



Travis County Commissioners Court Agenda Request

Meeting Date: August 13, 2013

Prepared By/Phone Number: Michelle Brinkman (854-9581)

Elected/Appointed Official/Dept. Head: Amalia Rodriguez-Mendoza

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING TRAVIS COUNTY DISTRICT CLERK'S PROPOSED RECORDS MANAGEMENT PLAN FOR FISCAL YEAR 2014:

- A. SETTING THE PUBLIC HEARING ON SEPTEMBER 10, 2013 FOR THE DISTRICT CLERK TO RECEIVE COMMENTS REGARDING THE FISCAL YEAR 2014 TRAVIS COUNTY DISTRICT CLERK'S RECORDS MANAGEMENT PLAN; AND
- B. PUBLISH THE APPROPRIATE NOTICE AS REQUIRED BY SECTION 51.305 OF THE TEXAS GOVERNMENT CODE.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The District Court Records Archive Fee and District Court Records Technology Fund are authorized in Texas Government Code 51.305(b) and 51.305(c), respectively. Section 51.305(d) requires the authorized fee to be used for "the preservation and restoration services of the district court records archive." This section states, "The district clerk shall prepare an annual written plan for funding the preservation and restoration of the district court's records archive. The district clerk is to prepare an annual written plan for use of this fund. The Commissioners Court is required to hold a public hearing on this plan and to publish notice of such hearing in a newspaper no later than 15 days prior to the hearing. Noticed will be published on August 23rd for a September 10th hearing date.

STAFF RECOMMENDATIONS:

To approve setting the public hearing and publication notice.

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

REQUIRED AUTHORIZATIONS:

Amalia Rodriguez-Mendoza
District Clerk, Travis County
Travis County Courthouse Complex
P.O. Box 1748
Austin, Texas 78767



Attn: Sara Smith – Austin American Statesman

Re: Posting Ad for Friday, August 23rd

NOTICE OF PUBLIC HEARING On September 10th at 9:00 a.m., in the Travis County Commissioners Courtroom at 700 Lavaca Street Room 1.403, the Travis County Commissioners will receive public comment on the Travis County District Clerk's Court Records Archive Plan. This is the plan for Fiscal Year 2013/2014 for funding the preservation and restoration of the Travis County district court records archive. The funding comes from the district court records technology fund. To review a copy of the plan before the hearing, contact Michelle Brinkman of the Travis County District Clerk's Office at 512-854-9737.

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(512) 854-9737
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(512) 854-9457
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