



Travis County Commissioners Court Agenda Request

Meeting Date: March 25, 2014

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

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

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

Sponsoring Court Members: Commissioner Todd, Precinct Two

Handwritten signatures:
 JFB
 Roger El Khoury
 Leslie Browder
 Todd

AGENDA LANGUAGE:

Consider and take appropriate action on whether to issue a call for recommendations to name the new Travis County District Attorney Office building located at 416 W. 11th Street.

BACKGROUND/SUMMARY OF REQUEST:

The Facilities Management Department has received a request regarding formally naming the new District Attorney Office Building that will be built at 416 W. 11th Street. Per Section 1.020 (b)(1) of the Travis County Policies, Procedures and Regulations Manual, at any time a Travis County facility is to be named, the Commissioners Court will issue a call for recommendations, provide notice of the opportunity to submit recommendations, and schedule the matter for public discussion and considerations by the Commissioners Court.

STAFF RECOMMENDATIONS:

The Facilities Management Department recommends that the Commissioners Court discuss and provide direction on whether to issue a call for recommendations and deadline for submittals to name the new Travis County District Attorney Office building located at 416 W. 11th Street.

ISSUES AND OPPORTUNITIES:

The project is currently under design with construction estimated to begin in August 2014. Substantial completion is projected to occur in February 2016 with the building being fully occupied in May 2016.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

1. Policy for Naming New Travis County Facilities

REQUIRED AUTHORIZATIONS:

John Hille, County Attorney's Office

POLICY FOR NAMING TRAVIS COUNTY FACILITIES

§ 1.020 Policy for Naming New Travis County Facilities

(a) Purpose: To develop written guidelines for naming Travis County Facilities in open and more efficient manner.

(b) Procedure

(1) At any time a Travis County facility is to be named, the Commissioners Court will issue a call for recommendations, provide notice as to the opportunity, and schedule the matter for public discussion and consideration by the Commissioners court.

(2) Recommendation by a Private Citizen and/or Group. Any private citizen and/or group may make a recommendation to the Travis County Commissioners Court regarding the naming of a County facility by presenting that recommendation in writing to any member of the Commissioners Court and/or presenting that recommendation in the Commissioners Court meeting set for public discussion of the matter.

(3) If the recommendation is to name the facility after an individual, the following criteria must be met:

(A) The individual must have made a significant contribution to Travis County.

(B) The private citizen and/or group making the recommendation must provide a written biographical sketch of the individual, whether living or deceased, to the Commissioners Court when making the recommendation.

(4) After the public hearing, the Commissioners Court will submit all recommendations to the Travis County Historical Commission, or any other group designated by the Commissioner Court, for review and comment.

(5) Within the time set by the Commissioners Court, the Travis County Historical Commission (or any reviewing group), will provide the Court with its comments on names which were considered.

(6) Upon receipt of the comments and recommendations made by the reviewing body, the Commissioners Court will consider all recommendations using the above criteria, and any other factors that the Commissioners Court deems appropriate, and make a final determination.

(7) Once a final decision has been made, the Commissioners Court:

(A) If the person for whom the facility will be named is living, the Commissioners Court must obtain the permission of that person prior to naming the facility.

(B) If the person for whom the facility will be named is deceased, the Commissioners Court should contact immediate family members when feasible.

(c) Final Decision. A decision by the Commissioners Court to name or not name a facility will be final, and the sole discretion in this matter remains with the Commissioners Court. The fact that the criteria listed in Section 1.020.(b)(3) have been met does not obligate the Commissioners Court to name a County facility after the individual recommended.

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VS 02-13-96
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STATE OF TEXAS

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COUNTY OF TRAVIS

IN THE COMMISSIONERS COURT
IN AND FOR TRAVIS COUNTY, TEXAS

ORDER AMENDING THE TRAVIS COUNTY POLICIES,
PROCEDURES, AND REGULATIONS MANUAL

IT IS HEREBY ORDERED THAT THE Travis County Policies, Procedures and Regulations Manual be amended by adding Section 1.020 in substantially the form and content contained in Attachment A.

This amendment shall be effective immediately upon adoption of this Order.



Hon. Bill Aleshire
Travis County Judge



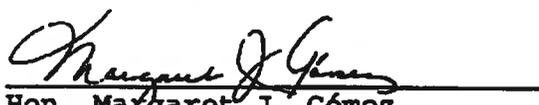
Hon. Samuel T. Biscoe
Commissioner, Pct. 1



Hon. Karen Sonleitner
Commissioner, Pct. 2



Hon. Valarie Bristol
Commissioner, Pct. 3



Hon. Margaret J. Gomez
Commissioner, Pct. 4

Date: _____

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DANA DEBEAUVY, JR.
COUNTY CLERK
TRAVIS COUNTY, TEXAS

FILED