Item 1



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By: Joe Arriaga Phone #: (512) 854-7562

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

and Long Range Planning

Department Head: Steven M. Manilla, P.E., County Executive-TNR Sponsoring Court Member: Commissioner Todd, Precinct Two

AGENDA LANGUAGE: Receive comments regarding a plat for recording: Raceway Single Family Subdivision, Section Three (Small Lot Subdivision), Resubdivision of Lots 17, 21, 24, 18-20, Northridge Acres No. 2 - Grand Avenue Parkway - City of Austin's ETJ - 66 Total Lots in Precinct Two.

BACKGROUND/SUMMARY OF REQUEST:

This final plat consists of 66 single family lots on 16.25 acres. The plat's boundaries are located within the previously, platted Northridge Acres Number Two subdivision, and the applicant proposes to resubdivide lots 17, 21, 24, 18-20 of the Northridge Acres No 2 subdivision with the Raceway Single Family Subdivision Section Three, Final Plat. The lots will be combined with land located in the approved Raceway Preliminary Plan. There are 2,353 linear feet of public streets proposed with this final plat. Parkland fees in lieu of dedication have been paid to Travis County in the amount of \$23,999.00. Fiscal surety in the amount of \$1,028,199.00 has been posted with the City of Austin. Water and wastewater service to be provided by the City of Austin.

STAFF RECOMMENDATIONS:

As this resubdivision final plat and final plat meets all Travis County standards and is scheduled for approval at the City of Austin Zoning and Platting Commission meeting on July 2, 2013, Single Office staff recommends approval.

ISSUES AND OPPORTUNITIES:

Notification of this resubdivision final plat's hearing at the City of Austin's Zoning and Platting Commission (ZAP) as well as Commissioners Court was mailed to all current owners of property and all registered neighborhood associations within 500 feet of the proposed subdivision. These addresses were obtained from the Travis Central Appraisal District current tax rolls. Single Office records show that all property owners that are required to be notified under Title 30 were notified. The Single Office has registered no interested parties for this application.

Notification of this resubdivision final plat's hearing at the City of Austin's Zoning and Platting Commission (ZAP) as well as Commissioners Court was mailed to all current owners of property and all registered neighborhood associations within 500 feet of the proposed subdivision. Single Office records show that all property owners that are required to be notified under Title 30 were notified. The Single Office has registered no interested parties for this application and has not received any inquiries from anyone regarding this application.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

Location Map
Copy of Original Subdivision
Proposed Plat
Precinct Map

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429
CC:			

SM:AB:ja

1101 - Development Services Long Range Planning - Raceway Single Family Subdivision, Section Three (Small Lot Subdivision) - Resubdivision of Lots 17, 21, 24, 18-20, Northridge Acres No. 2.



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Christy Moffett, LMSW 854-3460

Elected/Appointed Official/Dept. Head:

Sherri E. Fleming, County Executive of Travis County Health and Human

Services & Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Receive comments regarding the proposed Program Year 2013 Action Plan including the proposed usage of Community Development Block Grant funds available through HUD.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Under the provisions of Title 1 of the Housing and Community Development Act of 1974 (42 USC 5301), the Federal government sponsors a program that provides annual grants to cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities for low and moderate income persons.

The 2011-2013 Consolidated Plan was completed and approved in December 2011 which acts as the application to HUD and outlines strategic direction for three years and the specific allocation of dollars for the first year's funding. An annual action plan is due each August 15th.

Travis County expects to receive an estimated \$909,925 in CDBG funds from the U.S. Department of Housing and Urban Development (HUD) for Program Year 2013 (October 1, 2013 – September 30, 2014). The County develops an Annual Action Plan in response to community needs and priorities identified in the 2011-2013 Consolidated Plan and through a public participation process held annually. The Program Year 2013 is the third year of funding in a three -year cycle.

On 05/28/13, Travis County Commissioners Court approved the public comment period and public hearing dates and on June 11, 2013 the Travis County Commissioners Court approved all proposed projects for Program Year 2013 funding.

During the week of June 3, 2013, advertisements in English and in Spanish appeared in newspapers of general circulation announcing the dates, times, locations and purpose of the public hearings.

To comply with the Code of Federal Regulation (CFR) 24 Part 91.105 and the approved Travis County Citizen Participation Plan (CPP), Travis County will hold two public hearings during a 30-day public comment period that will allow the public to comment on the proposed projects and the amendments for the upcoming year.

To be compliant with 24 CFR Part 91.105, the public hearings must provide the following information:

- a) Purpose and intent of CDBG funds,
- b) Eligible activities and the range of activities including the estimated amount that will benefit persons of low and moderate income,
- c) Amount of funds expected, and areas of Travis County eligible for CDBG funded activities.

A PowerPoint is attached to provide a concise representation of the required information.

STAFF RECOMMENDATIONS: Staff recommends conducting the hearing as advertised.

ISSUES AND OPPORTUNITIES:

Comments may be received in writing beginning June 24, 2013 at 8:00 a.m. through on July 24, 2013 at 5:00 p.m. Comments may be emailed to cdbg@co.travis.tx.us or send via postal mail to Travis County CDBG Program, P.O. Box 1748, Austin, TX, 78767. Two opportunities are available to receive verbal comments via public hearings: Tuesday, July 2, 2013 at 9 a.m. at Travis County Commissioners Courtroom, 700 Lavaca, Austin, TX 78701.

FISCAL IMPACT AND SOURCE OF FUNDING:

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None.

REQUIRED AUTHORIZATIONS:

None.

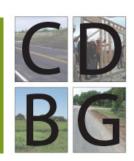
TRAVIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Public Hearings on the Program Year 2013 (PY13) Action Plan

July 2 and July 9, 2013 Travis County Commissioners Court



TIMELINE: DEVELOPMENT FOR PY13 ACTION PLAN



FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	
Five (5) Public seeking inp community ne uses of fu	out on eds and	Evaluation of Project Ideas		Travis County Commissioners Court Approves Projects		Final approval of Action Plan by the Commissioners	
Solicitation of Ideas (deadl submission of proposals: Ma	line for f project			Two (2) Public Head 30-day Comment on proceedings of the CDBG fund	nt Period to oposed	Court and Submission to HUD by the 15th	

CDBG BASICS

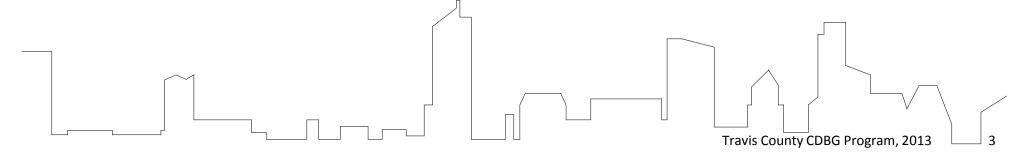


PURPOSE

- Improve affordable housing options
- Improve community facilities and services
- Revitalize neighborhoods

WHO BENEFITS?

 At least 70 % of the funds must benefit low- to moderateincome residents in the unincorporated areas of Travis County or the Village of Webberville.



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PROJECTS MUST BE LOCATED IN THE UNINCORPORATED AREAS OF THE COUNTY (GRAY AREAS) OR THE VILLAGE OF WEBBERVILLE





ELIGIBLE ACTIVITIES



CDBG programs implement a variety of community development activities including but not limited to:

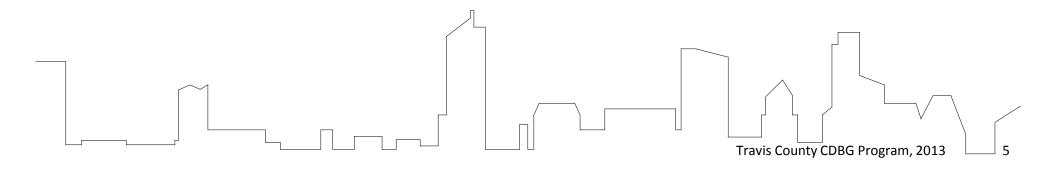
Economic Development

Public Services

Redevelopment (Improvements)

Planning

Housing



INELIGIBLE ACTIVITIES



Travis County CDBG Program, 2013

Generally, the following types of activities are ineligible:

- Acquisition, construction, or reconstruction of buildings for the general conduct of government
- Construction of new housing by units of general local government
- 3 Certain income payments
- Political activities

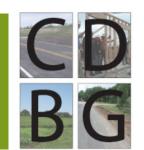
CDBG PRIORITIES 2011-2013



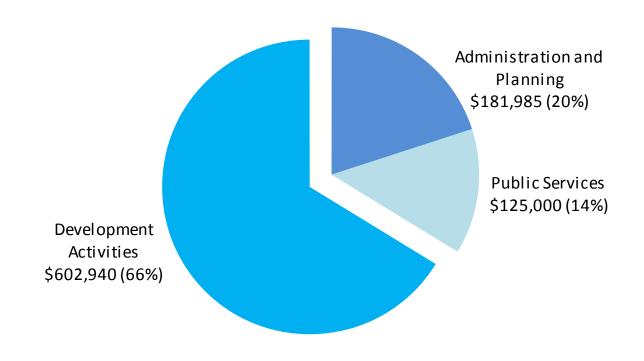
Travis County CDBG Program, 2013

CATEGORY	PRIORITY
Infrastructure	High
Housing	High
Community Services	High
Populations with Specialized Needs/Services	Medium
Business and Jobs	Medium
Public Facilities	Medium

PROGRAM YEAR 2013 ESTIMATED GRANT: \$909,925 BG



CDBG Activities



SUMMARY OF RECOMMENDED PROJECTS



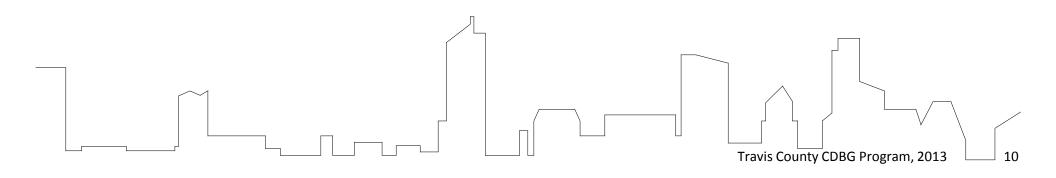
PROPOSED PROJECTS FOR PY 2013	PY 12 RE- ALLOCATED FUNDS	PY13 ALLOCATION
Street Improvements: Lake Oak Estates		\$425,000
Home Rehabilitation	\$33,885	\$177,940
Public Services: Social Work Services		\$75,000
Public Services: Fair Housing Counseling		\$50,000
CDBG Administration & Planning		\$181,985
Total	\$33,885	\$909,925

SUMMARY OF ALTERNATE PROJECTS



Alternate Projects for PY 2013	Allocation
Home Rehabilitation	Up to \$1 Million
Water and Wastewater Project at Las Lomitas	Up to \$480,000

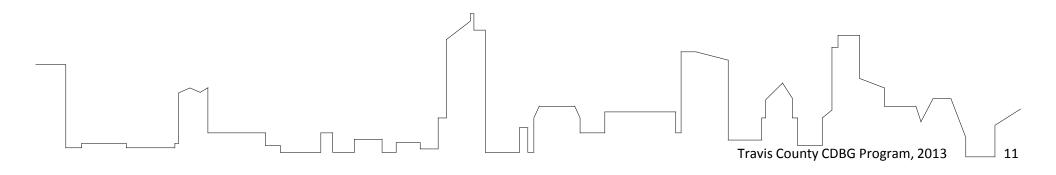
Alternate Projects are defined as projects that could be considered, if necessary, to replace a slow-moving project. Using an alternate project in lieu of another requires approval from the Travis County Commissioners Court.



NEXT STEPS



- After comment period, public comments will be reviewed and considered in the final preparation of document
- Commissioners Court will approve the final draft for submission to HUD in early August 2013
- Final versions of the documents will be available to the public by August 15th, 2013
- HUD will provide a decision on the submission no later than September 30th, 2013



CDBG CONTACT INFORMATION



WEBSITE www.co.travis.tx.us/CDBG

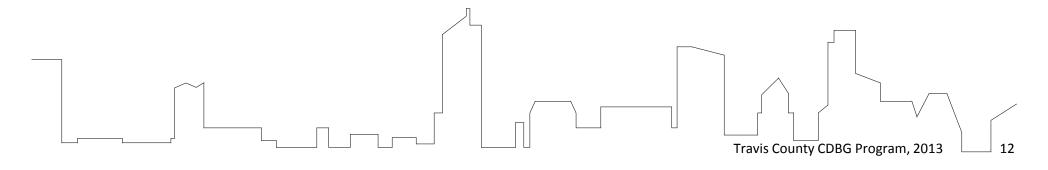
CONTACT PERSON Christy Moffett, LMSW, Planning Project Manager

E-MAIL cdbg@co.travis.tx.us

PHONE 512-854-3460

FAX 512-279-2197

ADDRESS P.O. Box 1748
Austin, Texas, 78767



PROGRAMA DE SUBSIDIOS GLOBALES PARA EL DESARROLLO COMUNITARIO (CDBG) DEL CONDADO DE TRAVIS

Audiencias Públicas Acerca del Plan de Acción del Año Programático 2013 (PY13)

Desde el 2 de julio hasta el 9 de julio de 2013



CRONOGRAMA: DESARROLLO DEL PLAN DE ACCION AP13



FEBRERO	MARZO	ABRIL	MAYO	JUNIO	JULIO	AGOSTO
Cinco (5) audier para obtener i acerca de las r comunitarias y fond	nformación necesidades y uso de los	Evaluación de las ideas de proyectos		Aprobación de proyectos por la Corte de Comisionados del Condado		Aprobación final del Plan de Acción por la
Solicitud de ideas (fecha límite pa propue 31 de m	ara presentar stas:			Dos (2) audiencias públicas y un periodo de 30 días para comentar sobre los usos propuestos de los fondos de CDBG		Corte de Comisionados y presentación a HUD antes del 15 del mes

ASPECTOS BÁSICOS DEL CDBG



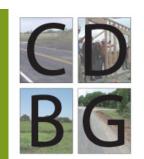
PROPÓSITO

- Mejorar las opciones de viviendas asequibles
- Mejorar los servicios e instalaciones en la comunidad
- Revitalizar vecindarios

¿QUIÉNES SE BENEFICIAN?

 Por lo menos 70 % de los fondos deben beneficiar a residentes de bajos a moderados ingresos en áreas no incorporadas del Condado de Travis o el Pueblo de Webberville.

LOS PROYECTOS DEBEN ESTAR UBICADOS EN ÁREAS NO INCORPORADAS DEL CONDADO (ÁREAS GRISES) O EN EL PUEBLO DE WEBBERVILE





ACTIVIDADES PERMITIDAS



Los programas del CDBG implementan una variedad de actividades de desarrollo comunitario que incluyen pero no están limitadas a:

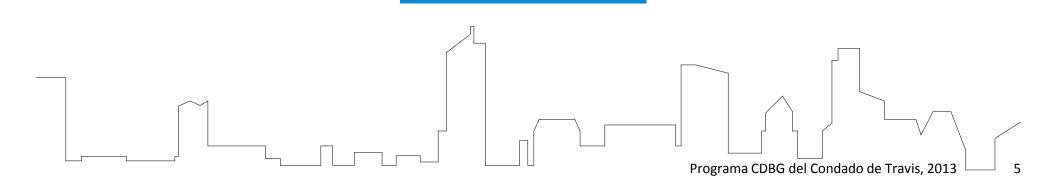
Desarrollo económico

Servicios públicos

Reconstrucción (Mejoramiento)

Planificación

Vivienda



ACTIVIDADES NO PERMITIDAS



Generalmente, los siguientes tipos de actividades no están permitidas:

- Adquisición, construcción o reconstrucción de edificios para uso general del gobierno
- 2 Construcción de nuevas viviendas por unidades de gobierno local general
- 3 Pagos de ciertos ingresos
- 4 Actividades políticas

PRIORIDADES DEL CDBG 2011-2013

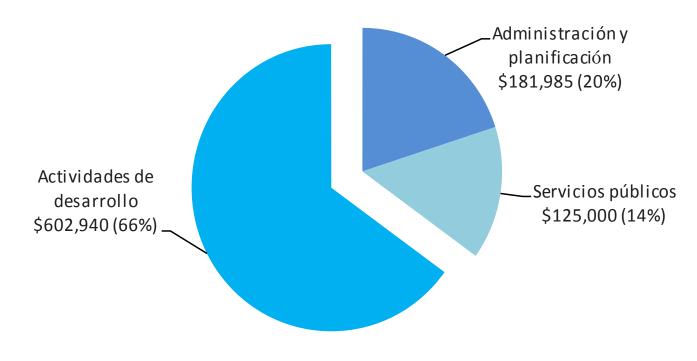


CATEGORÍA	PRIORIDAD
Infraestructura	Alta
Vivienda	Alta
Servicios comunitarios	Alta
Poblaciones con servicios y necesidades especializadas	Mediana
Empresas y empleos	Mediana
Instalaciones públicas	Mediana
Program	na CDBG del Condado de Travis, 2013

ANO PROGRAMÁTICO 2013 SUBSIDIO ESTIMADO: \$909,925



Actividades del Programa CDBG



RESUMEN DE LOS PROYECTOS RECOMENDADOS



PROYECTOS PROPUESTOS PARA AP2013	FONDOS RE- ASIGNADOS	ASIGNACIÓN AP13
Mejoramiento de calles: Lake Oak Estates		\$425,000
Rehabilitación de viviendas	\$33,885	\$177,940
Servicios públicos: Servicios de trabajo social		\$75,000
Servicios públicos: Asesoramiento sobre la ley de vivienda justa		\$50,000
Administración y planificación del CDBG		\$181,985
Total	\$33,885	\$909,925

RESUMEN DE PROYECTOS ALTERNATIVOS

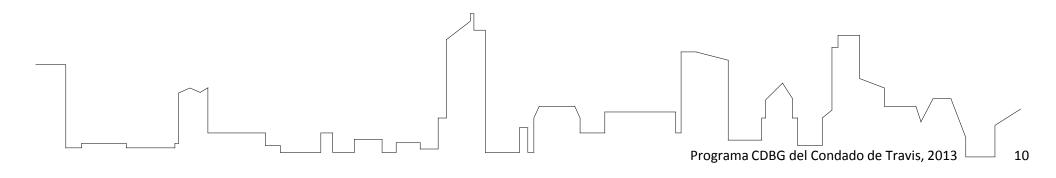


Proyectos alternativos para AP 2013	Asignación
Rehabilitación de viviendas	Hasta \$1,000,000
Proyecto de agua y aguas residuales en Las Lomitas	Hasta \$480,000

Los proyectos alternativos por definición son proyectos que podrían tomarse en consideración,

si fuera necesario, para reemplazar un proyecto que marcha muy despacio.

Para reemplazar un proyecto ya aprobado con un proyecto alternativo, se requiere la aprobación de la Corte de Comisionados del Condado de Travis.



PRÓXIMOS PASOS



- Después del período para comentarios, se revisarán y tomarán en cuenta los comentarios del público en la preparación final del documento
- La Corte de Comisionados aprobará la versión final para presentarla a HUD a principios de agosto de 2013
- Las versiones finales de los documentos estarán disponibles al público el 15 de agosto de 2013
- HUD dará su decisión sobre la presentación a más tardar el 30 de septiembre de 2013

INFORMACIÓN PARA COMUNICARSE CON EL CDBG



SITIO WEB www.co.travis.tx.us/CDBG

PERSONA DE CONTACTO Christy Moffett, LMSW
Planning Project Manager

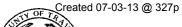
CORREO ELECTRÓNICO cdbg@co.travis.tx.us

TELÉFONO 512-854-3460

FACSÍMIL 512-279-2197

DIRECCIÓN P.O. Box 1748
Austin, Texas, 78767







Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By: Joe Arriaga **Phone #:** (512) 854-7562

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

and Long Range Planning

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

Sponsoring Court Member: Commissioner Todd, Precinct Two

AGENDA LANGUAGE:

Consider and take appropriate action on the following requests:

A) A plat for recording: Raceway Single Family Subdivision, Section Three (Small Lot Subdivision), Resubdivision of Lots 17, 21, 24, 18-20, Northridge Acres No. 2 - Grand Avenue Parkway - City of Austin's ETJ - 66 Total Lots in Precinct Two; and B) Developer wishes to enter into a Subdivision Construction Agreement with Travis County for Raceway Single Family Subdivision, Section Three (Small Lot Subdivision), Resubdivision of Lots 17, 21, 24, 18-20, Northridge Acres No. 2.

BACKGROUND/SUMMARY OF REQUEST:

This final plat consists of 66 single family lots on 16.25 acres. The plat's boundaries are located within the previously, platted Northridge Acres Number Two subdivision, and the applicant proposes to resubdivide lots 17, 21, 24, 18-20 of the Northridge Acres No 2 subdivision with the Raceway Single Family Subdivision Section Three, Final Plat. The lots will be combined with land located in the approved Raceway Preliminary Plan. There are 2,353 linear feet of public streets proposed with this final plat. Parkland fees in lieu of dedication have been paid to Travis County in the amount of \$23,999.00. Fiscal surety in the amount of \$1,028,199.00 has been posted with the City of Austin. Water and wastewater service to be provided by the City of Austin.

STAFF RECOMMENDATIONS:

As this resubdivision final plat and final plat meets all Travis County standards and is scheduled for approval at the City of Austin Zoning and Platting Commission meeting on July 2, 2013, Single Office staff recommends approval.

ISSUES AND OPPORTUNITIES:

Notification of this resubdivision final plat's hearing at the City of Austin's Zoning and Platting Commission (ZAP) as well as Commissioners Court was mailed to all current owners of property and all registered neighborhood associations within 500 feet of the proposed subdivision. These addresses were obtained from the Travis

Central Appraisal District current tax rolls. Single Office records show that all property owners that are required to be notified under Title 30 were notified. The Single Office has registered no interested parties for this application.

Notification of this resubdivision final plat's hearing at the City of Austin's Zoning and Platting Commission (ZAP) as well as Commissioners Court was mailed to all current owners of property and all registered neighborhood associations within 500 feet of the proposed subdivision. Single Office records show that all property owners that are required to be notified under Title 30 were notified. The Single Office has registered no interested parties for this application and has not received any inquiries from anyone regarding this application.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

EXHIBITS/ATTACHMENTS:

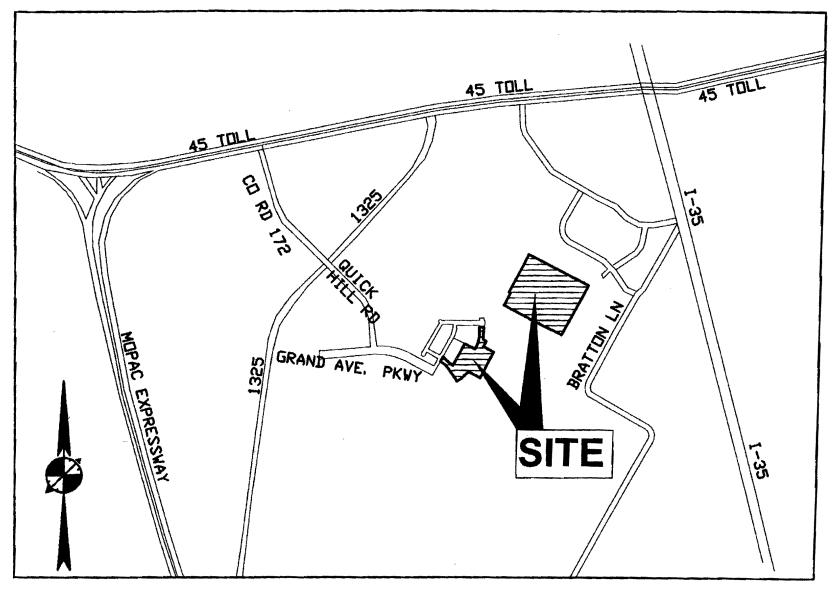
Location Map
Copy of Original Subdivision
Proposed Plat
Construction Agreements
Precinct Map
Public Notice Signs

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429
CC:			
444			

SM:AB:ja

1101 - Development Services Long Range Planning- Raceway Single Family Subdivision, Section Three (Small Lot Subdivision) - Resubdivision of Lots 17, 21, 24, 18-20, Northridge Acres No. 2.



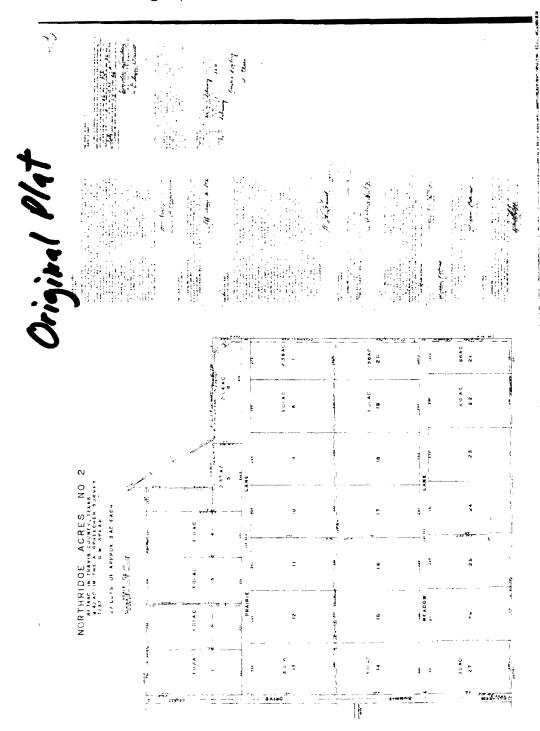
VICINITY MAP

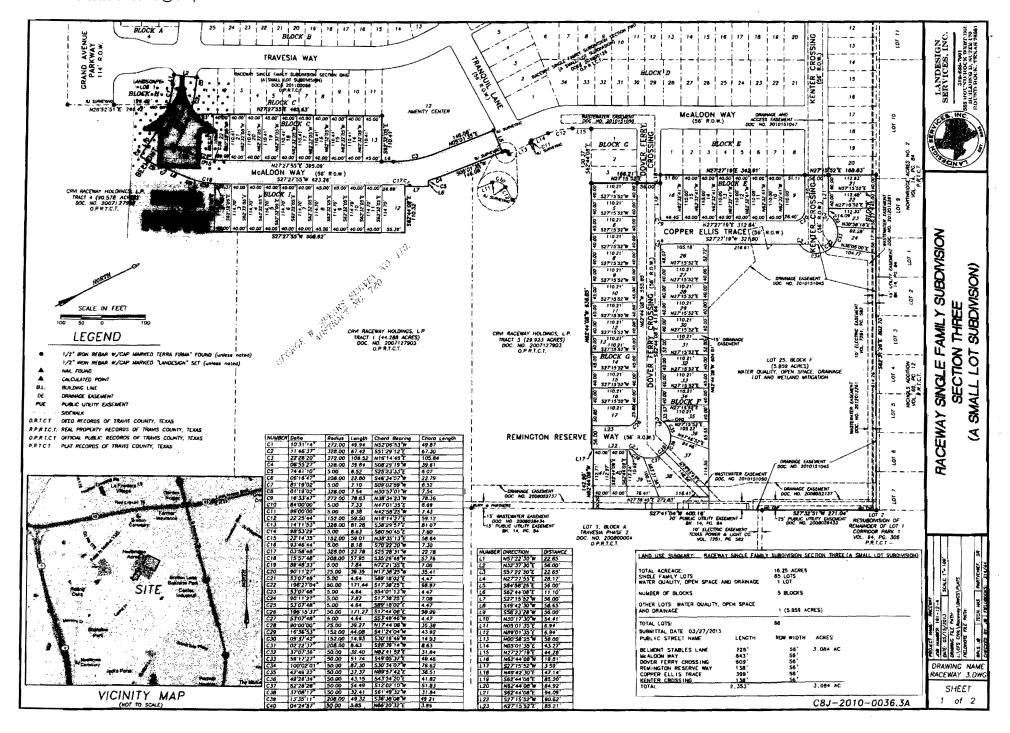
N.T.S.

GRID NUMBER: M39

MAPSCO PAGE NUMBER: 436C

THIS PROJECT IS LOCATED WITHIN THE COA 2-MILE ETJ



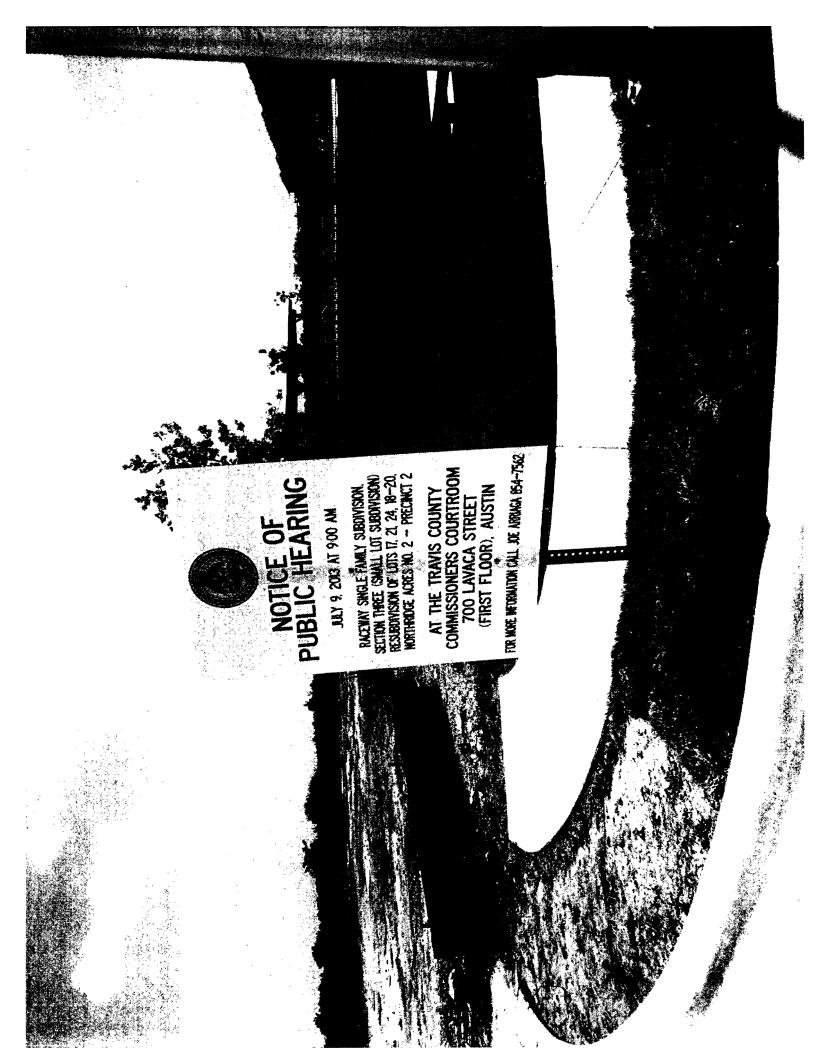






Travis County Commissioner Precincts

Precinct 2



NOTICE OF PUBLIC HEARING

JULY 9, 2013 AT 9:00 AM

RACEWAY SINGLE FAMILY SUBDIVISION, SECTION THREE (SMALL LOT SUBDIVISION) RESUBDIVISION OF LOTS 17, 21, 24, 18–20, NORTHRIDGE ACRES NO. 2 — PRECINCT 2

AT THE TRAVIS COUNTY COMMISSIONERS COURTROOM 700 LAVACA STREET (FIRST FLOOR), AUSTIN

FOR MORE INFORMATION CALL: JOE ARRIAGA 854-7562

§ EXHIBIT 82.401 (E) SUBDIVISION CONSTRUCTION AGREEMENT

STATE OF TEXAS COUNTY OF TRAVIS

This Agreement is made and entered into by and between <u>Pulte Homes of Texas</u> the "Subdivider") and Travis County, Texas, (the "County), hereinafter collectively referred to as the "Parties".

WHEREAS, the Subdivider owns the tract of real property described in Exhibit "A", which is attached hereto and made a part hereof, (the "Property"); and

WHEREAS, the Subdivider desires to subdivide the Property, pursuant to the proposed final plat of "Rateway Sation 3" (the "Subdivision"); and

WHEREAS, the County desires to set forth the Subdivider's responsibility for the construction of the Subdivision's roads and drainage facilities (the "Improvements"); and

WHEREAS, the Subdivider desires to set forth the County's responsibility to accept the constructed Improvements for maintenance;

NOW, THEREFORE, the Parties agree as follows:

I. Subdivider's Obligations

A. Improvements. The Subdivider shall construct the Improvements required to comply with the County's Standards for the Construction of Streets and Drainage in Subdivisions (the "Standards"). The Improvements will conform to the construction plans, permits, and specifications approved by the County prior to commencement of construction.

- B. Security. To secure the Subdivider's obligations, the Subdivider will provide a financial guarantee of performance in the amount of the estimated cost of constructing the Improvements (the "Security"), which has been determined by a professional engineer and approved by the County's Transportation and Natural Resources Department ("TNR"). The Security must be in a form approved for use in the Standards or otherwise approved by the County Attorney's Office.
- C. Alternative Fiscal. Notwithstanding any other provisions of this Agreement, the Subdivider may request the Commissioners Court to hold the administratively approved plat in abeyance until all streets, alleys, sidewalks, and drainage improvements in the Subdivision. The Subdivider must post fiscal security to secure restoration of disturbed areas should construction not be completed. Upon satisfactory completion, the submitted plat shall be forwarded to the Commissioners Court for approval and recording, provided adequate fiscal security has been posted to secure the one year Construction Performance Period described below.
- D. Completion. The Improvements must be constructed no later than three (3) years after the effective date of this Agreement. This period may be extended by the delivery to the County at least forty five (45) days prior to the expiration of the Security of an extension of the Security in a form approved by the County. Upon completion of the Improvements, the Subdivider will provide the County with a complete set of construction plans for the Improvements, certified "as built" by the engineer responsible for preparing the approved construction plans and specifications.

- E. Warranty. The Subdivider warrants the public Improvements will be free from defects for a period of one (1) year from the date the County accepts the construction of the public Improvements (the "Performance Period"). The Subdivider shall correct and repair any defects in materials or workmanship, including design inadequacies and damage to or deterioration of the public Improvements, that occur before and during this Performance Period due to any cause. As a condition of the County's acceptance of dedication of any of the public Improvements, the Subdivider must post fiscal security in the form of cash, a performance bond, or other approved form and in the amount of ten percent (10%) of the cost of constructing the public Improvements, to secure the warranty established by this Agreement. It is expressly acknowledged that the public Improvements must meet County Standards at the end of the one year Construction Performance Period in order for the County to release the construction performance fiscal security.
- F. Increase in Security. If the County determines the cost of constructing the Improvements exceeds the posted Security, within thirty (30) days after notice and demand, the Subdivider shall provide additional Security in an amount equal to the additional estimated cost.
- G. Reduction in Security. During the construction of the Improvements, the Security may be reduced in accordance with the percentage of completion of the construction. The Executive Manager of TNR will execute Statements of Partial Reductions in the Amount of Security, when provided with the following documentation:
 - 1) a professional engineer's certification of quantities of work completed;
 - 2) a contractor's invoice for work completed; and
 - 3) a TNR inspection report, indicating the completion of the portion of the work represented by the contractor's invoice.

After the approval and acceptance of the construction of the Improvements, the Security for the public Improvements may be reduced by ninety percent (90%) of the cost of the approved construction and held for the one-year Performance Period. After the approval of the construction of the private Improvements, the Security posted for the private Improvements will be fully released. In addition, the County agrees to release or reduce, as appropriate, the Security provided by the Subdivider, if the County accepts a substitute Security for all or any portion of the Improvements.

H. Covenant, Restriction, and Condition. In the event that the Improvements are not constructed to County Standards and the required Security has expired, the Subdivider shall not sell, transfer, or convey any of the lots in the Subdivision until sufficient Security has been posted with the County for the completion of the construction.

II. County's Obligations

A. Inspection and Approval. The County will inspect the Improvements during and at the completion of construction. If the Improvements are completed in accordance with the Standards, the County will approve the Improvements and accept the public Improvements.

B. Notice of Defect. The County will notify the Subdivider, if an inspection reveals that any portion of the Improvements is not constructed in accordance with the Standards or is otherwise defective. However, the County is not responsible for the construction of the Improvements, the quality of the material, or the construction methods utilized. In addition, the County is not responsible for making continuous on-site inspections of the construction work and the County has no privity with or responsibility for the

construction contractor or any subcontractors. The Subdivider will have thirty (30) days from such notice to cure the defect. It is an event of default under this Agreement, if the defect is not cured prior to the expiration of the time to cure.

- C. Performance Period Security Release. Upon the expiration of the one-year Performance Period with no damages or defects which the Executive Manager notifies the Subdivider must be corrected, the Executive Manager will release the Performance Period Security.
- D. Conditions to Draw on Security. The County may draw upon any Security posted under this Agreement upon the occurrence of one or more of the following events:
 - a. The failure of the Subdivider to construct the Improvements to the applicable County Standards;
 - b. The Subdivider's failure to renew or replace the Security at least forty-five (45) days prior to its expiration;
 - c. The acquisition of the Property or a portion of the Property by the issuer of the Security or other creditor through foreclosure or an assignment or conveyance in lieu of foreclosure;
 - d. The arrangement by the Commissioners Court for the completion of one or more of the Improvements; or
 - e. The determination by the Commissioners Court that the completion of one or more of the public Improvements is in the public Interest.

E. Notice of Intent to Draw. The County shall provide ten (10) days written notice of the occurrence of such an event to the Subdivider with a copy provided to any fiscal surety, lender, or escrow agent. The notice will include a statement that the County intends to provide for the performance of some or all of Subdivider's obligations hereunder for the construction of the Improvements, if the failure is not cured. The County shall be entitled to draw the amount it considers necessary to perform the Subdivider's obligations under this Agreement up to the total amount allocated for the Improvements. In lieu of a drawing based on an event described in subparagraphs (b) or (c), above, the County may accept a substitute Security.

F. Use of Proceeds.

- 1) The County must utilize the proceeds of any posted security solely for the purpose of completing the Improvements to the County's Standards or to correct defects in or failures of the Improvements.
- 2) The County may in its sole discretion complete some or all of the unfinished Improvements at the time of default, regardless of the extent to which development has taken place in the Subdivision or whether development ever commenced, without incurring any obligation to complete any of the unfinished Improvements. If the County uses the proceeds to complete, repair, or reconstruct the Improvements, it will do so as a public trustee of the development process in order to protect purchasers and taxpayers from the adverse consequences of a subdivider default or to protect the

public interest by completing the Improvements.

- 3) The County is not a private subdivision developer and its draft on the Security and utilization of the proceeds to complete, repair, or reconstruct the Improvements is not an acceptance of the dedication of the Improvements. The acceptance of the Improvements is specifically contingent upon the delivery to the County of Improvements, which have been constructed to County Standards or the express order of acceptance by the County's Commissioners Court.
- 4) The Subdivider has no claim or rights under this Agreement to funds drawn under the Security or any accrued interest earned on the funds to the extent the same are used by the County hereunder.
- 5) All funds obtained by the County pursuant to one or more draws under the Security shall be maintained by the County in an interest bearing account or accounts until such funds, together with accrued interest thereon (the "Escrowed Funds"), are disbursed by the County.
- 6) The County shall disperse all or portions of the Escrowed Funds as Improvements are completed by the County, or in accordance with the terms of a written construction contract between the County and a third party for the construction of the Improvements.
- 7) Escrowed Funds not used or held by the County for the purpose of completing an Improvement or correcting defects in or failures of an Improvement, together with any interest accrued thereon, shall be paid by the County to the Issuer of the Security or, if the Security was originally in the form of cash, to the Subdivider, no later than sixty (60) days following the County's acceptance of the Improvement or its decision not to complete the Improvements using Escrowed Funds, whichever date is earlier.
- G. Releases. The Executive Manager will, subject to the performance of the Subdivider of its obligations under this agreement and the Travis County Standards for Construction of Streets & Drainage in Subdivisions, execute such releases of this Agreement as are necessary and reasonable upon the request of the Subdivider or a purchaser of a portion of the Property.

III. MISCELLANEOUS

- A. Covenants, Restrictions, and Conditions. These Covenants, Restrictions, and Conditions will operate as covenants running with the land and will be binding upon the Subdivider and the Subdivider's legal representatives, successors and assigns.
- B. Measure of Damages. The measure of damages for breach of this Agreement by the Subdivider is the actual cost of completing the Improvements in conformance with the County's Standards, including without limitation its associated administrative expenses.
- C. Remedies. The remedies available to the County and the Subdivider under this Agreement and the laws of Texas are cumulative in nature.
- D. Third Party Rights. No non-party shall have any right of action under this Agreement, nor shall any such non-party, including without limitation a trustee in bankruptcy, have any interest in or claim to funds drawn on the posted Security and held in escrow by the County in accordance with this Agreement.
- E. Indemnification. The Subdivider shall indemnify and hold the County harmless from and against all

claims, demands, costs, and liability of every kind and nature, including reasonable attorney's fees, for the defense of such claims and demands, arising from any breach on the part of Subdivider of any provision in this Agreement, or from any act or negligence of Subdivider or Subdivider's agents, contractors, employees, tenants, or licensees in the construction of the Improvements. The Subdivider further agrees to aid and defend the County, if the County is named as a defendant in an action arising from any breach on the part of Subdivider of any provision in this Agreement or from any act or negligence of Subdivider or Subdivider's agents, contractors, employees, tenants, or licensees in the construction of the Improvements.

- F. No Waiver. The waiver of any provision of this Agreement will not constitute a waiver of any other provision, nor will it constitute a continuing waiver unless expressly provided for by a written amendment to this Agreement. The County's failure to enforce any provision will not constitute a waiver or estoppel of the right to do so.
- G. Attorney's Fees. The prevailing party in any litigation hereunder is entitled to recover its costs, including reasonable attorney's fees, court costs, and expert witness fees, from the other party. If the court awards relief to both parties, each will bear its own costs.
- H. Successors and Assigns. This Agreement is binding on the Subdivider and the heirs, successors, and assigns of the Subdivider and on any person acquiring an ownership interest in the Property through the Subdivider. The Subdivider's obligations under this Agreement may not be assigned without the written approval of the County; provided the County's approval shall not be unreasonably withheld if the Subdivider's assignee expressly assumes all obligations of the Subdivider under this Agreement. An assignment shall not be construed as releasing the Subdivider from Subdivider's obligations under this Agreement and Subdivider's obligations hereunder shall continue notwithstanding any assignment approved pursuant to this Paragraph unless and until the County executes and delivers to the Subdivider a written release. The County agrees to release the Subdivider, if the Subdivider's assignee expressly assumes the Subdivider's obligations under this Agreement and has posted the Security required by this Agreement. The County in its sole discretion may assign some or all of its rights under this Agreement and any such assignment shall be effective upon notice to the Subdivider.
- I. Expiration. This Agreement will terminate upon the vacation of the Subdivision by the Subdivider or the completion of the Subdivider's obligations under this Agreement, whichever occurs first.

J. Notice. Any notice under this Agreement must be in writing and will be effective when personally
delivered or three (3) days after deposit in the U.S. Mail, postage prepaid, certified with return receipt
requested, and addressed as follows:

Subdivider: Pulte Homes of Texas, LP

9401 Amberglen, Building I, Suite 150

Austin, TX 78729

County: Transportation & Natural Resources Department

P.O. Box 1748Austin, Texas 78767

Attn: Executive Manager

Copy to: Travis County Attorney's Office

P.O. Box 1748 Austin, Texas 78767

The parties may change their respective addresses for notice to any other location in the United States in accordance with the provisions of this Paragraph.

K. Severability. If any provision of this Agreement is held by a court to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability shall not affect the validity of any other provision and the rights of the parties will be construed as if such provision was never part of this Agreement.

- L. Jurisdiction and Venue. This Agreement concerns real property located in Travis County, Texas, and shall be governed and construed under Texas law. Venue for any action arising under this Agreement shall be exclusively in Travis County, Texas.
- M. Captions Immaterial. The captions or headings of the paragraphs of this Agreement are for convenience only and shall not be considered in construing this Agreement.
- N. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof. Any oral representations or modifications concerning this Agreement shall be of no force or effect, except a subsequent written modification executed by both parties. NO OFFICIAL, EMPLOYEE, OR AGENT OF THE COUNTY HAS ANY AUTHORITY, EITHER EXPRESS OR IMPLIED, TO AMEND, MODIFY, OR OTHERWISE CHANGE THIS AGREEMENT, EXCEPT PURSUANT TO SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE COMMISSIONERS COURT.

This Agreement is executed as of the dates set forth below and is effective upon approval by the County of the final plat for the Subdivision or upon approval of Alternative Fiscal in accordance with County regulations.

TRAVIS COUNTY, TEXAS	SUBDIVIDER:
County Judge	

Date:

By: Name: Stephen Teodecki
Title: Division President
Authorized Representative
Date: 5/2/2013

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY OF TRAVIS

This instrument was acknowledged before me on the day of, May 2, 20/3, by

After Recording Return to: Executive Manager, Transportation and Natural Resources P.O. Box 1748 Austin, Texas 78767 Signature of Notary
Reliesta Misson

§ EXHIBIT A: METES AND BOUNDS DESCRIPTION OF PROPERTY



Landesign Services, Inc. 555 Round Rock West Drive Bldg. D., Suite 170 Round Rock, Texas 78681 512-238-7901 office 512-238-7902 fox

EXHIBIT "A"

Spean METES AND BOUNDS DESCRIPTION ____ 100

BEING 10.29 ACRES OF LAND, SURVEYED BY LANDESIGN SERVICES, INC., OUT OF GEORGE W. SPEAR'S SURVEY NUMBER 140, ABSTRACT NO. 720, TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF TRACT 1, A PORTION OF TRACT 3 AND A PORTION OF TRACT 4 CONVEYED TO CRVI RACEWAY HOLDINGS, L.P. OF RECORD IN DOCUMENT NO. 2007127903 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS IN TWO TRACTS AS FOLLOWS:

Tract 1

BEGINNING at a 1/2" rebar found with cap marked "TERRA FIRMA" at the southeast corner of Lot 1 Block C, Raceway Single Family Subdivision Section One (A Small Lot Subdivision) a subdivision of record in Document No. 201100066 of the O.P.R.T.C.T. and the west line of the remainder of said Tract 4;

THENCE North 27°27'55" East with the east line of said Block C a distance of 465,63 feet to a 1/2" rebar found with cap marked "TERRA FIRMA" at the northeast corner of Lot 11, Block C and the in the south line of Lot 12, Block C;

THENCE South 62°32'05" East continuing with the east line of said Block C and with the south line of said Lot 12 a distance of 110.41 feet to a 1/2" rebar found with cap marked "TERRA FIRMA" at the southeast corner of said Lot 12;

THENCE along the east line of said Lot 12 the following three (3) courses:

- North 27°27'55" East a distance of 28.17 feet to a 1/2" rebar found with cap marked "TERRA FIRMA";
- Along a curve to the left, having a radius of 272,00 feet, a delta angle of 22°26'20", a length of 106.52 feet and a chord which bears North 16°14'45" East a distance of 105.84 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- North 05°01'35" East a distance of 146.08 feet to a 1/2" iron rod found with cap marked "RJ SURVEYING" in the existing west right-of-way line of McAloon Way (56' R.O.W.);

Page 1 of 7

EXHIBIT "A"

THENCE South 84°58'25" East with the existing south right-of-way line of said McAloon Way a distance of 56.00 feet to a 1/2" iron rod found with cap marked " RJ SURVEYING" in the existing east right-of-way line of said McAloon Way;

THENCE crossing through said Tract 1, said Tract 3 and said Tract 4 the following fifteen (15) courses:

- 1. South 05°01'35" West a distance of '146.08 feet to a 1/2" iron rod with cap marked "LANDESIGN" set:
- Along a curve to the right, having a radius of 328.00 feet, a delta angle of 06°55'27", a length of 39.64 feet and a chord which bears South 08°29'19" West a distance of 39.61 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- Along a curve to the left, having a radius of 5.00 feet, a delta angle of 74°41'10", a length of 6.52 feet and a chord which bears South 25°23'33" East a distance of 6.07 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- South 62°44'08" East a distance of 11.10 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 5. South 27°15'52" West a distance of 56.00 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- South 62°44'08" East a distance of 110.52 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 7. South 27°27'55" West a distance of 508.92 feet to a 1/2" iron rod with cap marked "LANDESIGN" set:
- North 62°33'17" West a distance of 122.72 feet to a 1/2" fron rod with cap marked "LANDESIGN" set;
- Along a curve to the right, having a radius of 208.00 feet, a delta angle of 06°16'47", a length of 22.80 feet and a chord which bears South 46°34'07" West a distance of 22.79 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 10. South 49°42'30" West a distance of 58.65 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 11. Along a curve to the left, having a radius of 5.00 feet, a delta angle of 81°19'02", a length of 7.10 feet and a chord which bears South 09°02'59" West a distance of 6.52 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 12. South 58°23'28" West a distance of 56,00 feet to a 1/2" iron rod with cap marked "LANDESIGN" set:

- 13. Along a curve to the right, having a radius of 328,00 feet, a delta angle of 01°19'02", a length of 7.54 feet and a chord which bears North 30°57'01" West a distance of 7.54 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 14. North 30°17'30" West a distance of 54.41 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- 15. Along a curve to the left, having a radius of 272.00 feet, a delta angle of 16°33'47", a length of 78.63 feet and a chord which bears North 38°34'23" West a distance of 78.36 feet to a 1/2" fron rod found at the northeast corner of Lot 1, Block H Raceway Single Family Subdivision Section One;

THENCE along the north line of said Lot 1 the following two (2) courses:

- Along a curve to the left, having a radius of 272.00 feet, a delta angle of 10°31'14", a length of 49.94 feet and a chord which bears North 52°06'53" West a distance of 49.87 feet to a 1/2" rebar found with cap marked "TERRA FIRMA";
- 2. North 57°22'30" West a distance of 22.65 feet to a 1/2" rebar found with cap marked "TERRA FIRMA";

THENCE North 32°37'30" East a distance of 56.00 feet to a "pk" nail found in the south line of sald Lot 1, Block C;

THENCE along the south line of sald Lot 1 the following two(2) courses:

- South 57°22'30" East a distance of 22.65 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- Along a curve to the right, having a radius of 328,00 feet, a delta angle of 11°46'37", a length of 67.42 feet and a chord which bears South 51°29'12" East a distance of 67.30 feet to the POINT OF BEGINNING.

This parcel contains 3.899 acres of land, out of the George W. Spear Survey No. 100, Abstract No. 720, in Travis County, Texas.

Tract 2

BEGINNING at a 1/2" rebar found with cap marked "TERRA FIRMA" found for the northeast corner of Lot 20, Block F, Raceway Single Family Subdivision Section Two, (A Small Lot Subdivision) a subdivision of record in Document No. 201200126 of the O.P.R.T.C.T., in the south line of Lot 10, Northridge Acres No. 2 a subdivision of record in Vol. 14, Pg. 84 of the Plat Records of Travis County, Texas (P.R.T.C.T.) and the north line of said Tract 3;

Page 3 of 7

THENCE South 62°31'26" East with the south line of said Lot 10, Lot 9, Northridge Acres No. 2, the south line of Lot 1, Nichols Addition, a subdivision of record in Vol. 60, Pg. 12 of the P.R.T.C.T. and the north line of said Tract 3 a distance of 188.44 feet to a 1/2" iron rod with cap marked "LANDESIGN" set in the south line of said Lot 1 and in the north line of said Tract 3;

THENCE crossing through said Tract 3 the following nine (9) courses:

- 1. South 36°05'00" West a distance of 104.77 feet to a 1/2" Iron rod with cap marked "LANDESIGN" set;
- Along a curve to the right, having a radius of 50,00 feet, a delta angle of 100°02'01", a length of 87.30 feet and a chord which bears South 30°34'07" West a distance of 76.62 feet to a 1/2" fron rod with cap marked "LANDESIGN" set;
- Along a curve to the left, having a radius of 5.00 feet, a delta angle of 53°07'48", a length of 4.64 feet and a chord which bears South 54°01'13" West a distance of 4.47 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- South 27°27'19" West a distance 216.61 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- South 62"44'08" East a distance of 604.81 feet to a 1/2" Iron rod with cap marked "LANDESIGN" set;
- South 27"38'45" West a distance of 272.83 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- North 62°44'08" West a distance of 112.71 feet to a 1/2" iron rod with cap marked "LANDESIGN" set:
- 8. South 27°15'52" West a distance of 3.59 feet to a 1/2" iron rod with cap marked "LANDESIGN" set;
- North 62°44'08" West a distance of 636.85 feet to a 1/2" rebar found with cap marked "TERRA FIRMA" for the southeast corner of Lot 3, Block E, Raceway Single Family Subdivision Section Two;

THENCE along the east line of said Raceway Single Family Subdivision Section Two and continuing to cross through said Tract 3 the following four (4) courses:

- North 27°15'52" East a distance of 166.21 feet to a 1/2" rebar found with cap marked "TERRA FIRMA" in the existing north right-of-way line of Dover Ferry Crossing (56' R.O.W.);
- North 62°44'08" West along the existing north right-of-way line of Dover Ferry Crossing a distance of 19.81 feet to a 1/2" rebar found with cap marked "TERRA FIRMA"

- 3. North 27°27'19" East a distance of 342.91 feet to a 1/2" rebar found with cap marked "TERRA FIRMA" in the existing south right-of-way line of Kenter Crossing (56' R.O.W.)
- 4. North 27°15'52" East a distance of 168.63 feet to the POINT OF BEGINNING.

This parcel contains 6.394 acres of land, out of the George W. Spean Survey No. Abstract No. 720, in Travis County, Texas.

o.)(c,

Tract 1	3.899 acres
Tract 2	6.394 acres
Total	10.29 acres

Description prepared from an on-the-ground survey made during October 2012. All bearings are based on the east line of Raceway Single Family Subdivision Section Two, (A Small Lot Subdivision) a subdivision of record in Document No. 201200126 of the O.P.R.T.C.T.

Joseph Beavers

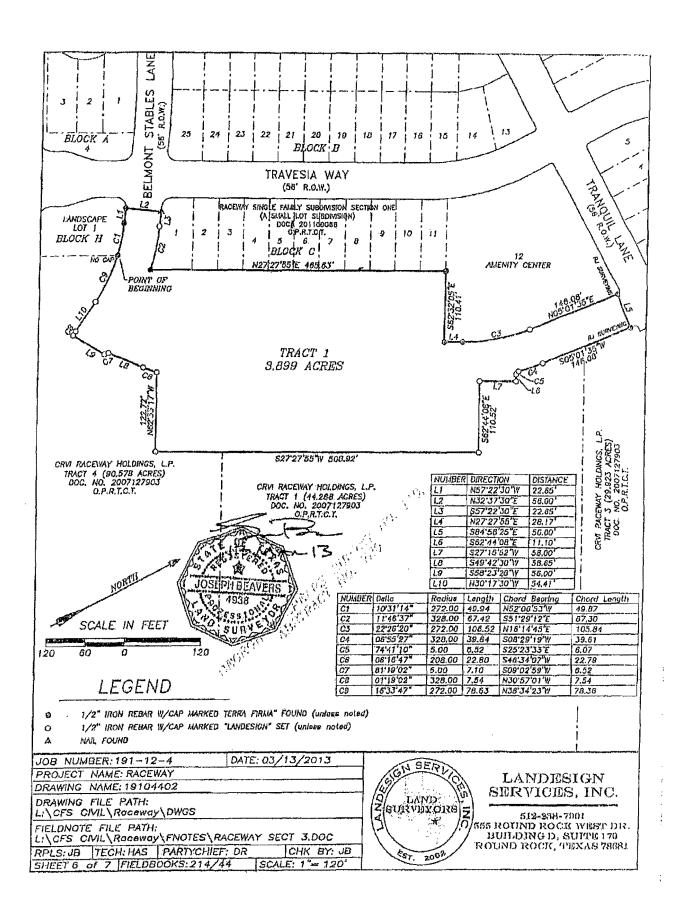
Date

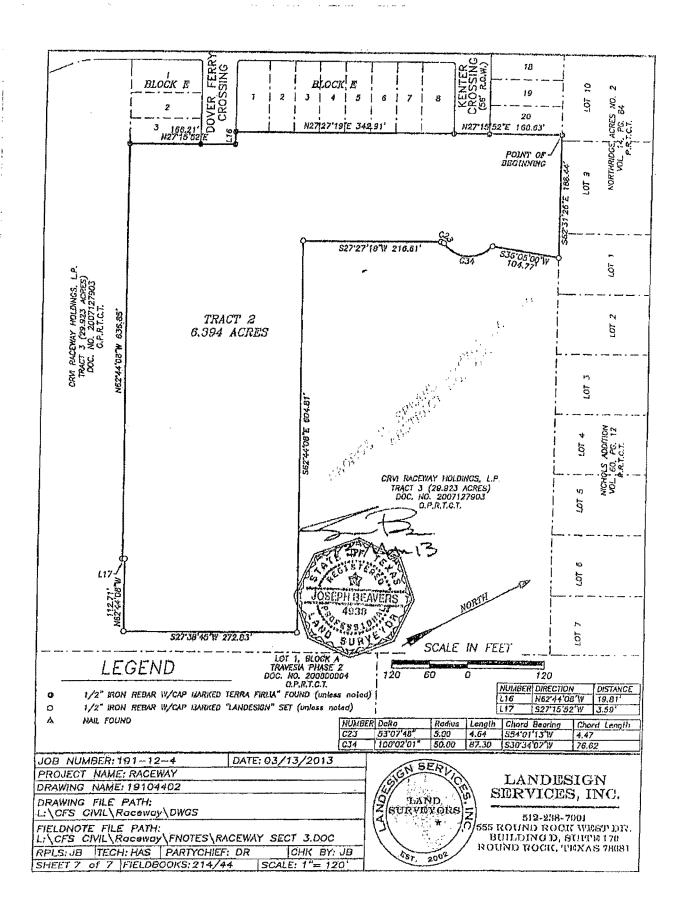
Registered Professional Land Surveyor

State of Texas No. 4938

Job Number: 191-12-4

Attachments: Survey Drawing L:\CFS CIVIL\Raceway\DWGS\PLATS\Raaceway.dwg







Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Yolanda Aleman, (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 Jessica Rio – Planning and Budget Office, (512)854-9106 David Salazar - County Judge's Office, (512)854-9555

BUDGET AMENDMENTS AND TRANSFERS FY 2013

		7/9/2013
THER		
01	Authorize use of CAR savings in the Medical Examiner's Office to purchase refrigerator.	1
)2	Request from CSCD to implement salary increases for their six General Fund employees. This action increases CSCD's FY 14 General Fund budget by \$7.685 and was anticipated by PBO with an FY 13 earmark.	3

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.

DATE:

June 24, 2013

RE:

Authorize use of CAR savings in the Medical Examiner's Office to purchase

refrigerator.

As part of the FY 2013 budget, the Medical Examiner's Office received \$4,000 to purchase a large freezer. After reviewing several options, the Department decided it would be a better use of the funding to purchase a smaller 20 cubic foot freezer and a 26 cubic foot refrigerator.

The total cost of the freezer is \$1,631. The department is requesting to use the remaining \$2,369 of CAR funds, augmented by \$958 of other Medical Examiner general funds, to purchase the refrigerator, at a total cost of \$3,327.

The use of CAR savings to purchase an item that was not approved in the budget process requires Commissioners Court approval. PBO has discussed the request with the department and recommends approval of the use of CAR savings to purchase a refrigerator.

cc: Jessica Rio, Budget Director
Travis Gatlin, Assistant Budget Director
Leslie Browder, County Executive, PBO
Danny Hobby, County Executive, Emergency Management
David Dolinak, Chief Medical Examiner



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

MEMO TO:

Alan Miller

Budget Analyst Senior

Purchasing and Budget Office

FROM:

David Dolinak, M.D.

Chief Medical Examiner

IN RE:

Authorization Request for the Use of CAR Funds

DATE:

June 17, 2013

Dr. Brad Hall has done an analysis and has concluded that what would best serve the needs of the Toxicology Laboratory are a 20 cubic foot freezer and a 26 cubic foot refrigerator. In FY 2013, Dr. Hall was originally budgeted in CAR funds for a larger, more expensive freezer and no additional refrigerator.

What we would like to request at this juncture is that the \$4,000 of CAR funds allocated for the large freezer be expended for a smaller freezer. The smaller freezer Dr. Hall has selected will cost \$1,631.00 (including shipping and handling), leaving the CAR fund with a balance of \$2,369.00.

We then need to purchase the 26 cubic foot refrigerator. We would like permission to utilize the remaining CAR balance of \$2,369.00 to partially pay for the 26 cubic foot refrigerator. The total cost of the refrigerator is \$3,327.20, leaving \$958.00 unfunded. We would then use \$958.00 from our operating budget (Fund Center 1380010001) to complete the refrigerator purchase.

We respectfully request your authorization to use the CAR funds in this manner.

DD/SAS/dmd

PLANNING AND BUDGET OFFICE TRAVIS COUNTY, TEXAS



MEMORANDUM

TO:

Commissioners Court

FROM:

mavis R. Gather Travis R. Gatlin, Assistant Budget Director

DATE:

June 26, 2013

SUBJECT:

3% Increase for CSCD General Fund Employees to Match Increase for CSCD

State Funded Employee

CSCD is predominantly funded from state and grant resources with the exception of six employees that are funded by the General Fund. These six General Fund positions were reviewed as a part of the Market Salary Survey (MSS) in FY 12 and were recommended to receive market adjustments totaling \$12,714. However, since there was not sufficient funding for CSCD state and grant funded employees for similar MSS adjustments, the department elected not to implement the MSS increases for the six County funded employees. It has been CSCD's practice for the County and state/grant funded employees to receive the same or similar salary increases for internal equity purposes. An Earmark of \$12,714 was included in the FY 13 Adopted Budget in the event CSCD wanted to implement these changes for their General Fund employees in FY 13.

CSCD has now determined that there is sufficient funding to implement a 3% Across the Board Increase for their state/grant and County funded positions. PBO has confirmed with the department and the Auditor's Office that there are sufficient resources for the increases for the state/grant funded positions. These changes are proposed to be effective July 1, 2013. There is not sufficient funding in the General Fund for the increases for the six County funded positions. CSCD is requesting an increase to their FY 14 General Fund of \$7,685 so there will be sufficient on-going resources for increases. The FY 13 portion of the increase is \$1,913 and can be covered from vacancy savings within the department. Therefore, the FY 13 Earmark of \$12,714 will not be needed.

PBO supports the increase of \$7,685 to CSCD's FY 14 budget so that the General Fund CSCD employees will receive the same increase as their state/grant funded CSCD counterparts. department did not implement the MSS adjustments received by other County departments in FY 12 and the 3% adjustment is less than the amount that would have been added on an on-going basis had the MSS increased for their General Fund employees been implemented.

Rosie Ramon-Duran, Bob Klepac, Donna Harp, CSCD cc: Leslie Browder, Jessica Rio, Diana Ramirez, PBO Todd Osburn, Kim Austin-Smith, HRMD DeDe Bell, Michelle Gable, County Auditor's Office

COMMUNITY SUPERVISION & CORRECTIONS DEPARTMENT

of Travis County

Central Unit PO Box 1748 Austin, TX 78767 512-854-4600 512-854-4606 Fax North Unit 10409 Burnet Rd Austin, TX 78758 512-854-9775 512-854-4533 Fax

South Unit 4011 McKinney Falls Pkwy, Ste. 1300 Austin, TX 78744 512-854-CSCD (2723) 512-854-4612 Fax SMART 3404 S FM 973 Del Valle, TX 78617 512-854-3150 512-247-5567 Fax

Dr. Geraldine Nagy, Director

Rosie Ramón-Durán, Assistant Director



TO:

PBO

FROM:

Bob Klepac, Director of Administrative Services

DATE:

June 26, 2013

SUBJECT: Adult Probation Salary Increases

Dr. Nagy has decided to award non-general-fund employees a 3 % COLA, effective July 1, using ongoing resources identified in our state grant budgets. We would like to do the same increase for our six general fund employees, at an annual total cost of \$7,685. We always try to keep salary increases, or lack thereof, consistent with all our staff.

As you recall, we did not implement the County Market Study Salary increases to any of our staff when the County Departments did so. These salary increases would have totaled \$12,714, and were earmarked for possible use for our staff in the future.

We have salary savings to cover these increases for the remainder of FY 13. We respectfully request that part of the earmark of \$12,714 for the MSS increases be used for the \$7,685 requested for FY 14. We are not aware of any future FY 14 increases at this time.

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)		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
(\$80,000)	TNR	1/22/13	East Metro Park Multi-Purpose Court
(\$46,900)	TNR	1/29/13	Recycling Program
(\$11,700)	Facilities	2/5/2013	Move for Dist. Clerk to Gault basement
(\$190,642)	County Attorney	3/12/2013	County Attorney Litigation Staff
(\$21,592)	ITS	3/12/2013	County Attorney Litigation Staff
(\$250,000)	Facilities	3/26/2013	Remodel 10th Floor @700 Lavaca Bldg.
(\$51,500)	CJP	4/16/2013	APD Chemist backlog
(\$115,940)	Cons. Pct. 1	4/23/2013	Constable Staffing
(\$5,300)	Criminal Courts	4/30/2013	Veterans Court program
\$63,031	County Auditor	5/14/13	Returning BEFIT Operating Funds
(\$1,000)	Historical Comm.	5/14/13	Transfer for Williams Grant
(\$29,371)	Sheriff	5/14/13	Transition Crim.Cts.Bailiff positions to TCSO
\$721,064	County Clerk	5/28/2013	Reimbursement for November Election
(\$35,000)	County Attorney	6/25/2013	Legal Services-Congressional Redistricting
L .			
\$6,094,074	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
(\$214,774)	Criminal Courts – Veterans Court Grant
(\$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
(\$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
	HRMD – Revised Tuition Reimbursement Policy
(\$14,497)	HRMD – ACC Internship Program
(\$83,182)	ITS – BEFIT Customer Support Analyst III
(\$60,000)	RMCR – Additional Postage
(\$1,000,000)	TCSO – Overtime
(\$2,403,843)	Total Possible Future Expenses (Earmarks)

\$3,690,231 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	1		Beginning Balance
(\$8,000)	ITS -	11/27/12	IT Infrastructure for FMD Projects
(\$82,552)	EMS	12/11/12	Fire fighting aircraft
(\$649,975)	ITS	1/15/13	Data storage tapes
(\$58,040)	Facilities	1/15/13	Renovation of HMS Courthouse Rm118
(\$60,000)	Facilities	1/15/13	Gault HVAC renovation project
(\$42,283)	TNR	1/29/13	Technical Correction FY 12 Budget
			Amendment
(\$46,306)	Facilities	2/5/13	Gault basement renovations-Dist. Clerk
(\$35,142)	Facilities	2/19/13	FFE for ongoing renovation of 700 Lavaca
(\$112,944)	Facilities	3/26/13	Remodel 10th Floor @ 700 Lavaca Bldg.
(\$39,957)	TNR	4/29/13	Motorcycle Replacement for TCSO
(\$35,000)	Purchasing	4/30/13	Forklift - Purchasing Warehouse
(\$224,417)	ITS	6/4/13	IT Infrastructure for 5th Fl. Granger
(\$194,502)	TNR	6/18/13	Replacement cost of Automobile losses
	4		
\$1,224,826	Current Reserve Balance	e	

Possible Future Expenses Against CAR Reserves Previously Identified:

Amount	Explanation	 	
\$ (592,883)	ITS Infrastructure for FMD Projects		
\$ (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		
\$ (1,120,929)	Total Possible Future Expenses (Earmarks)	 	

\$103,897 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	γ	Dept Transferred Into	Date	Explanation
\$	\$5,496,000 (50,000)	РВО	5/21/13	Beginning Balance Civil & Family Courthouse Planning Services
	\$5,446,000 C	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		1

IJS/FACTS Reserve Status (580160)

Amount		Dept Transferred Into	Date	Explanation
	\$2,164,795			Beginning Balance
	(\$196,951)	I T S	10/23/12	OnBase Software
	(\$717,746)	ITS	11/6/12	CUC TechShare
	(\$1,146,096)	ITS	12/18/2012	TechShare
	(\$98,063)	RMCR	5/28/2013	DMS Software
	\$5,939 C	urrent 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
1927			
\$250,000	Current Reserve Balance		

Starflight Maintenance Reserve Status (580320)

Amount		Dept Transferred Into	Date	Explanation
\$	\$1,001,050 (96,000)	EMS	4/9/13	Beginning Balance Helicopter Mtn/Rpr
	\$905,050 C	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
5	\$2,166,175 (\$1,483,173)	Emergency Services	11/13/12	Beginning Balance Regional Radio Service Interlocal
	\$683,002 C	Surrent Reserve Balance		

Annualization Reserve Status (580200)

Amount	V II I	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
\$901,912	FMD	6/25/13	Transfer back to Unallocated Resv.
\$2,302,015	EMS	6/24/13	Transfer back to Unallocated Resv.
\$877,000	TNR	6/27/13	Transfer back to Unallocated Resv.
\$54,254,353	Current Reserve Balance		

Created 07-03-13 @ 327p

Item 6



Travis County Commissioners Court Agenda Request

Meeting Date: 07/09/2013, 9:00 AM, Voting Session

Prepared By/Phone Number: Victoria Ramirez, Planning and Budget, 854-6039 Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive

Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Review and approve new grant application to the Texas Council for Developmental Disabilities to develop a public awareness campaign for accessible parking in the Office of the Constable, Precinct 5.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

This new grant application aims to fund a six-month planning process to develop a public awareness campaign for accessible parking. The Constable, Precinct 5 Office expects that the grantor will award a second grant to fund the implementation of the winning campaign.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

FISCAL IMPACT AND SOURCE OF FUNDING:

The grant requires a county cost share which, if awarded, will be met through existing personnel resources. No new funding is required to support the grant.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office County Judge's Office

Leslie Browder David Salazar

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE FY 2013

С	reated (Page #	MC 10 © 827p	
		- 4	M	į
		PBO Notes	M.	
	ms.	FTEs	0.50	
	operate grant progra tion.	Program Total	\$49,500	,/Workload
	s, accept, or continue to is attached for clarifica	In-Kind Contribution	0 \$	Office's Resources
	presents those actions required by the Commissioners Court for departments to apply for, accept, or continue to oper This regular agenda item contains this summary sheet, as well as hackup material that is attached for clarification.	County Contribution	0\$	County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload S - Simple MC - Moderately Complex C - Complex EC - Extremely Complex
FY 2013	ommissioners Court for ummary sheet, as well a	County Cost Share	\$12,375	essment measurin
	ions required by the Co da item contains this s	Grant Award	\$37,125	s Complexity Assacomplex
	The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as hockup material that is attached for clarification.	Grant Period	10/01/13 - 03/31/14	County Auditor's Comple S - Simple MC - Moderately Complex C - Complex EC - Extremely Complex
	The followin	Dept. Grant Title	Application Accessible Parking Awareness Campaign	PBO Notes: R - PBO recommends approval NR - PBO does not recommend approval D - PBO recommends item be discussed

FY 2013 Grant Summary Report Grant Applications approved by Commissioners Court

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	the following is a ass of glains for which apparation is	Grant	Grant	County	ounty County	In-Kind	Program		Approval O
Dept	Name of Grant	Term	Award	Cost Share	Contribution	Contribution	Total	FTEs	Date
117	Southeast Travis County Historical Survey	10/01/12 - 09/30/14	\$7,500	0\$	\$6,000	\$1,500	\$15,000	ı	10/30/201
119	Underage Drinking Prevention Program	10/01/13 - 09/30/14	\$161,204	0\$	\$35,951	\$55,000	\$252,155	3.00	11/6/201 8
124	Formula Grant- Indigent Defense Grants Program	10/01/12 - 09/30/13	\$441,998	9	0 ≴	0\$	\$441,998	1	11/27/20
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	7/1/13- $6/30/14$	\$34,306	9	0≴	0	\$34,306	ı	12/4/2012
145	Juvenile Treatment Drug Court	9/30/2013- 9/29/2014	\$199,970	9	9	0	\$199,970	ı	1/8/2013
145	Juvenile Accountability Block Grant (JABG) Local Assessment Center	09/01/13 - 08/31/14	\$61,334	\$6,814	0\$	9	\$68,148	ı	1/22/2013
158	Coming of Age (CNCS)	04/01/13 - 03/31/14	\$50,495	\$324,753	0 \$	9	\$375,248	6.80	1/22/2013
147	Emergency Management Performace Grant	10/01/12 - 09/30/13	\$71,221	\$71,221	0\$	O \$	\$142,442	I	2/5/2013
137	TCSO Child Abuse Victim Services Personnel	09/01/13 - ° 08/31/14	\$23,092	0\$	\$34,639	9	\$57,731	1.00	2/5/2013
137	TxDOT Impared Driving Mobilization	03/1/13 - 09/30/13	\$16,906	\$5,684	0\$	0	\$22,590	1	2/5/2013
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$233,124	9	0\$	0	\$233,124	2.00	2/19/2013
124	Veterans Commission Grant	07/01/13 - 06/30/14	\$49,470	9	0\$	0\$	\$49,470	ı	2/19/2013
139	Travis County Adult Probation DWI Court	09/01/13 - 08/31/14	\$228,460	9	0\$	0\$	\$228,460	4.00	2/19/2013
145	The Eagle Soars: An Educational and Career Development Program	09/01/13 - 08/31/14	\$115,955	9	0\$	9	\$115,955	t	2/19/2013
145	Enhancing Services for Victims of Crime	09/01/13 - 08/31/14	\$62,886	\$15,722	0	0\$	\$78,608	1.00	2/19/2013
145	Drug Court & In-Home Family Services	09/01/13 - 08/31/14	\$181,000	\$20,111	0	0\$	\$201,111	0.23	2/19/2013
142	Drug Diversion Court	09/01/13 - 08/31/14	\$155,838	0	0\$	9	\$155,838	2.00	2/19/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$143,438	0\$	0\$	0\$	\$143,438	1.00	2/26/2013
119	Family Violence Accelerated Prosecution Program	09/01/13 - 08/31/14	\$84,954	\$34,053	0	\$17,088	\$136,095	1.77	2/26/2019
145	Trauma Informed Assessment and Response program	09/01/13 - 08/31/14	\$193,808	9	0\$	9	\$193,808	0.50	2/26/20 13
158	Parenting in Recovery II*	09/30/12 - 09/29/13	\$625,747	0\$	\$268,195	9	\$893,942	1.00	2/26/20 © 33/ 33/ 33/ 33/ 33/ 33/ 33/ 33/ 33/ 3
145	IMPACT: Investing in Minds to Prepare for A Career in Technology	10/1/13 - 09/30/14	\$416,327	9	0\$	9	\$416,327	1.00	3/5/2018
137	K9s4COPs	04/01/13 - 09/30/13	\$12,000	0\$	0\$	0	\$12,000	ı	3/26/2013
145	Leadership Academy	10/01/13 - 09/30/14	\$143,665	\$47,888	9	9	\$191,553	1.75	3/26/2013
158	Basic Transportation Needs Fund (Bus Pass Program)	09/01/13 - 08/31/14	\$5,790	0\$	\$	0 \$	\$5,790	ı	4/9/2013
145	FRESH Youth (Finding Regionally Sourced Food for High-Risk Youth)	11/01/13 - 10/31/14	\$45,000	\$15,000	0	9	\$60,000	1	4/16/2013
157	NEH Preservation Assistance for Smaller Institutions	05/01/14 - 08/01/14	\$6,000	0 ≱	0 ≴	0 	\$6,000	I	4/16/2013
137	State Criminal Alien Assistance Program - SCAAP 13	07/01/11 - 06/30/12	\$40,568,231	0\$	9	9	\$40,568,231	1	4/16/2013
137	SCATTIF Sheriff's Combined Auto Theft Task Force	09/01/13 - 08/31/14	\$1,001,869	\$134,184	\$258,235	0\$	\$1,394,288	12.00	4/30/2013
145	Taking the Smart Path: Enhancing Assessment and Training to Address Youths' Needs	10/01/13 - 09/30/16	\$644,987	0 \$	O \$	0\$	\$644,987	1	4/30/2013
119	Other Victim Assistance Grant	09/01/13 - 08/31/15	\$84,000	0\$	\$28,129	0 \$	\$112,129	1.00	5/7/2013
123	Victim Coordinator and Liaison Grant	09/01/13 - 08/31/15	\$84,000	0\$	9	0	\$84,000	ı u	5/14/2013
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)-HAZmat ID	10/01/13 - 11/30/14	\$22,500	\$	0	O \$	\$22,500	ı	5/21/2013
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)-GASID	10/01/13 - 11/30/14	\$9,500	\$	0	0	\$9,500	I	5/21/2013
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Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
158	AmeriCorps	08/01/13 - 07/31/14	\$298,671	\$500,191	0\$	0\$	\$798,862	31.00	5/21/2013
158	Parenting in Recovery II	09/30/13 - 09/29/14	\$481,000	\$259,000	0	0	\$740,000	2.00	5/28/2019 epeted
145	National School Lunch/Breakfast Program & USDA School Commodity Program	09/30/13 - 09/29/14	\$307,204	0	0 ≸	0	\$307,204	ı	6/4/201 3
145	The Eagle Soars: An Educational and Career Development Program*	09/01/13 - 08/31/14	\$115,955	0 \$	9	0 \$	\$115,955	ı	6/11/201 <u>68</u> 5
120	Verifying UOCAVA Ballot Inclusion in Election Results	09/01/13 - 11/30/14	\$4,183,575	0\$	0\$	0\$	0\$	1.00	6/18/2013
120	Electronic Transmission of Ballot Portal	09/01/13 - 11/30/14	\$19,950	9	0\$	0\$	0\$	ı	6/18/2013
137	Vision Summit	01/01/13 - 09/30/13	\$78,147	9	9	9	\$78,147	ı	7/2/2013
145	Enhancing Supervision, Security, and Policies to Ensure Youth Safety	10/01/13 09/30/15	\$250,000	\$262,446	0 ₩	0	\$512,446	3.15	7/2/2013
*Amended	*Amended from original agreement.		\$51,921,077	\$1,697,067	\$631,149	\$73,588	\$50,119,356	77.20	

FY 2013 Grant Summary Report Grants Approved by Commissioners Court

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Dept	Name of Grant	Grant	Grant Award	County Cost Share	Contribution	In-Kind Contribution	Frogram Total	FTEs	Approval Date
145	Travis County Eagle Resource Project	09/01/12 08/31/13	\$29,930	9	O S	0\$	\$29,930	1	10/2/20th
145	Trama Informed Assessment and Response Program	09/01/12 08/31/13	\$192,666	9	0	0 ≴	\$ 192,666	0.50	10/2/20 (@
137	Sheriff's Office Command and Support Vessel*	9/1/12- 3/31/13	\$250,000	9	9	0 	\$250,000	1	10/16/20
139	Travis County Adult Probation DWI Court	9/1/2012- 8/31/2013	\$229,112	9	⊕	0	\$229,112	4.00	10/16/2012
147	Emergency Management Performance Grant	10/01/11 - 03/31/13	\$71,221	\$71,221	9 ∞	\$ 0	\$142,442	ı	10/16/2012
119	Family Violence Protection Team*	10/1/2010 $03/31/2012$	\$699,507	\$168,239	9	9	\$867,746	4.50	10/23/2012
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$137,388	0 ≱	9	9	\$137,388	1.00	10/23/2012
145	Drug Court & In-Home Family Services	09/01/12 - ` 08/31/13	\$66,428	\$7,381	9	9	\$73,809	0.09	10/23/2012
158	Comprehensive Energy Assistance Grant*	01/01/12 - 12/31/12	\$4,546,172	0\$	0	0\$	\$4,546,172	1	10/23/2012
158	Low Income Home Energy Assistance Program (LIHEAP) Weatherization Program	04/01/12 - 03/31/13	\$817,334	9	⊕	O \$\$	\$817,334	1	10/23/2012
124	Travis County Veterans' Court	09/01/12 - 08/31/13	\$186,000	\$	9	0 \$	\$186,000	2.00	10/30/2012
142	Drug Diversion Court	09/01/12 - 08/31/12	\$132,585	0 	9	0	\$132,585	1.00	10/30/2012
158	Parenting in Recovery II	09/30/12 - 09/29/13	\$500,000	0 ≴	\$214,286	\$	\$714,286	2.00	11/6/2012
158	Targeted Low Income Weatherization Program (TLIWP)	10/01/12 - 12/31/12	\$42,061	0 ≴	9€	0\$	\$42,061	1	11/6/2012
158	Seniors and Volunteers for Childhood Immunization (SVCI)	09/01/12 - 08/31/13	\$8,845	0≴	9	9	\$8,845	0.14	11/20/2012
158	Coming of age (DADS)	09/01/12 - 08/31/13	\$24,484	\$24,484	\$ 0	0\$	\$48,968	1	11/20/2012

Dept	Name of Grant	Grant	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
158	DOE Weatherization Program	04/01/12 - 03/31/13	\$60,471	0	0	0\$	\$60,471	1	11/20/2012
158	Atmos Energy Share the Warmth	11/01/12 - $10/31/13$	\$13,188	9	\$	\$ 0	\$13,188	1	11/20/20
139	Travis County Adult Probation DWI Court	09/30/12 - ` 09/29/13	\$206,515	0	0	80	\$206,515	2.85	11/27/201 2
137	State Criminal Alien Assistance Program- SCAAP 12	07/01/10 - 06/30/11	\$492,999	0\$	○	80	\$492,999	ı	11/27/20 [2] 33
147	"Remembering When" Scholarship	12/02/12 11/01/13	\$4,000	\$	0≄	\$ 0	\$4,000	ı	11/27/20栓
158	Comprehensive Energy Assistance Program (CEAP)*	1/1/12- $12/31/12$	\$4,546,172	9	0≴	\$	\$4,546,17 2	4.00	12/4/2012
145	National School Lunch/Breakfast Program*	7/1/12- $6/30/13$	\$217,219	9	0≴	0\$	\$217,219	ı	12/4/2012
158	Title IV-E Child Welfare Services	10/01/12 - 09/30/13	\$36,488	\$81,190	0 ≄	\$	\$117,678	ı	12/11/2012
137	2012 Byrne Justice Assistance Grant	10/01/12 - 09/30/15	\$86,000	0	0	○	\$86,000	i	12/18/2012
158	2012 Phase 30 Emergency Food and Shelter Program	04/01/12 - 03/31/13	\$25,000	9	0 \$	0	\$25,000	ı	12/18/2012
140	Safe Havens: Supervised Visitation and Safe Exchange program*	10/1/10- $9/30/13$	\$400,000	0	O \$	O \$	\$400,000	1	12/28/2012
145	Juvenile Front End Therapeutic Services Program*	09/01/11- $08/31/12$	\$17,617	0	O \$	⊕	\$17,617	1	1/22/2013
145	Residental Substance Abuse Treatment Program*	10/01/11 - 09/30/12	\$132,063	\$47,512	0	\$ 0	\$179,575	1.00	1/22/2013
145	Eagle Resource Project*	09/01/11- $08/31/12$	\$34,628	0	0 ≄	0\$	\$34,628	ı	1/22/2013
137	Sheriff's Office Command & Support Vessel*	09/01/12 - 06/30/13	\$250,000	0	0≄	0	\$250,000	ı	1/29/2013
137	2010 UASI-Tactical Response Vehicle*	08/01/2010 - 07/31/12	\$475,000	9	0 \$	0	\$475,000	ı	2/12/2013
147	2010 HSGP _ Travis County Haz. Mat. Detection and Decontamination Equipment and Related Maintenance*	08/01/2010 - 07/31/12	\$39,938	9	0	0 ≸	\$39,938	ı	2/12/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
155	Justice Reinvestment Inititiave	03/01/13 - 02/28/15	\$300,000	0	9	0\$	\$300,000	ı	2/19/2013
147	2010 UASI Chemical Biological Radiological Nuclear Explosive (CBRNE) Strike Team Coordinator*	08/01/10 - 12/31/12	\$250,000	\$	0	9	\$250,000	1.00	C407/20/20/20/20/20/20/20/20/20/20/20/20/20/
155	Justice Reinvestment Initiative (Amold Foundation)	03/01/13 - 02/28/15	\$69,012	9	0	0 ≱	\$69,012	ı	2/26/20 3 3 3
159	Capital Area Trauma Regional Advisory Council	05/01/12 - 08/31/13	\$10,101	0 \$	0 \$	0 \$	\$10,101	1	2/26/20 2/
158	Targeted Low Income Weatherization Program	03/01/13 - 11/30/13	\$54,850	0 \$	0\$	0	\$54,850		4/9/2013
158	DOE Weatherization Assistance Program	04/01/12 - 03/31/13	\$60,471	0\$	0\$	0 \$	\$60,471	,	4/9/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/13 - 06/30/14	\$35,000	9	0	0	\$35,000	0.65	4/16/2013
158	Basic Transportation Needs Fund Bus Pass Program	09/01/12 - 08/31/13	\$5,790	0\$	\$	0\$	\$5,790	1	4/16/2013
158	Coming of Age (CNCS)	04/01/13 - 03/31/14	\$16,832	\$309,604	\$15,149	0 \$	\$341,585	00.9	4/23/2013
145	A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards	04/01/13 - 03/31/14	\$100,000	○	80	9	\$100,000	ı	4/30/2013
158	Comprehensive Energy Assistance Program	01/01/13 - 12/31/13	\$2,637,219	9€	9	0 \$	\$2,637,219	4.00	4/30/2013
158	AmeriCorps*	08/01/12 - 07/31/13	\$291,671	\$487,203	9	9	\$778,874	31.00	5/21/2013
149	CAMPO Surface Transportation Program- Metropolitan Mobility; Blake-Manor Shared Use Path	05/21/13 - until complete	\$2,208,400	\$651,715	0\$	\$ 145,866	\$3,005,981	1	5/21/2013
147	Fire Mitigation Assistance Grant-Perdernales Fire #2959	09/04/11	\$306,990	0	6	0	\$306,990	1	5/28/2013
147	Fire Mitigation Assistance Grant- Steiner Ranch Fire #2960	09/04/11	\$204,379	0	0\$	0	\$204,379	1	5/28/2013
158	Comprehensive Energy Assistance Program #58120001710	04/01/13 - 07/31/13	\$1,263,589	\$	0\$	0	\$1,263,589	I	5/28/2013
147	Fire Mitigation Assistance Grant- Hodde Lane Fire #2957	09/04/11	\$20,951	0\$	0	0	\$20,951	ı	6/11/2013
7									

Dept Name of Grant	Grant Term	Grant Award	County Cost Share	County In-Kind Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
149 Pace Bend Park Low Water Boat Ramp	09/04/11	\$80,460	0\$	\$26,820	0\$	\$107,280	1	6/18/2013
*Amended from original agreement.		\$14,971,031	\$400,027	\$214,286	0\$	\$15,585,344	23.08	Created
•								07-03-13 @ 327р

FY 2013 Grants Summary Report Permission to Continue

Has the General Funda	been pater pater between Reimbursed?	03-1 3 @	X 43270 S	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	N _o	
Cm. Ct. Contract	Approval Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Cm. Ct. PTC	Approval Date	8/14/2012	8/21/2012	8/28/2012	8/28/2012	8/28/2012	8/28/2012	8/28/2012	9/25/2012	10/2/2012	1/8/2013	4/2/2013	4/2/2013	
	PTC Expiration Date	10/31/2012	10/31/2012	10/31/2012	10/31/2012	10/31/2012	11/30/2012	12/31/2012	12/31/2012	12/31/2012	3/31/2013	6/30/2013	6/30/2013	
	Filled FTEs	1.00	1.00	1.00	2.00	1.00	1.00	1.00	1	ı	4.00	1	4.00	
PTC	Total Request	\$8,920	\$12,620	\$10,922	\$25,630	\$10,144	\$13,747	\$15,046	\$94,630	\$84,756	\$229,196	\$100,000	\$329,196	
Amount requested for PTC	Operating Transfer	0\$	0 \$	0	0\$	0 \$	9	\$ 0	\$	9	\$200,000	\$100,000	\$300,000	
Amoun	Personnel Cost	\$8,920	\$12,620	\$10,922	\$25,630	\$10,144	\$13,747	\$15,046	\$94,630	\$84,756	\$29,196	0 ≴	\$29,196	
	Grant Term per Application	9/1/12-8/31/13	9/1/12-8/31/13	09/01/12 - 08/31/13	09/01/12 - 08/31/13	09/01/12 - 08/31/13	09/01/12 - 08/31/13	10/01/12 $09/30/13$	09/30/12 - 09/29/13	09/30/12 - 09/29/13	1/1/2013- $12/31/2013$	04/01/13 - 03/31/14	1/1/2013- $12/31/2013$	
	Name of Grant	Child Abuse Victim Services Personnel**	Family Violence Accelerated Prosecution Program	Family Drug Treatment Court	Travis County Veterans Court	Drug Diversion Court	Juvenile Accountability Block Grant- Local Assessment Center	Residental Substance Abuse Treatment Program	Parenting in Recovery (PIR) FY 12	Parenting in Recovery (PIR) FY 13	Comprehensive Energy Assistance Program	Low Income Home Emergy Program	Comprehensive Energy Assistance Program**	•
	Dept	137	119	122	124	142	145	145	158	158	158	158	158	

16.00

\$334,807 \$600,000 \$934,807

Totals

County Auditor

County Attorney

 \boxtimes

 \boxtimes

JC MN



TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Ар	plication Ap	prova	l: 📝		Permission to C	ontinue:		
		Contract Ap	prova	l: 🔲		Status	s Report:		
Check One:									
		(Origina	l: [<u>V</u>]		Ame	ndment:		
Check One:		Nev	v Gran	t: 🔽		Continuation	n Grant:		
Department/Division:	Constable, Preci	nct 5			•				
Contact Person/Title:	Leslie Pool, Exec	utive Assista	ant						
Phone Number:	512.854.3712	1							
Grant Title:	Accessible Parki	ng Awarene	ss Cam	npaign					
Grant Period:	From:		Oct	1, 2013	То:		Mar 31, 2014		
Fund Source:	Fe	Federal: 🗸			State:		Local:		
Grantor:	Texas Council for Developmental Disabilities								
Will County provide gran	t funds to a sub-re	ecipient?		Yes:		No: 🗸			
Are the grant funds passagency? If yes, list origina					Yes:	V	No:		
Originating Grantor:	U.S. Department Developmental		nd Hui	man Serv	ices, Adı	ministration on In	tellectua	and	
Budget Categories	Grant Funds	County C Share		Budg Cou Contrib #595 (Cash N	nty oution 010	In-Kind	тот	ſAL	
Personnel:	\$0	\$ 1	2,375		\$0	\$ 0	\$	12,375	
Operating:	\$ 37,125		\$0		\$0	\$ 0	\$	37,125	
Capital Equipment:	\$0		\$0		\$0	\$ 0		\$0	
Indirect Costs:	\$0		\$0		\$0	\$0		\$0	
Totals:	\$ 37,125	\$ 1	2,375		\$0	\$0	\$	49,500	
FTEs:	0.00		0.50		0.00	0.00		0.50	
- II	Pern	nission to Co	ontinue	e Intorma	ition	······································			
Funding Source (Cost Center)	Personnel Cost	Operating	Cost	Estimated Total		Filled FTE	PTC Expiration Date		
	\$0		\$0	•	\$0	0.00		5.8	
Department	Paviou Staff Ini	tiole I			<i>C</i> -	nmante		·	
IMIMITMENT									

		Performance M	easures		
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ -		Applicable Depart	mental Measures	THE R. P. LEWIS CO., LANSING STR. CONTRACTOR OF STREET	A PROPERTY OF A STATE
1.					
2.					
3.					
+ -		Measures fo	or the Grant	I.,,,	
1.					
	Outcome Impact Description				
2.					
	Outcome Impact Description				
3.					
	Outcome Impact Description				

PBO Recommendation:

The Constable, Precinct Five Office is requesting approval for a grant application to the U.S. Department of Health and Human Services, Administration on Intellectual and Developmental Disabilities through the Texas Council for Developmental Disabilities.

The proposed grant will fund a 6-month planning process at the Constable Precinct Five Office to develop a public awareness campaign around accessible parking. The grant requires a 25% County match, which will be fulfilled using the work-time of two county FTEs.

The department believes that the professional consulting and tools obtained through the grant would expand visibility of the Disabled Parking Enforcement (DPE) program in the department, and would build community partnerships and programmatic awareness.

PBO recommends approval of this grant application.

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

This grant will fund a 6-month planning process to develop a public awareness campaign around accessible parking. The grantor anticipates awarding a second grant to fund implementation of the winning campaign.

2.	Departmental Resource	Commitment: Wha	t are th	ne long 1	term Co	ounty f	und	ing requ	irements o	f the grant?	
----	-----------------------	-----------------	----------	-----------	---------	---------	-----	----------	------------	--------------	--

N	A			
1		•	•	

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

The grant requires matching funds of equal to 25% of the funds requested. The match will be achieved using existing county employees (17.5% of one staffer's time, and 30% of a second's, over 6 months).

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

nono		
none		

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

No additional County funds would be required. The grant is scoped specifically to planning a campaign. With the grant, our professional creative partner would engage Travis County team at Constable 5 to name the project; create a logo; design to proof phase three brochures, plus printed materials and signage needed for a community symposium; build a splash page for a website that can be expanded; design a billboard; and film and produce two short PSA videos to be distributed for airing. The granting agency (TCDD) contemplates a second grant award to implement the campaign plan; if Travis County receives the phase 2 grant, then those funds would support the realization of the plan, to include print production of the various materials, and all activities needed to convene the symposium. All of these activities would be funded by the grant, and any County involvement is within existing resources.

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

Travis County has not engaged in a major public education campaign on Accessible Parking; the focus has been primarily on enforcement. This grant gives the County an opportunity to be proactive by preventing violations before they occur.

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

The grant funds professional expertise that would expand visibility of our current enforcement DPE program, help TCDD and Travis County by building partnerships with community organizations through the addition of a public awareness campaign, increase public knowledge of the reasons for accessible parking, and decrease the number of accessible parking violations county-wide.

TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES

ACCESSIBILE PAIRING AWAIRIENIESS CAMIPAIGN

GRANT PROPOSAL PACKET

2013

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	☐ D. Project Personnel and Qualifications
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	Appeals Process
	The Use of People First Language
	Demographics and Poverty Rates of Texas Counties



GRANT PROPOSAL

Part I: Project Profile

A.	Request for Proposal Title:	Accessible Par	rking Awareness (Campaign RFP #2013-1
B.	Name of Organization: Trav	vis County		
C.	Address: 700 Lavaca Street,	Austin, TX 78	701	
	Telephome: 512.854.3712 lie.pool@co.travis.tx.us	E. Fax:		F. E-mail Address:
G.	Check Type of Organization	ı:		
	(01) State Agency		Government Ager	ncy (03) Private, Non-Profit
	(04) Public, Non-Profit	(05) Private	e, For-Profit	(06) Institution of Higher Education
	Organization's 14-digit State	Comptroller V	endor ID: 174600	001922000
H.	Identify Texas counties in v	vhich the work	will be performe	ed: proposal focuses on Travis, but could be
exp	panded			
	Are any of these counties	poverty countie	es? 🔲 Yes 🔀 🛚	No If "Yes," what percentage:
	Identify cities the project w	ill serve:		
I.	Funds Requested (Totals are		rant neriod only	
	I dimen its question (I occur de la	J 101 O milonitii g	Totals	,
	TCDD Funds		\$37,125	
	Match		\$12,375	
	Total Federal and Match F	umds	\$49,500	5
	Other funds (not used as m	natch)	0	
J.	Will you accept a partial aw	ard? yes		
K.	Name of Authorizing Officia	al: Travis Cou	nty Judge Samue	I T. Biscoe
	Email Address: sam.biscoe@	co.travis.tx.us		
	ertify that I have reviewed the curate.	proposal and al	l required docume	nts are attached, and are true, complete and
Sig	nature:		Da	nte: "
L.	Name of Financial Administ Email Address: nicki.riley@		ity: Nicki Riley, T	ravis County Auditor
Sig	mature:			Date:
M.	Date Submitted: July 10, 20	13		

Part II: Program Information

General Requirements:

- All proposals must be typed, single-spaced, and use a minimum font size of 12 points, not compressed, and follow the format of the proposal exactly.
- The completed proposal may not exceed the number of words or pages indicated. The page count does not include letters of support or letters from other organizations indicating their intent to partner on the project. You may also submit up to 5 sample products with your proposal. Products may not be returned.
- Detailed instructions are outlined in the PROPOSAL INSTRUCTIONS, Section B of this packet.
- Grantees are required to use People First Language, per the guidelines under the RESOURCES AND TOOLS.
- Please do not return the Proposal Instructions or the Resources and Tools with your proposal

Other resources may be found in the TCDD Grants Manual.

TCDD highly recommends reading the Proposal Instructions before completing each Section. You may also wish to refer back to the instructions frequently.

A. Project Abstract: (no more than 100 words).

expand public perceptions of the ethical "right thing" to embrace the economic: accessibility means people with disabilities can actively principles of universal design, how planning for aging-in-place benefits us, and how accessible parking is the first step. Travis County's Partnering with CreativePickle, Travis County proposes Operation ACCESS, a multi-faceted accessible parking awareness campaign to participate in their community. Accessible parking is key to economic participation for people with disabilities. Our planning includes designing educational outreach materials and a community-wide symposium. Materials produced would educate the public about the work on this grant uses existing resources.

B. Project Narrative: (no more than 3 pages)

and we are living longer than previous generations. We also have more expectations for accommodations, and desire access to many more difficulty lifting and grasping, like hoisting a bag of groceries, or grasping a glass or a pencil. People who are 80 years and older are eight times more likely to have a disability as those in the under-15 age group measured (71% v. 8%). Our population is generally aging faster change. We want to continue to trade at our local shops, receive care from practitioners with whom we have a relationship, and stay near Drawing numbers from a 2010 U.S. Census report, we know that people with disabilities make up about 20% of the population. Of that services than our parents. The Census found we prefer to age in place; we want to remain in our homes as our physical circumstances number, roughly 30.6 million have difficulty walking, climbing stairs, or need assistance walking. Nearly 20 million people have our neighbors in our communities where we feel safe and can be active for as long as possible. Accessibility and universal design have been topics of discussion and development among architects and planners for some time. We see designated spaces allow people or their caregivers the space they need to safely enter and exit their cars, use wheel chair lifts, or load and unload other mobility aids. People who park illegally in accessible parking spaces make it very difficult — sometimes impossible—for a creation of environments, products and services that can be used by all people to the greatest extent possible without adaptation. How do we begin to embrace such a wide open concepts? The American's with Disabilities Act (ADA) guaranteed equal opportunity for people with disabilities in public accommodations, commercial facilities, employment, transportation, state and local government services, and accessibility and universal design edging into the development plans for shopping centers and neighborhoods. Universal design is the telecommunications. People with disabilities wouldn't have access to these businesses or services without accessible parking. These person with a valid accessible parking placard or plate the access they need.

to do is stop people from parking in accessible parking spaces illegally before they do it. Planning an education awareness campaign fits right in familiarity with the issue, Operation ACCESS would raise the visibility of the initiative, educate the community about accessible parking, result is a mission that the County has embraced. To date, our work has been primarily enforcement - issuing citations to violators. What we'd prefer Enforcement initiative. County officials understand that improving access for citizens with disabilities is an important community value, and it to the County's desire in this area. By combining professional targeting with active community partner collaborations and Travis County's The timing of the Texas Council for Developmental Disabilities grant fits well with the status of the Travis County Accessible Parking in fewer violations of Accessible Parking laws and an increase in accessible parking for people with disabilities. Travis County recognizes that providing ample parking for drivers with disabilities is an issue of civil rights and equality of access. Travis and be deputized in the program. Despite ongoing efforts of law enforcement and volunteers, and recognizing the steady stream of people parking since 1993. By 1995 the Accessible Parking Enforcement program had begun recruiting a corps of community volunteers to train moving to Travis County every day (including wounded veterans returning from Iraq and Afghanistan to civilian life), accessible parking authorized penalties for illegally parking in an accessible parking space, constable deputies have been ticketing violations of accessible addressing issues related to disabled parking for many years. Since passage of the ADA and various pieces of state legislation that empowered to make choices that affect their lives and share the communities where they live. The County has been dedicated to County is committed to ensuring that all its citizens are safe, treated fairly, have the opportunity to voice their opinions and feel

spaces in Travis County continue to be misused. With this grant, Travis County can ramp up its community outreach to demonstrate that accessible parking is about more than a person's disability, it is about a person's ability to participate in their community. Travis County would be the geographic focus of this campaign. We believe we can effect measurable change here, we are a known entity, and we are familiar with the needs citizens with disabilities have with parking. Operation ACCESS a multi-faceted campaign focused on increasing public awareness of accessible parking and decreasing the number of address this by working with statewide councils like the Governor's Committee for People with Disabilities and the Community Action violations for illegal use throughout Travis County. The issue is larger than simply Travis County – concerns extend statewide – so we Network. Through networking, the reach of this campaign is potentially much larger than simply Travis County.

County is located in a large media market, reaching well beyond county boundaries; CreativePickle, a professional marketing agency with project management experience has agreed to partner with us to best advantage in this media market to plan and produce various elements of the campaign (detailed below). We have commitment letters from an array of community & statewide partners well-acquainted with accessible parking can benefit people with all kinds of disabilities - and ensure as many people as possible hear our message. Travis Barriers that we could encounter may include appropriately scoping the campaign message - capturing and communicating how disability rights issues who are on board to collaborate with us in our public awareness campaign planning. Specifically:

Our professional partner, CreativePickle, commits to delivering these concrete outcomes for Operation ACCESS:

- Project naming based on client discussions
- Custom logo design based on market research and client discussions
- Splash page website design and development: design a landing page for the project initiative using new logo and based on client discussions; design to include "Espanol" button to click for text translation.
- PSA videos produced to help educate the public on project initiative and serve as marketing tool; English & Spanish versions, closed-
- Brochure designs based on new project logo, brand standards, and brochures previously developed by client that will serve as outreach and educational materials; client's content amped up with editing, marketing copywriting, and design to communicate initiative message; English, Spanish, Braille and Large Text versions
 - Billboard design to match branding and help communicate initiative messaging to the public; English & Spanish versions
- Symposium planning discussions including event goals. Symposium materials to include powerpoint design/infographics to communicate messaging; signage, program.

credibility, be a significant force in spreading our message broadly within Travis County and, should the grantor indicate interest, be able Our community partners were chosen from among the groups familiar to Travis County who we believe will bring issue expertise and to expand this effort to other counties. As additional partners are identified we will add to the group listed here:

illness, and/or special health care needs. TxP2P empowers families to be strong advocates through parent-to-parent support, resource Texas Parent to Parent (TxP2P). A non-profit committed to improving the lives of Texas children who have disabilities, chronic referral, and education.

- Texas Governor's Committee on People with Disabilities. This state entity envisions a Texas where people with disabilities have the opportunity to enjoy full and equal access to lives of independence, productivity and self-determination.
 - Intellectual and Developmental Disabilities Coalition (Easter Seals of Central Texas). A consortium of organizations dedicated to promoting a seamless continuum of services and supports necessary for improving the lives of all people with Intellectual and Developmental Disabilities.
- UT Center for Disability Studies a nonprofit, interdisciplinary team of professionals at the university level, persons with disabilities from state, regional and local communities, statewide service providers, and advocacy organization specialists.
 - Community Action Network (CAN). This community-based organization is a partnership of governmental, non-profit, private and faith-based organizations which leverage mutual resources to collectively improve social, health, educational and economic opportunities in our community.
- Travis County Tax Assessor-Collector. A Travis County office that issues parking placards, both permanent and temporary, for people with disabilities.
- Austin Mayor's Committee for People with Disabilities advises the city council and city manager on issues affecting people with disabilities to enable them to participate fully in all aspects of city life.
- Travis County Veterans Services supports and assists veterans as they re-enter civilian society and helps them connect with services in Beyond Today. A non-profit that promotes peer support and recovery services while informing policy to provide individuals the tools they need to improve their health and wellness in order to live self-directed, self-fulfilled lives and reach their full potential the community.

Our community partners agree to collaborate with us on some or all of these activities:

- Community symposium: Designing, participating in, or advertising a community symposium event including roundtable discussions that will educate the community about the importance of accessible parking, the benefits of accessibility, and the principles of universal design.
- Provide feedback that will support the development or dissemination of accessible parking brochures.
 - Concept development or delivery of accessible parking videos.
- Developing evaluation tools that will help evaluate the success of Operation ACCESS.

Enforcement initiative. The County recognizes improving access for citizens with disabilities as an important community value. County The timing of the Texas Council for Developmental Disabilities grant fits well with the status of the Travis County Accessible Parking community partner collaborations and Travis County's familiarity with the issue, Operation ACCESS would raise the visibility of the enforcement-heavy program with a multi-pronged educational awareness campaign. By combining professional targeting with active officials embrace this mission, viewing work in this arena as a needed community benefit. Travis County would enhance its current initiative, result in fewer violations of Accessible Parking laws, and see an overall increase in accessible parking for people with

Part II: Program Information (Workplan)

C. Project Goal, Objectives, and Activities: Describe the steps you will take to complete the project. Do not list more than two project goals nor more than five objectives for each goal. Copy the Objectives and Activities section of the form for each mew objective and related activities you may have for each project goal. If you have a second goal, copy the entire form for the second goal.

Project Goal One; Develop plan for Accessible Parking Awareness Campaign

Objective: Name and brand the campaign, develop marketing materials to communicate the message of the campaign, and plan an education/outreach event (or events) in Travis County to aid in raising public awareness of accessible parking.

Activities	Number of participants and frequency of activity	Time Frame	Person/Position Responsible
Project naming	CreativePickle with Travis County team (2 staff)	~11 days	CreativePickle with Travis County team direction/approval
Custom logo design	CreativePickle with Travis County team (2 staff)	~40 days	CreativePickle with Travis County team direction/approval
Splash page website design & development	CreativePickle with Travis County team (2 staff)	~120 days	CreativePickle with Travis County team direction/approval
Develop two PSA videos	CreativePickle with Travis County team (2 staff)	~80 days	CreativePickle with Travis County team direction/approval
Design up to three brochures	CreativePickle with Travis County team (2 staff)	~80 days	CreativePickle with Travis County team direction/approval
Billboard design	CreativePickle with Travis County team (2 staff)	~20 days	CreativePickle with Travis County team direction/approval
Symposium site procurement, materials design	CreativePickle with Travis County team (2 staff)	~165 days	CreativePickle with Travis County team direction/approval

Part III: Organizational Structure, Experience and Qualifications of Personnel

- A. Mission Statement (if relevant) and Organizational Structure: NA
- B. Organizational Experience: NA
- C. Partmerships:

Marketing Partner - CreativePickle

Community Partners – Parent to Parent; Austin Mayor's Committee for People with Disabilities; UT Center for Disability Studies; Intellectual and Developmental Disabilities Coalition; Beyond Today; Office of the Travis County Tax Assessor-Collector; Governor's Committee for People with Disabilities; Community Action Network (CAN); Travis County Veteran Services; other organizations to be identified

- D. Project Personnel and Qualifications:
 - a. Project Director: Leslie Pool, Executive Assistant, Travis County Constable Pct. 5
 - b. Project Coordinator: Tanya Winters, Education & Outreach Coordinator, Travis County Constable Pct. 5
 - c. Financial Administrative Authority: Nicki Riley, Travis County Auditor
 - d. Other Key Staff: Matthew Naper, Financial Analyst, Travis County Auditor's Office
- E. Attach Position Descriptions for Key Project Staff NA

A. Project Costs Summary

(Select cell and press F9 for totals from pages 9-10.)

Description	TCDD Funds	Match Funds	Total
Salary and Wages (Salaried Employees)	0	8,589	8,589
Salary and Wages (Hourly Employees)	0	0	0
Fringe Benefits	0	3,786	3,786
Total Salaries and Benefits	\$ 0	\$12,375	\$12,375
Purchased Services	37,125	0	37,125
Travel	0	0	0
Equipment and Supplies	0	0	0
Rental/Leasing	0	0	0
Utilities	0	0	0
Indirect Cost Rate		0	0
Total Annual Operating Costs	\$37,125	\$ 0	\$37,125
TOTAL PROJECT COSTS	\$37,125	\$12,375.00	\$49,500

Part IV: Financial Information

B. Budget Detail Personnel Services

Staff Salaries, Wages ame	d Benefits (brok	ken down b	y indivi	dual)		
		Time	om	TCDD	Match	
Salaried Employees		Proje	ect	Funds	Funds	Total
	Annual	# of	% of			
Position Title	Salary	Months	Time			0
1.Executive Assistant	\$44,596	6	17.5		4,687	4,687
2.Education & Outreach						
Coordinator	\$31,146	6	30		3,902	3,902
3.						0
Subtotal Salary and Wa	ges: (Select cell	and press	F9 for			
	-		totals.)	\$ 0	\$8,589	\$8,589

Hourly Employees (Does	not include Cons	sultant Services)			
Position Title	Hourly Rate	# of Hours on Project	TCDD Funds	Match Funds	Total
1.					0
2.					0
3.					0
Subtotal Salary and Wa	iges: (Select cell	and press F9 for			
		totals.)	\$ (\$ 0	\$ 0

Frimge Benefits (may include but not limited to	Rate (percentage)	TCDD Fumds	Match Funds	Total
FICA	6.2 (SS) + 1.45 (MC)		655	655
Workers Comp	.195		16	16
Health	(Flat County contribution)		1,985	1,985
Dental	NA		0	0
Retirement	NA		1,107	1,107
(Other)	NA		23	23
-	(Select cell and press F9 for	\$ 0	\$2.706	\$2.70 <i>6</i>
totals.)	-	\$ 0	\$3,786	\$3,786
Total Annual Staff Salari	es and Wages and Benefits	\$ 0	\$12,375.00	\$12,375.00

C. Budget Detail Operating Costs

A2. Operating Costs (Select Cell and Press F9 f			
Purchased Services	TCDD Funds	Match Funds	Total
Printing/Copying			0
Postage			0
Consultant Services	37,125		49,500
Project Advisory Committee Expenses (including travel			
reimbursement and meeting time)			0
			0
			0
Subtotal Purchased Services	\$37,125	\$ 0	\$49,500
	TCDD	Match	
Travel	Funds	Funds	Total
In-State Staff Travel (Rate per Mile x Number of Miles)			0
Out-of-State Travel			0
Subtotal Travel	\$ 0	\$ 0	\$ 0
	TCDD	Match	
Equipment and Supplies	Funds	Funds	Total
Equipment		·	0
Office Supplies	=		0
Subtotal Equipment and Supplies	\$ 0	\$ 0	\$ 0
	0		
	TCDD	Match	
Rental/Leasing	Funds	Funds	Total
Office Space (Rate per Sq. Ft. X Number of Sq. Ft).			0
Equipment			0
Subtotal Rental/Leasing	\$ 0	\$ 0	\$ 0
	TCDD	Match	
Utilities	Funds	Funds	Total
Gas, Water, Electricity			0
Telephone			0
Subtotal Utilities	\$ 0	\$ 0	\$ 0
INDIRECT COST RATE			\$ 0
Total Annual Operating Costs	\$37,125	\$12,375	\$49,500
TOTAL PROJECT COSTS (Sum of Personnel Services plus	40731110	Ψ±29010	Ψ179000
Operating Costs)	\$37,125	\$12,375	\$49,500

- D. Budget Justification Information: (no more than 1 page total)
 - 1. Personnel: Two staff from Travis County Constable Pct. 5
 - a. Fringe Benefits charged to the Project: NA
 - 2. Justification of Operating Costs:
 - a. Purchased Services: Professional Services of CreativePickle

Project Naming: \$850; Custom Logo Design: \$1850; Planning and Consulting \$2550; Web Design and Development \$2575

PSA Videos (2) \$8250; Brochure Designs for 3 brochures \$2725; Billboard Design \$1575; Symposium Materials Design \$16,750

OPERATION ACCESS GENERAL PROJECT TIMELINE

Initial outline of project timeline for collaboration between OperationACCESS (Travis County Constable Precinct 5) and CreativePickle to brand and market the specified project goals.

Day 1: Project kick-off meeting to discuss roles and responsibilities; Project overview; Questions by CreativePickle (CP) to inform acronym naming

Day 2-10: Operation ACCESS (OA) working on brochure content revision and Acronym Naming

Day 11: Acronym naming options delivered to OA by CP; CP begins logo design

Day 13: Acronym naming chosen by client; finalized

Day 14: CP plans with videographer for PSA video; OA begins site procurement and symposium planning

Day 15-80: Video being produced and edited

Day 32: CP reviews logo designs with OA; OA reviews symposium plans with CP

Day 40: Client chooses logo design, Finalized; OA continues planning symposium and developing materials

Day 41: Brochure revisions due to CP from OA; CP begins editing, development on brochure designs;

Video in production; Symposium planning

Day 60-80: Brochure designs to OA for approval; Symposium plans solidified, content in development by

OA; Video delivered to client for review

Day 81-100: Billboard design developed by CP; Landing page designed by CP, delivered to OA for review.

Day 101-110: Landing page design finalized; Billboard design finalized

Day 111-120: Approved landing page design programmed and uploaded by CP

Day 121: Symposium materials delivered by OA to CP for development

Day 121-145: Symposium materials designed by CP

Day 145-160: Symposium materials reviewed by OA, edits to CP

Day 165: Symposium materials sent to print

b. Travel: NA

c. Office Space: NA

d. Equipment: NA

e. Supplies: NA

f. Utilities: NA

3. Match Requirements: 25% of total grant (\$12,375) achieved through salaries of County staff assigned to grant.

F. Financial Management System Questionnaire: 1. Fiscal Systems: a. What is your organization's present operating budget? \$814,237,929 b. Is a general ledger maintained that clearly summarizes the grant-related transactions? ☐ Yes ☐ No c. How are your books maintained? accrual basis modified accrual/statutory basis d. Who will keep these books? Name: Matthew Naper Title: Financial Analyst e. How often do you prepare financial statements? Annual CAFR f. What is your organization's fiscal year end date? September 30 g. Are you audited annually by an independent CPA? X Yes No Check type: Single audit Project specific audit (more than \$500,000 and from only one funding source) Audit to satisfy Agency Requirements (less than \$500,000 from all sources) h. Has the organization been audited in the past 12 months? X Yes No If the organization has been audited please provide a copy of the audit management letter. See attached FY12 Single Audit i. Does your organization receive other federal funds? ⊠ Yes No If so, what is the anticipated revenue and source? In FY12, Travis County received \$11,886,603 in from multiple federal funds. See attached FY12 Single Audit. j. What is your 14-digit State Comptroller vendor ID? 174-60001922000 / DUNS #030908842 Signature of Financial Administrative Authority: Date:

B. Assurances

Read the following Assurances carefully. If selected as a grantee, you will be expected to comply with all of the following. You must sign and return the Certification Statement on page 22 with this proposal. Failure to return this form with the appropriate signatures will result in the proposal mot being considered.

Gramtee certifies that:

- 1. It is a state agency or is chartered by the State of Texas.
 - If chartered by the state, it is a nonprofit or a for profit organization.
 - A resolution, motion, or similar action has been duly adopted or passed as an official act of the Grantee's governing body, authorizing the filing of the proposal.
- 2. It will comply with provisions of the Americans with Disabilities Act of 1990 (P.L. 101-336).
- 3. The Grantee will inform TCDD of any litigation or proceeding presently pending or threatened against the Grantee.
- 4. None of the provisions herein contravenes or is in conflict with the authority under which the Grantee is doing business or with the provisions of any existing indenture or agreement of the Grantee.
- 5. The Grantee shall not assign or subcontract any of its rights or responsibilities under this grant, except as may be otherwise provided for in this grant, without prior formal written amendment of this grant, properly executed by both Council staff and the Grantee.
- 6. The Grantee shall maintain its program, financial records, accounts, and general administration as specified in 45 CFR, Part 74 or Part 92 (as applicable) and the Council's guidelines.
 - The Grantee shall adhere to these regulations and guidelines in a manner, which shall assure a full accounting of all services performed and for all funds received and expended by the Grantee in connection with the grant project.
 - These records and accounts shall be retained by the Grantee and made available for review or audit by TCDD staff and by others authorized by law or regulations to conduct such review or audit for a period of not less than three years after TCDD has made final payments and all other pending matters are closed. The Designated State Agency may request records necessary to comply with state requirements.
- 7. The Grantee will submit, when appropriate, an audit performed by an independent certified public accountant licensed by their State Board of Public Accountancy for those fiscal years that include any portion of a grant period.
 - The audit will be conducted in accordance with <u>OMB Circular A-133</u> with reference to the TCDD Audit Service Procurement System (ASPS) to determine proper audit-related procedures.

8. The Grantee shall adhere to applicable cost principles dependent on its organizational type.

		Gramtee certifies that: (comt.)	
Indicate your organizational type by check-off below, noting the cost principles that apply to you.			
1	Organization Type	Applicable Cost Principles	
	Institutions of Higher Education	OMB Circular No. A-21, Cost Principles for Educational Institutions	
	Hospitals	<u>Title 45 CFR Part 74</u> , Appendix E, Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals	
\boxtimes	State and Local Governments	OMB Circular No. A-87, Cost Principles for State and Local Governments	
	Nomprofit Organizations	OMB Circular No. A-122, Cost Principles for Nonprofit Organizations	
	For-profit Organizations	<u>Title 48 CFR Part 31, Special Provisions for Grants and Subgrants to Commercial Organizations</u>	

Texas Uniform Grant Management Standards apply to all grantees.

- 9. Procurement standards for acquiring goods (e.g., supplies, equipment) and services (e.g., consultants, telephone, printing) must be implemented to comply with the pertinent OMB circular noted above. All project costs will be reasonable, necessary, allowable, and allocable. No employee or officer of the agency will participate in the award of administration of a contract if a real or apparent conflict of interest exists.
- 10. The Grantee travel reimbursement (per diem, lodging, etc.) will not exceed the current maximum allowed by the <u>State of Texas Travel Management Program.</u>
- 11. Funds paid to the Grantee under the provisions of the grant will be used to supplement and increase the level of funds that would be available for the purposes for which the federal funds are provided, and not to supplant such non-federal funds.
- 12. The Grantee understands that any reduction of federal funds available to the State of Texas for TCDD may require reduction of the amount of the award to the Grantee.
- 13. The Grantee will comply with the minimum wage and maximum hours provisions of the <u>Federal</u> <u>Fair Labor Standards Act</u>.
- 14. The Grantee will comply with <u>Title VI of the Civil Rights Act of 1964</u> (P.L. 88-352) and in accordance with that Act:
 - Ensure that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this federally assisted program, and will immediately take any measures necessary to effectuate this agreement. (45 CFR, Part 80).

- prohibit employment discrimination where
 - > the primary purpose of the grant is to provide employment, or
 - > discriminatory employment practices will result in unequal treatment of individuals who are or should be benefiting from the grant-aided activity, and
- prohibit discrimination on the basis of age in providing treatment, services, or habilitation except as provided in the requirement that the developmental disability is manifested before the individual attains the age of twenty-two. (45 CFR, Part 90).
- 15. The Grantee will take affirmative action to employ, and advance in employment, qualified individuals with disabilities on the same terms and conditions required with respect to the employment of such individuals by the provisions of *the <u>Rehabilitation Act of 1973</u>*.
- 16. The Grantee will establish safeguards to prohibit employees, officers and board members of the Grantee agency from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties. Grantee must inform TCDD immediately if any member or staff of TCDD is on the grantee organization's board of directors, or equivalent entity. The following TCDD members or staff are on the board of directors or equivalent entity of this organization:

The Grantee further assures that there is no conflict of interest of any member or employee of the Texas Council for Developmental Disabilities. A conflict of interest would be present if a Council member, employee or his/her spouse, parent, minor child or partner

- is negotiating or has an arrangement concerning prospective employment or consultation with the Grantee, its parent or subsidiary organization;
- has a financial interest in the grant project or the Grantee, its parent or subsidiary organization greater than allowed by 42 U.S.C. 6024, and Section 1124 (a)(3) of the Social Security Act.
- 17. Buildings used in connection with the grant will meet standards pursuant to the <u>Architectural Barriers Act of 1968</u>.
- 18. That provision will be made for the maximum utilization of available community resources, including volunteers.
- 19. The Grantee will report all suspected cases of abuse to local law enforcement authorities and to the Texas Department of Protective and Regulatory Services as outlined in the TCDD's <u>Grants</u> Manual.
- 20. All information as to personal facts and circumstances of individuals will be held confidential, including lists of names and addresses and records obtained by the Grantee. The use of such information and records
 - shall be limited to purposes directly connected with the administration of the project, and
 - may not be disclosed directly or indirectly, other than in the administration thereof, or for the purposes of audit by state, federal, or the designated state agency, unless the consent of the individual to whom the information applies, or his representative, has been obtained.

- 21. If the Grantee is providing services, it will provide a reasonable volume of services to persons unable to pay.
- 22. The Grantee shall comply with state and local licensure requirements where applicable.
- 23. The Grantee shall comply with Section 507 of Public Law 103-333, which states that it is the intent of Congress that, to the extent practicable, all equipment and products purchased with funds made available in this Act should be American made.
- 24. The Grantees must comply with *Public Law 103-227*, *Part C Environmental Tobacco Smoke*, also known as the *Pro-Children Act of 1994 (Act)*.

This Act requires that smoking not be permitted in any portion of any indoor facility

- Owned or leased or contracted by an entity and
- used routinely or regularly for the provision of
 - > health,
 - > day care,
 - > education, or
 - ➤ library services

to children under the age of 18, if the services are funded by federal programs either directly or through state or local governments.

- 25. The Grantee understands:
 - all grant products must include people first terminology (i.e., people with developmental disabilities rather than "the developmentally disabled").
 - To make available in a timely manner if requested by TCDD in accessible formats including
 - > Braille,
 - > large print, and
 - > Spanish.
 - Video products and or DVD products, teleconferencing, and distance learning activities are to be fully accessible to all participants.
- 26. This award is subject to additional amendments/revisions in the project Workplan and/or approved Budget as deemed necessary by TCDD.
- 27. The Grantee will comply with *Section 231.006*, <u>Texas Family Code</u>, which prohibits payments to a person who is in arrears on child support payments.
- 28. The Grantee will comply with the Texas Council for Developmental Disabilities Grants Manual.

Certification Statement

The grantee hereby assures and certifies that it will comply with all guidelines and requirements with respect to this grant project as specified by

- The Developmental Disabilities Assistance and Bill of Rights Act, (DD Act) of 2000 (P.L- 106-402),
- The Texas Council for Developmental Disabilities, as outlined in the TCDD <u>Grants Manual</u>, and <u>Federal Regulations Title 45 CFR</u> Parts 74 or Part 92 (as applicable) and relevant cost principles.

If granted funds under the Developmental Disabilities Assistance and Bill of Rights Act, (DD Act) of 2000 (P.L-106-402), I certify that have read all assurances and certifications and do hereby certify, warrant, and confirm that compliance with the assurances will be maintained.

Title: Travis County Judge	Date: July 9, 2013
Signature of Authorizing Official:	
	Samuel T. Biscoe

Please sign and return this form with your Proposal. Do not return the Assurances. Failure to return this form with the appropriate signatures will result in the proposal not being considered

C. Proposal Instructions

This proposal is designed with as little formatting as possible. Only the Project Profile, the Goal, Objectives, and Activities, and the Financial Information sections are formatted and you should be able to easily maneuver through those sections using the tab key. Please do not return these instructions with your proposal.

Part I. Project Profile

A-F. Organization Identification

Enter identifying information as indicated.

G. Organization Type

Place a check by the code that matches your organization.

H. Identify Texas counties in which the work will be performed:

Indicate the county(ies) and cities in which the work will be performed. Note if the county(ies) are poverty counties. If you are serving more than one county, state what percentage of the counties you are serving are poverty counties. "Poverty counties" are counties in which 20% or more of the people who live in the county are living below the federal poverty level (FPL). The U.S. Census information should be used to determine this.

I. Funds Requested for the Project

Complete this section after you have estimated the budget for the project. The match requirement for poverty areas is 10% of total project expenses for all years. The match requirement for non-poverty areas is 25% of total project expenses. "Other funds (not used as match)" would include other federal funds or resources that are used to match other federal funds, if they are related to this project.

J. Will you accept a partial award?

It would be very unusual, but possible that TCDD may wish to fund only selected activities included in submitted proposals. Indicate if you would be willing to negotiate a partial award.

K. Authorizing Official (AO)

This is the organization's Executive Director, Board Chairperson, or other official (other than project staff) who has the authority to obligate grantee's resources to carry out this project. The Authorizing Official cannot be the same person as the Project Director.

L. Financial Administrative Authority (FAA)

This is the organization's Chief Financial Officer, accountant or other officer, who has the authority to sign and certify accuracy and validity of all grant related financial documents. If the project is funded, an alternate FAA must be named in case the authorized FAA becomes unavailable to perform his/her outlined duties. The Financial Administrative Authority cannot be the same person as, nor related to, the Project Director.

M. Date Submitted

Date proposal is sent to TCDD.

Part II. Program Information

A. Project Abstract

Provide a concise summary of the proposed Project that is less than 100 words.

B. Project Narrative

C. Describe the proposed project and address all requirements and activities described in the RFP, using the outline below as your guide. The total marrative should be no longer than 3 pages, single spaced, using a minimum point size of 12, not compressed. The narrative should provide information that is consistent with, and gives further explanatory detail about, the Project Goal, Objective(s), and Activities section. If you plan to provide TCDD with products as a result of this grant, please provide information about the product(s) here.

Be sure to include imformation about the expected milestones for this 6 month project. Milestones are specific events or times during which additional attention will be paid to assure that your project is "on target" to produce the expected deliverable at the expected time. The timing of milestones should allow for corrective action to be made if necessary. If your proposal is funded, TCDD will monitor progress by these milestones, and failure to complete milestones within an acceptable time period may result in delay or termination of fundling.

Tips for writing a complete narrative:

- Define any terms that might be confusing to readers who are not familiar with your organization, past activities, or the subject matter. If necessary, explain the relevance of data provided in the proposal.
- Describe the product you plan to present to the Council on the completion of this project.
- Explain the steps through which you will develop the campaign that you will propose to TCDD for implementation in Phase 2. These steps should be directly related to the "activities" in the Project Goal, Objective(s), and Activities section. Use the narrative to explain why these activities are important and/or necessary.
- Describe the roles that your partners and/or advisors will have in this project and why their assistance is necessary. Include partners and/or advisors who will be paid for those efforts as well as those who may serve as volunteers or who may donate their time or services. Provide relevant information about the qualifications of your partners or advisers in Section IV. Organizational Structure and Qualifications of Personnel. Attach letters from partners or advisors, indicating their commitment to partner with you, to your proposal.
- Describe any possible barriers you might encounter and how you might overcome those barriers.
- If you have experience that relates to this project, use examples from that experience to demonstrate your ability to manage this project and to produce a suitable strategic plan to present to the Council within six months.

D. Project Goal, Objective(s), and Activities

This section is the heart of your project, and must be carefully thought out. Goals, Objectives, and Activities are interrelated with one step logically following the next.

Goal: the long-term results of the project – the meaningful result of all your efforts. It should be directly connected to the Project Description in the RFP. Usually, a project has only one goal (maybe two in special cases). The goal should usually remain the same throughout the project.

Objectives: The steps taken to meet a project goal. Project Objective(s) should be measurable. For example, "Develop housing profiles for 20 individuals by 5/31/2006." would be a measurable objective. TCDD recommends a maximum of five (5) objectives for a goal.

Activities: the steps necessary to complete the Objectives. Activities are the methods or steps taken to complete the objectives. Activities should be logically sequenced in order of start date, not completion date.

Timeframe: the estimated completion time for each activity. This can be filled out several different ways: as a regular interval (ie., "quarterly," "monthly," etc.), at a certain relative point in the timeline (ie., "first month of the grant," "month 3," etc.), or by giving a specific date.

Responsible Person: the position, title, or name of the individual accountable for completion and documentation of the activity.

Part III. Organizational Structure and Qualifications of Personnel

A. Mission Statement and Organizational Structure

Attach or include a copy of your organizational chart. Briefly explain how your organization's goals are related to this project and indicate who will have oversight.

B. Organizational Experience:

Describe the experience and achievements of your organization as it relates to this project.

C. Partnerships

Describe formal or informal collaborating partners, including federal, state, or local organizations, as well as individuals. Describe how partnerships will be developed to help the organization reach the goal(s) of the project. Letters of Intent indicating a commitment to work with the grantee organization on the project should be included with each proposal.

D. Project Personnel

If known, enter the names and qualifications of each person who will occupy the key positions responsible for completion. The Project Director may not be the same, nor related to, the Financial Administrative Authority or the Authorizing Official.

E. Attach Position Descriptions for each position.

Part IV. Financial Information

Identify costs for which federal funds are requested and those that will be provided by match (non-federal funds or in-kind). In each category in the Budget Detail Section costs must be

listed by general type or purpose. All project costs must be in line with competitive market rates. Round all budget figures to the nearest dollar.

A. Project Costs Summary

After completing the Budget Detail, enter totals in the Project Costs Summary chart by selecting cells and pressing F9.

B. Budget Detail Personnel Services

Identify costs for which federal funds are requested and those that will be provided by match (non-federal funds or in-kind). In each category in the Budget Detail Section costs must be listed by general type or purpose. All project costs must be in line with competitive market rates. Round all budget figures to the nearest dollar.

If you need assistance in establishing allowable costs for your organization please go to Section V. Assurances, Number 8, Applicable Costs Principles in this proposal where you will find the appropriate cost principles for your organization.

Staff Salaries, Wages, and Bemefits: Base total annual salary or the amount to be paid for a full time position during a 12-month period (i.e., monthly salary times twelve). The number of months on the project is the time during the budget period that the employee will be working on the project. The percent of time on the project is the percent of total compensable effort attributable to the project. A half-time position would be 50% of total annual salary if the individual were employed for 12 months.

Personnel with general administrative responsibilities (accountants, business managers, personnel managers, executive directors, division directors, etc.) will generally be shown as match when their role(s) is/are only indirect administrative support. Positions from which the project will derive its primary benefit will generally be allowable on federal funds.

Fringe Benefits: Provide calculation of fringe benefits for all personnel who receive benefits.

Matching Funds: "Matching" funds are the required percent of total project costs that you are required to provide. Matching funds can be funds that are not other federal funds (see NICR below). They may also be in-kind donations (including volunteer hours) that your organization, another organization, or an individual provides to the project. The total project cost is equal to the amount of TCDD funds requested plus the dollar value of the match your organization provides.

If your project is conducted in a county (or counties) designated by the federal government as a non-poverty area, you are required to provide 25 percent of the total project cost during the first year as match.

If the project is located in, or intends to provide services in, a county (ies) where at least twenty (20) percent of the population is below the federal poverty level (FPL) (see attached Poverty Counties list), the match requirement is 10 percent of the total project cost during the first year.

To increase the likelihood that your project will be sustainable, TCDD expects match to increase each year of the project. You may provide more match than is required.

FORMULAS TO CALCULATE MATCH.

1. For projects entirely in mon poverty counties:

Dollar value of match you must provide = TCDD (federal) funds / 3

Example: For a project for which you are requesting \$75,000 from TCDD:

\$75,000/3 = \$25,000 that must be provided as matchTotal project = \$100,000 (\$75,000 from TCDD plus \$25,000 match)

2. For projects entirely in poverty counties:

Dollar value of match you must provide = TCDD (federal) funds / 9

Example: For a project for which you are requesting \$75,000 from TCDD:

\$75,000/9 = \$8,333 that must be provided as matchTotal project = \$83,333 (\$75,000 from TCDD plus \$8,333 match)

3. For projects that serve both poverty and non-poverty counties, the formula is a combination of the two. Calculate a combination match using the following two step formula:

Step 2: Divide the total by the total number of different counties

Example: Based on a request for \$75,000 in TCDD funds in a 7 county area with 2 non-poverty counties and 5 poverty counties:

Step 1:
$$[(\$75,000/3) \times 2] + [(\$75,000/9) \times 5]$$

= $(\$25,000 \times 2) + (\$8,333 \times 5)$
= $(\$50,000) + (\$41,665)$
= $\$91,665$
Step 2: $\$91,665/7 = \$13,095$

\$13,095 must be provided as match.

Total project cost = \$75,000+\$13,095 = \$88,095

C. Budget Detail Operating Costs

Pro-rated cost categories (e.g., supplies, equipment rental, facility rental, utilities, etc.) must be adequately supported with allocation rationale in the Budget Justification section, (i.e., facility rent charge based on the percentage of square feet of building used by project to the total building square footage).

Indicate how much match will be provided and note the source of the match.

Purchased Services: Include allowable printing/copying, postage, consultant services, and Project Advisory Committee Expenses (including travel reimbursement and meeting time) in the Purchased Services category. Please refer back to information on Allowable Cost Information for additional help.

Travel: Travel related expenses should include anticipated costs for transportation, per diem, lodging, meals, etc., and should be budgeted according to purposes and destinations described in the budget justification. This may include travel to Austin at the end of the grant period to pitch the proposed campaign. Only reasonable and necessary travel expenses relating to the project's objectives are allowable. Grantee must limit travel expenses to current State of Texas maximum per diem and mileage rates for state employees. For detailed information on state travel regulations, see https://fmx.cpa.state.tx.us/fm/travel/index.php.

Office Space, Equipment, and Supplies: Explain what equipment will be used and what supplies will be needed during the project period. Office Space, Equipment, and Supplies are items that usually fall into prorated costs category and must be adequately supported with allocation rationale in the Budget Justification section, (i.e., Office Space charges based on square feet of building used by the project to the total building square footage).

Utilities: Include Gas, Water, Electricity, and Telephone services in this section of Operating Costs.

Negotiated Indirect Cost Rates: If a grantee has a megotiated indirect cost rate (NICR) approved by a federal or state agency, TCDD will reimburse indirect costs up to 10% of the total project costs. Any indirect costs in excess of that amount may be used as match. When using an NICR the proposer/grantee must provide a current negotiation agreement signed by the appropriate federal cognizant agency or a state single audit coordinating agency. The agreement must include the type of rate (e.g., predetermined, final, fixed or provisional), the effective period of the rate, the actual cost rate, (and the locations and fields applicable to the rate as appropriate) to be used as match. Other pertinent information from the NICR proposal and/or agreement may be required by TCDD prior to awarding of grant funding. TCDD retains the right to audit indirect costs and recover unallowable costs.

D. Budget Justification:

This section supports the figures entered in the Budget Detail section. Provide clear explanations why each item is necessary. Identify costs for which federal funds are requested and those that will be provided as match (non-federal funds or in-kind).

When calculating amounts based on a Full Time Employee (FTE), provide the name of the employee or the position.

Justify each cost with a statement relating that cost to a project goal, objective or activity. Provide the rationale and formulas for calculating all costs that are to be split over several cost centers, especially any disproportionate allocations based on personal judgment.

Give notice, including dates, of anticipated salary raises, increased costs, or other expected deviations from current conditions. Provide rationale and formulas used to calculate figures for fringe benefits. If only a portion of the salary is being used, indicate which portion; if benefits are being provided for select positions, show which positions.

For costs that are only partially allocable to the project, provide a description of the allocation method that will be used that identifies the base, rationale, result and documentation that would be available from the accounting system supporting the equitability of the allocation.

As a rule of thumb, enter only enough detail to assure reviewers that your allocations are necessary, reasonable, project-specific and consistent with uniformly applied organizational accounting practices. State how, when, and where individuals will travel and which objective(s) the travel will serve.

D. Financial Management System Questionnaire:

Complete all sections and obtain the signature of the Financial Administrative Authority before submitting.

RESOURCES AND TOOLS

Texas Council for Developmental Disabilities Appeal of Funding Decisions

When an proposer or grantee requests a review under the grants appeal process no grant closeout action will be taken during the review until a final determination is made, but filing the appeal does not affect TCDD's authority to suspend the grant during the proceedings.

TCDD must resolve, with fairness and promptness, appeals from:

- proposers who did not receive funding,
- o grantees whose grants have not been awarded continuation funding, or
- grantees whose grant funding has been suspended or terminated prior to the end of the funding period.

The appellant shall file an appeal in writing addressed to the Executive Director of TCDD. The written appeal must be postmarked:

- within 10 workdays of the date of the written notice of suspension, or
- within 15 workdays of the date of written notice of denial or termination.

The written appeal must include all relevant facts and information that the appellant wishes to have considered as well as the proposed remedy being sought.

The Executive Director will

- acknowledge receipt of the letter,
- investigate, compile, and study all relevant information, and
- within 30 workdays of the receipt of the proposer's letter submit a written report to the TCDD Executive Committee including recommended action.

The TCDD Executive Committee may approve the recommendations, make such modifications as deemed appropriate, order further investigation, or take other appropriate action. The decision of the Executive Committee is final.

TCDD will notify the appellant in writing of the final decision

Source: Texas Council for Developmental Disabilities Policies Section X, Subsection M.

People First Language

What do you call a person with a disability? A person. What words define who you are? The color of your skin or hair? Your age? Your weight? Of course not. When words alone define a person, the result is a label—a label that often reinforces barriers created by negative and stereotypical attitudes. Every individual deserves to be treated with dignity and respect—regardless of gender, ethnicity, religion, sexual orientation, hair color, or anything else.

People First Language People First Language is an objective and respectful way to speak about people with disabilities by emphasizing the person first, rather than the disability. It acknowledges what a person has, and recognizes that a person is not the disability. In putting the person before the disability, People First Language highlights a person's value, individuality and capabilities.

What should you say? When referring to individuals with disabilities, be considerate when choosing your words. Focus on the person—and never use terms that label, generalize, stereotype, devalue or discriminate. Unless it is relevant to the conversation, you don't even need to refer to or mention the disability. The following chart has some examples of People First Language.

Say This	Not This
people with disabilities	the handicapped, the disabled
people without disabilities	normal, healthy, whole or typical people
person who has a congenital disability	person with a birth defect
person who has (or has been diagnosed with)	person afflicted with, suffers from, a victim of
person who has Down syndrome	Downs person, mongoloid, mongol
person who has (or has been diagnosed with)	the autistic
autism	
person with quadriplegia, person with paraplegia,	a quadriplegic, a paraplegic
person diagnosed with a physical disability	
person with a physical disability	a cripple
person of short stature, little person	a dwarf, a midget
person who is unable to speak, person who uses a	dumb, mute
communication device	
people who are blind, person who is visually	the blind
impaired	
person with a learning disability	learning disabled
person diagnosed with a mental health condition	crazy, insane, psycho, mentally ill, emotionally
	disturbed, demented
person diagnosed with a cognitive disability or	mentally retarded, retarded, slow, idiot, moron
with an intellectual and developmental disability	
student who receives special education services	special ed student, special education student
person who uses a wheelchair or a mobility chair	confined to a wheelchair; wheelchair bound
accessible parking, bathrooms, etc.	handicapped parking, bathrooms, etc

Created 07-03-13 @ 327p

Item 7



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning & Budget

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

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 \$925,240.50 for the period of June 21 to June 27, 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 \$925,240.50.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (8956) – \$925,240.50

REQUIRED AUTHORIZATIONS:

John Rabb, 854-2742 Jessica Rio, 854-9106

TRAVIS COUNTY

HOSPITAL AND INSURANCE FUND

SUPPORTING DETAIL FOR THE

WEEKLY REIMBURSEMENT REQUEST TO

COMMISSIONERS COURT

FOR THE PAYMENT PERIOD

JUNE 21, 2013 TO JUNE 27, 2013

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:

July 9, 2013

TO: FROM:

Nicki Riley, County Auditor 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:

June 21, 2013

TO:

June 27, 2013

REIMBURSEMENT REQUESTED:

925,240.50

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 2,110,109.53
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: Jul 2, 2013	\$ (1,220,304.06)
SAP corr	\$ 26,747.17
SAP corr	\$ 8,687.86
TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 925,240.50
PAYMENTS DEEMED NOT REIMBURSABLE	\$ -
TRANSFER OF FUNDS REQUESTED:	\$ 925,240.50

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

All claims over \$25,000 (5 this week totaling \$188764.35) 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 (\$112,563.33) 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 and claims expenses will be credited in the fiscal year reimbursed. Cumulative fiscal year stop loss reimbursements from Sun Life total \$1,230,325.03.

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.

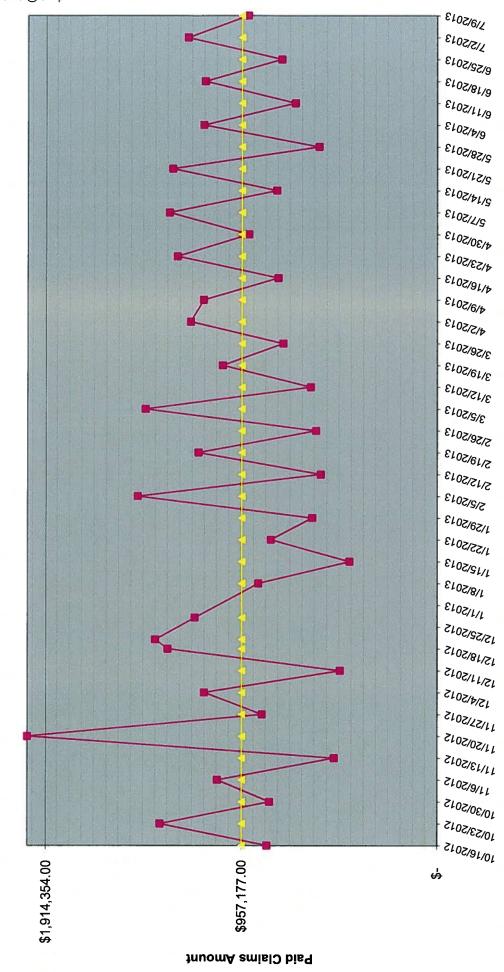
I certify that all data listed on this recommendation for transfer of funds is correct and that the payments shown have been made solely for the purpose of health insurance claims.

Rabb, Benefits Manager

Shannon Steele, Benefits Administrator

^{**} 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



Commissioners Court Date

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

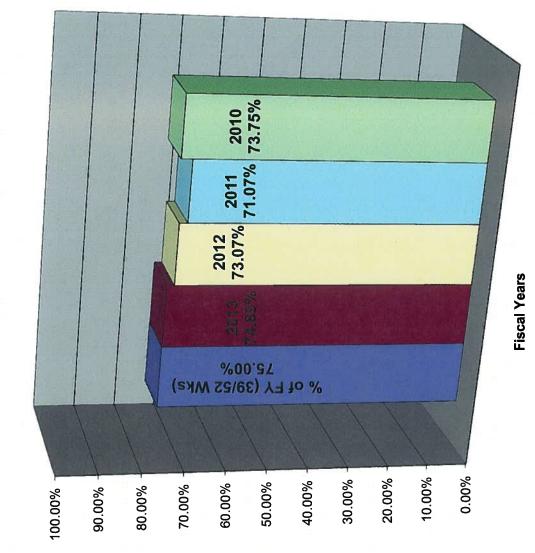
W	Period from	Period To	Voting Session Date		Pd Claims Request	w	Budgeted eekly Claims	# of Large	To	otal of Large Claims	FY 2013 % of Budget	FY 2012 % of Budget
L				_	Amount			Claims			Spent	Spent
1	9/28/2012	10/4/2012	10/16/2012	\$	833,295.36	\$	957,177.23	2	\$	264,210.15	1.67%	1.42%
2	10/5/2012	10/11/2012	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	\$	000 045 50	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 11/16/2012	11/15/2012 11/22/2012	11/27/2012	\$	856,605.61	\$	957,177.23	7	\$	345,370.77	14.97%	11.71%
8	11/23/2012		12/4/2012	<u>\$</u>	1,140,771.38	\$	957,177.23 957,177.23	0	\$	- 00 006 45	17.26%	14.05%
10	11/30/2012	11/29/2012 12/6/2012	12/11/2012 12/18/2012	\$	474,802.74 1,319,676.15	\$		4	\$ \$	98,896.45	18.21% 20.87%	14.57%
11	12/7/2012	12/13/2012	12/10/2012	\$	1,380,972.18	\$	957,177.23 957,177.23	8	\$	142,853.98 726,479.65	23.64%	17.30%
12	12/14/2012	12/13/2012	12/28/2012	\$	1,187,151.92	\$	957,177.23	3	\$	148,596.86	26.03%	18.57%
13	12/21/2012	12/27/2012	1/8/2013	\$	875,593.97	\$	957,177.23	5	\$	262,457.31	27.79%	20.69% 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%
15	1/4/2013	1/10/2013	1/22/2013	\$	814,824.53	\$	957,177.23	0	\$	- 30,703.13	30.28%	25.13%
16	1/11/2013	1/17/2013	1/29/2013	\$	610,955.41	\$	957,177.23	1	\$	41,841.23	31.51%	26.89%
17	1/18/2013	1/24/2013	2/5/2013	\$	1,466,572.26	\$	957,177.23	4	\$	192,975.28	34.46%	28.96%
18	1/25/2013	1/31/2013	2/12/2013	<u>\$</u>	569,238.61	\$	957,177.23	2	\$	75,547.81	35.60%	30.05%
19	2/1/2013	2/7/2013	2/19/2013	\$	1,169,082.60	\$	957,177.23	1	\$	25,851.04	37.95%	31.86%
20	2/8/2013	2/14/2013	2/26/2013	\$	592,192.07	\$	957,177.23	2	\$	72,001.13	39.14%	34.26%
21	2/15/2013	2/21/2013	3/5/2013	\$	1,429,268.44	\$	957,177.23	3	\$	250,943.12	42.01%	36.83%
22	2/22/2013	2/28/2013	3/12/2013	\$	617,670.76	\$	957,177.23	1	\$	30,476.50	43.25%	38.55%
23	3/1/2013	3/7/2013	3/19/2013	\$	1,051,038.00	\$	957,177.23	2	\$	61,077.22	45.36%	41.36%
24	3/8/2013	3/14/2013	3/26/2013	\$	754,131.33	\$	957,177.23	3	\$	93,494.47	46.88%	42.83%
25	3/15/2013	3/21/2013	4/2/2013	\$	1,207,753.63	\$	957,177.23	5	\$	187,944.03	49.30%	44.44%
26	3/22/2013	3/28/2013	4/9/2013	\$	1,143,736.22	\$	957,177.23	5	\$	386,145.74	51.60%	46.79%
27	3/29/2013	4/4/2013	4/16/2013	\$	778,673.30	\$	957,177.23	2	\$	67,438.64	53.17%	48.19%
28	4/5/2013	4/11/2013	4/23/2013	\$	1,272,288.67	\$	957,177.23	4	\$	185,102.83	55.72%	51.21%
29	4/12/2013	4/18/2013	4/30/2013	\$	922,180.96	\$	957,177.23	5	\$	196,051.28	57.58%	52.36%
30	4/19/2013	4/25/2013	5/7/2013	\$	1,312,317.73	\$	957,177.23	4	\$	129,379.59	60.21%	54.89%
31	4/26/2013	5/2/2013	5/14/2013	\$	784,494.28	\$	957,177.23	3	\$	145,311.14	61.79%	56.65%
32	5/3/2013	5/9/2013	5/21/2013	\$	1,296,101.07	\$	957,177.23	1	\$	104,387.56	64.39%	59.66%
33	5/10/2013	5/16/2013	5/28/2013	\$	577,392.71	\$	957,177.23	2	\$	59,637.50	65.55%	60.97%
34	5/17/2013	5/23/2013	6/4/2013	\$	1,142,923.03	\$	957,177.23	1	\$	47,354.94	67.85%	63.30%
35	5/24/2013	5/30/2013	6/11/2013	\$	694,579.02	\$	957,177.23	4	\$	162,787.84	69.24%	65.14%
36	5/31/2013	6/6/2013	6/18/2013	\$	1,135,706.60	\$	957,177.23	3	\$	160,473.28	71.53%	67.72%
37	6/7/2013	6/13/2013	6/25/2013	\$	761,015.51	\$	957,177.23	2	\$	100,699.54	73.06%	68.76%
38	6/14/2013	6/20/2013	7/2/2013	\$	1,220,304.06	\$	957,177.23	4	\$	138,287.70	75.51%	71.38%
39	6/21/2013	6/27/2013	7/9/2013	\$	925,240.50	\$	957,177.23	5	\$	188,764.35	74.89%	73.07%
40												
41												
42												
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44										-		
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46	Ш											
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51 52												
02	1						11					

Claims (net) & Budget to Date \$ 37,277,202.83 \$ 37,329,912.00 stop loss \$ (1,230,325.03)

Gross Paid Claims over (under) Original Budget \$ (52,709.17)

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 39



Percent of Budget Spent

Norman Mcree

From:

SIFSFAX@UHC.COM

Sent:

Friday, June 28, 2013 1:07 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: 2013-06-28

REQUEST AMOUNT: \$2,110,109.53

CUSTOMER ID: 00000701254

CONTRACT NUMBER: 00701254 00709445

BANK ACCOUNT NUMBER: 385015850067 ABA NUMBER: 011900445

FUNDING

ADVICE FREQUENCY: DAILY

INITIATOR: CUST METHOD: ACH BASIS: BALANCE FREQUENCY: FRIDAY

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2013-06-27

\$625,807.83

- REQUIRED BALANCE TO BE MAINTAINED:

\$2,668,041.00

+ PRIOR DAY REQUEST:

\$00.00

= UNDER DEPOSIT:

\$2,042,233.17

+ CURRENT DAY NET CHARGE:

\$67,876.36 \$00.00

+ ISSUED CREDIT AMOUNT:

\$00.00

+ FUNDING ADJUSTMENTS:

REQUEST AMOUNT:

\$2,110,109.53

ACTIVITY FOR WORK DAY: 2013-06-21

CUST

NON

NET

PLAN

CLAIM

CLAIM

CHARGE

0632

\$55,864.88

\$00.00

\$55,864.88

TOTAL:

\$55,864.88

\$00.00

\$55,864.88

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2013_06_27

WK END DT 6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013	6/27/2013
TRANS DT V 6/26/2013	6/26/2013	6/26/2013	6/26/2013	6/27/2013	6/24/2013	6/25/2013	6/25/2013	6/28/2013	6/28/2013	6/24/2013	6/28/2013	6/24/2013	6/28/2013	6/25/2013	6/24/2013	6/28/2013	6/26/2013	6/27/2013
TRANS_TYP_CD I	100	100	100	52	20	20	20	20	20	20	20	20	20	20	20	20	- 20	20
013	6/24/2013	6/24/2013	6/24/2013	6/24/2013	3/29/2013	4/8/2013	4/1/2013	6/22/2013	6/7/2010	6/18/2013	12/17/2012	6/18/2013	4/2/2013	8/6/2012	2/22/2013	6/22/2013	6/20/2013	6/21/2013
CLM_ACCT_NBR ISS_DT 9 6/24/2	16	7	တ	_	11	တ	o	1	~	5	_	က	_	5	9	80	_	7
CHK_NBR_GRP_ID 11669760 AE	11669760 AE	11669760 AE	11669760 AE	773038 AA	71493589 AH	92263448 AH	92241603 AE	92241603 AH	56528460 AA	21511942 AE	11311117 AA	51439605 AH	65664544 AH	91584768 AH	11440207 AH	86362388 AE	81441277 AH	21498936 AH
	0.01 QG			(2.39) A7		11.77) QG		(13.50) QG		36.00) QG	(38.60) QG	46.60) QG	(65.73) PH	(89.72) QG	108.36) QG	_	_	763.20) QG
PLN_ID TRANS_AMT 632 \$ 0.01	ક્ક	↔	⇔	€>	(S)	` \$.	. &	⊕	⊕	.	⊕	€	632 \$ (89	<u>. </u>	632 \$ (1,018.65)	632 \$ (1,708.00)	\$ (1
CONTR_NBR_PLN 701254	701254	701254	701254	709445	701254	701254	701254	701254	709445	701254	709445	701254	701254	701254	701254	701254	701254	701254

925,240.50

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 06/27/2013

CONTR_# TRANS_AMT SRS CHK_#

CLAIM GRP ACCT# ISS_DATE

TRANS CODE TRANS_DATE

Total:

\$0.00

Travis County - Employee Health Benefits Fund (8956)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 06/27/2013

Туре	EE/RR	Cost Center	G/L Account	Т	ransaction Amount	
СЕРО	EE	1110068956	516010	\$	89,035.39	
	RR	1110068956	516110	\$	5,321.51	
		S	Total CEPO			\$ 94,356.90
EPO	EE	1110068956	516030	\$	191,864.47	
	RR	1110068956	516130	\$	51,761.93	
			Total EPO			\$ 243,626.40
PPO	EE	1110068956	516020	\$	515,274.43	
	RR	1110068956	516120	\$	71,982.77	
			Total PPO			\$ 587,257.20
			Grand Total			\$ 925,240.50



Travis County Commissioners Court Agenda Request

Meeting Date: 7/9/13

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

AGENDA LANGUAGE:

Consider and take appropriate action on the following items for Human Resources Management Department:

Proposed routine personnel amendments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions - Pages 2 - 5.

If you have any questions or comments, please contact 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 Debbie Maynor, Human Resources Management Department, 854-9170 Leslie Browder, Planning and Budget Office, 854-9106



Human Resources Management Department

700 Lavaca Street, 4th Floor

P.O. Box 1748

Austin, Texas 78767

(512) 854-9165 / FAX (512) 854-9757

July 9, 2013

DATE:

June 28, 2013

TO:

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Precinct 1 Bruce Todd, Commissioner, Precinct 2 Gerald Daugherty, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Precinct 4

VIA:

Leslie Browder, County Executive, Planning and Budget

FROM:

Debbie Maynor, Director, HRMD

SUBJECT:

Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions - Pages 2 - 5.

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

LB/DM/TLO

Attachments

CC:

Planning and Budget Department

County Auditor

County Auditor-Payroll (Certified copy)

County Clerk (Certified copy)

Action Type Description	Action Action Type Reason Description		Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate
New Hire	New Hire	06/29/2013	N/A	N/A	1100 - County Commissioner 2	30000011 / Executive Asst- Elected Of / 1 - Regular / 01 - Full Time Exempt / GRD19 / 00 / \$62.351.54
New Hire	New Hire	06/21/2013	N/A	N/A	1750 - Criminal Justice Planning	30051180 / Office Asst / 2 - Temporary / 06 - Hourly - No Bnf / GRD10 / 00 / \$12.00
New Hire	New Hire	06/17/2013	N/A	N/A	1850 - Health and Human Sv and Vet Sv	30051201 / IntpSgLngVI / 2 - Temporary / 05 - Hourly - Retmt / GRD26 / 00 / \$45.00
New Hire	New Hire	06/17/2013	N/A	N/A	1850 - Health and Human Sv and Vet Sv	30050901 / Interpreter Sign Language / 2 - Temporary / 05 - Hourly - Retmt / GRD25 / 00 / \$38.00
New Hire	New Hire	07/01/2013	N/A	N/A	3050 - Tax Collector	3050 - Tax Collector 30005650 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54
New Hire	New Hire	07/15/2013	W/A	N/A	3410 - Justice of the Peace Pct 3	30001675 / Court Clerk II Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD16 / 00 / \$37 024 00
New Hire	New Hire	07/01/2013	N/A	N/A	3410 - Justice of the Peace Pct 3	30001679 / Court Clerk I / 1 - Regular / 02 - Full Time Non- Exempt / GRD13 / 00 / \$32,968.00
New Hire	New Hire	07/01/2013	N/A	N/A	3420 - Justice of the Peace Pct 5	30001720 / Court Clerk I / 1 - Regular / 02 - Full Time Non- Exempt / GRD13 / 00 / \$32,500.00

NA N	_ 5	Action Reason Description	Action Effective Date	rrent Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate
New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 06/28/2013 N/A		w Hire	06/17/2013	Α/A	N/A	3465 - Constable Pct 4	30001830 / Court Clerk I / 1 - Regular / 02 - Full Time Non- Exempt / GRD13 / 00 / \$30 238 83
New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 06/28/2013 N/A Re-Hire 06/11/2013 N/A		w Hire	07/01/2013		N/A	3500 - Sheriff	30050209 / Office Specialist Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$34,777.60
New Hire 07/01/2013 N/A New Hire 07/01/2013 N/A New Hire 06/28/2013 N/A Re-Hire 06/11/2013 N/A		w Hire	07/15/2013		N/A	3500 - Sheriff	30002071 / Office Specialist Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$37,042.72
New Hire 07/01/2013 N/A New Hire 06/28/2013 N/A Re-Hire 06/11/2013 N/A		w Hire	07/01/2013		N/A	3500 - Sheriff	30050208 / Office Specialist Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$37.042.72
New Hire 07/01/2013 N/A New Hire 06/28/2013 N/A Re-Hire 06/11/2013 N/A		w Hire	07/01/2013		N/A	3500 - Sheriff	30002025 / Counselor Sr / 1 - Regular / 02 - Full Time Non- Exempt / GRD17 / 00 / \$49,518.98
New Hire 06/28/2013 N/A Re-Hire 06/11/2013 N/A		w Hire	07/01/2013		N/A	3500 - Sheriff	30002031 / Counselor Sr / 1 - Regular / 02 - Full Time Non- Exempt / GRD17 / 00 / \$43,180,80
Re-Hire 06/11/2013 N/A		w Hire	06/28/2013		N/A	3650 - Juvenile Probation	30004190 / Juvenile Detention Office / 2 - Temporary / 05 - Hourly - Retmt / GRD12 / 00 / \$13.59
	<u>a</u>	Hire	06/11/2013		N/A	1350 - Human Resources Management	30051126 / Office Specialist /2 - Temporary / 06 - Hourly - No Bnf / GRD12 / 00 / \$16.00

Action Type Description	Action Action Type Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
Re-Hire	Re-Hire	06/20/2013	N/A	N/A	3325 - Criminal Courts	30001573 / Court Bailiff / 8 - Retiree Temp / 05 - Hourly - Retmt / GRD11 / 00 / \$12.71
Mobility	Promotion	07/01/2013	3150 - County Clerk	3150 - County Clerk 30001048 / Office Specialist / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$28,590.02	3150 - County Clerk	3150 - County Clerk 30001023 / Recording Specialist I / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$31,158.00
Mobility	Interdpt Change	06/28/2013	1100 - County Commissioner 2	30000011 / Executive Asst- Elected Official / 01 - Regular / 01 - Full Time Exempt / GRD19 / 00 / \$53,439.78	1450 - Facilities Management	30000550 / Planner / 1 - Regular / 01 - Full Time Exempt / GRD19 / 00 / \$53,439.78
Mobility	Temporary to Regular	06/17/2013	1450 - Facilities Management	30000490 / Custodian / 2 - 1450 - Faciliti Temporary / 06 - Hourly - No Management Bnf / GRD07 / 00 / \$11.00	es	30000480 / Custodian / 1 - Regular / 02 - Full Time Non- Exempt / GRD07 / 00 / \$22,880.00
Mobility	Temporary Assignment	06/17/2013	1800 - Rcd Mgmt and Comm Rsrc	30005199 / Office Asst / 1 -	+	30005215 / Reprographics Production Tech Supv / 1 - Regular / 02 - Full Time Non- Exempt / GRD 15 / 00 / \$43,260.67

Action Type Description	Action Action Type Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
Mobility	Temporary to Regular	07/01/2013	Temporary 07/01/2013 1850 - Health and to Regular Sv and Vet Sv	corp Stipend / 08 F01 / 00 /	1850 - Health and Human Sv and Vet Sv	30000658 / Social Services Program Specialist Assoc / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$30,238.83
			Samuel T. Biscoe, County Judge	ounty Judge		

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Gerald Daugherty, Commissioner, Pct. 3

Ron Davis, Commissioner, Pct. 1

Margaret Gomez, Commissioner, Pct. 4



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Diana Ramirez, (512) 854-9694 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 TO PROPOSE FY 2014 SALARIES FOR ELECTED OFFICIALS:

- A. PROPOSED CALENDAR FOR SETTING ELECTED OFFICIALS SALARIES
- **B. COMPOSITION OF GRIEVANCE COMMITTEE**
- C. PROPOSED ELECTED OFFICIALS SALARIES
- D. PUBLIC ADVERTISEMENT FOR ELECTED OFFICIALS SALARIES
- E. PUBLIC HEARING ON ADVERTISED SALARIES

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 Jessica Rio – Planning and Budget Office, (512) 854-9106 County Judge's Office, (512) 854-9555 

Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Denise Bell ext 43997

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir x43996

Commissioners Court Sponsor:

AGENDA LANGUAGE:

Draw names from Grand Jury pool for Elected Officials Salary Grievance Committee for 2013, as required by Section 152.015 of the Local Government Code (County Clerk)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a 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.

2012 January Term 390th Grand Jury

Chari Ma Adam (Farman)	I1 M (44 E
Cheri McAdow (Forperson)	Joseph Macry (Asst. Foreperson)
2702 Brindisi Way	8231 Sigrid Dr
Cedar Park, TX 78613 Cell 512-784-1214	Elgin, TX 78621
Control of the contro	Cell 512-577-4015
Wk 512-506-7783	Email josephmacry@gmail.com
Email cheri.mcadow@tmhp.com	
Judy Mack	Loruama Hernandez (Lori)
18705 Dry Lake Ln	3702 Crownover
Pflugervile, TX 78660	Austin, TX 78725
Home 512-251-8085	Cell 512-297-4242
Cell 512-705-4341	Work 512-891-8900
Wk 512-594-6000	Email Loruama.Hernandez.@yahoo.com
Email judy.mack@pflugervilleisd.net	
	Adrienne Deal
Cody Williams	9909 Bock Rd
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Austin, Texas 78704	Buda, TX 78610
Cell 512-541-8292	Cell 512-964-8191
Email codywilliams78@gmail.com	Work 512-499-4511
4	Email adriennemdeal@gmail.com
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Wk 512-436-0874	Cell 512-762-4156
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10298 DK Ranch Rd.	6307 Rusty Ridge Dr.
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Email Jlyne@austin.rr.com	Email lauren anglin@yahoo.com
Eman Tyne@austii.11.com	Email lauren_angim@yanoo.com
Mary Zimmor	Deion Cinalatory
Mary Zimmer	Brian Singletary
7817 Wheel Rim Circle	3900 Lemus Dr
Austin, TX 78749	Austin, TX 78728
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Work 512-683-8920	Email sing@us.ibm.com
Email mzzimmer@yahoo.com	
Nancy Olinger (Alternate)	Irma Braddock (Lydia) (Alternate)
3209 Winding Creek Dr.	801 Cactus Bend Dr.
Austin, TX 78735	Pflugerville, TX 78660
Cell 512-940-7581	Cell 512-797-4274
Work 512-475-4013	Email lydia.braddock@suddenlink.net
Email neo2@austin.rr.com	

Term Dates: 01/04/12-03/30/12

2012 January Term 167th Grand Jury

Vennie Davis (Foreperson)	Emma Gonzales (Asst. Foreperson)
8309 Bridgetown Dr.	8705 United Kingdom Dr.
Austin, TX 78753	Austin, TX 78748
Hm 512-837-2318	Cell 512-897-6620
Cell 512-773-0918	Wrk 512-433-4608
Email vgdavis2005@yahoo.com	Email jashydesigns@gmail.com
Sidney Brammer	Lupe Yanes
216 Fletcher	2106 Matthews Ln.
Austin, TX 78704	Austin, TX 78745
Hm 512-916-0001	Hm 512-443-9208
Cell 512-657-8101 (no text)	Cell 512-909-6949
Email sbrammer@austin.rr.com	Wrk 512-463-3662
	Email Lupe. Yanes@cpa.state.tx.us
Jessie Mercer	Cindy Grimm
6605 Highpoint Dr.	10301 Ray Ave
Austin, TX 78723	Austin, TX 78758
Hm 512-926-7111	Hm 512-837-7806
	Cell 512-844-8173
	Email cgrimm1224@yahoo.com
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Austin, TX 78753	Austin, TX 78709
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Cell 512-633-7584	Email er1338@yahoo.com
Wrk 512-475-0665	Email of 1330 (e.g. alloo. com
Email washmg@att.net	
Donna Thomas	Arturo (Art) Puentes
1604 Ridgemont Dr.	6713 Shoalcree Blvd.
Austin, TX 78723	Austin, TX 78757
Cell 512-674-5827	Hm 512-454-8422
Email dltgrl@me.com	Cell 512-796-6018
William (Bill) Mackie	Janice Kinchion
7306 Shadywood Dr.	15004 Stave Oak Ln.
Austin, TX 78745	Austin, TX 78724
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Cell 512-922-6763	Cell 512-554-9309
Email wmackie628@aol.com	Wrk 512-974-6001
	Email janice.kinchion@austintexas.gov
James King (Alternate)	Edward Graham (Alternate)
	1311 Berkshire Dr.
9800 Raven Wood Cv.	
9800 Raven Wood Cv. Austin, TX 78750	
	Austin, TX 78723 Cell 512-451-7639
Austin, TX 78750	Austin, TX 78723

Term Dates: 04/04/12-06/30/12

2012 January Term 403rd Grand Jury

Donna Beth McCormick (Forperson)	Lori Moya (Asst. Foreperson)
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Austin, TX 78756	Austin, Tx 78748
Hm 512-453-2696	Hm 512-280-7278
Cell 512-913-6641	Cell 512-547-7881
Email dbmc@texas.net	Work 512-475-0118
	Email lorimoya52@gmail.com
D 1 E	
Barbara Foreman 11109 Bleich Ln.	Cindy Lara
100 Marie Commence of the Comm	3008 Ft. Worth Tr.
Austin, Tx 78754	Austin, TX 78748
Hm 512-465-2770	Home 512-291-3021
Cell 512-924-2529	Cell 512-799-8977
Email b4man@austin.rr.com	Work 512-782-6048
Lineary Cycle	Email mclara3008@yahoo.com
Jinny Suh	June Guo
8013 Richard King Trail	9305 Manipari Lane
Austin, TX 78749	Austin, TX 78749
Hm 512-761-4309	Cell 512-925-3399
Cell 917-232-2703	Email guo_june@hotmail.com
Email jsuh@jinnysuhlaw.com	
Nola Carter	Tim Jackson
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Austin, TX 78727	Manor, TX 78653
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Cell 512-970-1628	Cell 512-585-8048
	Wrk 512-974-7040
	Email Tim.Jackson@ci.austin.tx.us
Anthony Pleasant	Jerry Philips
11712 Day Camp Lane	3605 Peregrine Falcon
Austin, TX 78754	Austin, TX 78746
Hm 512-833-8061	Cell 512-689-5080
Cell 512-632-3333	Email jerryphilips@gmail.com
Work 512-974-3456	
Email anthony.pleasant@austintexas.gov	
Mario A. Villafranca	Levi Murray III
8110 Baywood Dr. unit A	1002 Vanderbilt Cir.
Austin, TX 78759	Pflugerville, TX 78660
Hm 512-507-6920	Hm 512-990-8988
Email txlonghorn_02@yahoo.com	Cell 512-538-4770
	Email levim3@suddenlink.net
Premal Amin (Alternate)	Leslie Pool (Alternate)
2009 National Park Blvd.	4503 Shoal Creek Blvd
Austin, TX 78747	Austin, TX 78756
Cell 512-787-2059	Cell 512-751-1640
Work 512-441-7572	Email lesliepool@sbcglobal.net
Email premal.amin@gmail.com	
F. C.	

Term Dates: 01/04/12-03/30/12

2012 January Term 147th Grand Jury

Lorene Harris (Forperson)	Jane Churchill (Asst. Foreperson)
4504 Sherwyn Dr.	1311 Berkshire Dr.
Austin, TX 78725	Austin, TX 78723
Hm 512-926-4832	Hm 512-451-7639
Cell 512-913-4130	Email jane@grandecom.net
Email chlh1226@aol.com	
Barbara D. Johnson	Albert (AL) Prewitt
1310 Bob Harrison	507 S. Park Dr.
Austin, TX 78702	Austin, TX 78704
Hm 512-472-8719	Hm 512-444-0636
Cell 512-923-3094	Cell 512-287-9847
Email barbarabdj1@sbcglobal.net	
	Email Alprew507@sbcglobal.net
June Murphy	Stephanie I. Harris
12412 Audane Dr.	18014 Dansworth Dr.
Austin, TX 78727	Pflugerville, TX 78660
Hm 512-918-0903	Hm 512-252-7494
Cell 512-825-5974	Cell 512-466-5171
Email jmurphy19@austin.rr.com	Email siharris71@gmail.com
Robert (Bob) Lee	Billie Cavanaugh
8003 Moravian Cv.	1026 Clayton Ln. Apt. 2102
Austin, TX 78759	Austin, TX 78723
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Cell 512-914-3051	Cell 512-925-0551
Email The2rml@gmail.com	Cen 312-923-0331
Email Thezimi@gmail.com	
Paul Brush	Georgia Johnson
11901 Hobby Horse Crt. # 1417	6505 Auburnhill St.
Austin, TX 78758	Austin, TX 78723
Cell 512-797-3091	Hm 512-928-3973
Email jpaulbru@gmail.com	Cell 512-461-7701
31	Wrk 512-464-6000 Ext. 6015
	Email gjoh682214@aol.com
Sherry Wang	Kevin Tuerff
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Email sherrywang 1020@yahoo.com	Wrk 512-476-4368
	Email ktuerff@enviromedia.com
Debra Keith - Thompson (Alternate)	Howard Barnett (Alternate)
Debra Keith - Thompson <i>(Alternate)</i> 7100 Evelyn Road	Howard Barnett <i>(Alternate)</i> 2202 A Homedale
	기 이용하다 보는 그렇게 되었다면 하는 것이 없는 것이 없었다면 없는 것이 없는 것이 없는 것이 없는 것이 없다면 없다면 없다면 없는 것이 다면 없는 것이 없는 것이 없는 것이 없는 것이었다면 없는 것이 다면 없는 것이었다면 없는 것이었다면 없는 것이었다면 없는 것이었다면 없는 것이었다면 없어요.
7100 Evelyn Road	2202 A Homedale
7100 Evelyn Road Austin, TX 78747	2202 A Homedale Austin, TX 78707
7100 Evelyn Road Austin, TX 78747 Hm 512-243-3214	2202 A Homedale Austin, TX 78707 Hm 512-441-2534
7100 Evelyn Road Austin, TX 78747 Hm 512-243-3214 Cell 512-924-9038	2202 A Homedale Austin, TX 78707 Hm 512-441-2534 Cell 512-653-9504

Term Dates: 04/03/12-06/30/12

2012 January Term 299th Grand Jury

Leslie Libby (<i>Foreperson</i>) 1715 Nash Ave Austin, TX 78704 512-441-2236 Home 512-632-5175 Cell 512-482-5390 Work llibby@austin.rr.com Maureen McCoy 11801 Rydalwater	Jesus (Rick) Almanza (<i>Asst · Foreperson</i>) 1401 Mount Sharp Road NEW Address: Wimberley, TX 78676 P.O. Box 1033 512-554-5813 Home Wimberley, TX 78676 512-627-3977 Cell JA1043@yahoo.com Sharon Hill 7216 Northeast Dr Apt. 2232
Austin, TX 78754 512-769-2638 Cell 512-974-2656 Work mmccoy@austin.rr.com	Austin, TX 78723 512-740-1361 Cell 512-874-9106 Work
Mike Cox 3301 Big Bend Dr. Austin, TX 78731 512-458-8449 Home 512-924-8065 Cell 512-389-8046 Work mikecox@austin.rr.com	Janet (Jan) Conner 7704 Wycombe Dr. Austin, TX 78749 512-282-8843 Home wenjan64@att.net
David Nottingham 10721 Harley Ave. Austin, TX 78748 512-280-6291 Home 512-565-2514 Cell 512-854-4153 Work nott2worry@austin.rr.com	Jim Gable 13107 Viento Del Sur Manchaca, TX 78652 512-376-1130 Cell jim.gable@bluebonnet.coop
Frances Haggard 10805 Oak View Dr. Austin, TX 78759 512-335-4345 Home 512-837-9621 Home fhaggard@austin.rr.com	Tammy Griggs 13636 Merseyside Dr. Pflugerville, TX 78660 512-670-9324 Home 512-940-9924 Cell TammyLGriggs@gmail.com
Stephanie Shea 306 McConnell Dr. West Lake Hills, TX 78746 512-329-8166 Home 512-917-1971 Cell stephanie@fancythisrealty.com	Lupe Sheppard 508 Pleasant Valley Dr. Pflugerville, TX 78660 512-949-0155 Cell 512-706-7198 Work guadalupe.sheppard@hhsc.state.tx.us
Robert Yewelavage <i>(Alternate)</i> 2105 Monarch Dr. Austin, TX 78748 512-280-6030 Home 512-550-7989 Cell 512-232-9232 Work	Sandy Guyn <i>(Alternate)</i> 11504 Oak Trail Austin, TX 78753 512-382-9013Home 512-450-3043 Cell 512-458-7111 Ext. 3244 Work sandra.guyn@dshs.state.tx.us

Term Dates: 04/02/12 - 06/30/12

2012 July Term 331st Grand Jury

Bernadette O. Ruiz (Foreperson)	Sara Speights (Asst. Foreperson)
11413 Sabinal Mesa Dr.	2701 W. 49 1/2 St.
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Damita Miller-Shanklin	Moses P. Saldana Sr.
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Austin, TX 78744	Austin, TX 78745
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Reginald C. Christopher	J. Adam Lopez
1950 Webberville Rd. # 4304	12034 Shropshire Blvd.
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Hm 512-519-9865	Hm 512-836-6698
Email regchris@alloftexas.com	Cell 512-565-0844
Elester Williams Jr.	Neil Nehring
14709 Rumfeldt St.	6301 Nicklaus Pl.
Austin, TX 78725	Austin, TX 78746
Hm 512-276-1317	Hm 512-329-5712
Cell 512-970-4780	Cell 512-484-3644
	Email neilnehring@sbcglobal.net
Johnnie B. VanDyke	Ruben R. Valdes
6502 Ashland Circle	2508 Enfield Road # 13
Austin, TX 78723	Austin, TX 78703
Hm 512-926-0185	Hm 512-322-5105
Cell 512-541-5334	Cell 512-750-4336
Email johnnievandyke@aol.com	Wk 512-463-4471
	Email ruben.valdes@cpa.state.tx.us
Lucio Govea Jr.	Jill V. Durkee
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Austin, TX 78702	Austin, TX 78735
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	Cell 512-658-1528
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	Austin, TX 78739
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Email amy@amywongmok.net	

Term Dates: 07/03/12-09/30/12

2012 July Term 403rd Grand Jury

DaWayna Lafter (F	Lower Transcon (4-4 F
DeWayne Lofton (Forperson)	Jerry Turman (Asst. Foreperson)
4709 Carsonhill Dr.	8605 Emerald Hill Dr.
Austin, TX 78723	Austin, Tx 78759
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Cell 512-461-8563	Cell 512-751-6294
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Email dewayne.lofton@tasb.org	
Audrey O'Donnell	Socorro Chapa
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	Email socochapa@yahoo.com
Charles Herrera	Jeffery Lewis
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Austin, TX 78745	Manor, TX 78653
Cell 512-788-2754	Hm 512-278-0414
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	Email poleylewis@yahoo.com
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Austin, TX 78725	Austin, TX 78759
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Email CHLH1226@aol.com	Cell 512-293-2449
Billian eribirii 22eeeaan.eeni	Email bzame@aol.com
	all a great of the second
Burton Eubanks	Mario Bermea
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Austin, TX 78759	Austin, TX 78723
Hm 512-345-0759	Hm 512-459-2155
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Chris Crow	Ron Means
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Hm 512-474-0656	Hm 512-769-4230
Cell 512-695-0703	Wk 512-929-3344
Email ccrow11@gmail.com	Email ron@ronmeans.com
Eman Solow I Targinan.com	Estituii fontas onincuiis.com
Gloria Bedford (Alternate)	Sylvia Gomez (Alternate)
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Manor, TX 78653	Austin, TX 78759
Hm 512-272-5865	Home 512-918-9598
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Email gbedford@austin.rr.com	Wk 512-424-6645

Term Dates: 07/02/12-09/30/12

2012 July Term 147th Grand Jury

Cathy C. Swofford (<i>Forperson</i>) 9817 Llano Estacado Austin, TX 78759 Hm 512-343-6003 Cell 512-923-9806 Email csmedia@austin.rr.com	Doris Williams (Asst. Foreperson) 18603 Mammoth Cave Blvd. Pflugerville, TX 78660 Hm 512-873-7363 Cell 512-973-3299 Email williams-doris@att.net
Dona Avery Tabrizi 10005 Pickfair Dr. Austin, TX 78750 Hm 512-257-2630 Cell 512-762-4747 Email Dona@austin.rr.com	Emre Edwards 3602 Alexandria Austin, TX 78749 Cell 512-497-6252 Wrk 512-451-6252 Email EmreNALC@aol.com
Raul (Roy) Alfaro 4600 Lennox Dr. Austin, TX 78745 Hm 512-442-1162 Cell 512-669-2000	Johnny Kubicek 11607 January Dr. Austin, TX 78753 Hm 512-836-5596 Cell 512-913-2031 Email jokub@sbcglobal.net
Eva Gonzales 913 B Sirocco Dr. Austin, TX 78745 Cell 512-565-8712 Email evagonzales@me.com	Rosann Bateman 2000 Karen Ave Austin, TX 78757 Hm 512-454-1069 Cell 512-963-5139 Email twinkeltoed@hotmail.com
Alvino Mendoza 2905 E. 4th Austin, TX 78702 Hm 512-385-2778 Cell 512-736-1929	Sharon Ellerby 11441 N. IH 35 # 21107 Austin, TX 78753 Hm 512-821-1824 Cell 512-785-7051 Wrk 512-854-7700 Email sharonellerby@gmail.com
Les Doss 1212 Norwood Rd. Austin, TX 78722-1030 Hm 512-459-5156 Email lesdoss@att.net	Chris Wagner 6401 Steer Trail Austin, TX 78749 Hm 512-892-1435 Cell 512-517-9173 Wrk 512-326-3655 Email cjwagner520@hotmail.com
Alice Mann <i>(Alternate)</i> 2312 Oak Crest Ave Austin, TX 78704-5037 Hm 512-447-1483 Email Amann11@austin.rr.com	(Alternate)

Term Dates: 10/02/12-12/31/12

2012 July Term 390th Grand Jury

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Email amanza aroen (a soegiocal met	Email validation (againot.com
Kim Coffin	Brian Snyder
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	Email bksnyder@austin.rr.com
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Austin, Texas 78702	Austin, TX 78703
Cell 512-680-8115	Cell 512-914-0662
	Email hazelbarbour@att.net
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Home 512-928-1390	Cell 512-694-2191
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David Gomez III	Ellen Cabluck
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Austin, TX 78704	Austin, TX 78704
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Cell 512-750-5150	Cell 512-470-3473
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Guadalupe Morin (Lupe)	Ashwin Ghatalia
3306 Gallup Cove	6202 Cape Coral Dr.
Austin, TX 78745	Austin, TX 78746
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Cell 512-658-4085	Cell 512-663-8070
Email lmorin@austin.rr.com	
Marcia Edwards <i>(Alternate)</i>	George Chang (Alternate)
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Austin, TX 78703	Austin, TX 78727
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Term Dates: 07/02/12-09/30/12

2012 July Term 427th Grand Jury

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Term Dates: 10/01/12-12/31/12

2012 July Term 167th Grand Jury

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Term Dates: 10/01/12-12/31/12

2012 January Term 427th Grand Jury

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Term Dates: 01/04/12-03/30/12



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Belinda Powell, 854-9506

Elected/Appointed Official/Dept. Head: Roger Jefferies, County Executive Justice & Public Safety, 854-4759, Leslie Browder, County

Executive PBO

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON THE KROLL ADVISORY SOLUTIONS PHYSICAL SECURITY ASSESSMENT REPORT ON THE TRAVIS COUNTY NORTH CAMPUS. (THIS ITEM MAY BE TAKEN INTO EXECUTIVE SESSION UNDER THE SECURITY EXCEPTION)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

In January 2013, a Purchase Order was issued to Kroll Advisory Solutions (Kroll), to provide an independent review of the physical security at the Travis County North Campus located on Airport Boulevard. Primary stakeholders who reside on the North Campus include:

County Clerk's Office
Tax Assessor Collector's Office
Counseling and Education Services
Records Management and Communication Resources
District Clerk's Office
Emergency Services Division
Employee Wellness and Health Clinic
Sheriff's Office – Ruiz Building
Constable – Precinct 1

The team of experts from Kroll attended meetings on-site to ascertain from each tenant their particular concerns related to the physical security for their individual offices and the site in general. In addition, the Kroll team made unannounced on-site visits to observe security procedures that are currently in place at the site, attempted to breach or bypass the various

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.

measures and protocols at the site, and visited the site in the evening to observe the security for the site after business hours. The results of Kroll's findings have been documented for the Commissioners Court in a confidential report that was presented to them on May 28, 2013.

Kroll included in their report a series of prioritized recommendations for each department and for the general campus grounds. In the May 28, 2013 presentation, recommendations were discussed with the Commissioners Court that address security needs prioritized to meet best practices.

STAFF RECOMMENDATIONS:

As a follow-up to the May 28, 2013 presentation, and based on the Kroll report, staff recommends to the Commissioners Court the following:

- 1. Accept the Kroll report.
- 2. Approve a position of Security Director and allocate funding from reserves to begin the hiring process.
- 3. Receive information on various options for providing the recommended level of security staffing for the Airport Blvd. campus.

ISSUES AND OPPORTUNITIES:

Please see attached spreadsheet with estimated costs of Kroll's recommendations.

FISCAL IMPACT AND SOURCE OF FUNDING:

The fiscal impact of funding these recommendations, which include increased staffing, organizational and policy changes, and physical improvements, should be assessed in the Fiscal Year 2014 Budget Process.

REQUIRED AUTHORIZATIONS: NA



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013 Prepared By/Phone Number:

Belinda Powell, Strategic Planning Manager, Planning & Budget 854-9506

Elected/Appointed Official/Dept. Head:

Leslie Browder, County Executive Planning & Budget 854-9106 AS Roger Jefferies, County Executive Justice & Public Safety, 854 4759 Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON REPORT FROM URS REGARDING THE CIVIL AND FAMILY COURT HOUSE, DELIVERY METHODS FOR THE DEVELOPMENT OF THE FACILITY, AND OTHER RELATED ISSUES.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

On May 14, 2013, the Commissioners Court gave staff direction to develop a short-form scope of work with URS to assist members of the Court with making the determination of delivery method for the development of a new Civil and Family Court House. A scope of work was developed for this initial work with URS to include the following:

- review various reports already developed for Travis County
- 2. interview members of the Commissioners Court
- 3. discuss reports with key staff as necessary
- 4. discuss findings and issues in a work session with the Commissioners Court
- 5. develop a presentation of pros and cons of various delivery methods to include:
 - a. Design-Bid-Build
 - b. Construction Manager at Risk
 - c. Design-Build
 - d. Public-Private-Partnership

On June 6, 2013, URS discussed their work to date with the Commissioners Court regarding the proposed project. Several factors were

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.

discussed, which are highlighted in the attached summary of the pros and cons for each delivery method as they relate to the Commissioners Court's objectives for the project.

STAFF RECOMMENDATIONS:

Staff request that the Commissioners Court provide direction regarding the specific delivery method(s) to be included for consideration in the development of the Phase I scope of work with URS. Further discussion related to the specifics of the Civil and Family Court House project definition, scope, costs and delivery method(s) will be developed by URS in conjunction with the Commissioners Court and key stakeholders as they execute Phase I of the pending contract. With direction from the Commissioners Court on which delivery options to include in the scope of work, staff anticipates a final contract with URS could be posted for Commissioners Court action on September 3, 2013, subject to scheduling with the Commissioners Court.

ISSUES AND OPPORTUNITIES: NA

FISCAL IMPACT AND SOURCE OF FUNDING:

Funding for this initial phase has been transferred from the Civil and Family Court House Planning Reserve to the Planning & Budget Office. The Purchase Order issued for this scope of work is for \$49,885.19 and payment will be made at the completion of this phase, which is anticipated on July 9, 2013.

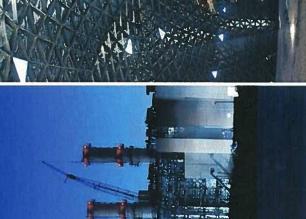
REQUIRED AUTHORIZATIONS: NA

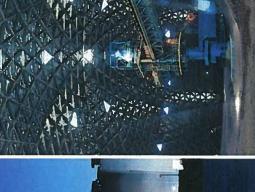
















URS | Travis County Family and Civil Courthouse | Analysis & Discussion on Project Delivery Methods

Presentation to the Commissioner's Court

July 9, 2013

As a follow-up to the

of June 06, 2013 Commissioner's Court Work Session



URS 1) Procurement Delivery Option - Discussion

Created 07-03-13 @ 327p

Project Delivery Options

Construction Manager at Risk (CMAR)
Design Bid Build (DBB)
Design/Build (D/B)
Design Build Finance operate and Maintain (DBFoM)

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GREATEST	CONTRACTOR'S RISK	LEAST
LEAST	OWNER'S CONTROL	GREATEST
GREATEST	CONTRACTOR'S CONTROL	LEAST

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Design Bid Build (DBB)

Key Parameters:

- Most widely used and known Delivery Method
- County leads both Design and Construction of asset in a sequential manner
- Separate entities (Designer and Constructor) conduct work independently
- Design taken to a 100% completion level before tender
- Design is very prescriptive
- Constructor selection solely based on low-bid basis
- County assumes nearly all risks on design
- High oversight required during construction to ensure quality
- County transfers very limited risks during construction to Contractor
- Contractor's work covered by performance bond
- Life-Cycle (Operations and Maintenance) integration, risks and responsibilities reside with County
- Payment structure is typically progress payments as work is completed



Design Bid Build (DBB)

Benefits:

- Certainty of design via prescriptive nature of procurement documents
- All roles well-defined & understood
- Marketplace acceptance and comfort

Limitations:

- No integration of Design and Construction
- Little to no innovations, ingenuity or value reductions available
- Competitive tension is present, but limited
- Quality factor of Constructor is limited in selection (price based)
- Highly susceptible to cost overruns, claims and litigation
- No or very limited warranty for work performed

Life-Cycle integration not fully considered

- Little to no Risk Transfer
- Little to no overall price certainty

Design / Build (D/B)

Key Parameters:

- Modern Delivery Method, now widely known and used
- Reference Concept (Design) taken to a 30% by County so to articulate scope of \S work and provide "proof of concept"
- design to a competent "biddable" level (and after selection to Final Design) Designer and Constructor form team during procurement process to take
- Single point of contact via single contract with Design & Construction Team
- Scope and design is quite prescriptive, but "Alternative Technical Concepts" pathway available to bring value
- 2-step procurement process: (RFQ for Quality of Team, and RFP for Price)
- Design Risk/Responsibility is fully transferred to private sector, and more Construction risks is also transferred to Private Sector than DBB
- Quality of work typically covered by 1-2 year limited warranty, and Contractor's work during construction covered by performance bond
- Life-Cycle integration, risks and responsibilities reside with County
- Price for work is Lump Sum based

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Design / Build (D/B)

Benefits:

- Some price certainty via Lump Sum and procurement documents
- Some schedule certainty as Design/Builder's margins are in completing work in timely manner
- Clear opportunity for innovations to be created, evaluated and implemented
- Overall cost reduction
- Integrated team for design and construction
- Marketplace acceptance and comfort
- Very good competitive tension, which drives value
- Quality of team is evaluated at RFQ Stage
- Limited term warranty provided

Limitations:

- Roles and divisions of responsibilities can cause internal fighting within D/B Team
- County cedes some design control
- Susceptibility to cost overruns, claims and litigation are present, but less than DBB
- Warranty covers only 1-2 year term
- Life-Cycle integration not considered
- Some, but limited, Risk Transfer on construction
- Disputes and litigation are still common
- Selection criteria can be troublesome if not properly structured (Best Value selection Technical and Cost)

Construction Manager at Risk (CMAR)

Key Parameters:

- process and entails a commitment by CMR to deliver the project via either a CMAR engages the Contractor (CMR) early in the design and development single or multiple Guaranteed Maximum Price (GMP) commitments
- Designer (Architect/Engineer) and CMR (General Contractor) are solicited by the County separately to engage the most qualified entities (and fees)
- Designer and CMR are both agents to the County with the goal of defining, designing against, costing and delivering the determined Scope of Work
- Very open, transparent and collaborative approach between Designer and Contractor that is focused on best GMP
- Risk Management is accomplished by a open discussion and accountability in costing as the scope and design is progressing, and later tallied in the GMP
- Costing of work is a on-going element such that continual updates are available to County before GMP
- Model also is highly interactive as work progresses permitting Scope of Work adjustments to be measured and balanced against costing estimates to optimize design, quality, schedule, scope and cost



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Construction Manager at Risk (CMAR)

Benefits:

Can increase the speed of the project.

- Can strengthen coordination between the Designer and Construction Manager. ■
- Construction manager hired based on qualifications (and fees)
- Construction Manager, Designer and County all collaborate, creating enhanced synergies
- Transparency is enhanced, because all costs and fees are in the open, which diminishes adversarial relationships between parties working on the project.
- High degree of price and risk certainty via Lump Sum
- Innovations and Best Practices folded into work as scope and costs develop

Limitations:

- Not a proven cost reducer compared to other methods
- Low amount of competitive tension
- Additional cost for CMAR entity
- More complex relationships
- No direct communication between Owner/architect, owner/contractor
- Reduces "Low-Cost" Bid element, which can raise overall costs even with Guaranteed Maximum Price (GMP)
- Lengthy time is possible as design, risks and Construction are measured against costs
- Billing to County by CMAR will seek to protect the CMAR in retaining a positive "cash-flow"



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Design Build Finance operate & Maintain (DBFoM)

Key Parameters:

- Project Delivery model that introduces two (2) key elements beyond DBB, D/B and CMAR that the Private Entity is fully responsible for:
- Private Finance
- Long Term Operations, Maintenance and Rehabilitation
- Only a portion of Construction Costs are due at Substantial/Final Completion, as Private Entity self-finances remainder over 30 year (typical) Contract Term
- Many ways of conducting this model, but discussion centered on Availability Payment Structure, meaning if asset is "available as required by Project Agreement" repayment of private finance is made in full. If not deductions/penalties are made until performance is returned
- Performance based contracting, resulting in providing a lot of flexibility, innovation and ingenuity to Private Entity
- increase short-term and long-term (life-cycle) quality, safety and reinvestment Availability Payment Structure and Private Finance work as Behavior Tools to into the asset
- Value for Money, when compared to other deliver methods should be apparent

URS

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Design Build Finance operate & Maintain (DBFoM)

Benefits:

- Provides price certainty in both short-term (construction) and long-term (life-cycle)
- Provides schedule certainty as internal repayment of lenders to Private Entity have many date "certains"
- Large opportunity for implementation of innovations, ingenuity, and best practices
- Typically provides clear Total Overall Price reduction when model fits the Project
- Highly integrated team that is also highly incentivized for long-term quality
- Excellent competitive tension, which drives
- Long-Term quality guaranteed against equity investment
- Maximizes risk transfer

Limitations:

- Newest Project Delivery method that can be quite complex as it spans many years
- Loss of control on many traditional elements as delivery is "outcome based" and guided by performance specifications
- One-off nature can drive up internal costs and education for first transaction
- Procurement and evaluation is extremely strict and guided, but can be quite complex
 - Cost of private financing for availability equity is greater than equivalent rates for public finance

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Comparison Analysis - Project Delivery vs. Objectives

		The second second			
Project Objectives	DBB	D/B	CMAR	DBFoM	DBFoM Comments
Timeliness	0	•	0	•	
Flexibility	0	0	0	0	
Design	0	0	0	0	
Integration with community	•	•	•	•	Uniform project requirements for all Methods
Maximizes site development	0	•	0	•	
Asset quality & longevity	0	0	0	•	
Maximizes competition	0	•	0	•	
Local participation	•	•	•	0	
Fairness & transparency	•			•	Procurement quality independent of Delivery Method
Environmental sustainability	•	•	•	•	Uniform project requirements for all Methods
Risk allocation	0	0	0	•	
Cost certainty	0	0	0	•	Considers both Construction and Long-Term
Value-for money	0	•	0	•	Supported by VfM Analysis
Affordable	0	•	•	•	
Parking	•	•	•	•	Uniform project scope for all Methods

Strongly Achieves Objectives	Mostly Achieves Objectives	Achieves Some Objectives	
•	0	0	
KEY:			





URS 2) Hybrid Project Delivery Solutions and Discussion

Hybrid Project Delivery Solutions and Discussion

Bifurcated/Multiple Project Delivery Methods

Utilization of different Project Delivery methods for key elements of the overall Project vision

Potential Example Structure(s):

- Courthouse Building (DBB, D/B, CMAR or DBFoM)
- Underground Parking Garage (Concession Lease (DBFOM) or other Delivery Method)
- Commercial/Retail/Parking Element(s) (Land-Lease for potential)

Value Adds:

- Removes Underground Parking Structure Risks, Project Costs and Responsibilities from County's Balance sheet as private entity is responsible for entire element
- Provides flexibility as opportunity to deliver the site in a stepped manner controlled by the County and market conditions
- Maximizes value to County as Project Delivery is tailored to each element





URS 3) Project Delivery Options Finalization

A) Recap of June Work Session

- Work Session on June 6th was an in-depth disussion on the 4 (four) Project Delivery Methods that the URS Team was requested to study
- and the Underground Parking Structure with the same type of delivery under The premise of this discussion was based on delivery of both the Courthouse one unified Agreement. A
- discussion with the Court centered on maximizing the project delivery options for The URS Team also presented a Hybrid Project Delivery Approach whereby the presentation was to include as many of the following key points as possible, each element of the overall program. The driver behind this discussion and where reasonable and appropriate: A
- Maximize as many of the Project Objectives as possible (See Slide #5);
- Minimize the cost and subsequent bond issuance undertaken by the County;
- Reduce risks retained by the County; and
- Create a robust opportunity suite of options for the Commission to consider.

B) Design, Build, Finance (DBF) Option

Key Parameters:

- A hybrid between the DBFoM and the DB approach
- CMAR that the Private Entity is fully responsible for Private Finance, but only Project Delivery model that introduces one (1) key element beyond D/B and during construction
- Long Term Financing, Operations, Maintenance and Rehabilitation remain the responsibility (and risk) of the County
- Completion, but payment is made over a time period of 0 to 3 years rather than The repayment of Construction Costs are committed to at Substantial/Final
- There is no deduction scheme during operations but construction performance includes a penalty scheme
- Performance based contracting, resulting in the provision of a lot of flexibility, innovation and ingenuity to Private Entity
- Format has been used in other jurisdictions to gain the advantage of risk transfer during construction while reducing the long term cost of private financing

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B) Design Build Finance (DBF) Option, continued

Benefits:

- Allows the use of lower cost tax exempt debt during operating period
- Provides schedule certainty during construction as internal repayment of lenders have many date "certains"
- Greater opportunity for implementation of innovations, ingenuity, and best practices during construction
- Typically provides clear Total Overall Price reduction when model fits the Project
- Integrated Design and Construction team reduces conflicts
- Excellent competitive tension, which drives value
- Maximizes construction risk transfer
- Ability to delay the County payment may assist in county budget management

Limitations:

- O&M risk is retained by the county only construction risk is transferred
- Construction financing is likely to be in the taxable bank market
- Loss of control on many traditional elements as delivery is "outcome based" and guided by performance specifications
- One-off nature can drive up internal costs and education for first transaction
- Procurement and evaluation is more complex than D/B but less than a DBFoM

C) Project Delivery Decision Discussion (Hybrid Method vs. Single Method)

Court discussion and consideration of the options as follows:

- A. Courthouse & Garage as Single and Identical Project Delivery Method:
- i. Traditional Design Bid Build (DBB)
- Design/Build (DB) or Design Build Finance (DBF)
- iii. Construction Manager at Risk (CMAR)
- Design Build Finance operate Maintain (DBFoM)
- B. Courthouse & Garage delivered as a Hybrid Procurement Package
- i. Garage (Concession) & Court (DBB)
- Garage (Concession) & Court (D/B or DBF)
- iii. Garage (Concession) & Court (CMAR)
- iv. Garage (Concession) & Court (DBFoM)

D) Court Direction and Next Steps

For the work and the Project to proceed effectively, the following elements need direction from the Court:

- ➤ Decision on Project Delivery Method(s) (July 9 to July 16, 2013)
- Contract Finalization (September 3, 2013)
- Phase 1 Work Commencement (September 4, 2103), including but not limited to:
- Develop complete Project Definition
- Costs
- Schedule
- RFQ Preparation and solicitation for A/E services
- Public Information Process and Education Package
- Other Key Due Diligence Items
- Completion of Phase I, 6 to 9 months (May 2014)
- ▶ Next Phases

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Questions/Discussion

URS

Waterials from June Work Session Presentation (Provided as Background Information to the Court)

Three Part Approach for June Work Session

- Part 1 Brief Review and Summation of Data Provided by County, including but not limited to):
 - E&Y Feasibility Analysis of Delivery Options and Value-for-Money Analyses
- Broaddus Facilities Master Plan
- 15 Person Committee Recommendation
- Travis County Risk and Project Cash-flow Model (version 14)
- Part 2 Procurement Delivery Option Analysis and Discussion:
- Design Bid Build (DBB)
- Design Build (D/B)
- Construction Manager at Risk (CMAR)
- Design Build Finance operate & Maintain (DBFoM)
- Part 3 Hybrid Project Delivery Solutions and Discussion

URS Scope – Phase 1A

URS was engaged by Travis County to conduct Pre-initiation Phase Services to provide assistance in the determination of the Delivery Method for the Project, which includes:

- Review and Analysis of Previous Work Products
- Meet with County Staff and Commissioners Court
- Refine and Finalize Procurement Option Analysis for the 4 specified Project Delivery Methods (DBB, D/B, CMAR, and DBFoM)
- Present Summary of Pros and Cons of Each Delivery Method
- Assist the Commissioners Court, as Required, in Final Project Delivery Method(s)

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Project Objectives (*)

Evaluation Criteria	Desc	Description
Timeliness	A	Achieves delivery of the Courthouse as soon as possible
Flexibility	A	Supports meeting the County's future needs for additional space
Design	A	Supports the Project objectives for the design of the building including innovation in design and providing a world-class building of significance
Integration with community ¹⁰	A	Provides a Courthouse that enhances the community
Maximizes site development ¹⁰		Captures the value of the commercial/residential development and reduces the cost of the Courthouse to the County
Asset quality and longevity		Supports the construction of a Courthouse that will be of high quality and will be fit for the purpose for the next 50 to 60 years
Maximizes competition		Attracts a broad field of competitors, thereby driving innovation and value
Local participation	A	Supports and encourages local participation and local employment
Fairness and transparency	•	Supports the County's requirements for fairness and transparency
Environmental sustainability	A	Supports the County's objectives for environmental sustainability
Risk allocation		Allocates material risks to the party best able to manage them
Cost certainty	A	Provides the County with certainty of cost for both the construction and the Project life
Value-for-Money	A	Achieves delivery of the Courthouse and provides Value-for-Money to the County
Affordable	A	Ensures profile of contracted payments for the Courthouse is affordable within the funding constraints of the County
Parking	A	Provides adequate parking to meet the needs of judges, staff and other users of the building

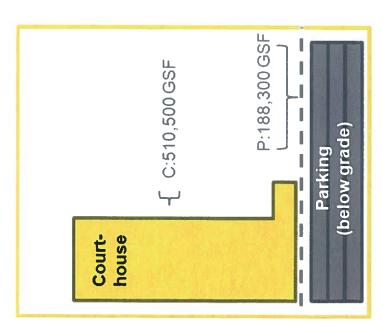
(*) - Approved by Commissioners Court on February 28, 2012



Physical Layout Options

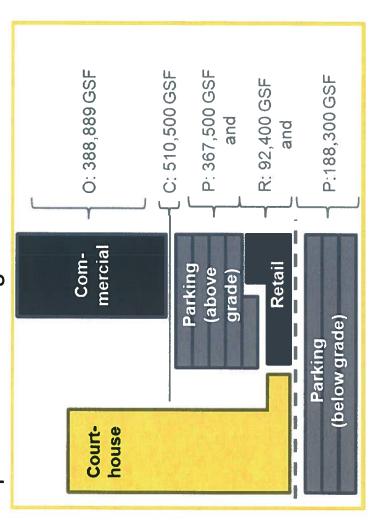
Option 1: Courthouse Only

- Free-standing Courthouse
- 3-story Underground Parking Structure



Option 2: Courthouse + Commercial

- Courthouse and Underground Parking Same as Option 1
- 2nd Structure is Tower with Retail, Commercial Spaces and Parking



- <u>Notes</u>: 1) GSF = Gross Square Feet
- 2) Option 2 not employed as too speculative

Project Delivery Options – Construction Costs

Total Construction Costs per Option Scenario and Project Delivery Model ⁽¹⁾

\$268,827,680	\$297,439,840	\$284,437,193	\$291,607,685	Total Construction Costs
59,871,271	84,304,303	75,480,784	82,651,277	- Soft Costs
12,065,970	12,307,289	12,065,970	12,065,970	- Parking (above + below + excavation)
196,890,439	200,828,248	196,890,439	196,890,439	- Courthouse (hard costs + earthwork)
Courthouse Only	Courthouse Only	Courthouse Only	Courthouse Only	Physical Options
DBFoM (Private Finance)	CMAR (Public Finance)	DB (Public Finance)	DBB (Public Finance)	Procurement Option
(DBFoM)	(3)	(D/B)	(DBB)	(\$) real
Design Build Finance operate Maintain	Construction Manager At-Risk (CMAR)	Design Build	Design Bid Build	

NOTES:

- (1) As set out in Project Funding section below, the Construction costs are assumed to be funded 100% by the County for the DB and DBB options and 60% by the County in the case of the DBFM(O).
 - (2) Floor-to-area ratio accounts for applicable parking square footage both above and below grade
- (3) Costs for CMAR not included in E&Y Reports. Information extrapolated for purposes of discussion only, and requires detailed analysis.



Total Project Costs & Value for Money (VfM)

Total Costs to the County	DBB	D/B	CMAR	DBFoM
Projected Discount Rate 7.00% Construction Phase Costs (NPC)	Total (\$'000s) NPC	Total (\$'000s) NPC	Total (\$'000s) NPC	Total (\$'000s) NPC
Design & Construction Costs	207,822	201,592	211,978	0
County Funding for DBFoM Design & Construction Costs	0	0	0	115,615
Risks Transferred (incl. Escalation)	2,780	3,887	3,767	0
Retained Risks	14,206	7,610	13,220	3,870
Owner's Costs	27,765	26,855	27,765	26,001
Honorarium	0	763	763	763
	252,573	240,706	257,493	146,249
Operating Phase Costs				
Operating Costs	49,021	49,021	49,021	0
Retained Operating Costs Risks	5,925	6,260	6,260	362
Maintenance Costs	16,873	16,873	16,873	0
Total Service Payments under DBFoM	0	0	0	165,740
. 4	71,819	72,154	72,154	166,101
Total NPC of County Costs	324,393	312,860	329,647	312,351
Value for Money Results		11,533	(5,254)	12,042
		3.6%	-1.6%	3.7%

SOURCE OF INFO: E&Y Feasibility Analysis with exception of CMAR analysis, which was extrapolated using assumptions developed by E&Y.



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Total Project Costs & Value for Money (VfM), cont.

Key Points & Notes:

- Value for Money (VfM) is a process and evaluation tool whereby a Baseline Project Delivery Method (Public Sector Comparator) is compared against the overall (whole-life) costs of an alternative Project Delivery Method to gauge which is the better overall value proposition.
- determining the present value, the costs have been discounted by the Discount Rate back to a common date to enable a comparison of the costs to the County of a series of costs over a Net Present Cost (NPC) is the sum of the present value of all costs of the Project. In
- Costs for CMAR not included in E&Y Reports. Information extrapolated for purposes of discussion only, and requires detailed analysis.
- viable, feasible and offer the necessary opportunity for the County to successfully complete All four of the selected Project Delivery Method options (DBB, DB, CMAR and DBFoM) are the development of the new Courthouse.
- DB and DBFoM both have the ability to provide value for VfM when compared to DBB. In addition the qualitative benefits of DB and DBFoM also make these options attractive compared to DBB. CMAR indicates at this point of time to have a "negative" VfM.
- The commercial development could offer up to \$23m of value to the County, but that value has not been included as indicated in the E&Y Report.



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Legality Review

Hawkins Delafield & Wood LLP have analyzed current legislation and advised that DBB, D/B and DBFM(O) are permitted and legal Project Delivery Methods available for use by the County and on the Courthouse Project

- Travis County Attorney's Office has reviewed and confirmed the above analysis
- Travis County Attorney's Office has also advised that CMAR is a legal and available Project Delivery Method for use by the County and on the Courthouse Project



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Jesus Angel Gómez/854-1187; Marvin

Brice, CPPB/854-9765

Elected/Appointed Official/Dept. Head: Cyd V. Grimes, C.P.M., CPPO

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Discuss and take appropriate action on request to authorize Purchasing Agent to issue Request for Qualifications (RFQ) for Professional Consulting Services for the Adult Correctional System Needs Analysis and Master Plan Update.

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

Subject draft RFQ and draft Professional Services Agreement (PSA) is for the procurement of professional consulting services required for the development of documents for the Adult Correctional System Needs Analysis and Master Plan Update, as outlined below in an excerpt from the RFQ Scope of Services.

Travis County is seeking an expert to work with County staff to conduct a review of the adult criminal system, starting with the current court operations that feed into the need for additional jail bed days. Current booking and jail operations review should address staffing, health care, inmate services, program delivery, classification and bed utilization.

Phase I – Court System Data Analysis; Review of Jail Operations; Evaluation of Inmate Population and Forecast of Physical Plant Needs

The results of this analysis will determine the need for additional and/or replacement beds by bed type in the adult correctional system. This analysis will identify the cost, staffing and time impact on the system of inmate transports to and from court proceedings and ways to mitigate the need for transports other than the use of video.

Phase II – Physical Plant Review; Perform Project Management and Support of inter-gration data/findings; Develop Final Report

Respondents to the RFQ should have nationally recognized credentials in the field of effective and efficient criminal court system delivery and adult correctional system management and design. The consultant should have demonstrated expertise in producing reliable long-term projections for both court systems and correctional systems, accounting for the impact of one system on the other.

Staff request approval of the RFQ including the Scope of Services and authorization for RFQ issuance by the Purchasing Agent.

REQUESTED ACTION:	
ApprovedDisa	proved
Judge Samuel T. Biscoe	Date

PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

700 Lavaca Street, Suite 1580 P.O. Box 1748 Austin, Texas 78767



MEMORANDUM March 11, 2013

TO: Marvin Brice, Assistant Purchasing Agent, Purchasing Office

FROM: Belinda Powell, Strategic Planning Manager, Planning & Budget Office

SUBJECT: Draft Scope of Work for a proposed Request for Services to complete an Adult

Correctional System Needs Analysis and Master Plan Update.

Included on the Fiscal Year 2013 Budget for General Administration is funding to provide services to assess the upcoming needs for the adult correctional system. The attached draft scope of work document has been prepared in conjunction with Justice & Public Safety, the Travis County Sheriff's Office and the Office of Court Administration for the Criminal Courts, and the presiding District Criminal Court Judge.

Please note that the scope of work proposes two phases of work. The Phase I work is intended to be contracted for at this time with an understanding contained in the RFS language that subject to performance of the selected vendor they may be asked to continue into Phase Two as generally described in the scope of work. Phase II work will be further defined and refined after the Needs Analysis as the results of Phase I may impact the detailed scope of work for Phase II. The Phase II work will need to be funded in Fiscal Year 2014 or 2015 depending on when the Phase I work is completed. The Phase I analysis is a comprehensive look up stream portions of the Justice system that may impact the facilities needed in the Phase II or Master Plan portion of the project.

The intent is that an assessment that includes initiatives on the part of the Criminal Court system to reduce transportation costs for some dockets may also affect the number and types of jail beds that will need to be provided at the Travis County Correctional Complex in Del Valle. Additionally, consideration must be given to the impact of developing a new central booking facility and the planned demolition of the Travis County Jail currently located in the Central Campus in downtown Austin.

Currently, there is an on-going discussion as to whether PBO Strategic Resource Planning or Justice & Public Safety staff will be the Project Manager for this collaborative project. Therefore funds have not been requested to transfer form General Administration to one of the office at the time. I anticipate that this decision will be made in the next several weeks before an RFS is

awarded. If funds must be transferred before the RFS is issued, please advise me as to when the transfer request should go to Commissioners Court in order not to delay you in your efforts on our behalf. The current budget for Phase I of the work is \$490,000, FC: 1100010000; Commitment Item number: 511971.

The Evaluation Committee for the RFS should include technical representatives from Justice & Public Safety, Facilities Management Department and Mark Gilbert and me from PBO. It is not suggested that PBO have more than one vote, we just need to be able to discuss the vendor qualifications and work plans/management plans during the evaluation process. Additionally, if stakeholders are included in the evaluation team, a member from TSCO and Criminal Court Administration should be considered to fill those

Thank you for your assistance. Please let me know when this project is assigned to someone and what else I can do to assist you in the preparation of the RFS.

CC:

Leslie Browder, County Executive Planning & Budget
Roger Jefferies, County Executive Justice & Public Safety
Mark Gilbert, AICP, Sr. Planner, Planning & Budget
Roger El Khoury, M.S., P.E., Director Facilities Management Department
Ken Gaede, AIA, Sr. Project Manager, Facilities Management Department
Major Darren Long, Travis County Sheriff's Office
Debra Hale, Mark Erwin, and Tonya Watson, Criminal Court Administration

PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS



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

MEMORANDUM

July 1, 2013

To: Cyd Grimes, Travis County Purchasing Agent

From: Mark Gilbert, Senior Planner, Planning & Budget

Re: Agenda Request for Adult System Needs Analysis RFQ (Q1304-002-AG)

We would like to request an agenda item be posted under Purchasing Items to the next available Commissioners Court Agenda regarding the issuance of Request for Qualifications (RFQ) No. Q1304-002-AG, Adult System Needs Analysis and Master Plan Update. Funding is currently available under General Administration. This project will be executed in conjunction with Criminal Justice Planning, and the appropriate budget will be transferred to that office upon approval and execution.

Thank you,

Mark Gilbert

CC:

Marvin Brice, Purchasing Jesus Gomez, Purchasing Leslie Browder, PBO Belinda Powell, PBO



TRAVIS COUNTY PURCHASING OFFICE

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

700 Lavaca, Suite 800 / Austin, Texas 78701 / (512) 854-9700 / Fax (512) 854-9185

July 10, 2013

You are invited to submit your Qualifications Statements in accordance with the instructions in this Request for Qualifications (RFQ) #Q1304-002-AG, Professional Consultant Services for the Adult Correctional System Needs Analysis and Master Plan Update. An original Qualifications Statement and eight (8) copies must be submitted to the Travis County Purchasing Agent, 700 Lavaca, Suite 800, Austin, Texas no later than 2:00 p.m., Central Standard Time, on August 07, 2013.

You may upload your Statement of Qualifications (SOQ) to Travis County's third-party online procurement website, Bidsync.com, no later than 2:00 p.m., Central Standard Time, on August 07, 2013.

*Please upload only one pdf document. If you submit your SOQ online, you shall also submit an original and eight (8) hard copies.

There is no expressed or implied obligation for Travis County to reimburse respondents for preparing Qualifications Statements in response to this request, and Travis County will not reimburse such expenses.

Qualifications Statements not submitted electronically must be submitted to the Travis County Purchasing Agent in a sealed envelope addressed to:

CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT 700 LAVACA, SUITE 800 AUSTIN, TEXAS 78701

and the envelope in which the Qualifications Statements are enclosed is to be marked:

REQUEST FOR QUALIFICATIONS
PROFESSIONAL CONSULTANT SERVICES FOR
THE ADULT CORRECTIONAL SYSTEM NEEDS ANALYSIS
AND MASTER PLAN UPDATE
RFQ #Q1304-002-AG
DO NOT OPEN IN MAILROOM

Further information may be obtained by calling the Purchasing Office at (512) 854-9700.

Sincerely,

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

CVG:jgw

REQUEST FOR QUALIFICATIONS (RFQ) PROFESSIONIAL CONSULTANT SERVICES FOR

THE ADULT CORRECTIONAL SYSTEM NEEDS ANALYSIS AND MASTER PLAN UPDATE

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PART II PROFESSIONAL SERVICES

This entire section will become <u>Appendix A, Scope of Services</u>, to the Professional Services Agreement (PSA). To view a draft version of the PSA, please visit the Travis County FTP site.

To access Travis County's FTP site, please go to link below and use the login name and password as provided, which are case-sensitive:

https://ftpservice.co.travis.tx.us

Username: purchguest Password: Purchguest1

Select the project folder named RFQ DRAFT PSA, and then click the left arrow to transfer the project folder to your local computer directory.

PART III RFQ ATTACHMENTS

ATTACHMENT 1	PROFESSIONAL SERVICES QUESTIONNAIRE
ATTACHMENT 2	HUB DECLARATION AND LIST OF CERTIFIED HUB
	SUBCONTRACTORS
ATTACHMENT 3	DETERMINATION OF GOOD FAITH EFFORT
ATTACHMENT 4	ETHICS AFFIDAVIT
	EXHIBIT A: SEE ATTACHED KEY CONTRACTING PERSONS LIST
ATTACHMENT 5	STATEMENT INFORMATION AFFIDAVIT

REQUEST FOR QUALIFICATIONS (RFQ) PROFESSIONIAL CONSULTANT SERVICE FOR

THE ADULT CORRECTIONAL SYSTEM NEEDS ANALYSIS AND MASTER PLAN UPDATE

PART I - GENERAL INFORMATION

1.0 REQUEST FOR QUALIFICATIONS STATEMENT

The Travis County Purchasing Office, in conjunction with the Travis County Justice & Public Safety office (collectively, the "County") seeks Qualifications Statements from professional consultant firms ("Respondent" or "Consultant") to provide professional consultant services as described in this RFQ.

2.0 THE PROJECT

For purposes of this RFQ, the "Project" means professional consultant services required for the development of plans, reports, processes and procedures for the **Adult Correctional System Needs**Analysis and Master Plan Update located in Travis County, Texas.

3.0 SCOPE OF SERVICES

Refer to Part II of this RFQ.

4.0 REQUIREMENTS FOR STATEMENT

- 4.1 Statements submitted in response to this RFQ must include the completed Professional Services Questionnaire (Attachment 1) and any other information supplemental to the questionnaire that will aid in the evaluation. The questionnaire must be filled out completely. No modifications may be made to the wording of the questions. Statements submitted with questionnaires that are incomplete, inaccurate, or that have been altered are subject to rejection.
- 4.2 Respondents may submit Qualifications Statements as individual firms or as joint ventures, provided that all Joint Venture firms must be engaged in the actual performance of professional consultant services (requiring a registered professional on staff) where these activities are defined as basic services in the Draft Professional Services Agreement.
- 4.3 Respondents must submit a Technical Plan outlining their approach to the Scope of Services included in Part II of this RFQ and how they intend to meet County objectives. The Technical Plan must also describe any other supportive related services the Consultant will provide to achieve a comprehensive approach to a Needs Analysis and Master Plan Update.
- 4.4 Respondents must produce a Critical Path Method schedule ("CPM") detailing the phases of service for the accomplishment of the Project. The schedule must include activities to be performed by the Consultant for purposes of providing reports, obtaining approvals, and preparing for reviewing periods. The schedule will be used as a planning tool by the County and the Consultant to coordinate all phases of service leading up to the issuance of the construction documents for bidding.
- 4.5 The Qualifications Statement must include an organizational chart showing the organizational structure of the Project, a single point of contact with the County, and a general explanation describing Project leadership and reporting responsibilities.

- 4.6 The Statement must include the name, complete address, telephone number, and email address of the Respondent or the person in the Respondent's organization who is authorized to negotiate contract terms and render binding decisions on contract matters.
- 4.7 The County, at its sole discretion, expressly reserves the right to request any additional information from a Respondent that is deemed relevant to this RFQ. All responses in the Statement will be reviewed for accuracy and Respondent may be required to provide additional information in support of those Statements. Statements that cannot be verified as to accuracy may be discounted in the evaluation process.

5.0 HISTORICALLY UNDERUTILIZED BUSINESS (HUB) REQUIREMENTS

It is the policy of the County that HUBs will have the maximum opportunity to participate in the performance of County contracts and subcontracts. The Travis County HUB Program participation goals in the Professional Services category are **an overall 15.8% for Minority-Owned Business Enterprises** (MBE) and an Overall 15.8% for Woman-Owned Business Enterprises (WBE). (Sub-goals: 1.9% African-American, 9.0% Hispanic-American, 4.9% Native/Asian-American) of the Contract Sum. The program strongly encourages Respondent(s) to initiate a "Good Faith Effort" to provide subconsulting opportunities to Certified HUBs. The "Historically Underutilized Business (HUB) Declaration" forms (Attachment 2), along with the "Determination of Good Faith Effort" Checklist (Attachment 3), must be completed and returned with the Qualifications Statement. To be considered as a Certified HUB, the Respondent and/or Subconsultant must have officially been certified as a HUB, M/WBE or Disadvantaged Business Enterprise (DBE) by either the State of Texas, the City of Austin, or the Texas Unified Certification Program and must hold a current certification at the time the Contract or Subcontract is signed.

The Respondent to whom the contract is awarded (the "CONSULTANT") shall be responsible for the use of the Vendor Tracking System ("VTS") and require all subconsultants to be responsible for system reporting. The VTS system electronically tracks payments to all first-tier subconsultants. Training and access is provided by the Travis County HUB Office after award.

6.0 STATEMENT OF QUALIFICATIONS AND TECHNICAL PLAN

- 6.1 An evaluation committee comprised of County staff will review and evaluate the Statement of Qualifications (SOQ) and Technical Plan submission as follows:
 - 6.1.1 Written submissions will be evaluated and scored using the Evaluation Criteria set forth in paragraphs 6.4.1 6.4.4 below. The scores received may be used to identify a "shortlist" of Respondents.
 - 6.1.2 If the County short-lists the Respondent firms, those shortlisted may be asked to make an oral presentation of their Technical Plan to the evaluation committee. In addition to the oral presentation, each firm will be interviewed. The oral presentation and interviews will be evaluated and scored in those categories listed in paragraph 6.5.1, below.
 - 6.1.3 After interviews, the Purchasing Agent and County Executive of Justice & Public Safety will make a recommendation for contract negotiation to the Commissioners Court based upon the final evaluation score.

NOTE: The final evaluation score will be based solely on the oral presentation and interview score. The SOQ and Technical Plan scores will be used only in the initial phase to "shortlist"

Respondent firms.

- 6.1.4 The Commissioners Court, at its option, may accept the recommendation of the evaluation committee and/or request that presentations be made directly to the Court for further evaluation.
- 6.1.5 The Commissioners Court will select the firm that is determined to be the most highly qualified Respondent on the basis of demonstrated competence and qualifications, and authorize the Purchasing Agent and County Executive of Justice & Public Safety, or their authorized representatives, to negotiate a contract at a fair and reasonable fee.
- 6.1.6 Should an agreement not be reached with the selected firm, the Commissioners Court will then direct staff to begin negotiations with the next most highly qualified Respondent. This process will continue until a contract is finalized.
- 6.2 The County reserves the right to consider any other criteria that might be relevant with respect to the goals to be achieved by this RFQ. In consideration of the submittals, the County reserves the right to select the acceptable Respondent(s) that offer conditions most favorable to the County. As a result of any past experience with or investigations into any proposed firms or team member, the County reserves the right to suggest changes to the makeup of any proposed Project team.

Additional information that the County may consider in evaluating Respondents is listed below:

- 6.2.1 Local Office: Work to be performed locally
- 6.2.2 Previous Work/Projects with Travis County
- 6.2.3 Financial Limitations: Financial Capability
- 6.2.4 Recent Audit by a Governmental Entity
- 6.2.5 Legal Considerations: Liability Insurance, Lawsuits
- 6.2.6 Will current workload impede firm's ability to complete this work on time?
- 6.2.7 Objections to PSA
- 6.3 Respondent may submit either as a Prime Firm or a Joint Venture, provided that all Joint Venture firms must be engaged in the actual performance of the professional services solicited in this RFQ.

The Statement of Qualifications and Technical Plan Evaluation Criteria set forth in paragraphs 6.4.1 - 6.4.4 below will be evaluated using the weighted evaluation factors and corresponding percentage (%) scale as listed below, for which points (1-5) will be assigned, based on information submitted for all Primes or Joint Ventures, and Subconsultants. The scale is as follows:

- 6.3.1 Minimally Acceptable
- 6.3.2 Acceptable
- 6.3.3 Slightly Above Acceptable
- 6.3.4 Significantly Above Acceptable
- 6.3.5 Superior

6.4 STATEMENT OF QUALIFICATIONS AND TECHNICAL PLAN EVALUATION

Respondents will be evaluated across four criteria, each weighted with the percentage indicated. All four categories add up to 100%.

The scores of all Evaluation Committee Members will be added together to arrive at each firm's total score for the SOQ and Technical Plan.

6.4.1 EXPERIENCE OF STAFF (40%)

Respondent must have sufficiently experienced current full-time staff, both registered professionals in the applicable field and technical and administrative support staff, to competently and efficiently perform the work. Individual Project team members assigned to this Project and identified in the Project management chart must have work experience pertinent to the Project under consideration and local conditions. All work performed by the members of the Project team during the past ten years that relates to, and will contribute toward, the success of the Project will be considered. For the projects Respondent claims as pertinent to this Project, the Respondent must provide documentation of Project team members' individual experience that demonstrates experience with Courts and Correctional planning, operational analysis and design.

6.4.2 PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE (10%)

The Prime Firm (or Joint Venture firm) identified in the Project management chart must have work experience pertinent to the Project under consideration and local conditions. All work performed by the members of the Project team during the past ten years that relates to, and will contribute toward, the success of the Project will be considered. For this Project, Respondent is required to indicate the number and total cost of successful similar projects undertaken by the firm(s) of the Project team. For the projects Respondent claims as pertinent to this Project, the Respondent must provide documentation that demonstrates the Prime (or Joint Venture) Firm's experience with Courts and Correctional planning, operational analysis and design.

6.4.3 SUBCONSULTANT'S COMPARABLE PROJECT EXPERIENCE (10%)

Members of the subconsultant's Project team assigned to this Project and identified in the Project management chart must have work experience pertinent to the Project under consideration and local conditions. All work performed by the members of the Project team during the past ten years that relates to, and will contribute toward, the success of the Project will be considered. For the projects Respondent claims as pertinent to this Project, the Respondent must provide documentation that demonstrates the subconsultant's experience with Courts and Correctional planning, operational analysis and design.

6.4.4 WRITTEN TECHNICAL PLAN (40%)

The Technical Plan will be evaluated in four categories, each weighted with the percentage indicated. All four categories add up to 40%. Consistent with the evaluation process used throughout this SOQ and Technical Plan evaluation phase, scoring will be based on points (1-5) assigned for each of the six categories.

- 1) Project knowledge (10%)
- 2) Completeness (10%)
- 3) Clarity (10%)
- 4) Cohesiveness (10%)

The evaluation committee members will also consider as a general matter if they like the plan and believe it will be suitable to the task at hand.

6.5 <u>PROFESSIONAL SERVICES - ORAL PRESENTATION OF TECHNICAL PLAN AND INTERVIEW EVALUATION</u>

Highest-ranked firms that meet the minimum requirements listed above may be "shortlisted" (a minimum of 2 firms and maximum of 5 firms) and invited to have their key staff members make a presentation of their Technical Plan to the evaluation committee and, if requested, to the Commissioners Court. In addition, each shortlisted firm will be interviewed as described below. Each interviewed firm will be asked the same questions. The scoring criteria for the presentation and interview are described in section 6.5.1, below.

6.5.1 ORAL PRESENTATION AND INTERVIEW

The oral presentation and interview will be evaluated in four categories, each weighted with the percentage indicated. All four categories add up to 40%. As in the Statement of Qualifications/Technical Plan evaluation process, scoring will be based on points (1-5) assigned for each of the six categories.

- 6.5.1.1 Project knowledge (25%)
- 6.5.1.2 Completeness (25%)
- 6.5.1.3 Clarity (25%)
- 6.5.1.4 Cohesiveness (25%)

The evaluation committee members will also consider as a general matter if they like the plan and believe it will be suitable to the task at hand.

For the oral presentation and interview evaluation, points will be assigned on the following basis:

Score of 1 = Minimally Acceptable: Typical Basic Services tasks listed and/or discussed with no reference to specific Project design concerns.

Score of 2 = Acceptable: Typical Basic Services tasks listed and/or discussed with little reference to specific Project design concerns.

Score of 3 = Slightly Above Acceptable: Basic Services tasks listed, plus discussion of specific aspects of this Project.

Score of 4 = Significantly Above Acceptable: Basic Services tasks listed, plus discussion of specific aspects of this Project. Plan demonstrates familiarity with or demonstrated experience in the Project area and knowledge of local criteria conditions, ordinances, permitting processes, etc., and includes recommendations for reducing Project costs by outlining a value consultant approach.

Score of 5 = Superior: The above, plus solutions to Project-specific design issues or methods of expediting design and construction timelines.

7.0 OTHER CONDITIONS

- 7.1 All costs directly or indirectly related to the preparation of the response to this RFQ, including any oral presentation which may be required by the County, will be borne solely by the Respondent.
- 7.2 The Respondent must provide a Statement that it will not discriminate against any federal, state, local protected class, employee or applicant for employment because of race, religion, sex, color, or national origin and that said firm(s) will make efforts to ensure that employment is offered to applicants without regard to their race, religion, sex, color, or national origin. The Statement should include a description of any existing affirmative action plan.
- 7.3 The Respondent must provide a Statement indicating compliance by all Prime and subconsultant firms with the Travis County Ethics Policy.

7.4 DEFINITIONS:

- 7.4.1 The term "Agreement" means the Professional Services Agreement awarded pursuant to this Request for Qualifications, including any and all attachments, exhibits, appendices, and other documents incorporated therein by reference.
- 7.4.2 Planning and Budget Office ("PBO") means the County Executive and acts as staff to the Commissioners Court. A Project Manager will be assigned to this Project from the PBO. All communications and direction must be through the Project Manager.
- 7.4.3 The Travis County Purchasing Office ("TCPO") means the County Office responsible for advising the Commissioners Court on all procurements by the County. The Purchasing Agent reports to the Purchasing Board.

7.5 FORFEITURE OF AGREEMENT:

Respondent will forfeit all benefits of the Agreement and County shall retain all performance by Respondent and recover all consideration or the value of all consideration, paid to Respondent pursuant to the Agreement if:

- 7.5.1 Respondent was doing business with any Key Contracting Person at the time of execution of the Agreement or had done business during the 365 day period immediately prior to the date on which it is executed; or
- 7.5.2 Respondent does business with a Key Contracting Person at any time after the date on which the Agreement is executed and prior to full performance of the Agreement.
- 7.5.3 "Was doing business" and "had done business" mean:
 - (A) Paying or receiving in any calendar year any money valuable thing which is worth more than \$250 in the aggregate in exchange for personal services or for purchase of any property or property interest, either real or personal, either legal or equitable; or
 - (B) Loaning or receiving a loan of money; or goods or otherwise creating or having in existence any legal obligation or debt with a value of more than \$250 in the aggregate in a calendar year;

but does not include:

- (C) any retail transaction for goods or services sold to a Key Contracting Person at a posted, published, or marked price available to the general public;
- (D) any financial services product sold to a Key Contracting Person for personal, family, or household purposes in accordance with pricing guidelines applicable to similarly situated individuals with similar risks as determined by the Respondent in the ordinary course of its business; or
- (E) a transaction for a financial service or insurance coverage made on behalf of the Respondent if the Respondent is a national or multinational corporation by an agent, employee or other representative of the Respondent who does not know and is not in a position that he or she should have known about the Agreement.
- 7.5.4 "Key Contracting Person" means any person or business listed in listed in Exhibit A to Attachment 4 ("Ethics Affidavit"), attached to their RFQ and made a part hereof.
- 7.6 Pursuant to Local Government Code Section 262.024(a)(4), the services contemplated by this Request for Qualifications are exempt from the bidding requirements of the County Purchasing Act as they are professional services.
- 7.7 In considering the Qualifications Statements, the County reserves the right to select the Respondent who offers contractual terms and conditions most favorable to the County.
- 7.8 The County expressly reserves the right to reject any or all Qualifications Statements, or part(s) of any Qualifications Statement, received in response to this RFQ or to contract with other entities for provision of the services related to this RFQ, regardless of whether that other entity submitted a Qualifications Statement in response to this RFQ. Requirements stated in the RFQ may become part of the Agreement and any deviations from these requirements must be specifically defined by the Respondent in the resulting Qualifications Statement that, if accepted, may also become part of the Agreement. The County, however, reserves the right to modify the conditions of the RFQ, to contract for segments of this RFQ, or to negotiate the price and any other terms with prospective Respondents as needed. The work to be provided under this RFQ shall not be assignable by the Respondent without the prior express written permission of the Commissioners Court.
- 7.9 Respondent must comply with all applicable rules and regulations of federal, state, and local governing entities.
- 7.10 Respondent(s) must provide a notarized Statement Information Affidavit (Attachment 5) that all information provided in the Qualifications Statement and in any discussions with the Commissioners Court and/or staff is true and accurate to the knowledge of Respondent(s).
- 7.11 Conflict of Interest Questionnaire

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

7.12 Certification of Eligibility

This provision applies if the anticipated contract exceeds \$25,000. By submitting a statement in response to this solicitation, the Respondent certifies that at the time of submission, he/she is not on the federal government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of Statement submission and time of award, the Respondent must notify the Travis County Purchasing Agent. Failure to do so may result in terminating the Agreement for default.

7.13 RFQ DOCUMENTS THAT <u>MUST BE COMPLETED AND RETURNED</u> WITH THE QUALIFICATIONS STATEMENT ARE:

ATTACHMENT 1 PROFESSIONAL SERVICES QUESTIONNAIRE

ATTACHMENT 2 HUB DECLARATION AND LIST OF CERTIFIED HUB

SUBCONSULTANTS

ATTACHMENT 3 DETERMINATION OF GOOD FAITH EFFORTS

ATTACHMENT 4 ETHICS AFFIDAVIT

EXHIBIT A KEY CONTRACTING PERSONS LIST

ATTACHMENT 5 STATEMENT INFORMATION AFFIDAVIT

PART II

PROFESSIONAL SERVICES FOR THE ADULT CORRECTIONAL SYSTEM NEEDS ANALYSIS AND MASTER PLAN UPDATE

SCOPE OF SERVICES

1.0 PROJECT BACKGROUND AND APPROACH

In 2011, Travis County completed a Central Campus Needs Assessment and Master Plan that identified the need to expand criminal court facilities in the central business district in the near future, necessitating the construction of a new central booking facility and the demolition of an existing multi-story jail located in the central business district. Travis County now wishes to conduct a more detailed review of the criminal court system and jail operations to determine the best approach to satisfy future need as the population of Travis County continues to grow. This review is intended to continue the work started in the Central Campus Master plan by refining the analysis of the criminal court system growth that in part determines the need for capacity in the jail system. Additionally, an update to and refinement of the forecasted size of the future central booking facility will need to be performed to prepare for facility development. This analysis should consider the impact of potential independent booking and magistration facilities by the City of Austin (APD). In concert with the refinement of the criminal court system data, a review of the correctional facility located outside of the downtown will be developed to ensure future growth and replacement beds are categorized and planned for development in the future.

Travis County is seeking an expert to work with County staff to conduct a review of the adult correctional system, starting with the current court operations that feed into the need for additional jail bed days. Current booking and jail operations review should address staffing, health care, inmate services, program delivery, classification, and bed utilization. The results of this analysis will determine the need for additional and/or replacement beds by bed type in the adult correctional system. This analysis will identify the cost, staffing, and time impact on the system of inmate transports to and from court proceedings and ways to mitigate the need for transports other than the use of video. The Consultant should have nationally recognized credentials in the field of effective and efficient criminal court system delivery and adult correctional system management and design. The Consultant should have demonstrated expertise in producing reliable long-term projections for both court systems and correctional systems, accounting for the impact of one system on the other.

This analysis is to be performed in a collaborative fashion. The Consultant will provide advice and assistance to County staff in the collection of the court system data necessary to review the impacts of inmate transports to court and identify alternatives to alleviate such impacts. The Consultant will draw on their national expertise to inform the development of the correctional system needs assessment.

2.0 FORMAT OF THE INFORMATION TO BE EXCHANGED

The Consultant agrees to make all information for this Project available to Travis County using the Microsoft Office 2010 suite of software.

3.0 TASKS TO BE PERFORMED

3.1 Court System Data Analysis

3.1.1 Review and evaluate filing and disposition trends and develop court system forecast:

This assessment will include, at a minimum, the following analyses:

- 3.1.1.1 Work with County staff to evaluate historical data related to filings in the criminal court system at both the District and County levels.
 - Review court measures and dimensions provided by Travis County (case filings, dispositions, revocations, etc.), and cross-tabulate attributes as necessary to determine historic correlations and determinants to assist in the development of a forecast.
- 3.1.1.2 Analyze criminal court measures by court and case type for both District and County courts and in-custody and out-of-custody defendants.
 - Analysis of relevant criminal court measures (cases and revocations disposed, age of
 case bands, time to disposition bands, booking to filing bands, settings to disposition,
 jail initial length of stay, etc.).
- 3.1.1.3 Develop/update a forecasting model that accounts for the advent of specialty courts in the criminal court system.
 - Extrapolate historic and current data to develop preliminary future projections
 - Determine which factors may impact the criminal court system and assess the probable impact of changes and innovations in court system delivery to future filings, disposition rates, and the consequent jail system impacts

3.1.2 Evaluate the impact on court processing time frames and disposition rates of various initiatives:

- 3.1.2.1 Analyze the impact of the current specialty courts on the disposition rates for the specialized caseloads involved. Current specialty courts include DWI court, expedited dockets for certain drug related offenses, etc.
 - Develop disposition rate projections based on range of scenarios with varying levels of specialty court utilization
 - Consider impact of specialty court system in other locations to provide founded basis for assumptions

3.2 Review of Jail Operations

3.2.1 Review inmate population forecasts:

- 3.2.1.1 County staff will provide a written methodology and model that is currently used to forecast the growth of the in-custody population at the jail. The Consultant will review these materials and assist county staff in the evaluation of the impacts of recent programs in the criminal court system that appears to be having a favorable impact on the jail population. The analysis should include the following:
 - 3.2.1.1.1 Review of the current model.
 - 3.2.1.1.2 Identification of likely impacts of the court programs.
 - 3.2.1.1.3 Determination of the appropriate modifications to the model to more accurately forecast changes in the inmate population. Make recommendations for a more predictive model based on Consultant expertise and best practices knowledge as necessary.
 - 3.2.1.1.4 Identify the booking and forecast volumes through 2035.
 - 3.2.1.1.5 Identify impacts on booking volumes and forecast to 2035 under an assumption that the City of Austin Police Department pursues separate Page 12 of 36

booking and/or magistration plans and facilities.

3.2.2 Review and evaluate current classification and bed utilization:

- 3.2.2.1 The Consultant will partner with County staff in developing a detailed profile of the current correctional system population to determine the aggregate capacity levels and custody classification levels for correctional facility beds needed to effectively support the current inmate population.
 - 3.2.2.1.1 Travis County staff will provide the Consultant with the Housing Unit Assignment Plan methods currently used by the Travis County Sheriff's Office (TCSO), including a two-year snapshot of the inmate population by classification to include classification over-rides or re-classifications.
 - 3.2.2.1.2 The Consultant will assess the current TCSO Housing Unit Assignment methods and provide feedback and recommendations related to the methodology.
 - 3.2.2.1.3 The Consultant will provide technical support as needed for the duration of this portion of the analysis.
 - 3.2.2.1.4 Travis County staff will develop a current inmate profile using the revised/improved Housing Unit Assignment Plan methods. Inmate population information will include charge, legal status, risk levels, and demographic data for the correctional system and then for key offender groups by gender (to include special needs such as medical and mental health).
 - 3.2.2.1.5 The Consultant will review and provide feedback on the revised Housing Unit Assignment Plan prepared by Travis County.
- 3.2.2.2 The Consultant will evaluate the current use of beds from a custody classification perspective to determine maximum utilization under current Texas Commission on Jail Standards rules. This task should include the validation of the current classification tools, process, and system being used.
 - 3.2.2.2.1 Travis County staff will provide current internal evaluation data and any other information as identified by the consultant for use in the validation of the TCSO classification system and bed utilization.
 - 3.2.2.2.2 The Consultant will prepare a written report that summarizes facility-specific and overall findings and recommendations regarding the utilization of the classification system and validity of the classification system for the male and female inmates at initial classification and reclassification.
 - 3.2.2.2.3 The Consultant will evaluate the current use of beds from a custody classification perspective to determine the maximum utilization of beds under current Texas Commission on Jail Standards rules and summarize their findings.

3.2.3 Review and evaluate current inmate health care and program services delivery:

3.2.3.1 The Consultant will review inmate health care to include current protocols, strategies to

- reduce costs (including telemedicine opportunities), reimbursement plans, and the current service delivery system, with an eye toward saving costs.
- 3.2.3.2 Travis County staff will collect and provide the Consultant with the any data identified by the consultant as necessary for the performance of an analysis of the delivery of health care for the incarcerated population.
- 3.2.3.3 The Consultant will review the current inmate health care system and provide a written report documenting the current delivery system and highlighting any recommended changes and/or cost saving strategies. The report will provide a clear understanding of the factors impacting cost and the potential for cost savings by following recommended strategies.
- 3.2.3.4 Travis County staff will assess the effectiveness of current programs (both statutorily required and discretionary) in relation to the profile of the population(s) using the programs and develop any recommendations for changes in delivery methods within the confines of the Fiscal Year (FY) 2013 funding levels for program services.
 - 3.2.3.4.1 Travis County staff will collect data, develop an assessment, and provide the Consultant with written findings concerning the effectiveness of the current programs and delivery methods of those programs in relation to the population being served.
 - 3.2.3.4.2 The Consultant will be on-call for technical support for the duration of this analysis.
 - 3.2.3.4.3 The Consultant will provide written feedback/comments and recommendations for improvements on the findings provided by Travis County.

3.2.4 Review and evaluate current staff deployment:

The analysis will include at a minimum, the following areas:

- 3.2.4.1 Conduct a staffing analysis and review staffing patterns for all security personnel in all jail facilities, including Central Booking and the Transportation Unit. The following should be considered during the review:
 - Texas Commission on Jail Standards requirements for inmate supervision;
 - Type of inmate custody/security classification for each post, unit size and unit design;
 - Impact of having numerous free-standing, independent housing facilities;
 - Movement of inmates to programs and services, both statutorily required and local option/discretionary (such as meals and recreation versus educational or work programs);
 - Movement and transportation of inmates to Court hearings, clinic visits, hospitalizations, etc.; and
 - Alternative shift schedules if allowed by law.
- 3.2.4.2 Conduct a staffing analysis and review staffing patterns of all support, program, and administrative areas and functions (i.e. non-custody staff) in the Corrections Bureau and the Transportation Unit. The following should be considered during the review:

- Alternative shift schedules if allowed by law;
- Cost-benefit of out-sourcing functions under the support, programs and administrative areas:
- Analysis should include both security and non-security posts filled with sworn positions;
- Development of a fixed post formula for civilian assignments; and
- Assessment of the potential for further use of civilian positions in lieu of sworn positions, and the converse option of replacing civilians with sworn officers where service delivery improvement or cost efficiencies may exist.
- 3.2.4.3 Review methods of developing the correctional staffing shift relief factor and provide recommendations as to any changes in methodology that would more accurately reflect actual hours worked.
 - Review should include best practices related to 24/7/365 operations and the administration of leave; management of overtime; mandatory training schedules, etc. and how these factors affect the relief factor calculations.
- 3.2.4.4 Review methods to make correctional staff resources more efficient, including but not limited to the following:
 - Review of all standard operating procedures
 - Review all overtime usage and causes and suggest alternative actions to reduce overtime, to include developing models of planned leave to better manage staff vacations, military leave, mandatory training, etc.;
 - Review impact of scheduled inmate activities and programs on staffing;
 - Review of emerging technologies to improve staff efficiency and effectiveness;
 - Review of inmate movement to and housing at medical facilities,
 - Review of inmate movement to and from court proceeding, and
 - Review the span of control for all supervisors.

3.3 Evaluation of Inmate Population and Forecast of Physical Plant Needs

3.3.1 Analysis of the inmate population:

- 3.3.1.1 The Consultant will assist County staff in the development of an inmate population study in order to describe the jail population and provide information useful for the planning of programs, as well as to identify the proportion of the inmate population that might be eligible for various alternatives to incarceration.
 - 3.3.1.1.1 The Consultant will provide County staff with tools and methods for collecting the data necessary to develop population projections for the jail system.
 - 3.3.1.1.2 The Consultant will provide County staff with the necessary training on the use of the tools provided for the collection of the necessary data.
 - 3.3.1.1.3 Travis County staff will collect all data and conduct any fieldwork requested by the Consultant.

- 3.3.1.1.4 The Consultant will conduct any interviews with policymakers necessary to develop detailed population projections for the jail system.
- 3.3.1.1.5 The Consultant will review all the data collected and work developed by County staff and identify any deficiencies in the information or corrections that are needed.

3.3.2 Inmate population projections and forecast of bed needs:

- 3.3.2.1 The Consultant will use the information developed in task 3.3.1, Analysis of the inmate population, to provide all statistical and analytical work needed to develop detailed inmate population projections for the next 20-year period. Projections will be presented in 5-year increments with an indication of the percentage of reliability lost over time.
 - 3.3.2.1.1 Consultant will meet or videoconference with County staff and authorities to review the projections and receive feedback.
 - 3.3.2.1.2 Consultant will revise the projections as warranted and produce a final written report detailing the inmate population projections.

PHASE II

All Phase II services are subject to funding by the Commissioners Court and satisfactory completion of the Phase I services.

3.4 Physical Plant Review:

- 3.4.1 Travis County staff will update the physical evaluation of all facilities and assess the remaining life cycle of each facility. This will include any new construction, architectural design changes that have occurred since 2005 (to improve staffing efficiencies), and any renovation and/or improvements to the mechanical, electrical and plumbing (MEP) systems of each facility for the same period. Travis County staff will provide a written report detailing this information to the Consultant.
- 3.4.2 The Consultant will work with County staff to refine and update the existing Master Plan for the Correctional Complex Site at Del Valle to include the addition of jail beds and facilities identified in Phase I to improve the operations of the criminal court system and the correctional complex at Del Valle, as well as refine the existing Master Plan concepts for the development of a new central booking facility in the Central Campus. Development scenarios should include the planned demolition of facilities at the Correctional Complex that have reached or exceed their useful life as determined through the evaluation described above. Additionally, development should be phased to match the need for additional capacity as well as the planned replacement schedule for facilities. Operating cost scenarios should be included in the development scenarios for the facilities.
 - 3.4.2.1 The Consultant will provide an initial set of development scenarios for the central booking facility and for the Correctional Complex at Del Valle to be used in an initial planning session/workshop between Travis County staff, officials, and the Consultant. The initial development scenarios will include the possibility of selective demolition of existing facilities.
 - 3.4.2.2 The Consultant will provide an agenda for and facilitate the initial planning session

on the draft development scenarios for central booking and the Correctional Complex at Del Valle. Travis County staff and the Consultant will discuss potential changes to the current development strategies for central booking and at the Correctional Complex, as well as initial development scenarios provided by the consultant. The Consultant will provide design/massing analysis, as well as site and staffing concepts during the session.

- 3.4.2.3 The Consultant will redraft the development scenarios, factoring in the results of the initial planning session in preparation for a second planning session.
- 3.4.2.4 The Consultant will provide an agenda and facilitate a second planning session in order to reach consensus on a final development scenario for the central booking facility and development for the Correctional Complex at Del Valle.
- 3.4.2.5 The Consultant will finalize the development scenario and develop staffing concepts and/or changes in staffing related to implementing the agreed-upon plan.
- 3.4.2.6 The Consultant will develop cost estimates for the improvements and staffing for the agreed-upon development plan that considers the redeployment of existing staff resources and identifies the redeployed positions.
- 3.4.2.7 County staff will work with the Consultant on the development of operating costs for the proposed developments of central booking and the Correctional Complex at Del Valle.
- 3.4.2.8 The Consultant will work with Travis County staff to prepare a timeline for the execution of the development plan that is developed in the workshops. The timeline will take into consideration the need, if any, for additional capacity requirements identified in the needs analysis and jail population analysis.

4.0 Project Management and Support and Final Report

- 4.1 The Consultant's support staff will work on numerous tasks and data analyses off-site and in report preparation. The Consultant management team will work across all tasks coordinating the work effort, assisting and monitoring County staff activities as needed, and conducting analysis and integration of data/findings prepared by County staff into consultant reports when required by this scope of work. The Consultant support staff will also provide technical support as necessary to support County staff for the duration of this court system and jail assessment.
 - 4.1.1 Project Management meetings will occur weekly between the Consultant project manager and County project manager either through Internet conferencing, if available, or by telephone call / conference call initiated by the County project manager.
 - 4.1.2 Meetings with Commissioners, the County Judge, Sheriff, Criminal Court Judges, and other elected officials will be coordinated to occur during trips the Consultant has planned for other on-site work in an effort to avoid any unplanned trips.
 - 4.1.3 The Consultant will be present for the presentation of the final Project report to the Commissioners Court.

The Consultant is responsible for the development of a final comprehensive report for this study, to include any analysis information/reports developed by Travis County staff as they relate to the Consultant's tasks for the appropriate integration of the information to occur and to translate to the tasks performed by the

Consultant.

5.0 Specific Project Information, Location and Limits

Potential Sites for assessment and information gathering sources may be located within the Travis County's Sheriff's Office correctional facilities. The Consultant understands that there are inherent dangers and complexities to working in, and around, a correctional complex. The Consultant and its staff will utilize only employees who will not raise a risk of danger to the correctional complex.

The Consultant, upon notification of a risk possibility as determined and communicated by a Corrections Officer or Travis County Sheriff's Office (TCSO) staff, shall immediately reassign the employee outside of the secure perimeter as defined by the TCSO. Acceptance of an appropriate badge indicates that Consultant's employee agrees that he understands, has read, and will abide by this specification and any other TCSO security procedures.

6.0 Deliverables:

- 6.1 Completed written report detailing findings for each task described in Phase One and compilation of a final report documenting findings and recommendations for Phase One and Phase Two of the Project.
- 6.2 All reports will be developed in draft fashion for review and comment by County staff. Final reports will be developed after discussion with the County project manager of comments for incorporation as appropriate in the final documentation. Presentations will be made to Commissioners Court from Executive Summary materials created from the reports that incorporate comments from County staff.
- 6.3 All reports are considered draft until presentations are made to Commissioners Court and the Court members' comments are articulated for inclusion in final documents.

SERVICES TO BE PROVIDED BY TRAVIS COUNTY

In conjunction with the services to be provided by the Consultant, the County will provide the following:

- 1. A Project Manager to serve as the primary point of contact for the Consultant.
- 2. Documents available to the County that are applicable as background information in performance of the Agreement, when requested by the Consultant.
- 3. Timely reviews of documents, reports, drawings, etc.
- 4. Assistance with public meetings and public hearings.

PART III RFQ ATTACHMENTS

ATTACHMENT 1	PROFESSIONAL SERVICES QUESTIONNAIRE
ATTACHMENT 2	HUB DECLARATION AND LIST OF CERTIFIED HUB SUBCONTRACTORS
ATTACHMENT 3	DETERMINATION OF GOOD FAITH EFFORT
ATTACHMENT 4	ETHICS AFFIDAVIT EXHIBIT A: SEE ATTACHED, KEY CONTRACTING PERSONS LIST, IN DOCUMENTS SECTION OF BIDSYNO
ATTACHMENT 5	STATEMENT INFORMATION AFFIDAVIT

ATTACHMENT 1 PROFESSIONAL SERVICES QUESTIONNAIRE

QUESTIONNAIRE INFORMATION

This questionnaire is to be completed in its entirety. No modifications to the wording will be permitted. Qualifications Statements submitted with Professional Services Questionnaires that are incomplete, incorrect, or have been altered are subject to rejection.

Section I of the questionnaire seeks information about the Respondent or members of a Joint Venture.

Section II of the questionnaire seeks information regarding any subconsultants that the Respondent or Joint Venture may be utilizing on the Project.

Note: Respondent may use their own form provided that all the information is submitted in the same format and sequence indicated on the attached forms.

DEFINITIONS

RESPONDENT: A single consultant or a joint venture of 2 or more firms responding to the RFQ as equals.

JOINT VENTURE: Is a legal entity formed between 2 or more firms to undertake an economic activity together and sharing the risk in formation. The firms agree to create, for a finite time, a new entity and new assets by contributing to this Project.

NOTE: A Joint Venture is not created when a Respondent simply uses a subconsultant.

SUBCONSULTANT: Firms that work on the Project through a contract with the Respondent.

SECTION I: TO BE COMPLETED BY RESPONDENT

PROJECT I	NAME						
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1) RESPONDENT'S STAFF

A. LIST CURRENT NUMBER OF RESPONDENT'S FULL-TIME EMPLOYEES IN EACH CATEGORY, INCLUDING ALL STAFF WHEN A JOINT VENTURE: (All licenses/registration of key staff listed in this Attachment 1 must be in the State of Texas)

POSITIONS	LOCAL OFFICE	NATIONAL OFFICE(S)
Architects, R.A		
Project Manager, PMI, PMP		
Civil Engineers, P.E		
OTHER PROFESSIONALS		
OTHER PROFESSIONALS		
OTHER SUPPORT		
PERSONNEL		
TOTALS		

B. LIST NAMES OF RESPONDENT'S CERTIFIED PROFESSIONALS AND OTHER LICENSED PERSONNEL EMPLOYED FULL-TIME IN A PROFESSIONAL POSITION. INDICATE NUMBER OF YEARS OF EXPERIENCE MANAGING PROJECTS OF SIMILAR SIZE AND TYPE TO THE PROJECT UNDER CONSIDERATION. ATTACH PROJECT MANAGER'S RESUME(S) DESCRIBING SPECIFIC PROJECT-RELATED EXPERIENCE.

(Please list the Project Manager for this specific Project first on your list).

NAME	COLLEGE DEGREE	PROFESSIONAL REGISTRATION/LICENSE	PROJECT MANAGEMENT EXP.	TOTAL YEARS. EXP
PROJECT MANAGER:				

2) RESPONDENT'S TEAM (EXCLUDING SUBS) EXPERIENCE

LIST BELOW (OR ON AN ATTACHMENT) ALL RELEVANT WORK PERFORMED BY THE MEMBERS OF THE RESPONDENT'S TEAM DURING THE PAST FIVE YEARS THAT RELATES TO AND WILL CONTRIBUTE TOWARD THE SUCCESS OF THE PROJECT UNDER CONSIDERATION.

(DO NOT INCLUDE SUBCONSULTANTS HERE).

Name and location of related projects within the last 5 years	Services Provided	Project Mgr. Name	Project Cost	Client Contact Name and Phone No.

3) RESPONDENT'S LOCAL OFFICE FIRM EXPERIENCE

FOR RESPONDENT'S LOCAL OFFICE OR ITS STAFF IN THE PAST THREE YEARS, INDICATE THE NUMBER OF RESPONDENT'S RELEVANT PROJECTS, PROJECT TYPE(S), AND A BRIEF SCOPE/DESCRIPTION AS TO WHY EACH IS RELEVANT TO AND WILL CONTRIBUTE TOWARD THE SUCCESS OF THE PROJECT UNDER CONSIDERATION.

NO. OF PROJECTS	PROJECT TYPE	BRIEF SCOPE AS TO RELEVANCY

4) LOCAL OFFICE

YES, ALL OF THE WORK WILL BE PERFORMED BY PERSONS CURRENTLY EMPLOYED AT AND ASSIGNED TO THE LOCAL OFFICE(S), INCLUDING SUBCONSULTANT WORK AS SPECIFIED IN THE PROJECT MANAGEMENT CHART IN NUMBER 8 BELOW.
NO, PLEASE DESCRIBE BELOW THE WORK AFFECTED AND THE EXPERIENCE OF AND CIRCUMSTANCES REGARDING SUCH OTHER NON-LOCAL PERSONS/OFFICES AS ARE PROPOSED TO BE UTILIZED.

5) PRESENT WORKLOAD

LIST RESPONDENT'S PRESENT WORKLOAD (IF JOINT VENTURE FIRM, INDICATE FOR EACH FIRM).

NAME OF PROJECT	EST. PERCENTAGE REMAINING FOR CONT. WORK	STAGE OF ACTIVITY (PHASES)	LIMITATIONS REGARDING AVAILABILITY

6) **EEO PROGRAM**

PLEASE COMPLETE THE FOLLOWING WORK FORCE REPORT FOR RESPONDENT'S LOCAL OFFICE CURRENT FULL-TIME EMPLOYEES:

NOTE: USE MOST RECENT PERSONNEL INFORMATION.

Full-Time Employees	Total No. of Employees * M * F	White * M * F	Amer. Indian * M * F	Black * M * F	Hispanic * M * F	Other * M * F
Professional						
Technical						
TOTALS						

^{* -} Male or Female

7) FINANCIAL LIMITATIONS & CONSIDERATIONS

A.	FINANCIAL R WITHIN THE OTHER FINAN	ESOURCES TO ADEQU	ATELY S	SPONDENT'S FIRM HAVE SUFFICIENT STAFF THE PROJECT TO COMPLETE IT D BY THE COUNTY? LIST BANKING OR		
	INSTITU	TION		RELATIONSHIP		
B.	FOR A PUBLIC AGENCY GRANT PROJECT OR AN AGENCY OF THE FEDERAL OR STATE GOVERNMENT FOR WHICH AN AUDIT HAS BEEN CONDUCTED? YES NO INDICATE BELOW THE AUDIT DATE AND THE AGENCY AND/OR PROJECT FOR					
		AUDIT WAS CONDUCTE				
	DATE	AGENCY		PROJECT		
g) DDC	NIECT MANAGEI	MENT CHAPT				

PROJECT MANAGEMENT CHART

ATTACH RESPONDENT'S PROJECT MANAGEMENT CHART SHOWING THE PROJECT TEAM MEMBERS, THEIR AREAS OF RESPONSIBILITY, AND THE PROJECT TEAM ORGANIZATIONAL STRUCTURE. SHOW SUBCONSULTANTS ON CHART WHERE APPLICABLE, BUT DO NOT INCLUDE THEIR EXPERIENCE IN THIS SECTION.

NOTE: BE SURE TO HAVE EACH SUBCONSULTANT LISTED ON PROJECT MANAGEMENT CHART COMPLETE SECTION II.

9) **LEGAL CONSIDERATIONS**

	Α.	INSURANCE? IF LIMITED, PROVIDE	YES	NO		
	В.	THE PAST 3 YEARS, FEES FOR CO	BEEN INVOLV MPLETED W OR? GIVE DE	ED IN A LAV /ORK OR	VSUIT INVOLV FOR DIS	INT VENTURE WITHIN ING THE PAYMENT OF SAGREEMENT WITH EXPLAIN PROBLEMS
10) <u>O</u> l	BJECTI	ONS TO PROFESSIO	NAL SERVICES	S AGREEME	NT (PSA) LAN	<u>GUAGE</u>
		ITS SUBMITTAL, RES UAGE AS STATED IN			TE ANY OBJE	CTIONS TO THE
	SIGN	AND COMPLETE THE	FOLLOWING:			
	SIGNA	TURE:				
	TITLE:		DATE:			

SECTION II: SUBCONSULTANT

NOTE: This	questionnaire	is to be co	ompleted in	its entirety.	No modification	on to the wording	is
permitted.	Qualifications	Statements	submitted	with Profess	ional Services	Questionnaires that	at
are incomp	lete or incorrec	t, or that ha	ve been alte	ered, are subj	ect to rejection	•	

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OFFICE			FAX	

SUBCONSULTANT EXPERIENCE

A. SUBCONSULTANT FIRM EXPERIENCE

LIST BELOW (OR ON AN ATTACHMENT) ALL RELEVANT WORK PERFORMED BY THE MEMBERS OF THE SUBCONSULTANT'S TEAM DURING THE PAST THREE YEARS THAT RELATES TO AND WILL CONTRIBUTE TOWARD THE SUCCESS OF THE PROJECT UNDER CONSIDERATION.

Name and location of related projects within the last 3 years	Services Provided	Project Mgr. Name	Project Cost	Client Contact Name and Phone No.

B. SUBCONSULTANT'S TEAM EXPERIENCE

LIST NAMES OF SUBCONSULTANT'S CERTIFIED PROFESSIONALS AND OTHER LICENSED PERSONNEL EMPLOYED FULL-TIME IN A PROFESSIONAL POSITION WHO WILL BE WORKING ON THIS PROJECT. INDICATE NUMBER OF YEARS OF EXPERIENCE MANAGING PROJECTS OF SIMILAR SIZE AND TYPE TO THE PROJECT UNDER CONSIDERATION. ATTACH RESUME(S) DESCRIBING SPECIFIC PROJECT-RELATED EXPERIENCE.

NAME	COLLEGE DEGREE	PROFESSIONAL REGISTRATION/LICENSE	PROJECT MANAGEMENT EXP.	TOTAL YEARS. EXP
PROJECT MANAGER:				

ATTACHMENT 2 HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

It is the policy of the Travis County Purchasing Office to ensure a good faith effort is made to assist Certified HUB vendors and contractors in receiving contracts in accordance with the HUB Program policies and the Minority and Woman-Owned Business (M/WBE) goals adopted by the Travis County Commissioners Court.

The following goals for HUB contractor/vendor participation, as well as HUB subcontractor participation, have been assigned for this particular project and designated with an "X" in the box $\boxed{}$ provided.

Note: To be considered "certified" with the State of Texas, City of Austin or the Texas Unified Certification Program, please attach a current and valid certificate. Sub-goals are included to assist you in diversifying your subcontractors.

			·		
COMMOI	DITIES	PROFESS	IONAL SERVICES	NON-PROFI	ESSIONAL SERVICES
Overall MBE Goal: 3.5%	Sub-goals: 0.3% African-American 2.5% Hispanic 0.7% Asian/Native-American	Overall MBE Goal: 15.8%	Sub-goals: 1.9% African-American 9.0% Hispanic 4.9% Native/Asian American	Overall MBE Goal: 14.1% Overall WBE	Sub-goals: 2.5% African-American 9.9% Hispanic 1.7% Native/Asian American
Overall WBE Goal: 6.2%		Overall WBE Goal: 15.8%		Goal: 15.0%	
Prime Contra	actor:				
	:				
HUB: □ Ye	s No Indicate Gender &	Ethnicity:			
Address: City: E-mail:	Phone NoState:	or most, of the potente the use of any sof any required do		nities with our own to	resources. ne County and
	ntage of the Bid or Proposition		ontracted with Certified HU Total Project A		
TOTAL 1	MBE: \$	_ %	TOTAL WBE: \$		0%
	-PLEASE C	OMPLETE AL	L INFORMATION IN ITS	ENTIRETY	
Name and Tit	le (print or type):				
E-mail addres	s:		_Signature:		
Contact pers	on that will be in charge of in	nvoicing for this pr	oject?		
Name and Tit	e:				
Phone:		E-mail address:			
			20 000		

<u>PART I: LIST OF CERTIFIED HUB SUBCONTRACTORS</u> (Duplicate as necessary)

HUB Subcontractor Name:_			<u> </u>
HUB: ☐ Yes ☐ No Certif	fying Agency (Check all ap	oplicable): 🗆 State of Texas (HUB) Indicate Gender & Ethnicity:
		☐ City of Austin (M/WBE)	Tx. Unified Cert. Program (DBE)
Address:	City:	State: Zip:	
Contact Person:	Title:	Phone No.: ()	
Fax No.: ()	E-mail:		
Subcontract Amount: \$	Percentage of	of Prime Contract:%	
Description of Work to be P	erformed:		
HUB Subcontractor Name:_			<u></u>
HUB: ☐ Yes ☐ No Certif	fying Agency (Check all ap	oplicable): State of Texas (HUB) Indicate Gender & Ethnicity:
		☐ City of Austin (M/WBE)	Tx. Unified Cert. Program (DBE)
Address:	City:	State: Zip:	
Contact Person:	Title:	Phone No.: ()	
Fax No.: ()	E-mail:		
Subcontract Amount: \$	Percentage of	of Prime Contract:%	
Description of Work to be P	erformed:		
HUB Subcontractor Name:_			
			Indicate Gender & Ethnicity:
		oplicable): State of Texas (HUB	
HUB: ☐ Yes ☐ No Certif	fying Agency (Check all ap	oplicable): State of Texas (HUB	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: ☐ Yes ☐ No Certif	fying Agency (Check all ap	oplicable): ☐ State of Texas (HUB	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: Yes No Certif	fying Agency (Check all ap City: Title:	pplicable): ☐ State of Texas (HUB) ☐ City of Austin (M/WBE) State: Zip:	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: Yes No Certif	fying Agency (Check all ap City: Title: E-mail:	pplicable): ☐ State of Texas (HUB) ☐ City of Austin (M/WBE) State: Zip: Phone No.: ()	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: Yes No Certif	fying Agency (Check all ap City: Title:E-mail:Percentage of	oplicable): State of Texas (HUB City of Austin (M/WBE) State: Zip: Phone No.: ()	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: Yes No Certif	fying Agency (Check all ap City: Title:E-mail:Percentage of	oplicable): ☐ State of Texas (HUB ☐ City of Austin (M/WBE)State:Zip: Phone No.: ()	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
Address: Contact Person: Fax No.: () Subcontract Amount: \$ Description of Work to be P	fying Agency (Check all ap City: Title: E-mail: Percentage of the control of th	oplicable): State of Texas (HUB City of Austin (M/WBE) State: Zip: Phone No.: ()	Indicate Gender & Ethnicity:
HUB: Yes No Certif	fying Agency (Check all ap City: Title: E-mail: Percentage of the control of	oplicable): State of Texas (HUB City of Austin (M/WBE) State: Zip: Phone No.: () of Prime Contract: %	Indicate Gender & Ethnicity:
HUB: Yes No Certif	fying Agency (Check all ap City: Title: E-mail: Percentage of the control of	oplicable): ☐ State of Texas (HUB ☐ City of Austin (M/WBE)State:Zip: Phone No.: () of Prime Contract:% oplicable): ☐ State of Texas (HUB)	Indicate Gender & Ethnicity:
HUB: □ Yes □ No Certification Address: Contact Person: Fax No.: () Subcontract Amount: \$	City:Title:Percentage of Performed:fying Agency (Check all approximately approxima	oplicable): □ State of Texas (HUB □ City of Austin (M/WBE) State: Zip: Phone No.: () of Prime Contract: % oplicable): □ State of Texas (HUB) □ City of Austin (M/WBE)	Indicate Gender & Ethnicity:
Address: Contact Person: Fax No.: () Subcontract Amount: \$ Description of Work to be P HUB Subcontractor Name: HUB: □ Yes □ No Certif	City: Percentage of Performed: City: City: Title: Percentage of Performed: City: City:	oplicable): ☐ State of Texas (HUB ☐ City of Austin (M/WBE)State:Zip: Phone No.: () of Prime Contract:% oplicable): ☐ State of Texas (HUB)	Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE) Indicate Gender & Ethnicity: Tx. Unified Cert. Program (DBE)
HUB: ☐ Yes ☐ No Certification Address: Contact Person: Fax No.: () Subcontract Amount: \$ Description of Work to be P HUB Subcontractor Name: HUB: ☐ Yes ☐ No Certification Address: Contact Person:	City:Title:Percentage of the company	oplicable): State of Texas (HUB City of Austin (M/WBE) State:Zip: Phone No.: () of Prime Contract:% oplicable): State of Texas (HUB) City of Austin (M/WBE) State:Zip:	Indicate Gender & Ethnicity:
Address: Contact Person: Fax No.: () Subcontract Amount: \$ Description of Work to be P HUB Subcontractor Name: HUB: □ Yes □ No Certif Address: Contact Person: Fax No.: ()	City:Title:Percentage of the company of	oplicable): State of Texas (HUB City of Austin (M/WBE) State: Zip: Phone No.: () oplicable): State of Texas (HUB) City of Austin (M/WBE) State: Zip: Phone No.: ()	Indicate Gender & Ethnicity:

PART II: DISCLOSURE OF OTHER "NON-HUB" SUBCONTRACTORS

The bidder shall use this section to provide a listing of all "Non-HUB" subcontractors, including suppliers that will perform work on this project. A list of "Non-HUB" subcontractors selected after contract award must be provided **IMMEDIATELY** after selection.

Subcontractor Name:			Address:	City:
State:	Zip:	_		
Contact Person:	Title:	Phone No.: ()_		
Fax No.: ()	E-mail:_			
Subcontract Amount: \$		Percentage of Prime Contract:	%	
Description of Work to be F	Performed:			
Subcontractor Name:			Address:	City:
State:	Zip:	<u> </u>		
Contact Person:	Title:	Phone No.: ()_		
Fax No.: ()	E-mail:			
Subcontract Amount: \$		Percentage of Prime Contract:	%	
Description of Work to be F	Performed:			
Subcontractor Name:			Address:	City:
State:	Zip:	_		
Contact Person:	Title:	Phone No.: ()_		
Fax No.: ()	E-mail:			
Subcontract Amount: \$		Percentage of Prime Contract:	%	
Description of Work to be F	Performed:			
Subcontractor Name:			Address:	City:
State:	Zip:	<u> </u>		
Contact Person:	Title:	Phone No.: ()_		
Fax No.: ()	E-mail:_			
Subcontract Amount: \$		Percentage of Prime Contract:	%	
Description of Work to be F	Performed:			
PART III: NON-COMPL	JANT FOR MEE	TING SET HUB GOALS CHECK	<u>LIST</u>	
		is project, place a check mark \checkmark by the good faith efforts in utilizing substraction.		
Our firm was unab	le to meet the HUF	3 goals for this project for the following	ing reason(s):	
А	ll subs to be utilize	ed are "Non-HUBs."		
H	UBs solicited did 1	not respond.		
	UBs solicited were	e not competitive. able for the following trade(s):		
11	ODS WOIC unavalla	tole for the following trade(s).		

ATTACHMENT 3 DETERMINATION OF "GOOD FAITH EFFORT" (GFE) CHECKLIST

INSTRUCTIONS: The following checklist shall be completed by the Respondent and returned with the Statement of Qualifications (SOQ). This list contains the <u>minimum</u> efforts that should be put forth by the Respondent when attempting to achieve or exceed the goals of HUB Subcontractor participation. Respondents may go beyond the efforts listed below. If additional information is needed, the Respondent will be contacted in writing. Place a checkmark by the efforts that were executed.

feasible portions, to allow for ma - Notify in writing three or more submission, of the planned work - Provide HUBs that were genuin plans, specifications, scope of wo organization?) - Negotiate in good faith with inte Respondents? - Document reasons HUBs were rejected HUBs? (attach corresp - Provide notices of opportunities potential HUBs by disseminating	istent with standard and prudent industry practicities are sufficient with standard and prudent industry practicities are subcontractor participation? HUBs for each scope of work, allowing no less to be subcontracted? (attach copy of corresponding interested in bidding on a subcontract, adear, bonding and insurance requirements, and a subcontract with the present HUBs and not reject bids from HUBs the rejected? Was a written rejection notice, included ondence) to minority or women trade organizations or different information to their members/participants? TB participation, please explain the reasons of the information, please explain the reasons of the information in the reasons of the information is the information of the information in the reasons of the information is the information in the reasons of the information is the information in the information in the information is the information in the information in the information in the information is the information in the informatio	s than five work ondence) quate information a point of content that qualify as left ding the reason development ce 2 (attach corr	king days prior to SOQ fon regarding the project (i. act within the Respondent's owest and responsive for rejection, provided to the enters to assist in identifying espondence)
	ED RESOURCES WHEN SOLICITING SU		
TRADE ASSOCIATIONS	PHONE (512)	FAX	E-mail
TRADE ASSOCIATIONS Asian Construction Trade	PHONE (512) 926-5400	FAX 926-5410	E-mail acta@cs.com
TRADE ASSOCIATIONS Asian Construction Trade Austin Black Contractors	PHONE (512) 926-5400 927-8290	FAX 926-5410 467-9808	E-mail acta@cs.com www.abcatx.com/index .rs1.asp
TRADE ASSOCIATIONS Asian Construction Trade Austin Black Contractors	PHONE (512) 926-5400	FAX 926-5410	E-mail acta@cs.com www.abcatx.com/index
Asian Construction Trade Austin Black Contractors Austin Metropolitan United Black	PHONE (512) 926-5400 927-8290	FAX 926-5410 467-9808	E-mail acta@cs.com www.abcatx.com/index .rs1.asp
Asian Construction Trade Austin Black Contractors Austin Metropolitan United Black Contractors Natl. Assoc. of Women in	PHONE (512) 926-5400 927-8290 784-1891	FAX 926-5410 467-9808 255-1451	E-mail acta@cs.com www.abcatx.com/index .rs1.asp
Asian Construction Trade Austin Black Contractors Austin Metropolitan United Black Contractors Natl. Assoc. of Women in Construction US Hispanic Cont. Assoc. de	PHONE (512) 926-5400 927-8290 784-1891 476-5534	FAX 926-5410 467-9808 255-1451 476-8337	E-mail acta@cs.com www.abcatx.com/index .rs1.asp unism@sbcglobal.net
Asian Construction Trade Austin Black Contractors Austin Metropolitan United Black Contractors Natl. Assoc. of Women in Construction US Hispanic Cont. Assoc. de Austin CERTIFYING AGENCIES TRAVIS COUNTY	PHONE (512) 926-5400 927-8290 784-1891 476-5534 374-1595 CERTIFYING AGENCIES	FAX 926-5410 467-9808 255-1451 476-8337	E-mail acta@cs.com www.abcatx.com/index .rs1.asp unism@sbcglobal.net
Asian Construction Trade Austin Black Contractors Austin Metropolitan United Black Contractors Natl. Assoc. of Women in Construction US Hispanic Cont. Assoc. de Austin CERTIFYING AGENCIES TRAVIS COUNTY RECOGNIZES State of Texas Centralized Master	PHONE (512) 926-5400 927-8290 784-1891 476-5534 374-1595 CERTIFYING AGENCIES VENDOR DATABASE WEBSITES	FAX 926-5410 467-9808 255-1451 476-8337	E-mail acta@cs.com www.abcatx.com/index .rs1.asp unism@sbcglobal.net www.ushca-austin.com CMBL includes

Date

Title

ATTACHMENT 4

ETHICS AFFIDAVIT

STATE OF TEXAS }
COUNTY OF TRAVIS }

Dat	te: me of Affiant:
Titl	le of Affiant:
Bus	siness Name of Respondent:
Coi	unty of Respondent:
Aff	Fiant on oath swears that the following statements are true:
1.	Affiant is authorized by Respondent to make this affidavit for Respondent.
2.	Affiant is fully aware of the facts stated in this affidavit.
3.	Affiant can read the English language.
4.	Respondent has received the list of key contracting persons associated with this Request for Qualifications which is attached to this affidavit as Exhibit A.
5.	Affiant has personally read Exhibit A to this Affidavit.
6.	Affiant has no knowledge of any key contracting person on Exhibit A (attached) with whom Respondent is doing business or has done business during the 365 day period immediately before the date of this affidavit.
	Signature of Affiant
	Address
	SUBSCRIBED AND SWORN TO before me by on 20
	Notary Public, State of
	Typed or printed name of notary

My commission expires:

EXHIBIT A TO ATTACHMENT 4

<u>LIST OF KEY CONTRACTING PERSONS</u> <u>June 19, 2013</u>

CURRENT

Nar	ne of Individual	Name of I	Business	
Position Held	Holding Office/Po	osition	Individual	is Associated
County Judge				
County Judge (Spouse)			pson-Biscoe)
Executive Assistant				
Executive Assistant	N	Ielissa Velasq	uez	
Executive Assistant	Jo	osie Z. Zavala		
Executive Assistant				
Commissioner, Precinct 1				
Commissioner, Precinct 1 (Spouse))A	nnie Davis		Seton Hospital
Executive Assistant				_
Executive Assistant	Fo	elicitas Chave	Z	
Commissioner, Precinct 2	B	ruce Todd*		
Commissioner, Precinct 2 (Spouse)			tian	Consultant
Executive Assistant				
Executive Assistant	Jo	e Hon		
Executive Assistant				
Commissioner, Precinct 3			rtv*	
Commissioner, Precinct 3 (Spouse)				Consultant
Executive Assistant				C 0113 W114111
Executive Assistant			/*	
Executive Assistant				
Commissioner, Precinct 4				
Executive Assistant			L	
Executive Assistant				
County Treasurer			-Carter	
County Auditor		_	-Carter	
County Executive, Administrative.				
County Executive, Administrative.			*	
County Executive, Flaming & Buc County Executive, Emergency Serv				
County Executive, Emergency Services County Executive, Health/Human S			na	
•			-	
County Executive, TNR			IIIa, P.E.	
County Executive, Justice & Public			MC DI	7
Director, Facilities Management				2.
Interim Chief Information Officer.		•		
Director, Records Mgment & Com		_		
Travis County Attorney			а	
First Assistant County Attorney				
Executive Assistant, County Attorr				
Director, Land Use Division				
Attorney, Land Use Division				
Attorney, Land Use Division			more	
Director, Transactions Division			1	
Attorney, Transactions Division				
Attorney, Transactions Division				
Attorney, Transactions Division				
Attorney, Transactions Division			<u>l</u>	
Attorney, Transactions Division		•		
Attorney, Transactions Division			je.	
Director, Health Services Division	В	eth Devery		

Created 07-03-13 @ 327p RFQ #Q1304-002-AG

Attomory Health Complete Division	Drama Cracaraan
Attorney, Health Services Division	
Purchasing Agent	Morrin Drice CDDD
Assistant Purchasing Agent	
Assistant Purchasing Agent	
Purchasing Agent Assistant IV	Richard Villareal
Purchasing Agent Assistant IV	Patrick Strittmatter
Purchasing Agent Assistant IV	
Purchasing Agent Assistant III	Shannon Pleasant, CTPM
Purchasing Agent Assistant III	David Walch
Purchasing Agent Assistant III	Michael Long, CPPB
Purchasing Agent Assistant III	Nancy Barchus, CPPB
Purchasing Agent Assistant III	Jesse Herrera, CTP, CTPM, CTCM
Purchasing Agent Assistant III	Sydney Ceder*
Purchasing Agent Assistant III	Ruena Victorino*
Purchasing Agent Assistant III	Rachel Carona*
Purchasing Agent Assistant II	Vacant
Purchasing Agent Assistant II	L. Wade Laursen*
Purchasing Agent Assistant II	Sam Francis*
HUB Coordinator	Sylvia Lopez
HUB Specialist	
HUB Specialist	
Purchasing Business Analyst	
Purchasing Business Analyst	
Strategic Planning Manager Planning & Budget,	Belinda Powell
Strategic Planner Senior, Planning & Budget,	
Sr. Project Manager, Facilities Management	

FORMER EMPLOYEES

Position Held	Holding Office/Position	Date of Expiration
Chief Information Officer	Joe Harlow	07/31/13
County Auditor	Susan Spataro, CPA	A 08/31/13
Purchasing Agent Assistant IV	George R. Monnat,	C.P.M., A.P.P
Executive Assistant	Cheryl Aker	
Purchasing Agent Assistant II	Jayne Rybak, CTP.	
Commissioner, Precinct 3	Karen Huber	01/01/14
Executive Assistant	Garry Brown	01/01/14
Executive Assistant	Julie Wheeler	01/01/14
Executive Assistant	Jacob Cottingham	01/01/14
Commissioner, Precinct 2	Sarah Eckhardt	

 $[\]ast\,$ - Identifies employees who have been in that position less than a year.

ATTACHMENT 5

STATEMENT INFORMATION AFFIDAV1T

STATE OF TEXAS →
Э
COUNTY OF TRAVIS ∋
BEFORE ME, the undersigned authority,
on this day personally appeared, who after having been by me first
duly sworn, upon oath, according to law, stated as follows:
"My name is, and I am a resident of County, Texas. I am over twenty-one years of age, and I am of sound mind. I am authorized to make this affidavit, and the statements contained
twenty-one years of age, and I am of sound mind. I am authorized to make this affidavit, and the statements contained herein are within my personal knowledge and are true and correct."
"The representations herein contained are made by me with the express understanding and intent that they will b
relied upon by Travis County, Texas in considering the Qualifications Statements for the engineering design of th
Project. I am the of, the firm which ha
submitted the attached Qualifications Statement and as such I am a representative of the firm authorized to bind the firm
and to make this affidavit. All of the information contained in the Statement is true and accurate. I understand that if the
statements made are not true and accurate to the knowledge of any member or employee of said firm that the County shall
retain all performance by the firm pursuant to any subsequently awarded contract and will recover all consideration or th
value of all consideration paid under such a contract."
Signature of Firm's Representative
Executed this, 20
SWORN AND SUBSCRIBED TO BEFORE ME, the undersigned authority by the above-named person on this th
day of, 20
Notice Public in and for
Notary Public in and for County, Texas
Typed or Printed Name of Notary
Typed of Filmed Famile of Fronting
My Commission Expires:



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Lori Clyde/854-4205 Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Customer Agreement between the Texas Department of Information Resources (DIR), Texas NICUSA, LLC and Travis County for Electronic Payment Engine Services through Texas.gov, formerly known as TexasOnline 2.0.

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

In July 2009, DIR entered into an agreement with Texas NICUSA, LLC to provide payment processing services through Texas.gov (formerly TexasOnline 2.0) to state agencies/entities. At this time TNR requests that Travis County enter into a customer agreement for TxPay Direct services which will work in conjunction with the MyPermitNow system to allow for payment of permit fees via credit card through the Texas.gov portal. Citizens will pay for these services through a convenience fee collected by Texas.gov.

TNR is working with the Auditor's Office and Treasurer's Office to finalize their reconciliation process and how chargebacks should be handled and will not start accepting credit card payments until these processes are in place.

- Contract Expenditures: Within the last ____ months \$0.00 has been spent against this contract/requirement.
- Contract-Related Information:

Award Amount: \$0.00

Contract Type: DIR Contract No. DIR-SDD-IC617

Contract Period: July 12, 2013 through August 31, 2016

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

	Solicitation-Related Information:		
	Solicitations Sent:	Responses Received:	
	HUB Information:	% HUB Subcontractor:	
>	Special Contract Considerations:		
	• • • • • • • • • • • • • • • • • • •	rd has been protested; interested parties have been notified. rd is not to the lowest bidder; interested parties have been ments:	
>	Funding Information: ☐ SAP Shopping Cart #: N/A		
	☐ Funding Account(s):		
	Comments:		



TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

700 Lavaca, 5th Floor Travis County Administration Building P. O. Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4697

June 26, 2013

MEMORANDUM

TO:

Cyd Grimes, County Purchasing Agent

FROM:

Steven M. Mahilla, H.E., County Executive, TNR

SUBJECT:

Agreement for use of Texas.gov TxPay Direct

TNR requests that Travis County enter into an agreement with Texas NICUSA, LLC via the Texas Department of Information Resources (DIR) for use of e-commerce and related support services provided under DIR Contract No. DIR-SDD-IC617.

The TxPay Direct application will be utilized in conjunction with the MyPermitNow System to allow for payment of permit fees via credit card. TNR is continuing to work with the Auditor's Office, the Treasurer's Office and the County Attorney's Office to finalize the reconciliation process and how the chargebacks should be handled.

If you should have any questions or need further information, please contact Christina Jensen at (512) 854-7670.

CJ:SMM:cj

CC: David Jungerman, Auditor's Office

Rhonda Ambrose, Treasurer's Office John Hille, County Attorney's Office

TexasOnline 2.0 Customer Agreement

Between

The State of Texas, acting by and through the Texas Department of Information Resources

and

Texas NICUSA, LLC

and

Travis County

DIR Contract No. DIR-SDD-IC617

Article I - Customer Agreement –

1. INTRODUCTION

A. This Customer Agreement is effective on the 12th day of July, 2013, by and between the Texas Department of Information Resources (DIR), Texas NICUSA, LLC (Vendor), and Travis County (Customer). DIR, Vendor, and Customer may each be referred to as Party, and collectively DIR, Vendor, and Customer may be referred to as the Parties herein.

B. Capitalized terms not defined herein shall have the meaning set forth in the TexasOnline 2.0 Master Agreement.

2. BACKGROUND

A. Texas.gov, formerly known as TexasOnline 2.0, is based on, and subject to, the TexasOnline 2.0 Master Agreement between DIR and Vendor dated July 31, 2009, including the Article II - Customer Agreement Standard Terms and Conditions. Texas.gov is the name of the official web portal and application delivery framework.

B. Pursuant to House Bill 1516, 79th Legislature, which established a consolidated Data Center, all data center services provided by Vendor, excluding DIR-approved Services under the TexasOnline 2.0 Master Agreement, are managed and provided under contracts with one or more third-party service providers.

3. AGREEMENT

IN CONSIDERATION of mutual covenants and agreements contained in this Customer Agreement, DIR, Vendor, and Customer agree as follows:

- A. Customer may receive Services provided by Texas.gov by agreeing to abide by this Customer Agreement, including the Article II Customer Agreement Standard Terms and Conditions. The TexasOnline 2.0 Master Agreement and this Customer Agreement represent the entire agreement for access to, and use of, Texas.gov Services by Customer.
- B. Texas.gov offers a variety of website development and hosting, electronic commerce (e-commerce) and related support services to Customers. Exhibit A 1 provides the List of Applications, List of Services, and Fee Schedule for this Customer Agreement. Exhibit B provides a further description of all the Services offered by Vendor. Specifications and additional terms for a Service or Application (each approved website or application is an "Application") may be described in a Business Case. If an applicable Business Case exists, it will be referenced in Exhibit A 2, and attached thereto, and is incorporated by reference for all purposes into this Customer Agreement
- C. Authorized Exceptions to Article II- Customer Agreement—Standard Terms and Conditions:
 - 1. Replace I. STANDARD TERMS AND CONDITIONS, Customer Obligations, Section 7.10, in its entirety, as follows:
 - 7.10 Customer will notify Vendor in writing of all laws, rules and regulations, and changes thereto, that affect Customer's Application(s) or Service(s) on Texas.gov.

D. All notices permitted or required under this Customer Agreement will be in writing and will be by personal delivery, a nationally recognized overnight courier service, e-mail, or certified mail, return receipt requested. Notices will be deemed given upon the earlier of actual receipt or one (1) day after deposit with the courier service, receipt by sender of confirmation of electronic transmission or five (5) days after deposit with the U.S. Postal Service. Notices will be sent to the addresses listed below, or to such other address as each Party may specify in writing.

If to DIR:

Texas Department of Information Resources Attn: Texas.gov Contract Manager 300 W. 15th Street, Suite 1300 Austin, TX 78701

If to Vendor:

Texas NICUSA, LLC Attn: Contracts Manager 100 Congress Avenue, Suite 600 Austin, TX 78701

With a copy to:

NIC, Inc.

Attn: General Counsel (Legal Notice) 25501 West Valley Parkway, Suite 300

Olathe, Kansas 66061

If to Customer:

Customer <u>Travis County</u>

Attention Cyd V. Grimes, C.P.M., CPPO (or successor)

Title <u>Purchasing Agent</u>

Street 700 Lavaca, Suite 800 City, State, Zip Austin, Texas 78701

Email cyd.grimes@co.travis.tx.us

Phone Number (512) 854-9700

AGREED AND ACCEPTED:

Vendor:	DIR:
Texas NICUSA, LLC:	Texas Department of Information Resources:
Ву:	By:
Print Name: Erin Hutchins	Print Name: Carl D. Marsh
Title: <u>Director of Portal Operations</u>	Title: Chief Operating Officer
Date:	Date:
	Legal:
Customer:	
Travis County	
Ву:	_
Print Name:	_
Title:	-
Date:	-
Phone:	-

Article II - Customer Agreement -

Standard Terms and Conditions

These terms and conditions apply to each Customer Agreement, to which they are incorporated, by and between the Texas Department of Information Resources (DIR), Texas.gov Vendor (Vendor) and Customer of Texas.gov. DIR, Vendor, and Customer may each be referred to herein as Party, and collectively DIR, Vendor, and Customer may be referred to as the Parties herein.

STANDARD TERMS AND CONDITIONS

1. Customer Agreement Elements

- The Parties acknowledge and agree that the terms of the TexasOnline 2.0 Master Agreement will apply to this Customer Agreement, and will remain in full force and effect except as may be expressly modified by the terms of this Customer Agreement or any amendment to the TexasOnline 2.0 Master Agreement made in accordance with specific provisions of the TexasOnline 2.0 Master Agreement, Section 5 Contract Amendments. In the event of any conflict between the terms and conditions of this Customer Agreement and those of the TexasOnline 2.0 Master Agreement, the terms and conditions in the TexasOnline 2.0 Master Agreement will govern with respect to the Parties and the Services delivered, unless this Customer Agreement specifically identifies by section number a clause of the TexasOnline 2.0 Master Agreement and indicates that this Customer Agreement will be controlling. Notwithstanding the foregoing, the Parties agree that as between Vendor and DIR on the one hand, and Customer on the other, Sections 8.1, 8.2 and 9.7 in the Article II - Customer Agreement StandardTerms and Conditions will control over any expressly conflicting statement contained in the TexasOnline 2.0 Master Agreement, if any. The Parties acknowledge the TexasOnline 2.0 Master Agreement is subject to subsequent amendment by Vendor and DIR pursuant to its terms and agree that, to the extent any such amendments impact any Customer Agreement terms and conditions, such amendments will automatically apply to this Customer Agreement with no further action by the Parties.
- 1.2 These Article II Customer Agreement Standard Terms and Conditions may be modified by DIR and Vendor pursuant to the modification of terms of the TexasOnline 2.0 Master Agreement. Such modifications will be effective as to the affected Customer Agreements following thirty days written notice to the Customers.
- 1.3 This Customer Agreement will continue until terminated as specified therein, and subject to the terms of the TexasOnline 2.0 Master Agreement. Vendor will provide the Services described in the agreed attachments to this Customer Agreement.

2. DIR Approval

Customer acknowledges that in order for Vendor to provide Services pursuant to this Customer Agreement, DIR must approve placing Customer's website and/or Applications on the Texas.gov system. A list of websites and/or Applications using Services under this Customer Agreement is included in this Customer Agreement (which also includes information on the specific Applications and fees).

3. Services Available to Customer

Vendor offers a variety of website development and hosting, e-commerce and related support services to participants. The specific list of Applications and Services that Vendor has agreed to provide Customer will be specified in this Customer Agreement.

4. Customer Website Security

If Customer is hosting its own website, Customer will follow recommended security standards for Texas State and local government websites, and will conform to security policies and procedures in the Texas.gov Security Customer Guide, as amended from time to time by Vendor, and available to Customer upon request from the Customer to the Vendor. Customer acknowledges that any failure on its part to follow recommended security standards, policies and procedures may place its own data and operations at risk as well as those of Vendor and other governmental entities. Vendor will not be liable for violations of security policies and procedures by Customer. Additionally, failure to comply with security standards, policies and procedures may lead to the suspension or termination of the availability of the Applications on Texas.gov by Vendor and DIR. Vendor will give DIR and the Customer notification of non-compliance immediately upon suspension.

5. Strategic Outreach

In marketing Customer Services accessible through Texas.gov through brochures, press releases, advertisements, and other mail-outs and information pieces, Customer will include in any marketing piece in any medium that the Services are provided in affiliation with Texas.gov and will use the Texas.gov logo and universal resource locator (URL) provided by Vendor for such purpose. Customer agrees to explore the possibility of co-marketing with Vendor the Customer Services available through Texas.gov so that marketing costs are shared. There will be a link to the Customer URL from Texas.gov.

6. Fees

For the Services provided by Vendor, Vendor is entitled to the fees set out in Exhibit A -1 to this Customer Agreement. This Customer Agreement can be modified for the addition, deletion, or change of fees as Applications and Services are revised and included in Customer Services based on mutual agreement of DIR, Vendor, and Customer.

7. Customer Obligations

In addition to any other Customer obligations set out in the Exhibits to this Customer Agreement and the TexasOnline 2.0 Master Agreement, Customer will have the obligations herein.

- 7.1 Customer will utilize a single merchant ID for the Application(s) listed in Exhibit A 1, unless expressly set out in Exhibit A 1.
- 7.2 Customer will provide a contact number for the Application or Application(s) on an 8:00 a.m. 5:00 p.m. CT (Monday through Friday) basis to receive 2nd level inquiries routed from the Texas.gov Help Desk.
- 7.3 Customer will cooperate with Vendor in Vendor's performance of its obligations under this Agreement. Customer will make its systems available for a security audit if required by Vendor. Customer will not store or retain any credit card number or the automated clearing house (ACH) account number captured on its systems.
- 7.4 Customer will comply with the terms of use and privacy statements, which are displayed on the Texas.gov Website, and with all applicable laws related to information received from or distributed to individuals using the Texas.gov Applications. Customer acknowledges that no

personally identifiable or private information collected through Texas.gov may be used by Customer for any purpose or provided to any third party unless: (i) the user is given clear prior notice of the possibility of such other use, and (ii) the user affirmatively consents to such use (i.e., the user "opts-in" to the contemplated use of his or her personally identifiable or private information), and (iii) the Customer agrees to its use or the use is otherwise permitted under the privacy statement. Notwithstanding the foregoing, the Parties acknowledge that such information may be required by law to be provided to law enforcement, or may be used in investigating unauthorized use of Texas.gov.

- 7.5 Customer will provide access to information and systems as necessary to assist Vendor in performing its obligations hereunder and under the TexasOnline 2.0 Master Agreement.
- 7.6 Customer will follow reasonable security standards regarding physical security, data, and systems, and will not knowingly or negligently take actions to, or by omissions put, State information or Customer at risk of loss, damage, or breach of security.
- 7.7 Customer will at all times be responsible for the backup and preservation of any data within its control, which does not reside on Texas.gov.
- 7.8 Customer will process all refunds for its users unless otherwise noted in Exhibit A 1. Customer will use the Vendor Customer Service interface application to process credit card refunds requested by its users.
- 7.9 Customer will report to Vendor no later than the tenth (10th) Business Day of each month, for the previous month, for all Subscription Fees associated with professional licenses, by License Name, Subscription Fee amount and quantity sold. The template for monthly Subscription Fee reporting is set forth in Exhibit A 3, Texas.gov Subscription Fee Reporting Template. Reporting must include both online and offline transactions. The report is to be electronically mailed to texasonlinebilling@egov.com.
- 7.10 Customer will notify Vendor in writing of all laws, rules and regulations, and changes thereto, that affect Texas.gov.

8. Representations and Warranties by Vendor

- 8.1 VENDOR REPRESENTS AND WARRANTS THAT ALL SERVICES PERFORMED UNDER THIS CUSTOMER AGREEMENT WILL BE PERFORMED IN A GOOD AND WORKMANLIKE MANNER. VENDOR DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- NEITHER DIR NOR VENDOR WILL HAVE ANY LIABILITY WHATSOEVER TO CUSTOMER FOR ANY INCIDENTAL, PUNITIVE, INDIRECT, CONSEQUENTIAL, OR SPECIAL DAMAGES OF ANY KIND (INCLUDING LOST REVENUES OR PROFITS, LOSS OF BUSINESS, OR LOSS OF DATA) ARISING OUT OF OR IN CONNECTION WITH OR RELATED TO THIS CUSTOMER AGREEMENT OR THE RIGHTS PROVIDED HEREUNDER SUFFERED BY CUSTOMER EVEN IF VENDOR IS INFORMED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL DIR'S OR VENDOR'S TOTAL LIABILITY TO CUSTOMER HEREUNDER FOR ANY REASON EXCEED THE SHARE OF TOTAL REVENUE RECEIVED, BY VENDOR OR DIR AS APPROPRIATE, UNDER THIS AGREEMENT IN THE TWELVE MONTHS PRECEDING

SUCH CLAIM. THE PARTIES AGREE AND ACKNOWLEDGE THAT THIS LIMITATION OF DAMAGES IS A FREELY BARGAINED FOR ALLOCATION OF RISK.

- 8.3 Vendor represents and warrants that Vendor, to the best of its knowledge, has no actual or potential conflicts of interest in providing Services to Customer under this Customer Agreement and that Vendor's provision of Services under this Customer Agreement to the best of its knowledge would not reasonably create an appearance of impropriety.
- 8.4 Vendor represents and warrants that neither Vendor nor any person or entity, which will participate financially in this Customer Agreement, has received compensation from Customer for participation in preparation of specifications for this Customer Agreement. Vendor represents and warrants that it has not given, offered to give, and does not intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to any public servant or employee in connection with this Customer Agreement.

9. General Terms

- 9.1 Customer agrees and acknowledges that the terms of the TexasOnline 2.0 Master Agreement related to force majeure, confidentiality, and any additional limitations on damages will apply to this Customer Agreement. This section only applies to the extent authorized by law.
- 9.2 Except as expressly provided herein, no provision of this Customer Agreement will constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies or immunities available to Customer. The failure to enforce or any delay in the enforcement of any privileges, rights, defenses, remedies, or immunities available to Customer by law will not constitute a waiver of said privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel. Except as expressly provided herein, Customer does not waive any privileges, rights, defenses, remedies or immunities available to Customer.
- 9.3 This Customer Agreement will be construed and governed by the laws of the State of Texas and is performable in Travis County, Texas. Venue for any action relating to this Customer Agreement is in Texas state courts in Austin, Travis County, Texas, or, with respect to any matter in which the federal courts have exclusive jurisdiction, the federal courts for Travis County, Texas.
- 9.4 If one or more provisions of this Customer Agreement, or the application of any provision to any Party or circumstance, is held invalid, unenforceable, or illegal in any respect, the remainder of this Customer Agreement and the application of the provision to other Parties or circumstances will remain valid and in full force and effect.
- 9.5 Except as provided in Section 1.2 above, this Customer Agreement may be amended only upon written agreement between DIR, Vendor, and Customer, but in no case will this Customer Agreement be amended so as to make it conflict with the laws of the State of Texas.
- Neither DIR, nor Vendor, nor Customer may assign or transfer this Customer Agreement without the written consent of the other Parties, which consent will not be unreasonably withheld, except that upon written notice to DIR and Customer, Vendor may assign this Customer Agreement without DIR's and Customer's consent to any entity that Vendor controls, is controlled by, or is under common control with, (provided such entity is adequately capitalized) or to any entity which acquires or succeeds to all or substantially all of the business or assets of Vendor whether by consolidation, merger, sale or otherwise (such as a spin-off of Vendor).

- 9.7 Exhibit B Terms and Conditions, Section 14.01 Ownership of Intellectual Property; Infringement and Misappropriation of the TexasOnline 2.0 Master Agreement is incorporated herein by reference and will apply to work product created by Vendor pursuant to this Customer Agreement.
- 9.8 Vendor will serve as an independent contractor in providing Services under this Customer Agreement. Vendor's employees are not and will not be construed as employees of Customer.
- 9.9 Vendor will have no authority to act for or on behalf of Customer except as provided for in this Customer Agreement and the TexasOnline 2.0 Master Agreement; no other authority, power, or use is granted or implied. Vendor may not incur any debts, obligations, expenses, or liabilities of any kind on behalf of Customer other than those incurred in performance of this Customer Agreement.
- 9.10 In addition to the requirements of Exhibit B Terms and Conditions, Section 8.01 Financial record retention and audit of the TexasOnline 2.0 Master Agreement, Vendor will maintain and retain supporting fiscal documents adequate to ensure that claims for Customer Agreement funds associated with this Customer Agreement are in accordance with applicable State of Texas requirements. These supporting fiscal documents will be retained by Vendor for a period of four (4) years after the date of submission of the final invoices.
- 9.11 Exhibit D Performance Criteria of the TexasOnline 2.0 Master Agreement addresses the agreed upon performance criteria for Texas.gov, including Applications developed or maintained by Vendor, or otherwise provided to Customer by Vendor. Customer may notify DIR in writing of alleged performance failures and DIR may, in its sole and exclusive discretion as between DIR and Customer, determine that a performance failure may have occurred.
- 9.12 The Parties understand and agree that certain personal and/or sensitive information may be transmitted and/or received in connection with this Customer Agreement. The Parties understand and agree to comply with the Payment Card Industry Data Security Standard ("PCI-DSS") and any amendments thereto. Parties acknowledge that each Party is responsible for the security of cardholder data in its possession.

10. Termination

- 10.1 This Customer Agreement is effective upon the effective date specified in Section 1.A, if provided. If no effective date for this Customer Agreement is specified in Section 1.A., this Customer Agreement is effective upon execution by representatives of DIR, Vendor, and Customer. This Customer Agreement expires upon termination or expiration of the TexasOnline 2.0 Master Agreement (as renewed or extended), unless this Customer Agreement is extended in accordance with Section 10.4 below.
- 10.2 In the event that any Party fails to carry out or comply with any of the material terms and conditions of this Customer Agreement, another Party may notify the breaching Party of such failure or default in writing and demand that the failure or default be remedied within thirty (30) days. In the event that the breaching Party fails to remedy such failure or default within thirty (30) days of receiving written notice, each other Party will have the right to cancel this Customer Agreement upon thirty (30) days written notice. Notwithstanding the foregoing, Customer will not have the right to cancel this Customer Agreement if Vendor's failure or inability to comply with the terms and conditions of this Customer Agreement is caused by or arises from, in whole or in part, the refusal or inability, for whatever reason, of Customer to provide the support and assistance that Vendor requires from Customer to perform its obligations under this Customer Agreement, and which Customer previously agreed to provide

- to Vendor. If Customer does not provide Vendor with the requisite level or amount of support, for whatever reason, Vendor will, upon receipt of DIR approval, be entitled, but not obligated, to suspend or cancel any further work on the particular Service or Application for which adequate support is not available, and focus its efforts on other Services or Applications.
- 10.3 Except as otherwise provided in the TexasOnline 2.0 Master Agreement, or as provided below, DIR or Vendor may terminate this Customer Agreement without cause and without cost or penalty upon ninety (90) days' prior written notice.
- 10.4 Upon written amendment signed by all Parties, Customer and Vendor may elect to continue Vendor's Services under this Customer Agreement, notwithstanding the expiration or termination of the TexasOnline 2.0 Master Agreement.
- 10.5 Unless otherwise provided in Exhibit A 1 or Exhibit A 2 herein, pursuant to the provisions of TexasOnline 2.0 Master Agreement, the Customer will pay any unrecovered costs associated with Vendor providing service to them through Texas.gov, if the Customer terminates this Customer Agreement for convenience or lack of funding before those costs are fully recovered. Such unrecovered costs will be calculated in accordance with Exhibit B Terms and Conditions, Section 11.03(d) Termination fee of the Master Agreement.
- 10.6 DIR may terminate this Customer Agreement following the determination by a competent judicial or quasi-judicial authority and Vendor's exhaustion of all legal remedies that Vendor, its employees, agents or Subcontractors have either offered or given anything of value to an officer or employee of Customer or the State of Texas in violation of State law.

11. Dispute Resolution

If a dispute seeking money damages is identified by DIR, Vendor, or Customer, dispute resolution will follow the procedures outlined in Exhibit B Terms and Conditions, Section 11.11 Dispute Resolution of the TexasOnline 2.0 Master Agreement, which references Chapter 2260 of the Texas Government Code. Any pursuit of equitable relief will not constitute a waiver by DIR or Customer of any immunity from suit or liability. Notwithstanding the foregoing, DIR and Customer are not precluded from initiating a lawsuit for damages against Vendor in a court of competent jurisdiction and may do so without engaging in the process provided by Chapter 2260 of the Texas Government Code or administrative rules applicable to Customer (e.g., 37 TEX. ADMIN. CODE § 34.1, et seq. (2001) (Department of Public Safety, Negotiation and Mediation of Certain Contract Disputes)).

12. Miscellaneous Provisions

- 12.1 Customer Copyright and Content Non-Supervision Acknowledgment. The Customer represents to Vendor and DIR that the content and other materials furnished to Vendor by the Customer for Texas.gov do not (i) violate any third party's copyright, intellectual property rights, rights of privacy or publicity or other similar rights and (ii) violate any applicable law or State rules and regulations for Texas.gov. The Customer acknowledges that neither Vendor nor DIR is responsible for investigation or approval of the content of any third-party sites to which Customer links on Texas.gov. Further, the Customer acknowledges that neither DIR nor Vendor is responsible for the accuracy, completeness, or review of the content of the Customer's public records or text furnished by the Customer to Vendor or Texas.gov.
- 12.2 Any situation related to security, privacy, network stability, or financial processing that could adversely affect Texas.gov may lead to the suspension of the Customer's Applications on Texas.gov. Vendor will give DIR and the Customer written notice immediately upon suspension.

List of Application(s) Supported Under this Customer Agreement

1. TxPay Direct

- A. TxPay Direct, Travis County MyPermitNow TNR* Merchant ID/VID #13227014
- B. TxPay Direct, Travis County MyPermitNow FIRE* Merchant ID/VID #13227015

*As required by Section 7.1 of this Customer Agreement, this Application is being identified as one having a unique Merchant ID.

List of Service(s) Provided Under this Customer Agreement

1. TxPay Direct

- A. Electronic Payment Engine Payment Interface Services
- B. Electronic Payment Engine Credit Card Authorization Services/Settlement Services
- C. Application for Electronic Payment Engine Refund Services for Credit Cards
- D. Texas.gov Service Desk

Fee Schedule

The Vendor will provide Electronic Payment Engine Services at the following rates:

1. TxPay Direct

- A. Vendor will be paid a Texas.gov Service Fee of \$0.25 plus 2.25% of the total transaction for credit card processing, on a per transaction basis.
- B. Vendor will be paid the Texas.gov Service Fees through the Convenience Fee (CONV_FEE) field located in the payment processing system. Please refer to the TPE Specifications Document.
- C. The Texas.gov Fees are non-refundable.
- D. Vendor will pay any applicable credit card fees, per the terms of its agreement(s) with the payment card companies.
- E. Customer is responsible for processing of refunds, if a refund is deemed necessary.
- F. Customer is responsible for payment and reconciliation of all chargebacks, non-sufficient funds (NSF), credit card company and processor penalties, and all associated fees.
- G. Vendor will deposit all fees collected online, including Customer's Fees, into Vendor's account.
- H. Vendor will send the Customer an ACH transfer for all Customer Fees collected, minus any payment processing fees that are the responsibility of the Customer. The frequency at which the ACH transfer is made to the Customer will be determined by Vendor in consultation with the Customer during the initial planning phase for deployment, depending on transaction volume.

I.	Subject to Standard Terms and Conditions, Section 9.5, General Terms of this Agreement,
	Vendor reserves the right to increase or decrease the Texas.gov Service Fee at any time.
	Customer will be responsible for any such Fee changes within sixty (60) days following receipt
	of notification from Vendor.

Customer Initials & Date	Vendor Initials & Date

Exhibit B: Application and Services Description

Customer Name: Travis County

The Vendor offers a variety of support Services to Customers. The specific list of Services and Applications that Vendor has agreed to provide to Customer under this Agreement are set forth in Exhibit A - 1 of the Agreement between the Customer and Vendor. The following table lists all the Services currently offered by Vendor, as may be amended from time to time by Vendor.

Service	Description
Electronic Payment	Vendor will provide a Payment interface ("Electronic Payment Engine") that will be
Engine Payment	hosted at a Vendor web site. The Customer Applications will pass encrypted
Interface Services	transaction data to the site using a secured connection. The interface will include:
	• SSL 128bit encryption or greater secure interface to Electronic Payment Engine
	Pre-load validation of record packet submitted by the Customer Application
	Response record packet returned to the Customer Application
	If the Customer is hosting the Application, they will be responsible for submitting to
	Electronic Payment Engine, hosted by Vendor, the required record as specified in the
	Texas.gov Payment Engine, Payment Services Specifications.
Electronic Payment	Vendor will provide authorization and settlement transaction Services for credit cards
Engine Credit Card	(Visa, MasterCard, Discover, and American Express). Vendor will receive the
Authorization	encrypted pay request transaction through a secure (minimum SSL 128bit) interface.
Services/Settlement	 Each incoming transaction will be logged for auditing.
Services	• Pre-authorization validation will be performed against the payment record, which
	includes all required information to process an electronic payment.
	If valid, the transaction will be submitted for approved credit and process
	authorization.
	• A response record will be returned to the Customer Application containing either
	authorization data or denial/error codes.
	An outgoing transaction record will be recorded for auditing.
	• The cutoff for transactions will be 2:00 a.m. ET daily.
	• The processor will transfer all funds to the Customer bank account. Vendor is not
T1 / 1 D /	responsible for actual fund transfers.
Electronic Payment	For Automated Clearing House (ACH), Vendor will provide the following Services:
Engine ACH Services	Vendor will receive the encrypted pay request transaction through a secure (minimum
	SSL 128 bit) interface.
	 Each incoming transaction will be recorded for auditing. Pre-authorization validation will be performed against the payment record, to
	verify that all information required to process an electronic payment is provided.
	 If valid, the transaction will be authorized using current financial data. Only the
	ABA routing number is validated.
	A response record will be returned to the Customer Application containing either
	authorization data or denial/error codes.
	 An outgoing transaction record will be recorded for auditing.
Automated USAS	Vendor will prepare a file of online transactions and forward it to the Texas
Interface	Comptroller of Public Accounts ('Comptroller') each banking day. In turn, the file is
	provided to the Customer via the Comptroller. The file will be formatted according to
	the specification defined in the Texas.gov Payment Engine Specifications.

Vendor will provide an online, secured Application for the Customer to access in order **Application for Electronic Payment** to process refunds to Visa, MasterCard, American Express, and Discover. **Engine Refund Services** Only authorized users will have access to the Refund application, which will be for Credit Cards controlled by login. A unique identifier for the transaction that is being refunded will be required to initiate the refund. Users will enter the Customer program specific data and the amount to be The transaction will be submitted to the credit card processor for settlement, which will result in funds being debited from the Customer's accounts and the user's card being credited with the refund. Incoming and outgoing transactions will be recorded for audit. Refund transactions will be included with other authorized transactions that are sent to the Comptroller each day as a batch file. Transfers will only occur on bank business days. The Customer will be able to print and save a record of the refund transaction. Vendor will provide an online, secured Application for the Customer to access in order **Application for Electronic Payment** to process refunds to ACH transactions. **Engine Refund Services** Only authorized users will have access to the Refund application, which will be for ACH (non-USAS controlled by login. Vendor) A unique identifier for the transaction that is being refunded will be required to initiate the refund. Users will enter the Customer program specific data and the amount to be refunded. The transaction will be submitted to the NACHA network for settlement, which will result in funds being debited from the Customer's accounts and the user's bank account being credited with the refund. Incoming and outgoing transactions will be recorded for audit. Refund transactions will be included with other authorized transactions that are sent to the Customer each day as a batch file. Transfers will only occur on bank business days. The Customer will be able to print and save a record of the refund transaction. **Hosting Support** Vendor may provide services related to the support of Texas.gov. These services **Services** include, but are not limited to: Application hosting Architecture development and/or review Security Services as they relate to the Master Agreement System monitoring and administration Log-in credentialing Offsite back-up storage Operational maintenance Remote management SSL certificate services Vendor provides Texas.gov Authentication Service. Section 2054.271 of the Texas Texas.gov **Authentication Service** Government Code allows for Texas.gov to authenticate customers against Customer databases in lieu of requiring a signed or notarized document. Customer agrees to use the service solely for the Customer Application specified in Exhibit A - 1. The Texas.gov Authentication Service is a web service that allows the Customer to collect data from a user and verify that the data elements match the Texas.gov Authentication Database.

Helpdesk Services for	Vendor may provide first through third level customer support through the Texas.gov					
Texas.gov Applications	Helpdesk.					
	 Level 1 Support duties: Responding to user phone calls via a published toll free number Responding to user email queries via a published help desk email address. Following established procedures to answer questions Escalating issues that are not resolved to Level 2 support Recording all issues in a tracking system. 					
	Level 2 Support duties: Responding to phone calls escalated from Level 1 support Responding to emails escalated from Level 1 Support Following established procedures to answer questions and issues Escalating issues that are not resolved to Level 3 Support Recording issue resolution into the tracking system					
	Level 3 Support duties:					
	 Responding to issues escalated from Level 2 support Conducting a systems analysis to determine cause for issue Development of a work around or fix for the issue 					
	Vendor may provide Level 1 and Level 2 support for the Customer hosted Application(s) through the Texas.gov Helpdesk. If Texas.gov Helpdesk support is no able to resolve the issue, the issue will be escalated to the Customer for Level 3 support.					
	For Texas.gov Hosted Applications, Vendor may provide Level 1 through Level 3 support.					
	A live call center operation will handle user phone calls and email 24 hours a day, 7 days a week. However, future alterations to these times and days may occur periodically throughout the term of this Agreement if Vendor determines that peak usage of the Texas.gov infrastructure is at times other than those described above. The call center Services are offered in English and Spanish.					
Change Management	Change Management is a process used to ensure that changes are introduced and managed in a way that provides quality assurance and prevents unnecessary changes. The process is described in the Master Agreement, Exhibit H: Governance, Attachment H1: Policies and Procedures Manual, Section 6.3 Change Management Process.					
Texas.gov Service Desk	The primary point of contact for Customers regarding day-to-day customer, technical, and planning support. Additionally, the Service Desk will be responsible for providing communications regarding impairments and outages.					
Point of Sale Payment Services	Vendor will provide Application for over-the-counter payment processing and a magnetic card reader for credit card data collection. MagTek devices encrypt data at the moment of swipe for data security and meet PCI DSS compliance requirements.					
Card-swiping Device Support	Vendor will provide specialized Service Desk support to assist Customer with changes, upgrades, and replacement of MagTek card-swiping devices used for data collection, ID validation, and access control at the point of sale (POS).					



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Kent Hubbard, 854-6458 Elected/Appointed Official/Dept. Head: Cyd V. Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language:

DECLARE USED FIREARMS AS SURPLUS AND AUTHORIZE TRADE-IN FOR PURCHASE OF NEW FIREARMS, PURSUANT TO SECTION 263.152(A)(2) 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.

Travis County Fire Marshal's Office has four (4) firearms that are fixed assets. The Fire Marshal is requesting that these firearms be included in a trade-in with GT Distributors, Inc. for two (2) new firearms. The resulting trade-in will be an even monetary exchange.

Inventory of existing Fire Marshal firearms inventory attached.

TRAVIS COUNTY FIRE MARSHAL'S OFFICE

HERSHEL LEE, FIRE MARSHAL

P. O. Box 1748, Austin, Texas 78767 (512) 854-4621, FAX (512) 854-6471



June 26, 2013

Kent Hubbard Travis County Purchasing

RE: Firearms trade

Mr. Hubbard,

I would like to trade several firearms that are in the Fire Marshal inventory and are no longer utilized. The firearms I want to trade are:

CGX072US	47	25	RB0100	1996	Hand gun, Glock	\$229.95
BKG123US	47	25	RB0100	1996	Hand gun, Glock	\$200.00
BKG122US	47	25	RB0100	1996	Hand gun, Glock	\$200.00
DAA242519	47	25	RB0100	1996	Hand gun, Beretta	\$100.00

I took the above firearms to GT Distributors and they offered the amounts in the last column as trade value toward new product.

I received a quote from GT Distributors for two items:

GLOCK-PG 17502 Glock 17 9mm Gen IV Pistol Fixed sight \$357.00 MOSS-50420 Mossberg-Spec Purpose LE 12 GA. 18 Inch Sh \$372.95

The weapons I want to trade in were purchased in 1996 are at the end of their useful life as law enforcement weapons. They have been refurbished at least twice.

I am attaching a quote from GT for the weapons I wish to trade in and a quote for the weapons I wish to trade for.

Hershel Lee

Travis County Fire Marshal



Quote	QTE0066653
Date	6/26/2013
Page:	1

GT Distributors - Austin
P.O. Box 16080
Austin
TX 78761
(512) 451-8298 Ext. 0000

Bill To:

Travis Co (TX) 5555 Airport Blvd, Ste 400 Attn: Christina Stenger Austin TX 78701 Ship To:

Travis Co (TX) 5555 Airport Blvd, Ste 400 Attn: Hershel Lee Austin TX 78701

Purchase	Order No.	Customer	ID	Salesperso	n ID S	hipping Me	ethod	Payn	nent Terms	Req Ship Dat	e Master No.
GUN TRAD	E	000001		BF	P	U		NET 1	15 [0/0/0000	1,040,846
	Item Num		Descrip	otion					UOM	Unit Price	Ext. Price
1	UG-GLOCI	K23G3	Used G	un Glock 23 G	Gen 3 .40) Pistol			EA	\$229.95	\$229.95
1	UG-GLOC	K23G3		Night Sights * un Glock 23 G) Pistol			EA	\$200.00	\$200.00
1	UG-GLOCK	K23G3	Used G	Fixed Sights * un Glock 23 G	en 3 .40				EA	\$200.00	\$200.00
1	UG-BERTO	DMCAT		Fixed Sights / eretta Tomcat					EA	\$100.00	\$100.00
1	NOTES		This is to	o Reflect Wha	at TCFM	Wants to Tra	ade lı		EA	\$0.00	\$0.00
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	•										

All returns must be authorized by GT Distributors. Interest charges on past due invoices at the maximum rate allowed by law.

Your salesman is Justin Love We do appreciate your business Lee, Hershel @ 512.854.4621

Subtotal	\$729.95
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Total	\$729.95



 Quote
 QTE0066641

 Date
 6/26/2013

 Page:
 1

GT Distributors - Austin
P.O. Box 16080
Austin
TX 78761
(512) 451-8298 Ext. 0000

Bill To:

Travis Co (TX)
County Auditor
P.O. Box 1748
Austin TX 78767

Ship To:

Travis Co Fire Marshal's Office 5555 Airport Blvd, Ste 400 Attn: Christina Stenger Austin TX 78701

Order No. Item Num GLOCK-PO			Salesperson I	D Shipping FACTORY	Method	Paym	nent Terms	Reg Ship Dat	e Ma	ster No
	ber	Doors	BF	EACTORY					O : 11114	
		Dagari		INCIONT	DIRECT	NET -	15	0/0/0000	1	040,648
		Descri	ption			-1	UOM	Unit Price		Price
	317502	Glock 1	7 9mm Gen IV P	istol Fixed Sigh	nt 5lb		EA	\$357.00000		\$357.00
MOSS-504	20	Mossbe	rg-Spec Purpose	LE 12 Ga. 18	Inch Sh		EA	\$372.95		\$372.95
NOTES		Notes:				į	EA	\$0.00		\$0.00
					863-10					
	NOTES	NOTES	Quotat	Quotation reflects Buyb		Quotation reflects Buyboard Contract 363-10	NOTES Notes: EA \$0.00 Quotation reflects Buyboard Contract 363-10			

All returns must be authorized by GT Distributors. Interest charges on past due invoices at the maximum rate allowed by law.

Thank you, your salesman was Adam Balak

Subtotal	\$729.95
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Total	\$729.95



Asset Master Record Detail Report

Data Warehouse Last Refresh: 06/07/2013 02:48:46 AM

Inventory (tag) #	Asset Desc	Asset Type	S/N	VIN#	Cap Date	Asset (SAP) #	Equip #	Resp Cost Center - Dept	Location Key	Location	Employee	uisition alue
81670	HAND GUN GLOCK	WPN	BKG123US	#	6/25/1996	1005082	#	1470020001	KEITHRUIZ	5555 Airport Ruiz Bldg	KIRK A ANTHONY	\$ 338.00
81671	HAND GUN GLOCK	WPN	CGX072US	#	6/25/1996	1005083	#	1470020001	KEITHRUIZ	5555 Airport Ruiz Bldg	JANIE BROOKS	\$ 338.00
BKG122US	HAND GUN GLOCK	WPN	BKG122US	#	6/25/1996	1005084	#	1470020001	KEITHRUIZ	5555 Airport Ruiz Bldg	HERSHEL NOAH LEE	\$ 338.00
DAA242519	HAND GUN, Beretta	WPN	DAA242519	#	n/a	n/a	#	1470020001	KEITHRUIZ	5555 Airport Ruiz Bldg	HERSHEL NOAH LEE	n/a



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Loren Breland, 854-4854 Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract award for Tree Pruning and Removal Services, IFB No. B1305-004-LD, to the low bidder, Unity Contractor Services.

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

This contract will provide tree pruning and removal services at Pace Bend Park.

Bid B1305-004-LD was issued on May 21, 2013 and 4 bids were received on June 10, 2013. TNR has reviewed the bids and recommends award to the low bidder, Unity Contractor Services, Inc. Unity Contractor Services, Inc. is a certified HUB vendor, City of Austin certification.

Contract-Related Information:

Award Amount: \$13,000.00

Contract Type: One time purchase

> Solicitation-Related Information:

Solicitations Sent: 25 Responses Received: 4
HUB Information: % HUB Subcontractor:

> Funding Information:

☐ SAP	Shopping	Cart #:
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□ Comments: SAP Funds Reservation Document 300000634

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

Bid #B1305-004-LD - TREE PRUNING AND REMOVAL SERVICES

Creation Date May 9, 2013

End Date

Jun 10, 2013 2:00:00 PM CDT

Start Date

May 21, 2013 2:19:41 PM CDT

Awarded Date Not Yet Awarded

			Unit Price	Qty/Unit	Total Price	Attch.	Docs
Certified Arbor Care Inc [Ad]		First Offer -	\$2,000.00	1 / job	\$2,000.00	Y	Y
Product Code: Unit Amount Text: two thousand Total Amount Text: two thousand Agency Notes:			TX1339A TOWC0024 Lee was in the firs have attached the the newer ones ha them. You can ver http://texasoakwi arborists/ he is list	Lee Evans Certificat at TOWC class on Jule e certificate they sen ave the certification rify his TOWC furthe lt.org/find-a-vendor, ted in Round Rock. N pany: Certified Arb	ne 9 200 t him, ho numbers or on /certified You can a	6, I owever on -	
Garcia's Tree Trimming		First Offer -	\$2,900.00	1 / job	\$2,900.00	Y	Y
Product Code: Unit Amount Text: Two Thousand N Total Amount Text: Two Thousand				Supplier Product Supplier Notes: Wilt Certification A	ISA Certified Arboris	it & Texa	s Oak
Agency Notes:				and the second s			
		First Offer -	\$3,240.00	1 / job	\$3,240.00		Y
Agency Notes:		First Offer -	\$3,240.00	1 / job Supplier Product Supplier Notes:	a mention of the unique toway		Y
Agency Notes: Unity Contractor Services, Inc Product Code: Unit Amount Text: Total Amount Text:		First Offer -		Supplier Product	a mention of the unique toway	Y	Y

Supplier		Unit Price	Qty/Unit	Total Price	Attch.	Doc
Garcia's Tree Trimming	First Offer -	\$3,200.00	1 / job	\$3,200.00		Y
Product Code: Unit Amount Text: Three Thousand Total Amount Text: Three Thousand Agency Notes:	 	A TOTAL OF THE PARTY OF THE PAR	Supplier Produc Supplier Notes:			
Unity Contractor Services, Inc	First Offer -	\$4,320.00	1 / job	\$4,320.00		Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:	F41		Supplier Produc Supplier Notes:	t Code:		
Certified Arbor Care Inc [Ad]	First Offer -	\$6,000.00	1 / job	\$6,000.00		Y
Product Code: Unit Amount Text: six thousand Total Amount Text: six thousand Agency Notes:			Supplier Produc Supplier Notes:	t Code:		
The Davey Tree Expert Company	First Offer - \$	22,743.00	1 / job	\$22,743.00		Y
Product Code: Unit Amount Text: Twenty Two Thou Three Dollars Total Amount Text: Twenty Two Tho			Supplier Produc Supplier Notes:	t Code:		

Three Dollars				
Agency Notes:			11.0	

Supplier		EL EA/MARIA (SEE SA	Unit Price	Qty/Unit	Total Price	Attch.	Doc
Unity Contractor Services, Inc		First Offer -		1 / job	\$3,520.00	Atten.	Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:				Supplier Produc Supplier Notes:			
Certified Arbor Care Inc [Ad]		First Offer -	\$4,000.00	1/job	\$4,000.00	2	Y
Product Code: Unit Amount Text: four thousand Total Amount Text: four thousand Agency Notes:				Supplier Produc Supplier Notes:	t Code:		
Garcia's Tree Trimming		First Offer -	\$5,400.00	1 / job	\$5,400.00		Y
Product Code: Unit Amount Text: Five Thousand I Total Amount Text: Five Thousand Agency Notes:				Supplier Product Supplier Notes:	t Code: 988-88		
The Davey Tree Expert Company	F	irst Offer - \$	15,180.00	1 / job	\$15,180.00		Y
Product Code: Unit Amount Text: Fifteen Thousan Total Amount Text: Fifteen Thousa Agency Notes:				Supplier Product Supplier Notes:	Code:		

B1305-004-LD01-04 Tree Remo	oval Shady Grove/11 Oak	Campground			
Supplier	Unit Pr	ce Qty/Unit	Total Price	Attch.	Doc
Unity Contractor Services, Inc	First Offer - \$1,920.	00 1/job	\$1,920.00		Y
Product Code: Unit Amount Text: Total Amount Text: Agency Notes:		Supplier Produ Supplier Notes			
Garcia's Tree Trimming	First Offer - \$2,900.	00 1/job	\$2,900.00		Y
Product Code: Unit Amount Text: Two Thousand Nin Total Amount Text: Two Thousand Ni Agency Notes:	The state of the s	Supplier Produ Supplier Notes			T.
Certified Arbor Care Inc [Ad]	First Offer - \$4,000.0	0 1/job	\$4,000.00		Y
Product Code: Unit Amount Text: four thousand Total Amount Text: four thousand Agency Notes:		Supplier Produ Supplier Notes			
The Davey Tree Expert Company	First Offer - \$10,305.0	0 1/job	\$10,305.00	100	Y
Product Code: Unit Amount Text: Ten Thousand Thr Total Amount Text: Ten Thousand Th Agency Notes:		Supplier Produ Supplier Notes:			

Supplier Totals

Garcia's Tree Trimming	\$14,400.00	(4/4 items)
Agency Notes:	Supplier Notes:	
Fax 512-926-1292		
Ph 512-926-8065	Austin, TX 78723	
lenzyucs@swbell.net	Suite F-113	
Bid Contact Patrick Carter	Address 6448 East Highway 290	
Unity Contractor Services, Inc	\$13,000.00	(4/4 items)

Bid Contact Alex Lopez

alex.lopez@garclastreetrimming.com

Ph 512-288-2867

Austin, TX 78737

Our HUB/MBE/DBE Certifications are currently being reviewed for active status. Please contact Alex Lopez at 512-293-1469 or alex.lopez@garciastreetrimming.com for any information

regarding this solicitation. Thankyou.

Agency Notes:

Bid Notes

Supplier Notes:

Address 8409 Indian Summit

Our HUB/MBE/DBE Certifications are currently being reviewed for active status. Please contact Alex Lopez at 512-293-1469 or alex.lopez@garciastreetrimming.com for any information regarding this solicitation. Thankyou.

Round Rock, TX 78642

\$16,000.00 (4/4 items)

Certified Arbor Care Inc [Ad]

Bid Contact

Debbie Evans

debbie@certifiedarbor.com

Ph 512-671-8733

Qualifications HUB WBE

Agency Notes:

Supplier Notes:

Bid Contact Daniel Hunsicker

The Davey Tree Expert Company

treemd@msn.com

Ph 512-451-4986

Agency Notes:

\$68,103.00 (4/4 items)

Address 9224 Research Austin, TX 78758

Address P.O. Box 1868

Supplier Notes:



TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

700 Lavaca, 5th Floor Travis County Administration Building P. O. Box 1748 Austin, Texas 78767 (512) 473-9383 FAX (512) 708-4697

June 27, 2013

MEMORANDUM

TO:

Cyd Grimes, County Purchasing Agent

FROM:

Steven M. Man Ila P.E., County Executive

SUBJECT:

Contract Award - Solicitation B1305-004-LC

Tree Pruning and Removal Services

TNR recommends that Travis County award the above referenced contract to the low overall responsive bidder, Unity Contractor Services, Inc.

The product category for this contract is 70110000. The funds have been pre-encumbered on Funds Reservation 300000634.

If you need additional information, please contact Christina Jensen at 854-7670.

CJ:SMM:cj

Contract File

Funds Reservation 300000634

General Data Document type OT Document type 030 1000 Company code Document date 06/27/2013 FM area 1000 Posting date 06/27/2013 USD/ 1.00000 Controlling area 1000 Currency **Statistics** Entered by **JENSENC** Created on 06/27/2013 Last changed by **JENSENC** Last changed 06/27/2013 **More Data** Text Contract for Pace Bend Tree Services Reference Overall Amount 13,000.00 USD

Document item 001

Text

Pace Bend Tree Pruning

Commitment item

511610

Fund

Amount

0001

Cost center Vendor

1490220001

13,000.00 USD

Funds center

G/L account

511610

1490220001

Due on

Customer

Created 07-03-13 @ 327p

Item 17



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Rachel Fishback, 512.854.9853

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe **REVISED AGENDA**

Agenda Language: APPROVE CONTRACT AWARD FOR SEPTIC AND HOLDING TANK SERVICES, IFB NO. 1304-013-NB, TO THE SOLE BIDDER, VSE SEPTIC SERVICES LLC.

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

This contract requires for the vendor to supply Septic and Holding Tank Services to Travis County Transportation and Natural Resources and other Travis County Departments.

On May 28th, 2013, IFB No. 1304-013-NB was issued through BidSync. One (1) bid was received on June 21st, 2013. The Purchasing Office concurs with Travis County Transportation and Natural Resources Department recommendation to award a contract to the sole bidder VSE Septic Services, LLC.

Contract-Related Information:

Award Amount: estimated requirement

Contract Type: Term

Contract Period: July 31, 2013 through July 31, 2014

Solicitation-Related Information:

Solicitations Viewed: 15 Responses Received: 1

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

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

en notified. ave been



TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

700 Lavaca, 5th Floor Travis County Administration Building P. O. Box 1748 Austin, Texas 78767 (512) 473-9383 FAX (512) 708-4697

June 26, 2013

MEMORANDUM

TO:

Cyd Grimes, County Purchasing Agent

FROM:

Steven M. Manilla F.E., County Executive

SUBJECT:

Contract Award - Solicitation B1304-013-NB

Septic and Holding Tank Services

TNR recommends that Travis County award the above referenced contract to the only responsive bidder, VSE Septic Services LLC.

The product category for this contract is 76121700. The budgeted cost center is 1490220001.

If you need additional information, please contact Christina Jensen at 854-7670.

CJ:SMM:cj

Bid Tabulation Packet for Solicitation B1304-013-NB

SEPTIC AND HOLDING TANK SERVICES

Bid designation: Public



Travis County

Bid #B1304-013-NB - SEPTIC AND HOLDING TANK SERVICES

Start Date May 28, 2013 11:07:12 AM CDT Awarded Date Not Yet Awarded

B1304-013-NB01-01 Group A: PUMP SEPTIC AND HOLDING TANKS: Richard Moya Park - 4 Tanks								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes: \$ an 800 gallon tank v \$ 240.00 ex. a 1000	30 per 100 gallons,	0.00 .				

B1304-013-NB01-02 Group A: PUMP SEPTIC AND HOLDING TANKS: Pace Bend Park - 6 Tanks								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes: \$ 3	Code: 300.00 for 1,000 gall	ons total _l	price			

B1304-013-NB01-03 Group A: PUMP SEPTIC AND HOLDING TANKS: Pace Bend Park RV Tank - 1 Tank								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes: \$ 3	Code: 300.00 for 1,000 galle	ons total _l	orice			

B1304-013-NB01-04 Group A: PUMP SEPTIC AND HOLDING TANKS: Sandy Creek Park - 3 Tanks									
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs				
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ				
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes: \$	Code: 300.00 for 1,000 gall	ons total į	orice				

B1304-013-NB01-05 Group A: PUMP SEPTIC AND HOLDING TANKS: Webberville Park - 6 Tanks								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes: \$	Code: 300.00 for 1,000 gall	ons total				

B1304-013-NB01-06 Group A: PUMP SEPTIC AND HOLDING TANKS: Webberville Park - 2 Tanks								
Supplier	Unit Price	Attch.	Docs					
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes:	Code:					

B1304-013-NB01-07 Group A: PUMP SEPTIC AND HOLDING TANKS: Mansfield Dam - 1 Tank						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	

VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00	Υ
Product Code:		Supplier Product (Code:	
Unit Amount Text: thirty		Supplier Notes:		
Total Amount Text: thirty				
Agency Notes:				

B1304-013-NB01-08 Group A: PUMP SEPTIC AND HOLDING TANKS: Hamilton Pool Park - 3 Tanks								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product C Supplier Notes:	Code:					

B1304-013-NB01-09 Group A: PUMP SEPTIC AND HOLDING TANKS: South East Metro Park - 3 Tanks								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes:	Code:					

B1304-013-NB01-10 Group A: PUMP SEPTIC AND HOLDING TANKS: Bob Wentz Park - 1 Tank								
Supplier	Unit Price Qty/Unit Total Price Attch.							
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes:	Code:					

B1304-013-NB01-11 Group A: PUMP SEPTIC AND HOLDING TANKS: Hippy Hollow Park - 1 Tank								
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs			
VSE Septic Services LLC	First Offer - \$0.40	100 / gallon	\$40.00		Υ			
Product Code: Unit Amount Text: forty Total Amount Text: forty Agency Notes:		Supplier Product (Supplier Notes: *	Code: Due to accessibility is	sues				

B1304-013-NB01-12 Group A: PUMP SEPTIC AND HOLDING TANKS: Reimers Ranch Park - 8 Tanks								
Supplier	Unit Price Qty/Unit Total Price				Docs			
VSE Septic Services LLC	First Offer - \$0.30	100 / gallon	\$30.00		Υ			
Product Code: Unit Amount Text: thirty Total Amount Text: thirty Agency Notes:		Supplier Product (Supplier Notes:	Code:					

B1304-013-NB01-13 Group A: PUMP SEPTIC AND HOLDING TANKS: Pump Additional Tanks - Countywide Parks									
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs				
VSE Septic Services LLC	First Offer - \$0.35	100 / gallon	\$35.00		Υ				
Product Code: Unit Amount Text: thirtyfive Total Amount Text: thirtyfive Agency Notes:		Supplier Product (Supplier Notes:	Code:						

B1304-013-NB02-01	Group B: PUMP, RINSE,	REPUMP AND REF	ILL SEPTIC AND F	OLDING TANKS	Cypress
Creek Park - 1 Tank					

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
VSE Septic Services LLC	First Offer - \$0.40	100 / gallon	\$40.00		Υ	
Product Code:		Supplier Product (Code:			
Unit Amount Text: forty		Supplier Notes: Rinse per 100 Gallons: 30				
Total Amount Text: forty		Fill per 100 Gallons: .20				
Agency Notes:		each 1000 gallon tank pump will be \$ 350.00				
Each 1000 gallon tank rinse will be \$ 30.00			00			
each 1000			each 1000 refill tank will be \$ 20.00			
		\$ 400 total for rinse	, repump and refill of	1000 gall	on tank	

B1304-013-NB02-02 Group B: PUMP, RINSE, REPUMP AND REFILL SEPTIC AND HOLDING TANKS : Pace Bend Park - 78 tanks									
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs				
VSE Septic Services LLC	First Offer - \$0.40	100 / gallon	\$40.00		Υ				
Product Code: Unit Amount Text: forty Total Amount Text: forty Agency Notes:		Fill per 100 Gallon each 1000 gallon tar Each 1000 gallon tar each 1000 refill tank	nse per 100 Gallon s: .20 nk pump will be \$ 350 nk rinse will be \$ 30.0	D.00 D0					

B1304-013-NB02-03 Group B: PUMP, RINSE, REPUMP AND REFILL SEPTIC AND HOLDING TANKS : Pump, rinse and refill additional tanks - County wide					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
VSE Septic Services LLC	First Offer - \$0.43	100 / gallon	\$43.00		Υ
Product Code:		Supplier Product (Code:		
Unit Amount Text: forty three	Supplier Notes: Rinse per 100 Gallons: .40				
Total Amount Text: forty three		Fill per 100 Gallons: .40			
Agency Notes: each 1000 gallon tank pump will be \$ 350.00					
		Each 1000 gallon tai	nk rinse will be \$ 40.0	00	
		each 1000 refill tank	will be \$ 40.00		
		\$ 430 total for rinse,	repump and refill of	1000	

B1304-013-NB03-01 DEODORIZER/MOSQUITO REPELLENT: Pit Toilet Deodorizer/Mosquito Repellent						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
VSE Septic Services LLC	First Offer - \$20.00	300 / gallon	\$6,000.00		Υ	
Product Code:	Supplier Product Code:					
Unit Amount Text: twenty		Supplier Notes: repellent includes material and all labor				
Total Amount Text: six thousand		\$ 20 per gallon				
Agency Notes: \$ 300 gallons are \$6,000						

Supplier Totals

VSE Septic Services LLC \$6,528.00 (17/17 items)

Bid Contact Sandy Martinez Address PO Box 342742

<u>info@vegasepticinc.com</u> Austin, TX 78734

Ph 512-261-4000

Qualifications DBE MBE WBE

Bid Notes price per 1,000 gallons is \$ 300

Please note paper bid turned in will be voided, as QTY was considered TOTAL Unit price (of 100

gallons) per quantity of 100 gallons.

All overages will be billed @ .40 cents a gallon (tank is overflowing, pump is out etc.)

Agency Notes: Supplier Notes:

price per 1,000 gallons is \$ 300

Please note paper bid turned in will be voided, as QTY was considered TOTAL Unit price (of 100 gallons) per quantity

of 100 gallons.

All overages will be billed @ .40 cents a gallon (tank is

overflowing, pump is out etc.)	
overnowing, pump is out etc.)	

Award Total

\$6,528.00 (Does not apply to percentage or no price items.)

* *

Bid Tabulation Summary - Award Amount

Bid: Septic and Holding Tank Services

Bid # B1304-013-NB

Supplier: VSE Septic Services LLC

Group A: Pump Septic and Holding Tanks

Location	Est. Tank Size	No. of Tanks	Unit Price	Qty/Unit	Park Estimated Annual Price
Richard Moya Park	800	4	\$0.30	100/gallon	\$960.00
Pace Bend Park	800	6	\$0.30	100/gallon	\$1,440.00
Pace Bend RV Tank	800	1	\$0.30	100/gallon	\$240.00
Sandy Creek Park	800	3	\$0.30	100/gallon	\$720.00
Webberville Park	1000	6	\$0.30	100/gallon	\$1,800.00
Webberville Park	800	2	\$0.30	100/gallon	\$480.00
Mansfield Dam	1200	1	\$0.30	100/gallon	\$360.00
Hamilton Pool Park	500	3	\$0.30	100/gallon	\$450.00
South East Metro Park	1000	3	\$0.30	100/gallon	\$900.00
Bob Wentz Park	4000	1	\$0.30	100/gallon	\$1,200.00
Hippy Hallow Park	4000	1	\$0.40	100/gallon	\$1,600.00
Reimers Ranch Park	1000	8	\$0.30	100/gallon	\$2,400.00
Pump Additional Tanks - Countywide	0	0	\$0.35	100/gallon	\$0.00
				total:	\$12,550.00

Group B: Pump, Rinse, Repump, and Refill Septic and Holding Tanks

Location	Est. Tank Size	No. of Tanks	Unit Price	Qty/Unit	Park Estimated Annual Price
Cypress Creek Park	1000	1	\$0.40	100/gallon	\$400.00
Pace Bend Park	1000	78	\$0.40	100/gallon	\$31,200.00
Pump/Refill Additional Tanks - Countywide	0	0	\$0.43	100/gallon	\$0.00
				total:	\$31,600.00

Group C: Deodorizer/Mosquito Repellent

Location	Est Gallons	Unit Price	Qty/Unit	Park Estimated Annual Price
Pit Toilet Deodorizer/Mosquito Repellent	300	\$20.00	1/gallon	\$6,000.00
			total:	\$6,000.00

Group A: Pump Septic and Holding Tanks \$12,550.00
Group B: Pump, Rinse, Repump, and Refill Septic and Holding Tanks \$31,600.00
Group C: Deodorizer/Mosquito Repellent \$6,000.00
TOTAL \$50,150.00



Travis County Commissioners Court Agenda Request

Meeting Date:
Prepared By/Phone Number:
Elected/Appointed Official/Dept. Head:
Commissioners Court Sponsor:

Tuesday, July 9, 2013 Deece Eckstein, 854-9754 Deece Eckstein, 854-9754 Judge Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON LEGISLATIVE MATTERS, INCLUDING:

- A. UPDATE ON LEGISLATIVE ACTIVITIES;
- B. HCR 1, APPROVING THE ITEM OF APPROPRIATION TO THE PUBLIC INTEGRITY UNIT MADE BY THE GENERAL APPROPRIATIONS ACT FOR THE 2014-2015 STATE FISCAL BIENNIUM NOTWITHSTANDING THE OBJECTIONS OF THE GOVERNOR; AND
- D. ADDITIONS TO THE PRIORITIES, POLICY POSITIONS AND THE POSITIONS ON OTHER PROPOSALS SECTIONS OF THE TRAVIS COUNTY LEGISLATIVE AGENDA.

SUMMARY AND IGR COORDINATOR RECOMMENDATION:

IGR recommends that the Court adopt the attached resolution in support of HCR 1 by Representative Turner.

BACKGROUND:

- The Second Called Session of the 83rd Texas Legislature is underway, with both the House and Senate scheduled to return from a Fourth of July break on Tuesday afternoon. The Senate is <u>scheduled</u> to consider SJR 1 on transportation funding and SB 2 on juvenile sentencing at that time. The House calendar for Tuesday has not been published at this time (Wednesday, July 3).
- 2) There are 21 days remaining in the Second Called Session.

ISSUES AND OPPORTUNITIES:

Transportation funding – <u>SJR 1</u>, which will be debated on Tuesday:

- a) allow oils and gas tax revenues, now sent to the Rainy Day Fund (RDF), to be split between the RDF and the highway fund (Fund 6);
- b) requires that the new Fund 6 revenue be dedicated exclusively "for constructing, maintaining, and acquiring rights-of-way for public roadways other than toll roads"; and,
- c) requires that the balance in the RDF must be at least one-third of its maximum constitutionally-authorized balance before the above provisions could be implemented.

IGR has testified previously in support of this legislation. Senate passage is likely, but the concept faces opposition in the House.

The House Appropriations Committee <u>meets</u> Tuesday morning to consider several transportation-related bills – <u>HB 8, HB 15, HB 16, HJR 1, HJR 2</u>, and <u>HJR 7</u>. HJR 2 is the companion to SJR 1.

- 2) Juvenile sentencing –This issue is in response to the Supreme Court's opinion in Miller v. Alabama, which held that mandatory sentences of life without possibility of parole are unconstitutional for juvenile (meaning under-18-year-old) offenders. SB 2, the vehicle in the Senate, will be considered by the Senate Tuesday. The House Criminal Jurisprudence Committee will meet on Monday to consider similar House bills.
- 3) In addition, Representative Sylvester Turner has filed <u>House Concurrent Resolution 1</u>, related to "approving the item of appropriation to the Public Integrity Unit made by the General Appropriations Act for the 2014-2015 state fiscal biennium notwithstanding the objections of the governor." This is the proposal to override Governor Perry's veto of the PIU funding. The resolution has not yet been referred to committee.

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:

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Phone: 854-8685

Email: Tanya.Acevedo@co.travis.tx.us

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County Attorney's Office

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David Escamilla County Attorney Phone: 854-9415

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Cyd Grimes

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Resolution



WHEREAS, the Public Integrity Unit of the Travis County District Attorney's Office is charged with the enforcement and prosecution of important fraud, consumer protection, and public corruption laws in Texas; and,

WHEREAS, its caseload includes referrals for fraud prosecution from over a dozen state agencies, including the Comptroller, the Texas Department of Insurance, and the State Auditor; and,

WHEREAS, over the last 6 years, the Public Integrity Unit has obtained 684 convictions and obtained court orders for more than \$11.8 million in restitution – not including money that the State was able to recoup through other means by virtue of its efforts; and,

WHEREAS, for over 30 years the Texas Legislature has recognized the statewide importance and value of the Public Integrity Unit and, accordingly, funded its operations; and,

WHEREAS, an appropriation of \$7,573,426 for the Public Integrity Unit was included in the 2014-2015 budget, passing both the House and Senate by overwhelming margins; and,

WHEREAS, Governor Rick Perry has line-item vetoed the appropriation for the Public Integrity Unit, precipitating the layoff of 31 lawyers, investigators and support staff; and,

WHEREAS, Representative Sylvester Turner has filed House Concurrent Resolution 1, which would set aside the Governor's veto and restore the Legislature's original intent; and,

WHEREAS, the Travis County Commissioners Court believes it is the Legislature's responsibility to fund the operations of this important agency, whose work protects and benefits all Texans; NOW, THEREFORE,

BE IT RESOLVED that the Travis County Commissioners Court urges members of the Texas Legislature to support H.C.R. 1; and

BE IT FURTHER RESOLVED that the Travis County Commissioners Court wishes to communicate its support for H.C.R. 1 to members of the Travis County delegation and the entire Legislature.

IN WITNESS whereof we have hereunto set our hands this 9th day of July, 2013.

	SAMUEL T. BISCOE COUNTY JUDGE	
RON DAVIS COMMISSIONER, PCT. 1		SARAH ECKHARDT COMMISSIONER, PCT. 2
GERALD DAUGHERTY COMMISSIONER, PCT. 3		MARGARET J. GÓMEZ COMMISSIONER, PCT. 4





Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013 Executive Session

Prepared By: Greg Chico Phone #: (512) 854-4659

Division Director/Manager: Greg Chico, Real Estate Manager

Department Head: Steven M. Manilla, P.E., County Executive-TNR **Sponsoring Court Member:** Commissioner Davis, Precinct One

AGENDA LANGUAGE: Consider and take appropriate action on an offer to sell approximately 21 acres of undeveloped land near State Highway 130 and Cameron Road for inclusion in the Eastern Creeks Open Space project as part of the 2011 Bond program in Precinct One.

(EXECUTIVE SESSION PURSUANT TO GOV'T. CODE ANN 551.072, Real Property)

BACKGROUND/SUMMARY OF REQUEST:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

ATTACHMENTS/EXHIBITS:

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429

CC:

Charles Bergh	Parks Director	TNR	(512) 854-9408
Robert Armistead	Parks Manager	TNR	(512) 854-9383

Greg Chico	Real Estate Manager	TNR	(512) 854-4659
Dee Heap	Real Estate Rep.	TNR	(512) 854-7647
Donna Williams-Jones	Financial Services	TNR	(512) 854-9383

SM:GC:gc 3105 - Public Works/ROW- Eastern Creeks Open Space; 2011 Bond; agenda245



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 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 Davis, Commissioner

Gomez, and Commissioner Daugherty

AGENDA LANGUAGE: Receive fiscal year 2012 financial audit reports for Emergency Services Districts 1, 3, 4, 6, 11, and 13

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 1 Office Ron Davis, 854-9111

Commissioner Pct 3 Office Gerald Daugherty, 854-9333
Commissioner Pct 4 Office Margaret Gomez, 854-9444

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.

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: June 28, 2013

Re: ESD Audit Reports

Texas Health and Safety Code, Chapter 775.082 requires all Emergency Services Districts to submit an audit report to the Commissioners Court by June 1st of each year. The following ESDs have submitted their audited financial statements to the County for fiscal year 2012.

Copies of the reports are attached. We have reviewed these 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.

Emergency Services District	Precinct
No. 1	3
No. 3	3
No. 4	1 & 3
N o. 6	3
No. 11	4
No. 13	1

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

COMPREHENSIVE ANNUAL FINANCIAL REPORT

SEPTEMBER 30, 2012

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Bounds Chatelain & Pharr

A Professional Corporation
Certified Public Accountants

A U S T I N O T E X A S

INDEPENDENT AUDITORS' REPORT

Board of Commissioners Travis County Emergency Services District No. 1 North Lake Travis Fire and Rescue

We have audited the accompanying statement of net assets of the Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue as of September 30, 2012 and the related statement of activities for the period October 1, 2011 to September 30, 2012. These financial statements are the responsibility of the management of Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principals 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 Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue as of September 30, 2012, and the results of its operations and changes in net assets for the period October 1, 2011 to September 30, 2012, in conformity with accounting principals generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 6 and page 18, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Bounds Chatclain of Phan, AC

Austin, Texas March 11, 2013



MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

As the Board of Commissioners of Travis County Emergency Services District No. 1 (the District), we present the following narrative overview and analysis of the financial activities of the District for the period October 1, 2011 to September 30, 2012.

Financial Highlights

Significant current year transactions include the following:

General revenues from property taxes accounted for 98.6 percent of total revenues.

The Board approved refinancing the general obligation bonds with The Independent Banker's Bank. See Note 5.

The Board initiated capital outlay projects totaling \$35,601. These outlays were used for the following purchases: bunker gear, communication equipment and new firefighting equipment and tools.

During the year, the District's total expenses were \$107,038 less than the \$2,160,189 generated in tax revenues, fees and other income.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net assets and the statement of activities provide information about the activities of the District as a whole and present a long-term view of the District's finances. Fund financial statements show how the emergency services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most financially significant funds.

This discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues, (2) provide an overview of the District's financial activity, (3) identify any material deviations from the financial plan, and (4) identify changes in the District's financial position.

The District implemented Governmental Accounting Standards Board (GASB) Statement No. 34 in the year ended September 30, 2004. The District's basic financial statements now include adjustments to the statement of net assets and the statement of activities. The economic focus of these statements is similar to a private-sector business.

Government-Wide Financial Statements

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. The statement of activities shows all changes in net assets as soon as the underlying event giving rise to the change occurs, regardless of the timing of cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to accounting used by most private-sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

MANAGEMENT DISCUSSION AND ANALYSIS (continued)

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

Fund Financial Statements

Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. Due to the size of the District, the fund financial statements are presented on the face of the statement with adjustments to the respective government-wide statement.

Governmental Funds: The District's services are reported in the governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using the accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental funds provide a detail short-term view of the District's operations and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's emergency services program. We describe the relationship between governmental activities and governmental funds in a the column titled "Adjustments" with narratives provided in Notes 12 and 13.

Notes to the financial statements: The note disclosures provide additional information that is essential to a full understanding of the data provided in the governmental-wide and fund financial statements.

Supplementary information: In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information which can be found on page 18.

The District as a Whole

The District's total net assets changed from September 30, 2011, increasing from \$540,613 to \$647,651. Our analysis below focuses on the net assets (Table 1) and changes in net assets (Table 2) of the District's governmental activities.

Table 1 - Net Assets

	September 30, 2011	September 30, 2012
Current and other assets	\$ 864,587	\$ 976,177
Bond refinance costs	-	22,852
Capital assets - net	1,959,902	1,706,121
Total assets	2,824,489	2,705,150
Long-term obligations	2,054,081	1,848,628
Other liabilities	229,795	208,870
Total liabilities	2,283,876	2,057,498
Net assets		
Invested in capital assets, net of related debt	(94,179)	(119,655)
Restricted	8,542	13,109
Unrestricted	626,250	754,198
Total net assets	\$ 540,613	\$ 647,652

MANAGEMENT DISCUSSION AND ANALYSIS (continued)

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

The District as a Whole (continued)

Net assets of the District's activities increased by \$107,039. Unrestricted net assets, the part of net assets that is used to finance day-to-day operations increased by \$127,948.

Table 2 - Change in Net Assets

	September 30, 2011	September 30, 2012
Revenues		
Property tax collections	\$ 2,162,542	\$ 2,129,464
Other revenue	95,305	30,725
Total revenues	2,257,847	2,160,189
Expenses		
Current fire service expenses	1,690,020	1,688,198
Depreciation	315,950	289,382
Amortization	-	1,203
Interest	117,065	74,367
Total expenses	2,123,035	2,053,150
Increase (decrease) in net assets	\$ 134,812	\$ 107,039

The District's Funds

Table 3 presents the fund balances of the individual funds and an analysis of significant changes in fund balances.

Table 3 - Changes in Year End Fund Balances

	September 30,	September 30,	Net
	2011	2012	Change
General fund	\$ 626,250	\$ 754,198	\$ 127,948
Debt service fund	8,542	13,109	4,567
Total governmental fund balances	\$ 634,792	\$ 767,307	\$ 132,515

Table 4 presents the variances of the operating budget compared to the actual numbers for the year ended September 30, 2012. These variances were immaterial for the period ended September 30, 2012.

MANAGEMENT DISCUSSION AND ANALYSIS (continued)

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

Table 4 - Comparison of Budget to Actual Amounts For the period October 1, 2011 to September 30, 2012

	Budget Amounts	Variance Over/(Under)	
Revenues/Resources:		Amounts	
Property tax collections	\$ 2,103,000	\$ 1,899,482	\$ (203,518)
Donations - cash	2,500	2,770	270
Reimbursements	18,000	8,951	(9,049)
Proceeds from sale of equipment	-	1,000	1,000
Other income	2,000	16,545	14,545
Interest income	1,500	1,433	(67)
Total revenues/resources	2,127,000	1,930,181	(196,819)
Expenditures/expenses:			
Current fire service costs	1,740,822	1,688,198	(52,624)
Capital outlay	35,601	35,601	-
Debt service:			
Interest	13,591	13,592	1
Principal	70,452	70,452	-
Total expenditures/expenses	1,860,466	1,807,843	(52,623)
Excess (deficiency) of revenues over expenditures	\$ 266,534	122,338	\$ (144,196)
Transfers in (out)		5,610	
Fund balances/net assets:			
Beginning of the year		626,250	
End of the year		\$ 754,198	

Capital Assets and Debt Administration

Capital assets

As of September 30, 2012, the District held capital assets with a historical cost of \$5,436,608. The net value of the capital assets at the end of the year was \$1,706,121. See Note 4 for information on the capital assets.

Debt administration

At year end, the District had \$1,630,000 in general obligation bonds payable and \$218,628 in capital lease commitments. See Note 5 for information on the general obligation bonds and Note 6 for the terms of the capital lease commitments.

MANAGEMENT DISCUSSION AND ANALYSIS (continued)

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

Request for Information

This financial report is designed to provide a general overview of the District's finances for those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Travis County Emergency Services District No. 1, Board of Commissioners, 18300 Park Drive, Jonestown, Texas 78645.

GOVERNMENTAL FUNDS BALANCE SHEET/STATEMENT OF NET ASSETS

SEPTEMBER 30, 2012

ASSETS	 General Fund	 Debt Service Fund	 Totals	Adjustments (Note 9)		Statement of Net Assets	
ABBLID							
Cash and cash equivalents (Note 2) Property tax receivable (Note 3) Bond refinance costs, net of accumulated	\$ 820,335 127,763	\$ 13,109 14,970	\$ 833,444 142,733	\$	-	\$	833,444 142,733
amortization (Note 5) Capital assets, net of accumulated depreciation	-	-	-	22,	,852		22,852
(Notes 1 and 4)	-	-	-	1,706,	,121		1,706,121
Total assets	\$ 948,098	\$ 28,079	\$ 976,177	\$ 1,728,	,973	\$ 2	2,705,150
LIABILITIES							
Deferred revenue (Notes 1 and 3)	\$ 127,763	\$ 14,970	\$ 142,733	\$	_	\$	142,733
Payroll liabilities	10,046	-	10,046		-		10,046
Accrued compensated absences (Note 9)	50,701	-	50,701		-		50,701
Deferred safety bonuses (Note 10)	5,390	-	5,390		-		5,390
Long-term liabilities							
Capital lease commitments (Note 6)				=2	=		50 500
Current	-	-	-		,732		73,732
Long-term	-	-	-	144,	,896		144,896
General obligation bonds payable (Note 5) Current				135,	000		125 000
Long-term	-	-	-	1,495,			135,000 1,495,000
Total liabilities	 193,900	14,970	 208,870	1,848,			2,057,498
Total habilities	 173,700	 14,570	 200,070	1,040,	,020		2,037,470
FUND BALANCES/NET ASSETS							
Fund balances							
Unreserved	754,198	-	754,198	(754,	,198)		-
Reserved	 	13,109	 13,109	(13,	,109)		
Total fund balances	 754,198	13,109	767,307	(767,	,307)		_
Total liabilities and fund							
balances	\$ 948,098	\$ 28,079	\$ 976,177				
NET ASSETS							
Invested in capital assets, net							
of related debt				(119,			(119,655)
Restricted for debt service					,109		13,109
Unrestricted				754,			754,198
Total net assets				\$ 647,	,652	\$	647,652

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

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

		Debt			
	General	Service		Adjustments	Statement of
	Fund	Fund	Totals	(Note 10)	Activities
Revenues/other sources					
Property tax collections (Note 3)	\$ 1,899,482	\$ 229,982	\$ 2,129,464	\$ -	\$ 2,129,464
Donations - cash	2,770	-	2,770	-	2,770
FEMA Reimbursements	8,951	-	8,951	-	8,951
Proceeds from sale of equipment	1,000	-	1,000	-	1,000
Other income	16,545	-	16,545	-	16,545
Interest income	1,433	26	1,459	-	1,459
Total revenues/other sources	1,930,181	230,008	2,160,189		2,160,189
Expenditures/expenses					
Current					
Fire stations	46,960	-	46,960	-	46,960
Apparatus and equipment	178,936	-	178,936	-	178,936
Insurance	47,200	-	47,200	-	47,200
Training	11,591	-	11,591	-	11,591
Paid personnel	1,274,113	-	1,274,113	-	1,274,113
General and administrative	129,398	-	129,398	-	129,398
Depreciation	-	-	-	289,382	289,382
Amortization (Note 5)	-	-	-	1,203	1,203
Capital outlay	35,601	-	35,601	(35,601)	-
Debt service					
Interest	13,592	60,775	74,367	-	74,367
Principal	70,452	135,000	205,452	(205,452)	-
Total expenditures/expenses	1,807,843	195,775	2,003,618	49,532	2,053,150

(continued)

STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES (continued)

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

	General Fund		Debt Service Fund		Totals		Adjustments (Note 10)		atement of Activities
Excess (deficiency) of revenues over expenditures	\$	122,338	\$	34,233	\$	156,571	\$	(49,532)	
Other financing sources and (uses) Transfers in (out)		5,610		(29,666)		(24,056)		24,056	
Excess (deficiency) of revenues over expenditures Change in net assets		127,948		4,567		132,515		(25,476)	107,039
Fund balances/net assets Beginning of the year		626,250		8,542		634,792		(94,179)	540,613
End of the year	\$	754,198	\$	13,109	\$	767,307	\$	(119,655)	\$ 647,652

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2012

1. SUMMARY OF ACCOUNTING POLICIES

The accounting policies of the Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue (The District) conform to generally accepted accounting principals 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 significant policies:

Reporting Entity

Prior to May 9, 1989, the District operated as a rural fire prevention district (Travis County Rural Fire Prevention District No. 2) under Article III, Section 48-d of the Constitution of Texas. On May 6, 1989, the voters of the District approved the formation of an emergency services district under Article III, Section 48-e of the Texas Constitution. On May 9, 1989, the County Commissioners Court of Travis County, State of Texas approved the order to form the Travis County Emergency Services District No. 1. As of September 30, 1989, the District also changed its fiscal year-end to September 30. On November 8, 2005, as the result of a general election, Travis County Emergency Services District No. 1 combined with Travis County Emergency Services District No. 7 to form one entity (Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue). The new District began operations on November 18, 2005. The District operates under a Board of Commissioners appointed by the Commissioners Court of Travis County.

The accompanying financial statements comply with the provisions of GASB No. 14, "The Financial Reporting Entity", in that the financial statements include all organizations, activities and functions that comprise the District.

Government-wide and fund financial statements

The government-wide financial statements (the statement of net assets and statement of activities) report information on all the activities of the District.

The statement of activities demonstrates the degree to which the expenses of a given function are offset by program revenues. Other items not properly included among program revenues are reported instead as general revenues. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

1. SUMMARY OF ACCOUNTING POLICIES (CONTINUED)

Measurement focus, basis of accounting and financial statement presentation - (continued)

Grants and entitlements and interest associated with the current fiscal period are reported on the accrual basis of accounting and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the District receives the cash.

Fund Accounting

The accounting system is organized and operated on the basis of funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its fund equity, revenues and expenditures.

Governmental Funds

Governmental funds are those through which most government functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance.

The District reports the following governmental funds:

General fund - The general fund is used to account for all financial resources of the District except those required to be accounted for in another fund. The general fund balance is available to the District for any purpose provided it is expended or transferred according to the bylaws of the District.

Debt service fund - The debt service fund accounts for the servicing of general long-term debt.

Capital assets

Capital assets are recorded at historical cost or estimated historical cost and updated for additions and retirements during the year. The District maintains a capitalization threshold of \$1,000. Capital assets are depreciated on the straight-line method of depreciation over the useful life of the asset. Improvements are capitalized. The cost of normal maintenance and repairs that do not add to the value of the asset's life are expensed as incurred.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

1. SUMMARY OF ACCOUNTING POLICIES (CONTINUED)

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Deferred revenue

The District reports unearned deferred revenue in the governmental fund balance sheet. Under the modified accrual basis of accounting, receivables may be measurable but not available, meaning collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Deferred revenues are those revenues where asset recognition criteria have been met but not revenue recognition criteria.

Net assets

Net assets present the difference between assets and liabilities in the statement of net assets. Net assets invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations.

2. CASH AND CASH EQUIVALENTS

The District considers all highly liquid investments purchased with maturities of three months or less to be cash equivalents.

The District's pooled and non-pooled deposits are categorized to give an indication of the level of risk assumed by the District at September 30, 2012. The categories are described as follows:

Category 1 - Insured or collateralized securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.

Category 3 - Uncollateralized or collateralized with securities held by the pledging financial institution's trust department or agent not in the District's name.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

2. CASH AND CASH EQUIVALENTS (CONTINUED)

Deposits categorized by level of risk are:

	Bank	(Category	Cat	egory	(Category	(Carrying
	Balance		1		2		3		Amount
Pooled deposits	\$ 657,799	\$	-	\$	-	\$	657,799	\$	657,799
Non-pooled deposits	175,645		175,645						175,645
Total deposits	\$ 833,444	\$	175,645	\$	-	\$	657,799	\$	833,444

3. PROPERTY TAXES

The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and taxable personal property located in the District. The assessed value for the tax rolls as of January 1, 2011, upon which the 2011 levy was based, was \$2,088,605,928.

Taxes are due by January 31 following the October 1 levy date. The total levy on October 1, 2011, net of adjustments, was \$2,088,404 and the tax rate was \$.10 per \$100 assessed valuation. As an Emergency Services District, the District is allowed to levy up to a maximum of \$.10 per \$100 assessed valuation. As of September 30, 2012, \$2,107,356 has been collected for the year ended September 30, 2011 and the remaining \$22,108 has been collected for prior years.

Property taxes not collected in the current period are not expected to be collected in time to pay liabilities of the current year. Such taxes are considered not to be available, and as such, are not accrued as revenue in the current year. The uncollected property taxes are offset by an equal amount of deferred revenue. As of September 30, 2012, property tax receivable and deferred revenue totaled \$127,763.

4. CAPITAL ASSETS

Capital asset activity for the period ended September 30, 2012 was as follows:

	В	eginning					Ending
]	Balance	 Additions	Retirements		Balance	
Governmental activities							
Non-depreciable assets							
Land	\$	35,000	\$ -	\$	-	\$	35,000
Depreciable assets							
Buildings		1,602,652	-		-		1,602,652
Equipment and vehicles		3,763,355	 35,601				3,798,956
Totals at historical cost		5,401,007	35,601		-		5,436,608
Less: accumulated depreciation for		_	 _				_
Buildings		408,949	39,550		-		448,499
Equipment and vehicles		3,032,156	 249,832				3,281,988
Total accumulated depreciation		3,441,105	289,382				3,730,487
Governmental activities		_	 _				_
capital assets, net	\$	1,959,902	\$ (253,781)	\$		\$	1,706,121

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

4. CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to governmental functions as follows:

General administration		\$ 39,550
Emergency services		 249,832
	Total	\$ 289,382

5. LONG-TERM OBLIGATIONS

The following is a summary of the long-term debt transactions of the District for the period October 1, 2011 to September 30, 2012:

		General
	(Obligation
		Bonds
Balance at September 30, 2011	\$	1,765,000
Retirements of debt		(135,000)
Balance at September 30, 2012	\$	1,630,000

On November 6, 2001, the District was authorized to issue general obligation bonds of \$5,000,000. As of September 30, 2012, \$2,600,000 has been issued. The outstanding bond principal balance of \$1,630,000 was refinanced with the Independent Bankers Bank in March 2012. Payment on the bonds is due serially through March 2022 with principal and interest due annually each March and an additional interest only payment due annually each September. The interest rate on the refinanced bonds is 1.99%. The District incurred refinancing costs totaling \$24,055 which are being amortized over the life of the bonds. The amortization expense for the year ended September 30, 2012 is \$1,203.

The annual requirements to amortize the bonds outstanding as of September 30, 2012 are as follows:

Year Ending					
September 30,	I	Principal	 Interest		Totals
2013	\$	135,000	\$ 54,751	\$	189,751
2014		170,000	28,059		198,059
2015		175,000	24,626		199,626
2016		185,000	21,044		206,044
2017		185,000	17,363		202,363
2018		185,000	13,681		198,681
2019		195,000	9,900		204,900
2020		130,000	6,667		136,667
2021		135,000	4,030		139,030
2022		135,000	1,343		136,343
Totals	\$	1,630,000	\$ 181,464	\$	1,811,464
				_	

The total amount of interest expense for the bonds for the period ended September 30, 2012 is \$60,775.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

6. CAPITAL LEASE COMMITMENTS

On February 23, 2006, the District entered into a capital lease arrangement with Wells Fargo Brokerage Services, L.L.C. to lease a 2006 Pierce Custom Contender fire truck for total consideration of \$217,566, payable over 7 years, at 4.54% per annum. The District has the option to purchase the fire engine at the end of the lease term for \$1.00.

Annual requirements on this lease obligation are as follows:

Year Ending September 30	P	rincipal	Iı	nterest	Totals		
2013	\$	35,370	\$	1,606	\$	36,976	
Totals	\$	35,370	\$	1,606	\$	36,976	

On February 23, 2007, the District entered into a capital lease arrangement with Wells Fargo Brokerage Services, L.L.C. to lease a 2007 Pierce fire truck for total consideration of \$262,450, payable over 10 years, at 4.725% per annum.

Annual requirements on this lease obligations are as follows:

Year Ending September 30,	Principal		1	nterest	Totals		
		•					
2013	\$	26,623	\$	6,913	\$	33,536	
2014		27,881		5,655		33,536	
2015		29,199		4,337		33,536	
2016		30,578		2,958		33,536	
2017		32,023		1,513		33,536	
Totals	\$	146,304	\$	21,376	\$	167,680	
					_		

On March 25, 2005, the District entered into a capital lease arrangement with Kansas State Bank of Manhattan to lease a 2005 Rosenbauer 1250 GPM Pumper for total consideration of \$105,257, payable over 10 years, at 4.85% per annum. The District will own the vehicle at the end of the lease term.

Annual requirements on this lease obligations are as follows:

Year Ending September 30,	P	rincipal	<u> </u>	nterest	Totals
2013 2014	\$	11,740 12,309	\$	1,792 1,223	\$ 13,532 13,532
2015		12,905		626	13,531
Totals	\$	36,954	\$	3,641	\$ 40,595

The total amount of interest expense for the leases for the year ended September 30, 2012 was \$13,592.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

7. OPERATING LEASES

The District has a fire station in the Point Venture Subdivision which is leased for 99 years at \$1 per year. Under this lease, the premises may be used only for storage and housing of fire fighting equipment and personnel.

8. QUALIFIED RETIREMENT PLAN

On November 15, 2004 the District approved participation in the Texas County and District Retirement System (TCDRS) which is a qualified retirement plan under Section 401(a) of the Internal Revenue Code. The effective date of the plan is January 1, 2005. All persons who are employees of the District on the effective date are eligible to participate. Any new employee of the District subsequent to the effective date will become eligible on the date of employment. A participant will have the right to retire and receive a service retirement annuity when the years of service equals or exceeds twenty years. Each payroll period the participant shall make a mandatory contribution to TCDRS equal to four percent (4%) of compensation for which the participant is immediately vested. The District makes employer contributions actuarially determined by TCDRS. Allocated prior service credits granted to any participant by the District will be computed at ten percent (10%) of the maximum prior service credit each participant affected. The contribution amount for the year ended September 30, 2012 is \$42,331 and is included in the paid personnel expense on the Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balances/Statement of Activities.

9. COMPENSATED ABSENCES

In December 2005 the Board of Commissioners unanimously approved paying terminated employees for up to 288 hours per employee of accrued vacation time. The balance for this compensated absences liability as of September 30, 2012 is \$50,701.

10. DEFERRED LIABILITIES

Beginning in the fiscal year ended September 30, 2009, The District has received worker's compensation insurance refunds totaling \$11,439. The Board of Commissioners approved designating these funds to be used in the implementation of a safety program rewards system. As of fiscal year ended December 31, 2012, the total safety awards that have been awarded totals \$6,049.

11. SUBSEQUENT EVENTS

The District did not have any subsequent events through March 11, 2013, which is the date the financial statements were available to be issued, for events requiring recording or disclosure in the financial statements for the year ended September 30, 2012.

NOTES TO FINANCIAL STATEMENTS (continued)

SEPTEMBER 30, 2012

12. RECONCILIATION	OF	GOVERNMENTAL	FUNDS	BALANCE	SHEET	TO	THE	STATEMENT	OF 1	NET
ASSETS										

Fund balances - total governmental funds

\$ 767.307

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.

Governmental capital assets \$ 5,460,663 Less: accumulated depreciation (3,730,487) Less: accumulated amortization (1,203)

Long-term liabilities that are not reported in the governmental funds.

General obligation bonds (1,630,000)
Capital lease commitments (218,628)

Net assets of governmental activities

\$ 647,652

1,728,973

13. RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES

Net change in fund balances - total governmental funds

132,515

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.

Expenditures for capital assets 35,601
Less: current year depreciation (289,382)
Less: current year amortization (1,203) (254,984)

Repayment of principal on long-term liabilities is an expenditure in the government funds, but the repayment reduces long-term liabilities in the statement of net assets.

Transfers out 24,056
Repayment of principal 205,452

Change in net assets of governmental activities \$ 107,039

SUPPLEMENTAL INFORMATION

Fund balance end of the year

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1 NORTH LAKE TRAVIS FIRE AND RESCUE

BUDGETARY COMPARISON SCHEDULE GENERAL FUND

FOR THE PERIOD OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

Budget Variance Actual Amounts Over/(Under) Amounts Revenues/resources: \$ 1,899,482 \$ Property tax collections \$ 1,875,876 23,606 270 Donations - cash 2,500 2,770 FEMA Reimbursements 18,000 8,951 (9,049)1,000 Proceeds from sale of equipment 1,000 2,000 Other income 16,545 14,545 Interest income 1,500 1,433 (67)1,899,876 1,930,181 30,305 Total revenues Expenditures/expenses: Current Fire stations 48,000 46,960 (1,040)Apparatus and equipment 197,399 178,936 (18,463)Insurance 48,100 47,200 (900)**Training** 13,000 11,591 (1,409)Paid personnel 1,301,723 1,274,113 (27,610)General and administrative 132,600 129,398 (3,202)Capital outlay 35,601 35,601 Debt service: Interest 13,591 13,592 1 Principal 70,452 70,452 Total expenditures/expenses 1,860,466 1,807,843 (52,623)Excess (deficiency) of revenues over expenditures \$ 39,410 122,338 \$ 82,928 Other financing sources: Transfers in (out) 5,610 Fund balance beginning of the year 626,250

754,198

ANNUAL FINANCIAL STATEMENTS WITH OTHER SUPPLEMENTAL INFORMATION AND INDEPENDENT AUDITORS' REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2012



TRAVIS COUNTY

Certificate of Board Approval

J. Edd New

President/Board of Commissioners

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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 LISTING OF OFFICIALS SEPTEMBER 30, 2012

Board of Commissioners

J. Edd New	President
John Villanacci	Vice President
Carroll Knight	Treasurer/Secretary
Gina Starr-Hill	Accietant Transurar
Robert L. Taylor	Commissioner

Command Staff

J.J. Wittig	Fire Chief
Robert Hartigan	
-	Business / HR Manager

JOHN F. LEWIS, P.C. CERTIFIED PUBLIC ACCOUNTANTS

3613 WILLIAMS DRIVE, SUITE 501 GEORGETOWN, TX 78628

LOCAL (512) 863-5720 AUSTIN METRO 931-2801 FAX (512) 863-5170 www.johnlewiscpa.com

Independent Auditors' Report

To the Board of Commissioners Travis County Emergency Services District #3 Austin, Texas

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component units, and each major fund of Travis County Emergency Services District #3, as of and for the year ended September 30, 2012, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Travis County Emergency Services District #3's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, and each major fund of the Travis County Emergency Services District #3, as of September 30, 2012, and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 10 and 31 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Travis County Emergency Services District #3's financial statements as a whole. The introductory section, statistical section and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the financial statements. The fiduciary fund financial statements are the responsibility of management as its administrator; and were derived from and relate directly to the underlying accounting and other records used to prepare those financial statements. The introductory section, statistical section and fiduciary fund financial statements have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

John F. Lewis, P.C.

February 15, 2013

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Required Supplementary Information

Management's Discussion and Analysis For the Year Ended September 30, 2012

Our discussion and analysis of the financial performance of Travis County Emergency Services District #3, and provides an overview of the District's financial activities for the year ended September 30, 2012. Please read it in conjunction with the District's basic financial statements, which begin on page 11 of this report.

FINANCIAL HIGHLIGHTS

- The District's general fund had revenues of \$3,977,056 and expenditures of \$3,705,611 for the year ended September 30, 2012.
- The District had total net assets of \$6,641,329 at September 30, 2012.
- The District's cash and investment balances were \$3,789,361 as of September 30, 2012.
- The District's debt obligations consisted of capital leases payable, notes payable, and bonds payable with outstanding amounts of \$331,701, \$467,634, and \$3,330,000, respectively as of September 30, 2012.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of Travis County ESD #3. The District's basic financial statements compromise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

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

The *Statement of Net Assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *Statement of Activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private-sector businesses. Some revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Management's Discussion and Analysis For the Year Ended September 30, 2012

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

In the Statement of Net Assets, we present the District as one type of fund:

Governmental - Most of the District's activities are reported here.

The government-wide financial statements are found on pages 11-12 of this report.

REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS

The fund financial statements begin on page 13, and provide detailed information about the most significant funds - not the District as a whole. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are included in one category: governmental funds. Some funds are required to be established by State law and by bond covenants; currently, the only fund required is the general fund. As the District ventures further into securing bonded debt on future endeavors it may be necessary to establish other funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual*, which measures cash and all other financial assets that can readily be converted to cash.

The governmental fund statements provide a detailed short-term view of the District's general government operations and the services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities and governmental funds in the *Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets* and the *Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities* found on pages 14 and 16 of this report.

The *Notes to Financial Statements* provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-30 of this report.

Each year the District adopts a budget for its General Fund. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with this budget. This information can be found on page 31 of this report.

Management's Discussion and Analysis For the Year Ended September 30, 2012

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The District's net assets increased by \$419,242 during fiscal year 2012. At September 30, 2012, the District's assets exceed liabilities by \$6,641,329. The information below presents a summary of the net assets and changes in net assets of governmental activities over the past three years. Details of this information can be found in the Government-wide financial statements on pages 11-12 of this report.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 - Net Assets

	-	Governmental Activities						
		2010		2011		2012		
Assets:			-					
Current and other assets	\$	3,163,138	\$	3,422,476	\$	3,844,420		
Capital assets, net of accumulated depreciation		7,677,558		7,455,376		7,221,751		
Intangible assets, net of accumulated amortization	-	64,987		60,346		55,703		
Total Assets	S_	10,905,683	\$	10,938,198	\$	11,121,874		
Liabilities:								
Current and other liabilities	\$	559,627	\$	630,251	\$	685,712		
Non-current liabilities	-	4,416,303		4,085,860	***************************************	3,794,833		
Total Liabilities	\$	4,975,930	\$	4,716,111	\$	4,480,545		
Net Assets:								
Invested in capital assets, net of related debt	\$	2,974,180	\$	3,057,073	\$	3,092.416		
Restricted		45,258		53,984		59,142		
Unrestricted		2,910,315	*****	3,111,030		3,489,771		
Total Net Assets	\$	5,929,753	<u></u>	6,222,087	\$	6,641,329		

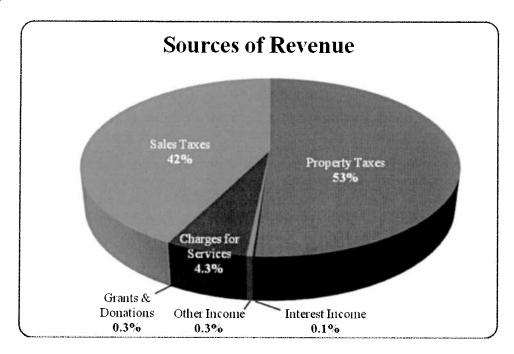
TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 - Changes in Net Assets

		Governmental Activities						
	-	2010		2011	_	2012		
Revenues:								
Program revenue	\$	198,849	\$	181,669	\$	236,839		
General revenues:	-		-		-			
Property taxes		2,105,183		2,040,122		2,029,113		
Sales taxes		1,593,159		1,620,115		1,690,988		
Interest and other income		16,076	*******	17,585		24,844		
Total General Revenues	***********	3,714,418		3,677,822	_	3,744,945		
Total Revenues	-	3,913,267	******	3,859,491	_	3,981,784		
Expenses:								
Fire and Emergency Services	POCHANIC	3,387,472	*********	3,567,157	-	3,562,542		
Total Expenses	44000000	3,387,472		3,567,157	-	3,562,542		
Change in Net Assets	\$	525,795	\$	292,334	\$_	419,242		

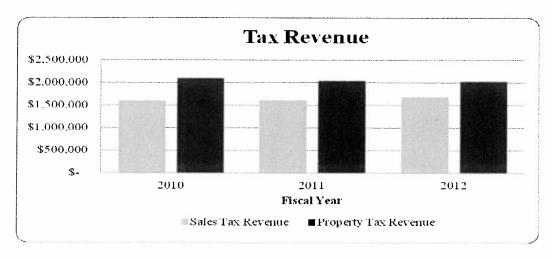
Management's Discussion and Analysis For the Year Ended September 30, 2012

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District receives the majority of its revenue from property taxes and sales taxes collected by Travis County Tax Collector and the State Comptroller, respectively, and remitted to the District. The following graph presents the different sources of revenue recorded by the District during fiscal year 2012.



Property tax revenues decreased \$11,061 or .5% from fiscal year 2011. The related tax rate held by the District remained unchanged at \$0.10/\$100. The amount of sales tax collected by the District increased \$70,873 or 4.4% from fiscal year 2011. The following graph presents a comparison of the amount of property tax and sales tax revenue collected by the District for the years ended September 30, 2010, 2011, and 2012.



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2012

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As previously noted, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

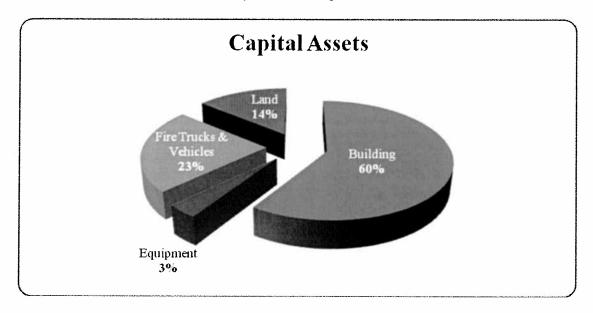
Total revenues for the District's governmental funds were \$3,977,405 while total expenditures were \$4,079,371. The deficiency of revenues over expenditures was (\$101,966).

As of September 30, 2012, the fund balance in the General Fund was \$3,580,411, and \$59,142 in the Debt Service Fund. Details of this information can be found on pages 13 and 15 of this report.

CAPITAL ASSETS AND DEBT ADMINSTRATION

Capital Assets

As of September 30, 2012, the District had \$9,648,158 invested in capital assets, less accumulated depreciation of \$2,426,407. The following graph presents a detail of the types of capital assets held by the District at the year ended September 30, 2012.



In addition to the capital assets listed above, the District had an intangible asset consisting of bond issuance costs in the amount of \$55,703, net of accumulated amortization.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2012

CAPITAL ASSETS AND DEBT ADMINSTRATION (Continued)

Debt

As of September 30, 2012, the District had long-term debt consisting of capital leases payable, notes payable, and bonds payable. The following chart presents the current and long-term portions of each type of debt obligation.

		Current Portion	Long-Term Portion	Total
Capital Leases Payable	\$	79,838 \$	251,863 \$	331,701
Notes Payable		24,664	442,970	467,634
Bonds Payable		230,000	3,100,000	3,330,000
Total	\$ _	334,502 \$	3,794,833 \$	4,129,335

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's appointed officials consider many factors when setting the fiscal budget, tax rates, and necessary expenses to be incurred in the next fiscal year's activities. The District's budgetary growth has mirrored its residential growth and economy.

The original budget was amended due to increased revenue and a decision to decrease spending in payroll and benefits, continuing education, emergency response and administration. The result was going from a projected budget surplus of \$134,905 to a projected surplus of \$403,123.

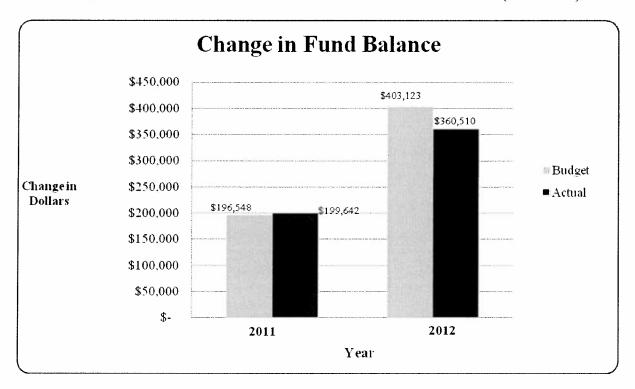
During the year the District's general fund was over/under budget in various categories. The amount of these variances was not significant to the overall budget of the District and was caused by unexpected increases/decreases in operating costs and other maintenance items.

The District was able to generate an increase in fund balance above the amount that was budgeted for the year ended September 30, 2012. The following graph shows the final budgeted and actual amounts of the change in fund balance of the general fund for the years ended September 30, 2011 and 2012. For a more detailed budget to actual comparison see page 31 of this report.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2012

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES (Continued)



CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our taxpayers and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at:

Travis County Emergency Services District #3 Attn: Treasurer 4111 Barton Creek Boulevard Austin, Texas 78735

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 STATEMENT OF NET ASSETS SEPTEMBER 30, 2012

ASSETS		Governmental Activities	_	Component Units
Current Assets				
Cash and cash equivalents	\$	1,565,989	\$	16,442
Investments		2,223,372	,	-
Property tax receivables (net of uncollectible taxes)		45,399		-
Accounts receivable - other		7,912		-
Prepaid expenses		1,748		
Total Current Assets	***	3,844,420		16,442
Noncurrent Assets	_			
Capital assets (net of accumulated depreciation)		7,221,751		_
Intangible assets (net of accumulated amortization)		55,703		_
Total Noncurrent Assets	_	7,277,454	****	**
TOTAL ASSETS	\$	11,121,874	\$	16,442
LIABILITIES	=			
Current Liabilities				
Accounts payable	\$	62,691	\$	
Salaries payable	Φ	90,510	Ф	-
Accrued liabilities		6,266		-
Accrued interest on long-term liabilities		23,631		-
Compensated absences payable		168,112		-
Leases payable, current portion		79,838		-
Notes payable, current portion		24,664		•
Bonds payable, current portion		230,000		-
Total Current Liabilities		685,712		
	_	003,712		
Noncurrent Liabilities Leases payable, less current portion		251.972		
Notes payable, less current portion		251,863		-
Bonds payable, less current portion		442,970		
Total Noncurrent Liabilities		3,100,000	***************************************	**
		3,794,833		
TOTAL LIABILITIES		4,480,545		
NET ASSETS				
Invested in capital assets, net of related debt		3,092,416		No.
Restricted for debt service		59,142		**
Unrestricted		3,489,771		16,442
TOTAL NET ASSETS	\$_	6,641,329	\$	16,442

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 FOR THE YEAR ENDED SEPTEMBER 30, 2012 STATEMENT OF ACTIVITIES

Revenue Net Assets	Component Unit	1 1		4,200	1 1 1 1	1	4,200	12,242	16,442
Net (Expenses) Revenue and Changes in Net Assets	Governmental Activities	(2,915,181) \$ (224,186) (186,336)	(3,325,703)	,	2,029,113 1,690,988 8,562 16,282	3,744,945	419,242	6,222,087	6,641,329 \$
Revenues	Operating Grants and Contributions	3,850 \$	3,850 \$	\$ 7,200	·		ssets	ning of year	f year
Program Revenues	Charges for Services	232,989	232,989		General revenue Property taxes Sales taxes Interest income Other income	Total General Revenue	Change in Net Assets	Net Assets, beginning of year	Net Assets, end of year
	Expenses	\$ 3,152,020 \$ 224,186 186,336	s \$ 3,562,542 \$	\$ 3,000 \$	6				
	Functions/Programs	Governmental Activities: Fire and Emergency Services General Government Interest on long-term debt	Total Governmental Activities \$ 3,562,542	Response Training Foundation					

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 BALANCE SHEET - GOVERNMENTAL FUNDS SEPTEMBER 30, 2012

				Debt		
	-	General		Service		Total
ASSETS						
Cash and cash equivalents	\$	1,506,847	\$	59,142	\$	1,565,989
Investments		2,223,372				2,223,372
Property taxes receivable (net of uncollectible taxes))	45,399		and a		45,399
Accounts receivable - other		7,912		-		7,912
Prepaid expenses	_	1,747		-	_	1,747
TOTAL ASSETS	\$_=	3,785,277	\$	59,142	\$_	3,844,419
LIABILITIES						
Accounts payable	\$	62,691	\$	-	\$	62,691
Salaries payable		90,511		-		90,511
Accrued liabilities		6,265		-		6,265
Deferred revenue	_	45,399	-	*	_	45,399
TOTAL LIABILITIES	_	204,866	-	_		204,866
FUND BALANCE						
Restricted		_		59,142		59,142
Assigned		1,231,444				1,231,444
Unassigned	****	2,348,967	-	***************************************		2,348,967
TOTAL FUND BALANCE	-	3,580,411	-	59,142		3,639,553
TOTAL LIABILITIES AND FUND BALANCE	\$_	3,785,277	\$ =	59,142	\$_	3,844,419

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS SEPTEMBER 30, 2012

Total Governmental Fund Balances	\$ 3,639,553
Amounts reported for governmental activities in the Statement of Net Assets are different because:	
Capital assets (net) and intangible assets used in governmental activities are not financial resources and therefore are not reported in the funds.	7,277,455
Long-term liabilities, including bonds payable, notes payable capital leases and compensated absences payable are not due and payable in the current period and therefore are not reported in the funds.	(4,297,447)
Expenses in the statement of activities that do not use current financial resources are not reported as expenses in the funds.	(23,631)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.	45,399
Net Assets of Governmental Activities	\$ 6,641,329

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS FOR THE YEAR ENDED SEPTEMBER 30, 2012

		General	General Debt			
		Fund		Service		Total
Revenues					,	
Property taxes	\$	2,024,734	\$	-	\$	2,024,734
Sales tax		1,690,988		-		1,690,988
Grants and donations		3,850		-		3,850
Charges for services		232,989		-		232,989
Miscellaneous income		16,282		-		16,282
Interest income		8,213		349		8,562
Total Revenues		3,977,056		349		3,977,405
Expenditures						
Current:						
General and administrative		224,186		~		224,186
Public safety		2,875,116		**		2,875,116
Capital outlay		35,385		-		35,385
Debt Service:						
Principal retirement		529,602		225,000		754,602
Interest and fees		41,322		148,760		190,082
Total Expenditures	_	3,705,611		373,760		4,079,371
Excess (Deficiency) of						
Revenues Over Expenditures		271,445		(373,411)		(101,966)
Other Financing Sources (Uses)						
Proceeds from Issuance of Debt		467,634		_		467,634
Transfers In		· •		378,569		378,569
Transfers Out	-	(378,569)		-		(378,569)
Total Other Financing Sources (Uses)	-	89,065		378,569	_	467,634
Net Change in Fund Balance		360,510		5,158		365,668
Fund Balance, beginning of year	-	3,219,901		53,984	199	3,273,885
Fund Balance, end of year	\$ _	3,580,411	\$	59,142	\$	3,639,553

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED SEPTEMBER 30, 2012

Net Change in Fund Balances - Total Governmental Funds	\$	365,668
Amounts reported for governmental activities in the		
Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the		
Statement of Activities, the cost of those assets is allocated over their		
estimated useful lives as depreciation expense. This is the amount of		
depreciation expense for the period in excess of capital outlay.		(233,625)
Governmental funds report bond issuance cost as expenditures. However, in the		
Statement of Activities, the cost of those assets is allocated over their		
estimated useful lives as amortization expense. This is the amount by		
which bond issuance was reduced by amortization expense in the current period.		(4,642)
Proceeds from issuance of debt provides current financial resources in the		
governmental funds, but issuing debt increases long-term liabilities in the		
Statement of Net Assets.		(467,634)
Repayment of principal on long-term debt is an expenditure in the governmental funds,		
but repayment reduces long-term liabilities in the Statement of Net Assets. This		
is the amount of principal repayments on long-term debt in the current period.		754,602
Some revenues in the statement of activities do not provide current financial		
resources and therefore are not reported as revenues in the governmental funds.		4,378
Some expenses reported in the statement of activites do not require the use of		
current financial resources and therefore are not reported as expenditures		
in the governmental funds.		495
Change in Net Assets of Governmental Activities	\$	419,242

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The District currently reports under the financial reporting requirements of GASB Statement Nos. 34 and 37, subsequent with other statements applicable to the reporting period. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

Financial Reporting Entity

Prior to October 1, 1992, the District operated as a rural fire prevention district (Travis County Rural Fire Prevention District No. 6) under Article III, Section 48-d of the Texas Constitution. On January 18, 1992, the voters of the District approved the formation of an emergency services district under Article III, Section 48-e of the Texas Constitution. On January 18, 1992, the County Commissioners Court of Travis County, State of Texas approved the order to form the Travis County Emergency Services District No. 3. The District was formed on October 1, 1992, and operates under a Board of Directors appointed by the Commissioners Court of Travis County. The District is exempt from federal income taxes, state sales tax and state franchise tax.

Discretely Presented Component Unit

Oak Hill Regional Emergency Response Training Foundation (the Foundation) is a discretely presented component unit of the District. The Foundation is a non-profit corporation dedicated to providing emergency service training. The Foundation is a legally separate entity determined to be a non-major discretely presented component unit of the District due to the District's voting majority in the governing body, financial support and the ability to impose its will on the Foundation. The Foundation is reported on the accrual basis of accounting, following accounting principles generally accepted in the United States of America, and is only reported in the Statement of Net Assets and Statement of Activities located on page 11 and 12. Complete information and financial statements can be obtained from the Foundation's office, which is located at 4111 Barton Creek Blvd., Austin, Texas 78735.

Mission Statement

The mission of the District is "To Preserve Life and Property."

Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the District as a whole, except for fiduciary activities. Governmental activities generally are supported by taxes, intergovernmental and non-exchange revenues, and are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District currently does not have any business-type activities.

The government-wide statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Indirect expenses are allocated to functions based on reasonableness. Program revenues include charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function. Also included in program revenues are grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- A. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental fund or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- B. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described below:

Governmental Funds

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

Debt Service Fund - The Debt Service Fund is used to accumulate resources for the payment of general long term debt principal, interest, and related costs (other than those payable from enterprise funds and special assessment funds).

Pension Trust Fund, a fiduciary fund type, is used to track the defined contribution plan's assets that are held by a third party administrator in the District's name for the sole benefit of the plan's participants.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe what transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

The government-wide Statement of Net Assets and the Statement of Activities are prepared using the economic resources measurement focus. This approach differs for the manner in which governmental fund financial statements are prepared, as discussed below. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for individual funds.

The financial transactions of the District are recorded in individual funds. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds as accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet.

Basis of Accounting

In the government-wide Statement of Net Assets and Statement of Activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

GASB Statement No. 34 eliminates the presentation of Accounts Groups, but provides for these records to be maintained and incorporates the information into the Governmental Activities column in the government-wide Statement of Net Assets.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

GASB Statement No. 34 also requires, as supplementary information, Management's Discussion and Analysis, which includes an analytical overview of the District's financial activities. In addition, a budgetary comparison statement is presented that compares the adopted and modified general fund budget with actual results.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Budgeting

The District annually formally adopts a budget on a basis consistent with generally accepted accounting principles. Budgeted amounts in the financial statements have been revised for amendments authorized during the year.

Assets, Liabilities, and Equity

Cash

The District maintains pooled cash, which are separately held and maintained in their respective funds or component units as "cash and cash equivalents".

Cash deposits and investments are reported at the carrying amount, which reasonably estimates fair value.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

Capital Assets

All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets.

Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities, and Equity (continued)

Capital Assets (continued)

The District currently maintains a policy of capitalizing all items that meet or exceed \$5,000 individually. Those items that do not meet the capitalization requirements are expensed accordingly.

The range of estimated useful lives by type of asset is as follows:

Fire Trucks and Vehicles 5-20 Years Building and Improvements 20-40 Years

In the fund financial statements, capital assets used in government fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Compensated Absences

Accruals for vacation and sick pay are reflected in the government-wide statements for unpaid amounts of vacation and sick pay earned by employees. It is the policy of the Department to provide vacation leave to every full-time shift and full-time regular (administrative) employee who work 30 hours or more per week. This benefit is an investment by the Department in the health and well being of each employee; consequently, every employee is encouraged to use at least two-thirds of his/her annual accumulation of vacation leave during the year. Vacation leave has a 240 hour cap in terms of accumulation at the end of the calendar year. In case of termination or layoff, any vacation leave accrued balances, after applicable adjustments for usage or bought/sold vacation leave, will be paid to the employee during the next payroll cycle.

The District also provides sick leave to the full-time employees as mentioned above. Sick leave has a 480 hour cap in terms of accumulation at the end of the calendar year. Upon separation, an employee shall be compensated for accrued sick leave at their final salary rate with a maximum of one-half of the accrued sick leave but not to exceed 240 hours (that is one-half of 480 accrued hours). Employees who leave the department before their probationary period has ended or because of sick leave abuse shall forfeit any accrued sick leave and shall not be compensated.

Long-Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt consists of capital leases, notes payable, and bonds payable.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

Source of Funds

Ad valorem taxes, penalties and interest are reported as revenue in the fiscal year in which they become available to finance expenditures of the District. Property taxes accounted for approximately 51% of the District's revenue for the year ended September 30, 2012.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in two components:

Restricted net assets - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Fund balances of the governmental funds are classified as follows:

Non-spendable - amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments. The District has \$59.142 restricted for debt service.

Committed - amounts that can be used only for specific purposes determined by a formal action of the Board of Commissioners. The Board is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only through approval by the Board.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Equity Classifications (continued)

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. At year-end, the District had assigned \$1,231,444 for special use and emergencies in order to sustain service levels in the event of conditions which would have a significant impact on its revenues or expenses. The annual reservation is calculated based on prior year operating results per the reserves policy. The use of the reserves must be authorized by a vote of the Board.

Unassigned - all other spendable amounts.

Revenue, Expenditures and Expenses

Property Taxes

Property taxes are collected by Nelda Wells Spears, Travis County Tax Assessor Collector, and are forwarded to the District through bank transfer. The tax rate held by the District during 2011 was \$0.10/\$100. Property tax revenues are considered available when they become due or past due and are considered receivable within the current period, including those property taxes expected to be collected during a sixty-day period after the close of the District's fiscal year. Property taxes are billed on October 1 of each year, a lien is placed on the property on January 1, and the taxes become due on January 31. The assessed value for the roll of at December 31, 2011 was \$2,015,744,360. Property taxes receivable for 2012 are \$58,401 net of allowance for doubtful accounts of \$13,002.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character: Current (further classified by function)

Non-Current

Capital Outlay

Other

Use of Estimates

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

NOTE B - CASH AND CASH EQUIVALENTS

Deposit and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition.

The District's investment policy allows it to invest in the following types of investments, which are authorized for the investment of funds of local government under the Public Funds Investment Act.

- 1. Obligations of, or Guaranteed by, The United States
- 2. Certificates of Deposit
- 3. TexPool Investments Pools

The District is authorized to invest in the following types of investments to the extent authorized by Chapter 2256, Government Code, only upon the board's adoption of a separate resolution authorizing an investment: obligations of, or guaranteed by, government entities other than the United States or one of its agencies or instrumentalities, repurchase agreements, bankers' acceptances, commercial paper, and mutual funds.

It is the District's policy for deposits to be 100 percent secured by collateral valued at market or par, whichever is lower, less the amount of Federal Deposit Insurance Corporation insurance. The District's deposits are categorized to give an indication of the level of risk assumed by the District at the fiscal year-end.

The categories are described below:

Category 1 - Insured or collateralized by securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging institution's trust department or agent in the District's name.

Category 3 - Uncollateralized.

At September 30, 2012, the District's carrying amount of cash deposits was \$1,565,989, and the bank balance was \$1,609,561. All cash deposits were categorized as Category 1 as of September 30, 2012.

The district has investments in the Texas Local Government Investment Pool (TexPool). TexPool is a public funds investment pool created by the Treasurer of the State of Texas pursuant to the Interlocal Cooperation Act of the State of Texas. The District has delegated authority to hold legal title to TexPool as custodian and to make investment purchases with the

NOTE B - CASH AND CASH EQUIVALENTS (continued)

Deposit and Investments (continued)

District's funds. The District owns specific, identifiable investment securities of the pool; consequently, no disclosure of categories of credit risk is made.

The market value is determined by the number of pool shares owned on that day. Each share is valued at \$1.00. The market value of the TexPool investments at September 30, 2012, was \$2,032.

During the year the District transferred funds from TexPool to an investment account with a bank. Certificate of Deposits (CD's) were purchased from various institutions and held within the investment account. Each CD from each institution was less than the \$250,000 FDIC coverage limit. The total balance of CD's at September 30, 2012 was \$2,221,340.

					Weighted
Types of investments:				Average	Average
		Fair		Credit	Days to
	-	Value	Cost	Rating (1)	Maturity (2)
Non-Pooled Investments (Government-wide):					
Governmental Activities					
Major Funds:					
General Fund – TexPool	\$	2,032	\$ 2,032	AAAm	80
General Fund – CD's		2,221,340	2,221,340		
Total Investments	\$	2,223,372	\$ 2,223,372		

- (1) Ratings are provided where applicable to indicate associated credit risk.
- (2) Uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the investment.

NOTE C - CAPITAL ASSETS

A summary of changes in capital assets during the year ended September 30, 2012 is as follows:

	Balance			Balance
	9/30/2011	Additions	Disposals	9/30/2012
Governmental Activities				
Depreciable Assets:				
Building & Improvements	\$ 5,707,801	\$ -	\$ -	\$ 5,707,801
Equipment	309,044	35,385	-	344,429
Fire Trucks & Vehicles	2,245,267	-	-	2,245,267
Total Depreciable Assets	8,262,112	35,385	***	8,297,497
Nondepreciable Assets:				
Land (non-depreciable)	1,350,661	***************************************	***	1,350,661
Total Nondepreciable Assets	1,350,661	Mar Market Control of	***	1,350,661
Less: Accumulated Depreciation	(2,157,397)	(269,010)		(2,426,407)
Total Capital Assets,				
net of Accumulated Depreciation	\$ _7,455,376	\$ <u>(233,625)</u>	\$	\$ 7,221,751

Depreciation expense was charged to governmental functions as follows:

Firefighting and Emergency Services	\$ 260,279
General Government	<u>8,731</u>
Total Depreciation Expense	\$ 269,010

NOTE D - INTANGIBLE ASSETS

Intangible assets for the year ended September 30, 2012 are as follows:

		Balance 9/30/2011	Additions	<u>Deletions</u>	-	Balance 9/30/2012
Bond Issuance Costs	\$_	92,840	\$	_ \$	_ \$	92,840
Total Intangible Assets	***	92,840		œ .	-	92,840
Less: Accumulated Amortization Total Intangible Assets,	uman	(32,495)	(4,642		-	(37,137)
net of Accumulated Amortization	\$	60,345	\$ (4,642) \$	- \$	55,703

Amortization was charged to governmental functions as follows:

General Government	\$ 4,642
Total Amortization Expense	\$ 4,462

NOTE E - CAPITAL LEASE OBLIGATIONS

The district maintains a capital lease collateralized by a Pierce Quantum Ladder Truck and a Quantum CAFS Pumper. The terms of the lease are as follows:

Loan Amount:

\$714,643

Maturity Date:

March 2, 2016

Interest Rate:

4.65% per annum

Payment Terms:

Payments are due and payable in annual installments of \$90,983 beginning March 2, 2007 and ending March 2, 2016. The loan is collateralized with the ladder truck and CAFS pumper. The balance at the beginning of the year was \$397,749, with principal payments during the year of \$72,487. The total outstanding

balance at September 30, 2012 was \$325,262.

The district maintains a capital lease collateralized by two Sharp copiers. The terms of the lease are as follows:

Loan Amount:

\$14,938

Maturity Date:

April 26, 2014 6.1% per annum

Interest Rate: Payment Terms:

Payments are due and payable in monthly installments of \$360

beginning April 26, 2010 and ending April 26, 2014. The loan is collateralized with the copiers. The balance at the beginning of the year was \$10,139, with principal payments during the year of \$3,439. The total outstanding balance at September 30, 2012 was

\$6,700.

The future debt service for capital leases payable is as follows:

Year Ending				
September 30,		Principal		<u>Interest</u>
2013	\$	79,838	\$	15,465
2014		81,845		11,658
2015		83,077		7,906
2016	***************************************	86,941	***************************************	3,781
Totals	\$	331,701	\$	38,810

NOTE F - NOTES PAYABLE

During the year The District refinanced the existing loan for the construction of an emergency services training facility by issuing a note for the current payment and payoff. Proceeds of the note were used to make the July 17, 2012 scheduled payment on the existing loan of \$40,462, and to pay the balance due and "after payment termination value" of \$427,172, thereby paying the loan in full. The terms of the note are as follows:

Loan Amount:

\$467,634

Maturity Date:

July 17, 2027

Interest Rate:

3.214% per annum

Payment Terms:

Payments are due and payable in annual installments of \$39,917 beginning July 17, 2008 and ending July 17, 2027. The total outstanding balance at September 30, 2012 was \$467,634.

The future debt service for the note is as follows:

Year Ending			
September 30,	Principal Principal		Interest
2013	\$ 24,664	\$	15,253
2014	25,469		14,449
2015	26,300		13,618
2016	27,157		12,760
2017	28,043		11,874
Thereafter	 336,001	***************************************	63,174
Totals	\$ 467,634	\$	131,128

NOTE G - LIMITED TAX BONDS

The District has two series of bonds outstanding. The bonds were issued for the purpose of acquiring land and constructing, and equipping fire stations and fire training facilities. For each, interest is paid twice per year and principal once per year.

The beginning principal balance of the Limited Tax Bond, Series 2003 was \$2,390,000, with a principal payment made during the year of \$160,000, leaving a principal balance of \$2,230,000 at September 30, 2012.

NOTE G - LIMITED TAX BONDS (Continued)

Future payments for the Limited Tax Bond, Series 2003 are as follows:

Year Ending September 30,	Principal	Interest	Total
2012	Φ 1.67.000	e 04.022	A 250.022
2013	\$ 165,000	\$ 94,032	\$ 259,032
2014	170,000	88,010	258,010
2015	180,000	81,720	261,720
2016	185,000	74,790	259,790
2017	190,000	67,390	257,390
2018	200,000	59,505	259,505
2019	210,000	51,005	261,005
2020	220,000	41,870	261,870
2021	225,000	32,080	257,080
2022	235,000	22,067	257,067
2023	250,000	11,375	261,375
Total	\$ 2,230,000	\$ 623,844	\$ 2,853,844

The beginning principal balance of the Limited Tax Bond, Series 2005 was \$1,165,000, with a principal payment made during the year of \$65,000, leaving a principal balance of \$1,100,000 at September 30, 2012.

Future payments for the Limited Tax Bond, Series 2005 are as follows:

Year Ending September 30,	I	Principal	Interest		nterest Total	
2013	\$	65,000	\$	46,448	\$	111,448
2014	4	70,000	*	43,848	*	113,848
2015		70,000		41,047		111,047
2016		75,000		38,248		113,248
2017		75,000		35,060		110,060
2018		80,000		31,873		111,873
2019		85,000		28,472		113,472
2020		85,000		24,860		109,860
2021		90,000		21,248		111,248
2022		95,000		17,422		112,422
2023		100,000		13,385		113,385
2024		105,000		9,135		114,135
2025		105,000		4,561	***************************************	109,561
Total	\$	1,100,000		355,607	\$	1,455,607

NOTE H - PENSION PLANS

The District offers its employees a two Pension Plans (the Plans) consistent with Internal Revenue Code Section 457(a) and 401(a). After the required minimum level of service requirements have been met, all eligible employees can join the Plans. The employees are immediately vested in personally contributed amounts. The Plans' funds are available to the employee at termination, retirement, death, loan or unforeseeable emergency as allowed by the Plans' documents. The District currently matches up to 9.5% of employee contributions. Employees are fully vested in employer contributions to the Plans on their behalf after a predetermined number of years of service. The specific requirements of each plan are as defined in the District's Plan documents. Employee and employer contributions to the plans as of September 30, 2012 were \$133,869 and \$131,248, respectively. At September 30, 2012, the Plans each had 28 active participants. The Plans are reported in the accompanying unaudited fiduciary financial statements.

NOTE I - RISK MANAGEMENT

The District has insurable risks in various areas, including property, casualty, automobile, comprehensive liability and workmen's compensation. The District has obtained insurance against risks through commercial carriers. There were no related settlements in excess of insurance coverage during the year. All other insurance against risk is through the Texas Municipal League (TML) intergovernmental Risk Pool, as discussed below. Management believes the amount and types of coverage are adequate to protect the District from losses which could reasonably be expected to occur.

A public entity risk pool is a cooperative group of governmental entities joining together to finance an exposure, liability or risk. The District participates in the TML Intergovernmental Risk Pool for various risk areas, wherein member entities pool risks and funds and share in the costs of losses. Claims against the District in each respective are expected to be paid by that public entity risk pool. However, in the event the public entity risk pool became insolvent, or otherwise is unable to pay claims, the District may have to pay the claims.

NOTE J - COMMITMENTS AND CONTINGENCIES

The District is committed under various leases for office equipment. These leases are considered for accounting purposes to be replaced in the ordinary course of business with similar leases. Future aggregate annual commitments are not material to the District's financial statements.

NOTE K - SUBSEQUENT EVENTS

Management has evaluated subsequent events for disclosure and/or recognition through the date of the *Independent Auditors' Report*, which is the date the financial statements were available to be issued.

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Required Supplementary Information

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND FOR THE YEAR ENDED SEPTEMBER 30, 2012

	Budgeted Amounts						Variance with Final Budget Favorable	
		Original		Final		Actual		(Unfavorable)
Revenues	,		-		•		•	
Property taxes	\$	1,998,313		\$ 2,023,183	\$	2,024,734	\$	1,551
Sales tax		1,605,361		1,690,988		1,690,988		_
Grants and donations		3,850		3,850		3,850		-
Charges for services		232,442		228,446		232,989		4,543
Miscellaneous income		14,717		14,772		16,282		1,510
Interest income		7,000	_	8,160		8,213		53
Total Revenues		3,861,683	_	3,969,399		3,977,056		7,657
Expenditures								
Cost of revenue acquisition		66,788		66,896		66,896		-
Emergency response		292,002		275,633		288,848		(13,215)
Continued education		105,107		83,585		82,310		1,275
Human resources		2,513,313		2,418,108		2,433,875		(15,767)
Administration		259,130		231,616		224,186		7,430
Prevention/public education		3,375		3,375		3,187		188
Capital outlay		-				35,385		(35,385)
Debt service:								
Principal		94,187		94,187		529,602		(435,415)
Interest		19,116	-	19,116		41,322	ı	(22,206)
Total Expenditures		3,353,018	_	3,192,516		3,705,611		(513,095)
Excess of Revenues Over								
Expenditures		508,665	-	776,883		271,445	,	(505,438)
Other Financing Sources (Uses)								
Proceeds from issuance of debt		-		_		467,634		(467,634)
Transfers out		(373,760)		(373,760)		(378,569)		(8,328)
Total Other Financing Sources (Uses)		(373,760)	-	(373,760)		89,065		(8,328)
Net Change in Fund Balance		134,905		403,123		360,510	\$	(42,613)
Fund Balance, beginning of year		3,020,259	-	3,020,259		3,219,901		
Fund Balance, end of year	\$	3,155,164		\$ 3,423,382	\$	3,580,411		

Other Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 TAX COLLECTION HISTORY FOR THE YEAR ENDED SEPTEMBER 30, 2012 (UNAUDITED)

Tax Year	Taxable Assessed Valuation	Tax Rate	Amount Levied	Cumant	Current &	As of
Tax Teal	v aiuation	<u>(a)</u>	Amount Levieu	Current	Prior	September 30,
2004	\$ 1,331,905,930.00	\$ 0.1000	\$ 1,331,905.93	98.80%	100.56%	2005
2005	1,382,643,672.00	\$ 0.0994	1,374,347.81	99.19%	100.57%	2006
2006	1,589,841,210.00	\$ 0.1000	1,589,841.00	99.31%	100.88%	2007
2007	1,810,474,670.00	\$ 0.1000	1,809,776.95	99.13%	99.97%	2008
2008	2,008,727,530.00	\$ 0.1000	2,008,727.53	95.55%	100.88%	2009
2009	2,093,040,980.00	\$ 0.1000	2,093,040.98	98.99%	100.14%	2010
2010	2,022,133,830.00	\$ 0.1000	2,022,133.83	99.04%	100.46%	2011
2011	2,015,744,360.00	\$ 0.1000	2,015,744.36	98.95%	100.44%	2012

(a) Per \$100 of taxable assessed value

Source: Travis County Tax Assessor/Collector

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 STATEMENTS OF FIDUCIARY NET ASSETS SEPTEMBER 30, 2012 (UNAUDITED)

		401(A) Pension Trust Fund		457 Pension Trust Fund
ASSETS Cash, Cash Equivalents and Investments	\$	273,398	\$	560,802
Participant Notes/Loans Total Assets	\$	273,398	 \$	48,007 608,809
NET ASSETS	.	272.200	e m	(00,000
Held in Trust for Pension Benefits Total Net Assets	\$ - \$	273,398 273,398	- ^{\$} - \$	608,809

The District is the administrator of the above pension plans for the benefit of the employees. These funds are held by an outside Trustee.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3 STATEMENTS OF CHANGES IN FIDUCIARY NET ASSETS FOR THE YEAR ENDED SEPTEMBER 30, 2012 (UNAUDITED)

	401(A) Pension Trust Fund		457 Pension Trust Fund	
ADDITIONS:				
Employer Contributions	\$ 131,248	\$	-	
Participant Contributions	-		133,869	
Participant Rollovers	-		122,626	
Interest Earned on Loan Security Accounts	-		645	
Increase in Fair Value of Investments	31,754		72,581	
Total Additions	163,002		329,721	
DEDUCTIONS:				
Administrative Fees	2,092		3,231	
Benefits Paid or Withdrawls	16,226		17,013	
Total Deductions	18,318		20,244	
CHANGE IN NET ASSETS	144,684		309,477	
NET ASSETS, BEGINNING OF THE YEAR	128,714		299,332	
NET ASSETS, END OF THE YEAR	\$ 273,398	\$_	608,809	

The District is the administrator of the above pension plans for the benefit of the participants. These funds are held by an outside Trustee.

Travis County Emergency Services District No. 4 Financial Statements September 30, 2012

TRAVIS COUNTY

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Travis County Emergency Services District No. 4 For the Year ending September 30, 2012

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Medack & Oltmann, LLP Certified Public Accountants

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MEMBERS

American Institute of
Certified Public Accountants

Texas Society of Certified Public Accountants

Independent Auditor's Report

Board of Commissioners Travis County Emergency Services District No. 4

Austin, TX 78716-2170

We have audited the accompanying financial statements of the governmental activities of Travis County Emergency Services District No. 4 as of and for the year ending September 30, 2012, which comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Travis County Emergency Services District No. 4 as of September 30, 2012, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 11 and page 27, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Medack & Oltmann, LLP

March 19, 2013

Travis County Emergency Services District #4

Management's Discussion and Analysis (MD&A)
For the Year Ending September 30, 2012

The purpose of the Management's Discussion and Analysis (the "MD&A") is to give the readers an objective and easily readable analysis of the financial activities of Travis County Emergency Services District #4 (the "District") for the year ending September 30, 2012. The analysis is based on currently known facts, decisions, or economic conditions. It presents short and long-term analysis of the District's activities, compares current year results with those of the prior year, and discusses the positive and negative aspects of that comparison. Governmental Accounting Standards Board (GASB) Statement No. 34 establishes the content of the minimum requirements for the MD&A. Please read the MD&A in conjunction with the District's financial statements, which follow this section.

Financial Highlights

- Total Net Assets equaled \$4,322,490
- Invested in Capital Assets, net of related debt \$2,306,717
- Unrestricted Net Assets \$ 2.015.773
- Total Fund Expenditures were \$4,182,099 while Revenue was \$2,483,617 resulting in a (Deficiency) of Revenue over Expenditures of \$(1,698,482).
- The District funded a major construction and remodeling of Station #1. The anticipated cost for the site work and remodel was \$635,112 to be funded from existing funds. The actual cost was more than anticipated due to design changes, furniture, appliances and unforeseen regulatory requirements. The actual overall cost has exceeded \$849,000.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) Government-wide financial statements; 2) Fund financial statements and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements report information about the District as a whole, using accounting methods similar to those used by private-sector companies. The statement of net assets includes all the government's assets and liabilities, reported using the full accrual basis of accounting. The statement of activities accounts for all of the current year's revenues and expenses, regardless of when cash is received or paid.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's general fund. Travis County ESD 4 has only one fund, the general fund.

Travis County ESD 4 Management's Discussion and Analysis

Using this Annual Report

As mentioned previously, this annual report consists of a series of financial statements. GASB Statement No. 34 provides that for governments engaged in a single government program, the fund financial statements and the government-wide statements may be combined.

The District presents the governmental funds in the first column. The next column is an adjustment column which reconciles the amounts reported in the first column to indicate how each line item would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells us how these services were financed in the short term as well as what remains for future spending.

Reporting the District as a Whole

The District and a simple financial question, "is the District better off or worse of as a result of the year's activities"?

The 1) <u>Statement of Net Assets</u> and 2) <u>Statement of Activities</u> present information about the District as a whole and its activities in a way that helps to answer this question. These statements (as reported in the last column of each of the statements) include all of the District's assets and liabilities, utilizing the accrual basis of accounting.

The two Combined Fund and Government-wide statements report the District's net assets and how they have changed. Net assets; the difference between the District's assets and liabilities, is one way to measure the financial health of the District. Over time, increases or decreases in the District's net assets are an indicator of whether its financial health is improving or deteriorating. To assess the overall health of the District, one needs to consider other non-financial factors such as changes in the District's property tax base, sales tax base and condition of facilities and equipment.

The statement of activities presents information showing how the District's net assets changed during the most recent twelve-month period. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

Both of these reports identify functions of the District that are principally supported by grants and government revenues. The principal government activities of Travis County ESD 4 are:

- Fire Suppression and Rescue activities
- Emergency Medical Services
- Code Enforcement and Public Education
- Fire Academy Training and Certification of future first responders

The District currently has no business-type activities.

Travis County ESD 4 Management's Discussion and Analysis

Reporting the District's Governmental Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District (ESD #4), like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The District only has one fund, the general fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows and outflows of spend-able resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare that information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

All of the District's basic services are reported in governmental funds which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called Modified Accrual Accounting which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is described in the adjustments column of the financial statements and in Note 12 of the financial statements.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes can be found after the financial statements within this report.

The District as a Whole

Governmental activities decreased the District's net assets by \$ 570,052. Our analysis below focuses on the net assets (Table 1) and the changes in net assets (Table 2) of the District's governmental activities:

Table 1
Governmental Activities
Net Assets

Assets	9/30/2011	9/30/2012
Current Assets	3,818,933	2,127,824
Other Assets	250	250
Capital Assets	1,187,688	2,306,717
Total Assets	5,006,871	4,434,791
Liabilities		
Current Liabilities	114,329	112,301
Long-Term Liablilites	-	-
Total Liabilities	114,329	112,301
Net Assets		
Invested in capital assets, net of related debt	1,187,688	2,306,717
Restricted		
Unrestricted	<u>3,704,854</u>	2,015,773
Total Net Assets	4,892,542	4,322,490

Overall this represents a year to year decrease of 11.7 % in Net Assets.

Table 2 Changes in Net Assets

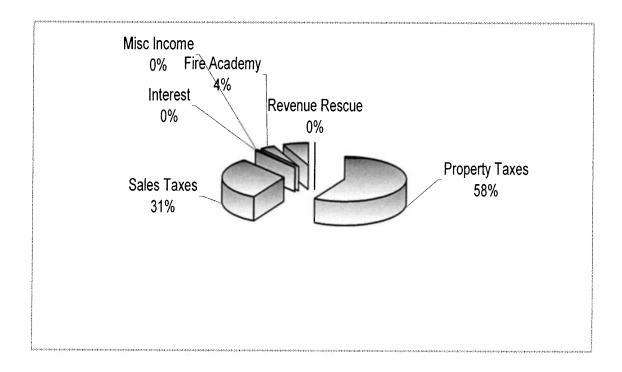
Expenditures		9/30/2011		9/30/2012
Apparatus	***************************************	59,581	***************************************	109,573
Equipment		42,902		226,971
Communications		45,263		36,353
EMS		22,311		21,211
Insurance		101,887		145,632
Training		19,666		48,982
Stations		71,228		110,556
District Office		12,647		29,414
Personnel		1,309,953		2,115,582
Administrative		71,240		85,743
Miscellaneous		-		1,480
Miscellaneous		649		
Capital Outlay		-		_
Depreciation Expense		80,844		124,070
Debt Service:		-		-
Principle		-		_
Interest		870		_
Total Expenditures	\$	1,839,041	\$	3,055,567
Program Revenues				
Fire Academy		50,607		96,000
Sub Total	\$	50,607	\$	96,000
Net Program expense (Income)	\$	1,788,434	\$	2,959,567
General Revenues	-			
Property Taxes		5,608		1,430,455
Sales Taxes		481,900		758,605
Interest		14,594		8,662
Miscellaneous Income		10,858		8,307
FEMA Grant/Matching Funds		14,057		163,486
Contract Services				20,000
Total General Revenues	\$	F07 047		
rotal General Nevellues	Ф	527,017	\$	2,389,515
Change in Net Assets	\$	(1,261,417)	\$	(570,052)
Fund Dalamas (Nat Assats D. 11)				
Fund Balance/Net Assets Beginning of year		6,153,959		4,892,542
Fund Balance/Net Assets End of year		4,892,542		4,322,490
			C	hange in %
Expenses Year to Year			=	66.20%
Program Revenue Year to Year				89.70%
General Revenue Year to Year				353.40%
==				353.40%

Financial Analysis of the Government's Funds

As noted earlier the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. For the year ending 09/30/2012, the District's total combined fund balance was \$ 1,979,966 which reflects a net combined decrease of (\$1,194,898) as compared to the beginning of the year.

As the graph illustrates, approximately 58% of the District's FY 2012 income is derived from ad valorem property taxes and sales taxes, while the remainder is primarily grants from Travis County, the City of Austin and Others for the Fire Academy. Interest rates and Sales Tax revenue were down year to year.

Actual Revenue	9/30/12	% of Rev	+/- Yr-Yr	2011
Property Taxes	 1,428,557	58%	1,204,238	 224,319
Sales Taxes	758,605	31%	276,705	481,900
Interest	8,662	0%	(5,932)	14,594
Misc Income	8,307	0.3%	(5,750)	10,858
Fire Academy	96,000	3.9%	96,000	50,607
Grants	163,486	6.6%	163,486	14,057
Revenue Rescue	-	0.0%	(796,335)	-
Contract Services	20,000	1%	20,000	-
Total	\$ 2,483,617	100	\$ 952,412	\$ 796,335



Budgetary Highlights

The District's annual budget process includes a very thorough estimate of projected annual revenues (income) and expenditures (expenses). The Board of Commissioners, Fire Chief and Officers of the District conduct meetings in the month of August, to prepare the annual budget. The following items are reviewed and published only after very careful consideration of the estimated projections:

- Estimates of Ad Valorem tax (property taxes) income are provided by the Travis County Tax Appraiser's office. That estimate, combined with an estimate of historical collection rates for the District is used with the proposed tax rate to estimate the amount of revenue that can be realistically collected and used for the District's operations.
- Estimates of Sales Tax income are provided by the State of Texas Comptrollers office. That estimate combined with a historical collection rate for the District is used to realistically determine an amount that can be collected and fund the District's operations.
- Grant income is provided by Travis County to fund the Travis County ESD 4 Fire Academy and is based on proposed commitments by this donor and are planned accordingly.
- Interest income from available unrestricted cash reserves are estimated based on input from banking representatives from Merrill Lynch on the amount of interest that can be reasonably expected through the District's investment policy.
- The liquidation (sale) of used assets such as vehicles or other higher value assets may or may not be noted as part of the annual income. This depends in large part on the value of the asset and the amount of income that can be reasonably expected based on the market value of the asset at the time of sale. Historically, the District has not relied on this item as a reliable source of income for budgetary planning.

In each budget process, the District's proposed expenses and revenues are projected by line item. Critical to this estimate is the growth or loss in assessed valuation of the District's service area, and the resulting growth or loss of revenue from Ad Valorem property and Sales Tax. The estimates of the growth or loss of revenue producing property in the District's service area has historically been very accurate due to the hard work and diligence of the District's Fire Chief and the Board of Commissioners.

Personnel costs (wages, taxes and insurance) represent approximately 70% of overall expenditures and constitute the single greatest management challenge to the District considering the legislative cap on the tax rate an Emergency Services District can levy (10 cents on the \$100 dollar valuation). The need for expanded services, equipment or desire to pay competitive wages must be tempered by the tax cap in the current and future budget planning periods.

Throughout the year the District's Board of Commissioners vote on and approve minor changes to the planned budget through budget amendments. Historically, the District's board does not make numerous line item changes to the planned budget, instead they monitor the expenditures very closely and make budgetary amendment decisions based on overall impact to the budget plan and amend only as necessary. Overall, this approach results in a more stable annual budget to actual expenditures picture. Budget to actual expenditures, both income and expense are reviewed monthly in planned public meetings.

The District's 2012 Planned Budget (including amendments as recorded)

The District's FY 9/30/2012 budget resulted in actual revenue of \$ 2,483,617

The District's FY 9/30/2011 budget resulted in actual expenditures of \$ 4,182,099

Total District Excess (Deficiency) of Revenues over Expenditures was (\$ 1,698,482)

Capital Asset and Debt Administration

Capital Assets:

At the end of the fiscal year FY 09/30/2012, capital assets are as follows:

Table 3
Capital Assets Year to Year Comparison

	09/30/2011	09/30/2012
Capital Assets - Please see Note 5		
Governmental Activities:		
Capital assets not being depreciated:		
Land	\$ 134,064	\$ 134,064
Total capital assets not being depreciated:	134,064	134,064
Capital assets being depreciated:		
Vehicles	1,017,620	1,411,693
Equipment	189,973	189,973
Buildings and Structures	806,951	1,655,977
Total Capital Assets being depreciated:	2,014,544	3,257,643
Less accumulated depreciation for:		
Vehicles	624,860	719,179
Equipment	116,166	124,561
Buidings and Structures	219,894	241,250
Total accumulated depreciation	960,920	1,084,990
Total capital assets, being depreciated, net	1,053,624	2,172,653
Government activities capital assets, net	1,187,688	2,306,717
Depreciation was charged to the governmental a	ctivities of \$ 124,070	\$ 80,844
Long-Term Debt - Please see Note 6	09/30/2011	09/30/2012
Governmental Activities	Due within 1 yr	Due within 1 yr
Compensated Absences	\$ 45,189	\$ 37,686
Total Governmental Activities	\$ 45,189	\$ 37,686

Travis County Emergency Services District 4 MD&A

Organization

Travis County ESD 4 (TCESD 4) is a combination fire department with 29 firefighters, a field medical officer, a wildfire mitigation officer, and 2 part-time office administrators. Furthermore, TCESD 4 maintains a volunteer force of cadets through its Fire/EMT academy. TCESD 4 is responsible for providing emergency services to over 20,000 citizens in our communities from three fire stations. The TCESD 4 fire department responded to over 1500 emergencies with the majority being medical incidents. The district also applies comprehensive non-emergency services such as, wildfire mitigation, 10-minute CPR, smoke alarm installations, and public safety education.

Financial

The TCESD 4 Board of Commissioners continues to apply a conservative fiscal policy and does not incur debt through bonds, loans or leases, to manage the organization. This strategy allows the district to maintain zero debt and maintain assigned reserves to endure impacts from economic downturns. Projected ad valorem tax revenues in 2012 were sustained as projected while sales tax revenues increased above projections.

Capital Expense

TCESD 4 completed the renovation and expansion of Fire Station 401 situated within a suburban community increasing in population. The expenses for the fire station renovation and expansion were appropriated and expended from assigned reserve revenues without incurring debt. Additionally, an aging fire engine within the fleet was replaced with an upgraded fire engine assigned to this fire station to provide emergency services. The expense for the upgraded fire engine was appropriated and expended from assigned reserve revenues with incurring debt.

Grants

The TCESD 4 fire department received a grant from Travis County Social Services to conduct a Firefighter and EMT-B Academy. 2012 marked the 12th year of the successful completion of the academy program which recruits diverse candidates from throughout Travis County. TCESD 4 also received a grant from the Texas Forest Service in support of the TCESD 4 Academy. The fire department also received a wildfire equipment grant from the Schwab Charitable foundation.

Annexations

There are no projected annexations by the City of Austin of TCESD 4 territory forecasted in the City of Austin municipal annexation plan which would have a negative impact on revenues and affect the districts' ability to continue providing effective emergency services.

Joint Management

The TCESD 4 board of fire commissioners authorized a compensated joint management agreement which provides administrative assistance for TCESD 12. The TCESD 4 district is also in negotiations with the City of Austin Fire Department for an automatic aid agreement.

Summary

The TCESD 4 Board of Commissioners continues to prudently monitor revenues and expenditures and will continue to seek alternate sources of funding to offset encumbrances on the annual budget.

Requests for Information

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Travis County Emergency Services District # 4
Attn: Fire Chief – Florencio Soliz

11800 N. Lamar Blvd. – Suite #4B Austin, TX 78753

Phone: ESD #4 District Office 512-836-7566

E-mail: ESD #4 District Office tcfcesd4@austinrr.com

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR GOVERNMENTAL FUNDS BALANCE SHEET AND STATEMENT OF NET ASSETS **SEPTEMBER 30, 2012**

ASSETS		General Fund	North and the second	Adjustments (Note 12)	***************************************	Statement of Net Assets
Cash Investments	\$	1,970,290	\$	-	\$	1,970,290
Property Taxes Receivable		73,493		-		73,493
Accounts Receivable-ICP		8,844		-		8,844
Due from Other Governments		59,967		_		59,967
Prepaid Expenses		15,230		-		15,230
Security Deposits		250		-		250
Capital Assets (net of accumulated depreciation)		-		2,306,717		2,306,717
TOTAL ASSETS	\$	2,128,074	\$	2,306,717	\$	4,434,791
LIABILITIES						
Payroll Liabilities Payable	\$	42,358	\$	_	\$	42,358
Accounts Payable	·	32,257	•	-	•	32,257
Deferred Revenues		73,493		(73,493)		-
Long-term liabilities						-
Due within one year		-		37,686		37,686
Due after one year				***		-
TOTAL LIABILITIES	,	148,108		(35,807)		112,301
FUND BALANCES/NET ASSETS Fund balances:						
Nonspendable - Prepaid Expenses		15,230		(15,230)		
Unassigned		1,964,736		(1,964,736)		- -
Total fund balances		1,979,966		(1,979,966)		
Total liabilities and fund balances	\$	2,128,074				
Net assets:						
Invested in capital assets, net of related debt				2,306,717		2,306,717
Restricted				2,000,717		2,000,717
Unrestricted				2,015,773		2,015,773
Total net assets				4,322,490	\$	4,322,490

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES AND STATEMENT OF ACTIVITIES FOR THE YEAR ENDING SEPTEMBER 30, 2012

		General Fund		Adjustments (Note 12)		Statement of Activities
EXPENDITURES/EXPENSES			-			
Apparatus Equipment Communications EMS Insurance Training	\$	109,573 226,971 36,353 21,211 145,632 48,982	\$	- - - - -	\$	109,573 226,971 36,353 21,211 145,632 48,982
Stations District Office Personnel Administrative Miscellaneous Capital Outlay Depreciation Expense		110,556 29,414 2,123,085 85,743 1,480 1,243,099		- (7,503) - - (1,243,099) 124,070		110,556 29,414 2,115,582 85,743 1,480 - 124,070
Total expenditures/expenses		4,182,099	-	(1,126,532)	-	3,055,567
PROGRAM REVENUES Charges for services: Fire Academy Net program expense (income)	-	96,000			-	96,000 2,959,567
GENERAL REVENUES Property Taxes Sales Taxes Interest Miscellaneous Income Grants Contract Services Total general revenues	-	1,428,557 758,605 8,662 8,307 163,486 20,000 2,387,617		1,898 - - - - - - 1,898		1,430,455 758,605 8,662 8,307 163,486 20,000 2,389,515
Excess (Deficiency) of revenues over expenditures		(1,698,482)		1,698,482		-
Change in net assets		-		(570,052)		(570,052)
Fund Balance/Net Assets Beginning of the year	_	3,678,448		1,005,353		4,892,542
End of the year	\$ _	1,979,966	\$ _	2,133,783	\$ _	4,322,490

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements for the District have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. More significant of these accounting policies are described below.

REPORTING ENTITY

The Travis County Emergency Services District No. 4 (the District) was created by Article III, Section 48-d of the Constitution of Texas to protect life and property from fire and to conserve natural and human resources.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only-criterion for including a potential component unit with the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, no potential component units appear to exist.

BASIS OF PRESENTATION

Basic Financial Statements

Basic Financial Statements and Management Discussion and Analysis for State and Local Governments set forth minimum criteria for the determination of major funds based on a percentage of the assets, liabilities, revenues or expenditures/expenses or either fund category or governmental and enterprise combined. Due to the fund structure of the District, all funds have been classified as major funds. As a part of this Statement, there is a reporting requirement regarding the local government's infrastructure (road, bridges, etc.). The District does not own any infrastructure assets and therefore is unaffected by this requirement.

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The reporting model focus is on either the District as a whole or major individual funds (within the fund financial statements). In the government-wide Statement of Net Assets, both the governmental and business-type activities columns are presented on a consolidated basis by column, and are reflected on a full accrual, economic resources basis, which incorporated long-term assets and receivables as well as long-term debt and obligations. The District does not have any business-type activities.

The government-wide Statement of Activities reflects both the gross and net cost per functional category which are otherwise being supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. The program revenues must be directly associated with the function.

The net cost by function is normally covered by general revenues (intergovernmental revenues, interest income, etc). Historically, the previous model did not summarize or present net cost by function or activity. The District does not currently employ indirect cost allocation systems.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The fund financial statements are similar to the financial statements presented in the previous accounting model.

The governmental fund statements are presented on a current financial resource and modified accrual basis of accounting. This presentation is deemed appropriate to (a) demonstrate legal compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how the District's actual experience conforms to the budget or fiscal plan.

GASB provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the general fund in the first column. The next column is an adjustments column. It reconciles the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements.

BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are presented on an accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The District considers all revenues as available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

In applying the "susceptible to accrual" concept to intergovernmental revenues pursuant to GASB Statement #33, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenues when the applicable eligibility requirements including time requirements, are met. Resources transmitted before the eligibility requirements are met, under most circumstances, should be reported as advances by the provider and deferred revenue by the recipient.

BUDGETS

The District follows these procedures in establishing the budget reflected in the financial statements:

- Prior to the beginning of each fiscal year, the District prepares a budget. The
 operating budget includes proposed expenditures and the means of financing those
 expenditures and is prepared in accordance with the basis of accounting utilized by
 that fund.
- 2. Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of an ordinance.

- 3. The District amends the budget throughout the year approving such additional expenses. The amended budget is used in presenting the Statement of Revenues, Expenditures and Changes in Fund Balance Budget and Actual.
- 4. During the current year, it was noted that some funds had expenditures in excess of revenues. These differences were compensated for with an accumulation of prior years' surpluses.
- 5. All annual appropriations lapse at fiscal year end.

CAPITAL ASSETS

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. Property, plant and equipment purchased or acquired is carried at historical cost or estimated historical cost. Contributed assets are recorded at the fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The capitalization policy, i.e. the dollar value above which asset acquisitions are added to the capital accounts, is \$ 5,000.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives with no salvage value. The range of estimated useful lives by type of asset is as follows:

Buildings and Structures 40 years Vehicles 7-20 years Other Equipment 10-20 years

The Department does not own any infrastructure assets.

Fund Financial Statements

In the fund financial statements, capital assets are accounted for as capital outlay expenditures of the governmental fund upon acquisitions.

EQUITY CLASSIFICATIONS

Government-wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulation of other government; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable or spendable with spendable being further classified into restricted, committed, assigned or unassigned.

COMPENSATED ABSENCES

The District's policies regarding vacation time permit employees to accumulate earned but unused vacation leave. As of the year end, the liability for accrued vacation reflects that time earned by the employees in the current year. However, all of this time must be taken by the end of the subsequent year or it will be lost.

RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District purchases its insurance from regular commercial companies. As of September 30, 2012, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having ever been filed.

PROGRAM REVENUES

The District considers program revenues as revenues that (1) originate from the program or from parties other than the government's taxpayers or citizens as a whole and (2) reduce the expenses of the function that has to be financed by general revenues. Revenues of this type can originate from a governmental source, but the proceeds are a charge for services or products produced by a government agency, where that agency is considered a vendor within the market place. Additionally, program revenues are fees charged by the government agency that are used to support a specific operation of that governmental unit. The District reports revenues from its fire academy as program revenues.

USE OF ESTIMATES

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the financial statements and the reported amounts of income and expenses during the period. Operating results in the future could vary from the amounts derived from management's estimates.

NOTE 2: DEPOSITS AND INVESTMENTS

Deposits

Deposits for the District are being held by Wells Fargo Bank in interest-bearing accounts. As of year end, deposits with Wells Fargo exceeded FDIC coverage by \$1,740,639 this excess was fully secured by pledged securities consisting of US Government securities of \$3,043,442(Category 2). At September 30, 2012, the carrying amount of the District's deposits was \$1,970,290, and the bank balance was \$1,990,639.

The collateral pledged is represented by specific identifiable investment securities and classified as to credit risk by the three categories described below:

- Category 1 -Insured or collateralized with securities held by the District or its agent in the District's name.
- Category 2 -Collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.
- Category 3 -Uncollateralized, including any bank balance that is collateralized or by its trust department or agent but not in the District's name.

NOTE 3: ACCOUNTS RECEIVABLE

The District has contracted with Revenue Rescue as a collection agency for its billing of medical and emergency services rendered to parties who do not reside within District boundaries. Amounts reported as accounts receivable as of September 30, 2012, consist of:

Governmental Activities:

Revenue Rescue \$ 8,844

Business-type Activities \$ -0-

NOTE 4: DUE FROM OTHER GOVERNMENTS

This consists of sales tax collected but not yet remitted.

State Comptroller – Sales Tax \$ 59,967

NOTE 5: CAPITAL ASSETS

Capital	asset	activity	for	the	year	ended	September	30,	2012,	was	as	follows:
						Balance 10/01/12	Additions/ Completions	Retiren Adjusti		Bala 09/30/2		
Governm	nental Act	tivities:										
Capital a	issets not	being dep	reciate	ed:								
Land						134,064	-		_	134,0	64	
Total cap	oital asset	ts not being	g depre	eciated		134,064	-		-	134,0	64	
Capital a	ssets, be	ing depreci	ated									
Vehicles						1,017,620	394,073		-	1,411,6	93	
Equipme	nt					189,973	-		-	189,9	73	
•	and Stru					806,951	849,026		-	1,655,9	77	
		s being de				2,014,544	1,243,099		-	3,257,6	43	
		depreciation	on for:									
Vehicles						624,860	94,319		-	719,1	79	
Equipme						116,166	8,395		-	124,50	31	
-	and Stru					219,894	21,356		_	241,2	50_	
		l depreciati			Mile	960,920	124,070		-	1,084,99	90	
•		s, being de	•	•		1,053,624	1,119,029		•	2,172,6	53	
Governn	nental act	tivities capit	tal ass	ets, ne	t	1,187,688	1,119,029		-	2,306,7	17	

Depreciation was charged to the governmental activities of \$ 124,070.

NOTE 6: LONG-TERM DEBT

Transactions for the nine months ended September 30, 2012, are summarized as follows:

Governmental Activities	Balance October1	Additions	Reductions	Balance September 30	Due within one year
Compensated Absences	45,189	-0-	7,503	37,686	37,686
Total Governmental Activities	\$ 45,189	\$ -0-	\$ 7,503	\$ 37,686	\$ 37,686

NOTE 7: PROPERTY TAXES

The District has contracted with the Travis County Tax Assessor Collector to bill and collect its property tax. The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. The assessed value of the roll as of January 1, 2011, upon which the 2011 levy was based, was \$1,426,646,940 as certified by the Travis Central Appraisal District.

Taxes are due by January 31 following the October 1 levy date. On February 1 of each year, a tax lien attaches to the property. The total 2011 levy was \$ 1,426,647 and the tax rate was \$ 0.10 per \$100 assessed valuation.

NOTE 8: OPERATING LEASES

In addition to the capital lease, the District also has entered into certain operating lease agreements. Such lease agreements are for administrative offices and a fire station. These leases are generally fixed and are not subject to increase without renegotiating agreements. The amount expended for these leases for the year ending September 30, 2012, was \$ 40,288.

NOTE 9: COMMITMENTS

The District has entered into an agreement with the City of Austin for its dispatching services with the fee structure based upon projected calls. For the year ending September 30, 2012, the District's fee for these services was \$ 37,152.

The District has also entered into a contract with Travis County to train and improve fire response by increasing the number of trained volunteers. It is also designed to create a career path opportunity for individuals, particularly low income and minorities. Terms of these contracts are:

Travis County October 1, 2011 through September 30, 2012 \$ 96,000

NOTE 10: FUND BALANCE CLASSIFICATION

The Health & Safety Code has established that the Board of Commissioners as being the highest official body authorized to assign fund balance amount for specific purposes. This authorization or removal of such authorization is generally achieved by a resolution of the Board.

As of September 30, 2012, the District has not adopted a minimum fund balance policy.

NOTE 11: ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

The City of Austin has the right to annex property within the District which could in the future result in a reduction of the total value of property within the District and therefore a reduction in the total tax revenue to be collected. For the year ending September 30, 2012, there were no plans by the City to annex property.

NOTE 12: EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND AND GOVERNMENT-WIDE STATEMENTS

Differences between the Governmental Fund Balance Sheet and the Statement of Net Assets:

The differences (as reflected in the adjustments column) primarily result from the long-term economic resources focus of the statement of net assets versus the current financial resources focus of the governmental fund balance sheet.

When capital assets (land, buildings, equipment) that are to be used in governmental activities are purchased or constructed, the costs of those assets are reported as expenditures in governmental funds. However, the statement of net assets includes those capital assets among the assets of the District as a whole.

Cost of capital assets \$ 3,391,707 Accumulated Depreciation \$ (1,084,990) \$ 2,306,717

Taxes receivable are offset by deferred revenues in the governmental funds and thus are not included in fund balance.

Deferred revenue \$ (73,493)

Long-term liabilities applicable to the district's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities – both current and long-term—are reported in the statement of net assets.

Due within one year \$ 37,686 Due after one year -0-

<u>Differences between the Governmental Fund Operating Statement and the Statement of Net Activities:</u>

The differences (as reflected in the adjustments column) arise primarily from the long-term economic resources focus of the statement of activities versus the current financial resources focus of the governmental funds.

Some expenses reporting in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Adjustment for Compensated Leave

\$ (7,503)

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay
Depreciation Expense

\$ (1,243,099) 124,070

Because some property taxes will not be collected for several months after the district's year end, they are not considered as "available" revenues in the governmental funds.

Adjustment for property taxes collected after year-end

\$ 1.898

NOTE 13: CONTRACTUAL AGREEMENTS

The District has entered into an agreement with an adjourning ESD for Fire Chief and administrative services. The District will receive payment for theses services totaling \$2,500 per month effective January 1, 2012. For the year ending September 30, 2012 the total amount received was \$20,000.

NOTE 14: EMPLOYEE BENEFITS

The District, due to increasing health care costs, has established a Health Reimbursement Arrangement for its employees. Under this plan an employees is eligible who works at least 30 hours per week, for more than one day and is eligible to participate and is enrolled in the District's group health insurance plan. The plan allows the employee to be reimbursed for medical costs that exceed their deductible of \$1,500 for each member or family member covered by the District's health plan up to a maximum of \$1,500 for single coverage and \$4,500 for family coverage. Amounts not used by year end lapse there is no carryover of unused benefits.

As of September 30, 2012 the District reimbursed \$1,500 to its employees.

NOTE 15: CONTINGENCY

The District is undergoing an EEOC lawsuit filed by a former employee. The District's insurance will cover all costs related to this lawsuit.

NOTE 16: GRANTS

TCESD 4 received a grant for \$5,950 from the Texas Forest Service in support of the TCESD 4 Academy.

TCESD 4 submitted documentation to the Fire Management Assistance Grant (FMAG) program through Travis County Homeland Security for 75% reimbursement of approximately \$18,000 in costs incurred to support mitigation of the Labor Day Wildfires in western Travis County.

The District also received a grant from FEMA totaling \$147,536. This was a 90% grant used to purchase breathing apparatus and bunker gear.

Required Supplemental Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

FOR THE YEAR ENDING SEPTEMBER 30, 2012

	BUDGETED AMOUNTS						
REVENUES:		ORIGINAL		FINAL	~	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
Property Taxes	•	4 405 000	_		_		
Sales Taxes	\$	1,405,898	\$	1,405,898	\$	1,428,557	22,659
Interest		600,000		600,000		758,605	158,605
Miscellaneous Income		22,000		22,000		8,662	(13,338)
Fire Academy		30,000		30,000		8,307	(21,693)
Grants		-				96,000	96,000
Revenue Rescue		115,000		262,535		163,486	(99,049)
Contract Services		29,800		29,800			(29,800)
TOTAL REVENUES						20,000	20,000
TOTAL REVENUES	\$	2,202,698	\$_	2,350,233	. \$	2,483,617	133,384
EXPENDITURES:							
Apparatus	\$	88,000	\$	88,000	\$	109,573	(21,573)
Equipment		45,300	•	209,228	•	226,971	(17,743)
Communications		52,280		52,280		36,353	15,927
EMS		28.640		28,640		21,211	7,429
Insurance		207,200		207,200		145,632	61,568
Training		31,000		31,000		48,982	(17,982)
Stations		100,200		100,200		110,556	(10,356)
District Office		8,600		8,600		29,414	(20,814)
Personnel		1,769,463		2,078,742		2,123,085	(44,343)
Administrative		80,694		80,694		85,743	(5,049)
Miscellaneous		-		00,004		1,480	(1,480)
Capital Outlay		550,000		1,250,819		1,243,099	7,720
Debt Service:		000,000		1,200,010		1,243,000	1,720
Principal		_		_		_	
Interest		_		_		_	-
TOTAL EXPENDITURES	\$	2,961,377	\$	4,135,403	\$ -	4,182,099	(46,696)
			-		-		(10,000)
EXCESS (DEFICIENCY) OF REVENUES OVER							
EXPENDITURES	\$	(758,679)	\$	(1,785,170)	\$	(1,698,482)	86,688
FUND BALANCE:							
Beginning of year						3,678,448	
End of year					\$ -	1,979,966	
					=		

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Financial Statements for the Year Ended September 30, 2012 and Independent Auditors' Report



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

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INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of Travis County Emergency Services District No. 6:

We have audited the accompanying financial statements of the governmental activities and each major fund of Travis County Emergency Services District No. 6 (the "District") as of and for the year ended September 30, 2012, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2012, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 10 and the schedule of funding progress for the District firefighters' relief and retirement fund on page 27 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The other supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The other supplementary information listed in the table of contents has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information listed in the table of contents is fairly stated in all material respects in relation to the basic financial statements as a whole.

March 27, 2013

maxwell Joche+ Ritter LLP

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

MANAGEMENT'S DISCUSSION & ANALYSIS YEAR ENDED SEPTEMBER 30, 2012

Travis County Emergency Services District No. 6 (the "District") is a political subdivision of the State of Texas, created under the Texas Health and Safety Code, Chapter 775. This code provides the District with the authority to levy ad valorem tax not to exceed 10 cents per \$100 assessed valuation and to provide emergency services to the geographical area within the District. Currently the District provides the following emergency services:

- Fire Response
- Emergency Medical Service First Response
- Rescue Response
- Hazardous Material Response
- Marine Incident Response
- Wildland Urban Interface
- Fire Code Service
- Fire Investigation
- Fire Prevention and Public Education Services

History

The District was originally created in August 1985 as Travis County Rural Fire Prevention District No. 5. A Board of Commissioners operated the Rural Fire Prevention District and provided emergency services through an interlocal agreement with the Hudson Bend Volunteer Fire Department.

In August 1995, the Rural Fire Prevention District No. 5 was converted to Travis County Emergency Services District No. 6 which is governed by a Board of five Commissioners. Beginning in September 1995, paid career firefighters were hired to begin working at two of the fire stations. The volunteers met the apparatus at the scene during the day and staffed the fire stations after the career staff finished their shifts during the week and entirely on weekends. By the end of December 1995, the number of paid career firefighters had grown enough to begin 24-hour shift rotations at two fire stations.

By February 1996, the District had grown to 8 paid career firefighters and 35 volunteer personnel providing emergency services coverage for 135 square miles with an estimated population of 19,000.

In 1997, the District established staffing for four fire stations with two personnel per fire station. During this period, part-time personnel were utilized to work Fire Stations #3 and #4, with the full-time staff operating Fire Stations #1 and #2. This allowed the District some flexibility to purchase new apparatus and still maintain coverage. During this same period, the District purchased two new engines, a used ladder truck and additional administrative vehicles. The District also adopted a District Fire Code and established the office of District Fire Marshal.

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In September 2002, the voters approved \$10,000,000 of bonded indebtedness, and the District sold its first \$3,500,000 bond package in May 2003. These bond funds provided the District the ability to construct Fire Station #5, to purchase a new Sutphen 110' Aerial/ Platform ladder truck and two new Sutphen 1250 gpm engines. The District Commissioners approved funding to provide for the additional personnel needed to staff Fire Station #5 upon its completion in January 2005. With the annexation of approximately 65 square miles of land from Travis County Emergency Services District No. 8 on January 1, 2005, the District's coverage area increased to approximately 200 square miles.

In May 2006, the District voters approved collective bargaining rights for the firefighters employed by the District, and the District Commissioners accepted Professional Firefighters Local # 4117 as the firefighter's sole bargaining agent.

Also during 2006, the District Commissioners employed an outside consultant, Management Advisory Group, Inc., to conduct a Management and Operational Evaluation of the entire District. The overall purpose of the evaluation was to evaluate the efficiency and effectiveness of the District's administrative and operational functions. As a result, a Financial and Administrative Manager was added to the staff in June of 2006, functioning as the Chief Financial Officer along with a new Fire Chief functioning as the Chief Executive Officer beginning October 1, 2006.

The District has had a long and proud history of providing emergency services to the community. The District has evolved from an all-volunteer organization, the Hudson Bend Volunteer Fire Department in the late 60's, to the present-day Emergency Services District with five fire stations operating 24/7, 365 days a year. The District's current staffing level includes 71 career staff, 6 volunteers and support services personnel. The District's current vehicle fleet includes two ladder trucks, four first line engines, two reserve engines, five brush trucks, one support services unit, two fire boats, three trailers (communications and fire safety house) and eleven administrative vehicles. The District efficiently serves an estimated population of over 73,000 people.

Throughout its history, the District has maintained prudent and conservative financial management, and has been able to set aside financial reserves, which are judged sufficient to meet any unexpected deterioration of economic conditions in the near future. The District Commissioners continue to promote the best possible service and to maintain a balanced budget within the limits of the District's tax revenue.

Mission, Core Values and Vision Statements

- Mission
 - To minimize loss of life and property through Emergency Response, Prevention and Community Involvement.
- Core Values
 - Our success is built upon the foundation of our commitment to Professionalism, Leadership, Integrity, Respect, Compassion and Safety.
- Vision
 - Our organization is recognized by those we serve as exceptional and innovative.

Financial Performance

Management's discussion and analysis of the District's financial performance provides an overview of the District's financial activities for fiscal year ended September 30, 2012. Please read the management's discussion and analysis in conjunction with the District's basic financial statements beginning on page 11.

Using this Annual Report

This annual report consists of a series of financial statements. Government Accounting Standards Board ("GASB") Statement No. 34 provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first three columns and a total in the fourth column. The next column is an adjustments column, reconciling the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells how these services were financed in the short term as well as what remains for future spending. Fund financial statements report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

Reporting the District as a Whole

The Statement of Net Assets and the Statement of Activities report information about the District as a whole and about its activities that include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net assets and changes in them. The District's net assets - the difference between assets and liabilities - is one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net assets are an indicator of whether its financial health is improving or deteriorating. Other non-financial factors should be considered, however, to assess the overall health of the District such as changes in the District's property tax base and the condition of the District's capitalized items.

In the Statement of Net Assets and the Statement of Activities, District activities are considered governmental activities. These activities include fire suppression (structural, grass / wildland urban interface and aircraft), advanced life support Emergency Medical Services ("EMS") care, land and water rescue, hazardous material responses in the District and part of a Travis County response team, fire/ medical special event standby services, adopted District and municipal fire code enforcement and prevention, fire and EMS public education and training and general administration. The District and its staff are involved with legislative issues affecting emergency services districts through the State Association of Fire and Emergency Services Districts ("SAFE-D"), Capital Area Fire Chief's Association ("CAFCA"), Counter-Terrorism Task Force, Travis County Combined Clinical Council, Travis County Fire Chief's Liaison Committee and the Precinct Three Commissioners Liaison Committee, to name a few. The District and its staff work closely with the general administrations of the City of Bee Cave, City of Lakeway, Village of the Hills, City of Austin and Travis County. These activities are financed primarily by property taxes.

Reporting the District's Governmental Funds

The columns reporting the fund activity (as explained in more detail in the first section of this report) provide detailed information about the significant funds, not the District as a whole. Some funds are required to be established by State law and by bond covenants. However, the District's Board of Commissioners may establish other funds to help it control and manage money for particular purposes (for example, the purchase of additional apparatus and the construction of new fire stations) or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (i.e. a grant received from the U.S. Department of Homeland Security, Federal Emergency Management Agency, Fire Act Grant).

Government Funds

The District's services are reported in government funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in the adjustments column of the basic financial statements and in the *Notes to Basic Financial Statements*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2012 and 2011 are shown in Table 1. The changes in net assets for those respective years are also shown in Table 2. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported on the accrual basis of accounting.

Table 1 STATEMENT OF NET ASSETS

	9/30/2012	9/30/2011
Assets		
Current and other assets	\$ 7,846,306	\$ 7,106,622
Capital assets (net of accumulated depreciation)	10,721,848	10,772,138
TOTAL ASSETS	\$ 18,568,154	\$ 17,878,760
Liabilities		
Current liabilities	\$ 1,089,051	\$ 1,051,436
Long-term liabilities	5,816,978	6,220,834
TOTAL LIABILITIES	6,906,029	7,272,270
Net Assets		
Invested in capital assets, net of related debt	4,589,246	4,348,425
Restricted	27,938	19,766
Unrestricted	7,044,941	6,238,299
TOTAL NET ASSETS	\$ 11,662,125	\$ 10,606,490

Table 2
STATEMENT OF ACTIVITIES

	9/30/2012	9/30/2011
Expenses		
Service operations and capital outlay	\$ 9,075,235	\$ 8,390,225
Depreciation	736,860	593,045
Debt service	275,988	291,412
TOTAL EXPENSES	10,088,083	9,274,682
Revenues		
Program revenues	146,483	128,967
General revenues	10,957,099	10,291,546
Gain (Loss) on disposal of capital assets	40,136	(498,714)
TOTAL REVENUES	11,143,718	9,921,799
Change in net assets	\$ 1,055,635	\$ 647,117

In the fiscal year ended September 30, 2012, the District experienced an increase in general revenues of approximately \$666,000 due to increased property and sales tax revenue received. The cost for governmental activities this year increased by approximately \$813,000 due to increases in operation, personnel, and asset depreciation costs. Personnel costs increased primarily due to the additional overtime hours incurred by firefighters attending wildfire training programs, the implementation of the pilot Fuels Management Program, and regular budgeted pay increases.

The District Governmental Funds

At September 30, 2012, the District's governmental funds reported a combined fund balance of \$7,076,914, which is an increase of \$718,281 from the prior year (11% increase), the majority of which is due to increased property and sales tax revenue received.

The District complies with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

<u>Nonspendable</u> - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

<u>Restricted</u> - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

<u>Committed</u> - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board of Commissioners.

<u>Assigned</u> - For the General Fund, amounts that are appropriated by the Board of Commissioners, or their designee, that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

<u>Unassigned</u> - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

General Fund Budgetary Highlights

During the fiscal year, the District revised its General Fund budget. These budget amendments include budget transfers and/or supplemental appropriations throughout the fiscal year.

With these budget amendments, the actual expenditures in the General Fund were approximately \$220,000 above the final budgeted amounts mainly due to capital outlay expenditures incurred during the fiscal year that were not included in the budget. These additional capital outlay expenditures were incurred as a result of the assigned fund balance as of September 30, 2011 for future expenditures from insurance proceeds. Resources available for appropriation were approximately \$928,000 above the final budgeted amounts. The primary reason for the increase is due to the collection of property and sales taxes, which were more than originally forecasted.

Capital Asset and Debt Administration

Capital Assets

At the end of the fiscal year September 30, 2012, the District had five fire stations in operation.

Table 3
CAPITAL ASSETS AT YEAR-END

	9/30/2012			9/30/2011
Land	\$	1,049,170	\$	1,049,170
Construction in progress		64,082		343,048
Vehicles		5,366,907		5,626,867
Equipment		1,553,301		1,515,936
Buildings		7,005,536		6,171,876
TOTAL CAPITAL ASSETS		15,038,996		14,706,897
Accumulated depreciation		(4,317,148)		(3,934,759)
TOTAL NET CAPITAL ASSETS	\$	10,721,848	\$	10,772,138

For the year ended September 30, 2012, the District's capital expenditures totaled \$722,830, consisting primarily of the completed construction of Station #3 and new vehicles and equipment needed for Fuels Management Program. More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Tax Revenue Bonds

In 2002, the voters of the District voted to authorize the issuance of \$10,000,000 in limited tax bonds. Of the \$10,000,000 of bonds authorized, \$3,500,000 in tax bonds were sold in May 2003. Proceeds were used to purchase new fire apparatus and the construction of Fire Station # 5. In July 2008, the District issued \$3,740,000 in tax bonds with the proceeds used for capital purchases. The District made principal payments of \$305,000 during the year ended September 30, 2012 related to these tax revenue bonds. More detailed information about the District's long-term liabilities is presented in the *Notes to Basic Financial Statements*.

Compensated Absences

As of September 30, 2012, the District had \$196,570 of compensated absences outstanding, which represent the estimated liability for employees' accrued vacation for which employees are entitled to be paid upon termination.

Economic Factors, Next Year's Budgets and Rates

The District Commissioners considered various factors when setting the fiscal year budget and the ad valorem tax rate that is charged for governmental activities. Considerations included the economy of the area within the District boundaries.

To a large extent, the District is unable to influence potential future revenue streams. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap, and inspection revenue is dependent on the continued growth of new construction projects within the District.

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Besides current economic conditions, the District's anticipated ad valorem tax revenue is dependent upon how various public entities (i.e. Travis County, City of the Bee Cave, the Village of the Hills and the City of Lakeway) respond to requests for new development within their own jurisdictions. A strong pro-growth attitude would directly impact the District with potentially higher increases of revenue in future years, whereas a strong no-growth attitude would have the opposite effect. Currently, the City of Bee Cave, the City of Lakeway and unincorporated areas within the District are continuing to expand.

In the November 2008 election, the District's voters granted the District authority to begin a one percent sales tax within all areas of the District with the exception of the Cities of Bee Cave and Lakeway. The District began receiving these revenues in June 2009. In the May 2010 election, the District's voters granted the District authority to begin an additional three quarter of a percent sales tax within all areas of the District south of Mansfield Dam with the exception of the Cities of Bee Cave and Lakeway and the Village of the Hills. The District began receiving these revenues in December 2010.

Contacting the District's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. 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 No. 6, Chief Financial Officer, P.O. Box 340196, Austin, Texas 78734, Office: 512-266-2533, Fax: 512-266-7065.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET SEPTEMBER 30,2012

	(GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:							
Cash	\$	42,822	-	-	42,822	-	42,822
Investments		7,008,976	45,137	-	7,054,113	-	7,054,113
Receivables:							
Property taxes		219,366	12,748	-	232,114	_	232,114
Sales taxes		378,443	-	-	378,443	-	378,443
Accounts		24,479	_	-	24,479	_	24,479
Prepaid assets		26,103	_	_	26,103	_	26,103
Due from other funds			9,632	_	9,632	(9,632)	
Bond issuance costs, net		_	-,	_		88,232	88,232
Capital assets (net of						00,202	00,202
accumulated depreciation):							
Land		_		_		1,049,170	1,049,170
Construction in progress					_	64,082	64,082
Vehicles		_	_	_	_	2,692,555	2,692,555
Equipment		-	-	-	-	825.926	825,926
Buildings		-	-	-	-		· · · · · · · · · · · · · · · · · · ·
Buildings					·	6,090,115	6,090,115
Total assets	\$	7,700,189	67,517	-	7,767,706	10,800,448	18,568,154
LIABILITIES:							
Accounts payable	\$	300,009			300,009		300,009
ž *	Ф		-	-	149,037	-	
Payroll liabilities payable		149,037	10.740	-		(222 114)	149,037
Deferred revenue		219,366	12,748	-	232,114	(232,114)	-
Due to other funds		9,632	-	-	9,632	(9,632)	-
Bond and lease							
interest payable		-	-	-	-	39,579	39,579
Long-term liabilities:							
Due within one year		-	-	-	-	600,426	600,426
Due after one year		<u> </u>		-	<u>-</u>	5,816,978	5,816,978
Total liabilities		678,044	12,748		690,792	6,215,237	6,906,029
FUND BALANCE/ NET ASSETS: Fund balances: Nonspendable-							
Prepaid assets Restricted for-		26,103	-	-	26,103	(26,103)	-
Debt service Assigned for-		-	54,769	-	54,769	(54,769)	-
Capital acquisitions		1,507,851	_	_	1,507,851	(1,507,851)	_
Unassigned		5,488,191	_	_	5,488,191	(5,488,191)	_
			54.760				
Total fund balances		7,022,145	54,769		7,076,914	(7,076,914)	
Total liabilities and fund balances	\$	7,700,189	67,517	-	7,767,706		
Net assets: Invested in capital assets, net of related debt Restricted for debt service Unrestricted						4,589,246 27,938 7,044,941	4,589,246 27,938 7,044,941
Total net assets						\$ 11,662,125	\$ 11,662,125

The notes to financial statements are an integral part of this statement.

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES YEAR ENDED SEPTEMBER 30, 2012

	GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
EXPENDITURES/EXPENSES:				· -		
Service operations:						
Human resources	\$ 7,340,953	-	-	7,340,953	(7,455)	7,333,498
ESD management	627,029	-	62	627,091	(5,925)	621,166
Fleet	272,024	-	-	272,024	-	272,024
Operations	462,853	-	-	462,853	-	462,853
Communication	205,840	-	-	205,840	-	205,840
Technology	61,578	-	-	61,578	-	61,578
Administration	29,103	-	-	29,103	-	29,103
Prevention and education Capital outlay	87,616	-	92,968	87,616	(716 005)	87,616 1,557
Depreciation	625,494	-	92,968	718,462	(716,905) 736,860	736,860
Debt service:	-	-	-	-	730,800	730,800
Principal payments	84,722	305,000	_	389,722	(389,722)	_
Interest payments	39,311	234,456	_	273,767	2,221	275,988
Total expenditures/expenses	9,836,523	539,456	93,030	10.469.009	(380,926)	10,088,083
	7,030,323	337,430	73,030	10,407,007	(300,720)	10,000,003
REVENUES:						
Program revenues:						
Inspections	142,247	-	-	142,247	-	142,247
Other	4,236			4,236		4,236
Total program revenues	146,483	-		146,483		146,483
Net program expense General revenues:						(9,941,600)
Property taxes	8,174,552	540,323	-	8,714,875	(7,312)	8,707,563
Penalties and interest on taxes	60,704	4,012	-	64,716	-	64,716
Sales taxes	2,090,981	-	-	2,090,981	-	2,090,981
Interest	12,735	54	21	12,810	-	12,810
Miscellaneous	37,396	-	-	37,396	-	37,396
Contributions	43,633	<u> </u>		43,633		43,633
Total general revenues	10,420,001	544,389	21	10,964,411	(7,312)	10,957,099
Other sources-						
Proceeds from asset sales/						
gain on disposal	76,396			76,396	(36,260)	40,136
Total revenues and	10 642 000	544.200	21	11 107 200	(42,552)	11 142 710
other sources	10,642,880	544,389	21	11,187,290	(43,572)	11,143,718
EXCESS (DEFICIT) OF REVENU AND OTHER SOURCES OVER		4.022	(02,000)	710 201	(719.291)	
(UNDER) EXPENDITURES	806,357	4,933	(93,009)	718,281	(718,281)	-
Change in net assets					1,055,635	1,055,635
FUND BALANCES/ NET ASSETS:						
Beginning of year	6,215,788	49,836	93,009	6,358,633	4,247,857	10,606,490
End of year	\$ 7,022,145	54,769		7,076,914	4,585,211	11,662,125

The notes to financial statements are an integral part of this statement.

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND YEAR ENDED SEPTEMBER 30, 2012

	BUD	GET		
	ORIGINAL	FINAL	ACTUAL	VARIANCE
REVENUES:				
Property taxes	\$ 7,972,000	7,972,000	8,174,552	202,552
Sales taxes	1,444,000	1,444,000	2,090,981	646,981
Penalties and interest on taxes	53,000	53,000	60,704	7,704
Inspections	100,000	100,000	142,247	42,247
Interest	15,000	15,000	12,735	(2,265)
Miscellaneous	19,000	19,000	37,396	18,396
Other program revenue	20,000	20,000	4,236	(15,764)
Contributions	15,000	15,000	43,633	28,633
Total revenues	9,638,000	9,638,000	10,566,484	928,484
EXPENDITURES:				
Service operations:				
Human resources	7,367,000	7,343,300	7,340,953	2,347
ESD management	644,000	627,100	627,029	71
Fleet	298,000	272,100	272,024	76
Operations	440,000	486,900	462,853	24,047
Communication	221,000	205,900	205,840	60
Technology	75,000	65,800	61,578	4,222
Administration	48,000	29,200	29,103	97
Prevention and education	32,000	94,700	87,616	7,084
Capital outlay	329,000	329,000	625,494	(296,494)
Debt service:				
Principal payments	124,000	124,000	84,722	39,278
Interest payments	39,000	39,000	39,311	(311)
Total expenditures	9,617,000	9,617,000	9,836,523	(219,523)
OTHER FINANCING SOURCES -				
Proceeds from asset sales	-	-	76,396	76,396
EXCESS OF REVENUES AND OTHER SOURCES				
OVER EXPENDITURES	21,000	21,000	806,357	785,357
FUND BALANCE:				
Beginning of year	6,215,788	6,215,788	6,215,788	
End of year	\$ 6,236,788	6,236,788	7,022,145	785,357

The notes to financial statements are an integral part of this statement.

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 6 (the "District") was created under the Texas Health and Safety Code, Chapter 775. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, marine incident response and other emergency incident response that may arise within its boundaries. The District is also responsible for fire prevention and the enforcement of fire codes.

The reporting entity of the District encompasses those activities and functions over which the District's Board of Commissioners (the "Board") exercises significant oversight or control. The District is governed by the Board which has been appointed by the Travis County Commissioners' Court. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "Total Governmental Funds" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District. The effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are collected. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include inspection fees, interest income and sales taxes. No accrual for property taxes collected within sixty days of year end has been made as such amounts are deemed immaterial; delinquent property taxes at year end are reported as deferred revenue.

The District reports the following major governmental funds:

The General Fund includes financial resources used for general operations. It is a budgeted fund, and any unassigned fund balances are considered resources available for current operations.

The Debt Service Fund includes debt service taxes and other revenues collected to retire bond principal and to pay interest due.

The Capital Projects Fund is used to account for financial resources restricted for authorized construction and other capital asset acquisitions.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device for the General Fund and the Debt Service Fund. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is adopted on the modified accrual basis, which is consistent with generally accepted accounting principles.

Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board formally adopts the budget through passage of a motion. The District may amend the budget throughout the year, approving such additional expenditures as may be required. All annual appropriations for the General Fund lapse at the fiscal year-end.

Assets, Liabilities, and Net Assets or Equity

<u>Investments</u> - The District is entitled to invest any and all of its funds in obligations of the United States of America or its agencies, direct obligations of the State of Texas, obligations of states, agencies, counties, cities and other political subdivisions of any statement having a rating of not less than A or its equivalent, certificates of deposit, fully collateralized repurchase agreements, and public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

<u>Capital Assets</u> - Capital assets, which include land, construction in progress, buildings, vehicles and equipment are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets (other than land and construction in progress) are depreciated using the straight-line method over the following estimated useful lives:

Years
15-40
3-18
3-30

<u>Prepaid Assets</u> - Certain prepayments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid assets in both the government-wide and fund financial statements.

Ad Valorem Property Taxes - Delinquent taxes are prorated between maintenance and debt service based on rates adopted for the year of the levy. Allowances for uncollectibles within the General and Debt Service Funds are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

<u>Fund Equity</u> - The District complies with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. See Note 8 for additional information on those fund balance classifications.

Recently Issued Accounting Pronouncements

In June 2011, the GASB issued GASB Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position, effective for fiscal years beginning after December 15, 2011. The objective of GASB Statement No. 63 is to provide financial reporting guidance for deferred outflows of resources and deferred inflows of resources. GASB Concepts Statement No. 4, Elements of Financial Statements, introduced and defined those elements as a consumption of net assets by the government that is applicable to a future reporting period, and an acquisition of net assets by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial statement elements, which are distinct from assets and liabilities. Concepts Statement 4 also identifies net position as the residual of all other elements presented in a statement of financial position. GASB Statement No. 63 amends the net asset reporting requirements in GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. Management is still evaluating the effects that the full implementation of GASB Statement No. 63 will have on its financial statements for the year ended September 30, 2013.

In March 2012, the GASB issued GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, effective for fiscal years beginning after December 15, 2012. The objective of GASB Statement No. 65 is to establish accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and to recognize, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities, such as deferred bond issuance costs. Management is still evaluating the effects that the full implementation of GASB Statement No. 65 will have on its financial statements for the year ended September 30, 2014.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental funds total fund balance	\$ 7,076,914
Capital assets used in governmental activities are not financial resources	
and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	10,721,848
Deferred tax revenue is not available to pay for current-period	
expenditures and, therefore, is deferred in the funds.	232,114
The following liabilities are not due and payable in the current period and,	
therefore, are not reported in the funds:	
Bonds payable	(5,500,000)
Less: Bond issuance costs	88,232
Capital lease payable	(720,834)
Bond and lease interest payable	(39,579)
Compensated absences	(196,570)
Total net assets	\$ 11,662,125

Amounts reported for governmental activities in the statement of activities are different because:

Excess of revenues and other sources over expenditures Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	\$ 718,281
Capital outlay	722,830
Depreciation expense	(736,860)
Disposal of capital assets	(36,260)
Revenues in the statement of activities that do not provide current	
financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	(7,312)
Bond and capital lease proceeds provide current financial resources to	
governmental funds, but issuing debt increases long-term liabilities in	
the statement of net assets. Repayment of bond and capital lease	
principal is an expenditure in the governmental funds, but the repayment	
reduces long-term liabilities in the statement of net assets.	
Repayment of bond principal	305,000
Repayment of capital lease principal	84,722
Some expenses reported in the statement of activities do not require the	
use of current financial resources and, therefore, are not reported as	
expenditures in governmental funds.	
Change in interest payable	3,381
Amortization of bond issuance costs	(5,602)
Change in compensated absences	 7,455
Change in net assets	\$ 1,055,635

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2012, such deposits were entirely covered by Federal Deposit Insurance Corporation ("FDIC") insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

The District had investments of \$6,309,465 in an external local governmental investment pool, Texas Local Governmental Investment Pool ("TexPool"), and certificates of deposit of \$744,648 at September 30, 2012. The investments in TexPool had a weighted average maturity of one day and a Standard and Poor's rating of AAAm. The investment in the certificates of deposit had a weighted average maturity of 273 days.

TexPool is an external investment pool offered to local governments. Although TexPool is not registered with the SEC as an investment company, it operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool's investment policy; this board is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manages daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of the TexPool shares. TexPool's investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

<u>Credit Risk</u> - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized agencies are designed to give an indication of credit risk. At September 30, 2012, investments were included in a local governmental investment pool with a rating from Standard and Poor's in compliance with the District's investment policy and in certificates of deposit.

<u>Concentration of Credit Risk</u> - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investments in a single issuer. At September 30, 2012, all of the District's investments were with TexPool and in certificates of deposit.

<u>Interest Rate Risk</u> - The District considers the holdings in the local governmental investment pool to have a one day weighted average maturity due to the fact that the share position can usually be redeemed each day at the discretion of the shareholders, unless there has been a significant change in value.

4. INTERFUND RECEIVABLES AND PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds." The composition of interfund balances as of September 30, 2012 is as follows:

Receivable Fund	Payable Fund	Ar	Amount	
Debt Service	General	\$	9,632	

5. CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2012 was as follows:

	Septe	alance ember 30, 2011	Additions	S	Retirements and Transfers	Balance September 30, 2012
Capital assets not being						
depreciated:	. .					
Land	\$ 1	,049,170		-	-	1,049,170
Construction in progress		343,048	591,983	3	(870,949)	64,082
Total capital assets not being						
depreciated	1	,392,218	591,983	3	(870,949)	1,113,252
Capital assets being depreciated:						
Vehicles	5	,626,867	38,678	8	(298,638)	5,366,907
Equipment	1.	,515,936	92,169	9	(54,804)	1,553,301
Buildings	6	,171,876			833,660	7,005,536
Total capital assets being						
depreciated	13	,314,679	130,847	7	480,218	13,925,744
Less accumulated depreciation						
for:						
Vehicles	(2	,620,747)	(352,243	3)	298,638	(2,674,352)
Equipment		(614,716)	(157,953	3)	45,294	(727,375)
Buildings	((699,296)	(226,664	4)	10,539	(915,421)
Total accumulated depreciation	(3	,934,759)	(736,860	0)	354,471	(4,317,148)
Total capital assets, being						
depreciated, net	9	,379,920	(606,013	3)	834,689	9,608,596
Capital assets, net	\$ 10	,772,138	(14,030	0)	(36,260)	10,721,848

6. LONG-TERM LIABILITIES

Long-term liabilities transactions for the year ended September 30, 2012, are summarized as follows:

	Balance			Balance	
	September 30,			September 30,	Due Within
	2011	Additions	Retirements	2012	One Year
Tax revenue bonds	\$ 5,805,000	-	(305,000)	5,500,000	315,000
Capital lease	805,556	-	(84,722)	720,834	88,856
Compensated					
absences	204,025		(7,455)	196,570	196,570
Total governmental					
activities	\$ 6,814,581		(397,177)	6,417,404	600,426
Capital lease Compensated absences Total governmental	805,556	- - - -	(84,722)	720,834	88,856 196,570

Bonded debt consisted of the following at September 30, 2012:

General Obligation Bonds Series	Date of Issue	Amounts of Original Issue	Maturity Date	Interest Rate	Outstanding at 9-30-12	Due Within One Year
2003 2008	5-1-2003 7-8-2008	\$ 3,500,000 3,740,000	2023 2028	2.0-4.3% 4.3%	\$ 2,255,000 3,245,000	170,000 145,000
		\$ 7,240,000			\$ 5,500,000	\$ 315,000

Bonds payable are payable from and secured by the proceeds of ad valorem taxes within the legal limitation of \$0.10 per \$100 of taxable assessed valuation, on all taxable property within the District. At September 30, 2012, limited tax bonds of \$2,760,000 were authorized by the voters of the District, but unissued.

Debt service requirements to maturity for District's bonds are summarized as follows:

				Total
Fiscal Year	. <u></u>	Principal	Interest	Requirement
2013	\$	315,000	222,701	537,701
2014		325,000	210,405	535,405
2015		335,000	197,545	532,545
2016		350,000	184,002	534,002
2017		365,000	169,526	534,526
2018-2022		2,080,000	600,345	2,680,345
2023-2027		1,455,000	198,767	1,653,767
2028		275,000	5,912	280,912
Total	\$	5,500,000	1,789,203	7,289,203

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The District financed the purchase of a fire truck through a capital lease agreement with a bank. The purchase price of the fire truck was \$985,912 which equates to the capital lease principal amount. The fire truck had accumulated depreciation of \$202,660 and a net book value of \$783,252 at September 30, 2012. Under the terms of the capital lease agreement, principal and interest payments of \$124,033 are due annually on March 1 beginning on March 1, 2010 through March 1, 2019. At the end of the lease term, the District has a bargain purchase option allowing the District to purchase the fire truck for one dollar. The effective interest rate on the lease is 4.88%. Lease payment requirements are as follows:

Fiscal Year	F	Principal	Interest	Total Requirement
2013	\$	88,856	35,177	124,033
2014		93,193	30,840	124,033
2015		97,740	26,293	124,033
2016		102,510	21,523	124,033
2017		107,513	16,520	124,033
2018-2019		231,022	17,044	248,066
Total	\$	720,834	147,397	868,231

Compensated Absences - Compensated absences represent the estimated liability for employees' accrued vacation for which employees are entitled to be paid upon termination. The retirement of this liability is paid from the General Fund.

7. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2011, the District levied a combined tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures and debt service requirements. The maintenance tax rate and the debt service tax rate were \$0.0938 and \$0.0062, respectively. The total 2011 tax levy was \$8,594,039 based on a taxable valuation of \$8,594,038,507.

8. FUND BALANCES

The District complies with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

<u>Nonspendable</u> - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

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<u>Restricted</u> - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

<u>Committed</u> - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board.

<u>Assigned</u> - For the General Fund, amounts that are appropriated by the Board or Board designee that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

<u>Unassigned</u> - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

The detail of the fund balances is included in the Governmental Funds Balance Sheet on page 11. Fund balance of the District may be committed for a specific purpose by formal action of the Board, the District's highest level of decision-making authority. Commitments may be established, modified, or rescinded only through a resolution approved by the Board. The Board has delegated the authority to assign fund balance for a specific purpose to the Chief Financial Officer of the District.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

9. PENSION PLAN

Volunteers

The District makes quarterly contributions, on behalf of the volunteer firefighters of the District, to a retirement system administered by the Fire Fighters Pension Commission. This entity was created by the Texas Legislature and administers contributions made to it from various statewide emergency and fire-fighting organizations (primary volunteer groups) and is considered a multiple-employee pension plan. The pension plan is a combination defined benefit and defined contribution plan. The Fire Chief of the District reviews each volunteer's participation in the department to ensure eligibility for receiving pension benefits.

The District makes 100% of all contributions currently at \$84 per volunteer per month. All obligations are fully funded quarterly. Benefits are calculated on a basis of six times contribution and participant vesting occurs at 50% after 10 years of credited service and an additional 10% for each of the following five years of credited service. For those who met partial vesting requirements in effect before December 31, 2006, they remain partially vested pursuant to those prior regulations.

Withdrawal may begin at age 55. Financial statements for the pension plan may be obtained from the Fire Fighter's Pension Commission, P.O. Box 12577, Austin, TX 78701.

Firefighters' Relief and Retirement Fund

The full-time firefighters of the District created the Travis County Emergency Services District No. 6 Firefighters' Relief and Retirement Fund (the "Fund") on March 1, 2008 to provide retirement, disability, and death benefits to all full-time firefighters who are eligible to participate through a single-employer defined benefit plan. The Travis County Emergency Services District No. 6 Firefighters' Relief and Retirement Fund Board of Trustees is the administrator of the Fund. The Fund is an independent entity for financial reporting purposes. The District is the only contributing employer. The financial reports are available upon written request from the Fund's Board of Trustees.

The plan provisions are established under the authority of the Texas Local Fire Fighter's Retirement Act ("TLFFRA"). Members can retire at age 55 with 20 years of service. Members are vested after 10 years of service, and will be entitled to benefits starting at age 50. Members who terminate employment prior to vesting will be entitled to the return of the excess of their contributions to the fund less the amount of benefits they received from the Fund.

Retirement and termination benefits are calculated using the member's highest average monthly pay. Highest average monthly pay is based on an average of the 60 consecutive months of compensation which produces the highest average. A member who retires under the service retirement provisions of the Fund will receive a monthly benefit amount equal to 1.67% of the member's highest average monthly average pay multiplied by their credited service. Service retirement benefits are payable over the member's lifetime. If that member's death precedes that of their spouse, then two-thirds of the member's benefit will be continued over the life of the spouse. If an active member becomes disabled under the terms of the plan they will receive a monthly benefit payment equal to \$100 per month. If a member dies while in active service, the member's spouse will receive an immediate monthly benefit payment equal to \$100 per month payable for life, but will cease upon remarriage. Each unmarried child of the deceased member will receive a monthly benefit payment of \$20 until the age of 18. In the event a member has no spouse at death or if the surviving spouse subsequently dies, each unmarried child of the member will receive \$40.

<u>Funding Policy</u> - The authority under which the obligation to contribute to the Fund of the plan members and the employer is a plan document executed by the Board of Trustees. The Board of Trustees acts on behalf of Fund members and the District under authority of TLFFRA and Title 8 of the Texas Government Code. The Fund is funded by monthly contributions of 18.2% from both the employee members and the District based on the covered payroll of employee members. For the year ending December 31, 2011, the District required contribution rate for the plan is 4.671% of employee members' pay.

<u>Annual Pension Cost</u> - For the District's year ending September 30, 2012, the annual pension cost for the Fund was \$146,762 based on employee member and District contributions.

The annual required contributions were actuarially determined as a percent of the covered payroll of the participating employees and were in compliance with GASB Statement No. 27 parameters based on the actuarial valuations, the basis for determining the contributions rates for the valuations noted below. The January 1, 2012 actuarial valuation is the most recent valuation.

Actuarial valuation date	1/1/2008	1/1/2010	1/1/2012
Actuarial cost method	Entry age	Entry age	Entry age
Amortization method	Level percentage of payroll, open	Level percentage of payroll, open	Level percentage of payroll, open
Amortization period	20 years	9.1 years	3.2 years
Asset valuation method	No method had been selected	Smoothed market value	Smoothed market value
Actuarial Assumptions:			
Investment return	7.0%	7.0%	7.0%
Projected salary increases	5.5%	5.5%	5.5%
Inflation	3.25%	3.0%	3.0%
Cost-of-living adjustments	0.0%	0.0%	0.0%

Trend information for the Fund for the fire fighters of the District:

_	Accounting Year Ended	Annua	l Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
	9/30/2008	\$	624,443	100%	-
	9/30/2010		762,003	100%	-
	9/30/2012		146,762	100%	-

The schedule of funding progress, presented as required supplementary information following the *Notes to Basic Financial Statements*, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability.

10. RETIREMENT PLANS

The District offers its full time employees a voluntary deferred compensation plan (the "Deferred Compensation Plan") that permits them to defer a portion of their current salary until future years. Any contributions made to the deferred compensation plan, in compliance with Section 457 of Internal Revenue Code ("IRC"), are not available to employees until termination of employment, retirement, death or an unforeseen emergency. Effective January 1, 2011, the Deferred Compensation Plan is administered by Scholz, Klein and Friends. In compliance with the provision of IRC Section 457(b), the Deferred Compensation Plan assets are in custodial accounts for the exclusive benefit of the Deferred Compensation Plan's participants and beneficiaries.

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Effective January 1, 2011, the District adopted a 401(a) Profit Sharing Plan (the "Profit-sharing Plan") and designated Scholz, Klein and Friends as the third party administrator. All employer contributions previously made to the Deferred Compensation Plan were redirected to the new Profit-sharing plan. The Profit-sharing plan allows for employer matches of 100% of employee contributions up to 12% of an employee's compensation for employees participating in the Deferred Compensation Plan that are not in the TLFFRA pension plan. An additional employer matching contribution at a rate of \$1.00 for every \$3.00 contributed by the employee to the Deferred Compensation Plan, up to a maximum of 1% of the gross wages for the employees covered by the collective bargaining agreement (the "CBA"). Employer contributions are not fully vested to employees until after six years of service. Any employer contributions forfeited due to employee separation prior to six years of service will be redistributed to remaining active employees of the Deferred Compensation Plan.

Effective January 1, 2012, the District amended the Profit-sharing Plan to allow for an additional employer matching contribution of \$1.00 for every \$3.00 of additional employee contributions, up to a maximum of 1% of an employee's compensation for eligible employees, who are not subject to the CBA.

For the year ending September 30, 2012, fifty-five employees participated in the Deferred Compensation Plan with contributions totaling \$345,137 for both the employer and employees, and there are no unfunded obligations.

11. OPERATING LEASE

The District has entered into an operating lease agreement with the City of Bee Cave. This lease agreement is for land on which one of its fire stations is located. This lease is fixed and long term and not subject to increase without renegotiating. The amount expended for this lease and the future minimum payments under the lease are minimal.

12. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District purchases its insurance from regular commercial companies. As of September 30, 2012, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.

13. ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

The City of Austin has the right to annex property within the District which could in the future result in a reduction of the total value of property within the District and therefore a reduction in the total tax revenue to be collected. During a prior fiscal year, the City of Austin notified the District that it plans to annex River Place in December 2017. The District may also, in the future, enter into agreements for the exchange of particular properties with other emergency services districts.

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF FUNDING PROGRESS FOR THE TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6 FIREFIGHTERS' RELIEF AND RETIREMENT FUND SEPTEMBER 30, 2012

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
1/1/2008	\$ -	\$ 2,644,708	\$ 2,644,708	0.00%	\$ 3,132,270	84.43%
1/1/2010	1,162,285	4,109,994	2,947,709	28.28%	3,717,196	79.30%
1/1/2012	3,469,606	6,335,455	2,865,849	54.76%	4,407,618	65.02%

OTHER SUPPLEMENTARY INFORMATION

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - DEBT SERVICE FUND YEAR ENDED SEPTEMBER 30, 2012

	BUDGET		
	ORIGINAL		
	AND FINAL	ACTUAL	VARIANCE
REVENUES:			
Property taxes	\$ 540,000	540,323	323
Penalties and interest on taxes	4,000	4,012	12
Interest		54	54
Total revenues	544,000	544,389	389
EXPENDITURES:			
Debt service:			
Principal payments	305,000	305,000	-
Interest payments	235,000	234,456	544
Total expenditures	540,000	539,456	544
EXCESS OF REVENUES			
OVER EXPENDITURES	4,000	4,933	933
FUND BALANCE:			
Beginning of year	49,836	49,836	
End of year	\$ 53,836	54,769	933

ANNUAL FINANCIAL STATEMENTS WITH OTHER SUPPLEMENTAL INFORMATION AND INDEPENDENT AUDITORS' REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2012

Certificate of Board Approval

I, Jim Elman, President of the Board of Travis County Emergency Services District #11, do hereby
certify that this accompanying audit report for the year ended September 30, 2012 from
John F. Lewis P.C. was reviewed and approved at a meeting of the Board of Commissioners held
on the 28th day of May, 2013.
'

im Elman

President, Board of Commissioners

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Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 LISTING OF OFFICIALS SEPTEMBER 30, 2012

Board of Commissioners

Jim Elman	President
Carolina Sarabia	Vice President
Tim Reinhardt	Treasurer
Jerry Staton	Secretary
Shelly Grammer	Commissioner

Command Staff

Ken Bailey	Fire Chief
Darla Wegner	Business / HR Manager

JOHN F. LEWIS, P.C. CERTIFIED PUBLIC ACCOUNTANTS

3613 WILLIAMS DRIVE, SUITE 501 GEORGETOWN, TX 78628 LOCAL (512) 863-5720 AUSTIN METRO 931-2801 FAX (512) 863-5170 www.iohnlewiscpa.com

Independent Auditors' Report

To the Board of Commissioners
Travis County Emergency Services District #11
Del Valle, Texas

We have audited the accompanying financial statements of the governmental activities, and each major fund of Travis County Emergency Services District #11, as of and for the year ended September 30, 2012, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Travis County Emergency Services District #11's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the Travis County Emergency Services District #11, as of September 30, 2012, and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 10 and 31 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Travis County Emergency Services District #11's financial statements as a whole. The introductory and other information sections are presented for purposes of additional analysis and are not a required part of the financial statements. The information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

John F. Lewis, P.C.

1/ Cupl

May 28, 2013

Created 07-03-13 @ 327p

Required Supplementary Information

Management's Discussion and Analysis For the Year Ended September 30, 2012

Our discussion and analysis of the financial performance of Travis County Emergency Services District #11, and provides an overview of the District's financial activities for the year ended September 30, 2012. Please read it in conjunction with the District's basic financial statements, which begin on page 11 of this report.

FINANCIAL HIGHLIGHTS

- The District's general fund had revenues of \$3,413,463 and expenditures of \$4,365,081 for the year ended September 30, 2012.
- The District had total net assets of \$2,485,107 at September 30, 2012.
- The District's cash and cash equivalent balances were \$2,405,906 as of September 30, 2012.
- The District's debt obligations consisted of capital leases payable and notes payable with outstanding amounts of \$995,000 and \$2,499,112, respectively as of September 30, 2012.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of Travis County ESD #11. The District's basic financial statements compromise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

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

The *Statement of Net Assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *Statement of Activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private-sector businesses. Some revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Management's Discussion and Analysis For the Year Ended September 30, 2012

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

In the Statement of Net Assets, we present the District as one type of fund:

Governmental - All of the District's activities are reported here.

The government-wide financial statements are found on pages 11-12 of this report.

REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS

The fund financial statements begin on page 13, and provide detailed information about the most significant funds - not the District as a whole. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are included in one category: governmental funds. Some funds are required to be established by State law and by debt covenants; currently, the only fund required is the general fund. As the District ventures further into securing bonded debt on future endeavors it may be necessary to establish other funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual*, which measures cash and all other financial assets that can readily be converted to cash.

The governmental fund statements provide a detailed short-term view of the District's general government operations and the services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities and governmental funds in the *Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets* and the *Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities* found on pages 14 and 16 of this report.

The *Notes to Financial Statements* provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-30 of this report.

Each year the District adopts a budget for its General Fund. A budgetary comparison schedule has been provided for the Governmental Funds to demonstrate compliance with this budget. This information can be found on page 31 of this report.

Management's Discussion and Analysis For the Year Ended September 30, 2012

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The District's net assets increased by \$831,556 during fiscal year 2012. At September 30, 2012, the District's assets exceed liabilities by \$2,485,107. The information below presents a summary of the net assets and changes in net assets of governmental activities over the past three years. Details of this information can be found in the Government-wide financial statements on pages 11-12 of this report.

Travis County ESD #11 - Net Assets

	 Governmental Activities					
	 2012		2011		2010	
Assets:	 _				_	
Current and other assets	\$ 2,540,042	\$	1,570,926	\$	1,266,951	
Capital assets, net of accumulated depreciation	 3,720,591	_	2,119,444		2,266,896	
Total Assets	\$ 6,260,633	\$	3,690,370	\$	3,533,847	
Liabilities:						
Current and other liabilities	\$ 517,745	\$	303,950	\$	269,227	
Non-current liabilities	 3,257,781		1,840,425		1,990,762	
Total Liabilities	\$ 3,775,526	\$	2,144,375	\$	2,259,989	
Net Assets:						
Invested in capital assets, net of related debt	\$ 155,976	\$	279,019	\$	276,134	
Unrestricted	 2,329,131		1,266,976		997,724	
Total Net Assets	\$ 2,485,107	\$	1,545,995	\$	1,273,858	

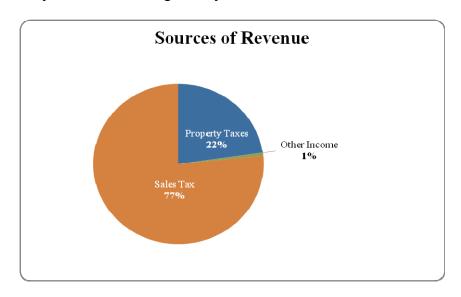
Travis County ESD #11 - Changes in Net Assets

	Governmental Activities					
		2012		2011		2010
Revenues: General revenues:						
Property taxes	\$	788,570	\$	865,403	\$	742,314
Sales taxes		2,665,725		1,816,995		1,007,202
Interest and other income		21,352		17,922	_	(61,825)
Total General and Other Revenues		3,475,647		2,700,320	_	1,687,691
Total Revenues		3,475,647	_	2,700,320	_	1,687,691
Expenses:						
Fire and Emergency Services		2,644,091	_	2,428,183	_	2,090,109
Total Expenses		2,644,091	_	2,428,183	_	2,090,109
Change in Net Assets	\$	831,556	\$	272,137	\$	(402,418)

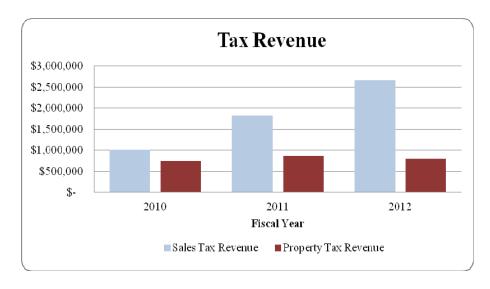
Management's Discussion and Analysis For the Year Ended September 30, 2012

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District receives the majority of its revenue from property taxes and sales taxes collected by Travis County and remitted to the District. The following graph presents the different sources of revenue recorded by the District during fiscal year 2012.



Property tax revenues decreased \$76,833 or 9% from fiscal year 2011. The related tax rate held by the District changed to \$0.0997/\$100. The amount of sales tax collected by the District increased \$848,730 or 47% from fiscal year 2011. The following graph presents a comparison of the amount of property tax and sales tax revenue collected by the District for the years ended September 30, 2010, 2011, and 2012.



Management's Discussion and Analysis For the Year Ended September 30, 2012

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As previously noted, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

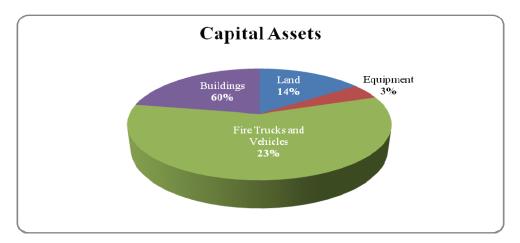
Total revenues for the District's governmental funds were \$3,413,463 while total expenditures were \$4,365,081. The excess of expenditures over revenues was \$951,618.

As of September 30, 2012, the fund balance in the General Fund was \$2,277,000. Details of this information can be found on pages 13 and 15 of this report.

CAPITAL ASSETS AND DEBT ADMINSTRATION

Capital Assets

As of September 30, 2012, the District had \$5,005,345 invested in capital assets, less accumulated depreciation of \$1,284,754. The following graph presents a detail of the types of capital assets held by the District at the year ended September 30, 2012.



Debt

As of September 30, 2012, the District had long-term debt consisting of capital leases payable and notes payable. The following chart presents the current and long-term portions of each type of debt obligation.

		Portion Portion	Portion	Total
Capital Lease Payable	\$	52,179 \$	942,821 \$	995,000
Notes Payable	_	184,152	2,314,960	2,499,112
Total	\$_	236,331 \$	3,257,781 \$	3,494,112

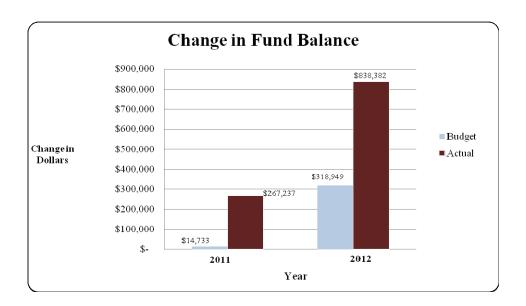
Management's Discussion and Analysis For the Year Ended September 30, 2012

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's appointed officials consider many factors when setting the fiscal budget, tax rates, and necessary expenses to be incurred in the next fiscal year's activities. The District's budgetary growth has mirrored its residential growth and economy.

The original budget was set by the Board of Commissioners and not amended during the year. During the year the District's general fund was over/under budget in various categories. The amount of these variances was not significant to the overall budget of the District and was caused by expected increases/decreases in revenues and operating costs and other maintenance items as the year progressed due to sales tax and staffing increases.

The District was able to generate an increase in fund balance above the amount that was budgeted for the year ended September 30, 2012. The following graph shows the final budgeted and actual amounts of the change in fund balance of governmental funds for the years ended September 30, 2011 and 2012. For a more detailed budget to actual comparison see page 31 of this report.



Management's Discussion and Analysis For the Year Ended September 30, 2012

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our taxpayers and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at:

Travis County Emergency Services District #11 Attn: Treasurer PO Box 1043 Del Valle, Texas 78617

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 STATEMENT OF NET ASSETS SEPTEMBER 30, 2012

ASSETS		Governmental Activities
Current Assets Cash and cash equivalents Property tax receivables (net of uncollectible taxes) Accounts receivable - other Prepaid expenses Total Current Assets	\$	2,405,906 104,959 11,730 17,447 2,540,042
Noncurrent Assets Capital assets (net of accumulated depreciation) Total Noncurrent Assets	-	3,720,591 3,720,591
TOTAL ASSETS	\$	6,260,633
LIABILITIES		
Current Liabilities Accounts payable Salaries payable Accrued interest on long-term liabilities Compensated absences payable Capital lease payable, current portion Notes payable, current portion Total Current Liabilities	\$	126,150 31,934 70,503 52,827 52,179 184,152 517,745
Noncurrent Liabilities Capital lease payable, less current portion Notes payable, less current portion Total Noncurrent Liabilities TOTAL LIABILITIES		942,821 2,314,960 3,257,781 3,775,526
NET ASSETS	-	2,772,020
Invested in capital assets, net of related debt Unrestricted TOTAL NET ASSETS	-	155,976 2,329,131
TOTAL NET ASSETS	\$	2,485,107

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 STATEMENT OF ACTIVITIES FOR THE YEAR ENDED SEPTEMBER 30, 2012

		=	Program Revenues		Net (Expenses) Revenue and Changes in Net Assets		
Functions/Programs	Expenses		Charges for Services		Operating Grants and Contributions		Governmental Activities
Governmental Activities: Fire and Emergency Services \$ General Government Interest on long-term debt	2,368,250 155,302 120,539	\$	177 - -	\$	1,100 - -	\$	(2,366,973) (155,302) (120,539)
Total Governmental Activities \$	2,644,091	\$	177	\$_	1,100	\$	(2,642,814)
General revenue Property taxes Sales taxes Interest income Other income						788,570 2,665,725 2,109 17,966	
		,	Total General Reve	nue			3,474,370
		(Change in Net Asso	ets			831,556
]	Net Assets, beginning	ing (of year		1,545,995
]	Prior period adjustr	nent	(Note I)	-	107,556
]	Net Assets, beginning	ing (of year, as restated		1,653,551
		1	Net Assets, end of	year		\$	2,485,107

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 BALANCE SHEET - GOVERNMENTAL FUNDS SEPTEMBER 30, 2012

	_	General Fund and Total
ASSETS		
Cash and cash equivalents Property taxes receivable Accounts receivable - other Prepaid expenses	\$	2,405,906 127,152 11,730 17,447
TOTAL ASSETS	\$_	2,562,235
LIABILITIES		
Accounts payable Accrued wages payable Deferred revenue	\$	126,150 31,933 127,152
TOTAL LIABILITIES	_	285,235
FUND BALANCE		
Unassigned	_	2,277,000
TOTAL FUND BALANCE	_	2,277,000
TOTAL LIABILITIES AND FUND BALANCE	\$_	2,562,235

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS SEPTEMBER 30, 2012

Total Governmental Fund Balances	\$	2,277,000
Amounts reported for governmental activities in the		
Statement of Net Assets are different because:		
Capital assets (net) and intangible assets used in governmental activities are not financial resources and therefore are not reported in the funds.		3,720,591
not reported in the runds.		3,720,391
Long-term liabilities, including bonds payable, notes payable		
capital leases and compensated absences payable are not due and payable in the current period and		
therefore are not reported in the funds.		(3,617,443)
Other assets and liabilities used in governmental funds		
are not financial resources and therefore are not		
reported in governmental activities.	_	104,959
Net Assets of Governmental Activities	\$	2,485,107

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS FOR THE YEAR ENDED SEPTEMBER 30, 2012

		General Fund and Total
Revenues		
Property taxes	\$	726,386
Sales tax		2,665,725
Grants and donations		1,100
Charges for services		177
Miscellaneous income		17,966
Interest income	_	2,109
Total Revenues	_	3,413,463
Expenditures		
Current:		
General and administrative		155,303
Public safety		2,167,962
Capital outlay		1,790,000
Debt Service:		
Principal retirement		168,898
Interest and fees	_	82,918
Total Expenditures	_	4,365,081
Excess (Deficiency) of		
Revenues Over Expenditures		(951,618)
Troverses over Emperatures		(501,010)
Other Financing Sources (Uses)		
Proceeds from issuance of debt		2,227,797
Refinancing of outstanding debt		(437,797)
Total Other Financing Sources (Uses)		1,790,000
Net Change in Fund Balance		838,382
Fund Balance, beginning of year		1,398,068
Prior period adjustment (Note I)	_	40,550
Fund Balance, beginning of year, as restated	_	1,438,618
Fund Balance, end of year	\$_	2,277,000

Created 07-03-13 @ 327pTRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED SEPTEMBER 30, 2012

Net Change in Fund Balances - Total Governmental Funds	\$	838,382
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their		
estimated useful lives as depreciation expense. This is the amount of capital outlay for the period in excess of depreciation expense.		1,601,147
Repayment of principal on long-term debt is an expenditure in the governmental funds, but repayment reduces long-term liabilities in the Statement of Net Assets. This is the amount of principal repayments on long-term debt in the current period.		606,695
Some revenues in the Statement of Activities do not provide current financial resources and therefore are not reported as revenues in the governmental funds.		(2,237,415)
Some expenses reported in the Statement of Activites do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	_	22,747
Change in Net Assets of Governmental Activities	\$	831,556

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The District currently reports under the financial reporting requirements of GASB Statement Nos. 34 and 37, subsequent with other statements applicable to the reporting period. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

Financial Reporting Entity

The District was created by conversion from Travis County Rural Fire Prevention District No. 8 to an Emergency Services District operating under Chapter 775 of the Texas Health & Safety Code at a local election held on November 7, 1995. The District is one of many emergency service districts located in Travis County, Texas. The District's staff provides fire protection, first response and rescue services to a service area of approximately 120 square miles east of the City of Austin, Texas. The District is a 24 hour a day operation, providing service from three fire stations, answering approximately 2,400 incidents per year.

Mission Statement

The mission of the District is "To service the needs of the citizens of its district and Travis County in whatever capacity possible with fighting fires and saving lives at the forefront."

Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the District as a whole, except for fiduciary activities. Governmental activities generally are supported by taxes, intergovernmental and non-exchange revenues, and are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The District currently does not have any business-type activities.

The government-wide statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Indirect expenses are allocated to functions based on reasonableness. Program revenues include charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function. Also included in program revenues are grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- A. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental fund or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- B. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The fund of the financial reporting entity is described below:

Governmental Fund

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe what transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

The government-wide Statement of Net Assets and the Statement of Activities are prepared using the economic resources measurement focus. This approach differs for the manner in which governmental fund financial statements are prepared, as discussed below. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for individual funds.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The financial transactions of the District are recorded in individual funds. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds as accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet.

Basis of Accounting

In the government-wide Statement of Net Assets and Statement of Activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

GASB Statement No. 34 eliminates the presentation of Accounts Groups, but provides for these records to be maintained and incorporates the information into the Governmental Activities column in the government-wide Statement of Net Assets.

GASB Statement No. 34 also requires, as supplementary information, Management's Discussion and Analysis, which includes an analytical overview of the District's financial activities. In addition, a budgetary comparison statement is presented that compares the adopted and modified general fund budget with actual results.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Budgeting

The District annually formally adopts a budget on a basis consistent with generally accepted accounting principles. The budget is not legally binding and there were no supplemental appropriations made during the year.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities, and Equity

Cash

Cash deposits and investments are reported at the carrying amount, which reasonably estimates fair value.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

Capital Assets

All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets.

Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

The District currently maintains a policy of capitalizing all items that meet or exceed \$2,500 individually. Those items that do not meet the capitalization requirements are expensed accordingly.

The range of estimated useful lives by type of asset is as follows:

Fire Trucks and Vehicles 5-7 Years
Equipment 5-7 Years
Buildings and Improvements 10-20 Years

In the fund financial statements, capital assets used in government fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences

Accruals for vacation pay are reflected in the government-wide statements for unpaid amounts of vacation pay earned by employees. It is the policy of the District to provide vacation leave to every full-time shift employee at the rate of 1 hour per 23.4 hours worked (5 - 24 hour shifts) and full-time regular (administrative) employee at the rate of 5 days per year. This benefit is an investment by the District in the health and well-being of each employee; consequently, every employee is encouraged to use available paid vacation time for rest, relaxation and personal pursuits. The length of eligible service is calculated on the basis of a "benefit year", which is the 12 month period that begins when the employee starts to earn vacation. In the event that available vacation is not used by the end of the benefit year, employees may carry unused time forward to the next benefit year. Vacation leave has a 240 hour cap in terms of accumulation, at which time further vacation accrual will stop until the employee uses paid vacation time and brings the available amount below the cap. District Commissioners may waive this requirement in specific cases. In case of termination or layoff, any vacation leave accrued balances, after applicable adjustments for usage or bought/sold vacation leave, will be paid to the employee during the next payroll cycle.

The District also provides sick leave to the full-time employees as mentioned above with the same accumulation rate. Unused sick leave benefits are allowed to accumulate indefinitely. Sick leave benefits are intended solely to provide income protection in the event of illness or injury, and may not be used for any other absence. Unused sick leave benefits will not be paid to employees while they are employed or upon termination of employment.

Long-Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt consists of capital leases and notes payable.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Source of Funds

Ad valorem taxes, penalties and interest, and sales taxes are reported as revenue in the fiscal year in which they become available to finance expenditures of the District. Property taxes accounted for approximately 23% of the District's revenue for the year ended September 30, 2012. Sales tax revenue accounted for approximately 77% of the district's revenue for the year ended September 30, 2012.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in two components:

Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Restricted net assets - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

The District has implemented GASB 54, Fund Balance Reporting and Governmental Fund Type Definitions. Fund balances of the governmental funds are classified as follows:

Nonspendable - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed - amounts that can be used only for specific purposes determined by a formal action of the Board of Commissioners. The Board is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only through approval by the Board.

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.

Unassigned - all other spendable amounts.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue, Expenditures and Expenses

Property Taxes

Property taxes are collected by Nelda Wells Spears, Travis County Tax Assessor Collector, and are forwarded to the District through bank transfer. The tax rate held by the District during 2012 was \$0.0997/\$100. Property tax revenues are considered available when they become due or past due and are considered receivable within the current period, including those property taxes expected to be collected during a sixty-day period after the close of the District's fiscal year. Property taxes are billed on October 1 of each year, a lien is placed on the property on January 1, and the taxes become due on January 31. The assessed value for the roll of at December 31, 2011 was \$709,965,727. Property taxes receivable as of September 30, 2012 is \$127,152 net of allowance for doubtful accounts of \$22,193.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character: Current (further classified by function)
Non-Current
Capital Outlay

Other

Use of Estimates

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

NOTE B - CASH AND CASH EQUIVALENTS

Deposit and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition.

The District's investment policy allows it to invest in the following types of investments, which are authorized for the investment of funds of local government under the Public Funds Investment Act.

- 1. Obligations of, or Guaranteed by, The United States
- 2. TexPool Investments Pools

The District is authorized to invest in the following types of investments to the extent authorized by Chapter 2256, Government Code, only upon the board's adoption of a separate resolution authorizing an investment: obligations of, or guaranteed by, government entities other than the United States or one of its agencies or instrumentalities, repurchase agreements, bankers' acceptances, commercial paper, and mutual funds.

It is the District's policy for deposits to be 100 percent secured by collateral valued at market or par, whichever is lower, less the amount of Federal Deposit Insurance Corporation insurance. The District's deposits are categorized to give an indication of the level of risk assumed by the District at the fiscal year-end.

The categories are described below:

Category 1 - Insured or collateralized by securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging institution's trust department or agent in the District's name.

Category 3 - Uncollateralized.

At September 30, 2012, the District's carrying amount of cash deposits was \$0, and the bank balance was \$48,301. All cash deposits were categorized as Category 1 as of September 30, 2012.

The District has investments in the Texas Local Government Investment Pool (TexPool). TexPool is a public funds investment pool created by the Treasurer of the State of Texas pursuant to the Interlocal Cooperation Act of the State of Texas. The District has delegated authority to hold legal title to TexPool as custodian and to make investment purchases with the District's funds.

NOTE B - CASH AND CASH EQUIVALENTS (continued)

Deposit and Investments (continued)

The District owns specific, identifiable investment securities of the pool; consequently, no disclosure of categories of credit risk is made.

The market value is determined by the number of pool shares owned on that day. Each share is valued at \$1.00. The market value of the TexPool investments at September 30, 2012, was \$2,405,906.

					Weighted
Types of investments:				Average	Average
		Fair		Credit	Days to
		Value	Cost	Rating (1)	Maturity (2)
Non-Pooled Investments (Government-wide):					
Governmental Activities					
Major Funds:					
General Fund – TexPool	\$_	2,405,906	\$ 2,405,906	AAAm	80
Total Investments	\$ _	2,405,906	\$ 2,405,906		

- (1) Ratings are provided where applicable to indicate associated credit risk.
- (2) Uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the investment.

NOTE C - CAPITAL ASSETS

A summary of changes in capital assets during the year ended September 30, 2012 is as follows:

		Balance		
	9/30/2011	Additions	Disposals	9/30/2012
Governmental Activities				
Depreciable Assets:				
Buildings and Improvements	\$ 199,856	\$ 567,036 \$	- \$	766,892
Construction in Progress	567,036	-	(567,036)	-
Equipment	201,277	-	-	201,277
Fire Trucks and Vehicles	1,113,498	1,790,000	-	2,903,498
Furniture and Fixtures	21,135	<u> </u>		21,135
Total Depreciable Assets	2,102,802	2,357,036	(567,036)	3,892,802
Nondepreciable Assets:				
Land (non-depreciable)	1,112,543	<u> </u>		1,112,543
Total Nondepreciable Assets	1,112,543			1,112,543
Less: Accumulated Depreciation Total Capital Assets,	(1,095,901)	(188,853)		(1,284,754)
net of Accumulated Depreciation	\$ 2,119,444	\$ (2,168,183) \$	(567,036) \$	3,720,591

NOTE C - CAPITAL ASSETS (continued)

Depreciation expense was charged to governmental functions as follows:

Fire and Emergency Services \$\frac{188,853}{}

Total Depreciation Expense \$ 188,853

NOTE D - CAPITAL LEASE PAYABLE

The District maintains a capital lease collateralized by a Quint 1101 Fire Truck. The terms of the lease are as follows:

Loan Amount: \$995,000 Maturity Date: June, 1 2027 Interest Rate: 3.7% per annum

Payment Terms: Payments are due and payable in annual installments of \$87,556

beginning June 1, 2013 and ending June 1, 2027. The loan is collateralized with the fire truck. The total outstanding balance at

September 30, 2012 was \$995,000.

The future debt service for the capital lease payable is as follows:

Year Ending						
September 30,	<u>]</u>	<u>Principal</u>		<u>Interest</u>		
2012	¢	52 170	¢	25 277		
2013	\$	52,179	\$	35,377		
2014		52,577		34,979		
2015		54,527		33,029		
2016		56,550		31,006		
2017		58,648		28,907		
Thereafter		720,519		155,040		
Totals	\$	995,000	\$	318,338		

NOTE E - NOTES PAYABLE

The District maintains a loan agreement used for the purchase of land and improvements. The note is secured by a deed of trust dated June 30, 2007. The terms of the note are as follows:

Loan Amount: \$825,000 Maturity Date: June 21, 2027 Interest Rate: 5.751% per annum

Payment Terms: Payments are due and payable in annual installments of \$70,384

beginning June 21, 2008 and ending June 21, 2027. The balance at the beginning of the year was \$703,620, with principal payments during the year of \$28,769. The total outstanding balance at

September 30, 2012 was \$694,851.

The District maintains a loan agreement used for the purchase of land and improvements. The note is secured by interest in ad valorem tax revenues. The terms of the note are as follows:

Loan Amount: \$535,000

Maturity Date: October 10, 2028 Interest Rate: 5.637% per annum

Payment Terms: Payments are due and payable in annual installments of \$45,277

beginning October 10, 2009 and ending October 10, 2028. The balance at the beginning of the year was \$503,904, with principal payments during the year of \$16,874. The total outstanding

balance at September 30, 2012 was \$487,030.

The District maintains a loan agreement used for the purchase of land and improvements. The note is secured by sales tax revenues. The terms of the note are as follows:

Loan Amount: \$163,312

Maturity Date: December 1, 2023 Interest Rate: 5.721% per annum

Payment Terms: Payments are due and payable in annual installments of \$17,946

beginning December 1, 2011 and ending December 1, 2023. The balance at the beginning of the year was \$163,312, with principal payments during the year of \$10,524. The total outstanding

balance at September 30, 2012 was \$152,788.

NOTE E - NOTES PAYABLE (continued)

The District maintains a loan agreement used for the purchase of a 2007 Pierce Engine. The note is secured by ad valorem tax revenues and all other income. The terms of the note are as follows:

Loan Amount: \$437,797

Maturity Date: January 15, 2018 Interest Rate: 3.679% per annum

Payment Terms: Payments are due and payable in annual installments of \$69,741

beginning January 15, 2012 and ending January 15, 2018. The balance at the beginning of the year was \$437,797, with principal payments during the year of \$68,354. The total outstanding

balance at September 30, 2012 was \$369,443.

The District maintains a loan agreement used for the purchase of a 2012 Rosenbauer Engine. The note is secured by the 2012 Rosenbauer Engine and sales tax revenues. The terms of the note are as follows:

Loan Amount: \$795,000 Maturity Date: June 1, 2022 Interest Rate: 2.89% per annum

Payment Terms: Payments are due and payable in annual installments of \$92,567

beginning June 1, 2013 and ending June 1, 2022. The total outstanding balance at September 30, 2012 was \$795,000.

The future debt service for the notes are as follows:

Year Ending						
September 30,		<u>Principal</u>		<u>Interest</u>		
2013	\$	194 152	\$	111 762		
	Ф	184,152	Ф	111,763		
2014		190,581		105,335		
2015		198,261		97,655		
2016		206,278		89,638		
2017		214,648		81,268		
Thereafter		1,505,192		400,175		
Totals	\$	2,499,112	\$	885,834		

NOTE F - PENSION PLANS

The District offers its employees a two Pension Plans (the Plans) consistent with Internal Revenue Code Section 457(a) and 401(a). After the required minimum level of service requirements have been met, all eligible employees can join the Plans. The employees are immediately vested in personally contributed amounts. The Plans' funds are available to the employee at termination, retirement, death, loan or unforeseeable emergency as allowed by the Plans' documents. Employees are fully vested in employer contributions to the Plans on their behalf after a predetermined number of years of service. The specific requirements of each plan are as defined in the District's Plan documents. Please refer to those documents for additional details on the administration of the Plans. Retirement expense for the year ended September 30, 2012 was \$67,105. Additionally, the District maintains a forfeiture balance of approximately \$17,447 for contributions of terminated participants not fully vested in the Plans.

NOTE G - RISK MANAGEMENT

The District has insurable risks in various areas, including property, casualty, automobile, comprehensive liability and workmen's compensation. The District has obtained insurance against risks through commercial carriers. There were no related settlements in excess of insurance coverage during the year. All other insurance against risk is through the Texas Municipal League (TML) intergovernmental Risk Pool, as discussed below. Management believes the amount and types of coverage are adequate to protect the District from losses which could reasonably be expected to occur.

A public entity risk pool is a cooperative group of governmental entities joining together to finance an exposure, liability or risk. The District participates in the TML Intergovernmental Risk Pool for various risk areas, wherein member entities pool risks and funds and share in the costs of losses. Claims against the District in each respective are expected to be paid by that public entity risk pool. However, in the event the public entity risk pool became insolvent, or otherwise is unable to pay claims, the District may have to pay the claims.

NOTE H - COMMITMENTS AND CONTINGENCIES

Future aggregate annual commitments are not material to the District's financial statements.

The District receives approximately 99% of its revenue from two sources dependent on the economy and property valuations. It is possible, due to economic conditions, the District could lose a significant portion of its funding sources.

The District utilizes a labor force that is unionized. Although a strike or shortage in the current labor force is not anticipated, the results of an event of this nature could financially harm the District and its taxpayers.

NOTE I - PRIOR PERIOD ADJUSTMENT

During the year ended September 30, 2012 it was noted several balances for the year ended September 30, 2011 were misstated. The cumulative effect to the financial statements is as follows:

Governmental Activities:

Increase due to overstated capital lease (Lease 4000)	\$	68,978
Increase due to overstated capital lease (Lease 4630)		51,029
Increase due to overstated insurance payable		40,550
Decrease due to understated interest payable	_	(53,001)
Total Governmental Activities Prior Period Adjustment	\$ _	107,556
Governmental Funds:		
Increase due to overstated insurance payable	_	40,550
Total Governmental Funds Prior Period Adjustment	\$ _	40,550

NOTE J - SUBSEQUENT EVENTS

Management has evaluated subsequent events for disclosure and/or recognition through the date of the *Independent Auditors' Report*, which is the date the financial statements were available to be issued.

Created 07-03-13 @ 327p

Required Supplementary Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 Created 07-03-13 @ 327 PATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND FOR THE YEAR ENDED SEPTEMBER 30, 2012

	-	Budget	ed A	Amounts				Variance with Final Budget Favorable
	_	Original		Final		Actual		(Unfavorable)
Revenues								
Property taxes	\$	695,801	\$	695,801	\$	726,386	\$	30,585
Sales tax		1,789,470		1,789,470		2,665,725		876,255
Donations		10,000		10,000		1,100		(8,900)
Charges for services		-		-		177		177
Other income		-		-		17,966		17,966
Interest income	-	4,000		4,000	· <u> </u>	2,109		(1,891)
Total Revenues	-	2,499,271		2,499,271		3,413,463	•	914,192
Expenditures								
General and administrative		162,264		162,264		155,303		6,961
Public safety		1,770,818		1,770,818		2,167,962		(397,144)
Capital outlay		4,500		4,500		1,790,000		(1,785,500)
Debt service:		,		,		, ,		(, , , ,
Principal		134,446		134,446		168,898		(34,452)
Interest	-	108,294		108,294	. <u> </u>	82,918		25,376
Total Expenditures	-	2,180,322		2,180,322	. <u></u>	4,365,081		(2,184,759)
Excess (Deficency) of Revenues Over								
Expenditures	-	318,949		318,949	· <u> </u>	(951,618)		(1,270,567)
Other Financing Sources (Uses)								
Proceeds from issuance of debt		-		-		2,227,797		(2,227,797)
Refinancing of outstanding debt	_	-		-		(437,797)	_	437,797
Total Other Financing Sources (Uses)	-	-		-	_	1,790,000		(1,790,000)
Net Change in Fund Balance		318,949		318,949		838,382	\$	519,433
Fund Balance, beginning of year as restated	-	1,438,618		1,438,618	. <u></u>	1,438,618		
Fund Balance, end of year	\$	1,757,567	\$	1,757,567	\$	2,277,000		

Other Information

Created 07-03-13 @ 327p TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #11 TAX COLLECTION HISTORY FOR THE YEAR ENDED SEPTEMBER 30, 2012 (UNAUDITED)

% Collected in Current Year

Tax Year Va	luation	(a) An	nount Levied	Current	Prior S	As of September 30,	
	,,	0.1000 \$ 0.0997 \$	698,801.50 712.582.99	94.56% 95.28%	84.03% 84.88%	2011 2012	

(a) Per \$100 of taxable assessed value

Source: Travis County Tax Assessor/Collector

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13 Annual Financial Report For the Years Ending September 30, 2012 and 2011

Jansen and Gregorczyk
Certified Public Accountants
PO Box 1778
Kyle, Texas 78640

Travis County Emergency Services District No. 13

Annual Financial Report

For the Year Ending

September 30, 2012 and 2011

JANSEN AND GREGORCZYK

Telephone (512) 268-2749 Certified Public Accountants P.O. Box 1778 Kyle, TX 78640 Fax (512) 268-5057

Independent Auditors' Report

To the Board of Commissioners

Travis County Emergency Services District #13

We have audited the accompanying financial statements of the governmental activities of Travis County Emergency Services District #13 (District), as of and for the year ended September 30, 2012 and 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 opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the District as of September 30, 2012 and 2011, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 2 through 4 and 10 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.

Jansen and Gregorczyk

February 27, 2013

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13

MANAGEMENT'S DISCUSSION AND ANALYSIS SEPTEMBER 30, 2012

Our discussion and analysis of the Travis County Emergency Services District #13 (the District's) financial performance provides an overview of the District's financial activities for the year ended September 30, 2012. Please read it in conjunction with the District's financial statements, which follow this section.

The financial report consists of three parts: Management's Discussion and Analysis (this section), the financial statements, and the notes to the financial statements.

FINANCIAL HIGHLIGHTS

- During the year, the District had expenditures of \$28,427 compared to total revenues of \$48,331 resulting in an increase in net assets of \$19,904 for the year ended September 30, 2012.
- The District's cash balance was \$85,391 for the fiscal year.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements: The Statement of Net Assets and the Statement of Activities provide information about the activities of the District as a whole and present a longer-term view of the District's finances. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending.

Reporting the District as a Whole

One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities provide information about the District as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the currents year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's *net assets* and changes in them. You can think of the District's net assets-the difference between assets and liabilities-as one way to measure the District's financial health, or *financial position*. Over time, increases or decreases in the District's net assets are one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the District's property tax to assess the *overall health* of the District.

THE DISTRICT AS A WHOLE

The District's total net assets increased by \$19,904 in the year ended September 30, 2012. Our analysis of the District's activities below focuses on net assets (Table 1) and the changes in net assets (Table 2).

Table 1

Assets: Current and Other Assets Non Current and Capital Assets Total Assets	9/30/12 \$ 91,175 - 91,175	9/30/11 \$ 71,271 - - 71,271
Current and Other Liabilities Total Liabilities Net Assets:	91,175	71,271
Unrestricted	91,175	71,271
Total Net Assets	\$ 91,175	\$ 71,271
Table 2		
Ad Valorem Tax Revenues Interest Income Total Revenues Expenses:	\$ 48,316 15 48,331	\$ 47,729 10 47,739
Administrative	6,362 21,814	3,494 32,351
Public Safety - Firefighting Tax Services	21,614 251	253
Total Expenses	28,427	36,098
Increase in Net Assets Net Assets, beginning of year Net Assets, end of year	19,904 71,271 \$ 91,175	11,641 59,630 \$ 71,271
•		

Unrestricted net assets, the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements were \$91,175 at September 30, 2012.

The District has sufficient revenues to pay expenses of the District.

General Fund Budgetary Highlights

The Board of Commissioners did not make any changes to the budget during the year. The analysis of the budget is reflected on the Schedule of Revenues, Expenses and Changes in Net Assets-Budget and Actual-(Non-GAAP Budgetary Basis) following the Notes to the Financial Statements.

The actual General Fund revenues over expenditures increased by \$21,149 during the year. Revenues budgeted were \$9,876 less than the actual amount received. Expenses were \$10,273 less than budget primarily due to reduced administrative expenses and \$9,200 for contingency purposes which were not expended.

Economic Factors and Future Years Budgets and Rates

The District's appointed officials considered many factors when setting the fiscal year 2012 budget and tax rates. Some of those factors include the economy and the anticipated needs of the District for operations in the next year.

Contacting the District's Financial Management

This financial report is designed to provide the taxpayers with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District's office at:

Travis County ESD # 13 PO Box 1017 Manor, TX 78653

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13 STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET SEPTEMBER 30, 2012 and 2011

				9/30/11			
	(General	Adjustments	Statement of			tement of
	Secondariane	Fund	(Note 6)	_ <u>N</u> ∈	et Assets	<u>Ne</u>	et Assets
ASSETS							
Current assets:				_			44.7700
Cash	\$	85,391		\$	85,391	\$	44,706
Investments					-		19,536
Total current assets	\$	85,391		\$	85,391	\$	64,242
Other assets:							
Taxes receivable		5,784	-		5,784		7,029
10,100,100,101	4						
Total assets	\$	91,175		\$	91,175	\$	71,271
LIABILITIES							
Noncurrent liabilities:			/				
Deferred Income		5,784	(5,784)				-
Total liabilities		5,784					-
FUND BALANCES/NET ASSETS							
FUND BALANCES							
Fund balance - unrestricted		85,391	(85,391)		-		-
TOTAL LIABILITIES AND FUND BALANCE	\$	91,175			-		
NET ASSETS							
Unrestricted			-		91,175		71,271
				\$	91,175	\$	71,271

See accompanying notes to the financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13 STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEARS ENDED SEPTEMBER 30, 2012 and 2011

		9/30/12		9/30/2011
	General	Adjustments	Statement	Statement
	<u>Fund</u>	(Note 6)	of Activities	of Activities
Expenses:				
Administrative	\$ 1,341		\$ 1,341	\$ 1,169
Firefighting Operations	21,814		21,814	32,351
Legal and Audit Expense	3,065		3,065	2,075
Insurance	1,956		1,956	250
Tax Services	251		251_	253_
Total Expenses	28,427		\$ 28,427	\$ 36,098
General Revenues:				
Ad Valorem Tax Revenues	49,561	(1,245)	48,316	47,729
Interest Income	15_		15	10
Total General Revenues	49,576		48,331	47,739
Change in Net Assets	21,149		19,904	11,641
Net Assets - Beginning	64,242	-	71,271	59,630
Net Assets - Ending	\$ 85,391		\$ 91,175	\$ 71,271

See accompanying notes to the financial statements

Travis County Emergency Services District #13 Notes to the Financial Statements For The Year Ending September 30, 2012 and 2011

Note 1- Summary of Significant Accounting Policies

The accounting policies of the Travis County Emergency Services District #13 (the District) conform to generally accepted accounting principles (GAAP) in the United States of America applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's policies are described below.

A. The Reporting Entity

The Travis County Emergency Services District #13 was created by an election of the residents of Travis County. The District is a taxing authority, which provides funds to the Bastrop Travis Counties Emergency Services District #1. The District does not have any employees, office space or fixed assets.

The District is under full control and management of a five commissioners Board of Commissioners. The commissioners are appointed by the Travis County Commissioners. For financial reporting purposes, the District includes all funds that are controlled by, or dependent upon, actions of the Board of Commissioners. Control by, or dependence upon, the Board was determined on the basis of the Board's full control of budget adoption and taxing authority.

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operation; thus data from these units would be combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in separate organizations that meet the aforementioned criteria; therefore, none are included in the accompanying general-purpose financial statements. Likewise, the District is not included in any other organizations financial statements as a component unit.

B. Government-Wide Financial 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 ad valorem taxes. The Statement of Activities demonstrates how the District used revenue.

C. 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 accrual 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 government considers revenues to be available if they are collected within thirty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Created 07-03-13 @ 327p Interest and taxes associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the District receives cash.

D. Cash and Cash Equivalents

Cash and cash equivalents are short-term highly liquid investments that are readily convertible to known amounts of cash and so near maturity that there is no significant risk of changes in value due to changes in interest rates.

E. Net Assets

Net assets present the difference between assets and liabilities in the Statement of Net Assets. Net assets invested in capital assets are acquisition, construction or improvement of those assts. Net assets are reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations of other governments. The District has no capital assets.

F. Estimates

The preparation of financial statements in conformity with GAAP 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 may differ from those estimates.

In February 2009, the GASB issued Statement No. 54 ("GASB 54"), Fund Balance Reporting and Governmental Fund Type Definitions. The objective of GASB 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. It establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The District is now required to apply the provisions of GASB 54 in its fiscal year ending September 30, 2011 and there is not any significant impact from GASB 54 in the financial statements or results of operations at this time.

G. 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 thirty-one days after year-end are considerable to have been for prior year services.

NOTE 2 – Deposits and Investments:

Cash:

At September 30, 2012, the District had \$85,391 invested in cash and cash equivalents. In accordance with GASB Statement No. 40 which requires determination as to whether the District was exposed to specific investment risks at year end the following disclosures are required.

Interest Rate Risk. The District's cash and cash equivalents are currently invested in short-term instruments such as an interest-bearing checking account. At September 30, 2012 the District was not exposed to interest rate risk.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. As of September 30, 2012, \$85,391 of the District's \$85,391 deposit balance was covered by federal depository insurance.

investments:

The District does not have a formal Investment Policy in place and is therefore not in compliance with Government Code Chapter 2256, The Public Funds Investment Act. Investment practices of the District were in accordance with local policies.

NOTE 3 - Ad Valorem Taxes

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied on October 1 and are payable in full by the following January 31. The District employs the services of the Travis County Appraisal District for assessing and billing its property taxes and employs the services of the Travis County Tax Assessor/Collectors for the collection of its taxes. Revenues are recognized when received by the District. The tax rate was \$0.10 per \$100 of assessed valuation.

NOTE 4 – Concentration of Expenditures

For the current audit period, the District paid the Bastrop Travis Counties ESD #1 \$10,000 and paid Travis County ESD #12 \$11,814 for providing emergency services to the District.

NOTE 5 - Risk Management

The District is exposed to various risks and losses related to theft of assets, damage and destruction of assets, error and omissions, injuries to firefighters, lawsuits and natural disasters. Insurance coverage is provided for property, casualty, errors and omissions. The district pays premiums proportionately for coverage which is shared with several other districts.

NOTE 6 - Adjustments to Convert Fund Statements to Government-Wide

Unrestricted fund balance - governmental fund	\$	85,391
Taxes receivables deferred in the fund financial statements and in the government-wide financial statements		5,784
Net assets - governmental activities	\$	91,175
Net change in fund balance - governmental fund		21,149
Net increase in tax receivable deferred in the fund financial statements and n in the government-wide financial statements	ot	(1,245)
Change in net assets - governmental activities	\$	19,904

NOTE 7 - Budget Variances

The District adopts an annual budget for the General Fund. The District amends the budget as needed during the year. There were no current year amendments. Certain revenue and expenses were different than budgeted, resulting in a lower than budgeted fund balance.

NOTE 8 - Subsequent Events

The District has evaluated subsequent events as of February 27, 2013, the date the financial statements were issued and determined there are no items that would affect the financial statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13 Budgetary Comparison Schedule General Fund For the Year ended September 30, 2012

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues: Ad Valorem Tax Revenues Interest Income Total General Revenue	\$ 39,700	\$ 39,700 - 39,700	\$ 49,561 15 49,576	\$ 9,861 15 9,876
Expenditures:				
Firefighting Operations Administrative Tax Services Contingency	15,300 13,200 1,000 9,200 38,700	15,300 13,200 1,000 9,200 38,700	21,814 6,362 251 - 28,427	(6,514) 6,838 749 9,200 10,273
Excess of Revenues Over Expenditures	1,000	1,000	21,149	20,149
Fund Balances - Beginning	64,242	64,242	64,242	***
Fund Balances - Ending	\$ 65,242	\$ 65,242	\$ 85,391	\$ 20,149



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By/Phone Number: Jose Hernandez, 854-2119

Elected/Appointed Official/Dept. Head: Constable Sally Hernandez

Commissioners Court Sponsor: Gerald Daugherty

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO APPOINT DEPUTY CONSTABLES FOR PRECINCT THREE FOR 2013.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: MEMO ATTACHED.

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

MEMORANDUM

Date: July 1, 2013

To: Honorable Judge Samuel T. Biscoe and Members of Commissioner's Court

From: Constable Sally Hernandez, Precinct 3

Re: Deputy Constable Appointments (2013)

I respectfully request the appointment of the following Deputy Constable's for Precinct 3 (2013).

Anthony Johnson

Xavier Montalvo

Drew McAngus

Glenn Agiewich

Al Aranda

Christopher Bieze

Arnold Cerrillo

Kenneth Evans (Reserve)

Ken Rush

Mike Schnautz

Janie Serna

Shane Sexton

David Soto

Charles Stone

Todd Sumrall

Robert Tijerina

D'Anna Turnell

Lee Willis

Thank you.

Created 07-03-13 @ 327p



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 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:

APPROVE BOND FOR ROBERT GUTIERREZ, CHIEF DEPUTY CONSTABLE, PRECINCT FIVE.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached is the Bond.

STAFF RECOMMENDATIONS:

Recommend approval.

ISSUES AND OPPORTUNITIES:

None.

FISCAL IMPACT AND SOURCE OF FUNDING:

Invoices for the bonds are paid from the Risk Management fund in HRMD.

REQUIRED AUTHORIZATIONS:

Margie Solano, Risk Management, HRMD Carlos Lopez, Travis County Constable, Precinct 5

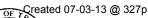
HOME OFFICE (515) 243-3854 FAX

2100 FLEUR DRIVE Created 07-03-13 @ 320 ERCHANTS DES MOINES, IA 5032 F1118 d 07-03-13 @ 320 ERCHANTS (515) 243-8171 BONDING COMPANY

AUSTIN OFFICE P.O. BOX 26720 AUSTIN, TX 78755-0720 (512) 343-9033 (512) 343-8363 FAX

TEXAS OFFICIAL BOND AND OATH

THE STATE OF TEX	AS	55.			
County of	Travis	S 33.		Bond No.	
	IS BY THESE PRESENTS:				
That we. Robert	Gutiarraz			-	s Principal, and the
School of the State of the Stat	G COMPANY (Mutual), a corpo	ration duly licens	sed to do business in		
nto Governor of the		A CANADA SA	, his successors in	addition of the second second second second	, are new and bound
One Thousand Five I	Hundred Dollars				ayment of which we
ereby bind ourselves a	nd our heirs, executors and ad	ninistrators, joint	ly and severally, by t	hese presents.	
THE CONDITION	ON OF THE ABOVE OBLIGATI	ON is such, that,	whereas, the above	bounden Principal was on the	lst
ay of	July		2013	duly Appo	inted
o the office of	Chief Deputy Con-	stable	in and for _	Travis	
ounty in the State of To	exas, for a term beginning the_	1st day of	July 2013	and ending the 31st day o	December 2016
Now therefore if	the said Principal shall well an	d faithfully perfor	m and discharge all	he duties required of him by I:	aw as the aforesaid
officer, and shall	the said i intopal stati free all	a landing period	m and disordings an	ne danes required or min by i	an as the diorestra
	1 0 00 11				
faithfully perform th	ie duties of office"				
PROVIDED, FUE	ed the amount stated above. As RTHER, that this bond may be a 30) days thereafter, the Surety's	canceled by the S	Surety by sending wr	itten notice to the party to who	
					2013
		Robert Gutie	ттет		
		TOOCH OUNC	arez ,		Principal
		Robert Gutie			
		MERCHANT	S BONDING COM	IPANY (Mutual)	
		By:		Т.	
	24300		White Attorney-i	n-Fact	
	ACKNOV	VLEDGEMENT C	OF PRINCIPAL		
HE STATE OF TEXAS		}			
County of		SS.			
Before me,	2	- 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1	, a notary	public, on this day personally a	appeared
	Robert Gutierrez	kno	own to me to be the p	erson whose name is subscri	bed to the foregoing
nstrument, and acknow	ledged to me that he/she execu	ited the same for	the purposes and or	onsideration therein expressed	i.
Given under n	ny hand and seal of office, at _				
this	day of)			
SEAL			\$ <u>-</u>		
O 0123 TX (7/09)					County, Texas.
FO 0123 IA (1109)					





Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By: Paul Scoggins Phone #: (512) 854-7619

Division Director/Manager: Anna Bow in, Division Director of Development

Services and Long Range Rlanning

Department Head: Steven M. Manilla, P.E., County Executive-TNR Sponsoring Court Member: Commissioner Daugherty, Precinct Three

AGENDA LANGUAGE: Approve setting a public hearing on Tuesday, July 30, 2013 to receive comments regarding a request to authorize the filing of an Order of Rejection of Dedication of public streets - Lenape Trail, Lenape Cove, Superview Drive, and Indian Scout Trail, all originally dedicated by the plat of The Overlook Estates, Phase 1 - a subdivision in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

A Commissioners Court hearing for this rejection of dedication request was held on May 22, 2012. However, action was not taken at that time. The Court requested that the applicant meet with neighboring property owners who showed concern and/or opposition during the hearing.

Staff has since received a letter from the developer's attorney requesting the item be re-scheduled for Court. Due to the time that has lapsed from the original hearing, staff will require public notice and a new hearing be set.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the request meets Section 82.206(c) of the Travis County Standards for Construction of Streets and Drainage in Subdivisions. As such, TNR staff recommends setting the public hearing.

ISSUES AND OPPORTUNITIES:

Since the hearing of May 22, 2012 additional meetings were held between the developer and the concerned neighboring property owners. It is staff's understanding that the meetings were inconclusive.

If the request is approved, the developer will then move forward with submitting plans to get permitting for privacy gates at either end of the project.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A.

ATTACHMENTS/EXHIBITS:

Updated Request Letter Proposed Gate Location Original Packet - May 22, 2012

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429
Anna Bowlin	Division Director	Development Services	512-854-7561

CC:

Chris Gilmore	Assist. County Atty	County Attorney	512-854-9455

SM:AB:ps

1101 - Development Services Long Range Planning - Overlook Estates, Phase 1

LAW OFFICE OF TERRENCE L. IRION

1250 S. Capital of Texas Highway 3 Cielo Center, Suite 601 Austin, Texas 78746

Terrence L. Irion Attorney at Low (512) 347-9977 (512) 306-8903-FAX tirionætirinnlaw.com

June 6, 2013

VIA EMAIL: paul.scoggins à co.travis.tx.us
Mr. Paul Scoggins
Engineer Specialist
Travis County TNR
P.O. Box 1748
700 Lavaca Street, 5th Floor
Austin, Texas 78701

RE: Application for Conversion of Existing Public Dedicated Street to Private Street

Overlook Estates Phase I

Dear Paul:

Commissioner Daugherty is going to request that Judge Biscoe put an item for rejection of dedication and abandonment of public street on Linape Trail, Linape Cove, Sugarview Drive and Indian Scout Trail on the next agenda. This item was posted for action on May 22, 2012 and left pending by the Commissioners Court. It was Item 24 on that Agenda. Please confirm that there are no outstanding items that you need to complete the agenda packet (all material from Item 24 on the May 24, 2012 Agenda should be sufficient).

The support letter that we had from ESD #3 stated, "Security gates, if installed at the main entrances of the development shall have an approved KNOX emergency override electric key switch installed in an approved location. The key switch may be ordered at our office during standard business hours. The security gate if installed shall also have an additional means of operation during a power loss condition." Applicant intends to install security gates that meet this specification.

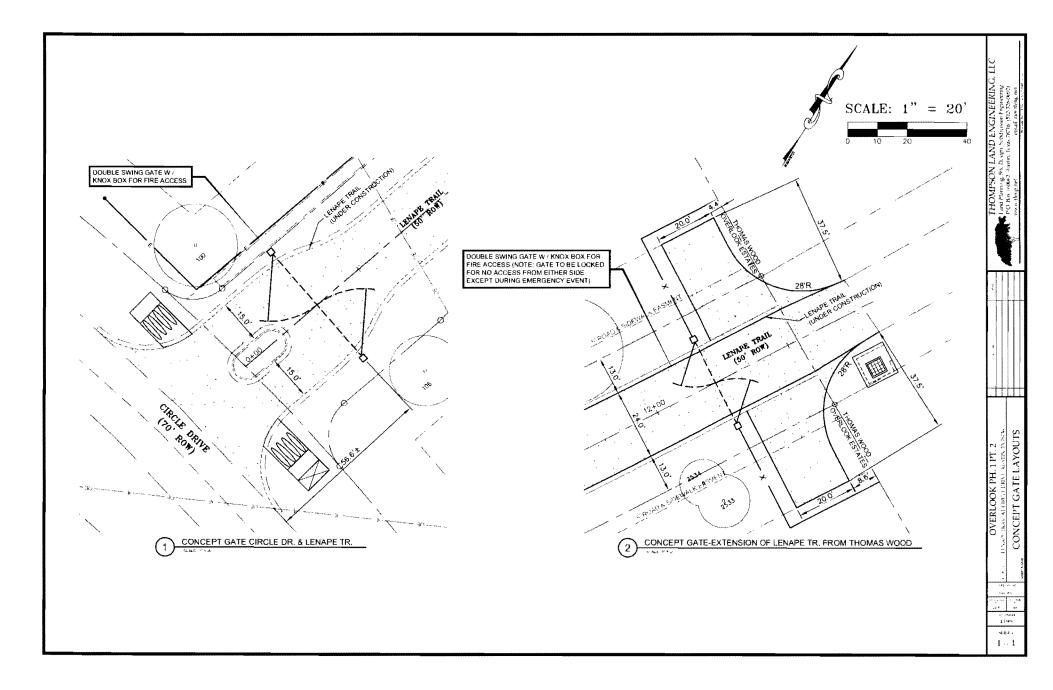
Please advise if there is any additional submittals you will require for the agenda packet prior to June 25. Thank you for your attention to this matter.

Sincerer

Porrence I Irion

TLI:lm

Ce: Keith Schoenfelt Steve Turnquist





Travis County Commissioners Court Agenda Request

Meeting Date: May 22, 2012

Prepared By: Darla Vasterling Phone #: 854-7564

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

Services

Department Head: Steven M. Manilla, P.E., County Executive-TNR Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Consider and take appropriate action on a request to authorize the filing of an instrument to reject the dedication and abandon the public streets - Lenape Trail, Lenape Cove, Superview Drive, and Indian Scout Trail, all originally dedicated by the plat of The Overlook Estates Phase 1, a subdivision in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

On May 20, 1986, the Travis County Commissioners Court passed an Order authorizing the filing for record of the plat of The Overlook Estates 1. In that document the developer Spindletop Savings Association President David L. Parsley signed a statement which dedicated the streets, shown on the plat, to the public.

In a letter from the Law Office of Terrence L. Irion, dated March 27, 2012, Mr. Irion presents the Declaration of Covenants, Conditions, and Restrictions, for the subdivision, which show that the Association shall maintain, repair, and replace, as necessary, all private improvements in the public right of way and/or the roads themselves, should they become private.

The Attorney for the developers, Mr. Irion requests that the streets of this subdivision be declared private by action of the Travis County Commissioners Court. Therefore the Travis County Commissioners Court shall have the Public Hearing on this date of May 22, 2012, in regards to rejecting the dedication and abandoning these streets.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the request meets Section 82.206(c) of the Travis County Standards for Construction of Streets and Drainage in Subdivisions. As such, TNR staff recommends rejecting the dedication and abandoning the streets of this subdivision.

ISSUES AND OPPORTUNITIES:

On March 3, 2012, developers and engineers met with the neighborhood, in order to inform them of the proposed change in status of the roads in this subdivision. Mr. Irion has reported, in his letter dated March 27, 2012, that most of the residents who attended the meeting were not opposed to the change. Although it is possible that one or two may speak against this action, no one has contacted staff in this regard. One resident of Ridge at Thomas Springs requested another sign at Thomaswood Lane and Thomas Springs Drive.

The applicant has submitted Statements from utility companies, the City of Austin Transportation, the emergency services district, and the school district stating that they have no objection to this subdivision converting to private streets. Additionally, the applicant has submitted the homeowners association of incorporation, the bylaws of the association, and the covenants, restrictions, and restrictions showing that there is a body in place to maintain the streets.

Some of the lots have been sold and the applicant is collecting letters of approval of conversion from public to private streets.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A.

ATTACHMENTS/EXHIBITS:

Letter from T.L. Irion
Posted signs and sign in sheet
for March 3 meeting
Letter from Thompson Land Engineering
plat of the Overiook Estates Phase 1
Statements from utility companies, City of
Austin, TC ESD #3, Austin ISD
Letter from homebuilders
Photos of signs for public hearing
Map
Order

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Anna Bowlin	Division Director	Development Services	854-7561

CC:

Chair Oilmann	Acciet County Atty	Carmer Attangen	854-9415
Chris Gilmore	Assist. County Attv.	County Attorney	854-9415

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SM:AB:dv

1101 - Development Services - Overlook Estates Phase 1

1105 - Subdivision - Overlook Estates Phase 1

LAW OFFICE OF TERRENCE L. IRION

1250 S. Capital of Texas Highway 3 Cielo Center, Suite 601 Austin, Texas 78746

Terrence L. Irion Attorney at Law (512) 347-9977 (512) 366-8903-FAX tirion@tirionlaw.com

March 27, 2012

VIA EMAIL: darla.vasterling@co.travis.tx.us
Ms. Darla Vasterling
Engineering Specialist
Travis County TNR
411 W. 13th Street
Austin, Texas 78701

RE: The Overlook Estates Phase I – Request to convert publicly dedicated right-of-way to private streets

Dear Ms. Vasterling:

Attached please find an electronic copy of the completed application package to convert the above referenced public street to a private street. This application package has been approved by the City of Austin and all public utility service providers including AT&T, PEC, Time Warner Cable and Austin Water Utility. It has also been approved by Fire Department which services this area, ESD No. 3.

Request is made that the item be scheduled on the agenda of the Commissioner's Court for the next available meeting.

I am also attaching with this letter The Overlook Estates Phase I Homeowners Association, Inc. Certificate of Filing; a copy of The Overlook Estates Phase I Declaration of Covenants, Conditions and Restrictions, which includes a private street maintenance covenant.

When Phase Two of the Street is extended to The Ridge at Thomas Springs, a fire access gate will be installed to specifications approved by ESD No. 3.

On March 3, 2012, a neighborhood meeting was held onsite in The Overlook and all lot owners in The Ridge at Thomas Springs were invited to attend to learn more about the plans for The Overlook Development and the private street conversion. I am attaching photos of the tent meeting and also of the notices that were placed at the entrance to The Ridge at Thomas Springs notifying the neighbors of the meeting. Letters were also sent to the property owners immediately adjacent to The Overlook Subdivision. Nineteen residents attended the meeting. All seemed to generally support or at least not oppose the emergency access only connection to the extension of Linape Trail into The Ridge at Thomas Ridge Springs Subdivision with the exception of one lady who owns a 5 acre out parcel (not part of either subdivision) and one woman on Rawhide Trail. A copy of the sign-in sheet for the meeting is also attached for your reference.

Mr. Vasterling March 27, 2012 Page 2

Having satisfied all the requirements of the County Ordinance for conversion of public dedicated street to private streets, the Applicant respectfully requests that this item be put on the Commissioner's Court agenda for consideration.

Respectfully submitted.

errence L. Irion

TLI:lm Enclosure(s)

Cc: Ric Thompson

Keith Schoenfelt Michele Turnquist Durible Merting

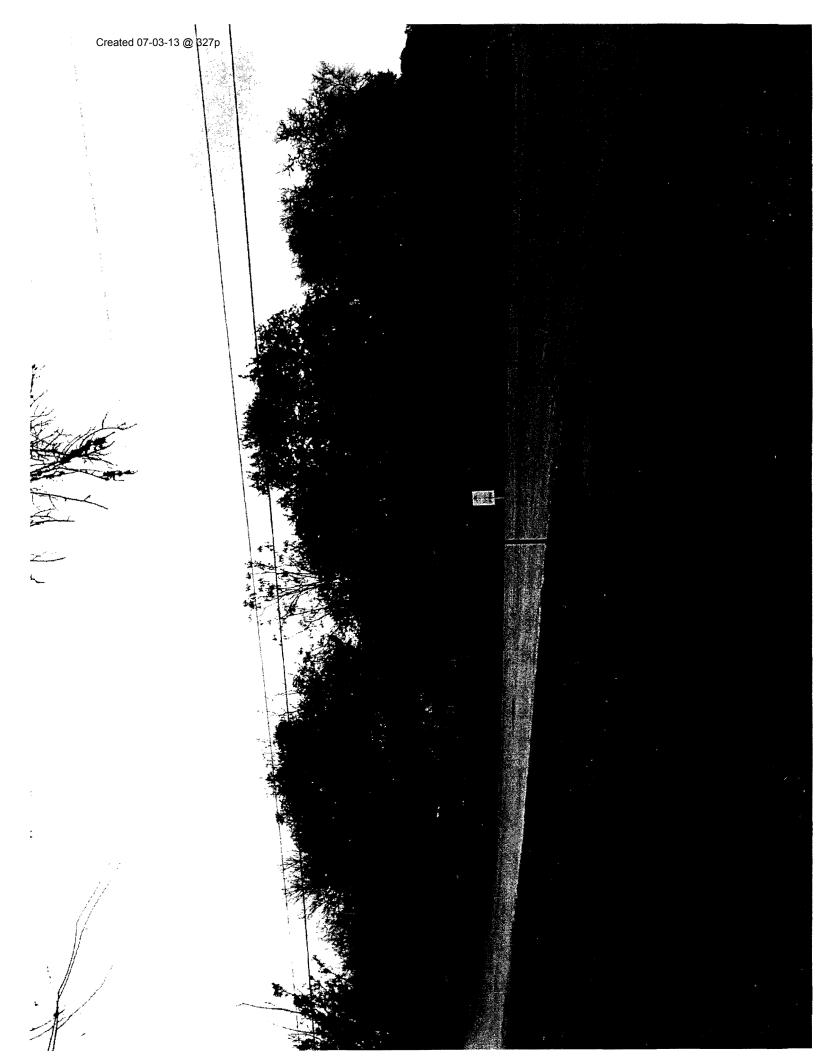
Mane Phone Email AddRess Call A. Parers Australatice Sucylers / 10712 Tracustasi Glenn Rinkenberger Kyakpirate Cyahoo. com 7306 Lenape DXI Sandles he ra Rice fun Hopers proceed general time the come 1000 . The massition Lois Pice Tricepende a Ahlink net 12/10 , homesung Crave got tochalk Earl W. Gottschalk ewistload & yahow. com Way Thomasia do JOE CALONIC 288-0287 J.LALONICADSIXCLUBALINET THOMASSION W BANNEELIZABETH VAIZERS (512) 288 5371 10402 THOMASSULA Royald Whitehand 288-7280 ELIZVARCES & 5130 G.C.S.M. NET Ronald Whitehead 183-9283 7309 Lange 74 Lehaten Clark Thomasward Leonard & Molas Vollmer you ling 2000, com 200 Gegrelle Herry g_hirschiant.get 415-5719 Rip Hingh 633-6819 rightersch whotensil.com Daniel Balboa 899-2757 10203 Rising Snoke Lp 10412 Rowhold X Kristen Anderson 769 6725 Kristenenderson @ swell net TRAIL & Max Brown 775 5472 TB: 115617@ Yalic Con Tonya Bills 775 5472

CK Edith private - NUCUT how.

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BASING THAT SUPPORT MAVING LENGIPE A private street

GLINN TO OVER COS JONG AS YOU Make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for overlook as Jong as you make a public accessable for phase of the public accessable for the public accessable for the phase of

Darla Vasterling

From: Vince Huebinger <vinceh@flash.net>

Sent: Wednesday, February 29, 2012 11:52 AM

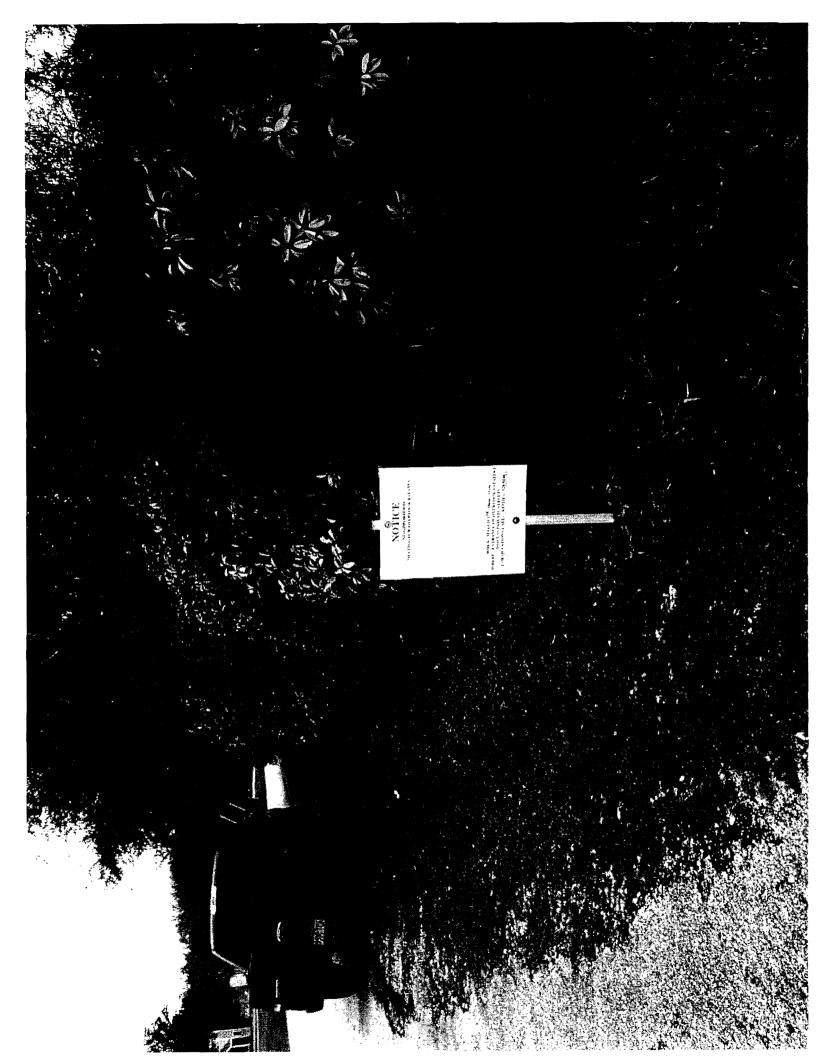
To: Darla Vasterling; Anna Bowlin
Cc: Terry Irion; Keith Schoenfelt

Subject: Fw: Overlook Meeting this weekend (part 1)

Attachments: DSC00134,JPG; DSC00137,JPG; DSC00135,JPG; DSC00136,JPG

Anna/Darla; We will be having our meeting this saturday at 10am, March 3rd on site with the neighborhood stakeholders and interested parties. There will be a small tent set up at the entry to discuss the private street request. Attached are part 1 of a 3 part email showing the signs that have been put up for notices to all adjoining neighbors interested in attending. You are free to attend this meeting if you would like. Once this meeting is over we will report the results to your office and then proceed to commissioners court with the specific request for private streets. The owners will reserve their right to file request for gated streets to Travis County based on 30-2-159 (L) 1 & 2 at a later date. Thanks, please feel free to call if you have any questions.

Vincent G. Huebinger Bleyl & Assoc. Inc. (512) 328-7878





LAW OFFICE OF TERRENCE L. IRION

1250 S. Capital of Texas Highway 3 Cielo Center, Suite 601 Austin, Texas 78746

Terrence L. Irion Attorney at Law (512) 347-9977 (512) 366-8903-FAX tirion@tirionlaw.com

December 21, 2011

VIA EMAIL: darla.vasterling@co.travis.tx.us

Ms. Darla Vasterling Travis County TNR 411 W. 13th Street Austin, Texas 78701

Re: The Overlook Estates Phase I

Dear Ms. Vasterling:

Please find a copy of the typical letter being sent to lot owners in the Ridge at Thomas Springs. As best we can tell, there is no homeowners association so there is no association contact to whom such a letter can be directed.

Thank you for your attention to this matter.

Sincerely.

Terrence L. Irion

TL1:lm

Cc: Keith Schoenfelt

Ric Thompson

LAW OFFICE OF TERRENCE L. IRION

1250 S. Capital of Texas Highway 3 Cielo Center, Suite 601 Austin, Texas 78746

Terrence L. Irion
Attorney at Law
(512) 347-9977
(512) 306-8903-FAX
tirion@tirionlaw.com

December 21, 2011

Hirsch Gaynelle Baker 7310 Linape Trail Austin, Texas 78736-2803

Dear Ms. Baker:

I represent the owners of the Overlook Estates Phase 1 Subdivision, which was platted and recorded in 1986, but which is just now being developed in phases. The first phase of construction which is being completed at this time will build out the streets and utility infrastructure to serve approximately 35 lots along Linape Trail from Circle Drive. The road construction of this phase will stop short of extending Linape Trail to The Ridge at Thomas Springs.

A subsequent phase will eventually build Linape Trail to the street stub-out at The Ridge at Thomas Springs, but no time table has yet been set for this subsequent construction.

The purpose of this letter is to inform you that the owners have requested conversion of the plat dedicated public streets in The Overlook Estates to private streets with the right to install a privacy gate at the entrance on Circle Drive. The conversion to private street request to Travis County will be subject to extension of Linape Trail to the common boundary line with The Ridge at Thomas Springs with the construction of an emergency access gate to allow public emergency service provider access through the street connection. The gate will be installed with a knox box accessible by all public emergency service providers.

If you have any questions regarding this future emergency access or the privatization of Linape Trail through The Overlook Estates, please contact either Keith Schoenfelt at The Overlook Joint Venture (512) 626-3504 or the undersigned.

Also, we have not been able to identify any neighborhood association officers for The Ridge at Thomas Springs. If you know of an association contact within your neighborhood, please advise and I will be happy to provide a copy of this letter your association.

Sincerely,

Derrence L. Irion

TLI:lm

Cc: Keith Schoenfelt

December 15, 2011

Mr. Steven Manilla, P.E., County Executive Transportation and Natural Resources Travis County P.O. Box 1748 Austin, Texas 78767

RE: Letter of request to convert Publicly Dedicated Right-of-Way to Private Streets

Legal name of subdivision: The Overlook Estates Phase 1

TLE No.: 1103

Dear Mr. Manilla,

This letter is to request that the publicly dedicated right-of-way shown on the plat for The Overlook Estates Phase 1 (Lenape Trail, Superview Drive, and Indian Scout Trail) be converted to private streets. We are seeking the conversion for the following reasons.

- The limiting of traffic will provide a safer environment for the children since children can often wander into the street.
- Converting the streets to private will provide the subdivision with a better feeling of security.
- Converting the streets to private will allow to the installation of community landscaping, irrigation, and monumentation without a licensing agreement.
- All of the drainage from the subdivision goes to Barton Creek. All of the drainage from Circle Drive does not necessarily go into Barton Creek. Therefore, by limiting traffic in the subdivision (limiting the "cut through" traffic) it should help limit the pollutant load to the creek.
- The City of Austin would not accept the park lot as a public park. Therefore, converting the streets to private should help reduce any confusion about the park lot being a City or County maintained park.

Included in this application are the unsigned documents for the easements and the Homeowners Association's Declaration of Covenants, Conditions and Restrictions (Items 3, 4 & 5) for legal review. We are awaiting the Homeowners Association Certificate of Incorporation (Item 2). We have the signed letters from all the utility companies (Item 6) and the Emergency Services District (Item 7) stating that they have no objection to the streets converting to private. We are awaiting the same letter from AISD Transportation Director (Item 7) and expect to have it shortly. We are also awaiting the letter from the City of Austin concurring with the request but we understand that we have their approval verbally (Item 8). There is no access needed for adjacent property from the private street (Item 9).

Should you need additional information for the administrative aspects of processing this request, please contact myself or Gwen Gates at 328-0002. Should you need additional owner information or should you

Mr. Joseph P. Gieselman, Executive Manager Transportation and Natural Resources December 15, 2011 Page 2

wish to talk to the owner, please contact Keith Schoenfelt, President Corum Development, Inc. at 512-626-3504.

Sincerely,

THOMPSON LAND ENGINEERING, LLC

Robert C. (Ric) Thompson, P.E.

M.S., C.F.M., C.P.E.S.C.

OMKER, OFFELDPLET, WILLON WEST DEVELOPMENT CO., 18 T. P. RESIDENT, TE PANACLE BSILEING, SUITE 620
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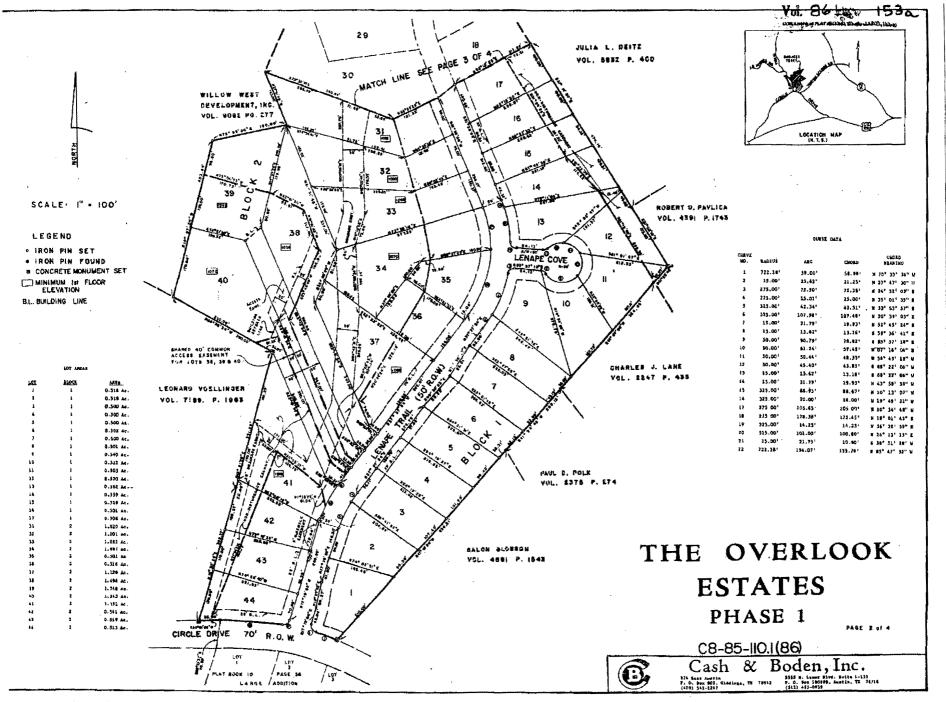
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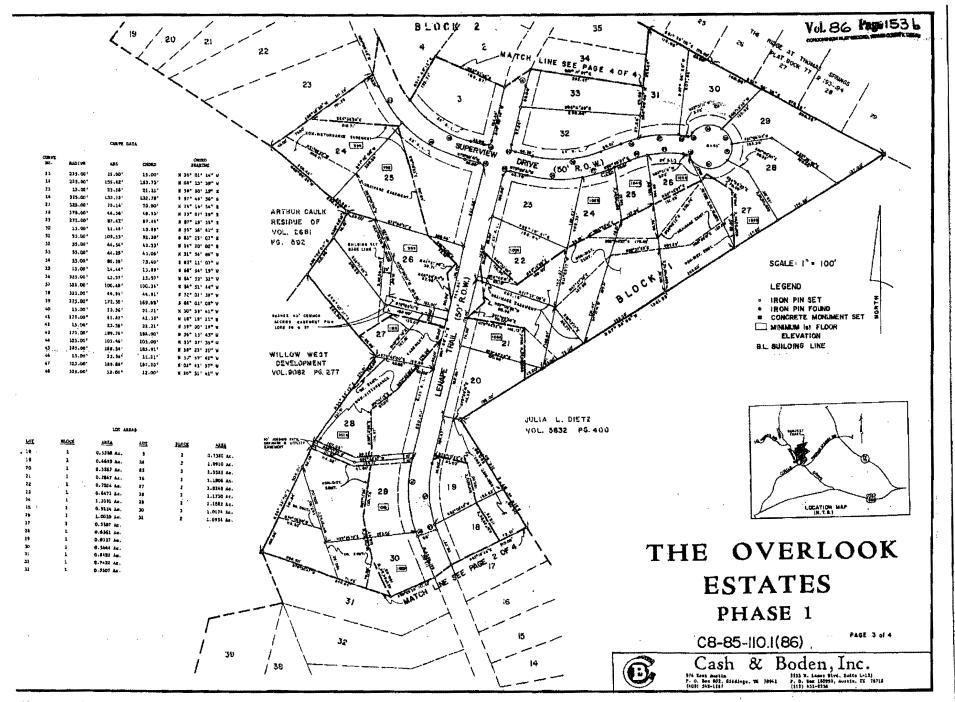
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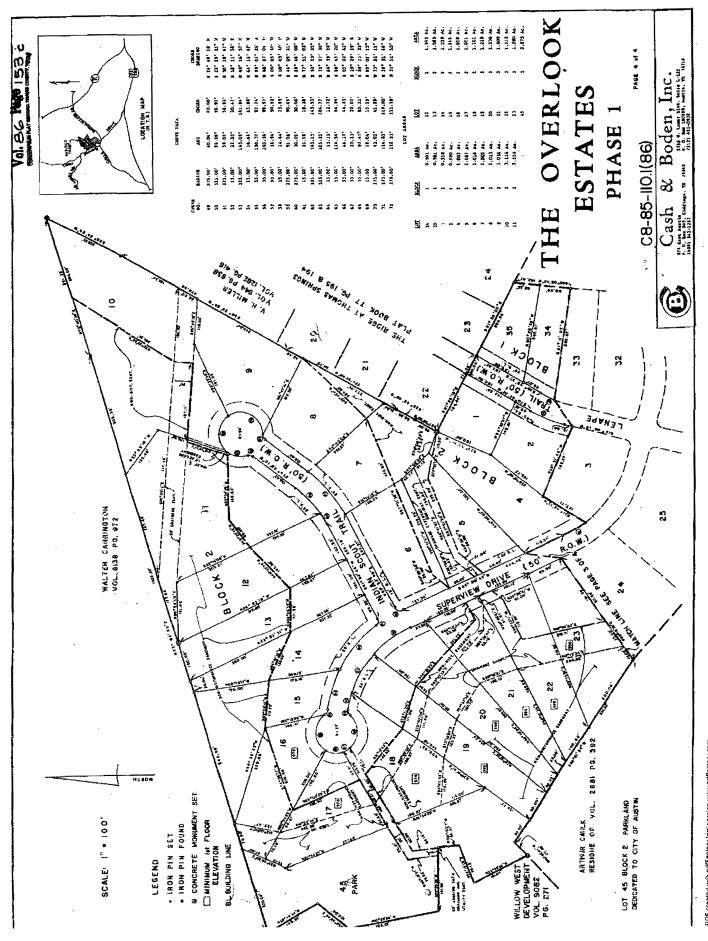
PAGE 1 OF

Cash & Boden, Inc.

VILLE CONT. DOC 11. Trails







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JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street Executive Office Building PO Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS TO PRIVATE STREETS

Item #6 & #7

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in Overlook Estates Phase I subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement. Your prompt reply is requested.

STATEMENT

We do not approve the change from Public Street Easements to Private Street Easements

as described in the accompanying document.

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Signature

BLANK KARMS

Printed Name

Title

Utility Company or District

3/8//
Date

Please return this completed form to: David Knoll c/o Thompson Land Engineering, LLC 904 N. Cuernavaca Austin, Texas 78733



JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street Executive Office Building PO Box 1748 Austin, Texas 78767, (512) 854-9383 FAX (512) 854-4649

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	Utility Company or District
	3-23-201/

Date

Please return this completed form to: David Knoll c/o Thompson Land Engineering, LLC 904 N. Cuernavaca Austin, Texas 78733



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	Signature AARON BERRY
	Printed Name
	DESIGN SUPERVISOR
	TIME WARNER CABLE INC. Utility Company or District
	3/24/2011

Date

Please return this completed form to: David Knoll c/o Thompson Land Engineering, LLC 904 N. Cuernavaca Austin, Texas 78733



JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street Executive Office Building PO Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4649

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·	Signature ANGELA BAK2 Printed Name
	PROJECT COORDINATOR
	Austin Water Utility Utility Company or District
	DECEMBER 6, 2011

Please return this completed form to: Robert C. (Ric) Thompson, P.E. c/o Thompson Land Engineering, LLC 904 N. Cuernavaca Austin, Texas 78733



JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street Executive Office Building PO Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4649

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RUSEPH P. GJESELMAN EXECUTIVE MANAGER

411 West 12th Sneed Executive Office Building PO Box 1748 Au-09, Texas 78767 (512) 854-9383 FAX (512) 854-4849

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JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street Executive Office Building PO Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4649

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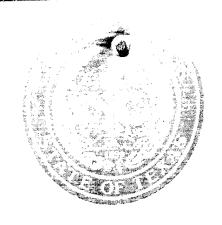
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	KRI3 HAFEZIZADETT Printed Name
	DIRECTOR OF TRANSPORTATION Title
	Ausein ISD

Utility Company or District

Please return this completed form to: Robert C. (Ric) Thompson, P.E. c/o Thompson Land Engineering, LLC 904 N. Cuernavaca Austin, Texas 78733

-	Contract Concerning 7902 Jeauss 1=311 Austria 18736 Page 4 of 8 08-01-20 (Address of Property)
-	(5) any wellands, as defined by federal or state law or regulation, affecting the Property; or (6) any threatened or endangered species or their habital affecting the Property
- Constitution	BROKERS' FEES: All obligations of the parties for payment of brokers' fees are contained in separate written agreements
	 9. CLOSING: A. The closing of the sale will be on or before after objections made under Paragraph 6D have been cured or waived whichever date is tate (Closing Date). If either party fails to close the sale by the Closing Date, the non-defaulting party may exercise the remedies contained in Paragraph 15. 8. At closing: (1) Seller shall execute and deliver a general warranty deed conveying title to the Property to Buyer and showing no additional exceptions to those permitted in Paragraph 6 and furnish tax statements or certificates showing no delinquent taxes on the Property. (2) Buyer shall pay the Sales Price in good funds acceptable to the escrow agent. (3) Seller and Buyer shall execute and deliver any notices, statements, certificates, affidavits releases, loan documents and other documents reasonably required for the closing of the sale and the issuance of the Title Policy (4) There will be no liens, assessments, or security interests against the Property which will not be satisfied out of the sales proceeds unless securing the payment of any loans assumed by Buyer and assumed loans will not be in default (5) If the Property is subject to a lease, Seller shall (i) deliver to Buyer the lease(s) and the move in condition form signed by the tenant, if any, and (ii) transfer security deposits (as defined under §92.102, Property Code), if any, to Buyer. In such an event, Buyer shall deliver to the tenant a signed statement acknowledging that the Buyer has received the security deposit and is responsible for the return of the security deposit, and specifying the exact dollar amount of the security deposit
	 POSSESSION: Seller shall deliver to Buyer possession of the Property in its present or require condition upon closing and funding.
	11. SPECIAL PROVISIONS: (Insert only factual statements and business details applicable to the sale. TREC rules prohibit licensees from adding factual statements or business details for which contract addendum or other form has been promulgated by TREC for mandatory use). See Adendum A and Exhibit A.
	Sellers are licensed real estate agents in the state of Texas
	Buyer agrees to privatization of roads
	Seller agrees to allow transfer of earnest money to another available lot should buyer choose to change lots to build on
	12. SETTLEMENT AND OTHER EXPENSES: A The following expenses must be paid at or prior to closing:
	(1) Expenses payable by Seller (Seller's Expenses): (a) Releases of existing liens, including prepayment penalties and recording fees; release of Seller's loan liability; tax statements or certificates; preparation of deed; one-half of escrow fee; and other expenses payable by Seller under this contract (b) Seller shall also pay an amount not to exceed \$ to be applied in the following order. Buyer's Expenses which Buyer is prohibited from paying by FTIA, WA Texas Veterans hand Board or other governmental loan programs, and then to other Buyer's Expenses as allowed by the lender. (2) Expenses payable by Buyer (Buyer's Expenses): Appraisal fees; loan application fees; adjusted origination charges; credit reports; preparation of loan documents; interest on the notes from date of disbursement to one month prior to dates of first monthly payments; recording fees; copies of easements and restrictions; loan title policy with
-	Initialed for identification by Ruyer (X)





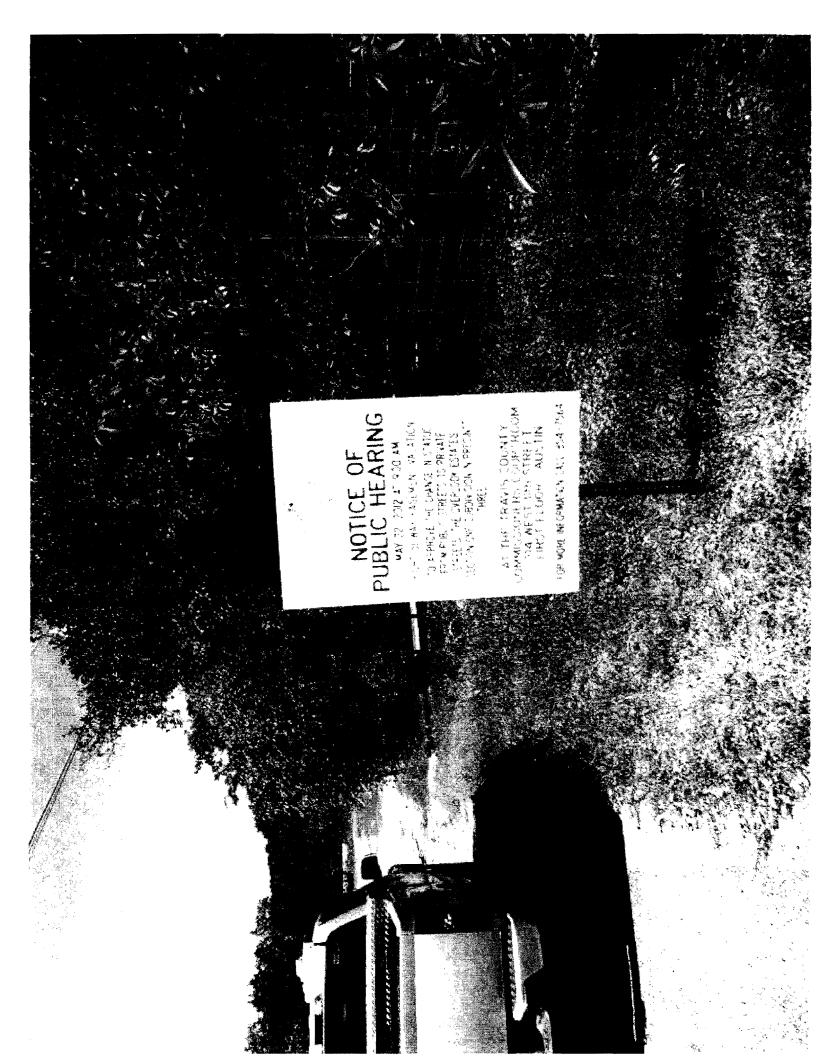
NOTICE OF PUBLIC HEARING

MAY 22, 2012 AT 9:00 AM RIGHT of WAY EASEMENT VACATION

TO APPROVE THE CHANGE IN STATUS
FROM PUBLIC STREETS TO PRIVATE
STREETS, THE OVERLOOK ESTATES
SECTION ONE SUBDIVISION IN PRECINCT
THREE

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

FOR MORE INFORMATION CALL 854-7564





NOTICE OF PUBLIC HEARING

MAY 22, 2012 AT 900 AM RIGHT of WAY EASEMENT VACATION

TO APPROVE THE CHANGE IN STATUS
FROM PUBLIC STREETS TO PRIVATE
STREETS, THE OVERLOOK ESTATES
SECTION ONE SUBDIVISION IN PRECINCT
THREE

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

FOR MORE INFORMATION CALL 854-7564



CODE: 4115

TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

RESERVED.

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

AFFIDAVIT OF POSTING

TO: County Judge

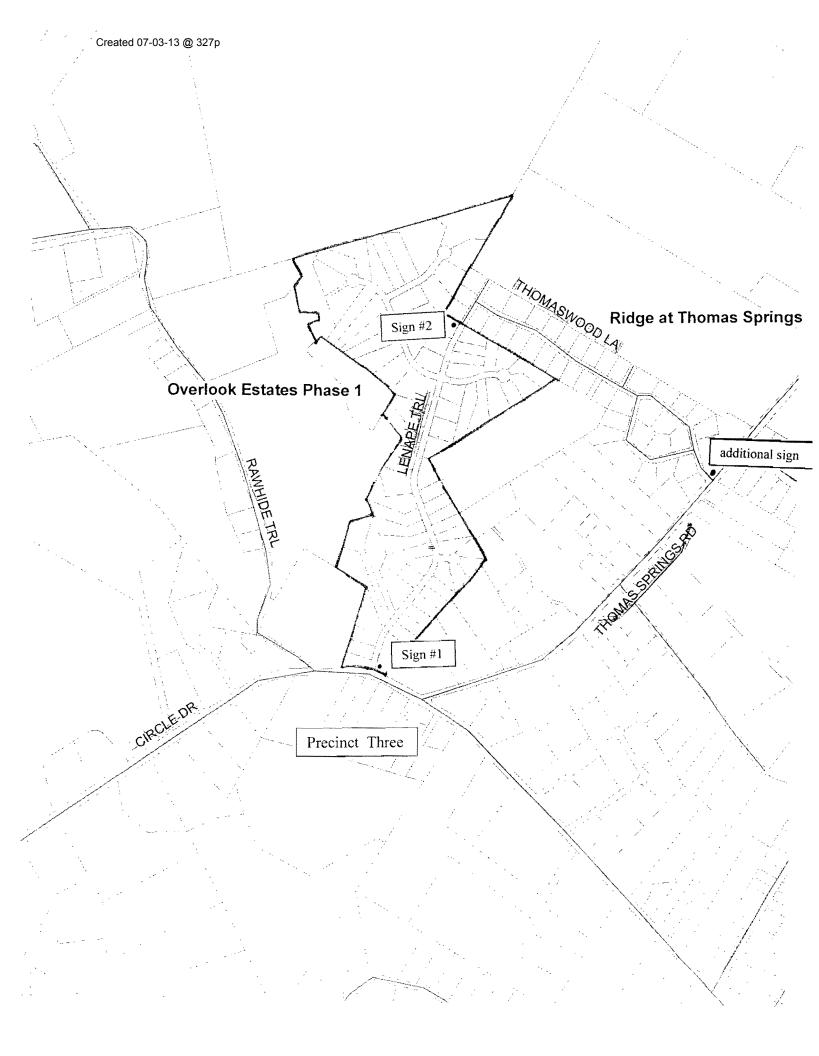
County Commissioners Travis County, Texas

A Public Notice of Public-Private sign was posted on April 23, 2012, on the intersection of Lenape Train and Circle Drive and at the north end of the Overlook Estates Section 1 subdivision at a point as near as practical to the area being vacated, and was also posted at the Travis County Courthouse.

SIGNATURE: Jaime García

NAME (PRINT): Jaime García

TITLE: TNR R/B Supervisor





NOTICE OF PUBLIC HEARING

MAY 22, 2012 AT 900 AM

RIGHT OF WAY EASEMENT VACATION

TO APPROVE THE CHANGE IN STATUS
FROM PUBLIC STREETS TO PRIVATE
STREETS. THE OVERLOOK ESTATES
SECTION ONE SUBDIVISION
IN PRECINCT THREE

AT THE TRAVIS COUNTY COMMISSIONERS COURTROOM SIGNEST 1th STREET (EIRSTELOOR), AUSTIN

FOR MORESINFORMATION CALL 854-7564



CODE: 416

TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

AFFIDAVIT OF POSTING

TO:	County Judge County Commission Travis County, Tex				
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CER	TIFIED THIS THE _	7	DA	Y OF May	
			NAME (PRI	E: <u>Jaime</u> (NT): <u>Jaime</u>	García
			TITLE: TW	R/REB Supe	NVISOR

ORDER OF THE TRAVIS COUNTY COMMISSIONERS COURT CONVERTING LENAPE TRAIL, LENAPE COVE, SUPERVIEW DRIVE, AND INDIAN SCOUT TRAIL TO PRIVATE STREETS

WHEREAS, the streets and roads in the Overlook Estates Phase 1, a subdivision recorded at Vol. 86, Page 152d - 153c, Travis County Plat Records, were dedicated to the public in 1986, and the new owners want to apply to the Commissioners Court to change the status of the streets from public to private; and

WHEREAS, the streets have not been accepted by Travis County; and

WHEREAS, on application by the attorney for the property owners of the Overlook Estates Phase 1, a request was received and a Public Hearing held on July 30, 2013, in the Travis County Commissioners Court ("the Court") to consider whether the following roads and streets, each of which connect directly or indirectly to Circle Drive (collectively, "the Public Roads") should be converted from public county roads and streets to private roads and streets through their abandonment by Travis County:

Lenape Trail, Lenape Cove, Superview Drive, and Indian Scout Trail hereinafter referred to collectively as ("the Streets"); and

WHEREAS, the Overlook Estates Phase 1 HOA, Inc., (OEP1HOA) a validly existing nonprofit corporation, will maintain the streets when the construction is complete and the Court is notified of completion of construction of the streets and drainage; and

WHEREAS, by virtue of the aforementioned actions, OEP1HOA, Inc. has assumed authority and responsibility to pay applicable taxes on and maintain the Streets and established easements for utilities, drainage, emergency service providers, and other public service providers so that abandonment of the Streets will not substantially impair the rights of the utilities, service providers, and any and all land owners who rely on or use the Streets for access; and

WHEREAS, the City of Austin, in whose extraterritorial jurisdiction the Streets are located, has consented to the conversion of the county streets and roads in its extraterritorial jurisdiction from public to private by adoption of Section 30-2-159, Austin/Travis County Subdivision Regulations; and

WHEREAS, the requisite 20-day notices were posted, and the Court held a public hearing to consider and provide an opportunity for public comment on this matter; and

WHERERAS, the Court finds that the abandonment of the Streets will not substantially interfere with the access rights of any affected land owner.

ORDER – Overlook Estates Phase 1 Page 2

NOW, THEREFORE, THE COURT FINDS AND ORDERS THAT:

- 1. The recitals to this Order are true and correct and are incorporated herein.
- 2. The Streets are hereby classified as third class streets.
- 3. The Streets are hereby abandoned and the public's interest in the right-of-way is relinquished, except as to the easements for utilities, drainage, and public service agencies established by such declarations and agreements.

ORDERED	by unanimous vote on	, 2013.
	Samuel T. Biscoe Travis County Judge	
Ron Davis Commissioner, Precinct 1		Bruce Todd Commissioner, Precinct 2
Gerald Daugherty Commissioner, Precinct 3		Margaret Gomez Commissioner, Precinct 4



Travis County Commissioners Court Agenda Request

Meeting Date: July 9, 2013

Prepared By: Michael Hettenhausen Phone #: (512) 854-7563

Division Director/Manager: Anna Bow/n, Director of Development Services and

Long Range Planning

Department Head: Steven M. Manilla, P.E., County Executive-TNR Sponsoring Court Member: Commissioner Daugherty, Precinct Three

AGENDA LANGUAGE: Approve setting a public hearing on Tuesday, August 20, 2103 to receive comments regarding a plat for recording: Hidden Mesa Subdivision Resubdivision of Lot 42 (Resubdivision Final Plat - Three Lots - Mesa Oaks - City of Leander ETJ) in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

This resubdivision final plat consists of three single family lots on 6.016 acres platted from Mesa Oaks. There are no public or private streets proposed with this final plat. Parkland fees in lieu of dedication have been paid to the City of Leander in the amount of \$2,350. Fiscal surety is not required for this short form plat. Water service will be provided by individual water wells, and wastewater service to be provided by on-site septic facilities.

Mesa Oaks is a recorded access easement rather than publicly maintained right-of-way. Section 82.202(d)(5) states each lot in a subdivision shall abut an internal street meeting or exceeding the requirements of this section, and a variance to this section was approved by the Court on March 5, 2013. The variance was justified as the City of Leander and Williamson County, where all roads in Hidden Mesa funnel into, stated no objection to the variance.

STAFF RECOMMENDATIONS:

As this resubdivision final plat meets all Travis County standards and was approved by the City of Leander on June 13, 2013, TNR staff recommends approval of the motion.

ISSUES AND OPPORTUNITIES:

This resubdivision final plat was reviewed under the county's water availability rules, and the applicant has provided the results of a walking survey identifying all groundwater wells within 1,000 feet of the subdivision boundary and added the plat notes required under Section 82.212(a)(2)-(6).

Notification

As part of the requirements for a plat resubdivision, a notice of public hearing letter will be sent to all owners of lots within Travis County in the original subdivision stating the date, time, and location of the public hearing. In addition to the letter, a public notice hearing sign will be placed on the subject property announcing the date, time, and location of the public hearing. Should staff receive any inquiries from the adjacent property owners as a result of the letter mailout or sign posting, an addendum to this back up memorandum will be provided to the Court prior to the public hearing.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

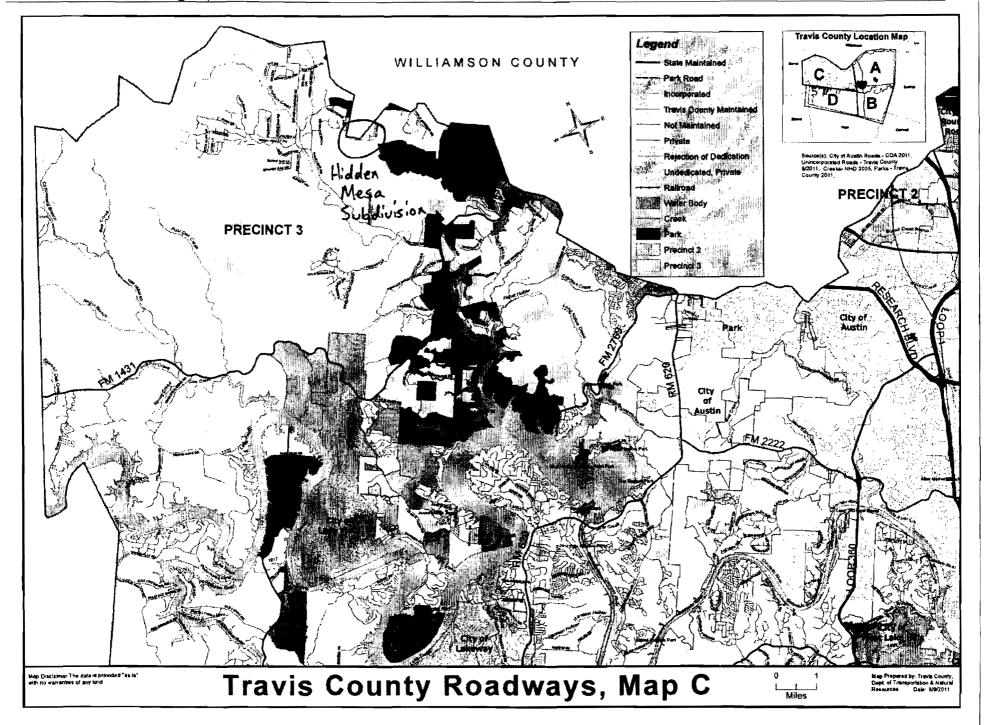
Precinct Map Vicinity Map Existing Plat Proposed Plat

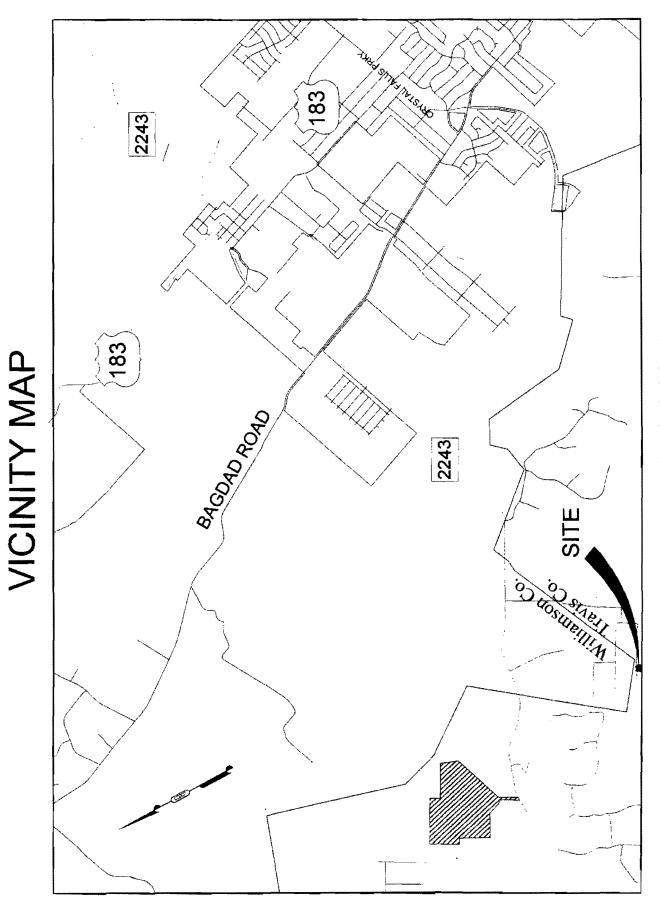
REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429
, , , , , , , , , , , , , , , , , , ,			
CC:			

SM:AB:mh

1101 - Development Services Long Range Planning - Hidden Mesa Subdivision Resubdivision of Lot 42





NOT TO SCALE

TRAVIS COUNTY CONSUMER PROTECTION NOTICE FOR HOMEBUYERS

Cap S. Services

G.P. S. Services

G.P. S. Services

Three D. D. Services

G.P. S. Services

Three D. Services

10703 SIERRA DAKS

10703 SIERRA DAKS

PH. (512) 919—4140

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

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.

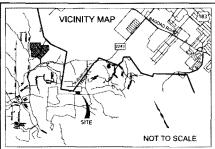
Hidden Mesa Subdivision Resubdivision of Lot 42

ook Drak. y Staff
ne 12-008
d by S w

Scale 1"w 100° Oate.
Fretd Book
Orawn by Staff
File Name 12-808



Laposed Plat



PERIMETER FIELD NOTES:

6.016 ACRES OF LAND, BEING LOT 42, HIDDEN MESA. A SUBDIVISION IN TRANS COUNTY, TEXAS ACCORDING TO THE MAP DR PLAT THEREOF RECORDED IN VOLUME 66, PAGE 27 OF THE PLAT RECORDS OF TRANS COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED.

Beginning at an Iran pipe in concrete found of the southwest corner of Lot 36 and the southwest corner of Lot 35 of sold subdivision, sold point being in the center of 6 05 foot wide read easement (Meso Oplos), for a point on the northeaeterly lins of the herein described froct:

Theres 5.38 day 38 min 05 sec 1 along the soil essement centerine, for a situation of 71.71 feet to a pinh 31 the southwest corner of Lpt 57 of soil subdivision NND 5.88 day 56 min 54 sec 15 for a distance of 21.73.7 feet to a point of the northwest corner at Lpt 41 of soils subdivision, for the northeast corner of the hersin described fract;

Thence 5.31 deg 07 min 06 sec. Wipossing at 30,00 feet on iron rod found on line 30 foot roodbey externant line and continuing southeast corner of sell to 14, being also on the northeastery line of a 450 orce iroct recorded in Volume 12592, Page 1901 CPRIC, for the southeast corner of the thereth described tract;

Thance with the sold 450 core line the following courses and

offeting the major of the major

Thence N 31 deg 07 min 01 sec E passing at 371.46 feet on ison rad found on the said 30 feet readrey sessment line and continuing for a lated distance of 401.46 feet to a point of the northests corner of said lot 43, the southeast corner of said lot 143, the southeast corner of said lot 155, beng dison on the centraline of the said 50 feet readrey experient, for the said 50 feet readrey experient, for the northwest corner of the brainfel described froct;

Thence S 58 deg 59 min 16 sec E for a distance of 216.24 feet to the point of beginning, containing 6.016 acres of land, more or large

OWNER: LARRY FORD 209 MESA OAKS LEANDER, TEXAS 78641

JDS INC. LAND SURVEYORS 10703 SIERRA OAKS AUSTIN, TEXAS 78759 PHONE: (512) 919-4140 FAX, (512) 919-4142

NO PORTION OF THE SURVEY SHOWN HEREON HES WHITH THE LIBITS OF A TROOD HAZARD AREA OR WHITH THE LIBITS OF THE TOY FAR FLOOD AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, AS SHOWN COMMUNITY PANEL NO. 48453C005 H, DATED 9/25/08 FOR TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS.

I, STEVEN W WOMACK, A REGISTERED PROFESSIONAL LAND SURVEYOR, AN AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERRIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL AND ACCURATE ON.—THE-GROUND SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROFERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE CITY OF LEARNER SUBJECTIONS OF THE PROFESSIONAL SUPERVISION, IN ACCORDANCE WITH THE CITY OF LEARNER SUBJECTIONS OF THE CITY OF LEARNER SUBJECTIONS OF THE CITY OF THE C

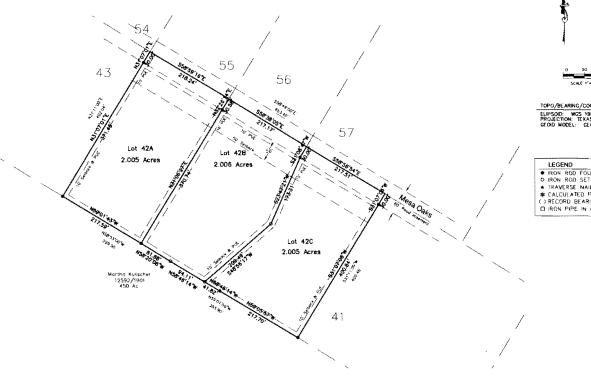
10703 Sierra Oaks Austin, Texas 78759

5 Mar. 2013 DATE

STEVEN W WOMACK REGISTERED PROFESSIONAL LAND SURVEYOR No. 5025

Hidden Mesa Subdivision Resubdivision of Lot 42

8.015 ACRES OF LAND, BEING LOT 42, HIDDEN MESA, A SUBDIVISION IN TRAVIS COUNTY, TEXAS ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 56, PAGE 27 OF THE PLAT RECORDS OF TRAVIS GOUNTY, TEXAS.



RESIDENTIAL LOTS ACREAGE

NOTES FROM ORIGINAL SUBDIVISION

6,016

ALL DWELLINGS MUST BE CONNECTED TO A SANITARY SEWER SYSTEM OR SEPTIC TANK MEETING THE SPECIFICATIONS OF THE STATE HEALTH DEPARTMENT.

TOPO/BEARING/COORDINATE BASIS ELIPSOID: WGS 1984/GRS 1980 PROJECTION: TEXAS CENTRAL NAD 83 GEOID MODEL: GEOID 99 · IRON ROD FOUND A TRAVERSE NAIL SET # CALCULATED POINT) RECORD BEARING, DISTANCE IT IRON PIPE IN CONC.

NOTES

LOTS TO BE SERVED BY PRIVATE WATER WELL & O.S.S.F. UNDERGOUND ELEC PROVIDED BY SEC. TELEPHONE SERVEC PROVIDED BY SEC. PROPERTY IS, DICATED IN THE LEANING MUNICIPAL ETT. PROPERTY IS, DICATED IN THE LEANING MUNICIPAL ETT. PROPERTY IS, DICATED IN THE COMMAND. ADUPER RECHARCE OF LOCATED IN THE COMMAND. ADUPER HECHARCE SOOT LOCATED IN THE COMMAND ADUPER HECHARCE TO THE COMMAND ADUPER HECHARCE TO THE COMMAND ADUPER HECHARCE TO THE COMMAND ADUPER HE COMMAND ADUPER

8 Further subdivision of lats is prohibited five years following the filing of the plot.
9 The use of groundwater from a well in the subdivision to supply land outside the subdivision is profibited, except in supply land outside the subdivision is profibited, except in 10 the view subdivision will be served by determines to be temporary, only the Country of the Subdivision will be served by individually—owned groundwater wells. Water wells in this carea have demonstrated instructed, that water may or may not be readily awaitable at all time information on the available supply of groundwater and its causify is traviable and the causification of the country for the country of the country forms of the country forms of the country forms.



₫ Subdivision Resubdivision Mesa Hidden





3DS, Inc.
Land Surveyors
GP.S. Services
Subdetisions a Topographic
struction Commercial Polundar
10703 SIERRA OAKS
AUSTIN, TX 78759
PH. (512) 919–4140





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

Meeting Date: July 9, 2013

Prepared By/Phone Number: Andrea Shields, Corporations

Manager/854-9116

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action to approve an invoice for external audit services for Fiscal Year 2012 from Atchley & Associates, LLP.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106



March 21, 2013

Travis County, Re: 10302.Corporation Attn: Andrea Shields 700 Lavaca, Suite 1560 Austin, TX 78701

Re: Time/Expense for the period ending March 15, 2013

Client#

10302.Corp

In Reference To: Final billing for professional services rendered in connection with audit of the following corporations which are included in the Travis County audit as of and for the year ended September 30, 2012, based on the related contract allowing 20% billing of total fees within 30 days after release of reports.

Capital Health Facilities Development Corporation,
Travis County Housing Finance Corporation
Travis County Health Facilities Development Corporation
Travis County Cultural Education Facilities Finance Corporation,
Capital Industrial Development Corporation, and
Travis County Development Authority.

Invoice # 61133

				Amount
For professional s	services rendered			\$1,384.00
Previous balance				\$5,536.00
3/7/2013 Payment - Thank \	ou. Check No. 1263 ou. Check No. 1148	1721		(\$651.53) (\$709.39) (\$6.54) (\$16.54)
Total payments ar	nd adjustments			(\$1,384.00)
Balance due				\$5,536.00
Current	30 Days	60 Days	90 Days	120 Days
1,384.00	4,152.00	0.00	0.00	0.00
				On Sp

Fee Breakdown by Corporation							
Travis County Housing Finance Corp.	Travis County Health Facilities Dev. Corp.	Capital Industrial Development Corp.	TC Cultural Ed. Fac. Finance Corp.	Total Fee			
\$622.80	\$484.40	\$69.20	\$207.60	\$1,384.00			



Travis County Commissioners Court Agenda Request <u>Travis County Housing Finance Corporation</u>

Meeting Date: July 9, 2013

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE:

Consider and take appropriate action to approve a registration fee of \$240.00 for the Corporations' Manager to attend Public Funds Investment Act training in Plano, Texas September 12-13, 2013.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106

• September 23

-24

(#CollegeStation)

Lunch: Will be provided

Co-Sponsor: Texas Higher Education Coordinating Board

Prerequisites: None

Register for Austin (http://pacs.unt.edu/cpm/content/registration-form) top of page

(http://www.pacs.unt.edu/cpm/node/31/)

College Station

When: September 23-24, 2013 (Monday-Tuesday), 9:00 a.m. - 3:00 p.m.

Where: Carters Creek Waste Water Treatment Plant, 2200 N. Forest Pkwy, College

Station, Texas 77845

Registration Deadline: September 9, 2013

Registration Fee: Both days (10 hours) \$240; One day (5 hours) \$120

Lunch: On your own

Co-Sponsor: City of College Station

Prerequisites: None

Register for College Station (http://pacs.unt.edu/cpm/content/registration-form) top of

page (http://www.pacs.unt.edu/cpm/node/31/)

Lubbock

When: July 18-19, 2013 (Thursday-Friday), 9:00 a.m. - 3:00 p.m.

Where: Mahon Library Community Room, 1306 9th St., Lubbock, Texas 79401

Registration Deadline: July 3, 2013

Registration Fee: Both days (10 hours) \$240; One day (5 hours) \$120

Lunch: On your own

Co-Sponsor: City of Lubbock

Prerequisites: None

Register for Lubbock (http://pacs.unt.edu/cpm/content/registration-form) top of page
(http://www.pacs.unt.edu/cpm/node/31/)

Plano

When: September 12-13, 2013 (Thursday-Friday), 9:00 a.m. - 3:00 p.m.

Where: Plano City Hall, First Floor, 1520 Avenue K, Plano, Texas 75074-6232

Registration Deadline: August 29, 2013

Registration Fee: Both days (10 hours) \$240; One day (5 hours) \$120

Lunch: On your own

Co-Sponsor: City of Plano

Prerequisites: None

Register for Plano (http://pacs.unt.edu/cpm/content/registration-form) top of page (http://www.pacs.unt.edu/cpm/node/31/)

San Antonio

When: August 1-2, 2013 (Thursday-Friday), 9:00 a.m. - 3:00 p.m.

Where: Alamo Area Council of Governments, Al J. Notzon II Board Room, 8700 Tesoro

Dr., Ste 100, San Antonio, Texas 78217

Registration Deadline: July 18, 2013

Registration Fee: Both days (10 hours) \$270; One day (5 hours) \$135

Lunch: Will be provided

Co-Sponsor: Alamo Area Council of Governments

Prerequisites: None

Register for San Antonio (http://pacs.unt.edu/cpm/content/registration-form) top of page (http://www.pacs.unt.edu/cpm/node/31/)

Wichita Falls

When: August 21-22, 2013 (Wednesday-Thursday), 9:00 a.m. - 3:00 p.m.

Where: Galaxy Center #2 North, 4309 Jacksboro Hwy., Ste. 200, Wichita Falls, Texas

76307

Registration Deadline: August 7, 2013

Registration Fee: Both days (10 hours) \$240; One day (5 hours) \$120

Lunch: On your own

Co-Sponsor: Nortex Regional Planning Commission

Prerequisites: None

Register for Wichita Falls (http://pacs.unt.edu/cpm/content/registration-form) top of

page (http://www.pacs.unt.edu/cpm/node/31/)



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

Meeting Date: July 9, 2013

Prepared By/Phone Number: Andrea Shields, Corporations

Manager/854-9116

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action to approve an invoice for external audit services for Fiscal Year 2012 from Atchley & Associates, LLP.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106



March 21, 2013

Travis County, Re: 10302.Corporation Attn: Andrea Shields 700 Lavaca, Suite 1560 Austin, TX 78701

Re: Time/Expense for the period ending March 15, 2013

Client#

10302.Corp

In Reference To: Final billing for professional services rendered in connection with audit of the following corporations which are included in the Travis County audit as of and for the year ended September 30, 2012, based on the related contract allowing 20% billing of total fees within 30 days after release of reports.

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Travis County Housing Finance Corporation
Travis County Health Facilities Development Corporation
Travis County Cultural Education Facilities Finance Corporation,
Capital Industrial Development Corporation, and
Travis County Development Authority.

Invoice # 61133

				Amount
For professional s	services rendered			\$1,384.00
Previous balance				\$5,536.00
3/7/2013 Payment - Thank \	ou. Check No. 1263 ou. Check No. 1148	1721		(\$651.53) (\$709.39) (\$6.54) (\$16.54)
Total payments ar	nd adjustments			(\$1,384.00)
Balance due				\$5,536.00
Current	30 Days	60 Days	90 Days	120 Days
1,384.00	4,152.00	0.00	0.00	0.00
				On Sp

Fee Breakdown by Corporation							
Travis County Housing Finance Corp.	Travis County Health Facilities Dev. Corp.	Capital Industrial Development Corp.	TC Cultural Ed. Fac. Finance Corp.	Total Fee			
\$622.80	\$484.40	\$69.20	\$207.60	\$1,384.00			

HFDC Item 2



Travis County Commissioners Court Agenda Request Travis County Health Facilities Development Corporation

Meeting Date: July 9, 2013

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE:

Consider and take appropriate action to approve an invoice totaling \$240.00 for group exercise classes provided by the Wellness Program.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106



Human Resources Management Department

13 JUL -2 AM 11: 25

700 Lavaca Street Ste. 420

P.O. Box 1748

Austin, Texas 78767

TRAVIS COUNT \$54-9165 / FAX (512) 854-6677
PLANNING & BUDGET OFFICE

July 1, 2013

TO:

Andrea Shields, Corporations Administrator

FROM:

John Rabb, HR Manager II

SUBJECT:

Wellness Program Expense

Please prepare an agenda item to approve payment for the onsite Group Exercise trainer. This is for 4 days, 8 sessions Boot Camp program put in place for our employees to get active and stay fit.

Per the attached invoice, I am requesting a check to be issued as follow:

Elizabeth Sherman \$ 240.00 (8 sessions @\$30)

Please let me know if you need additional information.



INVOICE

Total Health by Elizabeth

7744 Yaupon Drive

Austin, Texas 78759

512.789.0094

eliz@elizabethsherman.com

TO

Iman Hammoudeh

Travis County Wellness Clinic

1010 Lavaca, Suite 215 Austin, Texas 78701

INVOICE NO.

DATE June 28, 2013

CUSTOMER ID Travis County Health Clinic

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Due	e upon receipt	July 28, 2013

QUANTITY	DESCRIPTION	UNIT PRI	CE	LINET	OTAL
1.00	6/4/2013 12:00 - 12:30; bootcamp	\$	30.00	\$	30.00
1.00	6/4/2013 12:40 - 1:10; bootcamp		30.00		30.00
1.00	6/7/2013 12:00 - 12:30; bootcamp		30.00		30.00
1.00	6/7/2013 12:40 - 1:10; bootcamp		30.00		30.00
1.00	6/25/2013 12:00 - 12:30; bootcamp		30.00		30.00
1.00	6/25/2013 12:40 - 1:10; bootcamp		30.00		30.00
1.00	6/28/2013 12:00 - 12:30; bootcamp		30.00		30.00
1.00	6/28/2013 12:40 - 1:10; bootcamp		30.00		30.00
		50.11-27.48-30.48-3			
			A COLUMN TO A COLU		
11/11/11/11/11					
	The Control of the Co				
		SUBT	OTAL	\$	240.00

SALES TAX

TOTAL \$

240.00

Make all checks payable to Elizabeth Sherman THANK YOU FOR YOUR BUSINESS!



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

Meeting Date: July 9, 2013

Prepared By/Phone Number: Andrea Shields, Corporations

Manager/854-9116

Elected/Appointed Official/Dept. Head: Leslie Browder, County

Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action to approve an invoice for external audit services for Fiscal Year 2012 from Atchley & Associates, LLP.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106



March 21, 2013

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Re: Time/Expense for the period ending March 15, 2013

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