

Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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

Division Director/Manager: Anna Bowlin, Division Director, Development Services and Long Range Planning

AB

A handwritten signature in black ink, appearing to read "Steven M. Manilla".

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

Sponsoring Court Member: County Judge Samuel T. Biscoe

AGENDA LANGUAGE: Receive comments regarding a request for a partial plat vacation of the Sweetwater Ranch Subdivision Section One Village A Final Plat in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

WS-COS Development, LLC, owners of all real property included in lots 1 through 12 of Block A and lots 2 through 15 of Block B Sweetwater Ranch Section One Village A Final Plat have applied through Travis County for a partial plat vacation of the final plat. The original subdivision, located on Pedernales Summit Parkway, consisted of 27 total lots (22 single family residential lots, three landscape lots, one common area lot, and one water quality and drainage lot) on 7.329 acres.

Approval of the partial plat vacation will return the property back to raw land. Upon approval of the vacation, the owners will be able to replat the lots into one 6.96 acre common area lot, one 0.6 acre water quality lot, and 0.57 acre one commercial lot. The associated replat (Sweetwater Ranch Section One Village A Replat) is scheduled for plat approval on this agenda.

STAFF RECOMMENDATIONS:

A notice of public hearing sign was placed on the property on December 14, 2012, announcing the date, time, and location of the public hearing, and a notice of public hearing letter was mailed via certified mail on December 10, 2012. As of the drafting of the agenda request, staff has not received any inquiries regarding this project. Staff knows of no objections to the proposed partial plat vacation and, as the applicant has addressed all subdivision requirements, recommends the approval of the motion.

ISSUES AND OPPORTUNITIES:

Texas Local Government Code Section 232.008 states that a recorded plat may be vacated if 75% of the owners of the original subdivision sign the vacation document.

In this case, WS-COS Development LLC owns the entirety of the final plat and has signed the vacation document (see attached).

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

- Precinct map
- Location map
- Copy of vacation document
- Copy of original final plat
- Photo of public notice sign
- Public notice sign affidavit
- Copy of public notice letter

REQUIRED AUTHORIZATIONS:

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

CC:

SM:AB:mh

1101 - Development Services - Sweetwater Ranch Section One Village A Partial Plat Vacation

ITEM 5



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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

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

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

BUDGET AMENDMENTS AND TRANSFERS**1/15/2013****FY 2013****AMENDMENTS**

BA#	INTERNAL ORDER/WBS FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1	0001	198000	580070	Reserves	CAR Reserves		\$649,975.00	1
	0001	112004	510060	ITS	Communication Supplies & Eq	\$649,975.00		
A2	0001	198000	580070	Reserves	CAR Reserves		\$58,040.00	7
	0001	114802	511530	Facilities	Bldg.Repairs & Maintenance	\$58,040.00		
A3	0001	198000	580070	Reserves	CAR Reserves		\$60,000.00	12
	0001	114800	522020	Facilities	Capital Outlay Mtrl-Bldgs	\$60,000.00		

OTHER

O1	Convert position number 30005201 in Records Management and Communications Resources Law Library from full-time to half-time	15
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PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

January 7, 2013

To: Commissioners Court

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

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

Re: Request from CAR Reserve for data storage tapes

During the FY13 Budget process, a \$660,000 earmark was placed on the Capital Acquisitions Resources (CAR) Reserve for data storage tapes to handle the increased need for data storage. The drivers for an increased need for storage are email, documents and video from law enforcement. Commissioners Court maintained this item as an earmark on CAR Reserve in order for current storage needs to be met while Travis County staff review records retention policy for electronic media throughout FY13. Staff from ITS, RMCR, County Attorney and PBO are meeting January 10, 2013 to begin this process.

It is likely that there will be budget requests to address technical solutions to these storage issues in FY14, such as a new email archiving system and virtual tape library. This request is a temporary solution and is coming forward at this time so that ITS may purchase these tapes in a timely manner and prevent any work stoppage issues.

ITS is requesting \$649,975 to make the tape purchase. PBO recommends approval of this transfer. If you have any questions, please contact me at 854-9346.

CC: Walter LaGrone, ITS
Tanya Acevedo, ITS
Rod Brown, ITS
Steven Broberg, Records Management
Shawn Malone, Records Management
Randy Lott, ITS
Diana Ramirez, PBO
Leslie Browder, PBO
Jessica Rio, PBO



TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES
700 Lavaca, Suite 501A, Austin, TX 78767 (512) 854-9666 Fax (512)854-4401

Date: December 13, 2012

To: Katie Gipson, Planning and Budget Office

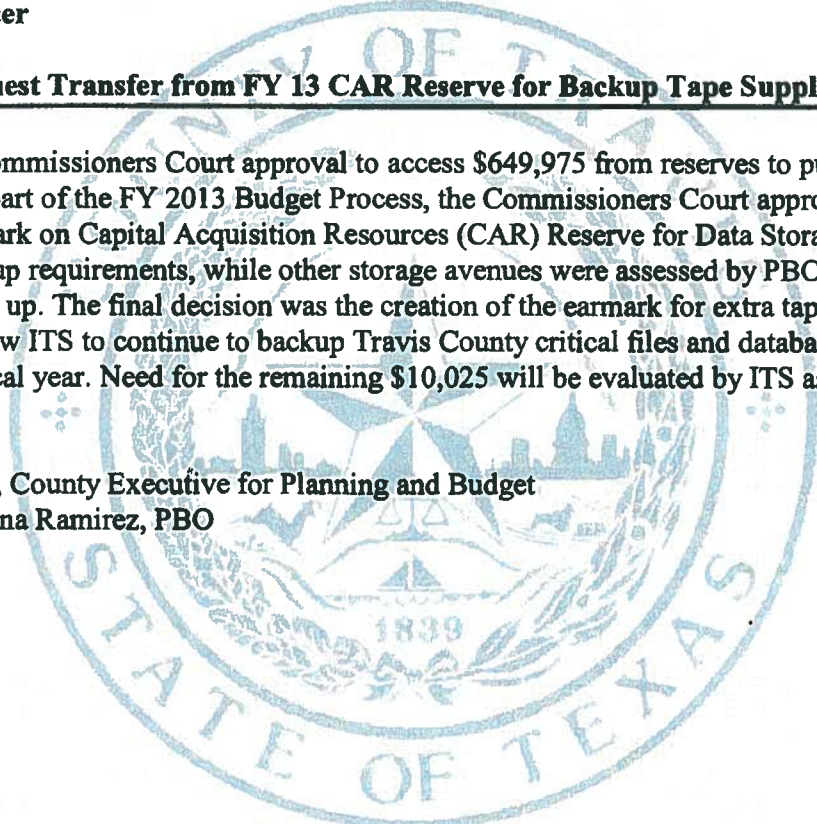
From: Walter LaGrone, Information Technology Director and Interim Chief Information Officer

Subject: Request Transfer from FY 13 CAR Reserve for Backup Tape Supplies

A handwritten signature in black ink, appearing to read 'Walter LaGrone', written over the 'From:' line of the memo.

ITS is requesting Commissioners Court approval to access \$649,975 from reserves to purchase storage tape cartridges. As part of the FY 2013 Budget Process, the Commissioners Court approved the creation of a \$660,000 Earmark on Capital Acquisition Resources (CAR) Reserve for Data Storage Tape to meet Travis County backup requirements, while other storage avenues were assessed by PBO and the Court during Budget Mark up. The final decision was the creation of the earmark for extra tape. Approval of this request will allow ITS to continue to backup Travis County critical files and databases for the remainder of the fiscal year. Need for the remaining \$10,025 will be evaluated by ITS as the fiscal year progresses.

CC: Leslie Browder, County Executive for Planning and Budget
Jessica Rio, Diana Ramirez, PBO





3800 S. Gessner, Ste. 170
Houston, TX 77063

QUOTATION

Quote #: NK121212-01
Date: 12/12/2012

Sales Rep: Noelle Kuehn
(713) 664-9850
(713) 664-9860 - FAX

Customer:
Travis County

Ship To:

Storage Media Quote

Qty	Part Number	Product Description	List	Travis Discount	Unit Cost	Extended Cost
5699	23R9830	IBM Tape Cartridge 3592 Extended Data with labeling Services JB tapes with Color Labels Sequence Start: TBD	\$ 250.00	55%	\$112.50	\$641,137.50
200	95P4436	IBM Tape, LTO, Ultrium-4, 800GB/1600GB, Numbered & Labeled	\$ 65.00	55%	\$29.25	\$5,850.00
5	35L2086	Tape, LTO, Ultrium-1, 2, 3, 4, & 5, Cing Ctdg, 50 pass, Universal	\$100.00	55%	\$45.00	\$225.00
25	18P7535	IBM Tape, 1/2 in. Ctdg, 3592 Cleaning Tape 50 Cleanings	\$170.00	35%	\$110.50	\$2,762.50
Total						\$649,975.00

*** Taxes are not included in the above proposal. Freight charges are prepaid and add unless otherwise noted. If freight bills are required, we will be glad to ship on a carrier of your choice, collect.
*** If the above equipment is to be exported outside the United States, the above customer is responsible to determine whether an export license is required. If so, they must obtain that license from the US Government before shipment.

PO#: _____
Payment Terms: Net 30

Date

Signature

Title

FY 2013 BUDGET REQUEST ANALYSIS

Req #6: Virtual Tape Library
Fund: General Fund

	FY 13 Request	PBO Recommendation	FY 14 Cost
FTEs	0	0	0
Personnel	\$0	\$0	\$0
Operating	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Capital	\$1,500,000	\$0	\$0
Total Request	\$1,500,000	EARMARK	\$0

Dept. Summary of Request:

These are requests for a new tape library system to store video files. There are three proposed options for funding the VTL system in FY13. The first (and preferred option by the department) is a complete solution for \$1,500,000. Option two would be to purchase backup and restore equipment (\$570,000) and additional tapes (\$210,000). The third option would be just to purchase additional tapes for next fiscal year for (\$660,000)

PBO Recommendations & Comments:

There has been an increased need for storage for video files for a variety of County systems. The largest drivers of the video storage are from law enforcement. The department would like to use tape storage, instead of traditional disk storage to handle the increased demand.

ITS is requesting \$1,500,000 to purchase a complete Virtual Tape Library (VTL) solution which will be used to significantly reduce backup and restore times and provide cost savings in the form of media and tape drives. The backup routines, including tape management activities, run almost 24 hours per day, sometimes not finishing in a 24 hour day. We must do something to reduce the time required for backups and a VTL will do exactly that because a VTL allows for a collection of disks drives (fast storage) to be virtualized and presented to the Backup Management software as if they were actually tape drives (slow storage). We expect that with a VTL we can reduce our backup window by 50% to comprise only 12 hours which in turn allows for us to nearly double the amount of data we store before we reach the same critical state we are in today.

PBO is cognizant that the storage issue is not going away and will need additional funding in the future. PBO does not recommend funding for this solution in the FY13 Preliminary budget. PBO believes that the Commissioners Court should

receive a presentation on the topic and ITS (with the assistance of Records Management and the County Attorney and other affected departments) offer recommendations for a policy on video storage. Travis County needs guidelines on how much video needs to be stored and for how long. A policy will allow ITS to better manage its resources and help PBO when funding storage requests in the future. PBO recommends an earmark on the CAR Reserve of \$660,000 in order to purchase tapes if the Commissioners Court wish to pursue a policy solution in 2013.

Budget Request Performance Measures:

Description	Actual FY 11 Measure	Revised FY 12 Projected Measure	Projected FY 13 Measure at Target Budget Level	Revised FY 13 Measure with Additional Resources
Backup window size in hours	23	24	27	16
Tapes purchased	2000	1600	2000	100
Average file restore time	30 minutes	30 minutes	30 to 60 minutes	5 minutes

The department believes that the tape library would be a superior way to store video. PBO believes that before committing significant resources to this initiative, Commissioners Court should approve a video storage policy.

Header Information for Entry Doc Number 400001504

Doc. Number 400001504 **Doc. Status** Proposed **FM Area** 1000
Budget. Cate. Payment **Doc. Year** 2013 **Doc. Date** Dec 13, 2012
Value Type Budget **Version** 0 **Doc. Type** TRAN
Budget Type 1 **Fiscal Year** 2013 **Year.Cash.Eff**
Process UI TRAN **Process** SEND **Original.Applic.** BWB **Doc.Family**
Creator LOTTR **Creation Date** Dec 13, 2012 **Creation Time** 14:17:14
Resp. Person **Year Cohort** **Public Law**
Header Text Access approved earmark for storage tape **Legislation**

Additional Data

TextName

Lines
Total Document 0 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580070	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-649,975	Access approved earmark for storage tapes
000002	0001		1120040001	510080	1110	NOT-RELEVANT NON-FUNDED-PROGRAM	649,975	

January 10, 2013

AEI




PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director 

DATE: January 8, 2013

RE: Request from Facilities Management Department (FMD) for \$58,040 for renovation of HMS Courthouse Room 118

On December 18, 2012, Commissioners Court approved agenda item #25 as part of the consent agenda. That item, attached, requested that the funding necessary to renovate that room be transferred from the CAR Reserve.

The current balance in the CAR Reserve is \$2,723,392 with Earmarks of \$2,067,300 leaving a remaining balance of \$656,092. After this budget adjustment is approved by Commissioners Court, the CAR Reserve balance will total \$2,665,352.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Roger El Khoury, John Carr, Amy Draper, FMD

Item 25



Travis County Commissioners Court Agenda Request

Meeting Date: December 18, 2012

Prepared By/Phone Number: Leslie Stricklan, AIA, Sr. Project Manager, FMD, 854-4778 *Leslie Stricklan*

Dept. Head: Roger El Khoury, M.S., P.E., Director, FMD, 854-4579 *Roger El Khoury*

County Executive: Leslie Browder, Planning and Budget, 854-9106 *Leslie Browder*

Sponsoring Court Members: County Judge Sam Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on approval of space allocation of Room 118 at the Heman Marion Sweatt Travis County Courthouse to the Civil Courts and approve funding for minor improvements.

BACKGROUND/SUMMARY OF REQUEST:

Facilities Management Department (FMD) met with representatives of the current officials occupying the Heman Marion Sweatt Travis County Courthouse (HMS) - Civil Courts, Probate Court, Justice of the Peace Precinct 5, District Clerk and County Clerk to discuss the options for reuse of Room 118 which was vacated by the Law Library in 2012. A consensus was reached that the best use of this space would be for a "Multi-function / Hearing / Court Room" assigned to the Civil Courts, with shared use by the Justice of the Peace. Refer to attachment 1 for detailed description of proposed room reuse.

STAFF RECOMMENDATIONS:

FMD recommends that Commissioners Court approve the space allocation and improvement funding for the proposed use, which will serve functions with high public traffic, for which this ground floor location is ideal, and for which improvement costs are minor, as noted below.

ISSUES AND OPPORTUNITIES:

This space allocation will help the Civil Courts better serve the public, especially families and children.

FISCAL IMPACT AND SOURCE OF FUNDING:

New funding requested by FMD to make the improvements necessary for converting Room 118 into a multi-function / hearing / court room:

\$ 17,660 Construction
\$ 25,200 Furniture
\$15,180 Equipment – Sound amplification & assisted listening
\$ 58,040 Total project funds requested from CAR Reserves

Please note that the Civil Courts have proposed to internally fund the Information Technology infrastructure and equipment costs for Room 118.

ATTACHMENTS/EXHIBITS:

- 1. Uses for Room 118**

REQUIRED AUTHORIZATIONS:

PBO – Leslie Browder, County Executive

MEETING WITH LESLIE STRICKLAN – Facilities Management

October 12, 2012

USES FOR ROOM 118 – By the Civil Courts

We are requesting the use of the space in Room 118 (which is 811 square feet) as a multi-purpose room to accommodate the following functions:

- 1) **Hearings Courtroom / Visiting Judge Courtroom** - To replace the hearing courtroom in 511 that is being taken over as a family court. (e.g., Hearings involve visiting judges assigned to individual cases in Travis County by the Presiding Judge of the 3rd Administrative Judicial Region and visiting judges brought in to cover the docket when all the courtrooms are in use.)
- 2) **Protective Order Applicants** – Safe holding area where county attorney meets with applicants before protective order docket (Tuesday morning, Tuesday afternoon and Thursday morning). Security solution for Sheriff's Office to provide them with the protection they need.
- 3) **CPS Children's Waiting Area** - For the CPS dockets. The CPS docket will increase from twice a week (50-60 families) to five times a week (125-150 families) in the December 2012/January 2013 timeframe.
- 4) **Family Law Waiting Area** – Lawyers and clients would frequently utilize the space for settlement negotiations.
- 5) **Judges' Conference Room / General Meeting Space** – To replace the 4th floor conference room (Room 418) for monthly Judges' Meetings, general internal meetings, technology meetings.
- 6) **Training / Continuing Legal Education Programs (Internal and External):**
 - a. Judges' Lunch Hour CLE each month.
 - b. Austin Bar Association's CLE in the courthouse.
 - c. Training/practice for attorneys to use the eCourtroom equipment (e.g, school finance, new technology, etc.)
- 7) **Overflow for High Profile Trials** – In trials that have a large public interest, we can have people watch the trial in this overflow courtroom via monitors.
- 8) **Judge-Ordered Mediations and Depositions** - Depositions or mediations ordered by a Judge in cases where security issues require parties to pass through security screening for weapons.

Header Information for Entry Doc Number

400001642

Doc. Number 400001642 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2013 Doc. Date Jan 3, 2013
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 1 Fiscal Year 2013 Year. Cash. Eff
 Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
 Creation Date Jan 4, 2013 Creation Time 16:49:11
 Creator DRAPER Res. Person Public Law
 Year Cohort
 Legislation

Additional Data

Header Text Courthouse Room 118 work approved CC 12/18/12 #25

TextName

Lines

Total Document 58,040 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	Func Area Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580070	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-58,040	Courthouse Room 118 work approved CC 12/18/12 #25
000002	0001		1148020001	511530	1210	NOT-RELEVANT NON-FUNDED-PROGRAM	-58,040	Courthouse Room 118 work approved CC 12/18/12 #25

Dalanti 1/9/13
~~_____~~ AD *Jan 10, 2013*

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PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director 

DATE: January 9, 2013

RE: Request from Facilities Management Department for \$60,000 from the CAR Reserve to Replenish budget for the Gault HVAC Renovation Project

FMD is requesting \$60,000 from the CAR Reserve to replenish the Gault HVAC Renovation Project. These funds will go to the project's contingency reserve for the moment to allow the project to proceed to completion when any last-minute change orders arise. As FMD explains in their memo, attached, the contingency reserve for the project had to be used to provide special after-hours security escorts for the construction workers in the building. This is due to the confidential files and other documents housed in the offices in the Gault Building, including the Sheriff's Office, Adult Probation, Pretrial Services, and the District Attorney's Office.

Unfortunately, this particular security concern was not raised by the building tenants until after the budget had been set. FMD waited to request that the funds be replenished only when the project was nearing completion and an analysis of the budget indicated that there would be no actual savings that could be used for the contingency.

A review of FMD's remaining CAR budget has not yielded any savings as of yet since the CAR projects are still in the early stages of implementation given that the County has just finished the first quarter of the fiscal year. Likewise, there are insufficient salary savings (beyond budgeted salary savings) to cover this cost. Finally, it is too early in the fiscal year to determine whether FMD's operating budget will have any savings that can be diverted to this project.

The CAR Reserve will total \$2,605,352 if this budget adjustment as well as the budget adjustment for HMS Courthouse Room 118 renovation is approved. PBO recommends approval of this budget request.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Roger El Khoury, John Carr, Amy Draper, FMD



FACILITIES MANAGEMENT DEPARTMENT

Roger A. El Khoury, M.S, P.E., Director

1010 Lavaca Street, Suite 400 • P.O. Box 1748, Austin, Texas 78767 • Phone: (512) 854-9661 • Fax: (512) 854-9226

MEMORANDUM

FMD Project: Gault-26-10C-4M
File: 802

TO: Leslie Browder, County Executive, Planning and Budget Office

FROM: Roger A. El Khoury, M.S., P.E., Director

DATE: December 18, 2012

SUBJECT: Funding Request – Restore Project Contingency
Gault HVAC Renovation

A handwritten signature in black ink, reading "Roger A. El Khoury", is written over the "FROM:" line of the memorandum.

Facilities Management Department (FMD) requests your support in obtaining authorization to reallocate \$60,000 from CAR Reserves to the Gault HVAC Renovation Project. The reason for this request is to replace the project contingency which was needed to cover a \$60,000 allowance added to the construction contract to pay for special after-hours security escorts. The security escorts are TCSO and DA personnel hired, as a secondary employment, to observe the construction workers and protect confidential documents at the request of TCSO, District Attorney's Office, Adult Probation, and Pretrial Services.

The requirement for the extensive after-hours work and special security escorts was not known to FMD until after the project was in the Bid Phase. The \$60,000 allowance amount was added to the contract through an addendum to the bid documents.

Through a number of meetings, FMD has carefully coordinated the plan and requirements for this project with the various user groups in the Gault Building. However, it was not until meeting with the bidders, answering their bid questions, and exploring additional options with the users that the need for the security escorts became apparent.

FMD recommends that this item be placed on the Commissioners Court agenda for consideration as soon as possible. Your support in obtaining approval for the requested funds is appreciated. Please direct any questions on this request to Roger at 44579 or Ken Gaede at 49894.

COPY TO:

Jessica Rio, Budget Director, PBO
John Carr, Administrative Director, FMD
Ken Gaede, AIA, Senior Project Manager, FMD
Amy Draper, CPA, Financial Manager, FMD
Diana Ramirez, Senior Budget Analyst, PBO

Header Information for Entry Doc Number 400001670

Doc. Number 400001670 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2013 Doc. Date Jan 4, 2013
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 1 Fiscal Year 2013 Year.Cash.Eff
 Process UI TRAN Process SEND Original.Applic. BWB Doc.Family
 Creator DRAPER Creation Date Jan 4, 2013 Creation Time 09:39:37
 Resp. Person Year Cohort Public Law

Additional Data

Header Text Additional security costs during Gault HVAC proj

TextName

Lines Total Document 60,000 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580070	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-60,000	Additional security costs during Gault HVAC proj
000002	0001		1148000001	522020	1140	NOT-RELEVANT NON-FUNDED-PROGRAM	60,000	Additional security costs during Gault HVAC proj

Palanis 1/9/13
~~_____~~ 1/10/2013

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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, Sr. *AM*

DATE: January 7, 2013

RE: Convert position number 30005201 in the Records Management and Communication Resources Law Library from full-time to half-time.

RMCR is requesting that position 30005201 be converted from a full-time Law Library Specialist (pay grade 15) to a half-time Law Librarian position (pay grade 17). This position is budgeted in the Law Library Fund; the proposed change will reduce the FTEs for the department by 0.5 FTEs. The change has an estimated net savings of at least \$19,808 to the fund. When there is a change in departmental FTE, PBO places an "other" budget adjustment on the agenda for the Court to review and approve the change in FTE Count.

Due to a decrease in the number of Law books that need to be ordered and processed by the department, the department no longer needs the Law Library Specialist position, but continues to have need for additional Law Librarian assistance and has worked with HRMD to reclassify the position based on the current needs of the department. The reclassification has been included under this week's personnel actions agenda item. The department has indicated that there are no plans to request the position be made full time.

PBO supports this change, as it allows the department to reprioritize resources into a more useable position. Also the reduction in overall burden on the Law Library Fund will help to ensure the fund remains capable of supporting future inflationary cost increases.

cc: Jessica Rio, Budget Director
Leslie Browder, County Executive, PBO
Steve Broberg, Director, RMCR
Lisa Rush, Law Library Manager



**Travis County
RMCR**
Records Management
& Communication
Resources

700 Lavaca Suite #330
P.O. Box 1748
Austin, TX 78767

512.854.9575
Fax: 512.854.4560

Services:

**Travis County
Archives**
512.854.4675
Fax: 854.4560

Imaging Lab
512.854.9061
Fax: 854.4560

Information Booth
512.854.9000
Fax: 854.9887

Law Libraries
512.854.8677
Fax: 512.854.9887

**Media Services/
TCTV-17**
TravisCountyTV.org
512.854.9503
Fax: 854.4560

Mail Services
512.854.9528
Fax: 854.4560

Offsite Storage
512.854.5865
Fax: 854.9062

Print Shop
512.854.9104
Fax: 854.9105

MEMORANDUM

To: County Judge Samuel T. Biscoe, Admin Ops Subcommittee
Commissioner Margaret Gomez, Precinct 2, Admin Ops Subcommittee

From:  Steven Broberg, Director of RMCR

Date: December 31, 2012

Re: Request to Convert 5740 Slot 44 to Part-Time Law Librarian Position

Records Management and Communication Resources (RMCR) request the conversion of a vacant full-time Law Library Specialist position to a part-time Law Librarian position.

The duties of a Law Library Specialist consist mainly of processing and shelving books. The Law Library has reduced book purchases and the accompanying clerical needs significantly. At the same time, the Law Library has been experience an increase in patron visits, necessitating the addition of staff who work directly with the public.

Converting the vacant non-reference specialist position to a reference service position would have these benefits:

1. Allow the Law Library to meet a public service need by adding a .5 FTE to reference services.
2. Save approximately \$12,300 per year.

Details of change:

<i>From:</i>	<i>To:</i>
Law Library Specialist (book processor)	Law Librarian (reference services)
Full-time	Half-time
Pay grade 15	Pay grade 17
Budgeted salary of \$39,414	Salary range of (half-time) \$19,808 – 29,363
Duties: Process and shelve books	Duties: Assist patrons on the reference desk, teach patrons to use online database.

The slot conversion is part of strategy to more effectively apply staffing resources to meet public service needs. See attached Law Library Reference Staffing Analysis for details.

Enc: Law Library Reference Staffing Analysis

Law Library Reference Staffing Analysis

Goal: Apply staffing resources to most effectively meet public service needs.

Phase 1: Convert vacant non-reference position to a reference librarian position.

The Law Library has a vacant library specialist position. A library specialist's duties include book processing (inventory control) primarily but also other clerical functions. The Law Library has reduced book purchases and the accompanying clerical needs significantly. At the same time, the Law Library has been experience an increase in patron visits. Converting the vacant non-reference specialist position to a reference service position would allow the Law Library to meet a public service need and save approximately \$12,300 per year.

Phase 1 Expense:

1 FTE Library specialist position is budgeted at \$39,414 + benefits
.5 FTE librarian position would be \$27,082 + benefits
-- Savings = \$12,332.

Phase 2: Combine 2 part-time reference supervisor positions into a one full-time reference supervisor position.

The Law Library has two half-time reference supervisor positions. One position is vacant; the other is filled. The employee in the filled position would like to transition to a librarian position, leaving two .5 reference supervisory positions vacant. Combining the two .5 positions into 1 FTE would make it easier for the library to fill the vacant reference supervisor position, accommodate a long-term employee, provide more continuity of supervision on the reference desk, and save the cost of benefits for 1 FTE.

Phase 2 Expense:

The two half-time supervisor positions are budgeted at \$27,082 + \$24,265 (\$51,327) + benefits for 2 staff members.

1 FTE supervisor would be \$48,531 at minimum to \$60,663 at midpoint + benefits for 1 staff member.

--- Savings would depend upon qualifications of the applying candidate.

FY13 Budget Request

...

The Law Library requested additional FTEs in the FY13 budget to address a staffing shortage that affected service levels.

Commissioners Court approved an additional 1.5 FTE for reference desk services.

In October, a non-reference library position became vacant. The Law Library is requesting that this full-time position be converted to a half-time reference position.

The number of FTEs who directly serve the public through reference and research services would increase from 4.5 FTEs to 5 FTEs. The number of Law Library staff overall would be reduced by .5 FTE.

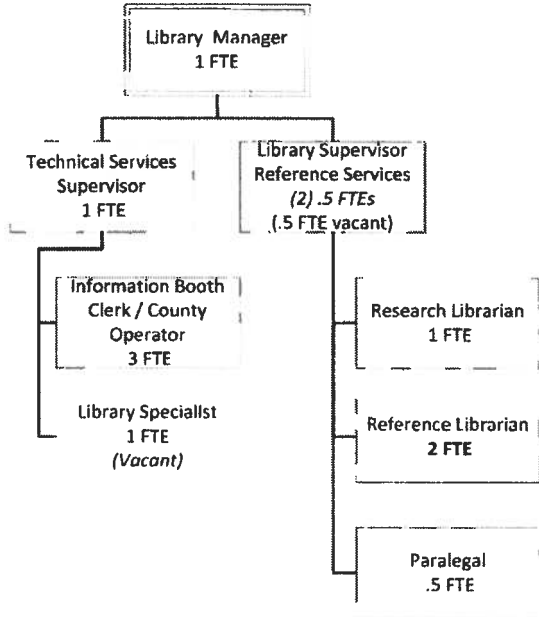
Law Library Reference Staffing Analysis

...

Current Staffing

12 Slots, 10.5 FTEs

4.5 FTE reference/research FTEs

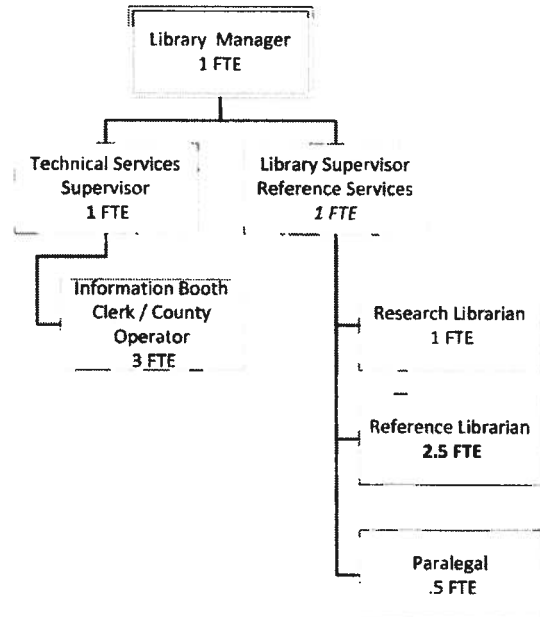


After Phase 1 and 2

11 Slots, 10 FTEs

5 Reference/Research FTEs

- A. Combines two .5 library supervises slots in 1 FTE reference supervisor
- B. Eliminates 1 (vacant) full-time specialist slot
- C. Adds .5 reference librarian slot



Allocated Reserve Status (580010)

Amount	Dept Transferred Into	Date	Explanation
\$6,920,945			Beginning Balance
(\$10,000)	TNR	10/16/12	Clean Air Force 2013
(\$11,388)	Various	Various	Approved by CC for FY13 portion of ACC intern program
(\$378,290)	HHS	11/6/12	Parenting in Recovery Program
(\$1,881)	TNR	11/13/12	Constable Staffing
(\$135,679)	Constable Pct. 1	11/15/12	Constable Staffing
(\$10,000)	County Attorney	11/20/12	Legal Advisory Services
(\$240,179)	HRMD	12/4/12	Benefits income adjustment
(\$12,537)	Tax Office	12/11/12	Reclassification of two positions
(\$7,067)	JP Pct. 5	12/28/12	DPS backlog-drivers license revocation
\$6,113,924	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$137,676)	Civil Courts – Drug Court Grant
(\$200,000)	Civil Courts Legally Mandated Fees – Attorney Fees & Other Court Costs
(\$220,074)	Criminal Courts – Veterans Court Grant
(\$42,497)	Criminal Courts – Bailiff to CPO transition Cost
(\$175,000)	Crim Cts Legally Mandated Fees – Atty Fees & Other Ct Costs for Capital Cases
(\$12,714)	CSCD – MSS Adjustments
(\$36,000)	District Clerk – Collections Software
(\$20,000)	Emergency Services – Hazardous Materials Disposal
(\$250,000)	Facilities Management – Facilities Best Practices Review
(\$200,000)	General Admin – HUB Requirements Disparity Study (\$35,595 funds from State, restricted-use for this purpose)
(\$100,000)	Health & Human Services – PromoSalud Scholarships and Workforce Development
(\$150,000)	HRMD – Revised Tuition Reimbursement Policy
(\$25,885)	HRMD – ACC Internship Program
(\$83,182)	ITS – BEFIT Customer Support Analyst III
(\$60,000)	RMCR – Additional Postage
(\$1,000,000)	TCSO – Overtime
(\$79,681)	Constable Staffing
(\$2,792,709)	Total Possible Future Expenses (Earmarks)
\$3,321,215	Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (580070)

CAR RESERVE TRANSFERS

Amount	Dept Transferred Into	Date	Explanation
\$2,813,944			Beginning Balance
(\$8,000)	ITS	11/27/12	IT Infrastructure for FMD Projects
(\$82,552)	EMS	12/11/12	Fire fighting aircraft
\$2,723,392 Current Reserve Balance			

Possible Future Expenses Against CAR Reserves Previously Identified:

Amount	Explanation
\$ (817,300)	ITS Infrastructure for FMD Projects
\$ (660,000)	Virtual tape Library option 3
\$ (38,046)	Replacement Boat Motors for Lake Unit
\$ (100,000)	Guardrail-New Installations
\$ (90,000)	Failing Vehicles
\$ (50,000)	Sidewalks-ADA Upgrades
\$ (250,000)	FM 1626 ROW Purchases
\$ (61,954)	Constable Staffing
\$ (2,067,300)	Total Possible Future Expenses (Earmarks)

\$656,092 Remaining CAR Reserve Balance After Possible Future Expenditures

Emergency Reserve Status (580120)

Amount	Dept Transferred Into	Date	Explanation
\$2,016,924			Beginning Balance
\$2,016,924 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
\$5,496,000			Beginning Balance
\$5,496,000 Current Reserve Balance			

Juvenile Justice TYC (580260)

Amount	Dept Transferred Into	Date	Explanation
\$418,959			Beginning Balance
\$418,959 Current Reserve Balance			

Smart Bldg. Facility Maintenance Reserve Status (580240)

Amount	Dept Transferred Into	Date	Explanation
\$160,778			Beginning Balance
\$160,778 Current Reserve Balance			

IJS/FACTS Reserve Status (580160)

Amount	Dept Transferred Into	Date	Explanation
\$2,164,795			Beginning Balance
(\$196,951)	ITS	10/23/12	OnBase Software
(\$717,746)	ITS	11/6/12	CUC TechShare
(\$1,146,096)	ITS	12/18/2018	TechShare
\$104,002 Current Reserve Balance			

Transition Reserve Status (580300)

Amount	Dept Transferred Into	Date	Explanation
\$101,889			Beginning Balance
\$101,889 Current Reserve Balance			

Reserve for State Cuts Status (580310)

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

Starflight Maintenance Reserve Status (580320)

Amount	Dept Transferred Into	Date	Explanation
\$1,001,050			Beginning Balance
\$1,001,050 Current Reserve Balance			

1115 Waiver Reserve Status (580200)

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

Interlocals Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$2,166,175 (\$1,483,173)	Emergency Services	11/13/12	Beginning Balance Regional Radio Service Interlocal
\$683,002 Current Reserve Balance			

Annualization Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$65,768			Beginning Balance
\$65,768 Current Reserve Balance			

Salary Savings Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$400,000			Beginning Balance
\$400,000	Current Reserve Balance		

Unallocated Reserve Status (580015)

Amount	Dept Transferred Into	Date	Explanation
\$57,195,853			Beginning Balance
(\$2,302,015)	EMS	12/11/12	Reimbursement Resolution
(\$2,941,500)	ITS	12/11/12	Reimbursement Resolution
(\$877,000)	TNR	12/11/12	Reimbursement Resolution
(\$901,912)	FMD	12/11/12	Reimbursement Resolution
\$50,173,426	Current Reserve Balance		

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ITEM 6



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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

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

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 \$428,312.76 for the period of December 28 to January 3, 2013.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attached.

STAFF RECOMMENDATIONS:

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 \$428,312.76.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (8956) – \$428,312.76

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: January 15, 2013

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: December 28, 2012 to January 3, 2013

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$428,312.76

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 \$428,312.76.

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
DECEMBER 28, 2012 TO JANUARY 3, 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) (Bank of America)**
- 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: January 15, 2013
 TO: Nicki Riley, 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: December 28, 2012
 TO: January 3, 2013

REIMBURSEMENT REQUESTED: \$ 428,312.76

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,295,218.87
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: January 8, 2012	\$ (875,593.97)
Adjust to balance per UHC	\$ 8,687.86
TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 428,312.76
PAYMENTS DEEMED NOT REIMBURSABLE	\$ -
TRANSFER OF FUNDS REQUESTED:	\$ 428,312.76

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


All claims over \$25,000 (2 this week totaling \$58,763.15) 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 (\$61,901.17) 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 \$250,000 stop loss limit. Claims that have exceeded the limit will be reimbursed by Sun Life. Reimbursements are posted as revenue and claims totals shown are gross of stop loss. Cumulative fiscal year stop loss reimbursements from Sun Life total \$574,103.69.

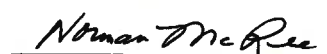
All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

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.

 1/8/12
 Diane Poirot, Director, HRMD Date

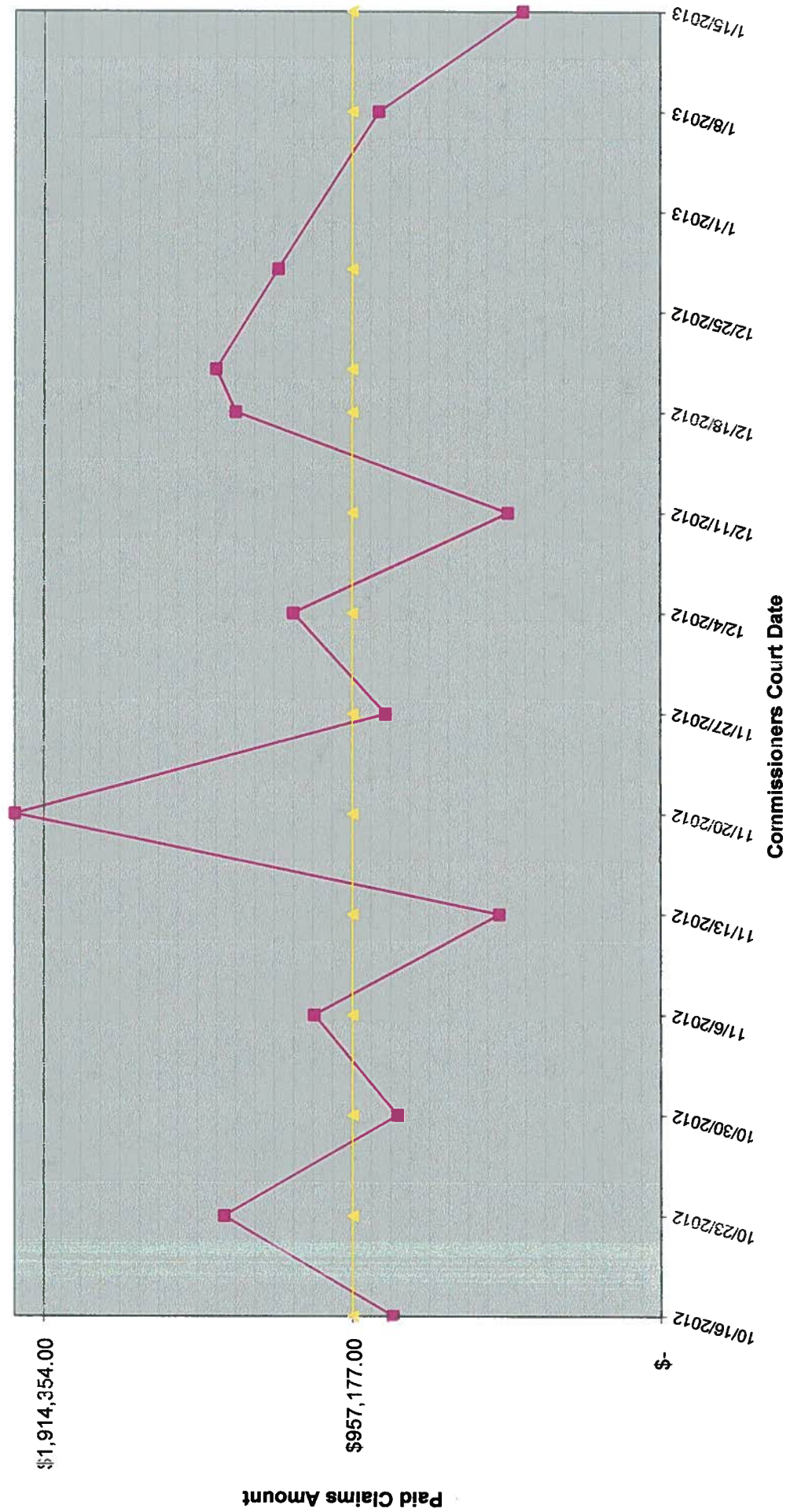
 1/8/13
 John Rabb, Benefits Manager Date

 1/8/13
 Shannon Steele, Benefits Administrator Date

 1/7/13
 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 FY13 Paid Claims vs Weekly Claims Budget of \$957,177.23



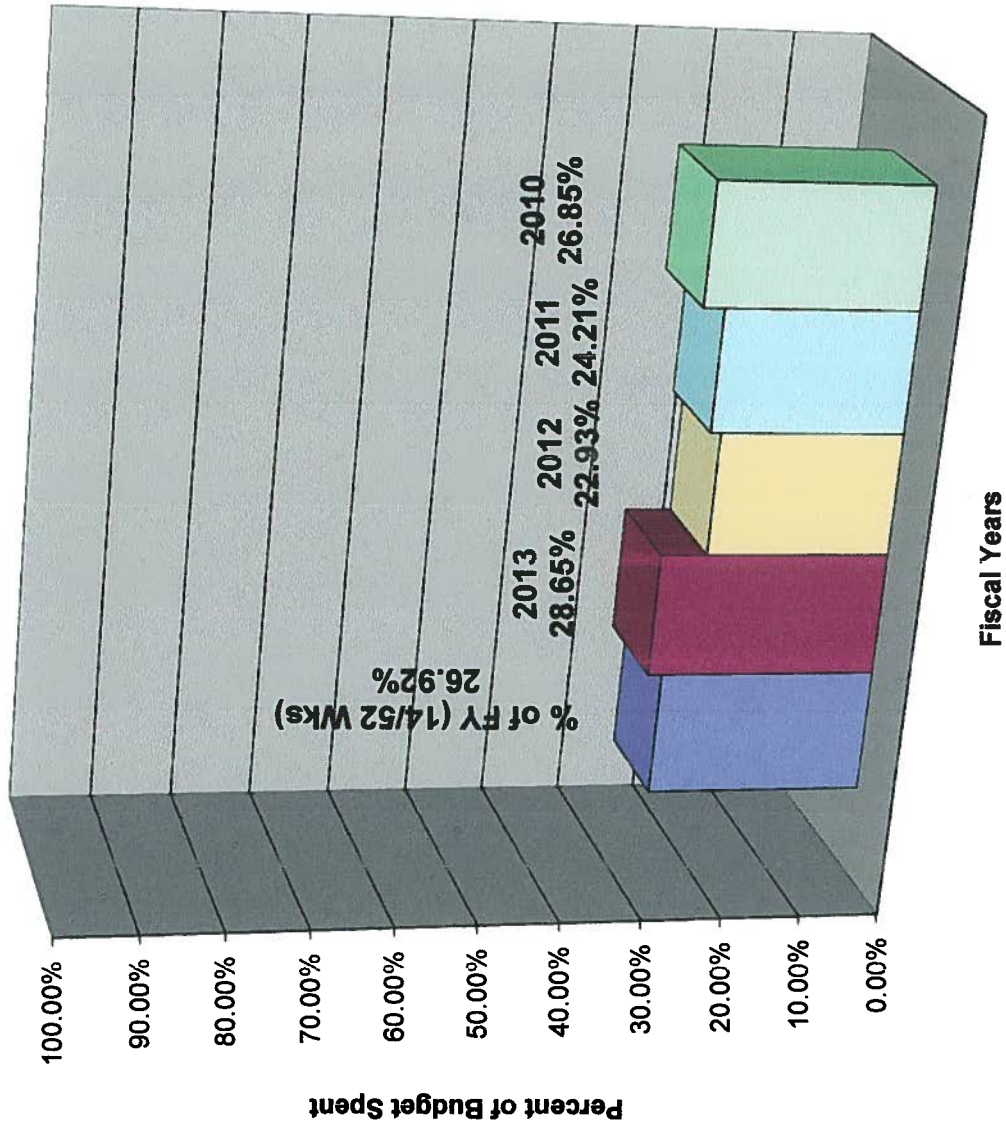
**Travis County Employee Benefit Plan
FY13 Weekly Paid Claims VS Weekly Budgeted Amount**

Wk	Period from	Period To	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims	FY 2013 % of Budget Spent	FY 2012 % of Budget Spent
1	9/28/2012	10/4/2012	10/16/2012	\$ 833,295.36	\$ 957,177.23	2	\$ 264,210.15	1.67%	1.42%
2	10/5/2012	10/11/2012	10/23/2012	\$ 1,356,899.90	\$ 957,177.23	3	\$ 398,807.43	4.40%	3.40%
3	10/12/2012	10/18/2012	10/30/2012	\$ 819,640.44	\$ 957,177.23	2	\$ 116,768.50	6.05%	5.60%
4	10/19/2012	10/25/2012	11/6/2012	\$ 1,076,062.49	\$ 957,177.23	1	\$ 68,192.73	8.21%	6.54%
5	10/26/2012	11/1/2012	11/13/2012	\$ 503,241.86	\$ 957,177.23	0	\$ -	9.22%	7.69%
6	11/2/2012	11/8/2012	11/20/2012	\$ 2,004,819.80	\$ 957,177.23	4	\$ 832,945.50	13.25%	10.01%
7	11/9/2012	11/15/2012	11/27/2012	\$ 856,605.61	\$ 957,177.23	7	\$ 345,370.77	14.97%	11.71%
8	11/16/2012	11/22/2012	12/4/2012	\$ 1,140,771.38	\$ 957,177.23	0	\$ -	17.26%	14.05%
9	11/23/2012	11/29/2012	12/11/2012	\$ 474,802.74	\$ 957,177.23	2	\$ 98,896.45	18.21%	14.57%
10	11/30/2012	12/6/2012	12/18/2012	\$ 1,319,676.15	\$ 957,177.23	4	\$ 142,853.98	20.87%	17.30%
11	12/7/2012	12/13/2012	12/21/2012	\$ 1,380,972.18	\$ 957,177.23	8	\$ 726,479.65	23.64%	18.57%
12	12/14/2012	12/20/2012	12/28/2012	\$ 1,187,151.92	\$ 957,177.23	3	\$ 148,596.86	26.03%	20.69%
13	12/21/2012	12/27/2012	1/8/2013	\$ 875,593.97	\$ 957,177.23	5	\$ 262,457.31	27.79%	21.80%
14	12/28/2012	1/3/2013	1/15/2013	\$ 428,312.76	\$ 957,177.23	2	\$ 58,763.15	28.65%	22.93%
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Paid & Budgeted Claims to Date	\$ 14,257,846.56	\$ 13,400,481.23
Paid Claims less Total Weekly Budget	\$ 857,365.33	

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

Comparison of Claims to FY Budgets Week 14



Norman McRee

From: SIFSAX@UHC.COM
Sent: Friday, January 04, 2013 12:05 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: 2013-01-04 REQUEST AMOUNT: \$1,295,218.87

CUSTOMER ID: 00000701254
CONTRACT NUMBER: 00701254 00709445
BANK ACCOUNT NUMBER: 385015850067 ABA NUMBER: 011900445
FUNDING ADVICE FREQUENCY: DAILY
FREQUENCY: FRIDAY INITIATOR: CUST METHOD: ACH BASIS: BALANCE

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2013-01-03	\$1,440,355.14
- REQUIRED BALANCE TO BE MAINTAINED:	\$2,668,041.00
+ PRIOR DAY REQUEST:	\$00.00
= UNDER DEPOSIT:	<u>\$1,227,685.86</u>
+ CURRENT DAY NET CHARGE:	\$67,533.01
+ ISSUED CREDIT AMOUNT:	\$00.00
+ FUNDING ADJUSTMENTS:	\$00.00
REQUEST AMOUNT:	<u>\$1,295,218.87</u>

ACTIVITY FOR WORK DAY: 2012-12-28

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$17,998.91	\$00.00	\$17,998.91
TOTAL:	\$17,998.91	\$00.00	\$17,998.91

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2013_01_03

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CLM_ACCT_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT
701254	632	\$ (27.00)	PH	35024727	AE	9	3/26/2012	50	1/4/2013	1/3/2013
701254	632	\$ (27.16)	QG	91206982	AH	9	3/16/2012	50	1/3/2013	1/3/2013
701254	632	\$ (30.00)	PH	72671283	AH	1	3/14/2012	50	1/2/2013	1/3/2013
701254	632	\$ (30.00)	PH	72749766	AH	1	3/28/2012	50	1/2/2013	1/3/2013
701254	632	\$ (30.64)	QG	30812219	AH	1	3/9/2012	50	1/3/2013	1/3/2013
701254	632	\$ (38.95)	PH	72711446	AH	6	3/21/2012	50	1/2/2013	1/3/2013
701254	632	\$ (38.95)	PH	63258422	AH	6	3/21/2012	50	1/2/2013	1/3/2013
701254	632	\$ (41.93)	PH	35024727	AH	1	3/26/2012	50	1/4/2013	1/3/2013
701254	632	\$ (42.57)	QG	50838073	AH	1	3/27/2012	50	1/2/2013	1/3/2013
701254	632	\$ (44.78)	QG	30812219	AH	1	3/9/2012	50	1/3/2013	1/3/2013
701254	632	\$ (50.00)	QG	50831682	AH	1	3/23/2012	50	1/3/2013	1/3/2013
701254	632	\$ (58.25)	QG	40819330	AH	1	3/26/2012	50	1/4/2013	1/3/2013
701254	632	\$ (61.80)	QG	11064611	AH	2	8/3/2012	50	1/3/2013	1/3/2013
701254	632	\$ (70.49)	PH	72749510	AH	16	3/28/2012	50	1/2/2013	1/3/2013
701254	632	\$ (175.47)	QG	21181203	AH	7	10/12/2012	50	1/3/2013	1/3/2013
701254	632	\$ (232.17)	QG	80972596	AH	6	6/20/2012	50	1/2/2013	1/3/2013
701254	632	\$ (257.69)	QG	21051346	AH	2	8/2/2012	50	1/2/2013	1/3/2013
701254	632	\$ (1,630.00)	QG	70900368	AA	8	1/2/2013	50	1/4/2013	1/3/2013
701254	632	\$ (1,708.00)	QG	81003294	AH	9	12/27/2012	50	1/3/2013	1/3/2013

428,312.76

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 01/03/2013

CONTR_#	TRANS_AMT	SRS	CHK_#	GRP	ACCT#	CLAIM	ISS_DATE	TRANS_CODE	TRANS_DATE
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Total: \$0.00

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Travis County - Employee Health Benefits Fund (8956)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 01/03/2013

Type	EE/RR	Cost Center	G/L Account	Transaction Amount
CEPO	EE	1110068956	516010	\$ 51,660.77
	RR	1110068956	516110	\$ 834.70
			Total CEPO	\$ 52,495.47
EPO	EE	1110068956	516030	\$ 121,525.63
	RR	1110068956	516130	\$ 8,965.45
			Total EPO	\$ 130,491.08
PPO	EE	1110068956	516020	\$ 238,506.08
	RR	1110068956	516120	\$ 6,820.13
			Total PPO	\$ 245,326.21
			Grand Total	\$ 428,312.76

ITEM 7



Travis County Commissioners Court Agenda Request

Meeting Date: 1/15/13

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", located to the right of the text for Leslie Browder.

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 – 8.

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

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

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

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



Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX (512) 854-9757

January 15, 2013

ITEM # :

DATE: January 4, 2013

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Gerald Daugherty, Commissioner, Pct. 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 - 8.

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

Action Type Description	Action Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
New Hire	New Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30005919 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$31135.60
New Hire	New Hire	01/07/2013	N/A	N/A	3650 - Juvenile Probation	30004127 / Juvenile Probation Office / 1 - Regular / 02 - Full Time Non-Exempt / GRD17 / 00 / \$39615.06
New Hire	New Hire	01/02/2013	N/A	N/A	3100 - County Attorney	30000854 / Legal Secretary / 1 - Regular / 02 - Full Time Non-Exempt / GRD15 / 00 / \$43260.67
New Hire	New Hire	01/02/2013	N/A	N/A	3650 - Juvenile Probation	30004526 / Paralegal / 1 - Regular / 02 - Full Time Non-Exempt / GRD18 / 00 / \$43659.20
New Hire	New Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30002515 / Security Coord / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$31158.40
New Hire	New Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30002934 / Building Maintenance Work / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$37042.72
New Hire	New Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30002757 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38919.50
New Hire	New Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30002258 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38919.50
New Hire	New Hire	01/02/2013	N/A	N/A	3100 - County Attorney	30000764 / Attorney I / 1 - Regular / 01 - Full Time Exempt / GRD22 / 00 / \$55578.85
New Hire	New Hire	01/07/2013	N/A	N/A	3100 - County Attorney	30000785 / Law Clerk I / 1 - Regular / 04 - Part Time Non-Exempt / GRD15 / 00 / \$17304.25

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

Action Type Description	Action Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
New Hire	New Hire	01/02/2013	N/A	N/A	3100 - County Attorney	30000714 / Attorney I / 1 - Regular / 01 - Full Time Exempt / GRD22 / 00 / \$55578.85
New Hire	New Hire	01/02/2013	N/A	N/A	3100 - County Attorney	30000763 / Attorney I / 1 - Regular / 01 - Full Time Exempt / GRD22 / 00 / \$55578.85
New Hire	New Hire	01/02/2013	N/A	N/A	3600 - Pretrial Services	30050177 / Substance Abuse Monitor / 1 - Regular / 02 - Full Time Non-Exempt / GRD10 / 00 / \$26166.40
Re-Hire	Re-Hire	12/26/2012	N/A	N/A	3050 - Tax Collector	30050455 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54
Re-Hire	Re-Hire	12/26/2012	N/A	N/A	3050 - Tax Collector	30050456 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54
Re-Hire	Re-Hire	01/07/2013	N/A	N/A	3500 - Sheriff	30002280 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38919.5
Re-Hire	Re-Hire	01/16/2013	N/A	N/A	3100 - County Attorney	30000789 / Law Clerk I / 1 - Regular / 04 - Part Time Non-Exempt / GRD15 / 00 / \$17304.25
Mobility	Demotion	01/01/2013	3470 - Constable Pct 5	30001861 / Constable Sergeant / 1 - Regular / 02 - Full Time Non-Exempt / GRD64 / 15 / \$92757.18	3470 - Constable Pct 5	30001882 / Constable Deputy Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD62 / 15 / \$73536.32
Mobility	Interdpt Change	01/02/2013	1550 - Counseling and Education Sv	30003873 / Counselor / 2 - Temporary / 05 - Hourly - Retmt / GRD16 / 00 / \$17.80	3600 - Pretrial Services	30050174 / Chemical Dependency Counselor / 1 - Regular / 02 - Full Time Non-Exempt / GRD16 / 00 / \$38147.20
Mobility	Promotion	01/01/2013	3470 - Constable Pct 5	30001881 / Constable Deputy Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD62 / 09 / \$64604.38	3470 - Constable Pct 5	30001861 / Constable Sergeant / 1 - Regular / 02 - Full Time Non-Exempt / GRD64 / 09 / \$83489.95

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

Action Type Description	Action Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
Mobility	Promotion	01/02/2013	3650 - Juvenile Probation	30004437 / Chemical Dependency Counselor Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD17 / 00 / \$39874.85	3650 - Juvenile Probation	30004417 / Juvenile Case Work Mgr / 1 - Regular / 01 - Full Time Exempt / GRD20 / 00 / \$48530.77
Mobility	Voluntary Reassignment	1/1/2013	3050 - Tax Collector	30000113 / Tax Assessor-Collector / 1 - Regular / 02 - Full Time Non-Exempt / NCF01 / 00 / \$116253.00	3050 - Tax Collector	30000115 / Tax Assessor-Collector Deputy Chf / 1 - Regular / 01 - Full Time Exempt / GRD31 / 00 / \$102222.02

AD HOC CLASSIFICATION CHANGE							
		Current			HRMD Recommends		
Dept.	Position	Budgeted Title / Job Object ID	FLSA	Pay Grade	Budgeted Title Title / Job Object ID	FLSA	Pay Grade
Records Mang & Comm Resrc	30005201	Law Library Specialist / 20000344	NE	15	Law Librarian / 20000345	NE	17
Department requests in order to meet departmental needs.							

NEW JOB CLASSIFICATION		
Budgeted Title / Job Object ID	FLSA	Pay Grade
Leave Coordinator / 2XXXXXXX	E	18
See attached memo and job description, pages 6 - 8.		

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

Gerald Daugherty, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4



HRMD Human Resources Management

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

MEMORANDUM

DATE: January 4, 2013

TO: Members of the Commissioners Court

VIA: Leslie Browder, County Executive, Planning & Budget Office *JB*

FROM: Diane Poirot, Director of Human Resources
Todd Osburn, Compensation Manager *TO*

SUBJECT: Proposed New Job Classification

HRMD recommends creation of one new job classification as outlined below:

Leave Coordinator

This position is responsible for tracking, coordinating, and administering leaves of absence and for the coordination of the short and long term disability program, all leave of absence programs including, military, personal and family medical leave (FMLA). Coordinates cases to ensure compliance with federal and state laws; and works directly with employees and managers on any leave issues. Analyzes reported FMLA requests; and makes determinations based on state and federal regulations; ensures that on-going claim management is within County service standards and industry best practices.

Creation of this job title was necessary to facilitate the coordination of various leave actions in a matter consistent with County policy and federal statutes. Placing this responsibility in a central coordinator position should provide greater consistency in the application of leave policies, provide a central point of contact for inquiries from department human resources staff, managers, and employees, free department human resources staff from tracking leave situations and eventually increase the overall knowledge of the application of leave policies. Consistent with market data, the job is recommended to be put in Pay Grade 18 on the Classified Pay Scale.

Should you have questions, contact Diane Poirot at ext. 4-9170 or Todd Osburn at ext. 4-2744.

6

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Leave Coordinator

JOB CODE: 18XXX
 PAY GRADE: 18

FLSA STATUS: Exempt
 LAST REVISED: 1/01/13

JOB SUMMARY:

This position is responsible for tracking, coordinating, and administering leaves of absence and for the coordination of the short and long term disability program, all leave of absence programs including, military, personal and family medical leave (FMLA). Coordinates cases to ensure compliance with federal and state laws; and works directly with employees and managers on any leave issues. Analyzes reported FMLA requests; and makes determinations based on state and federal regulations; ensures that on-going claim management is within County service standards and industry best practices.

DISTINGUISHING CHARACTERISTICS:

This is a job classification within the Human Resources job family. It is distinguished by applied knowledge of County leave programs.

DUTIES AND RESPONSIBILITIES:

- Processes requests for leaves of absence, including designating type of leave.
- Ensures timely processing of short-term and long-term disability claims. Reviews documentation and eligibility status to determine whether an employee is eligible for benefits.
- Maintains contact with employees on leave to monitor progress and prompt return to work date. Keeps employees and HR/managers informed of the leave status throughout the leave.
- Works with managers and Human Resources to monitor leaves and provide regular status reports. Assist HR/managers with complex leave issues involving abuse of FML and other leave types.
- Communicates and works with a variety of internal and external sources such as attorneys, physicians, providers, and others to achieve timely return to work date and prompt resolution of the claim.
- Prepares and mails leave notices (e.g., FMLA leave notices) as required to employees requesting leave.
- Creates and maintains an activity file containing required documentation for leave of absence. Ensure that all case details are documented accurately, timely and in detail. Monitors and tracks leave of absences and follows up on required paperwork such as medical certifications, requests for extended leaves, and other required information.
- Works with employees on leave to arrange for payments of benefits. Monitors benefits repayments from employees on leave and terminates benefits when appropriate for failure to pay.
- Responds to telephone inquiries from employees and outside vendors answering questions and resolving routine issues.
- Establishes FMLA claims; tracks and codes documentation in accordance with internal workflow processes.
- Analyzes FMLA claims to determine eligibility and certification in compliance with state and federal regulations.
- Maintains professional client relationships.
- Coordinates most aspects of the leave process for offices that elect HRMD to provide leave coordination services for employees from the commencement of the leave through to the return to work or termination (whichever applies).
- Supports administration of leave policies in accordance with applicable federal and state regulations.
- Support FMLA compliance by tracking FML usage to ensure that employees do not exceed the amount of allotted FML time.
- Prepare leave statistical and trends reporting. Composes reports and correspondences to ensure communication between employees, managers, Human Resources, and outside vendors.
- Educates employees, managers and HR Community on the appropriate leave processes and procedures. Provides the necessary communication and plan materials to employees and HR throughout the leave (leave notification letters, approval letters, information packets etc.)
- Attends ongoing training as needed to remain current on leave laws.
- Work on special projects.
- Performs other related duties and activities as required.

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Leave Coordinator

JOB CODE: 18XXX
PAY GRADE: 18

FLSA STATUS: Exempt
LAST REVISED: 1/01/13

MINIMUM REQUIREMENTS:

Education and Experience:

Associate's degree in Human Resource Management, Public Administration, Business Administration, or a directly related field AND three (3) years responsible experience in the coordination of an organizational leave program.

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:

None.

Knowledge, Skills, and Abilities:

Knowledge of:

- Knowledge of state and federal FMLA regulations.
- Knowledge of disability benefits.
- Federal, State, and Local laws, statutes, and regulations relating to the field.
- Knowledge of Organization and Departmental policies and procedures.
- Basic record keeping ensuring compliance with mandated requirements.
- Computer equipment to include word processing, spreadsheets, databases and a variety of software packages.
- Business letter writing, grammar and punctuation, and report preparation.

Skill in:

- Prioritizing work assignments.
- Oral and written communication, including presentations.
- Analysis and interpretation of leave situations.
- Organization of multiple cases.
- Interpersonal interaction with employees and managers.

Ability to:

- Coordinate workflows and time lines for tasks related to leave administration.
- Apply leave policy correctly to various situations and bring cases to successful outcomes.
- Work in a team environment
- Conduct research and remain current in program area.
- Coordinate and organize training activities.
- Coordinate numerous tasks simultaneously and work well under time pressure.
- Exercise discretion and diplomacy in difficult and sensitive situations.
- Establish and maintain effective working relationships with County employees and officials, departmental clientele, and other County employees and officials.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

Physical requirements include the ability to lift/carry up to 20 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, walking, sitting, repetitive motion, reaching, climbing stairs, bending, stooping, kneeling, crouching, crawling, pushing, pulling, balancing, client/customer contact, squatting to perform the essential functions.

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.

Item 8



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: John Carr, 854-4772

Dept. Head: Roger El Khoury, M.S., P.E., Director, FMD, 854-4579

County Executive: Leslie Browder, Planning and Budget, 854-9106

Sponsoring Court Members: Commissioner Eckhardt

*John Carr for
Roger El Khoury
JB*

AGENDA LANGUAGE:

Consider and take appropriate action regarding a request from the Capital Area Metropolitan Planning Organization (CAMPO) to hold their monthly meetings at the 700 Lavaca Building.

BACKGROUND/SUMMARY OF REQUEST:

Facilities Management Department (FMD) received a request from the CAMPO to hold their monthly meetings at the 700 Lavaca Building on the 2nd Monday of each month starting in February 2013 from approximately 5:00 pm to 9:00 pm. FMD reviewed the request and met with CAMPO staff to go over their request.

STAFF RECOMMENDATIONS:

Based on the information provided, Facilities Management Department recommends that the Commissioners Court approve the request from CAMPO for the recurring use of the 700 Lavaca Building for the monthly meetings. Further, FMD recommends that the CAMPO Board and Staff Members be permitted to park at the 700 Lavaca Parking Garage for free by validation of their parking tickets. Since the 700 Parking Garage is a revenue generating facility, FMD recommends that CAMPO visitors be given the option to park at the garage for the standard evening parking fee, or park for free at the surface parking lots near the USB/Holt Building two blocks north of the 700 Parking Garage.

FISCAL IMPACT AND SOURCE OF FUNDING:

Revenue of the 700 Lavaca Parking Garage is anticipated to decrease by approximately \$125 per month based on 25 persons combined of CAMPO Board and Staff Members who will be provided free parking. This validation of free parking for these individuals will therefore equate to an annual loss of revenue income of roughly \$1,500.

REQUIRED AUTHORIZATIONS:

N/A



ITEM 8

October 2, 2012

The Honorable Sarah Eckhardt
Travis County Commissioner
700 Lavaca Street
Austin, Texas 78701

Dear Commissioner Eckhardt:

As you know, the Capital Area Metropolitan Planning Organization (CAMPO) is almost entirely funded with federal transportation planning funds. As such, we have to manage our agency's budget with quite a bit of uncertainty from year to year. We are always looking for ways to save taxpayer dollars while continuing to provide a quality service to the Capital Area.

When we visited Travis County's new offices at 700 Lavaca, we were impressed with the possibilities that the multi- function room could have for future CAMPO Transportation Policy Board meetings. The size and versatility of that room seems to fit perfectly with the needs that we have for our monthly meetings. As you know, the Policy Board meetings are generally held on the second Monday of each month, beginning at 6:00 p.m.

We currently hold our monthly meetings on the University of Texas at the Joe C. Thompson Conference Center. Although it has been a great location, we are searching for an alternative site that would allow us more flexibility if we have to cancel meetings, change meeting dates, etc. We would like to explore the possibilities of conducting future Policy Board meetings in the multi-function room with the appropriate county staff. Please let me know the best way to proceed with this request.

Thanking you in advance,

A handwritten signature in black ink that reads "Maureen McCoy". The signature is written in a cursive, flowing style.

Maureen McCoy
Director

c: The Honorable Samuel T. Biscoe
The Honorable Karen Huber

ITEM 9



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Sarah Scott/854-6885

Elected/Appointed Official/Dept. Head: Danny Hobby

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING USE OF COUNTY FUNDS TO PAY FOR TRAVEL EXPENDITURES FOR THE RECRUITMENT OF A MEDICAL EXAMINER POSITION WITHIN THE TRAVIS COUNTY MEDICAL EXAMINER'S OFFICE.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

In order to comply with the National Association of Medical Examiners (NAME) annual workload guidelines for medical examiners working in a NAME accredited facility, the Travis County Medical Examiner's Office (TCMEO) requested and received approval in the FY 13 budget process for an additional forensic pathologist position.

A national search was conducted and initial interviews were completed, yielding five finalists. This request, under Budget Rule 14, is to approve funding to reimburse the candidates for their expenses of travel for their interview. These expenses would include eligible reimbursement expenses such as airfare, transportation to and from the airport, transportation to and from TCMEO, and overnight stay at a designated hotel, and the established county per diem of \$46.00 to pay for meals.

TCMEO also seeks approval under Budget Rule 14 to pay reasonable moving expenses for the new medical examiner to move to Austin.

STAFF RECOMMENDATIONS:

TCMEO management staff and Emergency Services recommend approval of this request.

ISSUES AND OPPORTUNITIES:

See attached cover letter.

FISCAL IMPACT AND SOURCE OF FUNDING:

Payment of the reimbursement for the travel expenses of finalists for the medical examiner position and the payment of the reasonable moving expenses of the new medical examiner would come from temporary salary savings created by the salary of the unfilled additional medical examiner in the existing FY 2013 budget of the TCMEO. PBO concurs that funding is available within TCMEO to cover these expenses.

REQUIRED AUTHORIZATIONS:

Daniel Bradford, County Attorney's Office, 854-9513

Katie Peterson, PBO, 854-9346

David Jungerman, Auditor's Office



TRAVIS COUNTY OFFICE OF THE MEDICAL EXAMINER

1213 Sabine Street PO Box 1748 Austin, TX 78767
Tel: (512) 854-9599 Fax: (512) 854-9044
www.co.travis.tx.us/medical_examiner

DAVID DOLINAK, MD
Diplomate of American Board of Pathology
CHIEF MEDICAL EXAMINER

SATISH CHUNDRU, DO
Diplomate of American Board of Pathology
DEPUTY CHIEF MEDICAL EXAMINER

KENDALL CROWNS, MD
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

LEISHA WOOD, MD
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

VICKIE WILLOUGHBY, DO
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

TO: Danny Hobby, County Executive, Emergency Services

FROM: David Dolinak, M.D., Chief Medical Examiner

DATE: January 8, 2013

IN RE: Approval of the Use of County Funds to Pay for Travel Expenditures for the Recruitment of a Medical Examiner

In the FY 2013 budget, the Planning and Budget Office (PBO) and the Commissioners Court approved funding for an additional forensic pathologist at the Travis County Medical Examiner's Office (TCMEO) in order to comply with the National Association of Medical Examiners (NAME) annual workload guidelines for medical examiners working in a NAME accredited facility.

A national search was conducted and initial interviews done via video conferencing, yielding five finalists. The TCMEO now seeks permission under Budget Rule 14 to approve the use of county funds to reimburse the candidates for their expenses of travel to the TCMEO for their final interview. Candidates have been made aware that eligible reimbursable expenses include economy airfare, transportation to and from the airport, transportation to and from the TCMEO at 1213 Sabine Street, an overnight stay at a designated hotel, and the established county per diem of \$46.00 to pay for meals.

When a final candidate is selected and accepts the TCMEO offer, the TCMEO also seeks approval from the Commissioners Court under Budget Rule 14 to pay reasonable moving expenses for the new medical examiner to move to Austin.

Payment for reimbursement of travel of the final candidates and for the reasonable moving expenses of the new medical examiner will come from salary savings for the budgeted unfilled medical examiner position in the existing FY 2013 budget. A budget adjustment in the appropriate amount will be forthcoming. The PBO concurs that adequate money for this purpose currently exists in the TCMEO FY 2013 budget.

cc: Sarah Scott
Daniel Bradford
Katie Petersen Gipson
David Jungerman



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Danny Hobby/854-4416

Elected/Appointed Official/Dept. Head: Danny Hobby

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING RENEWAL AND AMENDMENT FOUR TO AGREEMENT BETWEEN CITY OF AUSTIN AND TRAVIS COUNTY FOR EMERGENCY MEDICAL SERVICES.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The purpose of the FY 2009 EMS Interlocal Cooperative Agreement ("Agreement") is to provide for emergency medical services and transport medical services to Suburban Travis County (the county's geographic area outside the City of Austin) through the use of City staff, City-owned equipment, County provided vehicles and stations, and other County-owned assets.

The purpose for the Renewal and Amendment Four is to extend coverage for one additional year. There currently is in place a holdover of 120 days (expires January 28, 2012) while negotiations are being completed.

This agenda request is to consider staff recommendations pertaining to enhancements approved in the FY13 Emergency Services EMS budget for emergency medical services and transport medical services. See attached memorandum for a review of the recommendations and options to consider.

STAFF RECOMMENDATIONS:

Emergency Services recommends consideration and approval of the staff recommendations regarding enhancement options in the FY13 Emergency Services EMS budget for emergency medical services and transport medical services.

ISSUES AND OPPORTUNITIES:

County and City staff will be reviewing by January 28, 2013 any recommendations or changes we feel may be necessary to benefit the service delivery and the cost of services for emergency medical services in Travis County outside the City of Austin.

FISCAL IMPACT AND SOURCE OF FUNDING:

This Amendment is a budgeted expense included in the FY13 budget. The recommendations will not increase the budgeted expense included in the FY13 budget.

REQUIRED AUTHORIZATIONS:

Barbara Wilson, County Attorney's Office, 854-9567

Marvin Brice, Purchasing Office, 854-9765

Kapp Schwebke, Auditor's Office, 854-6628

William Derryberry, PBO, 854-4741

Josie Zavala , Judge's Office, 854-9555



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*

MEMORANDUM

*Medical Examiner
Dr. David Dolinak*

To: Travis County Commissioners Court

From: Danny Hobby, County Executive, Emergency Services 

Date: January 9, 2013

Subject: Recommendations for Renewal and Amendment Four to Agreement Between City of Austin and Travis County For Emergency Medical Services

*STAR Flight
Casey Ping, Program Director*

This memorandum is to provide recommendations for your consideration and action regarding the Renewal and Amendment Four ("Amendment") to Agreement Between City of Austin and Travis County For Emergency Medical Services. It is anticipated the Amendment will come to Court within the next few weeks due to a holdover provision that will end on January 28, 2013.

It was hoped to have a direct cost formula developed for the FY13 EMS contract with the City of Austin, but it did not happen in time to do so. Both parties have agreed to set a deadline of March 15, 2013 for completing this work which will provide FY14 budget projections and breaking out service zones throughout the areas in the county outside the City of Austin. This work will provide projections of cost for each major service area in the City of Austin EMS Department budget and provide needed resources for the service zones. This work will also provide possible other service delivery options for both the City of Austin and Travis County.

There are various unknowns regarding the FY14 budget beside the projections that will result from the direct cost formula work and service zone work. Last November, voters approved civil service classification for both uniform and non-uniform personnel in the City of Austin EMS Department. This new classification could have real impact on salaries and operations within the department. Another impact could be the results of contract negotiations between the City of Austin and the Austin-Travis County EMS Employee's Association since their existing contract ends September 2013. Both of these issues will be discussed during the negotiations. Lastly, it is anticipated additional enhancements (two new 24/7 stations) will be recommended by the City of Austin EMS Department for FY14.

Based on reviewing the last City of Austin Public Safety Commission meeting held on Monday, January 7, 2013, a recommendation will be going to the Austin City Council requesting a full audit be conducted for the City of Austin EMS Department. Also, discussion was suggested by

the Commission that discussions needed to continue regarding moving the City of Austin EMS Department under the management of the City of Austin Fire Department.

Due to all the issues above, it is time to re-assess the current FY13 budget enhancements and make recommendations that will allow our current and future budget decisions to be made with better information and projections than we have available at the present time. Below are three recommendations for your consideration:

The first recommendation pertains to the enhancements that were approved in the FY13 budget process. These included a new 24/7 station at Austin Colony/969 (\$1,510,309); adding 12/7 staffing at the Bee Caves 12/7 station (\$540,843); and adding 12/7 staffing at the Kelly Lane 12/7 station in Pflugerville (\$540,843).

RECOMMENDATION: Do not include these enhancements (\$2,591,995) in the Amendment at this time but evaluate again after the direct cost formula work and service zone work is completed and more information is available regarding FY14 budget projections.

The second recommendation pertains to two replacement ambulances (\$374,000) and two replacement commander vehicles (\$240,000) that were approved in the FY13 budget process. These total \$614,000.

RECOMMENDATION: Do not include these replacements in the Amendment at this time but evaluate again after the direct cost formula work and service zone work is completed and more information is available regarding FY 14 budget projections.

The third recommendation pertains to funding that will be available from the approved enhancements since the City EMS academy training schedule will not start until February 2013 or July 2013 and the enhancements were funded starting in October 2012.

RECOMMENDATION: Allow available funding to be used for pilot ALS Squads in those areas that funding was recommended for enhancements. There are four possible options that have been proposed by various agencies (Emergency Service District No. 2, Emergency Services District No. 6, *STAR Flight*, and City EMS (overtime expenditures would be necessary). City EMS also proposes staffing an ambulance at Austin Colony/969 as a stop gap for the new station (overtime expenditures would be necessary). All of these options would need to come back to the Court in the form of an amendment to existing agreements before they could be implemented.

Thank you for your review and consideration.

ITEM 12



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Kent Hubbard, 854-6458

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Ron Davis

Agenda Language:

DECLARE CHAIN LINK FENCING AS SURPLUS PROPERTY AND DONATE TO AUSTIN NAACP, A NON-PROFIT CIVIC ORGANIZATION, PURSUANT TO SECTION 263.152(A)(4) OF THE TEXAS LOCAL GOVERNMENT CODE.

Purchasing Recommendation and Comments: Purchasing concurs and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

The Travis County Sheriff's Office inmate SWAP program helps to clean up and maintain a historic cemetery in east Austin, Bethany Cemetery. Several areas of the chain link fencing needs to be repaired and replaced. The Sheriff's Office has some surplus chain link fencing at the correctional complex that was to be recycled, but instead it could be used to support this cemetery.

THE AUSTIN TEXAS NAACP

1709 East 12th Street
Austin, Texas 78702
Ph# 512-476-6230
Email: Linder.nelson@aol.com

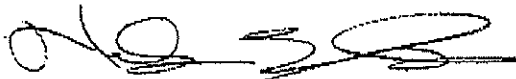
To Whom It May Concern:

There is no higher honor than ensuring that our ancestors are given the proper respect and recognition. Based on that principle and understanding, the Austin NAACP will accept with grace and honor the chain linked fence as a donation from Travis County. We are also committed to working with the City of Austin and County of Travis to ensure that the Bethany Cemetery is kept in a form that treats our ancestors with dignity and respect.

I will be meeting with City of Austin officials as soon as possible to convey our concerns that the proper maintenance and care is given as needed to keep Bethany Cemetery in a humane and respectful condition. We are willing to take the necessary steps as a lead organization in this process.

Please contact me directly at 512-695-6674, if additional information is needed To consummate this agreement.

Sincerely,



Nelson E. Linder
President, Austin NAACP
Chair, African American Resource Advisory Commission

From: Darren Long
Sent: Friday, December 14, 2012 8:29 AM
To: Cyd Grimes
Subject: Bethany Cemetery donation

Hi Cyd!

I know you are busy, but I have a donation question: Commissioner Ron Davis requested assistance from the Sheriff's Office inmate SWAP program to clean up and maintain a historical cemetery in east Austin. This last weekend we cleaned out debris, mowed, trimmed etc... During the process we noticed several areas of the chain link fencing needs to be repaired and replaced. We have old chain link fencing at our complex that we were going to recycle, but it could be used for this project if we have your permission? Is this something we need to go court on or follow some procedure?

Darren



DARREN LONG, Major
Jail Administrator
5555 Airport Boulevard
Austin, Texas 78751
Desk: 512-854-9348 **Fax:** 512-854-8490
E-mail: darren.long@co.travis.tx.us
Website: www.tcsheriff.org
GREG HAMILTON, SHERIFF

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Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, January 15, 2013

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

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 17 to Contract No. 4400001215 (HTE Contract No. 02T00005OJ), United HealthCare Services, Inc., to extend the grace period for the Travis County Employee Benefit Plan for Group Health Benefits to allow for current employee premium deductions.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets compliance requirements as outlined by the statutes.

This contract provides the group health benefit plans to Travis County employees, retirees and their dependents. The Commissioners Court approved the contract for Group Health Benefits on September 25, 2001.

This modification No. 17 will amend the contract to extend the grace period to sixty (60) days as opposed to the current thirty-one (31) day grace period. With the County change to current employee premium deductions, the UnitedHealth Care - Vision contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

- **Contract Modification Information:**

Modification Amount: Not Applicable

Modification Type: Bilateral

Modification Period: October 1, 2011 – September 30, 2013

- **Funding Information:**

- Shopping Cart/Funds Reservation in SAP: Not Applicable

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

700 Lavaca Street, Suite 420 • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-6677

DATE: December 4, 2012

TO: C.W. Bruner, Purchasing Agent Assistant

FROM: John Rabb, Benefits Manager
Shannon Steele, Benefits Administrator
Cindy Purinton, Benefits Administrator (transition)

**Subject: Contract Modification Request
H.T.E. Contract # 02T00005OJ (SAP # 4400000006)
UnitedHealth Care - Vision**

Proposed Motion

Consider and take appropriate action to modify contract for UnitedHealth Care - Vision for the Travis County Employee Benefit Plan to extend grace period to sixty (60) days.

Summary

With the County change to current employee premium deductions, the UnitedHealth Care - Vision contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

Staff Recommendation:

HRMD is in agreement with needed contract modification to extend contract grace period to sixty (60) days as opposed to current thirty-one (31) day grace period.

If you have any questions, please contact John Rabb at 854-2742 or Shannon Steele at 854-6046.

MODIFICATION OF CONTRACT NUMBER: 02T000050J, Administrative Services		PAGE <u>1</u> OF <u>2</u> PAGES
(SAP # 4400001215)		
ISSUED BY: PURCHASING OFFICE 700 LAVACA STREET, 8 TH FLOOR AUSTIN, TX 78701	PURCHASING AGENT ASST: CW Bruner TEL. NO: (512) 854-9760 FAX NO: (512) 854-4211	DATE PREPARED: January 7, 2013
ISSUED TO: United HealthCare Services, Inc. Attn: Frank Sievel 185 Asylum Street Hartford, Connecticut 06103-3408	MODIFICATION NO.: 17	EXECUTED DATE OF ORIGINAL CONTRACT: September 18, 2001
ORIGINAL CONTRACT TERM DATES: <u>October 1, 2001-October 1-2002</u>		CURRENT CONTRACT TERM DATES: <u>October 1, 2012-September 30, 2013</u>
FOR TRAVIS COUNTY INTERNAL USE ONLY: Original Contract Amount: \$ <u>N/A</u> Current Modified Amount \$ <u>N/A</u>		
<p>DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.</p> <p>This modification number seventeen to the Administrative Services Agreement is made by the following parties:</p> <p>United HealthCare Services, Inc., formerly known as United HealthCare Insurance Company, a Texas corporation (“Our”, “Us”, and “We” in this Amendment) and Travis County, Texas (“You” or “Your” in this Amendment”).</p> <p style="text-align: center;">RECITALS</p> <p>You and We entered into a contract for administrative services for group employee benefits, such as self-funded health coverage for county employees, retirees, and their dependents that began October 1, 2001. As part of the Administrative Services Agreement, effective October 1, 2004 We offered vision care benefits through a group policy which We issued as Policy Number 701254.</p> <p>AGREEMENT TO ADD RIDER TO POLICY</p> <p>We agree to have UnitedHealthcare Insurance Company provide a rider to the Group Vision Care Insurance Policy effective January 1, 2013 that provides for the following changes to the policy:</p>		
<p>Note to Vendor:</p> <p><input checked="" type="checkbox"/> Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.</p> <p><input type="checkbox"/> DO NOT execute and return to Travis County. Retain for your records.</p>		
LEGAL BUSINESS NAME: United HealthCare Services, Inc.	<input type="checkbox"/> DBA	
BY: _____ SIGNATURE	<input type="checkbox"/> CORPORATION	
BY: _____ PRINT NAME	<input type="checkbox"/> OTHER	DATE: _____
TITLE: _____ ITS DULY AUTHORIZED AGENT		
TRAVIS COUNTY, TEXAS		DATE: _____
BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT		
TRAVIS COUNTY, TEXAS		DATE: _____
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE		

- 1.0 Delete the following paragraph:

Grace Period

We will allow the Enrolling Group a Grace Period of 31 days for any Premium due after the first Premium.

During the Grace Period, the coverage will remain in effect provided the full premium is paid before the end of the Grace Period. Should a premium otherwise due, not be paid during the Grace Period, the Policy will terminate without further notice as of 12:00 midnight on the last day for which premiums were paid.

- 2.0 Insert the following paragraph in its place:

Grace Period

We will allow the Enrolling Group a Grace Period of 60 days for any Premium due after the first Premium.

During the Grace Period, the coverage will remain in effect provided the full premium is paid before the end of the Grace Period. Should a premium otherwise due, not be paid during the Grace Period, the Policy will terminate without further notice as of 12:00 midnight on the last day for which premiums were paid.

- 3.0 EFFECTIVE DATE

3.1 The changes stated in this amendment are effective January 1, 2013.



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, January 15, 2013

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

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 3 to Contract No. 4400001092 (HTE Contract No. 10T00123OJ), Union Security Insurance Company, to extend the grace period for the Travis County Employee Benefit Plan for Dental Services to allow for current employee premium deductions.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets compliance requirements as outlined by the statutes.

This contract provides DHMO, MAC and PPO dental service plans for Travis County employees. There are no County funds expended on this contract. Funds are 100% paid by the employees.

This modification No. 3 will amend the contract to extend the grace period to sixty (60) days as opposed to the current thirty-one (31) day grace period. With the County change to current employee premium deductions, the Assurant contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

- **Contract Modification Information:**

Modification Amount: Not Applicable

Modification Type: Bilateral

Modification Period: October 1, 2012 – September 30, 2013

- **Funding Information:**

Shopping Cart/Funds Reservation in SAP:

Comments: 100% paid by Travis County employees.

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

700 Lavaca Street, Suite 420 • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-6677

Backup Memorandum

DATE: December 4, 2012

TO: C.W. Bruner, Purchasing Agent Assistant

FROM: John Rabb, Benefits Manager
Shannon Steele, Benefits Administrator
Cindy Purinton, Benefits Administrator (transition)

Subject: Contract Modification Request
H.T.E. Contract # 10T00123OJ (SAP Contract # 4400001092)
Assurant Dental (Union Security Insurance Company)

Proposed Motion

Consider and take appropriate action to modify contract for Assurant Dental for the Travis County Employee Benefit Plan to extend grace period to sixty (60) days.

Summary

With the County change to current employee premium deductions, the Assurant contract needs to be modified to ensure premium payments are made according to the policy provisions. An extension to the policy grace period is necessary to accommodate this change.

Staff Recommendation:

HRMD is in agreement with needed contract modification to extend contract grace period to sixty (60) days as opposed to current thirty-one (31) day grace period.

If you have any questions, please contact John Rabb at 854-2742 or Shannon Steele at 854-6046.

ISSUED BY: PURCHASING OFFICE 700 LAVACA STREET 8 TH FLOOR AUSTIN, TX 78701	PURCHASING AGENT ASST: CW Bruner TEL. NO: (512) 854-9760 FAX NO: (512) 854-4211	DATE PREPARED: January 7, 2013
ISSUED TO: Union Security Insurance Company United Dental Care of Texas, Inc. 3595 Grandview Parkway, Suite 650 Birmingham, Alabama 35243	MODIFICATION NO.: 3	EXECUTED DATE OF ORIGINAL CONTRACT: July 20, 2010

ORIGINAL CONTRACT TERM DATES: October 1, 2010 - September 30, 2011 CURRENT CONTRACT TERM DATES: October 1, 2012 - September 30, 2013

FOR TRAVIS COUNTY INTERNAL USE ONLY: Original Contract Amount: \$ N/A Current Modified Amount \$ N/A

DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

This amendment number three is made by the following parties: Union Security Insurance Company (“Union”) and United Dental Care of Texas, Inc. (“United”) and Travis County, Texas (“County”).

RECITALS

Union and United and County entered into contracts to allow county employees, retirees, and their dependents to purchase group dental benefits. In 2010, County issued an RFP P100123-OJ and Union and United together submitted the best negotiated response which resulted in an Administrative Services Contract Related to Dental Health Benefits and policies for a one year term that began October 1, 2010, (“Agreement”) The contract offers County the option to extend the Contract and the policies for four (4) additional one year periods.

AGREEMENT TO ADD RIDER TO POLICIES

1.0 United agrees to provide a rider to the United Dental Care of Texas, Inc. Evidence of Coverage issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment DHMO-1. The rider shall be effective January 1, 2013 and provides for the deletion of section 1.8 and the insertion of the following in its place:

1.8 **Grace Period** A period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect.

Note to Vendor:

- Complete and sign your portion of the signature block section below for all copies and return all signed copies to Travis County.
- DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: _____	<input type="checkbox"/> DBA
BY: _____ SIGNATURE	<input type="checkbox"/> CORPORATION
BY: _____ PRINT NAME	<input type="checkbox"/> OTHER
TITLE: _____ ITS DULY AUTHORIZED AGENT	DATE: _____

TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	

TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	

2.0 Union agrees to provide a rider to the Certificate of Group Insurance for Group Policy issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment MAC-2. The rider shall be effective January 1, 2013 and provide for the insertion of the following in the General Provisions:

GRACE PERIOD.

We will provide a period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect

2.0 Union agrees to provide a rider to the Certificate of Group Insurance for Group Policy issued to Travis County for the year commencing October 1, 2010, a specimen copy of which is attached to the Administrative Services Contract Related to Dental Health Benefits as Attachment MAC-3. The rider shall be effective January 1, 2013 and provide for the insertion of the following in the General Provisions:

GRACE PERIOD.

We will provide a period of sixty (60) days for the payment of any due and unpaid Premium, after the first Premium, during which coverage shall remain in effect

3.0 Union and United and County hereby incorporate this modification into the Administrative Services Contract Related to Dental Health Benefits. Union and United and County hereby ratify all of the terms and condition of the Administrative Services Contract Related to Dental Health Benefits as changed in Modification 3.

4.0 The changes stated in this modification are effective on January 1, 2013.



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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

Division Director/Manager: Anna Bowlin, Division Director, Development Services and Long Range Planning

AB

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

Sponsoring Court Member: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on the following requests:

- A) The partial plat vacation of Sweetwater Ranch Subdivision Section One Village A Final Plat; and
- B) A plat for recording: Sweetwater Ranch Subdivision Section One Village A Replat (Short Form Final Plat - Three total lots - Pedernales Summit Parkway - No ETJ) in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

A) WS-COS Development, LLC, owners of all real property included in lots 1 through 12 of Block A and lots 2 through 15 of Block B Sweetwater Ranch Section One Village A Final Plat have applied through Travis County for a partial plat vacation of the final plat. The original subdivision, located on Pedernales Summit Parkway, consisted of 27 total lots (22 single family residential lots, three landscape lots, one common area lot, and one water quality and drainage lot) on 7.329 acres.

Approval of the partial plat vacation will return the property back to raw land. Upon approval of the vacation, the owners will be able to replat the lots into one 6.96 acre common area lot, one 0.6 acre water quality lot, and 0.57 acre one commercial lot. The associated replat (Sweetwater Ranch Section One Village A Replat) is scheduled for plat approval as Item B on this agenda request.

B) This final plat consists of three total lots (one commercial lot, one water quality easement lot, and one common area, fence, signage, and landscape lot) on 8.12 acres platted from Pedernales Summit Parkway. There are no new private or public streets associated with this final plat, water and wastewater service will be provided by the Lazy Nine Municipal Utility District 1B.

STAFF RECOMMENDATIONS:

Single Office staff has reviewed the partial plat vacation application and the replat application, cleared all comments, and recommends approval of the partial plat vacation and replat application.

ISSUES AND OPPORTUNITIES:

A notice of public hearing sign was placed on the property on December 14, 2012, announcing the date, time, and location of the public hearing, and a notice of public hearing letter was mailed via certified mail on December 10, 2012. As of the drafting of the agenda request, staff has not received any inquiries regarding this project. Staff knows of no objections to the proposed partial plat vacation and, as the applicant has addressed all subdivision requirements, recommends the approval of the vacation and replat.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

EXHIBITS/ATTACHMENTS:

- Precinct map
- Location map
- Proposed final plat

REQUIRED AUTHORIZATIONS:

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

CC:

SM:AB:mh

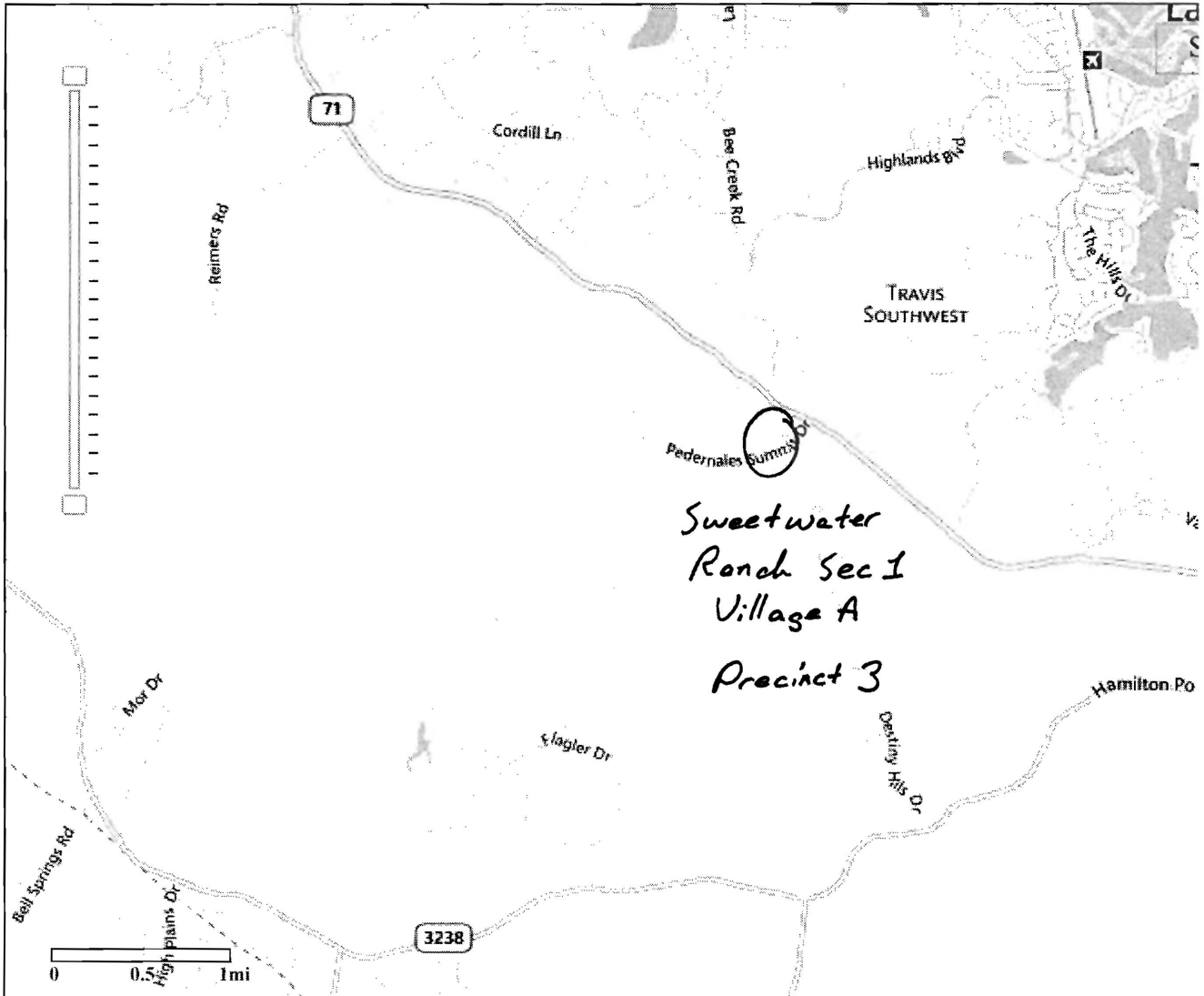
1101 - Development Svs- Sweetwater Ranch Section One Village A Partial Plat Vacation

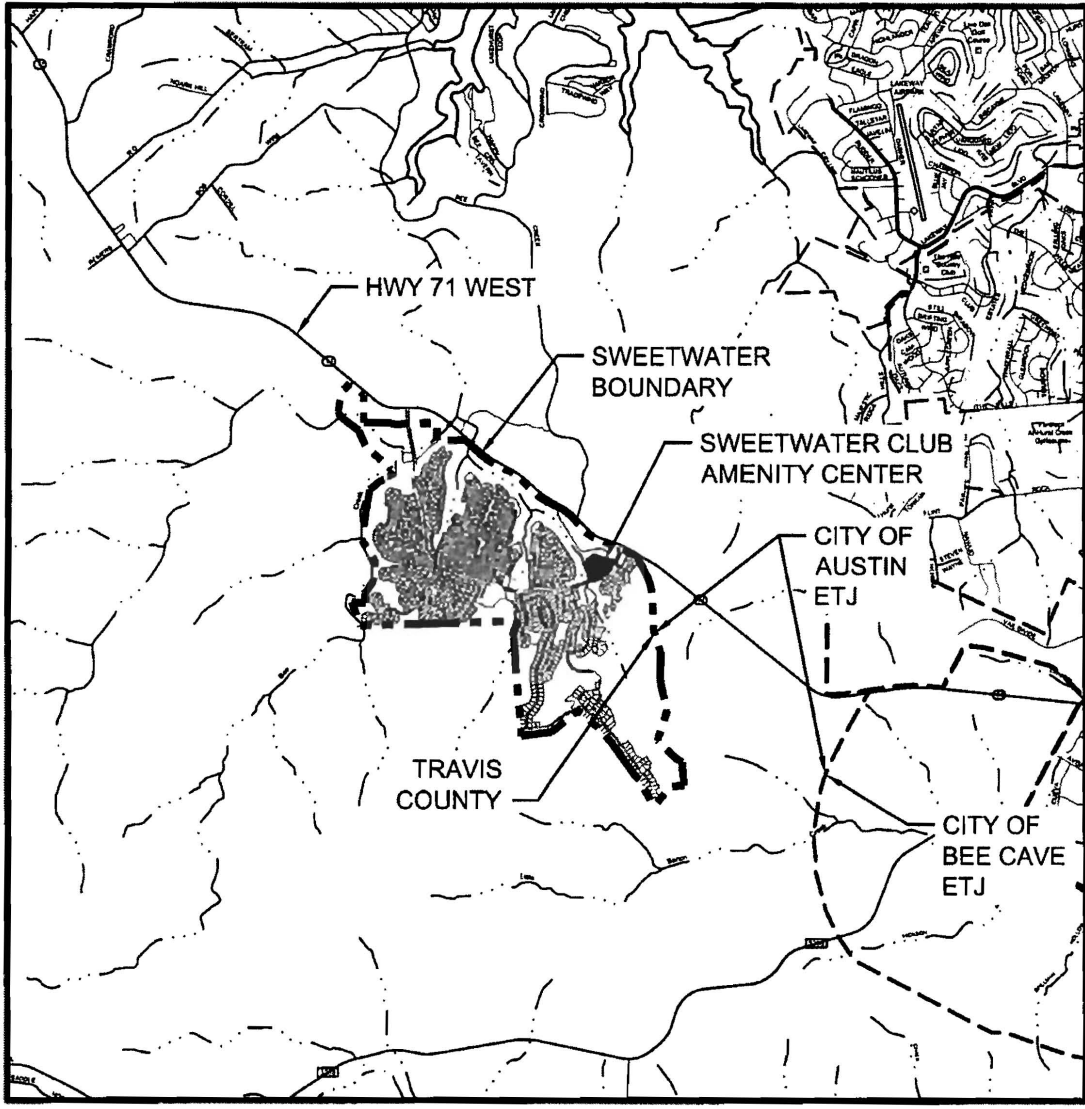
Precinct Map

**BETA
GIS
Viewer**

Area:

Measured Distance:
Area:

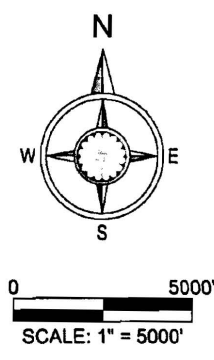




LOCATION MAP
SWEETWATER CLUB
AMENITY CENTER

**Malone/
Wheeler, Inc.**

Engineering & Development Consultants
7500 Rialto Blvd, Bldg 1, Suite 240
Austin, Texas 78735
Phone: (512) 899-0601 Fax: (512) 899-0655
Firm Registration No. F-786



E:\12_014_Sweetwater_Club\Exhibits\LOCATION MAP_AMENITY CENTER.dwg 8/2/2012 8:40:42 PM JOE

VACATION INSTRUMENT

PARTIAL VACATION OF SWEETWATER RANCH SECTION ONE, VILLAGE A

THE STATE OF TEXAS

COUNTY OF TRAVIS

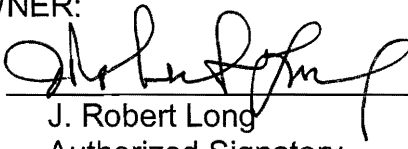
WHEREAS WS-COS Development, LLC ("Owner") is the owner of all the real property included in Lots 1-12 of Block A and Lots 2-15 of Block B Sweetwater Ranch Section One Village A, a subdivision located in Travis County, Texas, of which is recorded in Document #200600162 of the Plat Records of Travis County, Texas (the "Plat"), and whereas said lots comprise all of the land encompassed by the Plat; and

WHEREAS, Owner now wish to vacate Lots 1-12 of Block A and Lots 2-15 of Block B of the Plat in accordance with the procedures set forth in Section 232.008 of the Texas Local Government Code

NOW, THEREFORE KNOW ALL MEN BY THESE PRESENTS: That Proprietors do hereby declare that, subject to the approval by the Travis County Commissioners Court, Lots 1-12 of Block A and Lots 2-15 of Block B of said subdivision is vacated. It is understood that this action will in no way affect other lots of said subdivision. All Bio-Retention Easements on Lots 3-14, Block B shall be released. The Site Line Easement at the Northeasterly intersection of Backbone Creek Crossing Loop shall be released. The Water Quality, Drainage and Wastewater Easement on Lot 2, Block B shall be preserved. The Site Line Easement at the Southwesterly intersection of Backbone Creek Crossing Loop shall be preserved.

EXECUTED this 8TH day of AUGUST, 2012.

OWNER:

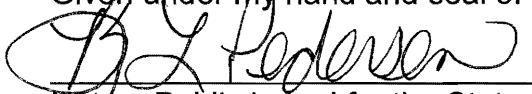
By: 
J. Robert Long
Authorized Signatory

THE STATE OF TEXAS

COUNTY OF Tarrant

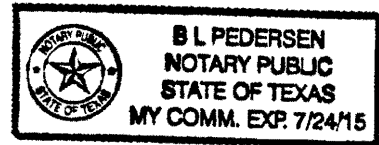
Before me, the undersigned authority, a Notary Public for the State of Texas, on this day personally appeared Owner 1 Name, known to me to be the person whose name is subscribed to in the foregoing instrument of writing, and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in capacity therein stated.

Given under my hand and seal of office, this the 8 day of August, 2012.



Notary Public in and for the State of Texas

My Commission Expires: July 24, 2015



Approval of Partial Plat Vacation

STATE OF TEXAS

COUNTY OF TRAVIS

On _____, 20____, the Travis County Commissioners Court approved the partial cancellation of the subdivision known as _____, as described above.

EXECUTED, this _____ day of _____, 20_____.

Dana Debeauvoir, County Clerk
Travis County, Texas

By: _____
Deputy

Return to:
Travis County TNR
Attention: Michael Hettenhausen
P.O. Box 1748
Austin, TX 78767

Sweetwater Ranch – Village A
7.329 Acres

Page 1 of 5

BEING A 7.329 ACRE TRACT LOCATED IN THE W.A. BARLOW SURVEY NUMBER 86, TRAVIS COUNTY, TEXAS, AND BEING ALL OF LOTS 1 THRU 12, BLOCK A, AND ALL OF LOTS 2 THRU 15, BLOCK B OF SWEETWATER SECTION ONE VILLAGE A, A SUBDIVISION OF RECORD IN DOCUMENT NUMBER 200600162, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY TEXAS. SAID 7.329 ACRE TRACT AS SHOWN ON THE ACCOMPANYING SKETCH BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING at 1/2 inch iron rod with a plastic “Delta Survey” cap found for the intersection of the south right-of-way (ROW) line of State Highway 71 (200’ R.O.W), same being the east ROW line of Pedernales Summit Parkway (70’ ROW), also being a remainder corner of that a north line of a 1379.351 acre (remainder) tract conveyed to WS-COS Development and recorded in Document Number 2011102858, Official Public Records, Travis County, Texas, from which a TxDot Type I monument found bears with the arc of a curve to the left a distance of 328.49 feet, through a central angle of 03°20’36”, having a radius of 5629.58 feet and whose chord bears N68°30’31”W a distance of 328.44 feet;

THENCE with said common line, with the arc of a curve to the right a distance of 140.64 feet, through a central angle of 1°25’53”, having a radius of 5629.58 feet, and whose chord bears S66°07’16”E, a distance of 140.64 feet to a 1/2 inch iron rod with a plastic “Delta Survey” cap found, from which a TxDot Type I monument found bears with the arc of a curve to the right a distance of 1376.19 feet, through a central angle of 14°00’23”, having a radius of 5629.58 feet, and whose chord bears S58°24’08”E, a distance of 1372.77 feet;

THENCE leaving said common line and crossing said WS-COS Development tract the following twenty-eight (28) courses and distances:

1. S69°40’43”W, a distance of 35.30 feet to a 1/2 inch iron rod with plastic “Delta Survey” cap found,
2. S24°45’45”W, a distance of 26.17 feet to a 1/2 inch iron rod with plastic “Delta Survey” cap found,
3. With the arc of a curve to the right a distance of 29.90 feet, through a central angle of 5°42’38”, having a radius of 300.00 feet, and whose chord bears S27°37’04”W, a distance of 29.89 feet to a 1/2 inch iron rod with plastic “Delta Survey” cap found,
4. S30°28’23”W, a distance of 70.57 feet to a 1/2 inch iron rod with plastic “Delta Survey” cap found,
5. With the arc of a curve to the left a distance of 29.90 feet, through a central angle of 5°42’38”, having a radius of 300.00 feet, and whose chord bears S27°37’04”W, a distance of 29.89 feet to a 1/2 inch iron rod with plastic “Delta Survey” cap found,

Sweetwater Ranch – Village A
7.329 Acres

6. S24°45'45"W, a distance of 254.27 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
7. With the arc of a curve to the right a distance of 69.53 feet, through a central angle of 7°53'21", having a radius of 505.00 feet, and whose chord bears S28°42'26"W, a distance of 69.48 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
8. S32°39'06"W, a distance of 124.47 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
9. With the arc of a curve to the right a distance of 427.51 feet, through a central angle of 38°34'27", having a radius of 635.00 feet, and whose chord bears S51°56'20"W, a distance of 419.48 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
10. S71°13'33"W, a distance of 318.19 feet to a concrete monument found,
11. N18°46'27"W, a distance of 70.00 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
12. N18°46'39"W, a distance of 19.98 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found for the southwest corner of Lot 2, Block B of said Village A and the **POINT OF BEGINNING**;

THENCE continuing to cross the said WS-COS tract the following twenty four (24) courses and distances:

1. N19°11'37"W, a distance of 74.29 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
2. N06°12'03"W, a distance of 136.77 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
3. N13°57'24"E, a distance of 225.31 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
4. N05°56'23"E, a distance of 60.59 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
5. N11°29'27"E, a distance of 95.30 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
6. N13°57'24"E, a distance of 42.98 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
7. N57°47'26"E, a distance of 93.24 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
8. S76°02'36"E, a distance of 118.58 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found
9. S67°43'39"E, a distance of 66.47 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
10. S76°02'36"E, a distance of 423.57 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
11. S24°45'45"W, a distance of 47.38 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
12. With the arc of a curve to the right a distance of 59.90 feet, through a central angle of 7°53'21", having a radius of 435.00 feet, and whose chord bears

Sweetwater Ranch – Village A
7.329 Acres

- S28°42'26"W, a distance of 59.85 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,;
13. S32°39'06"W, a distance of 42.50 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
 14. With the arc of a curve to the right a distance of 23.56 feet, through a central angle of 89°59'55", having a radius of 15.00 feet, and whose chord bears S77°39'04"W, a distance of 21.21 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,;
 15. S32°39'09"W, a distance of 50.00 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
 16. thence with a curve to the right a distance of 23.56 feet, through a central angle of 90°00'05", having a radius of 15.00 feet, and whose chord bears S12°20'56"E, a distance of 21.21 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,;
 17. S32°39'06"W, a distance of 1.96 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
 18. With the arc of a curve to the right a distance of 380.38 feet, through a central angle of 38°34'27", having a radius of 565.00 feet, and whose chord bears S51°56'20"W, a distance of 373.24 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,;
 19. S71°13'33"W, a distance of 133.20 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
 20. With the arc of a curve to the right a distance of 23.56 feet, through a central angle of 89°59'47", having a radius of 15.00 feet, and whose chord bears N63°46'33"W, a distance of 21.21 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,;
 21. S71°13'41"W, a distance of 50.00 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,,
 22. N18°46'39"W, a distance of 19.99 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found,
 23. S40°15'31"W, a distance of 29.15 feet to a 1/2 inch iron rod with plastic "Delta Survey" cap found, and

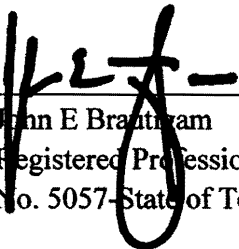
Sweetwater Ranch – Village A
7.329 Acres

24. S71°13'21"W, a distance of 95.00 feet to the **POINT OF BEGINNING** and containing 7.329 acres more or less.

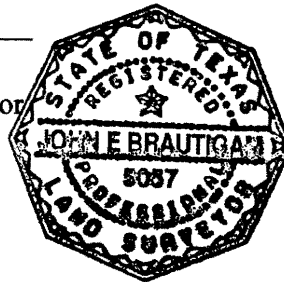
BEARING BASIS: Texas State Plane Coordinate System, Central Zone, NAD83/HARN

I, John E Brautigam hereby certify that the foregoing description represents an on-the-ground survey performed under my direction and supervision during October 2011, and is true and correct to the best of my knowledge and belief.

June 11, 2012

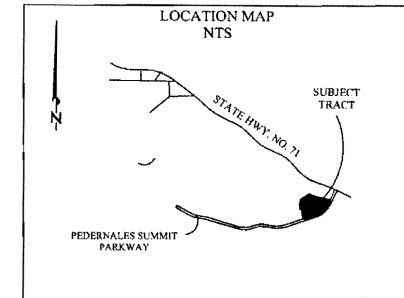


John E Brautigam
Registered Professional Land Surveyor
No. 5057-State of Texas



Delta Survey Group, Inc.
8213 Brodie Lane, Suite 102
Austin, Texas 78745

**TRAVIS COUNTY
CONSUMER PROTECTION NOTICE
FOR HOMEBUYERS**



**IF YOU ARE BUYING A LOT OR HOME, YOU SHOULD DETERMINE WHETHER IT IS INSIDE OR OUTSIDE THE CITY LIMITS.
DEPENDING ON STATE LAW AND OTHER FACTORS, LAND OUTSIDE THE CITY LIMITS MAY BE SUBJECT TO FEWER LOCAL GOVERNMENT CONTROLS OVER THE DEVELOPMENT AND USE OF LAND THAN INSIDE THE CITY LIMITS.
BECAUSE OF THIS, LOCAL GOVERNMENT MAY NOT BE ABLE TO RESTRICT THE NATURE OR EXTENT OF DEVELOPMENT NEAR THE LOT OR HOME NOR PROHIBIT NEARBY LAND USES THAT ARE INCOMPATIBLE WITH A RESIDENTIAL NEIGHBORHOOD.
THIS CAN AFFECT THE VALUE OF YOUR PROPERTY.
TRAVIS COUNTY REQUIRES THIS NOTICE TO BE PLACED ON SUBDIVISION PLATS. IT IS NOT A STATEMENT OR REPRESENTATION OF THE OWNER OF THE PROPERTY, THE SUBDIVIDER, OR THEIR REPRESENTATIVES.**

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS THAT WS-COS DEVELOPMENT, LLC, ACTING HEREIN AND THROUGH MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY; OWNER OF 1379.351 ACRES (REMAINDER) OF LAND LOCATED IN THE W. A. BARLOW SURVEY NO. 86, IN TRAVIS COUNTY, TEXAS, DESCRIBED BY DEED OF RECORD IN DOCUMENT NO. 2011102858 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, THE UNDERSIGNED OWNER DOES HEREBY SUBDIVIDE 8.12 ACRES OF LAND OUT OF SAID 1379.351 ACRES TRACT PURSUANT TO CHAPTER 232 OF THE LOCAL GOVERNMENT CODE OF TEXAS, IN ACCORDANCE WITH THIS PLAT, AND PURSUANT TO THE PLAT VACATION RECORDED AS DOCUMENT NUMBER _____ OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, TO BE KNOWN AS

"SWEETWATER RANCH SECTION ONE VILLAGE A REPLAT"
SUBJECT TO THE COVENANTS AND RESTRICTIONS SHOWN HEREON, AND HEREBY DEDICATES TO THE OWNERS OF THE LOTS IN THE SUBDIVISION, PUBLIC UTILITIES SERVING THE SUBDIVISION, EMERGENCY SERVICES PROVIDERS WITH JURISDICTION, AND PUBLIC SERVICES AGENCIES, THE USE OF ALL THE PRIVATE STREET AND OTHER EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED. THE MAINTENANCE AND PAYMENT OF REAL PROPERTY TAXES ON SUCH PRIVATE STREETS ARE THE RESPONSIBILITY OF THE OWNER(S) OF THE SUBDIVISION OR ANY DULY CONSTITUTED HOMEOWNERS ASSOCIATION UNDER THAT CERTAIN INSTRUMENT OF RECORD AT DOCUMENT NUMBER 2006076072, OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS. ALL PRIVATE STREETS AND ANY SECURITY GATES OR DEVICES CONTROLLING ACCESS TO SUCH STREETS WILL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION OF THIS SUBDIVISION. AN EXPRESS EASEMENT IS HEREBY GRANTED ACROSS SAID PRIVATE STREETS AND ANY COMMON AREAS FOR THE USE OF THE SURFACE FOR ALL GOVERNMENTAL FUNCTIONS, VEHICULAR AND NONVEHICULAR, INCLUDING FIRE AND POLICE PROTECTION, SOLID AND OTHER WASTE MATERIAL PICKUP, AND ANY OTHER PURPOSE ANY GOVERNMENTAL AUTHORITY DEEMS NECESSARY; AND OWNER FURTHER AGREES THAT ALL GOVERNMENTAL ENTITIES, THEIR AGENTS OR EMPLOYEES, SHALL NOT BE RESPONSIBLE OR LIABLE FOR ANY DAMAGE OCCURRING TO THE SURFACE OF THE SAID PRIVATE STREET AND ANY COMMON AREA AS A RESULT OF ANY SUCH USE BY GOVERNMENTAL VEHICLES.

WITNESS MY HAND THIS ____ DAY OF _____ 201 ____ A.D.

BY: _____ DATE _____
MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY
WS-COS DEVELOPMENT, LLC
52 MASON ST.
GRENWICH, CT 06830

STATE OF TEXAS
COUNTY OF _____
BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED MICHAEL L. RAFFERTY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS
MY COMMISSION EXPIRES: _____ 201 ____ A.D.

NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 48453C0385H DATED SEPTEMBER 26, 2008.

I, RICHARD J. WHEELER, JR., AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS, TO PRACTICE THE PROFESSION OF ENGINEERING, AND DO HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

RICHARD J. WHEELER, JR., P.E.
REGISTERED PROFESSIONAL ENGINEER NO. 45033
MALONE/WHEELER, INC.
7500 RIALTO BLVD, BLDG 1, SUITE 240
AUSTIN, TEXAS 78735

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS:

I, JOHN E BRAUTIGAM, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

PRELIMINARY NOT FOR RECORDATION

DATE _____ JOHN E BRAUTIGAM
REGISTERED PROFESSIONAL LAND SURVEYOR
No. 5057 STATE OF TEXAS
DELTA SURVEY GROUP, INC.
8213 BRODIE LANE, STE 102
AUSTIN, TEXAS 78745

THIS SUBDIVISION IS NOT LOCATED IN THE CITY OF AUSTIN'S JURISDICTION.

DIRECTOR, CITY OF AUSTIN
PLANNING & DEVELOPMENT REVIEW DEPARTMENT

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

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

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

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF THE COUNTY COURT, OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE ____ DAY OF _____, 201 ____ A.D., THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER WAS DULY ENTERED IN THE MINUTES OF SAID COURT.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY, THE ____ DAY OF _____, 201 ____ A.D.

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

DEPUTY

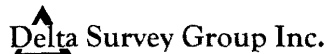
STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____, 201 ____ A.D., AT ____ O'CLOCK ____ M., DULY RECORDED ON THE ____ DAY OF _____, 201 ____ A.D., AT ____ O'CLOCK ____ M., PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. _____ OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS ____ DAY OF _____, 201 ____ A.D.

DANA DEBEAUVOIR, COUNTY CLERK,
TRAVIS COUNTY, TEXAS.

DEPUTY



8213 Brodie Lane Ste. 102 Austin, TX. 78745
office: (512) 282-5200 fax: (512) 282-5230

SWEETWATER RANCH
SECTION ONE, VILLAGE A
REPLAT

NOTES:

1. OWNER OF THIS SUBDIVISION, AND HIS OR HER SUCCESSORS AND ASSIGNS, ASSUMES RESPONSIBILITY FOR PLANS FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE CODES AND REQUIREMENTS OF TRAVIS COUNTY. THE OWNER UNDERSTANDS AND ACKNOWLEDGES THAT PLAT VACATION OR REPLATTING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
2. FOR A MINIMUM TRAVEL DISTANCE OF 25 FEET FROM THE ROADWAY EDGE, DRIVEWAY GRADES MAY EXCEED 14% ONLY WITH THE SPECIFIC WRITTEN APPROVAL OF THE SURFACE AND GEOMETRIC DESIGN PROPOSALS BY THE TRAVIS COUNTY TRANSPORTATION AND NATURAL RESOURCES.
3. WASTEWATER SYSTEMS SERVINGS THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH TRAVIS COUNTY PLANS AND SPECIFICATIONS. PLANS AND SPECIFICATION SHALL BE SUBMITTED TO LCRA AND TCEQ FOR REVIEW.
4. NO PORTION OF THIS TRACT IS LOCATED WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.
5. NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 48453C0385H DATED SEPTEMBER 26, 2008.
6. THIS SUBDIVISION IS SUBJECT TO A PHASING AGREEMENT RECORDED AS DOCUMENT NO. 2006100748.
7. MUNICIPAL JURISDICTION: THIS PRELIMINARY PLAN BOUNDARIES FALL OUTSIDE C.O.A. ETJ, BEE CAVE ETJ, LAKEWAY ETJ, AND WILL BE REGULATED BY TRAVIS COUNTY. MUNICIPAL JURISDICTION - NONE.
8. THIS SUBDIVISION IS SUBJECT TO THE COVENANTS AND RESTRICTIONS RECORDED AS DOCUMENT NO. 2006076072 OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS.
9. DRIVEWAYS SHALL NOT BE CONSTRUCTED CLOSER THAN 50 FEET OR 60% OF THE LOT'S FRONTAGE TO THE EDGE OF PAVEMENT OF AN INTERSECTING LOCAL OR COLLECTOR STREET.
10. A TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
11. WATER SERVICE AND WASTEWATER SERVICE WILL BE PROVIDED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
12. DRAINAGE EASEMENTS GREATER THAN 25 FEET WIDE CAN BE USED FOR OPEN CHANNEL OR ENCLOSED CONDUIT SYSTEMS. DRAINAGE EASEMENTS 15 FEET WIDE ARE FOR ENCLOSED CONDUIT DRAINAGE SYSTEMS ONLY.
13. THIS SUBDIVISION IS LOCATED WITHIN THE BOUNDARIES OF THE LAZY NINE MUNICIPAL DISTRICT 1B. WATER AND WASTEWATER SERVICE TO THIS SUBDIVISION WILL BE PROVIDED BY THE DISTRICT IN ACCORDANCE WITH ITS RATE ORDER, AS AMENDED. ALL CONSTRUCTION PLANS FOR WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS MUST BE PRESENTED TO THE DISTRICT AND APPROVED BY THE DISTRICT'S ENGINEER, PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. THE DISTRICT MAY INSPECT ALL WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS.
14. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES SHALL BE ALLOWED IN DRAINAGE EASEMENTS AND WATER QUALITY EASEMENTS EXCEPT AS APPROVED BY LCRA AND TRAVIS COUNTY.
15. NO LOT SHALL BE OCCUPIED UNTIL CONNECTED TO AN APPROVED PUBLIC SEWER SYSTEM.
16. NO LOT SHALL BE OCCUPIED UNTIL WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE FROM A SOURCE IN ADEQUATE AND SUFFICIENT SUPPLY FOR THIS PROPOSED DEVELOPMENT.
17. ALL ACCESS EASEMENTS ARE ALSO DRAINAGE EASEMENTS, WATER AND WASTEWATER EASEMENTS, ELECTRIC, AND GAS EASEMENTS AS PROVIDED BY LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
18. MAINTENANCE OF PRIVATE STREETS AND GATE STRUCTURES SHALL BE THE RESPONSIBILITY OF THE SUBDIVISION HOMEOWNERS ASSOCIATION.
19. ALL WATER QUALITY AND DRAINAGE EASEMENTS SHALL BE MAINTAINED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
20. ALL PROPERTY OF THE HEREIN-DESCRIBED SUBDIVISION IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S NONPOINT-SOURCE (NPS) POLLUTION CONTROL ORDINANCE. ANY DEVELOPMENT OTHER THAN CONSTRUCTION OF A SINGLE-FAMILY HOME OR ASSOCIATED STRUCTURE MAY REQUIRE AN NPS DEVELOPMENT PERMIT FROM THE LOWER COLORADO RIVER AUTHORITY.
21. WITHIN A SIGHT LINE EASEMENT, ANY OBSTRUCTION OF SIGHT LINE BY VEGETATION, FENCING, EARTHWORK, BUILDINGS, SIGNS OR ANY OTHER OBJECT WHICH IS DETERMINED TO CAUSE A TRAFFIC HAZARD IS PROHIBITED AND MAY BE REMOVED BY ORDER OF THE TRAVIS COUNTY COMMISSIONERS COURT AT THE OWNERS EXPENSE. THE PROPERTY OWNER IS TO MAINTAIN AN UNOBSTRUCTED VIEW CORRIDOR WITHIN THE BOUNDS OF SUCH EASEMENT AT ALL TIMES.
22. DRAINAGE PLANS SHALL BE SUBMITTED TO TRAVIS COUNTY FOR REVIEW PRIOR TO SITE DEVELOPMENT. RAINFALL RUN-OFF SHALL BE HELD TO THE AMOUNT EXISTING AT UNDEVELOPED STATUS BY PONDING OR OTHER APPROVED METHODS.
23. LOTS 2, 3, & 4 OF BLOCK B SHALL HAVE PERMANENT ACCESS TO THE P.U.E., DRAINAGE & ACCESS EASEMENT HEREON FOR ACCESS TO THE ADJACENT PUBLIC ROADWAY, PEDERNALES SUMMIT PARKWAY. PUBLIC R.O.W. ACCESS TO LOTS 2, 3, & 4 SHALL BE THROUGH THE PLATTED EASEMENT.

PERMANENT WATER QUALITY BMP EASEMENT PLAT NOTE:

THE PERMANENT WATER QUALITY BEST MANAGEMENT PRACTICE (BMP) EASEMENT IS FOR THE PURPOSE OF PROTECTING THE ENVIRONMENT BY IMPROVING THE QUALITY OF STORM WATER RUNOFF FROM DEVELOPED LANDS. NO STRUCTURE OR OTHER IMPROVEMENT MAY BE CONSTRUCTED OR MAINTAINED WITHIN A WATER QUALITY BMP EASEMENT AREA UNLESS SPECIFICALLY AUTHORIZED AND APPROVED IN WRITING IN ADVANCE BY THE LOWER COLORADO RIVER AUTHORITY (LCRA). FENCING WILL BE ALLOWED PROVIDED THAT IT DOES NOT INTERFERE WITH BMP FUNCTION AND THAT ACCESS FOR MAINTENANCE AND INSPECTION IS PROVIDED. THE WATER QUALITY EASEMENT MAY BE ENFORCED BY THE LOWER COLORADO RIVER AUTHORITY OR ANY OTHER GOVERNMENTAL ENTITY WITH THE AUTHORITY TO PROTECT THE ENVIRONMENT FOR THE BENEFIT OF THE PUBLIC. BY INJUNCTION OR OTHER ACTION IN A COURT OF APPROPRIATE JURISDICTION.

LOWER COLORADO RIVER AUTHORITY

DATE _____

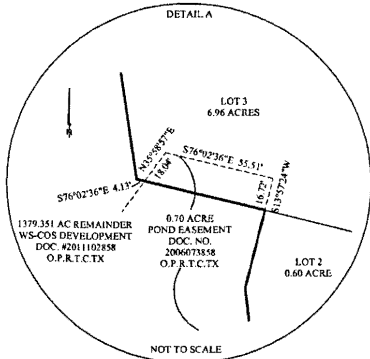
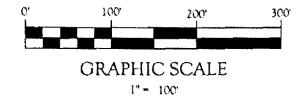
BENCHMARK LIST:

- TBM-01: COTTON SPINDLE SET IN LIVE OAK TAG No. 7248
ELEV: 926.20'
- TBM-02: COTTON SPINDLE SET IN 8" LIVE OAK TAG No. 7251
ELEV: 939.54'

SWEETWATER DEVELOPMENT PLAT NOTES:

1. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE U.S. ARMY CORPS OF ENGINEERS FOR REVIEW AND ISSUANCE OF PERTINENT AND APPROPRIATE PERMITS, IF ANY ARE REQUIRED, PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLORADO RIVER AUTHORITY WATER RESOURCES PROTECTION DIVISION FOR REVIEW AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
3. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION AND THE PROPOSED INTERSECTION WITH SH 71 WEST HAVE BEEN SUBMITTED TO THE TEXAS DEPARTMENT OF TRANSPORTATION AUSTIN DISTRICT, TOGETHER WITH APPROPRIATELY COMPLETED APPLICATIONS FOR DRIVEWAY PERMITS IN TXDOT ROW. IN ADDITION, PERTINENT AND APPROPRIATE ROW RESERVATION AREAS, IF SUCH RESERVATIONS MAY BE DEEMED TO BE REQUIRED VIA MUTUAL CONSIDERATION AND CONSENT BETWEEN THE OWNER/DEVELOPER AND TXDOT TO ACCOMMODATE FUTURE EXPANSIONS OF SH 71 WEST ARE INCLUDED FOR CONSIDERATION FOR THE FINAL PLAT(S) OF THIS SUBDIVISION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
4. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORMWATER MANAGEMENT INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND/OR LOWER COLORADO RIVER AUTHORITY (LCRA), AND THE LAZY NINE MUNICIPAL UTILITY DISTRICT FOR REVIEW AND CONSIDERATION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.

W. A. BARLOW SURVEY NO. 86
TRAVIS COUNTY, TEXAS
JUNE 2012



LEGEND

- 1/2 INCH IRON ROD WITH "DELTA SURVEY" CAP FOUND
- 1/2 INCH IRON ROD WITH DELTA CAP SET
- CONCRETE MONUMENT SET
- SIDEWALK
- B.L. BUILDING LINE
- P.U.E. PUBLIC UTILITY EASEMENT
- R.O.W. RIGHT OF WAY
- O.P.R.T.C.T.X. OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
- DE DRAINAGE EASEMENT
- WQE WATER QUALITY BMP EASEMENT
- FSL FENCE, SIGNAGE AND LANDSCAPE LOT
- BM ELEVATION BENCH MARK

LINE	BEARING	DISTANCE
L1	N18°46'39"W	16.60'
L2	S76°02'36"E	5.40'
L3	S57°20'59"E	37.24'
L4	N13°57'24"E	183.12'
L5	S76°02'36"E	241.93'
L6	N18°46'39"W	36.59'
L7	N13°57'24"E	179.54'
L8	S76°02'36"E	243.74'
L9	S57°20'59"E	37.24'
L10	S22°16'16"E	25.38'
L11	N57°47'26"E	86.97'
L12	S76°02'36"E	16.94'
L13	N11°56'48"W	11.12'

LINE	BEARING	DISTANCE
L14	S76°02'36"E	94.75'
L15	S67°43'39"E	66.47'
L16	S76°02'36"E	401.44'
L17	N13°57'24"E	15.00'
L20	S73°05'05"W	207.93'
L21	S56°19'26"W	31.21'
L22	S28°59'33"W	29.41'
L23	S86°57'07"W	43.21'
L24	S56°29'19"W	50.66'
L25	S12°41'41"W	17.15'
L26	S44°32'01"W	22.61'

CURVE	RADIUS	LENGTH	CHORD	BEARING	DELTA
C1	435.00'	59.90'	59.85'	S28°42'26"W	7°53'21"
C2	15.00'	23.56'	21.21'	S77°39'04"W	89°50'55"
C3	15.00'	23.56'	21.21'	S12°20'56"E	90°00'05"
C4	565.00'	380.38'	373.24'	S51°56'20"W	38°34'27"
C5	15.00'	23.56'	21.21'	N63°48'33"W	89°59'47"
C6	325.00'	149.91'	148.58'	N05°33'49"W	26°25'42"
C7	325.00'	106.04'	105.57'	S66°41'47"E	18°41'37"
C8	325.00'	35.77'	35.75'	N10°48'13"E	6°18'21"
C9	45.00'	35.79'	34.86'	N08°49'48"W	45°34'23"
C10	55.00'	173.89'	109.99'	N58°57'24"E	181°08'46"
C11	45.00'	35.79'	34.86'	S53°15'25"E	45°34'23"
C12	275.00'	157.11'	154.99'	N02°24'38"W	32°44'03"
C13	50.00'	78.54'	70.71'	N58°57'24"E	90°00'00"
C14	275.00'	89.72'	89.33'	S66°41'47"E	18°41'37"
C15	15.00'	5.11'	5.08'	S28°31'41"E	19°30'02"
C16	565.00'	60.60'	60.57'	N68°09'11"E	6°08'44"
C17	565.00'	59.53'	59.51'	N35°40'13"E	6°02'14"
C18	53.00'	25.28'	25.04'	S42°39'29"W	27°19'53"
C19	565.00'	84.03'	83.95'	N42°56'58"E	8°31'16"
C20	53.00'	28.18'	27.85'	S71°43'13"W	30°27'48"
C21	53.00'	29.45'	29.07'	S28°36'51"W	31°50'20"

Delta Survey Group Inc.
8213 Brodie Lane Ste. 102 Austin, TX. 78745
office: (512) 282-5200 fax: (512) 282-5230

SWEETWATER RANCH
SECTION ONE, VILLAGE A
REPLAT

LAND USE TABLE

COMMON AREA, FENCE, SIGNAGE, & LANDSCAPE LOTS	1 LOT 3 - 6.96 AC.
WATER QUALITY ESMT.	1 LOT 2 - 0.60 AC.
COMMERCIAL LOTS	1 LOT 4 - 0.57 AC.
SF LOTS	0
BLOCKS	1
TOTAL ACREAGE	8.12 AC.

SHEET
4
OF
4



1"=200'

W.A. BARLOW SURVEY
NO. 86
TRAVIS COUNTY,
TEXAS
JUNE 2012

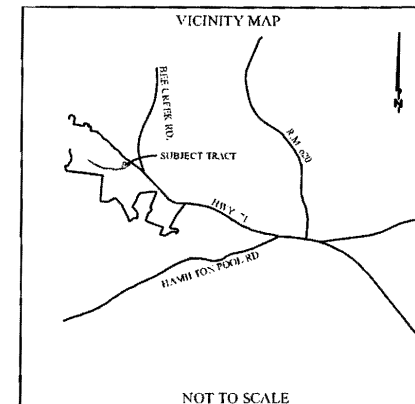
N70°08'04"W
281.20'

D=03°20'36"
R=5629.58'
L=328.49'
BRG=S68°30'31"E
CHORD=328.44'

STATE HWY. NO. 71
(R.O.W. VARIES)

POC

1379.351 AC REMAINDER
WS-COS DEVELOPMENT
DOC. #201110288
O.P.R.T.C.TX



1379.351 AC REMAINDER
WS-COS DEVELOPMENT
DOC. #201110288
O.P.R.T.C.TX

7.329 AC.

0.70 ACRE
POND EASEMENT
DOC. NO. 2006073858

1379.351 AC REMAINDER
WS-COS DEVELOPMENT
DOC. #201110288
O.P.R.T.C.TX

CURVE	RADIUS	LENGTH	CHORD	BEARING	DELTA
C1	435.00'	59.90'	59.85'	S28°42'26"W	7°53'21"
C2	15.00'	23.56'	21.21'	S77°39'04"W	89°59'55"
C3	15.00'	23.56'	21.21'	S12°20'56"E	90°00'05"
C4	565.00'	380.38'	373.24'	S51°56'20"W	38°34'27"
C5	15.00'	23.56'	21.21'	N61°46'33"W	89°59'47"
C6	5629.58'	140.64'	140.64'	S66°07'16"E	1°25'53"
C7	308.00'	29.90'	29.89'	S27°37'04"W	5°42'38"
C8	308.00'	29.90'	29.89'	S27°37'04"W	5°42'38"
C9	505.00'	69.53'	69.48'	S28°42'26"W	7°53'21"
C10	635.00'	427.51'	419.48'	S51°56'20"W	38°34'27"

LINE	BEARING	DISTANCE
L1	S69°40'43"W	35.30'
L2	S24°45'45"W	26.17'
L3	S30°28'23"W	70.57'
L4	S24°45'45"W	254.27'
L5	S32°39'06"W	124.47'
L6	S71°13'33"W	318.19'
L7	N18°46'27"W	70.00'
L8	N18°46'39"W	19.98'

BEARING BASIS:
TEXAS STATE PLANE COORDINATE SYSTEM,
CENTRAL ZONE, NAD83/HARN

LEGEND

- 1/2" IRON ROD WITH PLASTIC DELTA CAP FOUND
- 1/2" IRON ROD WITH PLASTIC DELTA CAP FOUND IN CONC.

O.P.R.T.C.TX. OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS

POB POINT OF BEGINNING

POC POINT OF COMMENCING

SKETCH TO ACCOMPANY FIELD NOTES

Delta Survey Group Inc.

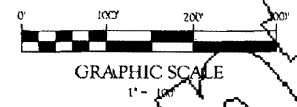
8213 Brodie Lane Ste. 102 Austin, TX. 78745
office: (512) 282-5200 fax: (512) 282-5230
WWW.DELTASURVEYGROUP.COM

QUAD SHINGLE HILLS

PROJECT SWEETWATER

DWG. 7.329 AC VILLAGE A

SWEETWATER SECTION ONE VILLAGE A



TRAVIS COUNTY, TEXAS
NOVEMBER 2005

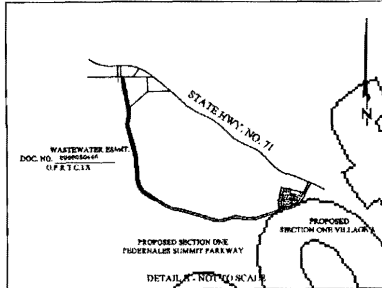
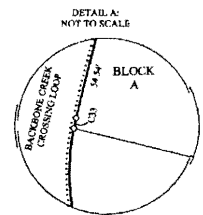
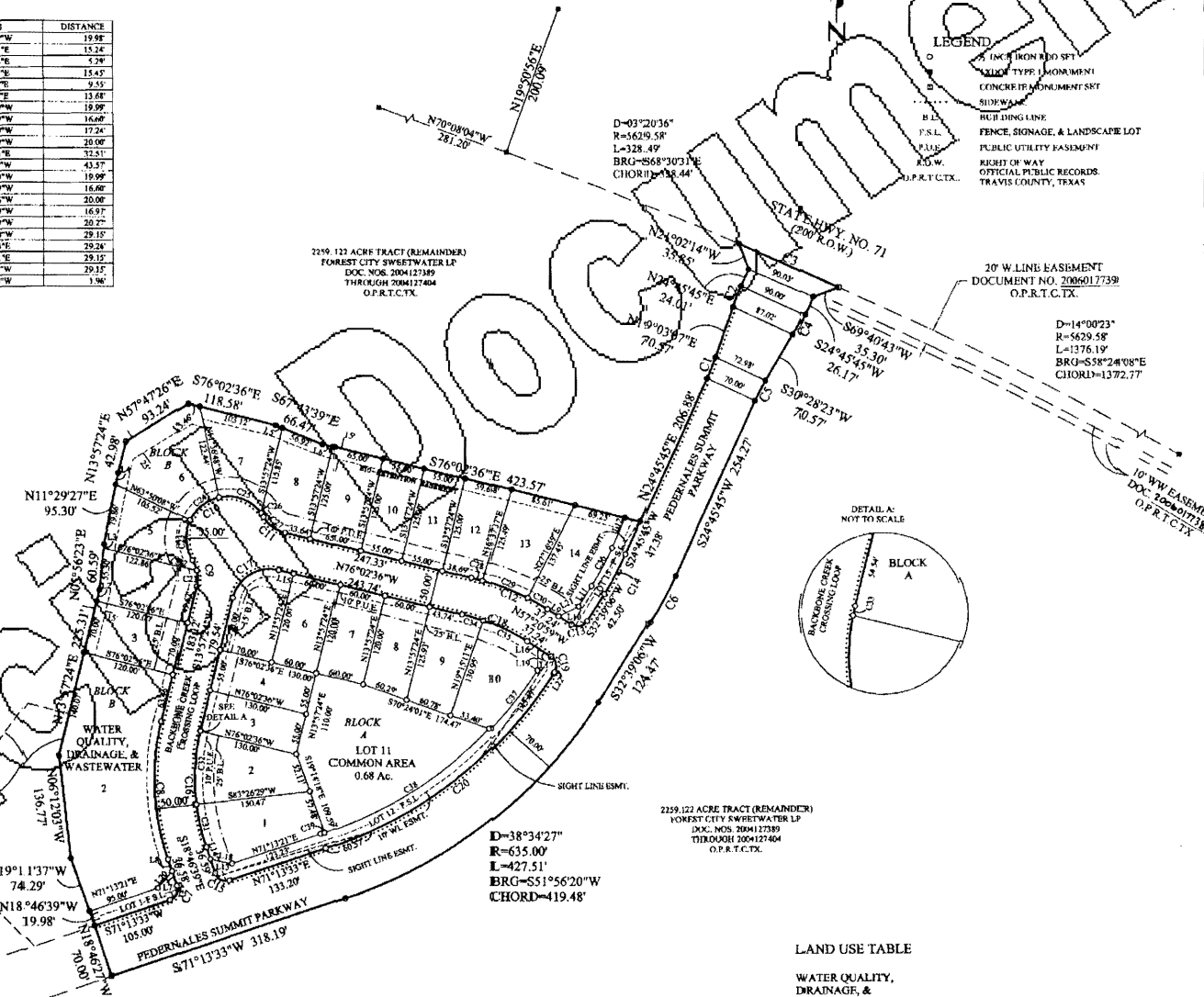
LEGEND

- 5" (INC) IRON ROD SET
- CONCRETE TYPE I MONUMENT
- CONCRETE IRON MONUMENT SET
- SIDEWAY
- MUTING LINE
- FENCE, SIGNAGE, & LANDSCAPE LOT
- PUBLIC UTILITY EASEMENT
- R.O.W.
- RIGHT OF WAY
- OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS

CURVE	CHORD	RAJUS	ARC	CHORD BEARING	CHORD
C1	015°42'38"	300.00'	29.90'	N31°54'26"E	29.89'
C2	015°42'38"	300.00'	29.90'	N21°54'26"E	29.89'
C3	011°25'55"	140.81'	140.64'	S60°07'16"E	140.64'
C4	015°42'38"	300.00'	29.90'	S27°15'04"W	29.89'
C5	015°42'38"	300.00'	29.90'	S27°15'04"W	29.89'
C6	017°52'21"	505.80'	68.55'	S28°42'26"W	68.48'
C7	040°02'13"	15.00'	23.56'	N20°13'27"E	21.21'
C8	32°44'03"	325.00'	115.62'	N02°24'38"W	113.16'
C9	43°34'23"	45.00'	15.79'	N08°49'48"W	14.86'
C10	118°10'46"	55.00'	173.89'	N58°57'34"E	109.90'
C11	43°04'23"	45.00'	15.79'	S31°15'27"E	14.86'
C12	118°41'59"	325.00'	106.94'	S60°14'16"E	105.57'
C13	015°42'38"	300.00'	29.90'	N77°39'04"E	21.21'
C14	017°52'21"	455.00'	59.90'	N28°42'26"E	59.82'
C15	015°42'38"	300.00'	29.90'	N63°46'33"W	21.21'
C16	32°44'03"	275.00'	157.11'	N02°24'38"W	154.99'
C17	040°02'13"	15.00'	23.56'	N18°57'24"E	20.77'
C18	118°41'59"	325.00'	89.72'	S60°14'16"E	89.33'
C19	040°02'05"	15.00'	23.56'	S13°20'56"E	21.21'
C20	318°34'27"	585.00'	340.33'	S11°56'30"W	373.24'
C21	210°31'44"	45.00'	21.10'	S00°31'32"W	20.90'
C22	118°42'38"	45.00'	14.70'	S24°14'46"E	14.63'
C23	315°46'51"	35.00'	89.72'	N02°43'53"W	51.14'
C24	315°53'20"	55.00'	49.81'	N32°06'32"E	48.11'
C25	015°29'40"	55.00'	62.87'	S69°11'58"E	58.50'
C26	015°58'54"	55.00'	1.74'	S33°27'40"E	5.74'
C27	43°34'23"	45.00'	15.79'	N31°15'27"E	14.83'
C28	015°42'38"	325.00'	115.11'	S74°42'29"E	115.11'
C29	110°19'22"	325.00'	60.44'	S68°02'42"E	60.36'
C30	015°22'02"	325.00'	30.44'	S60°07'00"E	30.43'
C31	117°07'29"	275.00'	58.19'	N17°42'55"W	58.09'
C32	207°23'44"	275.00'	98.41'	N08°54'44"E	97.81'
C33	040°05'46"	275.00'	4.46'	N13°54'15"E	4.46'
C34	040°10'05"	275.00'	28.88'	S73°02'04"E	28.87'
C35	117°40'33"	275.00'	60.84'	S63°41'15"E	60.72'
C36	017°53'16"	415.00'	57.32'	S28°42'23"W	57.09'
C37	017°16'19"	545.00'	57.69'	S33°15'56"W	57.56'
C38	315°53'05"	245.00'	235.13'	S51°12'25"W	233.39'
C39	040°34'14"	545.00'	5.43'	S70°56'14"W	5.43'

LINE	BEARING	DISTANCE
L1	N18°46'39"W	19.98'
L2	N13°57'24"E	15.24'
L3	N05°49'23"E	5.20'
L4	N11°29'17"E	15.47'
L5	S67°43'39"E	9.55'
L6	S76°02'36"E	13.68'
L7	N18°46'39"W	19.99'
L8	N18°46'39"W	16.60'
L9	N37°20'59"W	17.24'
L10	N37°20'59"W	20.00'
L11	N32°19'01"E	32.51'
L12	S24°45'45"W	43.57'
L13	N18°46'39"W	19.99'
L14	N18°46'39"W	16.60'
L15	N76°02'36"W	20.00'
L16	N37°20'59"W	16.97'
L17	N37°20'59"W	20.77'
L18	N37°45'07"W	29.10'
L19	N01°19'51"E	29.24'
L20	N40°13'31"E	29.15'
L21	S83°36'51"W	29.37'
L22	S31°39'06"W	1.96'

Original Plat 2006.00.14.2



Delta Survey Group Inc.

3213 Brodie Lane, Ste. 102 Austin, TX. 78745
Office: (512) 282-5200 fax: (512) 282-5230

STREET SUMMARY

PEDERNALES SUMMIT PARKWAY	70 FOOT R.O.W.	1346.05 LINEAR FEET
BACKBONE CREEK CROSSING LOOP	50 FOOT R.O.W.	1016.38 LINEAR FEET

LAND USE TABLE

WATER QUALITY, DRAINAGE, & WASTE WATER LOTS	1
COMMON AREA, FENCE, SIGNAGE, & LANDSCAPE LOTS	4
SIP LOTS	22
BLOCKS	2
TOTAL ACREAGE	9.657 Ac.

SHEET
3
OF
3



NOTICE OF PUBLIC HEARING

JANUARY 15, 2013, AT 9:00 AM

**PARTIAL PLAT VACATION OF
SWEETWATER RANCH SUBDIVISION,
SECTION ONE VILLAGE A PRECINCT 3**

**AT THE TRAVIS COUNTY
COMMISSIONERS COURTROOM
700 LAVACA STREET
FIRST FLOOR AUSTIN, TX**

FOR MORE INFORMATION CALL: 854-7563



TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE
700 Lavaca Street
Austin, Texas 78701
tel 512-854-9383
fax 512-854-4649

AFFIDAVIT OF POSTING

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

A Public Notice of a Partial Plat Vacation was posted on December 14, 2012, on a point as near as practical to the area being vacated, and was also posted at the Travis County Courthouse.

CERTIFIED THIS THE 17 DAY OF December, 2012.

SIGNATURE: Jaime Garcia
NAME (PRINT): Jaime Garcia
TITLE: TNR/R&B Supervisor

TRANSPORTATION AND NATURAL RESOURCES

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



700 Lavaca Street
Austin, Texas 78701
Phone: (512) 854-9383
Fax: (512) 854-4697

December 11, 2012

Subject: Partial Plat Vacation of Sweetwater Ranch Section One Village A Final Plat

Dear Property Owner:

WS-COS Development, LLC, owner of all the real property included in the Sweetwater Ranch Section One Village A Final Plat have applied through Travis County for a partial plat vacation. Associated with that request is a State of Texas mandate that the county provides you with written notice of the request to vacate the existing plat.


The application has been scheduled for a public hearing on January 15, 2013, before the Commissioners Court. The agenda item is entitled:

Approve setting a public hearing date for January 15, 2013, to receive comments regarding the partial plat vacation of the Sweetwater Ranch Subdivision Section One Village A Final Plat (Partial Plat Vacation – 25 Lots – Pedernales Summit Parkway - No Fiscal required – No Municipal jurisdiction).

In this case, the applicant is proposing a partial vacation of the plat in order to return the lots back to raw land. Upon approval of the vacation, the partially vacated plat can then be replatted as an amenity center lot, a commercial lot, and a water quality lot. The vacation application has met all of Travis County requirements, and barring any new information, staff will recommend its approval at the public hearing.

You have the opportunity to offer testimony regarding this proposal at the public hearing. Public hearings are held in the Commissioners Courtroom in the Travis County Administration Building, 700 Lavaca Street, 1st Floor. The sessions are on Tuesday and begin at 9:00 A.M. Should you require additional information about this application or the public hearing, please contact me.

Sincerely,

X 

Signed by: Michael Hettenhausen
Michael Hettenhausen
Planner, Development Services



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By: Thomas Weber **Phone #:** 4-4629

Division Director/Manager: Jon White, Natural Resources & Environmental Quality Division

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

Sponsoring Court Member: Commissioner Daugherty, Precinct Three
County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on the following requests:

- A) A variance from Travis County Code, Section 82.941(i), to allow the Lake Travis ISD to construct a storm sewer outlet headwall within a waterway setback;
- B) A variance from Travis County Code, Section 82.943(a), to allow the Lake Travis ISD to place fill material and cut excavations in excess of eight vertical feet; and
- C) A variance from Travis County Code, Sections 82.401(a) and 82.920, to allow the Lake Travis ISD to proceed with a construction plan for the New Middle School without filing fiscal security.

BACKGROUND/SUMMARY OF REQUEST:

In Basic Development Permit Application #12-1748, Lake Travis ISD proposes to develop a 32.46 acre tract at 4932 Bee Creek Road, in the City of Lakeway ETJ, to construct the New Middle School, including associated drives, sports fields, utilities, water quality controls, and detention structures. The proposal is subject to the development permitting requirements of Travis County and City of Lakeway. The tract for the school site generally wraps around the top of a hill with steep slopes facing west and downhill to a tributary of Bee Creek. Approximately 27% of the site has slopes greater than 15%. The site consists of mixed grasses and dense wooded areas adjacent to a horse farm. The applicant requests two variances to allow the preferred development configuration in spite of the topographic challenges of the site. The applicant also requests a variance from fiscal security requirements.

Variance A would allow construction of a storm sewer outlet headwall within the waterway setback of a tributary of Bee Creek. Section 82.941(h)(1)(B)((i) of the Travis County Code requires a setback of 25 feet from the 100-year floodplain boundary of a waterway. Section 82.941(i) requires that setbacks shall remain free of construction, development, and other alterations. Section 82.941(i) also requires that drainage patterns from development be dispersed into sheet flow before reaching the setback area.

Variance B would allow land grading changes including excavations ("cuts") and placement of fill material to exceed eight feet of elevation change, in order to construct the school and associated structures on this site. Section 82.943(a)(1) of the Travis County Code specifies that all cut and fill land balancing is limited to a maximum of eight vertical feet.

Variance C would allow the construction plan to proceed without the posting of construction fiscal security for temporary erosion and sediment controls and permanent site stabilization. Section 82.920 specifies that approval of a commercial site development is contingent upon execution of fiscal security. Section 82.401(a) specifies that the County will not approve a construction plan for a commercial development until the filing of construction security payable to the County Judge, in the amount equal to the cost of placement of temporary erosion and sediment controls and achieving permanent site stabilization.

Section 82.921 sets out the procedures and submittal requirements for a variance that an applicant may request. Exhibit 1 includes the written variance requests by Lake Travis ISD. Staff has determined that the requests are complete and consistent with the submittal requirements.

Section 82.921(c) specifies that the Commissioners Court may grant a variance if it determines that:

- (1) the requirement will deprive the applicant of a privilege or the safety of property given to owners of other similarly situated property with approximately contemporaneous development;
- (2)(A) the variance is not based on a condition caused by the method chosen by the applicant to develop the property, unless the development method provides greater overall environmental protection than is achievable without the variance;
- (2)(B) the variance is the minimum change necessary to avoid the deprivation of a privilege given to other property owners, to allow a reasonable, economic use of the entire property, and a reasonable use of the entire property;
- (2)(C) the variance does not create a significant probability of harmful environmental consequences; and
- (2)(D) development with the variance will result in environmental protection that is at least equal to the environmental protection achievable without the variance.

The waterway setback requirements and cut/fill limitations were adopted by Travis County in 2005 and became effective in an ETJ in the Lake Travis watershed in 2010. The requirement of fiscal security for temporary erosion and sediment controls and permanent site stabilization became a requirement of Travis County on August 14, 2012.

STAFF RECOMMENDATIONS:

Variance A:

Staff recommend approval of Variance A. Lake Travis ISD proposes placement of a storm sewer outlet headwall within the waterway setback in a drainage easement granted by the adjacent property owner (See Exhibit 2). Staff agrees with the applicant that the encroachment into the setback would allow for more certain compliance with Section 82.941(i) at significantly less cost while significantly dissipating the velocity and energy of the flow at the outlet point. While the variance is caused by the method chosen by the applicant, the staff believe the location of the storm sewer outlet below the steep slope will achieve greater environmental protection and reduces the probability of soil erosion and harmful environmental consequences than if the storm sewer discharged above the steep slope and outside of the waterway setback. Staff also have determined that the applicant's variance request is a method that makes minimal alteration of the waterway setback area (affected area equals 1821 sq. ft. or 0.041 acre), includes sufficient erosion and stabilization controls while construction of the storm sewer occurs.

Variance B:

Staff recommend approval of Variance B. Lake Travis ISD proposes placement of land balancing cuts totaling 0.519 acres and fill placement totaling 2.441 acres. Exhibit 3 shows the specific locations proposed for the cut/fill. Staff agrees with the applicant that cuts and fills exceeding eight feet are important in order for design a functional site that provides educational services on this topographically challenging location. Without the variance, all athletic functions would not be possible and the practice and competition fields would need to be limited due to the topography. The applicant notes that the amount of cut/fill is minimized due to the school design of a split level building, use of terraced retaining walls, and placement of 73% of the facility on slopes of less than 15%, more closely following the natural terrain.

The potential environmental impact of the cut/fill is mitigated by the applicant. First, TNR is requiring a detailed sequence of construction to limit the runoff impacts from disturbed land. Secondly, use of reinforced concrete, engineered retaining walls on the site will contain fill and armor the faces of the cut slopes in the cut areas and the embankment materials in the fill areas. Also, certain steep slopes will be sodded with solid grass or will use permanent rock berms. These measures will provide for an equivalent level of environmental protection when compared to shallower cut/fill and the proposal does not create a significant probability of environmental harm.

Variance C:

Lake Travis ISD provided an engineer's cost estimate that permanent stabilization of the site's disturbed land surface will cost \$282,650 for hydromulch seeding, topsoil, and watering. The cost of erosion controls is estimated as \$60,140. The applicant proposes that fiscal security for the total amount of \$343,790 be waived by Travis

County. In lieu of posting the security, the ISD provided a letter of commitment indicating it has the necessary public funds available to expend in order to fulfill the County's requirements.

Staff recommend approval of variance C. Staff agree that the applicant would be deprived of a privilege given other similar property owners. For instance, the City of Austin waives fiscal security requirements for the Austin ISD under commitments in a written agreement. Because Lake Travis ISD is a public entity with taxing authority, there is not a significant probability of harmful environmental consequences caused by default on construction completion as sometimes occurs with private developers.

ISSUES AND OPPORTUNITIES:

None identified.

FISCAL IMPACT AND SOURCE OF FUNDING:

Granting of a fiscal security variance is not expected to be a negative fiscal impact since the applicant is a public entity with taxing authority. If the project site is not permanently stabilized, Travis County would need to expend resources to compel Lake Travis ISD to fulfill their responsibilities.

EXHIBITS/ATTACHMENTS:

- Exhibit 1 - Variance Requests from Lake Travis ISD
- Exhibit 2 - Waterway Setback Diagram
- Exhibit 3 - Site and Cut and Fill Diagram

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Jon White	Director, NREQ	TNR	854-7212

CC:

Teresa Calkins	Program Manager	TNR	854-7569
Dave Fowler	Project Manager	TNR	854-7590
Tom Nuckols	Asst. Co. Attorney	County Attorney	854-9415
Anna Bowlin	Director	TNR	854-7561

: :



EXHIBIT 1

VARIANCE REQUESTS FROM LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT PERMIT APPLICATION #12-1748

12-1748
12-1748
12-1748
12-1748
12-1748
12-1748
12-1748

This Exhibit includes:

- 1) Letter from Cunningham – Allen requesting waterway setback variance
- 2) Letter from Cunningham – Allen requesting cut and fill variances
- 3) Letter from Lake Travis ISD requesting fiscal security variance
- 4) Letter from Cunningham – Allen estimating costs for erosion controls and permanent stabilization



Cunningham | Allen

December 18, 2012

Travis County
Transportation and Natural Resources
Development Services
411 W. 13th Street
Austin, TX 78701

Attn: Ms. Teresa Calkins, P.E.

RE: Variance Request - Activity in Waterway Setbacks
LTISD New Middle School (Permit Number 12-1748)
CAI Job No.452.0301

Dear Ms. Calkins:

On behalf of Lake Travis ISD (LTISD), we are hereby requesting a variance from the "Limitation of Activity in Waterway Setbacks", Sec. 82.941.(i) of the Travis County Development Regulations to allow for the placement of a storm sewer outlet headwall within the waterway setback for an unnamed tributary of Bee Creek. This headwall and associated storm sewer is the splitter box outlet line from Water Quality Pond #1 serving the proposed new LTISD Middle School at 4932 Bee Creek Road. This storm sewer outlet headwall will be constructed off of the school property within a proposed Drainage Easement granted by the adjacent property owner (Architectural Granite and Marble – 19012 Hwy. 71). The property is within the extraterritorial jurisdiction of the City of Lakeway.

Sec. 82.941.(i) of Chapter 82 – Travis County Development Regulations states:

(l) Limitation of Activity in Waterway Setbacks. The following requirements apply to waterway setbacks established in subsections (g) – (h) of this section:

- (1) Setbacks shall remain free of construction, development, and other alterations except for approved utility and roadway crossings.*
- (2) Wastewater collection lines and lift stations are prohibited from running within the setback zone parallel or sub-parallel to the waterway.*
- (3) No golf courses, on-site wastewater systems or wastewater irrigation shall be located in a waterway setback.*
- (4) Before reaching a setback area, drainage patterns from a development shall be designed to prevent erosion, maintain infiltration and recharge of local seeps and springs, attenuate the harm of contaminants collected and transported by storm water, and dispersed into a*

Ms. Teresa Calkins, P.E.

Page 2

sheet flow pattern. Whenever possible, the natural drainage features and patterns must be maintained.

Based on the topography of the project site and the required layout of the school building and water quality ponds, it would be impractical to attempt to discharge the splitter box bypass flow from Water Quality Pond #1 as sheet flow to existing grade onsite. The peak flows from this splitter box are approximately 85 cfs and 115 cfs in the 25 and 100-year storm events. The existing natural topography between WQ Pond #1 and the school property line is marked by bands of very steep (>35%) slopes consisting of limestone ledges with poor soil and heavy juniper growth. An attempt to disperse the splitter box bypass as sheet flow at the head of such slopes would lead to additional site disturbance in the construction of a long flow spreader which would likely not completely prevent long term erosion on these steep slopes.

In addition, the downgradient property owner (Architectural Granite and Marble) has expressed a desire that he not receive these flows distributed along the length of the joint property line but would prefer to receive these flows as a point discharge which can be more conveniently conveyed to the existing waterway on his property. For this reason, the Water Quality Pond #1 splitter box bypass flow is designed to be conveyed via enclosed storm sewer directly to an existing unnamed tributary of Bee Creek located on the adjacent property.

The attached storm sewer plan shows the proposed alignment of the storm sewer line and the proposed headwall construction within the Waterway Setback (indicated thereon as a 25' setback from the approximate 100-yr floodplain). Our design entails the construction of a 36" concrete headwall/stilling basin at the base of the existing stream bank with a large rock splash pad in the stream bottom. We've estimated the cost to construct this headwall/stilling basin at approximately \$12,000, the large rock splash pad at \$1500, and additional 36" storm sewer line constructed within the waterway setback at approximately \$12,500 for a total estimated cost for the work within the setback at \$26,000.

Following are additional justifications in support of our request:

1. Discharging this large amount of storm water outside of the Waterway Setback would require the construction of a large flow spreader set back a minimum of 25' from the top of the stream bank. In this area, the stream bank is a mix of old alluvial deposits and severely weathered limestone and caliche, which is prone to erosion. Assuming that it was feasible to distribute the storm sewer discharge as sheet flow (less than 2" depth to minimize erosion in this erosion prone material), the weir flow equation gives a required weir length of 563' long for the 115 cfs in the design storm. In addition to a concrete flume/weir, a loose rock splash pad would also be necessary along the length of the spreader. At an estimated \$75/lf for a concrete flume/flow spreader, this would be approximately \$42,225 in addition to the cost of the proposed headwall/stilling basin (\$12,000) for a total estimated cost of \$54,225. Since the location of this flow spreader would be on an adjacent property owner (not LTISD property), it is likely that there would be additional unknown costs/hardships involved to procure the necessary easement/property to contain the required flow spreader. It is also probable that despite attempts to spread the flows out, the continual discharge of flows directly at the top of this bank will lead to severe erosion of this stream bank.
2. By discharging directly to the stream bed in lieu of constructing a long flow spreader as required to distribute this large amount of flow outside the Waterway Setback, the proposed plan will minimize the long term maintenance otherwise needed to ensure the design functionality.

Ms. Teresa Calkins, P.E.

Page 3

3. The proposed construction of the storm sewer outlet headwall within the Waterway setback includes the placement of large rock dissipaters (12"-15" in size) at the lip of the headwall. Field reconnaissance indicates the existing stream bed in this area is bedrock, which would negate the need for rock dissipaters. We are proposing the use of flowable backfill behind the proposed headwall and over the proposed section of the storm sewer built within the waterway setback. Silt fence will be used around the perimeter of construction, a temporary rock berm placed at the headwall within the setback, and temporary rock berms will be placed at intervals along the length of the storm sewer construction from the headwall up to the pond splitter box. Construction will proceed from the lower end at the creek bank up to the pond splitter box. As individual sections of line are backfilled, the surface shall be restored with seeding and soil blankets as soon as practicable and the temporary rock berms relocated up the hill to act as a temporary BMP for the next section of line under construction.

In accordance with the detailed Sequence of Construction included in the permit plans, the construction of this storm sewer line and proposed outfall directly to the creek will be one of the first permanent items built. In addition, this line will not be placed into service until the onsite permanent water quality ponds are constructed and fully functioning as sediment ponds.

If you have any questions or need any additional information concerning this variance request, please let me know.

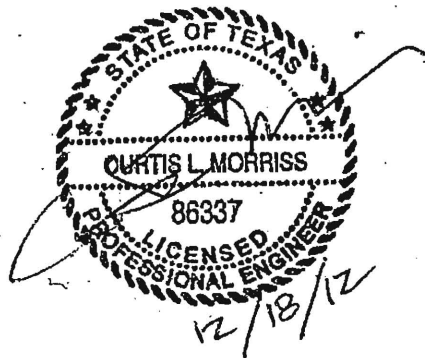
Sincerely,

CUNNINGHAM|ALLEN, INC.

Curtis Morriss, P.E.

Attachment: Storm Sewer Plan Exhibit

cc: Jim Ratcliff, Lake Travis ISD
Chuck Fields, Fields and Associates Architects





Cunningham | Allen

December 19, 2012

Travis County
Transportation and Natural Resources
Development Services
411 W. 13th Street
Austin, TX 78701

Attn: Ms. Teresa Calkins, P.E.

RE: Variance Request - Maximum Cut and Fill
LTISD New Middle School
CAI Job No.452.0301

Dear Ms. Calkins:

On behalf of Lake Travis ISD (LTISD), we are hereby requesting a variance from the maximum allowable cut and fill limitation for the construction of the new middle school proposed on their 32.466 acre property located off Bee Creek Road, approximately 0.5 miles north of its intersection with Highway 71. The property is within the extraterritorial jurisdiction of the City of Lakeway.

The new middle school will consist of the main school building designed to accommodate 1200 students, associated drives and parking lots, one football field with running track, one practice field, one outdoor basketball court, and four tennis courts.

Sec. 82.943(a) of Chapter 82 – Travis County – Standards for Construction of Streets and Drainage in Subdivisions states (in part):

- (a) *Land Balancing. Except as provided by subsection (b) of this section, a proposal for cut and fill land balancing must comply with the following requirements:*
- (1) *All cut and fill land balancing is limited to a maximum of eight vertical feet. This includes eight vertical feet maximum of excavated cut, eight vertical feet maximum placement of fill, or an eight vertical feet maximum combination of cut and fill.*
 - (2) *Applicable fill containment, temporary controls, and permanent stabilization standards specified in Sections 82.936, 82.937, and 82.970 must be followed.*
 - (3) *A retaining wall over five feet in height shall be detailed in the construction plans sealed by a Texas licensed professional engineer and submitted with the development permit application for a commercial site development, multi-family dwelling, or subdivision.*
 - (4) *Cut and fill located on a slope with a gradient of more than 15 percent must include appropriate BMPs to prevent erosion, including diversion of surface water runoff; use of terraces; soil retention blankets, mulch, riprap or structural containment; establishment of mixed vegetation (such as forbs, shrubs, trees); or similar controls.*

Ms. Teresa Calkins, P.E.

Page 2

Based on the topography of the project site and the required layout of the school building and associated amenities, we are hereby submitting a variance request application for cuts and fills exceeding 8 feet.

The slopes of the existing topography are such that retaining walls, cuts, and fills in excess of 8 feet will be necessary at several locations to allow for the adequate and efficient use of the proposed facilities, and to satisfy maximum slope requirements for handicapped accessibility and parking, as well as passenger, bus, fire, and emergency vehicle access drives. In an effort to minimize cut and fill, the building was designed with split levels to better adapt to the topography, with the main entrance and associated parking being at the higher level and the other amenities at the lower level.

The attached exhibit shows the proposed site and grading plan and delineates in different colors cut/fill areas ranging from 8' to 11'-11", 12' to 17'-11", 18' to 23'-11", and 24' and greater.

Following are additional justifications in support of our request:

1. LTISD, as a public school district, seeks to maximize the use of property purchased with public funds. This site's location is ideal for the District's need of a new middle school based on the demographics in the area. However, the topography of the site - which is consistent with the general topography in the area - is such that there are substantial grade differences across the property. Cuts and fills over 8' are necessary in order to design a functional site to properly provide the intended educational services and the use of the associated amenities. Application of the cut and fill provision to this project deprives the District of the reasonable and useful use of the property as a vital public facility within the community.
2. It is not feasible to fully comply with the requirements of Sec. 82.943(a) while accommodating all of the educational programs and athletic functions required for a middle school. At a minimum, full compliance would require the elimination of the practice and competition fields (areas 'A', 'B', 'C' and 'D') due to the size of their respective footprints, and the natural topography in these areas.
3. As requested by Sec. 82.921(b)(2), the following is an approximate design and cost comparison of the proposed designs for each area exceeding the 8' cut/fill limitation to a hypothetical design not exceeding the 8' cut/fill limitation. Please note that these are hypothetical scenarios used for discussion only as we don't believe that they would all be feasible when integrated over the entire site.
 - (a) The fill over 8' could be eliminated at the chiller and fire turnaround area (area 'E') by lowering the fire department access drive by approximately 8 feet. However, this would require 8' higher structural concrete walls adjacent to the building and problematic fire/emergency access to the competition field. The added cost of the higher concrete retaining walls adjacent to the building would be partially offset by the lower cost of the limestone block walls around the chiller. Based on the length of the walls involved, the estimated wall height of 8', and an estimated cost of \$18/sf for limestone block wall along the fire lane vs. \$30/sf for the structural concrete walls adjacent to the building, we estimate this cost at \$52,320.
 - (b) The fills over 8' at the rear of the building (areas 'F', 'G', and 'H') could be reduced but would require extensive handicap compliant ramps to get down from the building exits. Based on

Ms. Teresa Calkins, P.E.

Page 3

lowering these areas by 4', three 48' long ramps with hand railing would be required at an estimated cost of \$8,160/ramp or \$24,480 total. The costs of these ramps would be offset by concrete and block wall heights reduced by 4' in these areas with an estimated savings of \$49,200. We estimate the net cost of this change at (\$24,720). Although in theory there may be a potential cost savings by reducing the fill in these areas, in practice there is little space available at in areas 'G' and 'H' for ramps.

- (c) The cuts over 8' next to the building (areas 'I', and 'J') could be eliminated but would require substantial waterproofing and subsurface drainage of the building exterior walls in these locations at an estimated cost of \$25,000. The building would also require extensive redesign at area 'J' as this is a point of emergency ingress/egress. It is unknown the magnitude of this cost.
- (d) The fill over 8' for the tennis courts (area 'K') could be eliminated with the construction of an 8' high, 260' long concrete retaining wall and a 96' long handicap ramp complex between the tennis courts and the adjacent parking lot. We estimate the cost of this wall and ramp complex at approximately \$82,120. However, lowering the tennis courts would reduce the available depth in the adjacent water quality pond which would require this pond to occupy a larger footprint to attain the necessary water quality volume. We estimate the footprint for this pond would be approximately 60% larger than the current design and would cost an additional \$75,000. We estimate the total cost to lower the tennis courts at approximately \$160,000.
- (e) Elimination of the cut over 8' for the main entry drive (area 'L') along the building front would require raising this drive by approximately 4'. This would reduce the wall height of the limestone block wall adjacent to the property line and require higher concrete retaining walls adjacent to area 'J' and additional walls/handicap ramps next to the building's main entrance. We estimate the additional wall cost at \$21,600 and the additional ramp at \$8,160 for a total of \$29,760.
- (f) With the current mass grading plan, the cut under the building footprint balances the fill on the remaining portion of the site. Currently we don't anticipate large amounts of either import or haul will be required for the mass grading. Reducing the amount of fill in the areas noted above would require substantial lowering of the current building finish floor elevations. Not only would this lowering of the building elevation generate more cut to be dealt with, but there would be no opportunity for this additional material to be used on site. We estimate that to bring this site into substantial compliance with the cut/fill limitations of 82.943(a) would require lowering the building and the bulk of the 29 acres within the Limits of Construction by an average 2'. This would generate approximately 90,000 yd³ of excess material which would need to be disposed of offsite. At a rough cost of \$5/yd, this is an additional \$450,000.
- (g) Taken together, these costs could add as much as \$700,000 to the cost of this project on top of the elimination of practice and competition fields. It should be noted that changes to most of these site elements would require the construction of switchback handicap ramp complexes and that it is likely that a cut/fill variance would still be necessary for the area occupied by the ramps.

- 4. The total area involved in this variance request is approximately 0.519 acres of cut and 2.441 acres of fill. These areas are broken down on the attached exhibit accompanying this variance request.
- 5. The proposed cut/fill areas located on slopes with a gradient of more than 15% will be contained by structural retaining walls. These walls will act to armor the faces of the cut slopes in the cut areas

Ms. Teresa Calkins, P.E.

Page 4

and the embankment materials in the fill areas and protect these cut/fill slopes from erosion. This degree of erosion protection is the same regardless of whether the wall height is less than or more than 8'. The embankment adjacent to the tennis courts will be placed with a final design slope of 4:1 and will be finished with solid grass sod. Finally, permanent rock berms will be placed downgradient from the perimeter walls at the practice field (areas 'A' and 'B'), the competition field (areas 'D' and 'E') and the tennis courts (area 'K').

6. As currently designed, the site essentially balances with onsite material being processed and reused onsite.
7. The proposed design minimizes unnecessary cuts and fills. The building is designed with split levels and was located, along with the athletic fields and parking facilities within the relatively flatter area of the site.
8. The District has instructed the design team to conserve existing trees on-site as much as reasonable. To this end, several trees in the vicinity of the proposed building and parking lots will have tree islands or wells constructed to enable tree survival. Also, the north driveway was reduced in width and realigned to provide additional room for a large tree. The District is also considering as an alternate the use of rain-barrel collection systems for implementation into their science curriculum. While relatively small in comparison to the total water quality volume of the proposed structural ponds, these rainwater harvesting systems would act to decrease the net storm runoff from the building roof areas and increase the volume of runoff treated from the parking areas beyond what is required by County Code.

The School District agrees to hold their construction contractor responsible to strictly follow the detailed Sequence of Construction and other Best Management Practices (BMPs) included in the permit plans to mitigate runoff from the large amounts of fill material exposed on the steep slopes during construction, and to fully cooperate and address the concerns of County Inspectors and representatives during the construction period.

If you have any questions or need any additional information concerning this variance request, please let me know.

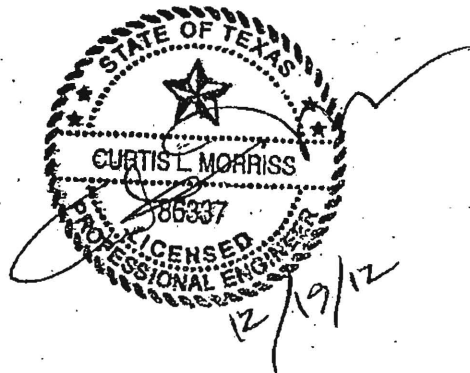
Sincerely,

CUNNINGHAM|ALLEN, INC.

Curtis Morriss, P.E.

Attachment: Cut and Fill Exhibit

cc: Jim Ratcliff, Lake Travis ISD
Chuck Fields, Fields and Associates Architects





Facilities and Construction

December 18, 2012

Travis County
Transportation and Natural Resources
Development Services
411 W. 13th Street
Austin, TX 78701

Attn: Ms. Teresa Calkins, P.E.

RE: Variance Request - Fiscal Security
LTISD New Middle School (Permit Number 12-1748)
CAI Job No. 452.0301

Dear Ms. Calkins:

Lake Travis ISD (LTISD) hereby requests a variance from the requirement in Sec. 82.920 "Fiscal Security" to post fiscal security in accordance with the requirements of Sec. 82.401 of the Code. This variance request accompanies the current Site Development Permit Application currently in review for the LTISD New Middle School. The area within the overall Limits of Construction for this project is approximately 29.2 acres.

Following is the applicable information necessary to allow the Commissioner's Court to make the findings specified in Sec. 82.921(c) of the Code; specifically:

- (1) This Variance is being sought from the requirement to post fiscal security in accordance with Sec. 82.920 "Fiscal Security" and Sec. 82.401 "Construction Fiscal Security" of the Code.
- (2) In accordance with the requirements of Sec. 82.920 and Sec. 82.401, the District must post fiscal for the cost of all temporary erosion/sedimentation controls, permanent stabilization of disturbed areas, and public improvements associated with the development of the site. The stated purpose of the fiscal security is "...to ensure that temporary erosion and sedimentation controls and permanent site stabilization for a commercial development...are constructed and maintained in accordance with the approved plan, permit, and standards required by Subchapters I and K". This provision is in the code to provide a means and the necessary funds for the County to construct and/or maintain these items should a private developer fail to do so. However, the School District is a public institution and has funds that are budgeted for this project. The District intends to expend the necessary funds to fully perform the temporary and permanent ESC measures required by the Travis County Code. School districts usually benefit from this consideration and are not required to post fiscal.

Ms. Teresa Calkins, P.E.
Page 2

Thank you for your assistance in having this placed on the agenda as requested. If you have any questions or need any additional information concerning this variance request, please let me know.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Ratcliff", written over a horizontal line.

Jim Ratcliff, Senior Director
Facilities and Construction
Lake Travis ISD

12/27/2012

Thomas Weber
 Travis County Transportations and Natural Resources
 411 West 13th Street
 Austin Texas, 78704

REF: LTISD Bee Creek Middle School
Erosion Control Fiscal Estimate
 TNR Permit #12-1748
 CAI #: 452.0301

Dear Mr. Weber,

Below is our opinion of probable construction cost for erosion controls associated with the above referenced project.

Erosion Controls

Description	Unit	Quantity	Unit Price	Amount
Hydromulch seeding (w/ topsoil & watering)	SY	141,325	\$ 2.00	\$ 282,650
Silt Fence	LF	5,900	\$ 3.00	\$ 17,700
Stabilized Construction Entrance	EA	5	\$ 1,000.00	\$ 5,000
Rock Berm	LF	2,130	\$ 15.00	\$ 31,950
Inlet Protection	LF	405	\$ 3.00	\$ 1,215
Tree Protection	LF	2,375	\$ 1.80	\$ 4,275
Total Erosion Controls				\$ 342,790

In providing opinions of probable construction cost, it is understood that Cunningham|Allen, Inc. has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that Cunningham|Allen, Inc. opinions of probable construction costs are made on the basis of Cunningham|Allen, Inc. professional judgment and experience. Cunningham|Allen, Inc. makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from Cunningham|Allen, Inc. opinion of probable construction cost.

Unless otherwise stated, these costs do not include gas, electric, telephone, cable, or fiber optic construction, nor permit or inspection fees.

Please do not hesitate to call should you have any questions.

Sincerely,
 CUNNINGHAM|ALLEN INC.,

Curtis Morriss, P.E.

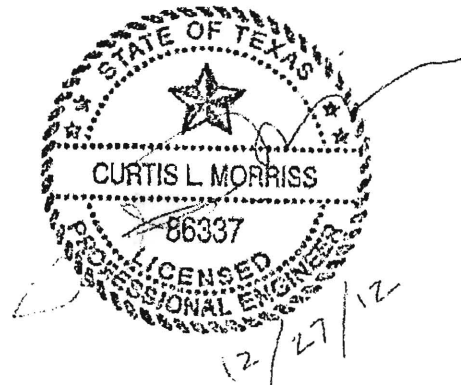
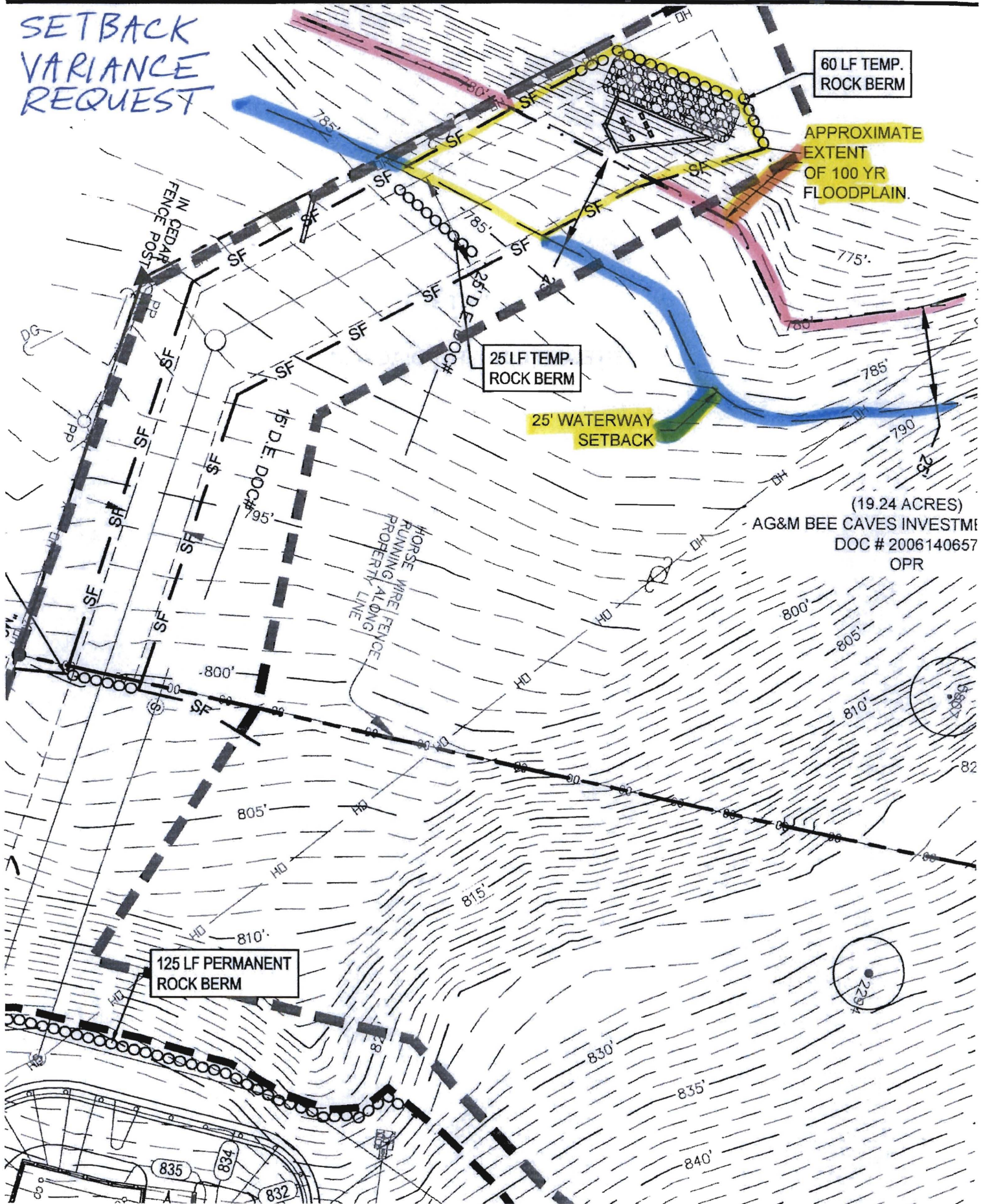


EXHIBIT 2
WATERWAY SETBACK DIAGRAM

LAKE TRAVIS ISD MIDDLE SCHOOL - WATERWAY

SETBACK VARIANCE REQUEST



60 LF TEMP.
ROCK BERM

APPROXIMATE
EXTENT
OF 100 YR
FLOODPLAIN.

25 LF TEMP.
ROCK BERM

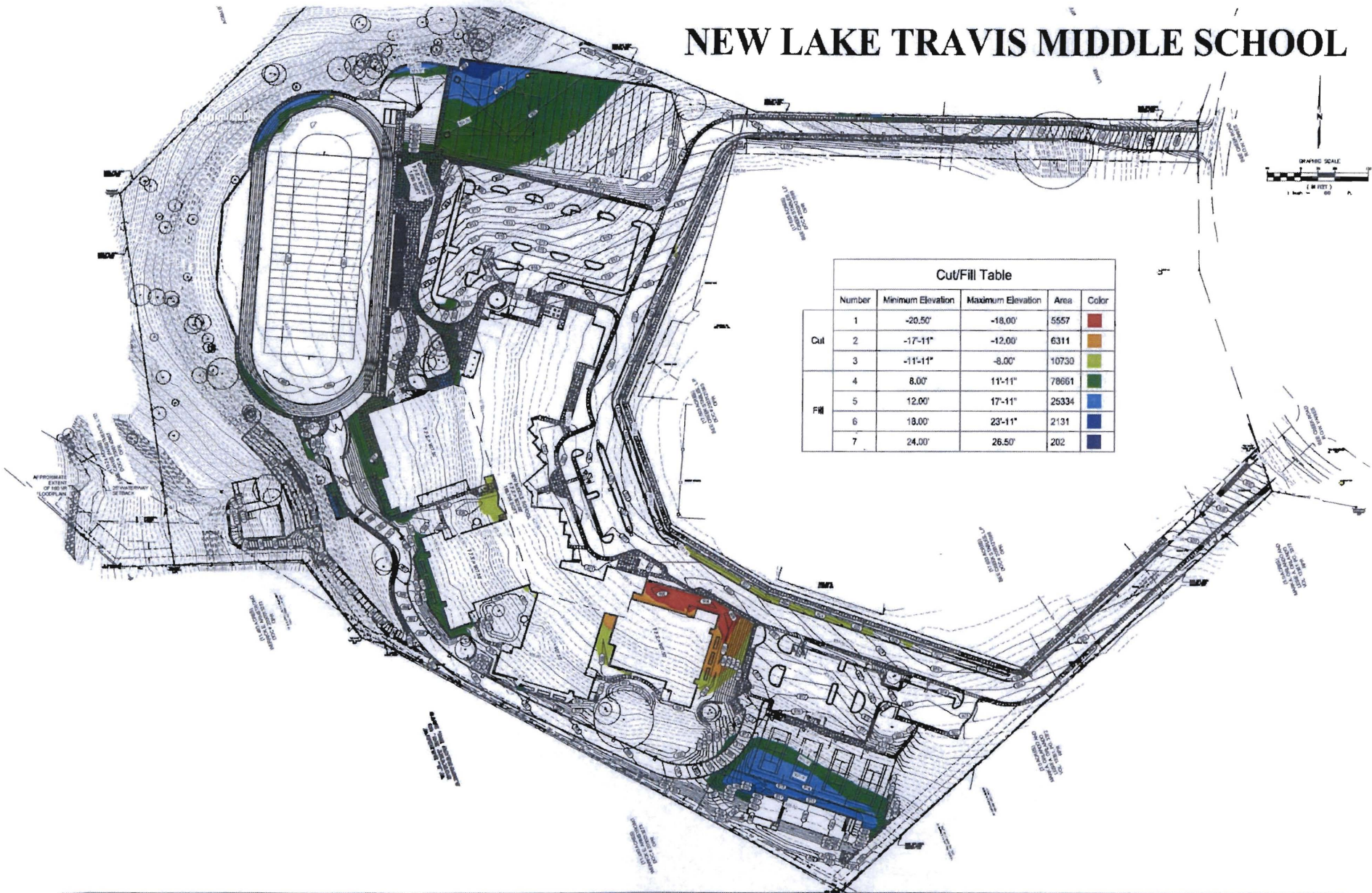
25' WATERWAY
SETBACK

125 LF PERMANENT
ROCK BERM

(19.24 ACRES)
AG&M BEE CAVES INVESTM
DOC # 2006140657
OPR

EXHIBIT 3
SITE AND CUT & FILL DIAGRAM

NEW LAKE TRAVIS MIDDLE SCHOOL



Cut/Fill Table					
	Number	Minimum Elevation	Maximum Elevation	Area	Color
Cut	1	-20.50'	-18.00'	5557	Red
	2	-17'-11"	-12.00'	6311	Orange
	3	-11'-11"	-8.00'	10730	Light Green
	4	8.00'	11'-11"	78661	Dark Green
Fill	5	12.00'	17'-11"	25334	Light Blue
	6	18.00'	23'-11"	2131	Medium Blue
	7	24.00'	26.50'	202	Dark Blue

CUT & FILL EXHIBIT



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Melissa Velasquez, County Judge's Office

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 ON REAPPOINTMENTS TO THE TRAVIS COUNTY HISTORICAL COMMISSION. (JUDGE BISCOE)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Travis County Historical Commission appointments expire on January 31, 2013. The Chair of the Commission, Barry Hutcheson, has submitted applications for reappointment and the Judge's Office has hand delivered the applications to the appropriate County Commissioner.

- Enclosed is a list of those wishing to be re-appointed.
- The list indicates which County Commissioner makes the appointment and whether an application for re-appointment has not been submitted.

STAFF RECOMMENDATIONS:

Recommend the Commissioners Court reappoint those residents who wish to continue to serve.

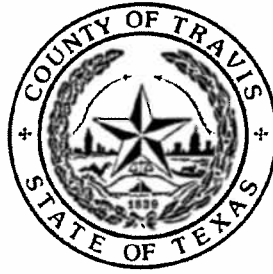
ISSUES AND OPPORTUNITIES:

n/a


	Appointee	Nominated By	Date Last Appt'd.
Historical Commission	H. William (Bill) Beare Jr.	County Judge	1/18/2011
	Vonnye Rice-Gardner		1/18/2011
	David White		1/18/2011
	Patti Byler Hansen		1/18/2011
Historical Commission	Adrienne Isom	Precinct 1	2/1/2011
	Margarine G. Beaman		1/25/2011
	Carolyn L. Jones - Have not received application		1/25/2011
	VACANT		
	VACANT		
Historical Commission	Marjorie Alford	Precinct 2	2/8/2011
	Rosemary Morrow		2/8/2011
	Nora Jackson		2/8/2011
	May Schmidt		2/8/2011
	Laraine Lasdon - Have not received application		2/8/2011
Historical Commission	Barry Hutcheson	Precinct 3	2/22/2011
	Sarah Harriman - Have not received application		2/22/2011
	Martha Moulthrop		2/22/2011
	Nancy Hamilton		2/22/2011
Historical Commission	Robert Perkins	Precinct 4	3/29/2011
	James "Bob" Ward		1/18/2011
	Jane Manaster - Have not received application		1/18/2011

TRAVIS COUNTY
AUDITOR'S OFFICE

NICKI RILEY, CPA
COUNTY AUDITOR



TRAVIS COUNTY
ADMINISTRATION BUILDING
P.O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9125
FAX: (512) 854-9164

To: Commissioners Court
From:  Nicki Riley, County Auditor
Date: January 4, 2013
Re: ESD Audit Report

Texas Health and Safety Code, Chapter 775.082 requires all Emergency Services Districts to submit an audit report to the Commissioners Court by June 1st of each year. The following ESDs have submitted their audited financial statements to the County for fiscal year 2011.

A copy of the report is attached. We have reviewed this audit report and are requesting for it to be placed on the agenda to be formally received by the Commissioners' Court. The agenda request is included for the report listed below.

<u>Emergency Services District</u>	<u>Precinct</u>	<u>Fiscal Year</u>
No. 10	3	2011

Please do not hesitate to call me at ext. 49125 if you have any questions.



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013, 9:00AM Voting Session

Prepared By/Phone Number: Janice Rosemond, Auditor's Office, 854-8824

Elected/Appointed Official/Dept. Head: Nicki Riley, Travis County Auditor

Commissioners Court Sponsor: Commissioner Daughtery

AGENDA LANGUAGE: Receive fiscal year 2011 financial audit reports for Emergency Services Districts #10

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Auditor's Office

Nicki Riley 854-9125

Commissioner Pct 3 Office

Gerald Daughtery 854-9333



RECEIVED
12/07/13 PM 1:55
TRAVIS COUNTY
AUDITORS OFFICE

Montemayor Hill & Company, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

**TRAVIS COUNTY EMERGENCY
SERVICES DISTRICT #10**

INDEPENDENT AUDITOR'S REPORT
AND
FINANCIAL STATEMENTS

SEPTEMBER 30, 2011



Montemayor Hill & Company, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

Board of Fire Commissioners
Travis County Emergency Services District #10

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the governmental activities and general fund of the Travis County Emergency Services District #10 (District) as of and for the year ended September 30, 2011, which collectively comprise the District's basic financial statements. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on the audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and general fund of the District as of September 30, 2011 and the changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 2 through 5 and the budgetary comparison information and on page 14 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

26 September 2012
Austin, Texas

Montemayor Hill & Company, P.C.

3001 SOUTH LAMAR BOULEVARD
SUITE 320
AUSTIN, TEXAS 78704
PHONE: 512.442.0380
FAX: 512.442.0817
www.montemayorhill.com

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10
MANAGEMENT'S DISCUSSION AND ANALYSIS

The following is a narrative overview and analysis of the financial activities of the Travis County Emergency Services District #10 ("the District") for the year ended September 30, 2011. Please read it in conjunction with the District's financial statements, which follow this section.

Financial Highlights

- The District's property tax rate remained at 10¢ per \$100 of assessed valuation for the year ended September 30, 2011. The statutory limit, as established by the State of Texas constitution, is 10¢ per \$100 of assessed valuation.
- The District incurred an increase in fund balance of \$13,312 for the year, due to expenses being slightly less than tax revenues.
- Cash, advances to the Ce-BAR Volunteer Fire Department (Ce-BAR) and taxes receivable amounted to \$392,793 at September 30, 2011, which represented a slight increase over the \$389,889 for cash, advances and taxes receivable at September 30, 2010.
- Capital assets decreased by \$168,436 compared to September 30, 2010, entirely due to depreciation expense for the 2011 fiscal year.
- The District's capital lease balance decreased by \$175,644 in the current fiscal year, as a result of principal payments.
- Payments made to Ce-BAR for contracted services were \$1,008,000 for the year ended September 30, 2011, compared to \$774,000 for the nine months ended September 30, 2010.

Overview of the Financial Statements

This annual report consists of three parts—*management's discussion and analysis* (this section), the *basic financial statements*, and *required supplementary information*. The *basic financial statements* include two kinds of statements that present different views of the District. The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the information in the financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private sector business reporting on a full accrual basis of accounting.

The *Statement of Net Assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as net assets. Increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District has improved or deteriorated.

The *Statement of Activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (example: uncollected property taxes).

Because the District's principal source of revenue is property taxes, the government-wide financial statements are grouped into one function that is supported by taxes (governmental activities).

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control and account for resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal or contractual requirements. The District has one fund, the General Fund.

Governmental Funds: The General Fund is used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the governmental funds financial statements focus on current fiscal year cash inflows and outflows, as well as balances of resources available for spending at the end of the fiscal year. Such information may be useful in evaluating the District's recent financing requirements.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for the General Fund with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's recent financing decisions. Both the Governmental Fund balance sheet and the Governmental Fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between Governmental Fund and government-wide financial statements.

Government-Wide Financial Analysis

Net assets may serve as a useful indicator of the District's financial position. The District's net assets (assets less liabilities) were \$762,981 as of September 30, 2011. Capital assets, net of depreciation and related debt, accounted for \$370,188 or 49% of the total net assets. Capital assets reflect the large investments in facilities and equipment that are necessary to provide adequate fire suppression services to the community. The remaining balance of net assets of \$392,793 is unrestricted and available to meet the District's ongoing obligations to citizens and creditors. Governmental activities account for all of the changes in net assets at the government-wide reporting level because the District engages in no business-type activities. The tables below summarize the financial position of the District at September 30, 2010 and September 30, 2011 and the results of operations for the nine months ended September 30, 2010 and the year ended September 30, 2011.

<u>Assets</u>	<u>9/30/2011</u>	<u>9/30/2010</u>
Current assets	\$378,678	\$372,068
Non current and capital assets	1,393,629	1,565,771
Total assets	<u>\$1,772,307</u>	<u>\$1,937,839</u>
<u>Liabilities</u>		
Current liabilities	\$179,715	\$174,928
Long-term debt	<u>829,611</u>	<u>1,013,242</u>
Total liabilities	<u>1,009,326</u>	<u>1,188,170</u>
Net assets:		
Invested in capital assets, net of debt	370,188	362,980
Unrestricted	<u>392,793</u>	<u>386,689</u>
Total net assets	<u>762,981</u>	<u>749,669</u>
Total liabilities and net assets	<u>\$1,772,307</u>	<u>\$1,937,839</u>

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10
MANAGEMENT'S DISCUSSION AND ANALYSIS**

	<u>2011</u>	<u>2010</u>
<u>Revenues</u>		
Property taxes	\$1,251,953	\$0
Interest and other income	<u>2,096</u>	<u>8,159</u>
Total revenues	<u>1,254,049</u>	<u>8,159</u>
<u>Expenses</u>		
Contract funding - Ce-BAR	1,008,000	774,000
Depreciation	168,436	146,897
Interest expense	49,202	41,816
Other	<u>15,099</u>	<u>15,008</u>
Total expenses	<u>1,240,737</u>	<u>977,721</u>
Change in net assets	13,312	(969,562)
Net assets, beginning	<u>749,669</u>	<u>1,719,231</u>
Net assets, ending	<u>\$762,981</u>	<u>\$749,669</u>

Financial Analysis of the Governmental Fund

The focus of the District's Governmental Fund is to provide information on near-term inflows and outflows and on resource balances available for spending. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance serves as a useful measure of the District's net resources available for spending at fiscal year-end.

During the fiscal year ending September 30, 2011, the District's only Governmental Fund was the General Fund, and it reported ending current assets of \$378,678, an increase of \$6,610 from September 30, 2010. The District's nonspendable fund balance of \$295,000 represented an advance outstanding to Ce-BAR at year-end for the next fiscal year's operations. The District's ending unassigned fund balance of \$78,158 was unencumbered and available for spending at the District's discretion.

General Fund Budgetary Highlights

The General Fund an excess of revenues over expenditures of \$4,290. The reason for the budget variance is primarily due to the District not budgeting for collections of penalties and interest.

Capital Assets

The District's investment in capital assets at September 30, 2011, net of accumulated depreciation, totaled \$1,379,514. The current year decrease of \$168,436 represented depreciation expense.

Long-Term Debt

The District's long-term debt at September 30, 2011, net of the current portion, totaled \$829,611 for capital leases. The current portion of the long-term debt was \$179,715. Fire stations and equipment are pledged as collateral on the leases. Activity during the year ended September 30, 2011 consisted of \$175,644 in principal payments and interest expense of \$49,202.

Economic Factors, Future Years' Budgets and Tax Rates

The October 2010 tax assessment decreased by approximately 2% compared to the October 1, 2009 assessment. The tax rate of 10¢ per \$100 of assessed valuation for fiscal year 2010-2011 remained the

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10
MANAGEMENT'S DISCUSSION AND ANALYSIS**

same. The slight reduction in tax revenues is not expected to have a significant effect on services contracted with Ce-BAR.

Request for Information

This financial report is designed to provide a general overview of the finances of the Travis County Emergency Services District #10 for all parties with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Travis County Emergency Services District #10
353 Commons Road
Austin, TX 78733

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10
STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET
SEPTEMBER 30, 2011

	<u>General Fund</u>	<u>Adjustments (Note 9)</u>	<u>Statement of Net Assets</u>
ASSETS			
Current assets:			
Cash	\$76,650		\$76,650
Property taxes receivable	1,508	5,520	7,028
Contract advance to Ce-BAR	<u>295,000</u>		<u>295,000</u>
	373,158		378,678
Property taxes receivable	19,635	(5,520)	14,115
Capital assets, net	<u>0</u>	1,379,514	<u>1,379,514</u>
	<u>\$392,793</u>		<u>\$1,772,307</u>
LIABILITIES			
Current liabilities:			
Current portion of capital leases	<u>\$0</u>	179,715	<u>\$179,715</u>
Noncurrent liabilities:			
Capital leases	0	829,611	829,611
Deferred property taxes	<u>19,635</u>	(19,635)	<u>0</u>
	<u>19,635</u>		<u>829,611</u>
	<u>19,635</u>		<u>1,009,326</u>
FUND BALANCES/NET ASSETS			
Unassigned fund balance	78,158	(78,158)	
Nonspendable fund balance	<u>295,000</u>	<u>(295,000)</u>	
	<u>373,158</u>	(373,158)	
	<u>\$392,793</u>	(392,793)	
NET ASSETS			
Invested in capital assets, net of debt			370,188
Unrestricted			<u>392,793</u>
			<u>762,981</u>
			<u>\$1,772,307</u>

The accompanying notes are an integral part of this financial statement presentation.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED SEPTEMBER 30, 2011

	<u>General Fund</u>	<u>Adjustments (Note 9)</u>	<u>Statement of Activities</u>
EXPENDITURES/EXPENSES			
Contract funding - Ce-BAR VFD	\$1,008,000		\$1,008,000
Debt service	224,846	(175,644)	49,202
Depreciation	0	168,436	168,436
Other	<u>15,099</u>		<u>15,099</u>
	<u>1,247,945</u>		<u>1,240,737</u>
REVENUE			
General revenue:			
Property taxes	1,250,139	1,814	1,251,953
Interest and other income	<u>2,096</u>		<u>2,096</u>
	<u>1,252,235</u>		<u>1,254,049</u>
Change in net assets	4,290		13,312
Beginning fund balance/net assets	<u>368,868</u>		<u>749,669</u>
Ending fund balance/net assets	<u>\$373,158</u>		<u>\$762,981</u>

The accompanying notes are an integral part of this financial statement presentation.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

NOTES TO FINANCIAL STATEMENTS

NOTE 1: ORGANIZATION

The Travis County Emergency Services District #10 (District) is a governmental unit that collects property taxes from the citizens of Travis County and disburses funds to Ce-BAR Volunteer Fire Department (Ce-BAR), a non-profit corporation. The District is not included in any other reporting entity.

The District operates under the provisions of Chapter 775 of the Health and Safety Code and was created to provide fire fighting services as well as emergency medical response services to a particular geographic portion of western Travis County. Funding for the District is primarily through the collection of property taxes billed annually in October.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the District conform to U.S. generally accepted accounting principles applicable to governments promulgated by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). The following is a summary of the significant accounting policies.

GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The District is considered a special purpose government under GASB Statement No. 34. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements to be prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. The Statement of Net Assets and the Statement of Activities are government-wide financial statements. They report information on all of the District's activities. The District services are supported primarily by property taxes. The Statement of Activities demonstrates how the District used revenue.

NET ASSETS/FUND BALANCE

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first and then unrestricted resources as they are needed. When both assigned and unassigned funds are available for expenditure, assigned funds are used first. The District's assigned fund balances represent funds advanced under contract to Ce-BAR for the next fiscal year, and reported under the authority of the District.

NOTES TO FINANCIAL STATEMENTS

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified basis of accounting. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers all revenues available if they are collectible within 60 days after year-end. Expenditures are recognized in the accounting period in which the liability is incurred. Interest and tax revenues associated with the current fiscal year are considered susceptible to accrual and have been recognized as revenues in the current fiscal year. All other revenue is considered measurable and available only when cash is received by the District.

ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

DEFERRED REVENUE

The District reported unearned deferred revenue in the Statement of Net Assets. Deferred revenues arise when potential revenue does not meet both the measurable and available criteria for recognition in the current period. In general, monies received within 60 days after year-end are considered to have been for prior year services.

CAPITAL ASSETS

All capital assets are recorded at historical cost (or estimated historical cost) and updated for additions and retirements during the year. The District does not possess any infrastructure. Improvements are capitalized. The cost of normal repairs and maintenance that do not add to the value of the asset or materially extend the asset's life are recorded as expenses. Depreciation is calculated on a straight-line basis. Estimated useful lives are as follows:

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

NOTES TO FINANCIAL STATEMENTS

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Vehicles and equipment	10 years
Furniture and equipment	10 years
Building	39.5 years

SUBSEQUENT EVENTS

The District has evaluated subsequent events as of September 26, 2012, the date the financial statements were available to be issued.

NOTE 3: CAPITAL ASSETS

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets not being depreciated:				
Land	\$144,024	\$0	\$0	\$144,024
Capital assets being depreciated:				
Vehicles and engines	1,449,749	0	0	1,449,749
Buildings	1,215,400	0	0	1,215,400
Equipment	457,671	0	0	457,671
Furniture and fixtures	60,167	0	0	60,167
Accumulated depreciation	<u>(1,779,061)</u>	<u>(168,436)</u>	<u>0</u>	<u>(1,947,497)</u>
Net assets being depreciated	<u>1,403,926</u>	<u>(168,436)</u>	<u>0</u>	<u>1,235,490</u>
	<u>\$1,547,950</u>	<u>(\$168,436)</u>	<u>\$0</u>	<u>\$1,379,514</u> ✓

NOTE 4: PROPERTY TAXES

The District has the authority to levy a tax to a maximum of \$0.10 per \$100 of value. Ad valorem taxes are levied each October 1 on the assessed valuation of all taxable property in the District. The tax rate for the October 1, 2010 levy was \$0.10 per \$100 of value. Taxes are due upon receipt of the bill and are delinquent if not paid before the first day of January in the year following levy. On February 1 of each year, a tax lien attaches to the property to secure the payment of all taxes, penalties and interest ultimately imposed. Taxes are billed and collected by the Travis County Tax Assessor-Collector.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

NOTES TO FINANCIAL STATEMENTS

NOTE 5: RELATED PARTIES

The District executed a contract with Ce-BAR in 2000. The agreement is effective for a period of ten years. The District agreed to fund the operations of Ce-BAR quarterly, as funds are available, based on a budget for Ce-BAR that is approved by the District. In exchange for the funding provided by the District, Ce-BAR agreed to provide emergency services including fire fighting and first responder assistance to the geographic area served by the District. The District funded Ce-BAR \$1,008,000 for services provided during the year ended September 30, 2011. Additionally, the District's nonspendable fund balance of \$295,000 represents an advance to Ce-BAR for services to be provided in fiscal year ended September 30, 2011.

NOTE 6: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts, theft and destruction of assets, errors and omissions, natural disasters, etc. The District maintains commercial insurance coverage for these types of risks.

NOTE 7: BUDGET VARIANCES

The District adopts an annual budget for the General Fund and amends the budget as needed during the year. The budget was not amended for the year ended September 30, 2011. Certain revenue and expenses were different than budgeted, which resulted in a slightly higher than budgeted fund balance.

NOTE 8: LONG-TERM DEBT

<u>Capital Leases</u>	<u>Original Issue</u>	<u>Maturity</u>	<u>Interest Rate</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Payments</u>	<u>Ending Balance</u>
Fire Station	\$1,162,671	2019	4.41%	\$754,307	\$0	\$77,882	\$676,425
Engine #1	334,206	2014	4.25%	142,118	0	35,723	106,395
Engine #2	325,182	2014	3.93%	128,530	0	34,944	93,586
Tanker	153,817	2015	3.93%	73,276	0	16,159	57,117
Brush Truck	<u>116,000</u>	2017	4.92%	<u>86,739</u>	<u>0</u>	<u>10,936</u>	<u>75,803</u>
	<u>\$2,091,876</u>			<u>\$1,184,970</u>	<u>\$0</u>	<u>\$175,644</u>	1,009,326
						Less Current	<u>(179,715)</u> ✓
						Long-term	<u>\$829,611</u> ✓

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

NOTES TO FINANCIAL STATEMENTS

NOTE 8: LONG-TERM DEBT

Maturities:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	\$179,715	\$45,130	\$224,845
2013	188,075	36,770	224,845
2014	166,689	28,115	194,804
2015	106,827	21,517	128,344
2016	107,347	16,300	123,647
2017-2019	<u>260,673</u>	<u>17,776</u>	<u>278,449</u>
	<u>\$1,009,326</u>	<u>\$165,608</u>	<u>\$1,174,934</u>

The District's capital leases are secured by the underlying property and equipment financed. The capital lease agreements contain purchase options.

NOTE 9: ADJUSTMENTS TO CONVERT FUND STATEMENTS TO GOVERNMENT-WIDE

Unrestricted fund balance - governmental fund	\$373,158
Increase net assets for capital assets not reported in the governmental funds	1,379,514
Taxes receivables deferred in the fund financial statements and not in the government-wide financial statements	19,635
Capital lease liabilities not reported in the fund financial statements	<u>(1,009,326)</u>
Net assets - governmental activities	<u>\$762,981</u>
Net change in fund balance - governmental fund	\$4,290
Revenue recognized in the fund financial statements not reported in the governmental funds	1,814
Depreciation expense not recognized in the fund financial statements	(168,436)
Long-term debt principal payments recognized as expenditures in the fund financial statements	<u>175,644</u>
Change in net assets - governmental activities	<u>\$13,312</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

NOTES TO FINANCIAL STATEMENTS

NOTE 10: GASB 54 BEGINNING FUND BALANCES

<u>September 30, 2010</u>	General <u>Fund</u>	<u>Total</u>
Unassigned	\$110,868	\$110,868
Nonspendable	<u>258,000</u>	<u>258,000</u>
	<u>\$368,868</u>	<u>\$368,868</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #10

BUDGETARY COMPARISON - GENERAL FUND

YEAR ENDED SEPTEMBER 30, 2011

	Original and Final <u>Budget</u>	<u>Actual</u>	<u>Variance</u>
REVENUES			
Property taxes	\$1,246,136	\$1,250,139	\$4,003
Interest and other	<u>1,976</u>	<u>2,096</u>	<u>120</u>
	<u>1,248,112</u>	<u>1,252,235</u>	<u>4,123</u>
EXPENDITURES			
Contract funding - Ce-BAR	1,000,000	1,008,000	(8,000)
Debt service	224,846	224,846	0
Other expenses	<u>24,650</u>	<u>15,099</u>	<u>9,551</u>
	<u>1,249,496</u>	<u>1,247,945</u>	<u>1,551</u>
REVENUES OVER EXPENDITURES	(1,384)	4,290	5,674
BEGINNING FUND BALANCE	<u>368,868</u>	<u>368,868</u>	<u>0</u>
ENDING FUND BALANCE	<u>\$367,484</u>	<u>\$373,158</u>	<u>\$5,674</u>

See independent auditor's report.



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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 ON THE APPOINTMENT OF ARON ANDERSON TO THE BOARD OF COMMISSIONERS OF EMERGENCY SERVICES DISTRICT (ESD) NO. 13 FOR THE TERM JANUARY 1, 2013 THROUGH DECEMBER 31, 2014.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See Attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office	Ron Davis	Completed
County Judge's Office		
Commissioners Court		

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

15611 Wells School Rd.
Elgin, TX 78621
January 2, 2013

Commissioner Ron Davis
Commissioner Pct One, Travis County
P.O. Box 1748
Austin, TX 78767

Commissioner Davis:

My name is Aron Anderson. I grew up and live on Wells School Road, northeast Travis County. I am requesting that you appointment me to the Board of Commissioners, Travis County Emergency Services District # 13. Marilyn Samuelson informed me that she was not going to ask to be appointed for another term and asked if I would be willing to serve in her place and I told her I would.

I am a full time farmer and rancher. Since I grew up and live in the heart of ESD # 13, I am very familiar with the area and its problems. I served nine years as a volunteer fireman with the Elgin Fire Department until my wife became very ill with cancer and my time did allow me to continue. My interest is to work for the citizens of ESD # 13 to have the necessary and prompt medical emergency and fire service possible.

I graduated from Elgin High School and am a member of New Sweden Lutheran Church. As a youth, I was active in 4-H and the Travis County Livestock Show. I am still active in helping the youth today and other activities within the community.

I would appreciate your serious consideration to appoint me as Commissioner of ESD # 13.

Thank You.

Aron Anderson



ITEM 21



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

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 ON RE-APPOINTMENT OF MICHAEL GOBERT AND GILES GARMON TO THE BOARD OF COMMISSIONERS OF EMERGENCY SERVICES DISTRICT (ESD) NO. 12 FOR THE TERM JANUARY 1, 2013 THROUGH DECEMBER 31, 2014.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See Attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office	Ron Davis	Completed
County Judge's Office		
Commissioners Court		

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

Deone Wilhite

From: Jesse Arellano <jarellan12@gmail.com>
Sent: Wednesday, January 09, 2013 10:19 AM
To: Deone Wilhite
Cc: Ronald Fowler; Flo Soliz
Subject: Commissioner Appointments

Good Morning Sir,

As President and designated representative of Travis County ESD #12, I respectfully submit the names of Mr. Giles Garmon and Mr. Michael Gobert for re-appointment to the Travis County ESD #12 Board by Commissioner Davis.

Both are long time Commissioners of ESD #12 and are very committed to the mission of the protection of life and property that the district provides. They are also in excellent standings with the community and their ability to serve is witnessed by their attendance records with respects to meetings and district functions.

It is recommended that they both be re-appointed to another two year term to expire on December 2014. This appointment would give us our full complement of commissioners with 3 and 2 staggered terms.

Please let me know if I can provide you with additional information about this matter.

Thanks,
Jesse Arellano
President
TCESD #12



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, January 15, 2013
Prepared By/Phone Number: Deece Eckstein, 854-9754
Elected/Appointed Official/Dept. Head: Deece Eckstein, 854-9754
Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON LEGISLATIVE MATTERS, INCLUDING:

- A. UPDATE ON LEGISLATIVE ACTIVITIES;
- B. BRIEFING ON THE BIENNIAL REVENUE ESTIMATE ISSUED BY THE COMPTROLLER AND ITS IMPLICATIONS FOR THE STATE BUDGETING PROCESS; AND,
- C. ADDITIONS TO THE PRIORITIES, POLICY POSITIONS, AND THE POSITIONS ON OTHER PROPOSALS SECTIONS OF THE TRAVIS COUNTY LEGISLATIVE AGENDA.

SUMMARY AND IGR COORDINATOR RECOMMENDATION:

The Regular Session of the 83rd Texas Legislature opened on Tuesday, January 8, 2013. The day before, Comptroller Susan Combs released her Biennial Revenue Estimate, the Revenue Overview of which is included and on which the Court will be briefed on Tuesday.

IGR does not recommend any changes to the Travis County Legislative Agenda at this time.

BACKGROUND:

The 83rd Texas Legislature convened in Austin on Tuesday, January 8, 2013. There are 44 new members in the 150-member House of Representatives and five new members in the 31-member Senate.¹ In early

¹ One seat in the Senate remains vacant due to the October passing of Senator Mario Gallegos. A special election to fill his seat will be held on Saturday, January 26. Eight candidates are vying for the seat, and there will likely be a runoff.

action, the House re-elected Joe Straus to serve as Speaker and the Senate adopted its rules for the session, including retention of the “two-thirds rule” that affects the flow of legislation to the floor.

All the members of the Travis County delegation have returned except Senator Jeff Wentworth, who represented SD-25 in southern Travis County and has been replaced by **Senator Donna Campbell**. In addition, two Senators have been added to the Travis County delegation by virtue of redistricting: **Judith Zaffirini** (SD-21) and **Troy Fraser** (SD-24).

The day before, Comptroller Susan Combs released the Biennial Revenue Estimate² that sets the parameters for the legislative budget bill. Highlights:

- ★ The State will end the current 2012-2013 fiscal biennium with an estimated surplus of \$8.8 billion – although much of that is already spoken for because last session the Legislature left unfunded an estimated \$4.7 billion in Medicaid expenses and a \$2 billion delayed payment to schools.
- ★ The Legislature will have about \$208.2 billion for the next (2014-2015) budget. By contrast, the current budget is \$173.5 billion.
- ★ The Economic Stabilization (aka Rainy Day) Fund will end this biennium with an \$8.8 billion balance, which is expected to grow to \$11.8 billion over the next two years.

FISCAL IMPACT AND SOURCE OF FUNDING: Not applicable.

REQUIRED AUTHORIZATIONS: None.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Tanya Acevedo, Project Management Division Manager
Travis County Information Technology Services
Phone: 854-8685
Email: Tanya.Acevedo@co.travis.tx.us

² The full document is available at http://www.window.state.tx.us/finances/Biennial_Revenue_Estimate/bre2014/

Daniel Bradford, Assistant County Attorney
County Attorney's Office
Phone: 854-3718
Email: Daniel.Bradford@co.travis.tx.us

Leslie Browder, County Executive
Planning and Budget Office
Phone: 854-8679
Email: Leslie.Browder@co.travis.tx.us

David Escamilla
County Attorney
Phone: 854-9415
Email: David.Escamilla@co.travis.tx.us

Sherri Fleming, County Executive
Health and Human Services/Veterans Services
Phone: 854-4101
Email: Sherri.Fleming@co.travis.tx.us

Cyd Grimes
Purchasing Agent
Phone: 854-9700
Email: Cyd.Grimes@co.travis.tx.us

Danny Hobby, County Executive
Emergency Services
Phone: 854-4416
Email: Danny.Hobby@co.travis.tx.us

Roger Jefferies, County Executive
Justice and Public Safety
Phone: 854-4415
Email: Roger.Jefferies@co.travis.tx.us

Gregg Knaupe
Travis County Legislative Consultant
Phone: 499-8826
Email: Gregg@KnaupeGR.com

Steven Manilla, County Executive
Transportation and Natural Resources
Phone: 854-9429
Email: Steven.Manilla@co.travis.tx.us

Nicki Riley
Travis County Auditor
Phone: 854-3227
Email: Nicki.Riley@co.travis.tx.us

Jessica Rio, Budget Director
Planning and Budget Office
Phone: 854-4455
Email: Jessica.Rio@co.travis.tx.us

Aerin-Renee Toussaint, Budget Analyst II
Planning and Budget Office
Phone: 854-1160
Email: Aerin.Toussaint@co.travis.tx.us

ATTACHMENTS:

- A. "Revenue Overview," Texas Comptroller of Public Accounts, Biennial Revenue Estimate, 2014-15 Biennium, January 2013.

Biennial Revenue Estimate

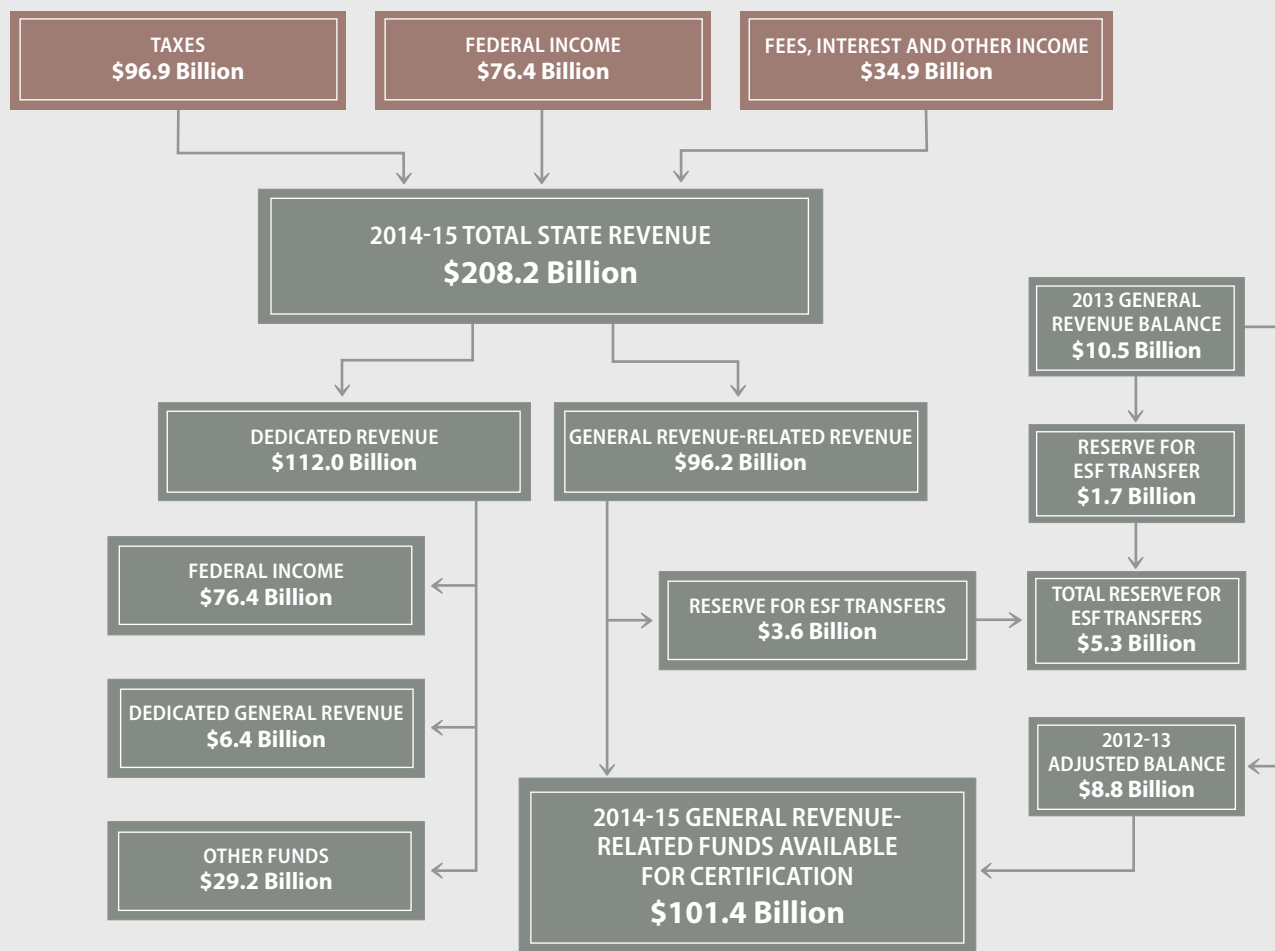


Revenue Overview

The State of Texas will have an estimated \$101.4 billion available for general purpose spending in the 2014-15 biennium, 12.4 percent greater than the corresponding amount of funds available for 2012-13. This figure

represents the sum of the 2012-13 ending balance, 2014-15 tax revenue, and 2014-15 non-tax receipts, less estimated transfers to the Economic Stabilization Fund (ESF) and adjustments to General Revenue-related dedicated account balances.

FIGURE 1
Flow of Major Revenues for the 2014-15 Biennium



Note: Totals may not sum because of rounding.
SOURCE: Susan Combs, Texas Comptroller of Public Accounts.

Aside from certain fund balances, only four funds affect the discretionary spending detailed in the General Appropriations Act. These funds, which are referred to as “General Revenue-related funds,” are the General Revenue Fund, the Available School Fund, the State Textbook Fund, and the Foundation School Fund Account. The remaining funds depend upon federal receipts or revenues that are dedicated by the constitution or by statute. A prime example is the constitutionally dedicated Permanent University Fund.

The state’s tax system is the main source of General Revenue-related funding. Tax collections in 2014-15 will generate (rounding to the nearest one-tenth billion) \$85.6 billion; and non-tax revenues will produce an additional \$10.6 billion. Factoring in the estimated \$8.8 billion ending balance carried forward from 2012-13, the total of these three sources approaches \$105.1 billion. Against this amount, \$3.6 billion must be placed in reserve for future transfers to the ESF.

Taking all state revenue sources into account, the state is expected to collect \$208.2 billion in revenue for all state funds in 2014-15. ❖



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, January 15, 2013
Prepared By/Phone Number: Deece Eckstein, 854-9754
Elected/Appointed Official/Dept. Head: Deece Eckstein, 854-9754
Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON TRAVIS COUNTY APPOINTMENT TO THE CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY (CTRMA) BOARD OF DIRECTORS.

SUMMARY AND IGR COORDINATOR RECOMMENDATION:

The terms of Nikelle S. Meade, a Travis County appointee to the Central Texas Regional Mobility Authority (CTRMA) Board of Directors, expires February 1, 2013. Ms. Meade was first appointed to the board in March, 2007. She has sent a letter to Judge Biscoe indicating her desire to be reappointed to the board.

IGR recommends that the Court reappoint Nikelle S. Meade to the CTRMA board for a term from February 2, 2013 to February 1, 2015.

Central Texas Regional Mobility Authority

The Central Texas Regional Mobility Authority was created in 2002 as a joint effort between Travis and Williamson counties to expand mobility options in the region. The CTRMA is governed by a seven-member board, with three appointees each from Travis and Williamson counties and a chair appointed by the governor. The other Travis County appointees are **David Armbrust** and **Charles Heimsath**, whose terms will expire in February, 2014.

Qualifications – and Disqualifications – of a Board Member

A member of the Board must be a resident of the county from whence they are appointed.

A member of the Board may **not** be:

1. An elected official; or
2. An employee of a city or county located wholly or partly within the boundaries of CTRMA.

Moreover, a person is **not** eligible to serve on the Board if the person or the person's spouse:

1. is employed by or participates in the management of a business entity or other organization, other than a political subdivision, that is regulated by or receives money from TxDOT or the Authority;
2. owns or controls, directly or indirectly, more than a 10 percent interest in a business entity or other organization that is regulated by or receives money from TxDOT or the Authority, other than compensation for acquisition of turnpike right-of-way;
3. uses or receives a substantial amount of tangible goods, services, or money from TxDOT or the Authority, other than compensation or reimbursement authorized by law for Board membership, attendance, or expenses, or for compensation for acquisition of turnpike right-of-way;
4. is an officer, employee, or paid consultant of a Texas trade association in the field of road construction, maintenance, or operation; or
5. is required to register as a lobbyist under Chapter 305, Government Code, because of the person's activities for compensation on behalf of a profession related to the operation of TxDOT or the Authority.

Applicants are required to sign a notarized affidavit attesting they meet these criteria. Ms. Meade signed such an affidavit when she was first appointed.

FISCAL IMPACT AND SOURCE OF FUNDING: Not applicable.

REQUIRED AUTHORIZATIONS: None.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Steven Manilla
County Executive, Transportation and Natural Resources
Phone: 854-4929
Email: Steven.Manilla@co.travis.tx.us

Carol Joseph
Assistant Director, Transportation and Natural Resources
854-9418
Carol.Joseph@co.travis.tx.us

Anna Bowlin
Director of Development Services, Transportation and Natural Resources
854-7561
Anna.Bowlin@co.travis.tx.us

Randy Nicholson
Long-Range Transportation Planning Program Manager, Transportation
and Natural Resources
854-4603
Email: Charlie.Watts@co.travis.tx.us

ATTACHMENTS:

- A. Letter from Nikelle Meade to Judge Biscoe, expressing her interest in reappointment to the CTRMA Board of Directors, December 14, 2012.
- B. Affidavit of CTRMA board membership eligibility, executed by Nikelle Meade, January 8, 2013.



NIKELLE S. MEADE
512-479-1147 direct
512-699-6166 mobile
512-226-7373 direct fax
nmeade@brownmccarroll.com

December 14, 2012

The Honorable Sam Biscoe
700 Lavaca, Suite 360
Austin, Texas 78701

Re: Request for Reappointment to Board of Directors –
Central Texas Regional Mobility Authority

Dear Judge Biscoe:

By this letter, I am requesting reappointment to the Board of Directors of the Central Texas Regional Mobility Authority. I have served since March, 2007, when I was appointed by the Court to fill the unexpired term of resigning board member Johanna Zmud. My current term expires February 1, 2013.

Since first being appointed by the Court, I have participated actively in the CTRMA Board, serving on ad hoc committees for Executive Director evaluation and board training, serving as a member of the International Bridge, Tunnel, Turnpike Association, serving as Chair of the Right-of-Way Acquisition Committee, and serving as Board Secretary.

It continues to be my pleasure and an honor to serve as one of Travis County's appointees to the Board, and I hope to continuing my service for a third full term. Transportation remains one of our community's most critical issues, and CTRMA is an important component of successfully addressing the transportation problems we face. I enjoy being a part of that process and believe I bring helpful and valuable skills to the table on behalf of Travis County.

I have attached to this letter my current bio and resumé. Please let me know if any additional information is needed to consider my reappointment request. Thank you.

Sincerely,

Nikelle S. Meade

Enclosures

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Austin

••••

Dallas

••••

Houston

NIKELLE S. MEADE

Nikelle S. Meade is an attorney and Partner with the law firm of Brown McCarroll, L.L.P., in Austin, Texas, becoming associated with the firm in 1998. During prior legal appointments she has served as a Judicial Intern for Justice Jack Hightower of the Supreme Court of Texas, as a Legislative Intern for State Representative Dawanna M. Dukes, and as an Associate Attorney with the law firm of Minter Joseph & Thornhill, P.C.

Her practice involves representation of clients before local and state agencies, and she provides legal advice in the areas of procurement, transportation, public-private partnerships, commercial and residential real estate, business negotiations and transactions, economic development incentives, zoning, platting and land use.

Ms. Meade's professional affiliations include the State Bar of Texas, the American Bar Association, the Austin Bar Association, the American Planning Association, Central Texas Regional Mobility Authority, the Real Estate Council of Austin, the Real Estate Councils of Texas, CREW Network, CCIM, AARO (Austin Area Research Organization), Urban Land Institute, International Bridge, Tunnel, and Turnpike Association, and WTS (Women's Transportation Seminar).

Ms. Meade received a Bachelor of Arts degree in English and Psychology from the University of Texas at Austin in 1992 and a Doctorate of Jurisprudence from the University of Texas School of Law in 1995.



NIKELLE SUSANNE MEADE
Partner

Direct: 512-479-1147
Email: nmeade@brownmccarroll.com
www.brownmccarroll.com

Legal Experience

Ms. Meade represents clients in all aspects of local government law and real estate with an emphasis in land use and real estate development law, public finance, and governmental affairs. She also has vast experience in commercial transactions including purchase and sale, leases, and general contracts. Her work includes zoning, permitting, land use planning, public private partnership creation, and procurement.

Representative Project Experience

- Representation of commercial real estate developer in high-rise condominium development in Austin's central business district and surrounding areas.
- Representation of national real estate investment trust in entitlement matters.
- Representation of property owner association in negotiation of entitlements with national developer for \$100 million development project.
- Representation of multi-family housing developer in creation of public-private partnership to develop a 250-unit apartment development.
- Representation of international developer to develop a 5000 -acre mixed use development with public financing.
- Representation of Fortune 500 company in negotiation of services contract with local government body.

Education

- Doctor of Jurisprudence, The University of Texas School of Law, 1995
Endowed Presidential Scholar, 1992-1995
- Bachelor of Arts, English and Psychology, The University of Texas at Austin, 1992
Texas Excellence Scholar, 1988-1992

Professional Licenses

- Attorney at Law, Texas, since 1995

Court Admissions

- Supreme Court of Texas, since 1995

Prior Professional Experience

- Supreme Court of Texas, Justice Jack Hightower, Intern, 1995
- Office of Texas State Representative Dawnna M. Dukes, 75th Legislative Session, 1997
- Minter Joseph & Thornhill, P.C., Associate, 1995-1998

Speeches and Publications

- *Urban Redevelopment: The New Normal*, CREW Network 2012 National Convention, Chicago, Illinois, 2012
- *Hot Topics in Education Law*, American Bar Association, State and Local Government Law Section Fall Meeting, Kansas City, Missouri, 2012
- *Hot Topics in Land Use Law*, American Bar Association, State and Local Government Law Section Fall Meeting, New Orleans, Louisiana, 2012
- *Regionalism: A Texas Perspective*, American Bar Association, State and Local Government Law Section Annual Meeting, Portland, Oregon, 2011
- *Environmental Justice in Delivery of Sustainable Transportation Infrastructure*, International Bridge, Tunnel, and Turnpike Association Annual Meeting, Berlin, Germany 2011
- *Protecting Your PPP and Incentive Agreements(As Best You Can) in the Face of Bankruptcy*, 2011 University of Texas School of Law Land Use Law Conference, Austin, Texas
- *Austin Permit Process: Updates and Case Studies*, CCIM Austin "Hot Topics" Symposium 2009, Austin, Texas
- *It Ain't Easy Being Green: Understanding LEED*, 2009 CREW Annual Meeting, Austin, Texas
- *Austin Permit Process: Updates and Case Studies*, 2008 CCIM Austin "Hot Topics" Symposium Austin, Texas
- *Alternative Approaches to Affordable Housing*, 2002 Travis County Bar Association Annual Land Use Law Conference, Austin, Texas
- *SB510- Overview of Legislation & Legalities*, 2001 SB510/Governmental Contracting, Austin, Texas
- *On-site Sewage Facilities, New Laws* Travis County Bar Association Annual Land Use Institute, Austin, Texas
- *Legislative Update*, 1999, Travis County Bar Association Annual Land Use Law Conference, Speech
- *Ethics Considerations Related to Regulatory Takings: Conflicts, The Revolving Door, and Communication with Third Parties*, Austin, Texas, April 1998
- *Laws Relating to Species Protection*, Austin, Texas, January 1995

Professional Memberships and Activities

- American Bar Association, Continuing Legal Education Chair, State and Local Government Law Section
- American Planning Association, Member of State Chapter and National Chapter
- State Bar of Texas, Real Estate, Probate & Trust Law Section and Business Section
- Real Estate Council of Austin, President
- Austin Bar Association, Real Estate Section, Administrative Law Section
- Austin Area Research Organization
- CREW Austin, Commercial Real Estate Women – Austin Chapter
- Women's Transportation Seminar
- International Bridge, Turnpike, and Tunnel Association

Honors

- *Austin Under Forty*, Winner, Frost Bank Legal Division, 2007
- *Texas Rising Star*, named by Law and Politics Media, Inc. and Published in *Texas Monthly Super Lawyers*, 2004, 2005 and 2006
- *Austin Business Journal Profiles in Power Award*, 2009
- Cain Foundation Public Interest Fellowship

Community Involvement

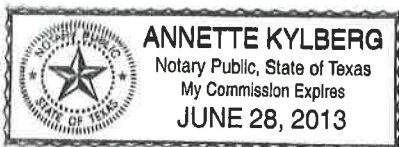
- Central Texas Regional Mobility Authority, appointee of Travis County Commissioners Court
- AARO, Austin Area Research Organization, Water Committee, Transportation Committee, Nomination Committee, Strategic Leadership Committee
- Austin Habitat for Humanity, Facilities Committee Chairman; Executive Committee Member; Board of Directors
- Envision Central Texas, Board of Directors
- Ballet Austin, Board of Directors

8. I have no personal investments that could reasonably be expected to create a substantial conflict between my private interests and the interests of the RMA, as required by 43 Texas Administrative Code §26.33(a)(4).
9. I have no personal interest in agreements that are or will be executed by the RMA, as required by 43 Texas Administrative Code §26.33(a)(6).
10. Neither I nor my spouse:
 - a. work for or participate in the management of an organization (other than a political subdivision) that is regulated by or receives funds from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(A);
 - b. directly or indirectly own or control more than 10% of the stock of a company that is regulated by or receives funds from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(B);
 - c. use or receive a substantial amount of tangible goods from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(C); or
 - d. are required to register as a lobbyist because of our activities for compensation on behalf of a profession related to the operation of TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(D).

Nikelle S Meade

Name:

SWORN TO and SUBSCRIBED before me by *Nikelle S. Meade* on *Jan.*, 201*3*.



Annette Kylberg
Notary Public in and for
the State of Texas



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Tom Nuckols (4-9262)

Elected/Appointed Official/Dept. Head: David Escamilla., County Attorney

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE: RECEIVE BRIEFING AND TAKE APPROPRIATE ACTION TO ON THE INVITATION FROM THE ATTORNEY GENERAL'S OFFICE TO FILE A BRIEF IN RESPONSE TO OPINION REQUEST NO. RQ-1103-GA REGARDING WHETHER A "SUBDIVISION" CAN RESULT FROM A PARTION OF A PARENT TRACT INTO SMALLER TRACTS WHEN TITLE TO THE SMALLER TRACTS DOES NOT PASS. 1

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Melissa Velasquez, County Judge's Office

Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge and
Commissioner Ron Davis

AGENDA LANGUAGE:

APPROVE PROCLAMATION FOR AUSTIN INDEPENDENT SCHOOL DISTRICT DESIGNATING FEBRUARY 2012 AS "BLACK HISTORY MONTH" IN TRAVIS COUNTY. (JUDGE BISCOE AND COMMISSIONER DAVIS)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached proclamation.

STAFF RECOMMENDATIONS:

Recommend approval.

ISSUES AND OPPORTUNITIES:

n/a



PROCLAMATION

WHEREAS, Each February, we proudly recognize important African Americans and events that have shaped American culture, and celebrate those individuals in the same month that President Abraham Lincoln and abolitionist Frederick Douglass were born;

WHEREAS, The national theme for the 2013 Black History Month is “*At the Crossroads of Freedom and Equality.*” We are called to reflect upon the journey African Americans have made to achieve independence and self-reliance, while we continue to move forward, as the Austin Independent School District (“AISD”) moves forward with its theme for this year’s Black History Month, “*Tomorrow’s Leaders: Education is the Future*”;

WHEREAS, We can teach our children that America’s story has been written by men and women of every race and creed and ethnic background. And we can ensure that our laws, our actions, and our words honor the rights and dignity of every human being; and

WHEREAS, This year, the AISD will sponsor its 30th annual “African American Heritage” Celebration and honor those who have made positive contributions to the AISD and Travis County communities on Sunday, February 24, 2013 at 3:00 p.m. at the Palmer Events Center.

NOW, THEREFORE BE IT RESOLVED, that we, the Travis County Commissioners Court, do hereby proclaim the month of February 2013 as

“BLACK HISTORY MONTH”

in Travis County, Texas and urge all public officials and all citizens to raise awareness and participate with the Austin Independent School District in this year’s observance in appreciation of African American History.

SIGNED AND ENTERED THIS _____ DAY OF JANUARY, 2013.

SAMUEL T. BISCOE
Travis County Judge

RON DAVIS
Commissioner, Precinct 1

SARAH ECKHARDT
Commissioner, Precinct 2

GERAL DAUGHERTY
Commissioner, Precinct 3

MARGARET J. GÓMEZ
Commissioner, Precinct 4

ITEM C5



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2012

Prepared By: Joe Hall Phone #: 854-7650

Division Director/Manager: Don Ward, P.E., Director, Road and Bridge Division

Department Head: *Carol B. Doyle*
Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Davis, Precinct One

AGENDA LANGUAGE: Approve setting a public hearing on Tuesday, January 29, 2013 to receive comments regarding the temporary closure of Sandeen Road to replace multiple culverts beginning February 6, 2013 and continuing through March 1, 2013 or until construction is completed in Precinct One.

BACKGROUND/SUMMARY OF REQUEST:

Construction is scheduled to begin on February 6, 2013 and continue for an estimated 24 days to March 1, 2013, or until construction is complete.

STAFF RECOMMENDATIONS:

Staff recommends closing Sandeen Road for this construction. This recommendation is made in accordance with Chapter 251 of the Transportation Code.

ISSUES AND OPPORTUNITIES:

The road closure is necessary for the safety of the construction workers and the motoring public due to the proximity of the road to the construction site.

FISCAL IMPACT AND SOURCE OF FUNDING:

This closure will require some work by Travis County road maintenance crews to post public notices and necessary detour routing signs at the site.

ATTACHMENTS/EXHIBITS:

REQUIRED AUTHORIZATIONS:

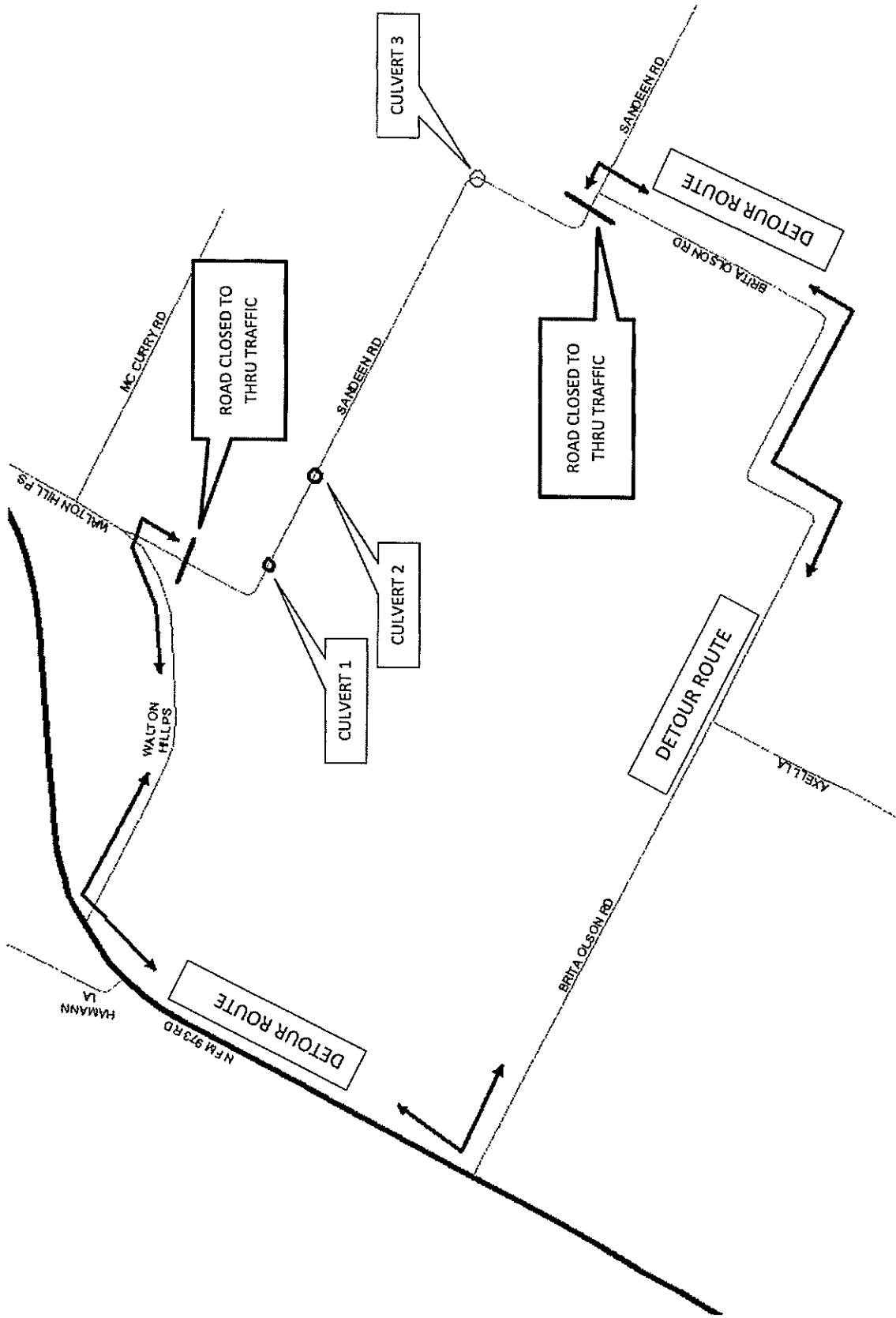
Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

Greg Hamilton, County Sheriff, (854-9770)	Elgin I.S.D. (281-5751)		
TCSO Dispatch (974-0800)	Pflugerville Fire Department - ESD 2 (251-2801)		
TNR Dispatch (854-9433)			
Steve Schiewe	Joe Hall	David Greear	

: :

4101 - Road, Bridge, Fleet Svs -



STATE OF TEXAS

§
§
§

COUNTY OF TRAVIS

ORDER _____

WHEREAS, Transportation and Natural Resources has recommended a temporary road closure of Sandeen Road to replace multiple culverts; and

WHEREAS, a public hearing was held on Tuesday, January 29, 2013, in the Commissioners Court of Travis County, Texas, following required advance notice prior to the approval of this Order; then

BE IT THEREFORE ORDERED by the Commissioners Court of Travis County, Texas, that the following road be temporarily closed as listed below:

PRECINCT ONE:

SANDEEN ROAD

Temporarily close Sandeen Road in Precinct One for culvert construction beginning February 6, 2013, and continuing through March 1, 2013, or until construction is completed

PASSED AND ADOPTED THE _____ DAY OF _____, 2013.

Samuel T. Biscoe
County Judge

Ron Davis
Commissioner, Precinct One

Sarah Eckhardt
Commissioner, Precinct Two

Gerald Daugherty
Commissioner, Precinct Three

Margaret Gomez
Commissioner, Precinct Four



Travis County Commissioners Court Agenda Request
TRAVIS COUNTY HOUSING FINANCE CORPORATION
TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION
TRAVIS COUNTY DEVELOPMENT AUTHORITY
TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION

Meeting Date: January 15, 2013

Prepared By/Phone Number: Karen Thigpen, Assistant Manager/854-4743

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

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE:

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ELECT OFFICERS OF THE CORPORATIONS:

- A. PRESIDENT;
- B. VICE-PRESIDENT;
- C. SECRETARY;
- D. TREASURER; AND
- E. ASSISTANT SECRETARY.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:
Backup not required.

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

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

REQUIRED AUTHORIZATIONS: Karen Thigpen, Assistant Manager/854-4743; Leslie Browder, County Executive, Planning and Budget/854-9106

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