



Item 1

**Travis County Commissioners Court Agenda Request**  
**Travis County Capital Industrial Development Corporation**

**Meeting Date:** September 11, 2012

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

**Elected/Appointed Official/Dept. Head:** Leslie Browder, County Executive, Planning and Budget/854-9106

**Commissioners Court Sponsor:** Samuel T. Biscoe, President

**AGENDA LANGUAGE:**

Consider and take appropriate action to approve minutes of Board of Directors meetings of May 1 and June 26, 2012.

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

**STAFF RECOMMENDATIONS:** Staff recommends approval.

**ISSUES AND OPPORTUNITIES:** None.

**FISCAL IMPACT AND SOURCE OF FUNDING:** None.

**REQUIRED AUTHORIZATIONS:** Andrea Shields, Manager/854-9116;  
Leroy Nellis, Budget Manager/854-9066

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

**MINUTES OF THE MEETING  
OF THE BOARD OF DIRECTORS OF  
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION  
HELD ON TUESDAY, MAY 1, 2012**

A regular meeting of the CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION Board of Directors was held on Tuesday, May 1, 2012, at 1:44 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Margaret Gomez; Karen Huber, Treasurer and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETINGS OF JANUARY 10, JANUARY 31, AND MARCH 6, 2012.

**The Board heard from:** Andrea Shields, Manager

**Motion:** Director Eckhardt moved to approve the request.  
Director Gomez seconded the motion.

**Motion carried:**

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

**Staff Note:**

**ADJOURN**

The meeting was adjourned at 1:44 p.m.

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Margaret Gomez, Secretary

**MINUTES OF THE MEETING  
OF THE BOARD OF DIRECTORS OF  
TRAVIS COUNTY HOUSING FINANCE CORPORATION  
TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION  
TRAVIS COUNTY CULTURAL & EDUCATIONAL FACILITIES DEVELOPMENT  
COPORATION  
TRAVIS COUNTY CAPITAL INDUSTRIAL FACILITIES DEVELOPMENT CORPORATION  
TRAVIS COUNTY DEVELOPMENT AUTHORITY  
HELD ON TUESDAY, JUNE 26, 2012**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION, TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION, TRAVIS COUNTY CULTURAL & EDUCATIONAL FACILITIES DEVELOPMENT COPORATION, TRAVIS COUNTY CAPITAL INDUSTRIAL FACILITIES DEVELOPMENT CORPORATION, TRAVIS COUNTY DEVELOPMENT AUTHORITY Board of Directors was held on Tuesday, June 26, 2012, at 2:48 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Margaret Gomez, Secretary; and Karen Huber, Treasurer.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE THE ENGAGEMENT LETTER TO RENEW THE CONTRACT WITH THE OUTSIDE AUDITOR, ATCHLEY & ASSOCIATES, LLP, BEGINNING JULY 1, 2012.

**The Board heard from:** Andrea Shields, Manager

**Motion:** Director Biscoe moved to approve the request.  
Director Eckhardt seconded the motion.

**Motion carried:**

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	absent

**Staff Note:** N/A

**ADJOURN**

The meeting was adjourned at 2:50 p.m.

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Margaret Gomez, Secretary