to be performed under this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions. CONTRACTOR shall maintain the records, information, and documentation in a readily available state and location, reasonably accessible to COUNTY or their authorized representatives.

6.0 AMENDMENTS/MODIFICATIONS

6.1 General. Unless specifically provided otherwise in this Agreement, any change to the terms of this Agreement or any attachments to it shall be in writing and signed by each party. IT IS ACKNOWLEDGED BY CONTRACTOR THAT NO OFFICER, AGENT, EMPLOYEE OR REPRESENTATIVE OF COUNTY HAS ANY AUTHORITY TO CHANGE THE TERMS OF THIS AGREEMENT OR ANY ATTACHMENTS TO IT UNLESS EXPRESSLY GRANTED THAT AUTHORITY BY COMMISSIONERS COURT.

6.2 Requests for Changes. CONTRACTOR shall submit all requests for changes to the terms of this Agreement or any attachment to it to the Director with a copy to the Purchasing Agent.

6.3 Purchasing Agent Authority. Contractor understands and agrees that the Purchasing Agent has certain authority to approve an Amendment subject to applicable law (specifically the County Purchasing Act, TEX. LOC. GOV'T CODE, Chapter 262, and other applicable law) and County policy, as approved by the Commissioners Court. Within that authority, the Purchasing Agent may approve Amendment requests under this Contract. The Purchasing Agent will advise Contractor as to such authority upon submission of a request for Amendment; at any time, the Purchasing Agent may submit any request to the Commissioners Court for approval, regardless of the authority of the Purchasing Agent to sign the Amendment.

7.0 MISCELLANEOUS:

7.1 INDEMNIFICATION. CONTRACTOR AGREES TO AND SHALL INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, AND EMPLOYEES, FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, NEGLIGENCE, CAUSES OF ACTION, SUITS, AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEY'S FEES, FOR INJURY TO OR DEATH OF ANY PERSON, FOR ANY ACT OR OMISSION BY CONTRACTOR, OR FOR DAMAGE TO ANY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH THE WORK DONE BY CONTRACTOR UNDER THIS CONTRACT.

7.2 Copyrights, Patents and Licenses. CONTRACTOR represents and warrants that (i) all applicable copyrights, patents, licenses, and other proprietary or intellectual property rights which may exist on materials used in this Agreement have been adhered to and (ii) the County shall not be liable for any

infringement of those rights and any rights granted to the County shall apply for the duration of this Agreement. Consultant shall indemnify the County, its officers, agents, and employees from all claims, losses, damages, causes of action, and liability of every kind including expenses of litigation, court costs and attorney fees for damages to any person or property arising in connection with any alleged or actual infringement of existing patents, licenses, or copyrights applicable to materials used in this Agreement.

7.3 Claims Notification. If any claim, or other action, including proceedings before an administrative agency, is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY in relation to the performance of this Agreement, CONTRACTOR shall give written notice to COUNTY of the claim or other action within three (3) working days after being notified of it or the threat of it; the name and address of the person, firm, corporation or other entity that made or threatened to make a claim, or that instituted or threatened to institute any type of action or proceeding; the basis of the claim, action or proceeding; the court or administrative tribunal, if any, where the claim, action or proceeding was instituted; and the name or names of any person against whom this claim is being made or threatened. This written notice shall be given in the manner provided herein. Except as otherwise directed, CONTRACTOR shall furnish to COUNTY copies of all pertinent papers received by CONTRACTOR with respect to these claims or actions.

7.4 Suspension. If CONTRACTOR fails to comply with any provision herein, COUNTY may, upon written notification to CONTRACTOR, suspend this Agreement in whole or in part and withhold further payments to CONTRACTOR, until CONTRACTOR is in compliance with the terms of this Agreement or Agreement is terminated as provided herein.

7.5 Non-Waiver of Default

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

7.5.2 All rights of COUNTY under this Agreement are specifically reserved and any payment, act or omission shall not impair or prejudice any remedy or right to COUNTY under it. Any right or remedy in this Agreement shall not preclude the exercise of any other right or remedy under this Agreement or under any law nor shall any action taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

7.6 Forfeiture of Contract If CONTRACTOR has done business with a Key Contracting Person during the 365 day period immediately prior to the date of execution of this Agreement or does business with any Key Contracting Person at any time after the date of execution of this Agreement and prior to the full performance of this Agreement, CONTRACTOR shall forfeit all benefits of this Agreement and COUNTY shall retain all performance by CONTRACTOR and recover all considerations, or the value of all consideration, paid to CONTRACTOR pursuant to this Agreement, provided, however, that this section may be waived by Commissioners Court pursuant to Section 3(g) of the Travis County Ethics Policy.

7.7 Entire Agreement

7.7.1 Entire Agreement. All written or oral agreements between the parties to this Agreement related to the subject matter of this Agreement that were made prior to the execution of this

Agreement have been reduced to writing and are contained in this Agreement or in the policies and procedures approved by Commissioners Court for County. Any prior agreements, promises, negotiations, or representations not expressly set forth in this document are of no force and effect.

7.7.2 Attachments. The attachments enumerated and denominated below are hereby made a part of this Agreement, and constitute promised performances by CONTRACTOR in accordance with all the provisions of this Agreement.

- 7.7.2.1 Scope of Services Attachments
 - 7.7.2.1.1 Attachment A.1 – Scope of Services Culinary Arts Training
 - 7.7.2.1.2 Attachment A.2 – Scope of Service Construction Core Training
- 7.7.2.2 Attachment B – Fee Schedule
- 7.7.2.3 Attachment C – Insurance Requirements
- 7.7.2.4 Attachment D – Ethics Affidavit including:
Exhibit 1 - List of Key Contracting Persons
- 7.7.2.5 Attachment E – Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Covered Contracts

7.8 Notices:

7.8.1 Written Notice. Any notice required or permitted to be given under this Agreement by one party to the other shall be in writing and shall be given and deemed to have been given immediately if delivered in person to the address set forth in this section for the party to whom the notice is given, or on the third day following mailing if placed in the United States Mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the party at the address herein specified.

7.8.2 County Address. The address of County for all purposes under this Agreement shall be:

Cyd Grimes, C.P.M., CPPO (or her successor)
Travis County Purchasing Agent
P. O. Box 1748
Austin, Texas 78767

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

Estela Medina (or her successor)
Chief Juvenile Probation Officer
Travis County Juvenile Probation Department
P.O. Box 1748
Austin, Texas 78767

7.8.3 Contractor Address. The address of CONTRACTOR for all purposes under this Agreement and for all notices hereunder shall be:

Cat Newlands, Director, Adult Workforce Programs
Skillpoint Alliance, Inc.

201 East 2nd Street, Suite B
Austin, Texas 78701

7.8.4 Change of Address. Each party may change the address for notice to it by giving written notice of the change in compliance with Section 7.8. Any change in the address shall be reported within fifteen (15) days of the change.

7.9 Authority of the DIRECTOR. The DIRECTOR will act on behalf of the COUNTY with respect to the work to be performed under this Agreement. The DIRECTOR shall have complete authority to interpret and define in writing COUNTY'S policies and decisions with respect to CONTRACTOR'S services. The DIRECTOR may designate representatives to transmit instructions and receive information.

7.10 Dispute Resolution. The Purchasing Agent will act as the County representative in disputes where the Contractor has been unable to successfully resolve such dispute with the Department. Any document, notice or correspondence in relation to the dispute at this stage not issued by or to the Purchasing Agent is void unless otherwise stated in this Contract. If the Contractor does not agree with any document, notice or correspondence relating to the dispute issued by the Purchasing Agent or other authorized County person, the Contractor must submit a written notice to the Purchasing Agent within ten (10) calendar days after receipt of the document, notice or correspondence outlining the exact point of disagreement in detail. The Purchasing Agent will provide Contractor with a written response to the dispute containing the final resolution by County. If the matter is not resolved to the Contractor's satisfaction in this final notice, Contractor may submit a written Notice of Appeal to the Commissioners Court through the Purchasing Agent. This Notice of Appeal must be submitted within ten (10) calendar days after receipt of the final unsatisfactory reply. Contractor then has the right to be heard by Commissioners Court and the Purchasing Agent will coordinate placing the matter on the Commissioners Court agenda.

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

7.12 Cooperation and Coordination. CONTRACTOR shall cooperate and coordinate with COUNTY staff and other contractors as reasonable and necessary and as required by the DIRECTOR.

7.13 Independent Contractor. The parties expressly acknowledge and agree that CONTRACTOR is an independent contractor, operating solely in that capacity, and assumes all of the rights, obligations and liabilities applicable to him as an independent contractor. CONTRACTOR shall not be considered an employee of COUNTY, or gain any rights against COUNTY pursuant to the COUNTY'S personnel policies.

7.14 Governing Law. The validity of this agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Texas.

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

7.14.2 Law and Venue. All obligations under this Agreement shall be performable in Travis County, Texas. Venue for any litigation concerning this Agreement shall be in the City of Austin, Travis County.

7.14.3 Assignment. No party may assign any of the rights or duties created by this Agreement without the prior written approval of the other party. It is acknowledged by CONTRACTOR that no officer, agent, employee or representative of COUNTY has any authority to assign any part of this Agreement unless expressly granted that authority by Commissioners Court.

7.15 Binding Contract. Notwithstanding any other provision of this Agreement, this Agreement shall be binding upon and inure to the benefit of the COUNTY and the CONTRACTOR and their respective successors, executors, administrators, and assigns. Neither the COUNTY nor the CONTRACTOR may assign, sublet, or transfer his interest in or obligations under this Agreement without the written consent of the other party hereto.

7.16 Performance of Other Services. As a part of this Agreement, it is understood that CONTRACTOR is free to provide services outside this Agreement as it sees fit at those times which CONTRACTOR is not obligated to COUNTY. It is also understood that COUNTY is free to have more than one contractor providing the type of services included in this Agreement.

7.17 Survival. Conditions and covenants of this Agreement which by their terms are performable after the termination, expiration, or end of this Agreement shall survive such termination, expiration, or end and remain fully performable.

7.18 Interpretational Guidelines

7.18.1 Computation of Time. When any period of time is stated in this Agreement, the time shall be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that COUNTY has declared a holiday for its employees, these days shall be omitted from the computation.

7.18.2 Number and Gender. Words of any gender in this Agreement shall be construed to include any other gender and words in either number shall be construed to include the other unless the context in the Agreement clearly requires otherwise.

7.18.3 Headings. The headings at the beginning of the various provisions of this Agreement have been included only to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this Agreement.

7.18.4 Contract/Agreement. As used in this document, the terms "Contract" and "Agreement" are synonymous.

7.19 Conflict of Interest:

If required by Chapter 176, Texas Local Government Code, the Contractor shall complete and file the Conflict of Interest Questionnaire with the County Clerk, Elections Division, 5501 Airport Blvd., Austin, Texas 78751. The Contractor shall update this Questionnaire by September 1 of each year for the duration of this Contract, as required by Chapter 176 of the Local Government Code. In addition, if any statement on a submitted Questionnaire becomes incomplete or inaccurate, the Contractor shall submit an updated Questionnaire. The Contractor should note that the law requires the County to provide access to a filed Questionnaire on the official Travis County Internet website.

DUPLICATE ORIGINALS

This Agreement will be executed in duplicate originals and be effective when executed by both parties.

Skillpoint Alliance, Inc.

Travis County

By: *Cat Newlands*
Name and Title (Printed) Associate Deputy Director

By: Samuel T. Biscoe
Travis County Judge

Date: 06/06/2012

Date: _____

Approved as to Legal Form By: _____

Assistant County Attorney

Approved by Purchasing: _____

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

ATTACHMENT A.1
SCOPE OF SERVICES

TRAVIS CO. JUVENILE PROBATION RESIDENTIAL SERVICES
Skillpoint Alliance's GATEWAY PROGRAM
Program Proposal - Culinary

GENERAL PROGRAM INFORMATION

Skillpoint Alliance Gateway Programs will develop a vocational skill training program with Travis County Juvenile Probation Residential Services operated on the South Austin campus at 2505 S. Congress Ave.

This "TCJ" model will build from Gateway curriculum offered for adults using the High School Credit Recovery Model assets for delivery of Gateway programs.

Initial curriculum offerings will be developed in the following areas:

- **Culinary [120 contact hours]**

Skillpoint Alliance will contract a Gateway Program Coordinator who will work with the TCJ Program, including collaborating with the TCJ Staff and interacting with the residents. In addition, Skillpoint Alliance will utilize the skills of the Director of Adult Workforce, Director of Gateway Programs, Gateway Program Manager, Workforce Development team and Program Assistant. Together, with the dedicated Gateway Program Coordinator, this team will lead the program implementation in accordance with all program development agreements and service contracts between Travis County and Skillpoint Alliance.

In addition, a Gateway Program Instructional Assistant will be hired and will be present during each class the full run of the course. The Instruction Assistant will be a Gateway Graduate and a likely also a former offender themselves and will offer additional guidance throughout the program from their unique perspective.

Instructors for the program will be hired by Skillpoint Alliance and/or ACC. Instructors will be certified as required by the program curriculum.

GATEWAY CURRICULUM CORE

Students will complete varying contact hours of instruction in each program, based on industry certification and employment standards. Additionally each program will include:

- Communication Skills [appropriate workplace language, decision making, conflict management]
- Professional Skills [interview skills, resume, job search skills]
- Additional Professional Skill building regarding decision making, time management & overcoming employment barriers.

- Industry recognized certifications and/or licenses
- Contact with industry employers
- Formal graduation ceremony wearing cap & gown
-

PROGRAM COST

Skillpoint proposes a program cost of \$15,000 (1 Gateway Culinary) or \$25,000 (2 Gateway Culinary) to include the following:

- Planning, development & implementation of a Gateway summer program
- Development of Culinary program for TCJ
- 1-2 Gateway classes will be offered serving up to 20 students
- 1 (one) Program Coordinator assigned to the TCJ Gateway Summer Program
- Part of 6 (six) other Gateway or Adult Workforce staff
- 1 (one) Instructional Assistant per class
- 1 (one) Graduation ceremony, including all necessary supplies, per class
- Course is offered as a 120 hour program
- General Scheduling:
 - CULINARY: 5 days at 6 hours per day, requiring 4 weeks to complete
- Specific Scheduling:
 - CULINARY #1: Start date options of **June 4, June 11, June 18**
 - CULINARY #2: Start date options of **July 9, July 16, July 23**
- Instructor, technology and enrollment Fees
- Books and instructional supplies, as needed
- Classroom supplies, as needed

SPECIFIC PROGRAM DETAILS

These costs vary by curricula and are listed below. Included in the course costs are the details of what is offered for that program over and above the Base Program Cost.

Gateway Culinary

- 120 Curriculum to be developed or licensed from existing curriculum
- Curriculum will likely include: kitchen and food safety, front of the house & beginning culinary skills
- Restaurant equipment and tools
- Cooking supplies and ingredients

COST CONSIDERATIONS

These costs are below the per student cost for the Gateway adult programs. Gateway's per student cost for a 120-hour program is approximately \$2,500. Serving 16-20 students per year would cost \$40,000-50,000. The savings is expected to be seen based on the following differences in program delivery:

- TCJ incurs no facility fee usually paid on ACC campus locations;
- Programs will not require hours, mileage and marketing materials for student recruitment;
- Limited additional hires are required.

PROGRAM SERVICE DELIVERY DETAILS

The TCJ Gateway Programs will begin **June 2012** on the Gardner-Betts Campus.

Gateway has developed a modified Gateway Application that interested Residents will complete as their formal submission for program participation. Then in collaboration with assigned TCJ Staff, the Program Manager & Program Coordinator will interview and select the students for each cohort. All applicants will need to meet the minimum eligibility requirements. Skillpoint Alliance proposes the following as the minimum requirements for Program participation [“**” denotes non-negotiable qualifications based on program, contracts, ACC and/or funding requirements]:

- At least 16 years 0 months of age
- Meet minimum GAIN Assessment reading & math skill levels**
- Good behavioral standing ** [to be defined by Gateway Program and TCJ Staff]
- Enough time remaining in residence to complete the course
- Motivation to continue the program to completion

Students graduating from the Gateway Program will be eligible to apply to the additional Skillpoint Alliance and Gateway Programs. If ACC is the sub-contractor for instruction, students will be registered ACC students and graduates will have record of completed Continuing Education credits. If students will be registered ACC students, they will also be eligible to apply for continued coursework on any area ACC campus and any college credits received will be transferable, where allowed.

Successful students will participate in a Gateway graduation ceremony.

ATTACHMENT A.2

SCOPE OF SERVICES

TRAVIS CO. JUVENILE PROBATION RESIDENTIAL SERVICES

Skillpoint Alliance's GATEWAY PROGRAM

Program Proposal – Construction Core

GENERAL PROGRAM INFORMATION

Skillpoint Alliance Gateway Programs will develop a vocational skill training program with Travis County Juvenile Probation Residential Services operated on the South Austin campus at 2505 S. Congress Ave.

This "TCJ" model will build from Gateway curriculum offered for adults using the High School Credit Recovery Model assets for delivery of Gateway programs.

Initial curriculum offerings will be developed in the following areas:

- **Construction Core [160 contact hours]**

Skillpoint Alliance will contract a Gateway Program Coordinator who will work with the TCJ Program, including collaborating with the TCJ Staff and interacting with the residents. In addition, Skillpoint Alliance will utilize the skills of the Director of Adult Workforce, Director of Gateway Programs, Gateway Program Manager, Workforce Development team and Program Assistant. Together, with the dedicated Gateway Program Coordinator, this team will lead the program implementation in accordance with all program development agreements and service contracts between Travis County and Skillpoint Alliance.

In addition, a Gateway Program Instructional Assistant will be hired and will be present during each class the full run of the course. The Instruction Assistant will be a Gateway Graduate and a likely also a former offender themselves and will offer additional guidance throughout the program from their unique perspective.

Instructors for the program will be hired by Skillpoint Alliance and/or ACC. Instructors will be certified as required by the program curriculum.

GATEWAY CURRICULUM CORE

Students will complete varying contact hours of instruction in each program, based on industry certification and employment standards. Additionally each program will include:

- Communication Skills [appropriate workplace language, decision making, conflict management]
- Professional Skills [interview skills, resume, job search skills]
- Additional Professional Skill building regarding decision making, time management & overcoming employment barriers.

- Industry recognized certifications and/or licenses
- Contact with industry employers
- Formal graduation ceremony wearing cap & gown

PROGRAM COST

Skillpoint proposes a program cost of \$20,000 to include the following:

- Planning, development & implementation of a Gateway summer program
- 1 Gateway classes will be offered serving up to 12 students
- 1 (one) Program Coordinator assigned to the TCJ Gateway Summer Program
- Part of 6 (six) other Gateway or Adult Workforce staff
- 1 (one) Instructional Assistant per class
- 1 (one) Graduation ceremony, including all necessary supplies, per class
- Course is offered as a 160 hour program
- General Scheduling:
 - CORE: 5 days a week at 6 hours per day, requiring 6 weeks to complete
- Specific Scheduling:
 - CORE: Start date options of **June 4, June 11, June 18 or June 25**
- Instructor, technology and enrollment Fees
- Books and instructional supplies, as needed
- Classroom supplies, as needed

SPECIFIC PROGRAM DETAILS

These costs vary by curricula and are listed below. Included in the course costs are the details of what is offered for that program over and above the Base Program Cost.

Gateway Construction CORE

- Introductory Craft Skills NCCER curriculum
- Energy efficiency curriculum
- 12+ hour professional development
- NCCER, OSHA-10, First Aid & CPR Certification
- Construction supplies for hands-on project

Optional additional cost:

- \$4,000 for additional project supplies to build concession stand trailer

COST CONSIDERATIONS

These costs are below the per student cost for the Gateway adult programs. Gateway's per student cost for a 160-hour program is approximately \$3,000. Serving 10-12 students per year would cost \$30,000-36,000. The savings is expected to be seen based on the following differences in program delivery:

- TCJ incurs no facility fee usually paid on ACC campus locations;
- Programs will not require hours, mileage and marketing materials for student recruitment;
- Limited additional hires are required.

PROGRAM SERVICE DELIVERY DETAILS

The TCJ Gateway Programs will begin **June 2012** on the Gardner-Betts Campus.

Gateway has developed a modified Gateway Application that interested Residents will complete as their formal submission for program participation. Then in collaboration with assigned TCJ Staff, the Program Manager & Program Coordinator will interview and select the students for each cohort. All applicants will need to meet the minimum eligibility requirements. Skillpoint Alliance proposes the following as the minimum requirements for Program participation [“**” denotes non-negotiable qualifications based on program, contracts, ACC and/or funding requirements]:

- At least 16 years 0 months of age
- Meet minimum GAIN Assessment reading & math skill levels**
- Good behavioral standing ** [to be defined by Gateway Program and TCJ Staff]
- Enough time remaining in residence to complete the course
- Motivation to continue the program to completion

Students graduating from the Gateway Program will be eligible to apply to the additional Skillpoint Alliance and Gateway Programs. If ACC is the sub-contractor for instruction, students will be registered ACC students and graduates will have record of completed Continuing Education credits. If students will be registered ACC students, they will also be eligible to apply for continued coursework on any area ACC campus and any college credits received will be transferable, where allowed.

Successful students will participate in a Gateway graduation ceremony.

ATTACHMENT B
FEE SCHEDULE

Skillpoint Alliance's GATEWAY PROGRAM – Construction Core
160 hour course will be reimbursed at a rate of \$3,000 per student attending training.

Skillpoint Alliance's GATEWAY PROGRAM – Culinary Program
120 hour course will be reimbursed at a rate of \$2,500 per student attending training.

ATTACHMENT C
INSURANCE REQUIREMENTS

Contractor shall have, and shall require all subcontractors providing services under this Contract to have, Standard Insurance meeting the General Requirements as set forth below and sufficient to cover the needs of Contractor and/or Subcontractor pursuant to applicable generally accepted business standards. Depending on services provided by Contractor and/or Subcontractor(s), Supplemental Insurance Requirements or alternate insurance options shall be imposed as follows:

I. General Requirements Applicable to All Contractors' Insurance.

The following requirements apply to the Contractor and to Subcontractor(s) performing services or activities pursuant to the terms of this Contract. Contractor acknowledges and agrees to the following concerning insurance requirements applicable to Contractor and subcontractor(s):

A. The minimum types and limits of insurance indicated below shall be maintained throughout the duration of the Contract.

B. Insurance shall be written by companies licensed in the State of Texas with an A.M. Best rating of B+ VIII or higher.

C. Prior to commencing work under this Contract, the required insurance shall be in force as evidenced by a Certificate of Insurance issued by the writing agent or carrier. A copy of the Certificate of Insurance shall be forwarded to County immediately upon execution of this Contract.

D. Certificates of Insurance shall include the endorsements outlined below and shall be submitted to the Travis County Purchasing Agent within ten (10) working days of execution of the contract by both parties or the effective date of the Contract, whichever comes first. The Certificate(s) shall show the Travis County contract number and all endorsements by number.

E. Insurance required under this Contract which names Travis County as Additional Insured shall be considered primary for all claims.

F. Insurance limits shown below may be written as Combined Single Limits or structured using primary and excess or umbrella coverage that follows the form of the primary policy.

G. County shall be entitled, upon its request and without expense, to receive certified copies of policies and endorsements.

H. County reserves the right to review insurance requirements during any term of the Contract and to require that Contractor make reasonable adjustments when the scope of services has been expanded.

I. Contractor shall not allow any insurance to be cancelled or lapse during any term of this Contract. Contractor shall not permit the minimum limits of coverage to erode or otherwise be reduced. Contractor shall be responsible for all premiums, deductibles and self-insured retention. All deductibles and self-insured retention shall be shown on the Certificates of Insurance.

J. Insurance coverage specified in this Contract is not intended and will not be interpreted to limit the responsibility or liability of the Contractor or subcontractor(s).

II. Specific Requirements

The following requirements (II.A - II.E, inclusive) apply to the Contractor and Subcontractor(s) performing services or activities pursuant to the terms of this Contract. Contractor acknowledges and agrees to the following concerning insurance requirements applicable to Contractor and subcontractor(s):

A. Workers' Compensation and Employers' Liability Insurance

1. Coverage shall be consistent with statutory benefits outlined in the Texas Workers' Compensation Act.

2. Employers' Liability limits are:

- \$500,000 bodily injury each accident
- \$500,000 bodily injury by disease
- \$500,000 policy limit

3. Policies under this Section shall apply to State of Texas and include the following endorsements in favor of Travis County and City of Austin:

- a. Waiver of Subrogation (Form 420304)
- b. Thirty (30) day Notice of Cancellation (Form 420601)

B. Commercial General Liability Insurance

1. Minimum limit:

- \$500,000* per occurrence for coverage A and B with a
- \$1,000,000 policy aggregate

2. The Policy shall contain or be endorsed as follows:

- a. Blanket contractual liability for this Contract
- b. Independent Contractor Coverage

3. The Policy shall also include the following endorsements in favor of Travis County

- 4. a. Waiver of Subrogation (Form CG 2404)
- b. Thirty (30) day Notice of Cancellation (Form CG 0205)
- c. Travis County named as additional insured (Form CG 2010)

* **Supplement Insurance Requirement** If child care, or housing arrangements for clients is provided, the required limits shall be:

- \$ 1,000,000 per occurrence with a
- \$ 2,000,000 policy aggregate

C. Business Automobile Liability Insurance†

1. If any form of transportation for clients is provided, coverage for all owned, non-owned, and hired vehicles shall be maintained with a combined single limit of \$300,000* per occurrence
2. Policy shall also include the following endorsements in favor of Travis County
 - a. Waiver of Subrogation (Form TE 2046A)
 - b. Thirty (30) day Notice of Cancellation (Form TE 0202A)
 - c. Travis County named as additional insured (Form TE 9901B)

† **Alternative Insurance Requirement**

If NO transportation services of any type is provided, and use of a motor vehicle is strictly limited to travel to and from work or work sites, evidence of Personal Auto Policy coverage with limits of \$ 100,000/\$300,000/\$50,000 may be provided in lieu of Business Automobile Liability Insurance

D. Professional Liability/E & O Insurance

1. Coverage shall be provided with a minimum limit of \$1,000,000 per claim /\$3,000,000 aggregate to cover injury to a child while the child is in the care of Contractor or Subcontractor and to cover negligent acts, sexual harassment, errors, or omissions arising out of Professional Services under this Contract.
2. If coverage is written on a claims made policy, the retroactive date shall be prior to the date this Contract is signed and/or effective, whichever comes first. Coverage shall include a three (3) year extended reporting period from the date this Contract expires or is terminated. Certificate of Insurance shall clarify coverage is claims made and shall contain both the retroactive date of coverage and the extended reporting dates.
3. Subcontractor(s) who are not covered under Contractor's professional liability insurance shall provide Contractor with current certificates of insurance annually on the renewal date of their insurance policy.

E. Blanket Crime Policy Insurance

1. If an advance against Contract Funds is requested or received in an amount greater than \$5,000, a Blanket Crime Policy shall be required with limits of the Contract Funds allocated in the Contract or the amount of scheduled advances.
2. If coverage is written on a claims made policy, the retroactive date shall be prior to the date services begin under this Contract or the effective date of this Contract, whichever comes first. Coverage shall include a three- (3) year extended reporting period from the date this Contract expires or is terminated. Certificate of Insurance shall clarify coverage is claims made and shall contain both the retroactive date of coverage and the extended reporting period date.

ATTACHMENT D
ETHICS AFFIDAVIT

STATE OF TEXAS
COUNTY OF TRAVIS

ETHICS AFFIDAVIT

Date: 06-06-2012
Name of Affiant: Cat Newlands
Title of Affiant: Associate Deputy Director
Business Name of Proponent: Skulptant Alliance
County of Proponent: Travis

Affiant on oath swears that the following statements are true:

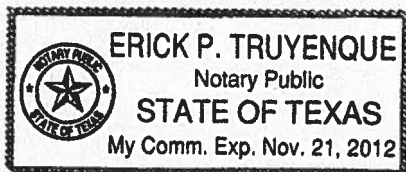
1. Affiant is authorized by Proponent to make this affidavit for Proponent.
2. Affiant is fully aware of the facts stated in this affidavit.
3. Affiant can read the English language.
4. Proponent has received the list of key contracting persons associated with this solicitation which is attached to this affidavit as Exhibit "1".
5. Affiant has personally read Exhibit "1" to this Affidavit.
6. Affiant has no knowledge of any key contracting person on Exhibit "1" with whom Proponent is doing business or has done business during the 365 day period immediately before the date of this affidavit whose name is not disclosed in the solicitation.

Cat Newlands
Signature of Affiant

201 E 2nd St, Ste. B, Austin TX 78701
Address

SUBSCRIBED AND SWORN TO before me by Caitlin Newlands on June 22nd 2012

Erick P. Truyenque
Notary Public, State of TX

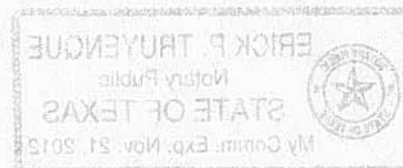


Typed or printed name of notary
My commission expires: 11/21/2012

EXHIBIT A
LIST OF KEY CONTRACTING PERSONS
March 27, 2012

CURRENT

<u>Position Held</u>	<u>Name of Individual Holding Office/Position</u>	<u>Name of Business Individual is Associated</u>
County Judge	Samuel T. Biscoe	
County Judge (Spouse)	Donalyn Thompson-Biscoe	
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	Felicita 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 Moreida	
Executive Assistant	Norma Guerra	
County Treasurer	Dolores Ortega-Carter	
County Auditor	Susan Spataro, CPA	
County Executive, Administrative	Vacant	
County Executive, Planning & Budget	Leslie Browder*	
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 IV Rosalinda Garcia
 Purchasing Agent Assistant III Shannon Pleasant, CTPM*
 Purchasing Agent Assistant III David Walch
 Purchasing Agent Assistant III Michael Long, CPPB
 Purchasing Agent Assistant III Vacant
 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 III 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

<u>Position Held</u>	<u>Name of Individual</u> <u>Holding Office/Position</u>	<u>Date of Expiration</u>
Purchasing Agent Assistant IV	Oralia Jones, CPPB.....	07/31/12
County Executive, Planning & Budget.....	Rodney Rhoades	08/19/12
Purchasing Agent Assistant IV	Diana Gonzalez.....	12/16/12
Director, Health Services Division.	Beth Devery.....	03/09/13
Purchasing Agent Assistant III	Elizabeth Corey, C.P.M.	03/14/13

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

ATTACHMENT E

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION FOR COVERED CONTRACTS

Federal Executive Order 12549 requires Travis County to screen each covered potential contractor to determine whether each has a right to obtain a contract in accordance with federal regulations on debarment, suspension, ineligibility, and voluntary exclusion. Each covered contractor must also screen each of its covered subcontractors.

In this certification "contractor" refers to both contractor and subcontractor; "contract" refers to both contract and subcontract.

By signing and submitting this certification, the contractor/potential contractor accepts the following terms:

1. The certification herein below is a material representation of fact upon which reliance was placed when this contract was entered into. If it is later determined that the potential contractor knowingly rendered an erroneous certification, in addition to other remedies available to the federal government or Travis County may pursue available remedies, including suspension and/or debarment.
2. The potential contractor shall provide immediate written notice to the person to which this certification is submitted if at any time the potential contractor learns that the certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
3. The words "covered contract," "debarred," "suspended," "ineligible," "participant," "person," "principle," "proposal," and "voluntarily excluded," as used in this certification have meanings based upon materials in the Definitions and Coverage sections of federal rules implementing Executive Order 12549.
4. The potential contractor agrees by submitting this certification that, should the proposed covered contract be entered into, it shall not knowingly enter into any subcontract with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by a federal department or agency, and/or Travis County, as applicable.

Do you have or do you anticipate having subcontractors under this proposed contract? ___YES ___NO

5. The potential contractor further agrees by submitting this certification that it will include this certification titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion for Covered Contracts "without modification, in all covered subcontracts"; and in solicitations for all covered subcontracts.
6. A contractor may rely upon a certification of a potential subcontractor that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless it knows that the certification is erroneous. A contractor must at a minimum, obtain certifications from its covered subcontractors upon each subcontract's initiation and upon each renewal.
7. Nothing contained in all the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this certification document. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for contracts authorized under paragraph 4 of these terms, if a contractor in a covered contract knowingly enters into a covered subcontract with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, any federal agency and/or Travis County may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION FOR COVERED CONTRACTS

Indicate in the appropriate box which statement applies to the covered contractor/potential contractor:

The contractor/potential contractor certifies, by submission of this certification, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any federal department or agency, the State of Texas, or Travis County.

The contractor/potential contractor is unable to certify to one or more of the terms in this certification. In this instance, the contractor/potential contractor must attach an explanation for each of the above terms to which he is unable to make certification. Attach the explanation(s) to this certification.

Name of Contractor

Vendor I.D. or Social Security No.

Signature of Authorized Representative

Date

Printed/Typed Name & Title of Authorized Representative



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, July 24, 2012

Prepared By/Phone Number: C.W. Bruner, 854-9760

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Approve Contract Award for Armored Car Service, IFB No. B120230-CW, to the sole bidder, Triple D Security.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes. This contract will provide Armored Car Services to the Travis County Treasurer.

IFB No. B120230-CW was issued on June 1, 2012. A total of sixteen (16) vendors were solicited and one (1) bid was received. The Travis County Treasure department recommends award to the sole bidder, Triple D Security. Triple D Security is our current vendor for these services.

- **Contract Expenditures:** Within the last twelve (12) months \$120,164 has been spent against this requirement.

- **Contract-Related Information:**

Award Amount: \$140,724.00

Contract Type: Annual

Contract Period: July 24, 2012 through July 23, 2013

- **Solicitation-Related Information:**

Solicitations Sent:	16	Responses Received:	1
HUB Information:	N/A	% HUB Subcontractor:	N/A

- **Funding Information:**

Shopping Cart/Funds Reservation in SAP:

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.




**DOLORES ORTEGA CARTER
COUNTY TREASURER**

Travis County Administration Building
(512) 854-9365 Fax (512) 854-9361

P.O. Box 1748, Room 160
Austin, Texas 78767

July 16, 2012

TO: Cyd Grimes
County Purchasing Agent

FROM: Dolores Ortega Carter 
Certified County Treasurer

SUBJECT: Armored Car Service – Bid # B120230-CW

Please award the armored car service contract to the only responsive bidder, Triple D for \$140,724.00.

This service is budgeted in cost center 1070010001, g/l account 511510.

Thank you for your assistance.

C.W. Bruner

From: Rhonda Ambrose
Sent: Monday, July 16, 2012 1:13 PM
To: C.W. Bruner
Subject: RE: Review of Bid Tabulation Packet for Bid # B120230-CW, Armored Car Service (Urgent)
Attachments: img-716130818-0001.pdf

Our memo is attached.

Thanks.

From: C.W. Bruner
Sent: Monday, July 16, 2012 12:41 PM
To: Rhonda Ambrose
Cc: C.W. Bruner
Subject: Review of Bid Tabulation Packet for Bid # B120230-CW, Armored Car Service (Urgent)
Importance: High

Good afternoon Rhonda,

Please find attached bid tabulation packet for Bid # B120230-CW, Armored Car Service. We request your review of the bid tabulation packet and request your recommendation for award via department memo. Please have your recommendation to the Purchasing Office as soon as possible as the current contract ends on **July 23th, 2012**. This will allow us to get it on the agenda for July 24th to avoid any service interruption.

Any questions you have concerning this matter may be directed to C.W. Bruner at 854-9760.

Thanks,

C.W. Bruner

Purchasing Agent Assistant III, CTP
Travis County Purchasing Department
700 Lavaca Street, 8th Floor
Austin, TX 78701
Office: (512) 854-9760
Personal Fax: (512) 854-4211
C.W.Bruner@co.travis.tx.us

triple d security [Ad]	First Offer - \$199.00	12 / month	\$2,388.00		Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:			Supplier Product Code: Supplier Notes:		

B120230-CW--01-30 LOCATION "DD"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
triple d security [Ad]	First Offer - \$118.00	12 / month	\$1,416.00		Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:			Supplier Product Code: Supplier Notes:		

Supplier Totals

triple d security [Ad]	\$140,724.00 (30/30 items)
Bid Contact jay lack lara@triplesecurity.com Ph 361-578-4951	Address 901 profit victoria, TX 77902
Agency Notes:	Supplier Notes:

**



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, July 24, 2012

Prepared By/Phone Number: C.W. Bruner, 854-9760

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Approve Contract Award for Maintenance of Microfilm Equipment, IFB No. B1206-002-CW, to the low bidder, Source HOV d/b/a HOV Services, Inc.

➤ **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes. This contract will provide Maintenance of Microfilm Equipment services to Travis County Records Management and Communication Resources.

IFB No. B1206-002-CW was issued on July 16, 2012. A total of eighteen (18) vendors were solicited and two (2) bids were received. The Travis County Records Management and Communication Resources department recommends award to the low bidder, Source HOV d/b/a HOV Services, Inc.

➤ **Contract Expenditures:** Within the last twelve (12) months \$14,190.90 has been spent against this requirement.

➤ **Contract-Related Information:**

Award Amount: \$12,228.96

Contract Type: Annual

Contract Period: July 29, 2012 through July 28, 2013

➤ **Solicitation-Related Information:**

Solicitations Sent: 18 Responses Received: 2

HUB Information: N/A % HUB Subcontractor: N/A

➤ **Funding Information:**

Shopping Cart/Funds Reservation in SAP: 300000186

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.

Unit Amount Text: Total Amount Text: Agency Notes:	Supplier Notes:
---	------------------------

1206-002-CW--01-10 MINOLTA MS6000					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Source HOV [Ad]	First Offer - \$36.71	12 / month	\$440.52	Y	Y
Product Code: Unit Amount Text: PER MONTH FOR 1 UNIT Total Amount Text: PER YEAR FOR 1 UNIT Agency Notes:			Supplier Product Code: Supplier Notes:		
Western Micrographics & Imaging Systems Inc. [Ad]	First Offer - \$50.00	12 / month	\$600.00		Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:			Supplier Product Code: Supplier Notes:		

Supplier Totals

Source HOV [Ad]		\$12,228.96 (10/10 items)
Bid Contact Minerva Parras gary.elrod@hovservices.com Ph 214-740-6517	Address 3232 McKinney Ave Ste 1000 Dallas, TX 75204	
Agency Notes:	Supplier Notes:	
Western Micrographics & Imaging Systems Inc. [Ad]		\$14,390.40 (10/10 items)
Bid Contact Ruth Shearer west4320@sbcglobal.net Ph 800-987-0482	Address 11665 Fuqua Street Ste. C308 Houston, TX 77034	
Agency Notes:	Supplier Notes:	

**



TRAVIS COUNTY

RECORDS MANAGEMENT & COMMUNICATION RESOURCES

314 West 11th Street , Suite 110 PO Box 1748 Austin, TX 78767 Tel: (512) 854-9575 Fax: 854-4560

MEMORANDUM

TO: C.W. Bruner, Purchasing Agent II

FROM: Tom Ashburn, Support Services Manager

DATE: July 16, 2012

SUBJECT: **Solicitation # 1206-002-CW, Maintenance of Microfilm Equipment**

RMCR has reviewed the bids and recommends award to the low bidder, HOV. The commitment item for this procurement is 1570020001/511620. Thank you for your assistance in this matter.



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, July 24, 2012

Prepared By/Phone Number: C.W. Bruner, 854-9760

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Approve Contract Award for Portable Toilet Rental and Servicing, IFB No. B120217-CW, to the low bidder, McEachern Enterprises, Inc. d/b/a Superior Septic.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes. This contract will provide Portable Toilet Rental and Servicing to Travis County Transportation and Natural Resources.

IFB No. B120217-CW was issued on June 4, 2012. A total of fifteen (15) vendors were solicited and four (4) bids were received. The Travis County Transportation and Natural Resources department recommends award to the low bidder, McEachern Enterprises, Inc. d/b/a Superior Septic.

- **Contract Expenditures:** Within the last twelve (12) months \$36,930.68 has been spent against this requirement.

- **Contract-Related Information:**

Award Amount: Estimated Quantity-as need requirements

Contract Type: Annual

Contract Period: July 25, 2012 through July 24, 2013

- **Solicitation-Related Information:**

Solicitations Sent: 15 Responses Received: 4

HUB Information: N/A % HUB Subcontractor: N/A

- **Funding Information:**

Shopping Cart/Funds Reservation in SAP: 300000210

Comments: Requisitions are processed at time of requirement.

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.



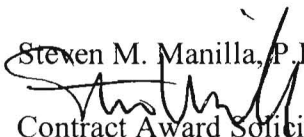
TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

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

July 16, 2012

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent

FROM:  Steven M. Manilla, P.E., County Executive

SUBJECT: Contract Award Solicitation B120217CW
Portable Toilets Rental and Servicing

TNR recommends that Travis County award the above referenced solicitation to the overall low bidder, Superior Septic.

The product category referenced on this contract is 72141700. The budgeted cost centers are 1490220001, 1490250001 and 1490200145.

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

CJ:SMM:cj
Contract File

A handwritten signature in blue ink, appearing to be "CJ", is written over the typed name "CJ:SMM:cj".

Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
United Site Services of California, Inc. [Ad]	First Offer - \$148.00	12 / month	\$1,776.00		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
POWERMIND GLOBAL SERVICE	First Offer - \$1,555.00	12 / month	\$18,660.00		Y
Product Code:		Supplier Product Code: HW8787			
Agency Notes:		Supplier Notes:			

B120217-CW--01-09 Pro-Rated Daily Rate for Rental of Toilet					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Austin Outhouse	First Offer - \$1.97	1 / day	\$1.97		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
United Site Services of California, Inc. [Ad]	First Offer - \$2.32	1 / day	\$2.32		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Superior Septic	First Offer - \$25.00	1 / day	\$25.00		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
POWERMIND GLOBAL SERVICE	First Offer - \$30.00	1 / day	\$30.00		Y
Product Code:		Supplier Product Code: HY87			
Agency Notes:		Supplier Notes:			

Supplier Totals

Superior Septic		\$4,861.00 (9/9 items)
Bid Contact	Ray McEachern raymceachern@aol.com Ph 512-244-6300 Fax 512-244-9015	Address 8 Indian Meadows Round Rock, TX 78665
Agency Notes:	Supplier Notes:	
Austin Outhouse		\$6,133.97 (9/9 items)
Bid Contact	Trish Rivera trish@austinothouse.com Ph 512-448-2699	Address PO Box 685018 Austin, TX 78768
Agency Notes:	Supplier Notes:	
POWERMIND GLOBAL SERVICE		\$174,726.00 (9/9 items)
Bid Contact	ROODY SILVERAIN roody_silverain@yahoo.com Ph 561-369-4623	Address 600 SW 28TH DR FORTLAUDERDALE, FL 33312
Agency Notes:	Supplier Notes:	
United Site Services of California, Inc. [Ad]		\$9,038.32 (8/9 items)
Bid Contact	Debbi Thornton govtbids@unitedsiteservices.com Ph 408-927-4280	Address 3408 Hillcap Avenue San Jose, CA 95136
Agency Notes:	Supplier Notes:	

**



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: David Jungerman, 854-7829

Elected/Appointed Official/Dept. Head: Susan Spataro, 854-9125

Commissioners Court Sponsor: County Judge Sam Biscoe

AGENDA LANGUAGE:

RECEIVE AND TAKE APPROPRIATE ACTION ON THIRD REVENUE ESTIMATE FOR THE FISCAL YEAR 2013 BUDGET PROCESS.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attachments are included.

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

David Jungerman, Supervisor – Financial Services
Travis County Auditor's Office, 854-7829

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

Date: July 18, 2012
To: Commissioners' Court
From: Susan Spataro
County Auditor
Subject: Third Revenue Estimate

Attached is the Third Revenue Estimate for the FY13 budget process. This estimate includes all applicable funds, and details the resources available for budgeting purposes. At the request of the Planning & Budget Office (PBO), the tax rate for this estimate is 49.79 cents.

General Fund

Total resources available for the General Fund in FY13 are just under \$579.5 million, of which \$107.5 million is the beginning balance. A number of contracts are not included in this revenue estimate because we have not had verification that they will continue next year. Some of these are certified during the year, and others will be included in later revenue estimates as we go through the budget process.

The most notable difference between the second and third revenue estimates is a \$7.5 million increase in estimated taxes for FY13. Much of this change relates to an increase in the expected collection rate for property taxes in FY13. In response to the struggles of the US economy over the last few years, we have been very conservative in our projections of the property tax collection rate. We feel that the updated FY13 collection rate is representative of the current economic outlook while still being conservative.

The following chart compares our FY12 forecast and FY13 estimate for each general fund revenue type:

Revenue Type	FY12 Forecast	FY13 Estimate	Difference	Ref.
Taxes	\$387,141,736	\$404,866,672	17,724,936	a
Intergovernmental	8,943,274	8,322,095	(621,179)	b
Charges for Services	53,754,803	53,001,073	(753,730)	c
Fines	1,058,446	953,317	(105,129)	d
Investment Income	585,759	1,162,845	577,086	e
Miscellaneous Revenue	3,412,340	2,535,878	(876,462)	f
Other Financing Sources	1,658,107	1,049,652	(608,455)	g
Totals	\$456,554,465	\$471,891,532	15,337,067	

The following items detail the primary sources of material differences between the FY12 forecast and the FY13 estimate by general fund revenue type:

- a) The increase in taxes is the result of rising appraisal values, new construction, and a higher proposed tax rate. Please note that the FY13 estimate for property taxes does take into account the recent increase to the over-65 and disable-persons exemptions and the updated historic preservation policy. The property tax appraisal values were certified as of July 16, 2012.
- b) Proceeds from the states' criminal alien assistance program (SCAAP) grant are certified as they are received and are not included in the FY13 revenue estimate. The SCAAP grant total was \$683,501 in FY12.
- c) The District Attorney's contract for over \$300,000 with Texas Mutual Insurance has not been finalized and is not in the current FY13 revenue estimate.
- d) We estimate bond forfeiture revenues will be down in FY13.
- e) We expect little change in interest rates and less volatility in fair market values changes.
- f) Election reimbursement revenues are expected to be \$525,000 lower in FY13.
- g) The Road and Bridge Fund transfers to the General Fund declined by \$680,000 in FY13.

Other Funds

The Road & Bridge Fund is estimated to have total resources of \$18.5 million, basically flat from last year.

The estimate for the Employee Health Benefit Fund may change once open enrollment for County employees is completed.

As is the case this early in the process, most of the Capital Projects Funds reflect current balances. Updated estimates of remaining resources will be made when we are closer to budget adoption.

Summary

Please be aware that the numbers included in this estimate are likely to change as we continue the budget process, as dictated by the decisions of the Court and by new information. However, it is our belief that this Revenue Estimate represents a reasonable picture of the resources available to the Commissioners' Court for next year's budget.

Attachments

3rd Revenue Estimate
Summary of FY13 Funds Available

HTE Fund #	SAP Fund #	Fund Name	Estimated Available Funds for FY13
001	0001	GENERAL FUND	579,313,673
007	0002	700 LAVACA COMPLEX FUND	4,396,445
501	0003	TX EXPOSITION AND HERITAGE CENTER FUND	2,204,256
011	0100	LAW LIBRARY FUND	937,992
016	0104	DISPUTE RESOLUTION CENTER FUND	424,420
018	0105	VOTER REGISTRATION FUND	228,718
021	0106	JUVENILE FEE FUND	394,296
023	0107	JJAEP FUND	1,177,383
028	0108	CTY CLERK RECORDS MGMNT & PRESERV FUND	1,527,691
029	0109	LCRA-TC PARKS CIP FUND	3,145,869
030	0110	RECORDS MGMNT & PRESERVATION FUND	276,518
031	0111	COURTHOUSE SECURITY FUND	2,905,098
036	0113	COURT REPORTER FUND	401,194
037	0114	JUVENILE DEFFERED PROSECUTION FUND	89,883
038	0115	BALCONES CANYONLAND PRESERVATION FUND	14,006,430
040	0117	CSCD EQUIPMENT ACQUISITION	118
041	0118	LEOSE-COMMISSIONERS COURT FUND	3,786
043	0119	JUVENILE DELINQUENCY PREVENTION FUND	696
047	0122	PROFESSIONAL PROSECUTORS FUND	62,506
048	0123	MARY QUINLAN PARK FUND	274,949
049	0124	JUDICIARY FEE FUND-PROBATE	395,072
050	0125	JUSTICE COURT TECHNOLOGY FUND	562,567
054	0126	TRUANCY COURT FUND	282,864
055	0127	DISTRICT CLERK RECORDS MGMT FUND	280,535
056	0128	ELECTIONS CONTRACT FUND	942,113
057	0129	COUNTY CLERK ARCHIVAL FUND	1,382,729
058	0130	FAMILY PROTECTION FUND	57,075
059	0131	DRUG COURT PROGRAM FUND	265,785
060	0132	PROBATE GUARDIANSHIP FUND	229,947
063	0133	VITAL STATISTIC PRESERVATION FUND	35,548
064	0134	FIRE CODE FUND	258,383
065	0135	CHILD ABUSE PREVENTION FUND	9,508
066	0136	JUSTICE CT. BUILDING SECURITY FUND	359,107
067	0137	JUVENILE CASE MANAGER FUND	1,301,043
068	0138	HEALTH FOOD PERMITS FUND	75,989
070	0139	DISTRICT COURTS RECORDS TECHNOLOGY FUND	137,707
071	0140	COUNTY & DISTRICT COURT TECHNOLOGY FUND	24,121
072	0141	COURT RECORDS PRESERVATION FUND	280,004
073	0142	CAPCOG 9-1-1 FUND	19,250
075	0144	UNCLAIMED JUVENILE RESTITUTION	30,793
099	0145	ROAD AND BRIDGE FUND	18,684,616
551	0146	GARDNER HOUSE HANDICRAFT FUND	3,352
076	0147	LAKE TRAVIS ECONOMIC DEVELOPMENT STUDY	25,316
394	3001	DEBT SERVICE FUND	84,320,378
397	3005	DEBT SERVICE FUND - TAXABLE	4,905,060
525	8955	RISK MANAGEMENT	16,245,977
526	8956	EMPLOYEES HEALTH BENEFITS	73,518,892
Various	Various	CAPITAL PROJECT FUNDS	206,732,725

Estimate of Available General Fund Resources for FY13

FY12 Forecast:		FY13 Estimate:	
<hr/>		<hr/>	
Beginning Fund Balance 10/1/11	\$126,063,739	Estimated Fund Balance 9/30/12	\$107,422,141
Taxes	\$ 387,141,736	Taxes	\$404,866,672
Intergovernmental	8,943,274	Intergovernmental	8,322,095
Charges for Services	53,754,803	Charges for Services	53,001,073
Fines	1,058,446	Fines	953,317
Interest Income	585,759	Interest Income	1,162,845
Miscellaneous Revenue	3,412,340	Miscellaneous Revenue	2,535,878
Other Financing Sources	<u>1,658,107</u>	Other Financing Sources	<u>1,049,652</u>
Plus total forecasted revenues	\$456,554,465	Plus total estimated revenues	\$471,891,532
Less total forecasted FY12 expenditures (Provided by PBO)	(475,196,063)		
Estimated Fund Balance 9/30/12	<u>\$107,422,141</u>	Estimated Resources for FY 2013	<u>\$579,313,673</u>

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
700 Lavaca Complex	007	0002	Beginning Fund Balance	\$ 2,736,699	\$ 3,634,865
			Interest Income	15,000	11,000
			Miscellaneous Revenue	1,152,000	750,580
			Total Resources	\$ 3,903,699	\$ 4,396,445
			Forecasted Expenditures	(268,834)	
			Ending Fund Balance	\$ 3,634,865	
Law Library Fund	011	0100	Beginning Balance	\$ 62,291	\$ 78,926
			Charges for Services	866,000	858,173
			Interest Income	550	893
			Total Resources	\$ 928,841	\$ 937,992
			Forecasted Expenditures	(849,915)	
			Ending Fund Balance	\$ 78,926	
Dispute Resolution	016	0104	Beginning Balance	\$ 15,962	\$ 18,897
			Charges for Services	360,000	359,508
			Interest Income	350	350
			Miscellaneous Revenue	3,750	4,000
			Other Financing Sources	41,665	41,665
			Total Resources	\$ 421,727	\$ 424,420
			Forecasted Expenditures	(402,830)	
			Ending Fund Balance	\$ 18,897	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Voter Registration	018	0105	Beginning Balance	\$ 122,907	\$ 112,037
			Intergovernmental	217,651	116,681
			Total Resources	\$ 340,558	\$ 228,718
			Forecasted Expenditures	(228,521)	
			Ending Fund Balance	\$ 112,037	
Juvenile Fee	021	0106	Beginning Balance	\$ 384,416	\$ 389,416
			Charges for Services	2,600	3,480
			Interest Income	2,400	1,400
			Total Resources	\$ 389,416	\$ 394,296
			Forecasted Expenditures	-	
			Ending Fund Balance	\$ 389,416	
Juvenile Justice Alternative Education Program (JJAEP)	023	0107	Beginning Balance	\$ 1,345,987	\$ 928,570
			Intergovernmental	55,000	55,000
			Interest Income	10,500	4,500
			Other Financing Sources	189,313	189,313
			Total Resources	\$ 1,600,800	\$ 1,177,383
			Forecasted Expenditures	(672,230)	
			Ending Fund Balance	\$ 928,570	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
CC. Records Management & Preservation	028	0108	Beginning Balance	\$ 1,074,132	\$ 554,191
			Charges for Services	1,034,500	970,000
			Interest Income	6,000	3,500
			Other Financing Sources	-	-
			Total Resources	\$ 2,114,632	\$ 1,527,691
			Forecasted Expenditures	(1,560,441)	
			Ending Fund Balance	\$ 554,191	
LCRA-TC Parks CIP	029	0109	Beginning Balance	\$ 2,998,728	\$ 2,928,369
			Charges for Services	151,500	205,000
			Interest Income	20,500	12,500
			Total Resources	\$ 3,170,728	\$ 3,145,869
			Forecasted Expenditures	(242,359)	
			Ending Fund Balance	\$ 2,928,369	
Records Management & Preservation	030	0110	Beginning Balance	\$ 13,940	\$ -
			Charges for Services	284,750	276,468
			Interest Income	325	50
			Total Resources	\$ 299,015	\$ 276,518
			Forecasted Expenditures	(299,015)	
			Ending Fund Balance	\$ -	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Courthouse Security	031	0111	Beginning Balance	\$ 87,449	\$ 118,475
			Charges for Services	467,750	464,080
			Interest Income	(8,500)	3,250
			Other Financing Sources	2,523,820	2,319,293
			Total Resources	\$ 3,070,519	\$ 2,905,098
			Forecasted Expenditures	(2,952,044)	
			Ending Fund Balance	\$ 118,475	
Court Reporter Service	036	0113	Beginning Balance	\$ 20,783	\$ 41,552
			Charges for Services	368,000	359,462
			Interest Income	380	180
			Total Resources	\$ 389,163	\$ 401,194
			Forecasted Expenditures	(347,611)	
			Ending Fund Balance	\$ 41,552	
Juvenile Deferred Prosecution	037	0114	Beginning Balance	\$ 75,846	\$ 82,936
			Charges for Services	6,500	6,657
			Interest Income	590	290
			Total Resources	\$ 82,936	\$ 89,883
			Forecasted Expenditures	-	
			Ending Fund Balance	\$ 82,936	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Balcones Canyonland Preservation	038	0115	Beginning Balance	\$ 7,079,648	\$ 2,870,728
			Charges for Services	225,000	150,000
			Interest Income	142,000	52,500
			Miscellaneous Revenue	14,584	14,584
			Other Financing Sources	10,526,572	10,918,618
			Total Resources	\$ 17,987,804	\$ 14,006,430
			Forecasted Expenditures	(15,117,076)	
			Ending Fund Balance	\$ 2,870,728	
CSCD Equipment Acquisition	040	0117	Beginning Balance	\$ 1,118	\$ 118
			Intergovernmental	-	-
			Total Resources	\$ 1,118	\$ 118
			Forecasted Expenditures	(1,000)	
			Ending Fund Balance	\$ 118	
LEOSE Comm. Court	041	0118	Beginning Balance	\$ 3,786	\$ 3,786
			Intergovernmental	-	-
			Total Resources	\$ 3,786	\$ 3,786
			Forecasted Expenditures	-	
			Ending Fund Balance	\$ 3,786	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Juvenile Delinquency Prevention	043	0119	Beginning Balance	\$ 534	\$ 619
			Charges for Services	83	75
			Interest Income	2	2
			Total Resources	\$ 619	\$ 696
			Forecasted Expenditures	-	
			Ending Fund Balance	\$ 619	
Professional Prosecutors	047	0122	Beginning Balance	\$ 6	\$ 6
			Other Financing Sources	62,500	62,500
			Total Resources	\$ 62,506	\$ 62,506
			Forecasted Expenditures	(62,500)	
			Ending Fund Balance	\$ 6	
Mary Quinlan Park	048	0123	Beginning Balance	\$ 266,794	\$ 269,949
			Miscellaneous Revenue	5,000	5,000
			Total Resources	\$ 271,794	\$ 274,949
			Forecasted Expenditures	(1,845)	
			Ending Fund Balance	\$ 269,949	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Judiciary Fee-Probate	049	0124	Beginning Balance	\$ 277,379	\$ 239,122
			Charges for Services	156,860	155,000
			Interest Income	1,950	950
			Total Resources	\$ 436,189	\$ 395,072
			Forecasted Expenditures	(197,067)	
			Ending Fund Balance	\$ 239,122	
Justice Court Technology	050	0125	Beginning Balance	\$ 338,593	\$ 384,393
			Charges for Services	170,500	176,874
			Interest Income	2,300	1,300
			Total Resources	\$ 511,393	\$ 562,567
			Forecasted Expenditures	(127,000)	
			Ending Fund Balance	\$ 384,393	
Truancy Court	054	0126	Beginning Balance	\$ 48,769	\$ 49,455
			Charges for Services	136,239	97,411
			Interest Income	25	300
			Other Financing Sources	76,203	135,698
			Total Resources	\$ 261,236	\$ 282,864
			Forecasted Expenditures	(211,781)	
			Ending Fund Balance	\$ 49,455	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast		FY13 3rd Rev Estimate
District Clerk Records Management	055	0127	Beginning Balance	\$	180,985	\$ 202,063
			Charges for Services		82,000	78,122
			Interest Income		1,150	350
			Total Resources	\$	264,135	\$ 280,535
			Forecasted Expenditures		(62,072)	
			Ending Fund Balance	\$	202,063	
Elections Contract	056	0128	Beginning Balance	\$	359,669	\$ 100,913
			Charges for Services		790,000	840,000
			Interest Income		4,400	1,200
			Miscellaneous Revenue		-	-
			Total Resources	\$	1,154,069	\$ 942,113
			Forecasted Expenditures		(1,053,156)	
			Ending Fund Balance	\$	100,913	
County Clerk Archival	057	0129	Beginning Balance	\$	300,995	\$ 452,929
			Charges for Services		1,025,000	928,000
			Interest Income		(1,000)	1,800
			Total Resources	\$	1,324,995	\$ 1,382,729
			Forecasted Expenditures		(872,066)	
			Ending Fund Balance	\$	452,929	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast		FY13 3rd Rev Estimate
Family Protection	058	0130	Beginning Balance	\$	9,649	\$ 3,204
			Charges for Services		56,500	53,862
			Interest Income		9	9
			Total Resources	\$	66,158	\$ 57,075
			Forecasted Expenditures		(62,954)	
			Ending Fund Balance	\$	3,204	
Drug Court Program	059	0131	Beginning Balance	\$	146,676	\$ 112,629
			Charges for Services		152,332	152,556
			Interest Income		1,100	600
			Total Resources	\$	300,108	\$ 265,785
			Forecasted Expenditures		(187,479)	
			Ending Fund Balance	\$	112,629	
Probate Guardianship	060	0132	Beginning Balance	\$	161,816	\$ 150,297
			Charges for Services		87,250	79,000
			Interest Income		1,450	650
			Total Resources	\$	250,516	\$ 229,947
			Forecasted Expenditures		(100,219)	
			Ending Fund Balance	\$	150,297	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast		FY13 3rd Rev Estimate	
Vital Statistic Preservation	063	0133	Beginning Balance	\$	33,985	\$	34,765
			Charges for Services		505		658
			Interest Income		275		125
			Total Resources	\$	34,765	\$	35,548
			Forecasted Expenditures		-		
			Ending Fund Balance	\$	34,765		
Fire Code	064	0134	Beginning Balance	\$	166,723	\$	132,633
			Charges for Services		170,505		125,000
			Interest Income		1,150		750
			Total Resources	\$	338,378	\$	258,383
			Forecasted Expenditures		(205,745)		
			Ending Fund Balance	\$	132,633		
Child Abuse Prevention	065	0135	Beginning Balance	\$	4,368	\$	6,988
			Charges for Services		2,600		2,500
			Interest Income		20		20
			Total Resources	\$	6,988	\$	9,508
			Forecasted Expenditures		-		
			Ending Fund Balance	\$	6,988		

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Justice Ct Building Security	066	0136	Beginning Balance	\$ 269,269	\$ 310,643
			Charges for Services	41,300	47,464
			Interest Income	1,900	1,000
			Total Resources	\$ 312,469	\$ 359,107
			Forecasted Expenditures	(1,826)	
			Ending Fund Balance	\$ 310,643	
Juvenile Case Manager	067	0137	Beginning Balance	\$ 1,107,502	\$ 1,083,981
			Charges for Services	204,500	213,062
			Interest Income	9,000	4,000
			Total Resources	\$ 1,321,002	\$ 1,301,043
			Forecasted Expenditures	(237,021)	
			Ending Fund Balance	\$ 1,083,981	
Health Food Permits	068	0138	Beginning Balance	\$ 78,512	\$ 8,989
			Charges for Services	68,500	67,000
			Total Resources	\$ 147,012	\$ 75,989
			Forecasted Expenditures	(138,023)	
			Ending Fund Balance	\$ 8,989	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast		FY13 3rd Rev Estimate
District Court Records Technology	070	0139	Beginning Balance	\$	93,001	\$ 76,782
			Charges for Services		64,500	60,575
			Interest Income		600	350
			Total Resources	\$	158,101	\$ 137,707
			Forecasted Expenditures		(81,319)	
			Ending Fund Balance	\$	76,782	
County & District Courts Technology	071	0140	Beginning Balance	\$	28,194	\$ 5,456
			Charges for Services		20,500	18,515
			Interest Income		135	150
			Total Resources	\$	48,829	\$ 24,121
			Forecasted Expenditures		(43,373)	
			Ending Fund Balance	\$	5,456	
Court Records Preservation	072	0141	Beginning Balance	\$	101,381	\$ 92,148
			Charges for Services		191,000	187,486
			Interest Income		870	370
			Total Resources	\$	293,251	\$ 280,004
			Forecasted Expenditures		(201,103)	
			Ending Fund Balance	\$	92,148	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast		FY13 3rd Rev Estimate
CAPCOG 9-1-1	073	0142	Beginning Balance	\$	25,190	\$ 19,220
			Intergovernmental		513,872	-
			Interest Income		(5,970)	30
			Total Resources	\$	533,092	\$ 19,250
			Forecasted Expenditures		(513,872)	
			Ending Fund Balance	\$	19,220	
Unclaimed Juvenile Restitution	075	0144	Beginning Balance	\$	25,190	\$ 27,903
			Fines		2,648	2,825
			Interest Income		65	65
			Total Resources	\$	27,903	\$ 30,793
			Forecasted Expenditures		-	
			Ending Fund Balance	\$	27,903	
Lake Travis Economic Development Study	076	0147	Beginning Balance	\$	25,190	\$ 25,298
			Intergovernmental		-	-
			Interest Income		168	18
			Total Resources	\$	25,358	\$ 25,316
			Forecasted Expenditures		(60)	
			Ending Fund Balance	\$	25,298	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Road and Bridge	099	0145	Beginning Balance	\$ 6,697,736	\$ 3,321,187
			Intergovernmental	161,416	76,049
			Charges for Services	11,040,000	10,530,000
			Fines	4,421,000	4,720,195
			Interest Income	47,000	25,000
			Miscellaneous Revenue	12,185	12,185
			Total Resources	\$ 22,379,337	\$ 18,684,616
			Forecasted Expenditures	(19,058,150)	
			Ending Fund Balance	\$ 3,321,187	
Debt Service	394	3001	Beginning Balance	\$ 13,641,592	\$ 11,026,540
			Current Property Taxes	69,113,536	72,943,175
			Delinquent Property Taxes	186,208	292,500
			Interest Income	52,658	58,163
			Total Resources	\$ 82,993,994	\$ 84,320,378
			Forecasted Expenditures	(71,967,454)	
			Ending Fund Balance	\$ 11,026,540	

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Debt Service -Taxable	397	3005	Beginning Balance	\$ 687,295	\$ 639,362
			Current Property Taxes	4,341,365	4,247,822
			Delinquent Property Taxes	5,502	7,500
			Interest Income	10,296	10,376
			Total Resources	\$ 5,044,458	\$ 4,905,060
			Forecasted Expenditures	(4,405,096)	
			Ending Fund Balance	\$ 639,362	
TX Expo/Heritage Center	501	0003	Beginning Balance	\$ 1,264,019	\$ 1,248,116
			Charges for Services	342,000	225,375
			Interest Income	11,125	4,625
			Miscellaneous Revenue	782,000	726,140
			Other Financing Sources	-	-
			Total Resources	\$ 2,399,144	\$ 2,204,256
			Forecasted Expenditures	(1,151,028)	
			Ending Fund Balance	\$ 1,248,116	
Risk Management	525		Beginning Balance	\$ 12,395,710	\$ 11,081,433
			Interest Income	115,000	81,250
			Misc. Revenue (Premiums)	3,872,383	5,083,294
			Total Resources	\$ 16,383,093	\$ 16,245,977
			Forecasted Expenditures	(5,301,660)	
Ending Fund Balance	\$ 11,081,433				

FY 2013 Revenue Estimate - Other Funds/Debt Service

Fund Name	HTE Fund #	SAP Fund #	Revenue Type	FY12 Forecast	FY13 3rd Rev Estimate
Employees Health Benefit	526		Beginning Balance	\$ 19,289,095	\$ 17,543,255
			Interest Income	166,550	114,800
			Misc. Revenue (Premiums)	50,364,489	55,860,837
			Total Resources	\$ 69,820,134	\$ 73,518,892
			Forecasted Expenditures	(52,276,879)	
			Ending Fund Balance	\$ 17,543,255	
Gardner House Handicraft	551	0146	Beginning Balance	\$ 3,318	\$ 3,340
			Interest Income	22	12
			Miscellaneous Revenue	-	-
			Total Resources	\$ 3,340	\$ 3,352
			Forecasted Expenditures	-	
			Ending Fund Balance	\$ 3,340	

FY2013 3rd REVENUE ESTIMATE - CAPITAL PROJECTS

SAP Fund Number	HTE Fund Number	Beginning Balance
4002	405	112,673
4011	430	185,710
4012	431	4,188
4013	432	30,833
4014	433	1,452
4015	434	7,093
4016	435	949
4017	437	123,305
4019	439	1,414,042
4020	440	153,078
4023	444	728,845
4025	449	92
4026	450	676,787
4028	452	293,414
4029	453	37,087
4030	454	100,345
4032	456	11,299
4033	457	14,904
4034	458	81,543
4035	459	1,233,984
4036	460	2,328,630
4037	461	1,971,305
4038	463	699,115
4039	464	765,799
4040	465	22,237,460
4042	467	885,081
4043	468	1,836,439
4044	469	14,813
4045	470	127,558
4046	471	815,112
4047	472	2,709,161
4048	473	5,031,954
4049	474	564,284
4050	475	3,175,223
4052	506	440,879
4053	507	1,894,295
4054	508	12,918,679
4055	509	936,320
4056	510	2,788,187
4057	511	402,556
4058	512	16,359,326
4059	513	2,711,884
4060	514	1,028,999
4061	515	7,136,257
4062	516	0

FY2013 3rd REVENUE ESTIMATE - CAPITAL PROJECTS

SAP Fund Number	HTE Fund Number	Beginning Balance
4063	517	12,004,130
4064	518	5,612,361
4065	519	3,545,525
4067	520	118,387
4068	521	2,784,761
4069	522	1,796,173
4070	523	3,656,370
4071	503	119,524
4072	524	25,672,871
4073	570	32,300,300
4074	571	20,638,011
4075	n/a	3,493,373
	Total	<u>206,732,725</u>



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: Melissa Velasquez, Judge's Office, x49555

Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING LETTER TO THE STATE COMPTROLLER REQUESTING FUNDS FROM UNCLAIMED CAPITAL CREDITS RECEIVED FROM ELECTRIC COOPERATIVES.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

State Comptroller's Office is authorized to allocate a portion of unclaimed capital credits received from electric cooperatives back to counties in cooperatives' service areas. The money may only be used to fund an appropriate program under section 381.004 of the Local Government Code.

Travis County submitted a request for funds last fiscal year and received an allocation that was appropriated in compliance with Section 381.004 of the Texas Local Government Code.

STAFF RECOMMENDATIONS:

Recommendation to submit the letter requesting funds.

ISSUES AND OPPORTUNITIES:

Provide Additional funding to Travis County.

FISCAL IMPACT AND SOURCE OF FUNDING:

Texas State Comptroller's Office states that Travis County's allocation will be **\$35,595.61.**

REQUIRED AUTHORIZATIONS:

Sherri Fleming, County Executive, TCHHS&VS

Mary Etta Gerhardt, Assistant County Attorney

John Hille, Director, Transactions, County Attorney's Office

Diana Ramirez, Planning and Budget Office

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.

S U S A N
C O M B S

TEXAS COMPTROLLER *of* PUBLIC ACCOUNTS

P.O. Box 13528 • AUSTIN, TX 78711-3528



June 11, 2012

RECEIVED
COUNTY JUDGE'S OFFICE
12 JUN 20 PM 3:57

The Honorable Samuel Biscoe
Travis County Judge
P.O. Box 1748
Austin, Texas 78767-1748

Dear Judge Biscoe:

As you may know, Section 74.602 of the Texas Property Code authorizes the Comptroller to allocate a portion of the unclaimed capital credits received from electric cooperatives back to counties in cooperatives' service areas. The Code also states that the money may only be used to fund an appropriate program under Section 381.004 of the Local Government Code.

The commissioners' court is the primary governing body and ultimate decision-making authority regarding the legitimacy of requests for funds under this provision. The amount available to each county will be based on total capital credits remitted this reporting year, minus anticipated claims as determined by the Comptroller.

If your office anticipates submitting a request for these funds, please refer to the following guidelines:

- Requests are to be submitted by the commissioners' court, in writing, to the Texas Comptroller of Public Accounts by August 31 of each year.
- Requests **must** include the complete name, address and federal tax identification number of the Commissioners' Court. Funds will be paid directly to the court.
- All requests **must** include certification that the purpose of the funds is in compliance with the provisions of Section 381.004 of the Texas Local Government Code.

Please mail your request(s) to: Texas Comptroller of Public Accounts
Unclaimed Property Division
Holder Reporting Section
P. O. Box 12019
Austin, Texas 78711-2019

If you have any questions concerning these procedures, please contact Elisa A. Flores by e-mail at Elisa.Alice.Flores@cpa.state.tx.us or by phone at (800) 321-2274, ext. 3-1072.

Sincerely,

Larry Schilhabel
Section Supervisor
Holder Reporting Section

cc: Elisa A. Flores

DRAFT

July 24, 2012

Texas Comptroller of Public Accounts
Unclaimed Property Division
Holder Reporting Section
P.O. Box 12019
Austin, Texas 78711-2019

Re: Request for Unclaimed Capital Credits

Mr. Schilhabel:

Pursuant to Section 74.602 of the Texas Property Code, Travis County hereby submits a request that the Texas Comptroller allocate and remit to Travis County the portion of the unclaimed capital credits received from electrical cooperatives within the Travis County cooperative service area.

The complete name, address and federal tax identification number for Travis County is listed below:

Travis County
P.O. Box 1748
Austin, Texas 78767
Federal Tax Identification Number: 74-6000192

Travis County, as the requestor of such funds, herewith certifies that the purpose and use of the funds to be received pursuant to this request is and will be in compliance with the provisions of Section 381.004 of the Texas Local Government Code.

Sincerely,

Samuel T. Biscoe
Travis County Judge

Sec. 381.004. COMMUNITY AND ECONOMIC DEVELOPMENT PROGRAMS
IN CERTAIN COUNTIES. (a) In this section:

(1) "Another entity" includes the federal government, the State of Texas, a municipality, school or other special district, finance corporation, institution of higher education, charitable or nonprofit organization, foundation, board, council, commission, or any other person.

(2) "Minority" includes blacks, Hispanics, Asian Americans, American Indians, and Alaska natives.

(3) "Minority business" means a business concern, more than 50 percent of which is owned and controlled in management and daily operations by members of one or more minorities.

(4) "Women-owned business" means a business concern, more than 50 percent of which is owned and controlled in management and daily operations by one or more women.

(b) To stimulate business and commercial activity in a county, the commissioners court of the county may develop and administer a program:

(1) for state or local economic development;

(2) for small or disadvantaged business development;

(3) to stimulate, encourage, and develop business location and commercial activity in the county;

(4) to promote or advertise the county and its vicinity or conduct a solicitation program to attract conventions, visitors, and businesses;

(5) to improve the extent to which women and minority businesses are awarded county contracts;

(6) to support comprehensive literacy programs for the benefit of county residents; or

(7) for the encouragement, promotion, improvement, and application of the arts.

(c) The commissioners court may:

(1) contract with another entity for the administration of the program;

(2) authorize the program to be administered on the basis of county commissioner precincts;

(3) use county employees or funds for the program;
and

(4) accept contributions, gifts, or other resources to develop and administer the program.

(d) A program established under this section may be designed to reasonably increase participation by minority and women-owned businesses in public contract awards by the county by establishing a contract percentage goal for those businesses.

(e) The legislature may appropriate unclaimed money the comptroller receives under Chapter 74, Property Code, for a county to use in carrying out a program established under this section. To receive money for that purpose for any fiscal year, the county must request the money for that fiscal year. The amount a county may receive under this subsection for a fiscal year may not exceed an amount equal to the value of the capital credits the comptroller receives from an electric cooperative corporation on behalf of the corporation's members in the county requesting the money less an amount sufficient to pay anticipated expenses and claims. The comptroller shall transfer money in response to a request after deducting the amount the comptroller determines to be sufficient to pay anticipated expenses and claims.

(f) The commissioners court of a county may support a children's advocacy center that provides services to abused children.

(g) The commissioners court may develop and administer a program authorized by Subsection (b) for entering into a tax abatement agreement with an owner or lessee of a property interest subject to ad valorem taxation. The execution, duration, and other terms of the agreement are governed, to the extent practicable, by the provisions of Sections 312.204, 312.205, and 312.211, Tax Code, as if the commissioners court were a governing body of a municipality.

(h) The commissioners court may develop and administer a program authorized by Subsection (b) for making loans and grants of public money and providing personnel and services of the county.

Added by Acts 1989, 71st Leg., ch. 1060, Sec. 3, eff. Aug. 28, 1989. Amended by Acts 1997, 75th Leg., ch. 1037, Sec. 3, eff. Sept. 1, 1997; Acts 2001, 77th Leg., ch. 254, Sec. 1, eff. May 22, 2001; Acts 2001, 77th Leg., ch. 1154, Sec. 1, eff. June 15, 2001; Acts 2003, 78th Leg., ch. 1275, Sec. 2(109), eff. Sept. 1, 2003.



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: Jessica Sammons, 854-9759

Elected/Appointed Official/Dept. Head: Greg Hamilton, Sheriff

Commissioners Court Sponsor: Judge Sam Biscoe

AGENDA LANGUAGE: Consider and approve Travis County Sheriff's Office K-9 deputies to take two assigned county vehicles to Sandy, Utah for training.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Travis County Sheriff's Office K-9 Unit has retired several canines over the past two years. This training opportunity is an eight week, in depth specialized training specific for handlers and their canines. The two deputies attending are new to the unit and have younger, less experienced canines. This training is a law enforcement operated academy for K-9 handlers and their canines.

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

Federal Forfeiture Funds

REQUIRED AUTHORIZATIONS:

Sheriff Greg Hamilton

Major Phyllis Clair

Captain Cyril Friday

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.



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

July 17, 2012

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

From: Sheriff Greg Hamilton 

Subject: Request for Out of State Travel

This request is for the Travis County Sheriff's Office K-9 deputies to be permitted to drive two county canine vehicles to out of state training, transporting their animals and job specific equipment. The Travis County Sheriff's Office K-9 Unit has registered 2 handlers and their canines to attend the Utah Peace Officer Standards & Testing Detector Dog Training from July 26 through September 22, 2012.

The eight week training for detector dogs is extremely specific to both the handler and their canines. The training will focus on realistic street concepts and in-depth instruction for handlers and detector dogs. This is a law enforcement operated academy for canine and their handlers.

The TCSO K-9 unit has retired several canines over the past two years. The two deputies attending are new to the unit and have younger, less experienced canines. This training opportunity for training is more in-depth and specialized than trainings that are offered within the state.

Thank you in advance for your consideration in this matter. If you have any questions feel free to contact Captain Cyril Friday, Lieutenant Jason Jewert or Sergeant Dale Walls at 512-854-9776.



Safety, Integrity, Tradition of Service



Travis County Commissioners Court Agenda Request

Meeting Date: July 24, 2012

Prepared By/Phone Number: Deone Wilhite 854-9111

Elected/Appointed Official/Dept. Head: Commissioner Ron Davis, Pct. 1

Commissioners Court Sponsor: Commissioner Ron Davis, Pct. 1

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION TO APPOINT JEFF TRAVILLION SR., SOCAR CHATMON-THOMAS, AND CAROL DELGADO, WITH KENNETH THOMPSON SR. AS AN ALTERNATE, TO THE COMMUNITY ADVISORY COMMITTEE FOR THE CIVIL AND FAMILY COURTHOUSE.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

None

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING: None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office
County Judge's Office
Commissioner's Court

Ron Davis
Cheryl Aker
Cheryl Aker

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a 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.

Jeffrey W. Travillion, Sr.,

[REDACTED]

Range of Experience

- Over twenty years of experience providing management solutions in the public, private, and non-profit sectors;
- Conducted extensive operational reviews of State agencies and City Departments, and worked on teams producing recommendations adopted by the Texas legislature that saved the State of Texas more than \$8 billion;
- Analyzed, designed, and implemented organizational improvements that have enhanced the effectiveness of several non-profit organizations;
- Developed and presented policy recommendations at the local, state, and national levels.

Selected Experience

City of Austin, Division Manager, Systems Engineering, Department of Public Works (2010 – Present)

- Responsible for administration and analysis of departmental asset management strategy;
- Provide management of the department's information management systems;
- Provide analysis, reporting, performance measurement metrics, and develop, and maintain processes for the department;
- Provide analysis, reporting, and performance measurement metrics for projects managed by department;
- Administer departmental safety and risk management controls for Public Works, Austin Transportation, and Contract Land Management departments;
- Administer departmental timekeeping program and analyze productivity.

Austin Energy, Senior Business Process Consultant, Customer Care Division, (2007 – 2010)

- Conducted extensive operational reviews of utility operations and recommend methods to improve business performance;
- Lead multiple, cross-functional projects and initiatives, develop work plans, and manage projects as assigned;
- Responsible for strategic planning, process improvement, and performance measurement projects;
- Analyzed proposals concerning the economic impact of a broad range of energy-related issues.

City of Austin, Director, Department of Small and Minority Business Resources, (2003 – 2007)

- Directed the department that promotes minority- and women-owned business enterprise participation in all areas of the City of Austin's procurement;
- Managed process to reauthorize local ordinance;
- Reviewed contract processes governed by City ordinances and rules;
- Planned, developed and executed outreach and recruitment efforts for minority and women contractors;
- Performed special projects as assigned by City Council, City Manager, and Deputy City Manager.

City of Austin, Co-Chairman of Education and Employment, African American Quality of Life Initiative, (October 2005 – Present)

- Conduct extensive assessments and recommend process improvements for City of Austin's hiring and compensation practices;
- Manage a joint venture between the City of Austin and the Austin Area Urban League to develop the criteria for intern selection, intern preparation, and the create internship positions within the City of Austin;
- Staff Liaison to City of Austin and Austin Independent School District Joint Committee.
- Identify current initiatives and best practices to support and enhance educational attainment for students. The committee has quantified many of the resources provided for AISD and targeted policies, such as the co-location of new COA recreational centers and new AISD school facilities to decrease the capital outlay for new facilities and enhance the resources available for student and community programming in those facilities.
- Analyze proposals concerning the advertising of employment opportunities, cultural events, community initiatives, and public service announcements using minority media outlets, such as KAZI 88.7 FM, NOKOA – The Observer, and the Villager.

City of Austin, Manager of Contractor Relations, Office of Deputy City Manager, (2002 – 2003)

- Planned, directed, and coordinated successful communication between the Enterprise Departments of the City of Austin, Small and Minority Business Resources Department, and the Austin community;
- Served as chief liaison for contractor relations between Deputy City Manager's Office and the City of Austin Public Works Department;
- Reviewed contract processes governed by City ordinances and rules;
- Planned, developed and executed outreach and recruitment efforts for minority and women contractors;
- Performed special projects as assigned by City Council, City Manager, and Deputy City Manager.

Austin Energy, Senior Business Process Consultant, Corporate Consulting Services, (2000 – 2002)

- Conducted extensive operational reviews of utility and recommended methods to improve business performance.
- Led multiple, cross-functional projects and initiatives, developed work plans, and managed projects as assigned.
- Responsible for strategic planning, process improvement, and performance measurement projects.
- Analyzed proposals concerning the economic impact of a broad range of energy-related issues.

Texas Comptroller of Public Accounts, Senior Program Administrator, Division of Competitive Strategies, (1998 – 2000).

- Helped develop and administer the “Yellow Pages Test.” The yellow pages test was designed to determine whether designated agency activities are core agency functions mandated by the state constitution or by statute.
- Reviewed previously filed legislation, appropriations requests, performance review documents from the Comptroller’s Office, the State Auditor’s Office, or the Sunset Commission.
- Worked with budget and accounting staff to develop an activity based costing model to determine whether outsourcing, or other private sector options, are appropriate for providing the service.
- Recommended changes through the internal agency purchasing process or to the Council of Competitive Government.

Texas Comptroller of Public Accounts, Senior Fiscal Policy Planner, Research Division, (1996 – 1998).

- Designated chairman of the Community Reinvestment Work Group by the Comptroller. The group consisted of senior level representatives from the Departments of Banking, Economic Development, Housing and Community Affairs, and Insurance;
- Produced, for the 76th Legislature, the report, “Community Reinvestment in Texas.” The project required developing a statewide contact network of groups and individuals that are interested in Community Reinvestment policy;
- Organized focus groups and met with industry leaders;
- Reviewed the procedures of Community Development agencies;
- Lead writer for the final report.

Texas Comptroller of Public Accounts, Research Support and Lead Trainer, Family Pathfinders Program, (1996 – 1999).

- Aided in the design of a resource data base for the Family Pathfinders program. This involved developing an extensive statewide contact network that includes local elected officials, Chambers of Commerce, Councils of Government; community organizations and activists, and clergy. The program was designed to identify community resources and build a community infrastructure for Texans receiving public assistance;
- Lead trainer responsible for providing orientations and training sessions to Family Pathfinder volunteers across the state, so that they could address the immediate needs of the assigned family;
- Helped recruit diverse local steering committees consisting of local workforce board members, clergy, business and community leaders;
- Presented information at numerous workshops sponsored by Congressional Offices, state departments of Human Services, universities, and church groups concerning the ways that proposed changes in federal law might affect their respective communities.

Texas Comptroller of Public Accounts, Director of Programs, Texas Performance Review Division, (1994 – 1996).

- Analyzed federal and state legislative proposals to develop presentations concerning the economic impact of a broad range of public policy issues.
- Conducted extensive operational reviews of state agencies and recommended methods to improve agency performance.
- Responsible for research and writing in Comptroller publications, including agency and school performance reviews, Fiscal Notes, and budget issues facing the Texas Legislature.

Texas Comptroller of Public Accounts, Research Coordinator, Texas Lottery, (1992 – 1994).

- Worked from the start-up phase through the implementation phase of the Texas Lottery.
- Developed questionnaires for consumer and retailer surveys, and approved survey language and/or methodology for research projects.
- Supervised all research activities conducted by suppliers on behalf of the Lottery during the start-up phase of the agency through its first year of operation.

Texas Water Commission, Policy and Planning Analyst, Division of Budget and Planning, (1991 – 1992).

- Participated in the development and implementation of the agency's strategic planning process.
- Monitored division activities related to reporting the agency's key performance targets to the state's Legislative Budget Board.
- Developed agency workload measures in consultation with the Legislative Budget Board staff.

Texas General Land Office, Research Specialist, (1986 – 1991).

- Performed environmental quality research;
- Compiled demographic information for targeted areas,
- Wrote proposals to supplement research activities;
- Monitored the activities of contractors involved with the agency's Environmental Clearinghouse project; and
- Monitored legislation affecting the agency on a wide variety of appropriations issues.

Education and Certifications

Master of Public Affairs, Lyndon Baines Johnson School of Public Affairs, The University of Texas at Austin, 1989.

Bachelor of Arts, W.E.B. DuBois Honors College, Political Science with Honors, Jackson State University, 1984.

Sloan Foundation Fellowship, John F. Kennedy School of Government, Harvard University, Summer Institute, 1985.

Sloan Foundation Fellowship, Heinz School of Urban and Public Affairs, Carnegie-Mellon University, Summer Institute, 1983.

Awards and Honors

Member, Board of Directors, Austin Community College Center for Public Policy and Political Studies, 2008 – Present.

Member and President, KLRU Community Advisory Board, 2007 – 2011.

Co-Chairman, Communications Committee, Texas State Conference of NAACP Branches, 2007-Present.

Member, Board of Trustees, David Chapel Missionary Baptist Church, 2006 -- 2010.

Board of Directors, The Austin Project, 1992-Present.

Member, American Federation of State, County, and Municipal Employees (AFSCME). Local 1624, 2000-Present.

Board of Directors, Central Texas Big Brothers Big Sisters, 1997-2002.

President, Austin Branch of the NAACP, 1991-1997.

Member, NAACP National Resolutions Committee, 1993-1994.

Member, Citizens' Commission on the Texas Judicial System, 1991-1992.

Graduate, 1990-1991 Class of Leadership Austin.

Member, Communications Workers of America. AFL-CIO, CLC. Local 6186, 1986–2000.

Alfred P. Sloan Foundation Fellowship Recipient, The University of Texas at Austin, 1985.

Member, Who's Who Among American College and University Students, 1984.

BIOGRAPHY OF JEFFREY W. TRAVILLION, SR.

My professional experience has been primarily dedicated to public service. I have worked in several local and state governmental entities, including the Texas General Land Office, the Texas Legislature, the Texas Water Commission (now known as the Texas Commission on Environmental Quality), the Texas Comptroller of Public Accounts, Austin Energy, and the Department of Small and Minority Business Resources. My focus has been issues relating to environmental quality, budget, economic development, government efficiency, workforce development, human resources, equity, and customer care. I served on research teams producing recommendations adopted by the Texas legislature that saved the State of Texas more than \$8 billion.

I received my undergraduate degree, with Honors, from Jackson State University and participated in the W.E.B. Dubois Honors Program. I was an Alfred P. Sloan Fellow, who studied at the Carnegie-Mellon University School of Urban and Public Affairs (now the Heinz School), the Harvard University John F. Kennedy School of Government, and received a Masters Degree at the University of Texas at Austin Lyndon Baines Johnson School of Public Affairs.

I am currently the Division Manager for the Systems Engineering Office in the City of Austin's Public Works Department. In that capacity, I am responsible for managing the asset management strategy, information management system, performance measurement system, and safety and risk management controls for the Public Works department.

My first experience in Texas government started at the Texas General Land Office, where I was hired as an intern. My responsibilities included environmental quality research and verifying the states' mineral interest in land formerly owned by the State of Texas. Texas came into the union owning it public land, so many of the services provided by contractors for the state were paid for with property, rather than money. My role involved researching the state statutes under which land was deeded and developing state title opinions. The statutes defined the mineral interest that the state held and any other restrictions to clear title for the property. I also designed an Environmental Clearinghouse to identify successful environmental programs that could be implemented in Texas. I used the information develop "How-to Guides" for topics such as creating household hazardous clean-up days, setting up Earth Day events, and designing beach clean up programs. In addition, I monitored the activities of contractors who were engaged to implement programs that were operated outside the department. I also monitored legislation affecting the agency.

My experience at the Texas Legislature included writing a proposal to the LBJ School of Public Affairs, where I was a second year student, to create a Public Administration and Management class providing staff for legislators during the 70th Legislative session, and two special sessions, between January and July of 1987. I served as teaching assistant for the class and the primary contact between the legislative offices and the class professor. When the class was completed, I accepted a contract working for the Chairman of the Legislative Black Caucus, the Honorable Fred Blair of Fort Worth, Texas. I kept this position

in addition to my General Land Office responsibilities.

I joined the Budget and Planning Division of the Texas Water Commission in December of 1991 as a Policy and Planning Analyst. My primary assignment involved the development of performance measures. I worked directly with Legislative Budget Board staff implementing the strategic planning process, reporting key agency performance targets, and developing agency workload measures.

I was given an opportunity for significant career advancement by accepting the position of Research Coordinator at the Texas Lottery. The Lottery was a division of the Texas Comptroller of Public Accounts when it was launched. I worked from the start-up phase through the implementation phase of the Texas Lottery. My primary responsibility involved developing questionnaires for consumer and retailer surveys, and approving survey language and/or methodology for product research. I supervised all research activities conducted by suppliers on behalf of the Lottery during the start-up phase of the agency through its first year of operation.

When the Texas Lottery was transferred by the Texas Legislature to the Texas Lottery Commission, I chose to stay with the Texas Comptroller of Public Accounts Office. I was classified as a Director of Programs in the Texas Performance Review Division. In that office, I analyzed federal and state legislative proposals to develop presentations concerning the economic impact of a broad range of public policy issues. I also conducted extensive operational reviews of state agencies and recommended methods to improve agency performance. I was also assigned the responsibility for research and writing in Comptroller publications, including agency and school performance reviews, Fiscal Notes, and budget issues facing the Texas Legislature.

In 1996, Lieutenant Governor Bob Bullock wanted to design a Welfare Reform package for the 75th Legislative Session. He asked Texas Comptroller of Public Accounts John Sharp to develop a series of recommendations. I was selected as part of the research support and training team. I aided in the design of a resource data base for the Family Pathfinders program. This involved developing an extensive statewide contact network that includes local elected officials, Chambers of Commerce, Councils of Government; community organizations and activists, and clergy. The program was designed to identify community resources and build a community infrastructure for Texans receiving public assistance. I was a lead trainer responsible for providing orientations and training sessions to Family Pathfinder volunteers across the state, so that they could address the immediate needs of the assigned family. I helped recruit diverse local steering committees consisting of local workforce board members, clergy, business and community leaders. I also presented information at numerous workshops sponsored by Congressional Offices, state departments of Human Services, universities, and church groups concerning the ways that proposed changes in federal might affect their respective communities.

I was promoted to Senior Fiscal Policy Planner, Research Division, at the Texas Comptroller of Public Accounts. In that role I was designated chairman of the Community Reinvestment Work Group by the Comptroller. The group

consisted of senior level representatives from the Departments of Banking, Economic Development, Housing and Community Affairs, and Insurance. We were responsible for producing, for the 76th Legislature, the report, "Community Reinvestment in Texas." The project required developing a statewide contact network of groups and individuals that were interested in Community Reinvestment policy. I organized focus groups and met with industry leaders. I led the team that reviewed the procedures of Community Development agencies. I was also the lead writer for the final report.

After the 76th Legislative session, I was promoted to Senior Program Administrator for the Division of Competitive Strategies. I was given this assignment by the newly recently elected Comptroller, Carole Keeton Strayhorn. In that position I helped develop and administer the "Yellow Pages Test." The yellow pages test was designed to determine whether designated agency activities are core agency functions mandated by the state constitution or by statute. I reviewed previously filed legislation, appropriations requests, and performance review documents from the Comptroller's Office, the State Auditor's Office, and the Sunset Commission. I also worked with budget and accounting staff to develop an activity based costing model to determine whether outsourcing, or other private sector options, are appropriate for providing any given service. I also recommended changes through the internal agency purchasing process or to the Council of Competitive Government.

I was recruited by the Manager of Corporate Consulting Services at Austin Energy to become a Senior Business Process Consultant with Corporate Consulting Services. The team was designed to create internal strategic planning procedures, continuous improvement processes, and performance measurement projects for Austin Energy during the very public discussion about the deregulation of the utility business in Texas. This included conducting operational reviews and recommending methods to improve business performance. I led multiple, cross-functional projects and initiatives, developed work plans, and managed projects as assigned. I also analyzed proposals concerning the economic impact of a broad range of energy-related issues.

After two years in Corporate Consulting Services, the Deputy City Manager asked me to serve as the Manager of Contractor Relations. It was a newly created position designed to address contentious communications issues between Enterprise departments and the small business community. I planned, directed, and coordinated successful communication between the Enterprise Departments of the City of Austin, Small and Minority Business Resources Department, and the Austin community. However, the primary duty was to serve as chief liaison for contractor relations between Deputy City Manager's Office and the City of Austin Public Works Department. I reviewed all contract processes governed by City ordinances and rules. I planned, developed and executed outreach and recruitment efforts for minority- and women-owned business owners and performed any special projects or research assigned by City Council, City Manager, and Deputy City Manager.

The next year, the Department of Small and Minority Business Resources was being investigated by the Federal Bureau of Investigation and I was asked

by the Deputy City Manager to serve as the Acting Director during that investigation. Later that year, I was asked to stay on as the Director and ended up staying three and a half years. At the department, I standardized the departments operating procedures and designed the internal control mechanisms to resolve and close all investigation issues. I also resolved more than ten personnel grievances that were filed before my installation as Director. I managed contracts with contractors associations from the African American, Asian, Hispanic and women-owned business enterprise communities to increase business opportunities with the City of Austin. Together we planned, developed, and executed outreach and recruitment efforts for minority and women contractors. We retooled the technical assistance program to provide the resources needed by small contractors to be successful. I also managed the process to reauthorize local MBE/WBE ordinance.

An unfortunate series of communications problems caused leaders of the African American community to question the commitment of the City of Austin to minority interests. The City Manager created a team to research issues that were important to leaders in the African American community. I was asked to serve as the Co-Chairman of Education and Employment for the African American Quality of Life Initiative. I was expected to conduct assessments of and recommend process improvements for the City of Austin's hiring and compensation practices in all Equal Employment Opportunity Commission job categories. I also managed a joint venture between the City of Austin and the Austin Area Urban League to develop the criteria for intern selection, intern preparation, and the create internship positions within the City of Austin.

I served as staff liaison to City of Austin and Austin Independent School District Joint Committee to identify partnership opportunities. The City of Austin provides more than 300 mentors to the school district. I was involved in working with the African American Men and Boys Conferences and helping establish mentor programs at McCallum and Lyndon Baines Johnson High Schools. We also worked with district staff to identify current initiatives and best practices to support and enhance educational attainment for students.

The committee has quantified many of the resources provided for AISD and targeted policies, such as the co-location of new COA recreational centers and new AISD school facilities to decrease the capital outlay for new facilities and enhance the resources available for student and community programming in those facilities. We also designed proposals concerning the advertising of employment opportunities, cultural events, community initiatives, and public service announcements using minority media outlets.

In January of 2007, I rejoined the team at Austin Energy as a Senior Business Process Consultant in the Customer Care Division. The Customer Care Division manages most of the services associated with customer interaction. It houses a Call Center, the team that places, reads and maintains meters (Revenue Measurement), the billing group, the analysts who determine the policies associated with revenue collection (Revenue Management), and the Quality Management group, which benchmarks the existing processes against industry standards. Our goal is to increase customer satisfaction during a period

in which the demand for energy-related services is increasing, from the residential and commercial sectors, and the infrastructure necessary to provide those services must be purchased and deployed. There is also a desire on the part of the public to use new alternative fuels that create less of a carbon footprint, however, the infrastructure for transmitting and storing the new energy systems must be expanded. The greatest challenge might be that all of this is happening during the deepest recession since the Great Depression.

When I was in undergraduate and graduate school, my volunteer service was usually geared towards tutorial functions or mentoring, because I believe that education is essential to achieving equity in American society. As a young professional, I used my volunteer experience to fill some of the gaps in my work-related experience. I received my first management experience by providing leadership as the Chairman of the local NAACP (National Association for the Advancement of Colored People).

The State of Texas provided experience in working with the business community, environmental community, and the quality management sector. My assignments at the City of Austin allowed me to work in the energy industry and the small business community. My service concerning the African American Quality of Life Initiative has given me the opportunity to use advocacy skills and evaluate the effectiveness of collaborations between the City of Austin, Travis County, and the Austin Independent School District. During the process, I used a number of tools, including surveys, town hall meetings, interviews with senior staff at most governmental jurisdictions and community leaders to assess the effectiveness of relationships between organizations that create paths for success in the Central Texas Region. My professional goal is to find opportunities that will allow me to continue to develop personally and professionally.

I have been involved in a number of civic activities, including President of the Community Advisory Board for the local Public Broadcasting Station (KLRU), Board Member of Austin Community College's Center for Public Policy and Political Studies, Executive Committee Member of the Board of the Austin Project, a graduate of Leadership Austin, and Chairman of the Press and Publicity Committee for the Texas State Conference of NAACP Branches.

I am married to the former Perri McKinney and have three children, Jeffrey, Jr. (17), Paige (13), and Andrew (9).

NON-CONFLICT OF INTEREST AFFIDAVIT

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I, Jeffrey W. Travillion, Sr., have read and understand the definition shown above as it relates to any possible conflict of interest.

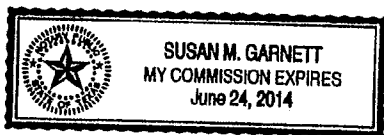
I, Jeffrey W. Travillion, Sr., make this affidavit as specified to clearly state that my appointment to Civil and Family Courthouse Community Advisory Committee will not create a conflict of interest on my part or on the part of any immediate family member, and my statement is true and correct.

In witness thereof, I have signed this instrument.

Jeffrey W. Travillion, Sr.
Signature of Appointee
July 13, 2012
Date

State of Texas
County of Travis

Jeffrey W. Travillion, Sr., personally appeared before me, the undersigned authority, this day, and after being duly sworn, deposed and stated that the facts stated in the above affidavit are true. Signed on this 13th day of July, 2012.



Susan M. Garnett
Notary Public in and for the State of Texas
Printed Name: Susan M. Garnett
My Commission Expires: June 24, 2014

Socar Chatmon-Thomas

Director, National Association of Realtors, Region 10

Socar Chatmon-Thomas is a Broker Associate at Elegant Estates by Auction, An Affiliate of Private Label Realty in Austin, Texas. As a top producer with more than 17 years of experience, she has received several honors for her work in real estate and is an active member of the Realtor organization, including the coveted OMEGA TAU RHO Award.

In 2008, Socar served as Chairman of the Austin Board of Realtors and has served on their board of directors since 2001. In addition, she has served as a Director for the National Association of Realtors since 2007 and was the President of the National Association of Real Estate Brokers from 2000 to 2002 (an African American real estate affiliate).

Currently, Socar is serving as a National Director for Region 10. As an NAR Director, she serves a liaison between the national association and the local board by communicating information between both parties as well as presenting the Austin perspective at the national level. In her capacity as NAR Director, she was chosen by NAR as the Federal Political Contact (FPC) for Congressman Doggett. In her role as FPC, she helps to communicate REALTOR PARTY issues and positions with the Congressman Doggett and his staff both in Washington and in Austin.

Additional Information

Local association service and activities

- ***Chairman of Energy Conversation Subcommittee (ABOR) (2011)***
- Chairman of Austin Board of Realtors (ABOR) (2008)
- As Chairman helped champion ABOR's position against the Point of Sale Ordinance in Austin
- ABOR Director (2001 – present)
- ABOR Secretary / Treasurer (2006)
- Served on several ABOR committees including:
 - Government Affairs since 1996, Chair (1999-2000)
 - Texas Real Estate Political Action Committee (TREPAC) since 1996, Chair (2001 and 2009)
 - Installation Committee, Chair-elect (2007)
 - ABOR Bylaws Committee (2006)
 - ABOR Grievance Committee (1999)

State association service and activities

- * Texas Association of Realtors Issues Mobilization Committee (2010 to present)
- Texas Association of Realtors (TAR) Regional Vice President (2006-07 and 2010 to present)
- TAR Housing Initiatives Committee, member (2004-to present)
- TAR Financial Services Task Force, Advisory member (2008)
- TREPAC Trustee (2002-06)
- Has participated in TAR Hill Visits in Washington, D.C. since 1996

National association service and activities

- National Association of Realtors (NAR) Director (2007-12)
- Member of NAR Global Alliance Committee (2010-2012)
- Member of NAR Real Estate Auction Forum (2010-2012)
- National Association of Real Estate Brokers (NAREB) (2002-02)
- NAREB Nominating Committee (2003)
- Has participated in NAR Mid-Year Meetings and Conventions since 1999

Other professional experience

- Began real estate career in 1993 after working professionally as a Project Engineer in a small power company in Houston, Texas.
- Specialty designations include:
 - Graduate Realtor Institute (GRI)
 - Certified Residential Specialist (CRS)
 - Accredited Buyer Representative (ABR)
 - Certified Commercial Investment Member Candidate (CCIM)
 - Texas Leadership Program Graduate (TRLP)
 - Certified Home Marketing Specialist (CHMS)
 - Certified Real Estate Auctioneer (CREA)
 - At Home With Diversity Certification of the National Association of Realtors

Education

- Bachelor of Science in Electrical Engineering from Rice University
- Began Graduate EE Studies at University of Houston (prior to changing careers)

Personal information

- Mother to two precious Daughters Guinevere and Isabella
- Happily Married to Martin Thomas since 1993
- Girl Scouts of America, Troop #1043 Co-leader
- Austin Independent School District (AISD) mentor at Matthew's Elementary School
- St. Mary's Baptist Church Choir, Pflugerville, Texas
- Board member of several non-profits including the Ballet Austin Guild, Austin Area Heritage Council, Foundation Communities and The Trinity Center for the homeless
- Assisted Katrina Victims relocating to Austin in 2005-06

NON-CONFLICT OF INTEREST AFFIDAVIT

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I, Socar Chatmon-Thomas, have read and understand the definition shown above as it relates to any possible conflict of interest.

I, Socar Chatmon-Thomas, make this affidavit as specified to clearly state that my appointment to Civil and Family Courthouse Community Advisory Committee will not create a conflict of interest on my part or on the part of any immediate family member, and my statement is true and correct.

In witness thereof, I have signed this instrument.

B32C18372E45401
Socar Chatmon-Thomas
DocuSigned By: Socar Chatmon-Thomas

Socar Chatmon-Thomas

Signature of Appointee

June 29, 2012

Date

State of Texas
County of Travis

_____, personally appeared before me, the undersigned authority, this day, and after being duly sworn, deposed and stated that the facts stated in the above affidavit are true. Signed on this _____ day of _____, 20____.

Notary Public in and for the State of Texas

Printed Name: _____

My Commission Expires: _____

June 28, 2012

The Honorable Ron Davis
County Commissioner, Precinct 1
Travis County
314 West 11th Street
Suite 510
Austin, Texas 78701

Dear Sir,

I wish to serve as your appointee on the Travis County Citizens Advisory Committee for the New County Courthouse. My profession as a Realtor and interest in our community will allow me to share my expertise in bridging the communities with civic affairs. I have a strong desire to participate in the social fabric of our community. I am a versatile and skilled person with excellent leadership qualities. I currently serve as Ambassador for the Greater Austin Hispanic Chamber of Commerce for the last two years. I am an active member at the Austin Board of Realtors where I serve on the Government Affairs Committee for the last 3 years. I have participated and spoken on behalf of the Austin Board of Realtors in countless City Hall Visits and Legislative Visits in an effort to protect private property rights.

Last year during my husband's deployment to Iraq with the Texas National Guard, 36th Infantry Division Special Troop Battalion from Camp Mabry, I served as Family Readiness Group Leader in support of the military families affected by this deployment. My husband, Major Luis Delgado and our family continue to serve not only our community but the State of Texas through his military commitment. I care not only for my community but for the residents in Travis County who make up our great city.

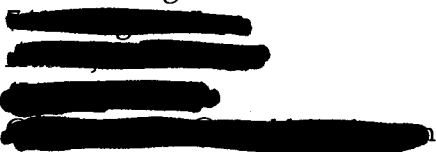
My commitment to serve my community is not only relevant in my professional life but also important in my personal life. I am an active parishioner of St. Catherine's of Siena Catholic Church in South Austin where I have volunteered as Religious Education Teacher for the last two years. I care about our youth and strive in setting a good example for my children and other youths in my community.

I understand I am committing to a long term process and I stand ready to take on the challenge.

Thank you for your consideration and I hope to hear from you soon.

Respectfully,


Carol L. Delgado



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I, Carol L. Delgado, have read and understand the definition shown above as it relates to any possible conflict of interest.

I, Carol L. Delgado, make this affidavit as specified to clearly state that my appointment to Civil and Family Courthouse Community Advisory Committee will not create a conflict of interest on my part or on the part of any immediate family member, and my statement is true and correct.

In witness thereof, I have signed this instrument.

Carol L. Delgado

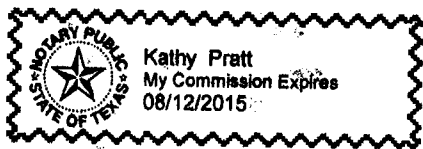
Signature of Appointee

4/29/12

Date

State of Texas
County of Travis

Carol L. Delgado, personally appeared before me, the undersigned authority, this day, and after being duly sworn, deposed and stated that the facts stated in the above affidavit are true. Signed on this 29th day of June, 20 12.



Kathy Pratt
Notary Public in and for the State of Texas
Printed Name: Kathy Pratt
My Commission Expires: 8/12/15

Kenneth D. Thompson Sr.
[REDACTED]
[REDACTED]
[REDACTED]

Objective **Locate employment in sector of the community that provides an opportunity to engage in public service.**

- Profile**
- Over 20 years' experience as a professional manager and supervisor.
 - Demonstrated ability to direct complex projects from conception to fully integrated status.
 - Goal-oriented individual with strong leadership capabilities with a holistic approach to problem solving.
 - Organized, highly motivated, and result driven.
 - Proven track record to work in unison with staff, and volunteers to accomplish task at hand.

Education **Dynamics of Electronics, Southwest Institute of Technology**
Ethics, New College St. Edwards University
General Studies, Austin Community College

Relevant Experience & Accomplishments

- Program Coordination for fatherhood roundtables for various regions in the state.
- Lead facilitator, key note speaker, policy writer and reviewer, exploring method to engaging fathers in various setting throughout Texas.
- Successfully transitioned manufacturing team (IBM, facilitated workshops {empowerment}) to shift in paradigm of immediate customer focus.
- Maintained budget, minimizing expenditures resulting in additional promotion opportunities for team/dept (Applied Materials).
- Solicited scholarships for failing middle school students to attend summer school.
- Counseled students on defining career and work related goals and objectives.
- Obtained grants to defer cost for community programs to assist disadvantage youth and their families.
- Volunteer coordinator for Travis County's Sheriff Campaign (Greg Hamilton)
- Community Program, Adult Education "Focus on the Father"

Management/Supervision

- Directed recruitment and retention of supervisors and staff of 35 to employees.
- Trained, supervised and evaluated staff, set production objectives and goals.
- Resulted in a highly self-functioning team – established Individual Work Schedule.
- Managed and developed over 75 volunteers into goal-oriented, cohesive group (United Way).
- Successfully refined and implemented new projects.

Employment

- **Fatherhood Program Specialist** - Department of Family & Protective Services, Write policy, train staff, work with parents, train and engage community. 2009- present
- **Talk Show Host "The Dad-Show"**, Child Inc. Austin 2004-present
 - Co-Host weekly radio talk show focusing on Dads, families, relationships and community empowerment
 - Co-Director, All American Mentoring Project 2006 - 2009
 - **Outreach Specialist**, Family Connections, Community Programming
 - **Assistant Athletic Director**, San Juan Diego Catholic HS 2006 – 2007
 - **KT & Associates**, Tri-Fusion LLC 2005 – 2006
 - Provided management and oversight for manufacturing operations, product flow, and product delivery along with employee evaluations

- **Business Owner**, *Double TT's Pizza*, Manor 2004-2006
 - Created business plan, infrastructure, and implemented plan.
 - Managed daily operations to ensure quality and consistency in product.
- **Teaching Assistant**, *Reading Recovery Program*, Paredes Middle School, Austin 2004-2005
 - Employed the Book and Brain learning concept to readers below grade level.
 - Resulted in an eighty-one percent passage on State mandated test (TAKS)
- **Final Test Supervisor**, *Applied Materials*, Austin 1997-2003
 - Supervised night shift Etch Final Test, a 25 million work-center
 - Successfully cross-trained work-center resulting in highly flexible team.
- **Production Manager**, *IBM*, Austin 1981-1995
 - Responsible for daily production matrix, setting daily production goals
 - Supervised - trained - evaluated staff & set daily expectation of team.

Community Involvement

- **The Overton Group**, Board of Directors, 2008 - present
- **Parents Across Color**, Board of Directors, 2009 - present
- **A New Entry**, Board of Directors, Elected President 2007 – 2009
- **CPS Advisory Disproportionality Committee** 2006 - 2009
- **East Austin Youth Foundation**, Board Of Directors 1990, Director 1999 - 2010
- **Marywood Foundation**, Board of Directors 1997 - 1998
- **Pflugerville ISD**, Board of Directors 1997, 2006 President (2005 -2006)
- **Texas Caucus of Black School Board Members**, Vice President, Board of Directors 2004
- **St Mary's Baptist Church**, Trustee 2000 - present
- **Radio Talk Show Host – The Wake Up Call** – 2004 - present
- **Radio Talk Show Host – The DadShow** – 2004 - present
- **Austin/Travis County Reentry Roundtable** - BOD, Support Systems Chair -2010 - present

Community Engagement

- Facilitated Fatherhood Judiciary Roundtable- Children Justice Act Austin Texas
- Co-Facilitated Investigation and Family Based Safety Service Supervisors conference workshops "Knowing your Family."
- Co-Facilitated Conservatorship Supervisors Conference workshops "Knowing Your Family."
- Facilitated Parent Collaboration Group discussion on Fatherhood within the State of Texas Child Welfare System
- Keynote Region 2/9 Abilene/Midland Texas Conservatorship caseworker's luncheon
- Keynote Region 10 El Paso Texas Conservatorship caseworker's luncheon
- Facilitated Incarcerated Parent Policy Workgroup
- Moderated CPS Fatherhood Judiciary Panel in San Antonio
- Moderated Parent Panel; A Symposium on Family Strengths and Diversity (Houston)
- Facilitated Hole in the Soul (Engaging Fathers) workshop, A Symposium on Family Strengths and Diversity (Houston)
- Moderated Father's Panel - San Antonio CPS Judiciary - Brownville Texas
- Co-Facilitated Family engagement workshop CVS conference - Abilene Texas
- Key Note - Fatherhood Symposium (Fathers and Families Coalition) - Houston Texas
- Moderated Parent's Panel - University of Houston School of Social Work - Strengthen Families - Houston Texas
- Facilitated Father Advisory Council Meeting - Ft. Worth Texas
- US Senate Briefing; Fathers in the Welfare System - Washington DC
- Keynote - Disproportionality Town Hall Meeting - Houston Texas
- Fatherhood Presentation - New Child Protective Services Supervisors Austin , Texas
- Lead Presenter @ Quality Improvement Center-Non Resident Fathers - Seattle Washington
- Presentation (Father Engagement to Child Protective Services Leadership Team) Austin ,Texas
- Co-Presenter at annual Texas Child Family Service Review meeting - San Antonio Texas
- Co-Presenter Parent Collaboration Meeting - Dallas Texas
- Presenter (Father Engagement)- Texas Center for Judiciary - Austin Texas
- Facilitated Community Fatherhood Engagement Workshop with Omega Fraternity - Austin Texas
- Participate in Family Roundtable - Texas Supreme Court - Commission Collaborative Council
- Moderated Parent Panel - 4th Annual Disproportionality Meeting - Austin Texas
- Key Note - Fathers and sons Chili cook out - Reagan High School - Austin Texas
- Moderated Fathers Panel - Dallas Bar Association (Public Defenders) - Dallas Texas
- Key Note - North Texas Fatherhood Initiative - Dallas Texas
- Fatherhood Engagement Presentation Texas Women University - Denton Texas
- Fatherhood Engagement Presentation CVS Staff Conroe Texas
- Participant Supreme Court Roundtable with Families - Austin Texas
- Participant Fatherhood Roundtable - Washington DC
- Panelist Fathers and Families Coalition Conference- San Francisco
- Panelist - Texas Healthy Initiative - Austin Texas

Kenneth D. Thompson Sr - 1

Kenneth D. Thompson, Sr., brings a talent for children's and fathers' advocacy cultivated in the public sector. Kenneth's experiences as a parent educator, facilitator, mentor and talk show host serve him well in his current assignment as the first ever Fatherhood Program Specialist for DFPS in the Family Focus Division. His previous assignments include lead host for "The Dad-Show" and the featured facilitator for "Focus on Fathers."

Kenneth served as Director of "All American Mentoring Project," a mentoring program with an emphasis on children from single parent homes and low social economic status. He is the former President of the Board of Trustees for the Pflugerville Independent School District where he was the first African American elected to political office in the Pflugerville community.

Kenneth is also the former Vice President of Texas Caucus of Black School Board Members. Kenneth served as the Vice-Chair for the Austin Advisory Committee addressing Disproportionality within the Welfare System. Kenneth formerly served as the Director of the East Austin Youth Foundation which serves economically disadvantaged youth by providing sports activities while promoting high academic achievement.

Kenneth also served on the Board of "A New Entry LLC," a program charged with providing counseling and transitional housing to formerly incarcerated men. Additionally, he serves on the Board of Directors for The Overton Group which focuses on multi-lingual education in Head Start. He is Vice-President of Parenting Across Color, a Trans Racial Parent Support Group. Lastly, Kenneth served as a board member on the National Advisory Board which focuses on Non Resident Fathers in the Child Welfare System.

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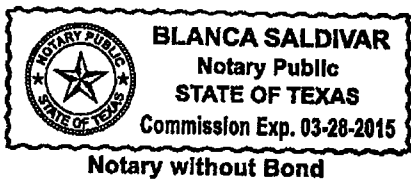
I, Kenneth D Thompson SR, make this affidavit as specified to clearly state that my appointment to Civil and Family Courthouse Community Advisory Committee will not create a conflict of interest on my part or on the part of any immediate family member, and my statement is true and correct.

In witness thereof, I have signed this instrument.

[Signature]
Signature of Appointee
July 10th 2012
Date

State of Texas
County of Travis

_____, personally appeared before me, the undersigned authority, this day, and after being duly sworn, deposed and stated that the facts stated in the above affidavit are true. Signed on this _____ day of _____, 20_____.



Blanca Saldivar
Notary Public in and for the State of Texas
Printed Name: Blanca Saldivar
My Commission Expires: 03-28-2015



Travis County Commissioners Court Agenda Request Northwest Travis County Road District No. 3

Meeting Date: July 24, 2012

Prepared By/Phone Number: Yolanda Reyes

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

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on recommended maximum tax rate and proposed Fiscal Year 2013 Road District budget for Northwest Travis County Road District #3 (Golden Triangle)

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: Please see attached documentation.

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.



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

**BACK-UP MATERIAL FOR AGENDA ITEM FOR THE NORTHWEST TRAVIS
COUNTY ROAD DISTRICT #3 MEETING ON JULY 24, 2012**

July 18, 2012

To: Board of Directors of the Northwest Travis County Road District #3

Re: Approval of Maximum Tax Rate and Proposed FY 13 Road District Budget

Enclosed for your approval is the proposed maximum Tax Rate analysis. This material is based on: (a) the Certified Appraised Values for the Northwest Travis County Road District, obtained from TCAD, and on (b) the enclosed 2012 Tax Rate Study provided by Ladd Pattillo, Financial Advisor. Certified taxable value has increased from \$393,541,651 to \$434,464,936, an increase of 10.4%. I am also enclosing the Road District Tax Rate Summary and the one page budget, compiled by the Tax Office.

As you know, the only expense of the Road District is debt service, plus related fees. The total debt service for FY 13 is \$622,000. Ladd Pattillo has prepared the attached Tax Rate Study for your review and as part of setting the tax rate for FY 13. The Beginning Fund Balance for the District is estimated at \$184,266.00. Based upon the increase in property value, Mr. Pattillo believes that it is prudent to establish the tax rate at \$0.13, and PBO concurs with Mr. Pattillo. The current tax rate is \$0.1550, and the debt obligations for the Road District will be over in one more year.

Pursuant to State law, you must set the debt service tax rate prior to the required publication of the Effective Tax Rate calculations in August. You are being asked to set the debt service tax rate for FY 13 and approve a proposed FY 13 budget at your July 24 meeting. Approval of the final tax rate and the final adopted budget will be submitted to the Board of Directors in September as part of the budget process.


Leroy Nellis
Planning and Budget

Cc: Leslie Browder
Ladd Pattillo
Jessica Rio

Tina Morton
Susan Spataro

Tien Dao
Hanna York

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

Richard Lavine
Chairperson
Kristoffer S. Lands
Vice Chairperson



Marya Crigler
Chief Appraiser

BOARD MEMBERS

Tom Buckie
Shelda D. Grant
Denny Hamill
Ed Keller
Eleanor Powell
Nelda Wells Spears
Blanca Zamora-Garcia

NWTCRD #3 GOLDEN TRIANGLE
THE HONORABLE SAM BISCOE
P.O. BOX 1748
AUSTIN, TX 78767

July 16, 2012

CERTIFICATION OF 2012 APPRAISED VALUES

NWTCRD #3 GOLDEN TRIANGLE

JURIS. NO. 78

1113

I, MARYA CRIGLER, CHIEF APPRAISER OF THE TRAVIS CENTRAL APPRAISAL DISTRICT, HEREBY CERTIFY THAT THE 2012 APPRAISED VALUE FOR THIS JURISDICTION IS:

APPROVED APPRAISAL ROLL		PROPERTY IN PROTEST PROCESS	
NUMBER OF ACCOUNTS	MARKET VALUES	NUMBER OF ACCOUNTS	MARKET VALUES
42	356,360,348	REAL PROPERTY	1
163	77,677,021	PERSONAL PROPERTY	4
205	434,037,369	TOTAL	5
			629,008
			543,429
			1,172,437
EXEMPTIONS			
NUMBER OF ACCOUNTS	EXEMPTION AMOUNTS	NUMBER OF ACCOUNTS	EXEMPTION AMOUNTS
	0		0
	0		0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
3	605,870	0	0
11	54	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
1	56,875	0	0
	433,374,570	NET AFTER EXEMPTIONS	1,172,437

CHIEF APPRAISER'S OPINION OF VALUE IN PROTEST:

1,090,366

NET TAXABLE VALUE:

434,464,936

MARYA CRIGLER
CHIEF APPRAISER

**2012 CERTIFICATION INFORMATION
NW TR CO RD DIST 3 GLDN TRI**

Juris: 78
Entity ID: 1113

A. 2011 total taxable value	391,757,864
B. 2011 tax ceilings	0
C. 2011 taxable value lost because of court appeals	1,755,274
D. The amount of taxable value lost due to deannexation since Jan 1, 2011	0
E. The amount exempt for the first time in 2012	0
F. The amount of 2011 taxable value lost due to new productivity valuation in 2012	0
G. The amount of 2012 taxable value exempted for pollution control	0
H. 2012 tax ceilings	0
I. The amount of taxable value added to the roll since Jan 1, 2011 by annexation	0
J. The 2012 value of new improvements added to the appraisal roll since Jan 1, 2011	0
K. 2012 average appraised value of properties with a homestead exemption	0
L. 2012 average taxable value of properties with a homestead exemption	0
M. 2011 average appraised value of properties with a homestead exemption	0
N. 2011 average taxable value of properties with a homestead exemption	0
O. 2012 tax base reduction due to frozen taxes	0
P. 2012 Over-65 collectible levy	0

2012 Total appraised value of all property	435,209,806
2012 Total appraised value of all new property	0
2012 Total taxable value of all property	434,464,936
2012 Total taxable value of all new property	0
2011 Total appraised value of all property	392,364,619
2011 Total appraised value of all new property	16,002
2011 Total taxable value of all property	391,757,864
2011 Total taxable value of all new property	16,002

**NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3
(GOLDEN TRIANGLE)
2012 TAX RATE STUDY**

NO GROWTH

D/S Year	F/Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	164,677	2012	434,464,936	0.1300	564,804	1,032	730,513	622,000	108,513	17.39%
2	2014	108,513	2013	434,464,936	0.1200	521,358	756	630,627	624,000	6,627	

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$164,677
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$434,464,936
(d) Assessed Value Growth	0.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$78,666

Tax Income Distribution:

December	25%
January	35%
February	35%
March	5%

**NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3
(GOLDEN TRIANGLE)
2012 TAX RATE STUDY**

RAPID GROWTH

D/S Year	F/ Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	164,677	2012	434,464,936	0.1300	564,804	1,032	730,513	622,000	108,513	17.39%
2	2014	108,513	2013	477,911,430	0.1100	525,703	762	634,978	624,000	10,978	

Tax Income Distribution:

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$164,677
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$434,464,936
(d) Assessed Value Growth	10.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$78,666

December	25%
January	35%
February	35%
March	5%

Prepared By: D. Ladd Pattillo & Associates, Inc. - Austin, Texas

07/17/12

**NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3
(GOLDEN TRIANGLE)
2012 TAX RATE STUDY**

SLOW GROWTH

D/S Year	F/Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	164,677	2012	434,464,936	0.1300	564,804	1,032	730,513	622,000	108,513	17.39%
2	2014	108,513	2013	447,498,884	0.1175	525,811	762	635,087	624,000	11,087	

Tax Income Distribution:

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$164,677
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$434,464,936
(d) Assessed Value Growth	3.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$78,666

December	25%
January	35%
February	35%
March	5%

Prepared By: D. Ladd Pattillo & Associates, Inc. - Austin, Texas

07/17/12

2012 Truth in Taxation Calculations
Northwest Travis County Road District # 3

Data Input Page
July 16, 2012

A. 2012 PROPERTY VALUES:	CERTIFIED VALUE..... \$	433,374,570	
	PROTESTED VALUE... \$	1,090,366	
	UNLISTED VALUE..... \$	0	
	2012 TOTAL TAXABLE VALUE..... \$	434,464,936	
B. 2011 TOTAL TAXABLE VALUE.....	\$	391,757,864	
C. 2011 TAXABLE VALUE OVER-65 & DISABLED CEILINGS.	\$	0	
D. 2011 TAXABLE VALUE LOST ON COURT APPEALS.....	\$	1,755,274	
E. 2011 DEANNEXED TAX VALUE.....	\$	0	
F. 2011 TAXABLE VALUE BECOMING EXEMPT IN 2012.....	\$	0	
G. 2011 TAXABLE VALUE LOST ON SPECIAL APPRAISAL....	\$	0	
H. 2012 TAXABLE VALUE POLLUTION CONTROL EXEMPTI(\$	0	
I. 2012 TAXABLE VALUE OVER-65 & DISABLED CEILINGS.	\$	0	
J. 2012 TAX. VALUE OF PROP. ANNEXED > JAN. 1, 2011...	\$	0	
K. 2012 TAX. VALUE OF NEW IMP. ADDED > JAN. 1, 2011....	\$	0	
L. 2011 TAX RATES.....M & O.....	\$	0.0000	/\$100
	I & S.....	\$	0.1550 /\$100
	TOTAL TAX RATE.....	\$	0.1550 /\$100
M. M&O YEAR END FUND BALANCE.....	\$	0	
N. I&S YEAR END FUND BALANCE.....	\$	184,266	
O. 2012 TOTAL DEBT SERVICE NEEDED.....	\$	622,000.00	
	AMOUNT PAID FROM FUNDS IN SCHEDULE A....	\$	0.00
	AMOUNT PAID FROM OTHER SOURCES.....	\$	0.00
	ADJUSTED 2012 DEBT SERVICE.....	\$	622,000.00
P. 2011 EXCESS DEBT TAX COLLECTIONS.....	\$	0.00	
Q. CERTIFIED 2012 ANTICIPATED COLLECTION RATE.....	%	100.00%	
R. FUNCTION OR ACTIVITY TRANSFER (+/-).....	\$	0	
S. REFUNDS FOR TAX YEARS PRIOR TO 2011.....	\$	20,386.27	
	M&O PORTION.....	\$	0.00
T. TCEQ CERTIFIED POLLUTION CONTROL EXPENSES.....	\$	0	
U. 2011 TAXES IN TAX INCREMENT FINANCING (TIF).....	\$	0	
V. TIF CAPTURED APPRAISED VALUE.....	\$	0	
W. ENHANCED INDIGENT HEALTH CARE EXPENDITURES..	\$	0	
X. INCREASED AMOUNT OF INDIGENT HEALTH CARE	\$	0	

Effective Tax Rate	0.1450
Effective M & O Tax Rate	0.0000
Rollback M & O Tax Rate	0.0000
Debt Rate	0.1300
Schedule A Funds Needed for Above Debt Rate	57,195.58
Debt Rate Reduction Using Above Schedule A Funds	0.0131

Roll Back Rate: 0.1300

Hearing Limit Rate* 0.1300

*Lower of Rollback Rate or Effective Rate

Statement of Increase/Decrease: DECREASE by 357

Maximum Small Taxing Unit Rate = 0.1150

Northwest Travis County Road District # 3

July 16, 2012

**NOTICE OF EFFECTIVE TAX RATE,
ESTIMATED UNENCUMBERED FUND BALANCES, AND DEBT SERVICE**

I, Tina Morton, Tax Assessor-Collector for Travis County, in accordance with Sec. 26.04, Texas Property Tax Code, provide this notice on 2012 property tax rates for your jurisdiction. This notice presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the taxing unit can set before taxpayers can start rollback procedure. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

LAST YEAR'S TAX RATE:

Last year's operating taxes.....	\$	0.00	
+ Last year's debt taxes.....	\$	607,224.69	
= Last year's total taxes.....	\$	607,224.69	
/ Last year's tax base.....	\$	391,757,864	
= Last year's total tax rate.....	\$	0.1550	/ \$100

THIS YEAR'S EFFECTIVE TAX RATE:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$	630,331.63	
/ This year's adjusted tax base (after subtracting value of new property)	\$	434,464,936	
= This year's effective tax rate.....	\$	0.1450	/ \$100

(Maximum rate unless unit publishes notices and holds hearings.)

THIS YEAR'S ROLLBACK TAX RATE:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent health care expenditures).....

	\$	0.00	
/ This year's adjusted tax base.....	\$	434,464,936	
= This year's effective operating rate.....	\$	0.0000	/ \$100
x 1.08 = This year's maximum operating rate.....	\$	0.0000	/ \$100
+ This year's debt rate.....	\$	0.1300	/ \$100
= This year's rollback rate.....	\$	0.1300	/ \$100

Statement of Increase/Decrease

If Northwest Travis County Road District # 3

adopts a 2012 tax rate equal to the effective tax rate of.....	\$	0.1450	
per \$100 of value, taxes would.....		DECREASE	
compared to 2011 taxes by.....	\$	357	

Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Maintenance & Operations	\$	0
Interest & Sinking (Debt)	\$	184,266
Total	\$	184,266

Schedule B, 2012 Debt Service, Parts 1 and 2, are attached

Tina Morton, RTA
Travis County Tax Assessor-Collector

Prepared By: _____
Tien Dao, RTA

Northwest Travis County Road District # 3

Schedule B, 2011 Debt Services, Part 1

July 16, 2012

DESCRIPTION	PRINCIPAL	INTEREST	OTHER	TOTALS
Unlimited Tax Refunding Bonds, Series 2005	575,000.00	47,000.00	0.00	622,000.00
TOTALS	575,000.00	47,000.00	0.00	622,000.00

Northwest Travis County Road District # 3

Schedule B, 2012 Debt Service, Part 2

July 16, 2012

Total Required for 2012 Debt Service.....	\$	622,000.00
- Amount (if any) paid from funds listed in Schedule A.....	\$	0.00
- Amount (if any) paid from other resources.....	\$	0.00
- Excess collections last year.....	\$	0.00
= Total to be paid from taxes in 2012.....	\$	622,000.00
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2012.....	\$	0.00
= Total Debt Levy.....	\$	622,000.00

Northwest Travis County Road District # 3

Fiscal Year 2013
Tax Year 2012
Budget

Estimated Available Balances & Debt Service Fund Requirements

Beginning Fund Balance		\$184,266.00
Revenues:		
Current Taxes	\$564,804.00	
Delinquent Taxes	\$200.00	
Interest Revenue	<u>\$780.88</u>	
Total Revenues		\$565,784.88
Expenditures:		
Principal	\$575,000.00	
Interest	\$47,000.00	
Paying Agent Fees	\$300.00	
Appraisal District Fees	<u>\$4,000.00</u>	
Total Expenditures		\$626,300.00
Ending Fund Balance		<u>\$123,750.88</u>

Northwest Travis County Road District # 3

Fiscal Year 2013
 Tax Year 2012
 Tax Rate

	Total Required for 2012 Debt Service.....	\$	\$622,000.00
-	Amount paid from reserves (beginning balance).....	\$	57,195.58
-	Excess collections last year.....	\$	\$0.00
=	Total to be paid from taxes in 2012.....	\$	\$564,804.42
	Anticipated Collection Rate.....		100.00%
+	Amount added in anticipation that the unit wil collect only the above % of its taxes in 2012	\$	\$0.00
=	Total Debt Service Levy.....	\$	\$564,804.42
/	2012 Total Taxable Value.....	\$	434,464,936
=	2012 Tax Rate	\$	0.1300 /\$100



Travis County Commissioners Court Agenda Request Travis County Bee Cave Road District No. 1

Meeting Date: July 24, 2012

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

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

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on recommended maximum tax rate and proposed Fiscal Year 2013 Road District budget for Travis County Bee Cave Road District #1

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: Please see attached documentation.

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.



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

BACK-UP MATERIAL FOR AGENDA ITEM FOR THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT #1 MEETING ON JULY 24, 2012

July 18, 2012

To: Board of Directors of the Travis County Bee Cave Road District #1

Re: Approval of Maximum Tax Rate and Proposed FY 13 Road District Budget

Enclosed for your approval is the proposed maximum Tax Rate analysis. This material is based on: (a) the Certified Appraised Values for the Travis County Bee Cave Road District #1, obtained from TCAD, and on (b) the enclosed 2012 Tax Rate Study provided by Ladd Pattillo, Financial Advisor. Certified taxable value has increased from \$116,048,400 to \$157,894,408, an increase of 36.1%. I am also enclosing the Road District Tax Rate Summary and the one page budget, compiled by the Tax Office.

As you know, the only expense of the Road District is debt service, plus related fees. The total debt service for FY 13 is \$1,119,065. Ladd Pattillo has prepared the attached Tax Rate Study for your review and as part of setting the tax rate for FY 12. The Beginning Fund Balance for the District is estimated at \$313,802.00. Based upon the increase in property value, Mr. Pattillo believes that it is prudent to establish the tax rate at \$0.70, and PBO concurs with Mr. Pattillo. The current tax rate is \$0.96.

Pursuant to State law, you must set the debt service tax rate prior to the required publication of the Effective Tax Rate calculations in August. You are being asked to set the debt service tax rate for FY 13 and approve a proposed FY 13 budget at your July 24 meeting. Approval of the final tax rate and the final adopted budget will be submitted to the Board of Directors in September as part of the budget process.

A handwritten signature in blue ink, appearing to read "Leroy Nellis".

Leroy Nellis
Planning and Budget

Cc: Leslie Browder
Ladd Pattillo
Jessica Rio

Tina Morton
Susan Spataro

Tien Dao
Hannah York

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

Richard Lavine
Chairperson
Kristoffer S. Lands
Vice Chairperson



Marya Crigler
Chief Appraiser

BOARD MEMBERS

Tom Buckle
Shelda D. Grant
Denny Hamill
Ed Keller
Eleanor Powell
Nelda Wells Spears
Blanca Zamora-Garcia

TRAVIS CO. BEE CAVE RD DIST 1
THE HONORABLE SAM BISCOE
PO BOX 1748
AUSTIN, TX 78767

July 16, 2012

CERTIFICATION OF 2012 APPRAISED VALUES

TRAVIS CO. BEE CAVE RD DIST 1

JURIS. NO. 8L

1389381

I, MARYA CRIGLER, CHIEF APPRAISER OF THE TRAVIS CENTRAL APPRAISAL DISTRICT, HEREBY CERTIFY THAT THE 2012 APPRAISED VALUE FOR THIS JURISDICTION IS:

APPROVED APPRAISAL ROLL			PROPERTY IN PROTEST PROCESS	
NUMBER OF ACCOUNTS	MARKET VALUES		NUMBER OF ACCOUNTS	MARKET VALUES
13	128,997,310	REAL PROPERTY	14	5,663,288
139	23,474,223	PERSONAL PROPERTY	2	781,026
152	152,471,533	TOTAL	16	6,444,314

EXEMPTIONS				
NUMBER OF ACCOUNTS	EXEMPTION AMOUNTS		NUMBER OF ACCOUNTS	EXEMPTION AMOUNTS
	0	AG		0
	0	HOMESTEAD CAP		0
0	0	ABATEMENT	0	0
0	0	CHODO	0	0
0	0	DISABLED PERSONS	0	0
0	0	DISABLED VETERAN	0	0
0	0	ECONOMIC DEV	0	0
0	0	ENERGY	0	0
2	11,356	EXEMPT	1	50,493
3	517	EXEMPT 366	0	0
0	0	FREEPORT	0	0
0	0	GOODS IN TRANSIT	0	0
0	0	HISTORIC	0	0
0	0	HOMESTEAD	0	0
0	0	HOMESTEAD OV65	0	0
0	0	LOW INCOME HOUSING	0	0
0	0	POLLUTION CONTROL	0	0
0	0	SOLAR	0	0
	152,459,660	NET AFTER EXEMPTIONS		6,393,821

CHIEF APPRAISER'S OPINION OF VALUE IN PROTEST:

5,434,748

NET TAXABLE VALUE:

157,894,408

Marya Crigler
MARYA CRIGLER
CHIEF APPRAISER

**2012 CERTIFICATION INFORMATION
TRAVIS CO BEE CAVE ROAD DIST NO 1**

Juris: 8L
Entity ID: 1389381

A. 2011 total taxable value	122,120,006
B. 2011 tax ceilings	0
C. 2011 taxable value lost because of court appeals	0
D. The amount of taxable value lost due to deannexation since Jan 1, 2011	0
E. The amount exempt for the first time in 2012	889
F. The amount of 2011 taxable value lost due to new productivity valuation in 2012	0
G. The amount of 2012 taxable value exempted for pollution control	0
H. 2012 tax ceilings	0
I. The amount of taxable value added to the roll since Jan 1, 2011 by annexation	0
J. The 2012 value of new improvements added to the appraisal roll since Jan 1, 2011	3,438,132
K. 2012 average appraised value of properties with a homestead exemption	0
L. 2012 average taxable value of properties with a homestead exemption	0
M. 2011 average appraised value of properties with a homestead exemption	0
N. 2011 average taxable value of properties with a homestead exemption	0
O. 2012 tax base reduction due to frozen taxes	0
P. 2012 Over-65 collectible levy	0

2012 Total appraised value of all property	158,915,847
2012 Total appraised value of all new property	3,438,132
2012 Total taxable value of all property	157,894,408
2012 Total taxable value of all new property	3,438,132
2011 Total appraised value of all property	122,182,312
2011 Total appraised value of all new property	3,570,630
2011 Total taxable value of all property	122,120,006
2011 Total taxable value of all new property	3,570,630

**TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1
2012 TAX RATE STUDY**

NO GROWTH

D/S Year	F/Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	354,500	2012	157,894,408	0.7000	1,105,261	1,863	1,461,624	1,119,062	342,562	30.41%
2	2014	342,562	2013	157,894,408	0.7135	1,126,562	1,682	1,470,806	1,126,562	344,244	30.40%
3	2015	344,244	2014	157,894,408	0.7172	1,132,437	1,692	1,478,373	1,132,437	345,936	31.12%
4	2016	345,936	2015	157,894,408	0.7040	1,111,625	1,666	1,459,227	1,111,625	347,602	31.17%
5	2017	347,602	2016	157,894,408	0.7063	1,115,250	1,678	1,464,530	1,115,250	349,280	31.25%
6	2018	349,280	2017	157,894,408	0.7079	1,117,687	1,684	1,468,650	1,117,687	350,963	31.40%
7	2019	350,963	2018	157,894,408	0.7079	1,117,687	1,687	1,470,337	1,117,687	352,650	31.59%
8	2020	352,650	2019	157,894,408	0.7071	1,116,437	1,688	1,470,776	1,116,437	354,339	31.83%
9	2021	354,339	2020	157,894,408	0.7051	1,113,250	1,688	1,469,276	1,113,250	356,026	32.13%
10	2022	356,026	2021	157,894,408	0.7018	1,108,062	1,684	1,465,773	1,108,062	357,711	31.75%
11	2023	357,711	2022	157,894,408	0.7135	1,126,562	1,714	1,485,987	1,126,562	359,425	32.17%
12	2024	359,425	2023	157,894,408	0.7077	1,117,437	1,702	1,478,564	1,117,437	361,127	31.93%
13	2025	361,127	2024	157,894,408	0.7164	1,131,156	1,726	1,494,008	1,131,156	362,852	32.48%
14	2026	362,852	2025	157,894,408	0.7076	1,117,187	1,708	1,481,747	1,117,187	364,560	32.46%
15	2027	364,560	2026	157,894,408	0.7113	1,123,125	1,722	1,489,407	1,123,125	366,282	33.26%
16	2028	366,282	2027	157,894,408	0.6974	1,101,125	1,694	1,469,100	1,101,125	367,975	33.37%
17	2029	367,975	2028	157,894,408	0.6984	1,102,656	1,703	1,472,334	1,102,656	369,678	32.82%
18	2030	369,678	2029	157,894,408	0.7133	1,126,250	1,739	1,497,667	1,126,250	371,417	33.15%
19	2031	371,417	2030	157,894,408	0.7096	1,120,437	1,730	1,493,584	1,120,437	373,147	33.57%
20	2032	373,147	2031	157,894,408	0.7041	1,111,687	1,722	1,486,556	1,111,687	374,869	

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$354,500
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$157,894,408
(d) Assessed Value Growth	0.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$375,000

Tax Income Distribution:

December	25%
January	35%
February	35%
March	5%

**TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1
2012 TAX RATE STUDY**

SLOW GROWTH

D/S Year	F/Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	354,500	2012	157,894,408	0.7000	1,105,261	1,863	1,461,624	1,119,062	342,562	30.41%
2	2014	342,562	2013	162,631,240	0.6927	1,126,562	1,682	1,470,806	1,126,562	344,244	30.40%
3	2015	344,244	2014	167,510,177	0.6760	1,132,437	1,692	1,478,373	1,132,437	345,936	31.12%
4	2016	345,936	2015	172,535,483	0.6443	1,111,625	1,666	1,459,227	1,111,625	347,602	31.17%
5	2017	347,602	2016	177,711,547	0.6276	1,115,250	1,678	1,464,530	1,115,250	349,280	31.25%
6	2018	349,280	2017	183,042,894	0.6106	1,117,687	1,684	1,468,650	1,117,687	350,963	31.40%
7	2019	350,963	2018	188,534,180	0.5928	1,117,687	1,687	1,470,337	1,117,687	352,650	31.59%
8	2020	352,650	2019	194,190,206	0.5749	1,116,437	1,688	1,470,776	1,116,437	354,339	31.83%
9	2021	354,339	2020	200,015,912	0.5566	1,113,250	1,688	1,469,276	1,113,250	356,026	32.13%
10	2022	356,026	2021	206,016,389	0.5379	1,108,062	1,684	1,465,773	1,108,062	357,711	31.75%
11	2023	357,711	2022	212,196,881	0.5309	1,126,562	1,714	1,485,987	1,126,562	359,425	32.17%
12	2024	359,425	2023	218,562,788	0.5113	1,117,437	1,702	1,478,564	1,117,437	361,127	31.93%
13	2025	361,127	2024	225,119,671	0.5025	1,131,156	1,726	1,494,008	1,131,156	362,852	32.48%
14	2026	362,852	2025	231,873,261	0.4818	1,117,187	1,708	1,481,747	1,117,187	364,560	32.46%
15	2027	364,560	2026	238,829,459	0.4703	1,123,125	1,722	1,489,407	1,123,125	366,282	33.26%
16	2028	366,282	2027	245,994,343	0.4476	1,101,125	1,694	1,469,100	1,101,125	367,975	33.37%
17	2029	367,975	2028	253,374,173	0.4352	1,102,656	1,703	1,472,334	1,102,656	369,678	32.82%
18	2030	369,678	2029	260,975,398	0.4316	1,126,250	1,739	1,497,667	1,126,250	371,417	33.15%
19	2031	371,417	2030	268,804,660	0.4168	1,120,437	1,730	1,493,584	1,120,437	373,147	33.57%
20	2032	373,147	2031	276,868,800	0.4015	1,111,687	1,722	1,486,556	1,111,687	374,869	

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$354,500
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$157,894,408
(d) Assessed Value Growth	3.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$375,000

Tax Income Distribution:

December	25%
January	35%
February	35%
March	5%

**TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1
2012 TAX RATE STUDY**

RAPID GROWTH

D/S Year	F/Y End 9/30	Beginning Balance I & S Fund	Tax Year	Assessed Value (d)	Tax Rate	Tax Income (e)	Invest Income (b)	Total Funds Available	Debt Service Required	Ending Balance I & S Fund	% Next Annual D/S
1	2013	354,500	2012	157,894,408	0.7000	1,105,261	1,863	1,461,624	1,119,062	342,562	30.41%
2	2014	342,562	2013	173,683,849	0.6486	1,126,562	1,682	1,470,806	1,126,562	344,244	30.40%
3	2015	344,244	2014	191,052,234	0.5927	1,132,437	1,692	1,478,373	1,132,437	345,936	31.12%
4	2016	345,936	2015	210,157,457	0.5289	1,111,625	1,666	1,459,227	1,111,625	347,602	31.17%
5	2017	347,602	2016	231,173,203	0.4824	1,115,250	1,678	1,464,530	1,115,250	349,280	31.25%
6	2018	349,280	2017	254,290,523	0.4395	1,117,687	1,684	1,468,650	1,117,687	350,963	31.40%
7	2019	350,963	2018	279,719,575	0.3996	1,117,687	1,687	1,470,337	1,117,687	352,650	31.59%
8	2020	352,650	2019	307,691,533	0.3628	1,116,437	1,688	1,470,776	1,116,437	354,339	31.83%
9	2021	354,339	2020	338,460,686	0.3289	1,113,250	1,688	1,469,276	1,113,250	356,026	32.13%
10	2022	356,026	2021	372,306,755	0.2976	1,108,062	1,684	1,465,773	1,108,062	357,711	31.75%
11	2023	357,711	2022	409,537,430	0.2751	1,126,562	1,714	1,485,987	1,126,562	359,425	32.17%
12	2024	359,425	2023	450,491,173	0.2480	1,117,437	1,702	1,478,564	1,117,437	361,127	31.93%
13	2025	361,127	2024	495,540,291	0.2283	1,131,156	1,726	1,494,008	1,131,156	362,852	32.48%
14	2026	362,852	2025	545,094,320	0.2050	1,117,187	1,708	1,481,747	1,117,187	364,560	32.46%
15	2027	364,560	2026	599,603,752	0.1873	1,123,125	1,722	1,489,407	1,123,125	366,282	33.26%
16	2028	366,282	2027	659,564,127	0.1669	1,101,125	1,694	1,469,100	1,101,125	367,975	33.37%
17	2029	367,975	2028	725,520,539	0.1520	1,102,656	1,703	1,472,334	1,102,656	369,678	32.82%
18	2030	369,678	2029	798,072,593	0.1411	1,126,250	1,739	1,497,667	1,126,250	371,417	33.15%
19	2031	371,417	2030	877,879,853	0.1276	1,120,437	1,730	1,493,584	1,120,437	373,147	33.57%
20	2032	373,147	2031	965,667,838	0.1151	1,111,687	1,722	1,486,556	1,111,687	374,869	

ASSUMPTIONS:

(a) Estimated I & S Fund Balance for 9/30/12	\$354,500
(b) Investment Rate Estimated at	0.20%
(c) 2012 Certified Taxable Value as of July 16, 2012 by the Travis Central Appraisal District	\$157,894,408
(d) Assessed Value Growth	10.00%
(e) Tax Collections Estimated Rate	100.00%
(f) March 1 Interest Payment	\$375,000

Tax Income Distribution:

December	25%
January	35%
February	35%
March	5%

2012 Truth in Taxation Calculations
Travis Bee Cave Road District # 1

Data Input Page
July 16, 2012

A. 2012 PROPERTY VALUES:	CERTIFIED VALUE..... \$	152,459,660	
	PROTESTED VALUE... \$	5,434,748	
	UNLISTED VALUE..... \$	0	
	2012 TOTAL TAXABLE VALUE..... \$	157,894,408	
B. 2011 TOTAL TAXABLE VALUE.....	\$	122,120,006	
C. 2011 TAXABLE VALUE OVER-65 & DISABLED CEILINGS.	\$	0	
D. 2011 TAXABLE VALUE LOST ON COURT APPEALS.....	\$	0	
E. 2011 DEANNEXED TAX VALUE.....	\$	0	
F. 2011 TAXABLE VALUE BECOMING EXEMPT IN 2012.....	\$	889	
G. 2011 TAXABLE VALUE LOST ON SPECIAL APPRAISAL....	\$	0	
H. 2012 TAXABLE VALUE POLLUTION CONTROL EXEMPTI(\$	0	
I. 2012 TAXABLE VALUE OVER-65 & DISABLED CEILINGS.	\$	0	
J. 2012 TAX. VALUE OF PROP. ANNEXED > JAN. 1, 2011...	\$	0	
K. 2012 TAX. VALUE OF NEW IMP. ADDED > JAN. 1, 2011....	\$	3,438,132	
L. 2011 TAX RATES.....M & O.....	\$	0.0000	/\$100
	I & S.....	0.9600	/\$100
	TOTAL TAX RATE.....	0.9600	/\$100
M. M&O YEAR END FUND BALANCE.....	\$	0	
N. I&S YEAR END FUND BALANCE.....	\$	313,802	
O. 2012 TOTAL DEBT SERVICE NEEDED.....	\$	1,119,065.00	
	AMOUNT PAID FROM FUNDS IN SCHEDULE A....	\$ 0.00	
	AMOUNT PAID FROM OTHER SOURCES.....	\$ 0.00	
	ADJUSTED 2012 DEBT SERVICE.....	\$ 1,119,065.00	
P. 2011 EXCESS DEBT TAX COLLECTIONS.....	\$	0.00	
Q. CERTIFIED 2012 ANTICIPATED COLLECTION RATE.....	%	100.00%	
R. FUNCTION OR ACTIVITY TRANSFER (+/-).....	\$	0	
S. REFUNDS FOR TAX YEARS PRIOR TO 2011.....	\$	9,690.70	
	M&O PORTION.....	\$ 0.00	
T. TCEQ CERTIFIED POLLUTION CONTROL EXPENSES.....	\$	0	
U. 2011 TAXES IN TAX INCREMENT FINANCING (TIF).....	\$	0	
V. TIF CAPTURED APPRAISED VALUE.....	\$	0	
W. ENHANCED INDIGENT HEALTH CARE EXPENDITURES..	\$	0	
X. INCREASED AMOUNT OF INDIGENT HEALTH CARE	\$	0	

Effective Tax Rate	0.7652
Effective M & O Tax Rate	0.0000
Rollback M & O Tax Rate	0.0000
Debt Rate	0.7000
Schedule A Funds Needed for Above Debt Rate	13,804.14
Debt Rate Reduction Using Above Schedule A Funds	0.0087

Roll Back Rate: 0.7000

Hearing Limit Rate* 0.7000

*Lower of Rollback Rate or Effective Rate

Statement of Increase/Decrease: INCREASE by 26,165

Maximum Small Taxing Unit Rate = 0.3166

Travis Bee Cave Road District # 1

July 16, 2012

**NOTICE OF EFFECTIVE TAX RATE,
ESTIMATED UNENCUMBERED FUND BALANCES, AND DEBT SERVICE**

I, Tina Morton, Tax Assessor-Collector for Travis County, in accordance with Sec. 26.04, Texas Property Tax Code, provide this notice on 2012 property tax rates for your jurisdiction. This notice presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the taxing unit can set before taxpayers can start rollback procedure. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

LAST YEAR'S TAX RATE:

Last year's operating taxes.....	\$	0.00	
+ Last year's debt taxes.....	\$	1,172,352.06	
= Last year's total taxes.....	\$	1,172,352.06	
/ Last year's tax base.....	\$	122,120,006	
= Last year's total tax rate.....	\$	0.9600	/ \$100

THIS YEAR'S EFFECTIVE TAX RATE:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$	1,182,034.22	
/ This year's adjusted tax base (after subtracting value of new property)	\$	154,456,276	
= This year's effective tax rate.....	\$	0.7652	/ \$100

(Maximum rate unless unit publishes notices and holds hearings.)

THIS YEAR'S ROLLBACK TAX RATE:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent health care expenditures).....			
	\$	0.00	
/ This year's adjusted tax base.....	\$	154,456,276	
= This year's effective operating rate.....	\$	0.0000	/ \$100
x 1.08 = This year's maximum operating rate.....	\$	0.0000	/ \$100
+ This year's debt rate.....	\$	0.7000	/ \$100
= This year's rollback rate.....	\$	0.7000	/ \$100

Statement of Increase/Decrease

If Travis Bee Cave Road District # 1			
adopts a 2012 tax rate equal to the effective tax rate of.....	\$	0.7652	
per \$100 of value, taxes would.....			INCREASE
compared to 2011 taxes by.....	\$	26,165	

Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Maintenance & Operations	\$	0
Interest & Sinking (Debt)	\$	313,802
Total	\$	313,802

Schedule B, 2012 Debt Service, Parts 1 and 2, are attached

_____	Prepared By: _____
Tina Morton, RTA	Tien Dao, RTA
Travis County Tax Assessor-Collector	

Travis Bee Cave Road District # 1

Page 2

Schedule B, 2011 Debt Services, Part 1

July 16, 2012

DESCRIPTION	PRINCIPAL	INTEREST	OTHER	TOTALS
Unlimited Tax Road Bonds, Series 2008	400,000.00	719,065.00	0.00	1,119,065.00
TOTALS	400,000.00	719,065.00	0.00	1,119,065.00

Schedule B, 2012 Debt Service, Part 2

July 16, 2012

Total Required for 2012 Debt Service.....	\$	1,119,065.00
- Amount (if any) paid from funds listed in Schedule A.....	\$	0.00
- Amount (if any) paid from other resources.....	\$	0.00
- Excess collections last year.....	\$	0.00
= Total to be paid from taxes in 2012.....	\$	1,119,065.00
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2012.....	\$	0.00
= Total Debt Levy.....	\$	1,119,065.00

Travis County Bee Cave Road District # 1

Fiscal Year 2013
Tax Year 2012
Budget

Estimated Available Balances & Debt Service Fund Requirements

Beginning Fund Balance		\$313,802.00
Revenues:		
Current Taxes	\$1,105,261.00	
Delinquent Taxes	\$0.00	
Interest Revenue	<u>\$1,258.03</u>	
Total Revenues		\$1,106,519.03
Expenditures:		
Principal	\$400,000.00	
Interest	\$719,065.00	
Paying Agent Fees	\$1,000.00	
Appraisal District Fees	<u>\$6,500.00</u>	
Total Expenditures		\$1,126,565.00
Ending Fund Balance		<u>\$293,756.03</u>

Travis County Bee Cave Road District # 1

Fiscal Year 2013
 Tax Year 2012
 Tax Rate

	Total Required for 2012 Debt Service.....	\$	\$1,119,065.00
-	Amount paid from reserves (beginning balance).....	\$	13,804.14
-	Excess collections last year.....	\$	\$0.00
=	Total to be paid from taxes in 2012.....	\$	\$1,105,260.86
	Anticipated Collection Rate.....		100.00%
+	Amount added in anticipation that the unit will collect only the above % of its taxes in 2012	\$	\$0.00
=	Total Debt Service Levy.....	\$	\$1,105,260.86
/	2012 Total Taxable Value.....	\$	157,894,408
=	2012 Tax Rate	\$	0.7000 /\$100