



TEXAS GENERAL LAND OFFICE  
GEORGE P. BUSH, COMMISSIONER

February 5, 2018

The Honorable Sarah Eckhardt  
County Judge  
Travis County  
P.O. Box 1748  
Austin, TX 78767

Re: Travis County's Method of Distribution, Amendment No. 1 – 2015 Floods and Storms CDBG-DR Funds

Dear Judge Eckhardt:

The Texas General Land Office Community Development and Revitalization division (GLO-CDR) has completed its review of all materials submitted to date in support of Travis County's (the County) Method of Distribution (MOD) Amendment No. 1 for the 2015 Floods and Storms Community Development Block Grant – Disaster Recovery (CDBG-DR) funds. We are happy to inform you that the MOD amendment has been approved.

GLO-CDR approves the County's formula-based allocation of non-housing and housing funds to the identified entities. The terms of the approval are as noted below:

1. Acceptance of the MOD Amendment no. 1 does not indicate the eligibility or approval of funding for any proposed projects.
2. The County's allocation must meet the requirement that 70 percent of the funds benefit low- to moderate-income persons. Projects that do not meet HUD's national objective for benefitting low- to moderate-income persons may not be approved until the County's allocation requirement is met.

If you have any questions, please feel free to contact me at (512) 475-5081, or Alexandra Gamble, Manager, at [alexandra.gamble@glo.texas.gov](mailto:alexandra.gamble@glo.texas.gov) or (512) 475-5021.

Sincerely,

Martin Rivera, Deputy Director  
Community Development and Revitalization

cc: Christy Copeland Moffet, Travis County CDBG Planning Manager



## County Method of Distribution for 2015 Floods CDBG-Disaster Recovery Allocation

### Summary Information

#### Contact Information

County: **Travis County**

Principal Contact Name, Title: **Sarah Eckhardt, County Judge**

Principal Contact Telephone: **512-854-9555**

Principal Contact Email: **Sarah.eckhardt@traviscountytexas.gov**

Principal Contact Address: **P.O. Box 1748**

City, State, Zip: **Austin, TX, 78767**

#### Allocation Summary

County Allocation for All Activities: **\$8,664,235**

Housing Activities Total: **\$2,766,155**

Infrastructure Activities Total: **\$5,878,080**

### Citizen Participation

Below is a description addressing how the County complied with the Citizen Participation Plan regarding citizen and non-governmental organization outreach, and any efforts exceeding GLO minimum public participation requirements:

The opportunity to participate was posted to the Travis County and City of Austin websites, on signs posted throughout some of the affected communities, postings at the Travis County Community Centers and City of Austin Neighborhood Centers, advertisements in newspapers of general circulation (English and Spanish), and through a variety of list serves and distribution to partner organizations.

Information on community needs related to long term recovery from the 2015 floods was gathered through a variety of mechanisms. The public and service providers had the opportunity to provide input on ongoing needs by attending a community meeting or completing a survey. In addition, the public and agencies could provide comments on the proposed Method of Distribution for the funds by attending a public hearing, and/or submitting comments during the public comment period.

A community meeting was held on October 11, 2016 at the Dove Springs Rec Center in Austin. All meeting materials were in English and Spanish and Spanish translators were available throughout the meeting. Participants were asked for input regarding ongoing community needs related to long term recovery from the 2015 floods. A total of 55 people attended the community meeting (52 residents and 3 representatives of agencies.)

The public comment period occurred between 10/20/16-11/2/16 and a public hearing was held on 10/25/16. For more information about Citizen Participation, please refer to the Public Participation Appendix.

In October 2017, the Texas General Land Office notified Travis County that additional funds, in the amount of \$3,113,119, were available. The Method of Distribution, approved in November 2016, needs to be amended making the total funds available for the Method of Distribution \$8,644,235.

The public comment period for the amended will occur between 11/27/17-12/11/17. The notice to comment was posted to the Travis County websites, through the Next Door, postings at the Travis County Community Centers, advertisements in newspapers of general circulation (English and Spanish), and through a variety of list serves and distribution to partner organizations. The public and agencies could provide comments on the proposed amendment to the Method of Distribution for the increased funds by submitting comments during the public comment period.

**First Public Hearing Information**

Date/Time: 10/25/16 9:00 am Location: Travis County Commissioner Courtroom, 700 Lavaca, Austin, TX, 78701

Attendance: 4 people

*Personal Notice.* As required, personal notice was sent to eligible entities at least five days in advance of the public hearing using the following method(s) (at least one must be selected):

	Method	Date Sent	Documentation
<input checked="" type="checkbox"/>	Electronic Mail	10/4/2016	Sent email
<input type="checkbox"/>	Fax		
<input type="checkbox"/>	Hand Delivery		
<input type="checkbox"/>	Certified Mail		

*Internet Notice.* As required, public notice was distributed on the Internet at least five days in advance using the following method:

	Method	Date Published	Documentation
<input checked="" type="checkbox"/>	County Website	9/30/2016	Email from Web Team

*Published Notice.* As required, notice of the public hearing was published in at least one regional newspaper at least three days in advance. Notice of public hearing was published in the following regional newspaper(s):

	Newspaper Name	Date Published	Documentation
<input checked="" type="checkbox"/>	<b>Austin American Statesman</b>	10/03/2016 11/21/2017	Affidavit Affidavit
<input checked="" type="checkbox"/>	<b>Ahora Si</b>	10/06/2016 11/30/2017	Affidavit Affidavit

**Citizen Comment Documentation**

<input checked="" type="checkbox"/>	The required copy of a sign-in sheet from the public hearing is attached.
<input checked="" type="checkbox"/>	A summary of the citizen comments and meeting discussion is attached.

Describe any efforts to notify and accommodate those with modified communication needs, such as posting information and providing interpretive services for other languages.

The public hearing document and a summary of the MOD was provided in Spanish. No one called requesting any accommodations, however, the County had Spanish speaking staff available at the public hearing. Two Spanish speaking residents came to the public hearing.

## Long-Term Planning and Recovery

Below is an explanation of how the region’s method of distribution fosters long-term community recovery that is forward-looking and focused on permanent restoration of infrastructure, housing and the local economy.

On average flooding causes more property damage in Travis County than any other weather related event. Over the last several years, certain areas of Travis County and the City of Austin have been affected by multiple flood events. In order to effectively distribute the funds to areas that were most impacted by the flooding events, and thereby support long term recovery, the Method of Distribution factors were designed using data that documented flood damage. The flood damage factor was more heavily weighted than the factor that documented Low/Moderate income population, because it was directly tied to areas most affected by the floods.

In addition to considering damage assessments as the main factor in the Method of Distribution, the City of Austin and Travis County have ongoing studies and/or investments to identify mitigation for future floods. Further, residents and service providers were asked to identify their priority needs for long term recovery to assist local jurisdictions in decision making around projects. Please review the Appendices “Long Term Planning and Recovery” and “Public Participation” for more detailed information.

## Non-Housing Method of Distribution Detail

The County is required to prepare a method of distribution for non-housing activity funds between the eligible entities. The GLO has directed the County to use a direct allocation technique based on objective, verifiable data. The Method of Distribution will identify how it meets benefiting 70% low-to-moderate persons requirement, the entities eligible to serve as grantees and contract with the GLO, supports minimum allocation amounts that help ensure project feasibility, and provides an explanation of the distribution factors selected.

### Distribution Factors

The County has selected the following distribution factors:

Distribution Factor*	Weight	Documentation Source	Explanation of Factor Selection and Weighting
Non-Housing Damage Assessment	70	GLO Report DR 4223 and DR 4245 as of 7.22.16	The total projected value of project applications submitted to FEMA for flood damage assistance. The amounts are a proxy indicator of non housing damage by jurisdiction. This factor was weighted more heavily because it is tied directly to the areas most impacted by the two floods.
Number of Low/Moderate Income Individuals	30	FY2016 LMISD Data, 2006-2010 American Community Survey	The number of individuals within each jurisdiction who are low to moderate income as defined by the

			US Department of Housing and Urban Development. This factor was included because the funds are intended to benefit low to moderate income individuals. It was weighted less heavily than the damage assessment factor because the data was for the entire jurisdiction and is not directly tied to areas affected by the flood.
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\*Add more rows if needed

All allocations must meet or exceed a floor of \$100,000 to help ensure sufficient funds for at least one eligible project.

### Eligible Activities

Grantee activities must be specifically related to 2015 disaster(s), and must meet the following criteria:

- Activity must be a CDBG-eligible project;
- Activity must be in response to a 2015 disaster(s) related impact in one of the following ways:
  - Direct verifiable damage from the disaster(s) that requires improvement of conditions, or
  - The facilities must have failed to function in the normal capacity as a result of the disaster(s).
- The County has added a stipulation that projects must meet a regionally-established recovery priority.

The County has addressed prioritization of eligible activities as follows:

<input checked="" type="checkbox"/>	The County has chosen not to limit Grantees in the region to projects meeting regional priority activities.		
	The MOD recommends prioritization of projects that benefit low/moderate income areas over urgent need projects. The County will administer funds in any area outside the boundaries of the City of Austin, but within Travis County.		
-OR-			
<input type="checkbox"/>	The County has limited Grantees in the region to selecting projects meeting the following regional priority activities:		
<input type="checkbox"/>	Water Facilities	<input type="checkbox"/>	Specially Authorized Public Facilities & Improvements
<input type="checkbox"/>	Sewer Facilities	<input type="checkbox"/>	Public Services
<input type="checkbox"/>	Other Public Utilities (gas, et al)	<input type="checkbox"/>	Clearance & Demolition Activities
<input type="checkbox"/>	Street Improvements	<input type="checkbox"/>	Code Enforcement
<input type="checkbox"/>	Flood and Drainage Improvements	<input type="checkbox"/>	Specially Authorized Assistance to Private Utilities
<input type="checkbox"/>	Debris Removal	<input type="checkbox"/>	Economic Development
<input type="checkbox"/>	Community Centers & Emergency Shelters (Existing)	<input type="checkbox"/>	Planning and Urban Environmental Design
<input type="checkbox"/>	Senior Centers	<input type="checkbox"/>	Fire Protection Facilities and Equipment
<input type="checkbox"/>	Parks, Playgrounds and other Recreational Facilities		

### Housing Method of Distribution Detail

The County is required to prepare a method of distribution for housing activity funds between the eligible entities. The GLO has directed the County to use a direct allocation technique based on objective, verifiable data, including Needs Assessment data provided by the GLO. The Method of Distribution will identify how it meets benefiting 70% low-to-moderate persons requirement, the entities eligible to serve as grantees and contract with the GLO, supports minimum allocation amounts that help ensure project feasibility, and provides an explanation of the distribution factors selected.

## Distribution Factors

The County has selected the following distribution factors:

Distribution Factor*	Weight	Documentation Source	Explanation of Factor Selection and Weighting
FEMA Verified Loss	70	FIDA 24549_4223_4245_Unmet Needs_IHP Unmet Needs as of 10.5.16	The total value of Fema Verified Loss by jurisdiction based on aggregation by address using ArcGIS. This factor was weighted more heavily because it is tied directly to the areas most impacted by the two floods.
Number of Low/Moderate Income Individuals	30	FY2016 LMISD Data, 2006-2010 American Community Survey	The number of individuals within each jurisdiction who are low to moderate income as defined by the US Department of Housing and Urban Development. This factor was included because the funds are intended to benefit low to moderate income individuals. It was weighted less heavily than the damage assessment factor because the data was for the entire jurisdiction and is not directly tied to areas affected by the flood.

\*Add more rows if needed

All allocations must meet or exceed a floor of \$500,000 to help ensure sufficient funds for at least one feasible housing program.

### Eligible Activities

Grantee activities must be specifically related to 2015 disaster(s), and must meet the following criteria:

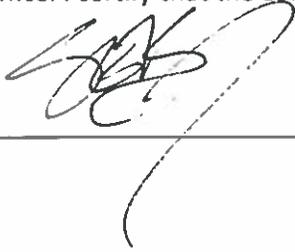
- Activity must be a CDBG-eligible project;
- Activity must be in response to a 2015 disaster(s) related impact in one of the following ways:
  - Direct verifiable damage from the disaster(s) that requires improvement of conditions, or
  - The housing replaces units lost or damaged by the disaster(s).

The County has addressed prioritization of eligible activities as follows:

<input checked="" type="checkbox"/>	The County has chosen not to limit Grantees in the county to projects meeting regional priority activities. See additional prioritization criteria below:		
	The MOD recommends prioritization of projects that benefit low/moderate income areas over urgent need projects. The County will administer funds in any area outside the boundaries of the City of Austin, but within Travis County.		
-OR-			
<input type="checkbox"/>	The County has limited Grantees in the region to selecting projects meeting the following regional priority activities:		
<input type="checkbox"/>	Single-family repair and rehabilitation	<input type="checkbox"/>	Multi-family repair and rehabilitation
<input type="checkbox"/>	Single-family replacement	<input type="checkbox"/>	Multi-family replacement
<input type="checkbox"/>	Single-family elevation of homes in flood plains	<input type="checkbox"/>	New Multi-family to replace multi-family stock
<input type="checkbox"/>	Single family relocation from flood plains or identified environmental hazards	<input type="checkbox"/>	Buyouts

## Approval and Signatory Authority

A Resolution of the County is attached approving the method of distribution and authorizing its submittal to the Texas General Land Office. I certify that the contents of this document and all related attachments are complete and accurate.



Signature

12/19/2017

Date

Sarah Eckhardt

Printed Name

County Judge

Title

Sarah.eckhardt@traviscountytexas.gov

Email Address

512-854-9555

Telephone Number

City, County or Eligible Entity	First Distribution Factor: Non-Housing Damage Assessment				Second Distribution Factor: Number of Low/Mod Individuals				Entity Weighted Factor Total (EWFtot)	Weighted Factor Total (WFtot)	Proportional Weighted Factor (PWF) EWFtot/WFtot	Non-Housing Allocation for Formulaic Distribution (NHA)	Proportional Distribution PWF x NHA
	Maximum Factor Measure:		7551301		Maximum Factor		367515						
	Factor Weight:		70		Factor Weight:		30						
	Factor Measure (FM)	Factor Measure Maximum (FMmax)	Weight (W)	Weighted Factor Wx(FM/FMmax)	Factor Measure (FM)	Factor Measure Maximum (FMmax)	Weight (W)	Weighted Factor Wx(FM/FMmax)					
Travis County	\$1,385,598	7551301	70	12.84439066	99120	367515	30	8.0910983	20.93548898	120.935489	0.173112865	\$5,878,080.00	\$1,017,571.27
City of Austin	\$7,551,301	7551301	70	70	367515	367515	30	30	100	120.935489	0.826887135	\$5,878,080.00	\$4,860,508.73
									120.935489		1.00		\$5,878,080.00

City, County or Housing Authority	FEMA Verified Loss				Low/Mod Population				Entity Weighted Factor Total (EWFtot)	Weighted Factor Total (WFtot)	Proportional Weighted Factor (PWF) EWFtot/WFtot	Housing Allocation for Formulaic Distribution (HA)	Proportional Distribution PWF x HA	Meets required \$500,00 floor	Final Distribution	
	Maximum Factor Measure: \$5,120,425		Factor Weight: 70		Maximum Factor: 367515		Factor Weight: 30									
	Factor Measure (FM)	Factor Measure Maximum (FMmax)	Weight (W)	Weighted Factor Wx(FM/FMmax)	Factor Measure (FM)	Factor Measure Maximum (FMmax)	Weight (W)	Weighted Factor Wx(FM/FMmax)								
Unincorporated Travis County	\$5,120,425	\$5,120,425	70	70	99120	367515	30	8.0910983	78.091098	165.7392	0.471168538	\$2,766,155	\$1,303,325	Yes	\$1,366,574	
City of Austin	\$3,939,686	\$5,120,425	70	53.8584278	367515	367515	30	30	83.858428	165.7392	0.505966156	\$2,766,155	\$1,399,581	Yes	\$1,399,581	
Creedmoor	\$37,374	\$5,120,425	70	0.51093643	190	367515	30	0.0155096	0.526446	165.7392	0.003176352	\$2,766,155	\$8,786	No	\$0	
Lakeway	\$15,627	\$5,120,425	70	0.21363472	2235	367515	30	0.1824415	0.3960763	165.7392	0.002389756	\$2,766,155	\$6,610	No	\$0	
Manor	\$50,717	\$5,120,425	70	0.69333747	2260	367515	30	0.1844823	0.8778197	165.7392	0.005296392	\$2,766,155	\$14,651	No	\$0	
Mustang Ridge	\$16,470	\$5,120,425	70	0.22516203	550	367515	30	0.0448961	0.2700582	165.7392	0.001629416	\$2,766,155	\$4,507	No	\$0	
Pflugerville	\$18,925	\$5,120,425	70	0.25871303	13500	367515	30	1.1019958	1.3607089	165.7392	0.00820994	\$2,766,155	\$22,710	No	\$0	
Point Venture	\$11,038	\$5,120,425	70	0.15089983	230	367515	30	0.0187747	0.1696746	165.7392	0.001023744	\$2,766,155	\$2,832	No	\$0	
San Leanna	\$10,493	\$5,120,425	70	0.14344216	145	367515	30	0.0118363	0.1552784	165.7392	0.000936884	\$2,766,155	\$2,592	No	\$0	
West Lake Hills	\$877	\$5,120,425	70	0.01198377	265	367515	30	0.0216318	0.0336155	165.7392	0.000202822	\$2,766,155	\$561	No	\$0	
									165.7392		1.00		\$2,766,155	Total amount for jurisdictions not meeting \$500,000 floor	\$63,249*	\$2,766,155

\*This amount is reallocated to Travis County, and the County will serve clients residing anywhere outside the boundaries of the City of

County:

**Travis County**

<i>Required</i>	<b>Non-Housing</b>	<b>\$ 5,878,080</b>	<b>Housing</b>	<b>\$ 2,766,155</b>	<b>Total</b>	<b>\$ 8,644,235</b>	
<i>Required</i>	<i>Required</i>	<i>Required</i>	<i>Required</i>	<i>Required</i>	<i>Required</i>	<i>Required</i>	<i>Required</i>
<b>City, County or Public Housing Authority</b>	<b>Non-Housing</b>	<b>Percentage of County Non-Housing Allocation</b>	<b>Housing</b>	<b>Percentage of County Housing Allocation</b>	<b>Total Allocation</b>	<b>Percentage of Total Regional Allocation</b>	<b>70% Low-to-Moderate Income Benefit Requirement</b>
<b>Travis County</b>	\$1,017,571	<b>17.31%</b>	\$ 1,366,574	<b>49.40%</b>	\$2,384,145	27.58%	\$1,668,902
<b>City of Austin</b>	\$4,860,509	<b>82.69%</b>	\$ 1,399,580.81	<b>50.60%</b>	\$6,260,090	72.42%	\$4,382,063
	<b>\$5,878,080</b>	<b>100.00%</b>	<b>\$2,766,155</b>	<b>100.00%</b>	<b>\$8,644,235</b>	<b>100.00%</b>	<b>\$6,050,965</b>
	<b>Non-Housing Percentage of Total Allocation:</b>	<b>68.00%</b>	<b>32.00%</b>		<b>Low-to-Moderate Income Benefit Requirement</b>	<b>70%</b>	<b>\$6,050,965</b>



# Minutes for the Travis County Commissioners Court Tuesday, December 19, 2017 Voting Session

Minutes Prepared by the Travis County Clerk  
512-854-4722 • [www.traviscountytexas.gov](http://www.traviscountytexas.gov) • PO Box 149325, Austin, TX 78714-9325

## Call to Order

Meeting called to order on December 19, 2017, in the Travis County Administration Building, Commissioners Courtroom, 700 Lavaca Street, 1st Floor, Austin, TX, Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

Sarah Eckhardt	County Judge	Present
Jeffrey W. Travillion, Sr.	Precinct 1, Commissioner	Present
Brigid Shea	Precinct 2, Commissioner	Present
Gerald Daugherty	Precinct 3, Commissioner	Present
Margaret J. Gómez	Precinct 4, Commissioner	Present

## Public Communication

Members of the Court heard from:  
Carlos León, Travis County resident

## County Announcements

*Clerk's Note: The County Judge noted that this would be the last voting session of 2017, and wished everyone Happy Holidays.*

## Public Hearings

1. Receive comments regarding a request to authorize the filing of an instrument to vacate a 0.10 acre portion of Mountain Trail as dedicated by Comanche Trail No. 3 Resubdivision, a subdivision in Precinct Two. (Action Item 31) (Commissioner Shea)

*Items 1 and 2 are associated with one another and were called for concurrent discussion.*

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Brigid Shea, Commissioner  
**SECONDER:** Jeffrey Travillion Sr, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

Members of the Court heard from:  
Anna Bowlin, Division Director, Development Services and Long Range Planning,  
Transportation and Natural Resources (TNR)  
Jeff Witcliffe, Agent, Landowners Inc, representing Theron and Ellie Vaughan  
Theron Vaughan, applicant, Travis County Resident  
Pete Martinez, President, Comanche Trail No.3 Community Association

Jennifer Evans, Travis County Resident  
Teresa Calkins, Senior Engineer, TNR  
Nicole Corbell, Travis County Resident  
Carolyn Wellsford, Travis County Resident

**MOTION:** Close the Public Hearing, and bring back these items for action on January 9, 2018.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Brigid Shea, Commissioner  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

2. Receive comments regarding a request to authorize the filing of an instrument to abandon a portion of Mountain Trail and all of Indian Hill as dedicated by Comanche Trail No. 3 Resubdivision, a subdivision in Precinct Two. (Action Item 32) (Commissioner Shea)

*Items 1 and 2 are associated with one another and were called for concurrent discussion. Please refer to Item 1 for a summary of the action taken by the Court.*

3. Receive comments regarding a request to authorize the filing of an instrument to vacate two 25-foot-wide public utility easements located over and across portions of Lots 10 and 11 of Rockcliff Estates PUD, a subdivision in Precinct Two. (Action Item 33) (Commissioner Shea)

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Gerald Daugherty, Commissioner  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

Members of the Court heard from:

Anna Bowlin, Division Director, Development Services and Long Range Planning, TNR

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Brigid Shea, Commissioner  
**SECONDER:** Gerald Daugherty, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

### Consent Items

- C1. Receive bids from the County Purchasing Agent. (Commissioner Travillion)
- C2. Approve payment of claims by the County Treasurer. (Judge Eckhardt)
- C3. Authorize the County Treasurer to invest County funds. (Judge Eckhardt)

**MOTION:** Approve Consent Items C1-C3 and Agenda Items 7, 8, 10, 12, 13, 14, 15, 16, 17.a-b, 18.a-c, 19.a-b, 21, 23, 26, 27.a-b, 29, 30, 33, 34, 35, 36, 37.a-k, 38.a-c, 40, 42, 44, 45.a-b, 46, 47, 48, and A1.  
**RESULT:** **ADOPTED [UNANIMOUS]**  
**MOVER:** Gerald Daugherty, Commissioner  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

## Emergency Services

4. Consider and take appropriate action on an order concerning outdoor burning in the unincorporated areas of Travis County and an update on fireworks selling season. (Judge Eckhardt)

Members of the Court heard from:

Tony Callaway, Travis County Fire Marshal

**MOTION:** Approve an order prohibiting outdoor burning to begin December 26, 2017, and give the County Judge and the Fire Marshal authority to lift the ban if appropriate.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Jeffrey Travillion Sr, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

*Clerk's Note: The Fire Marshal noted that this year there are no restrictions on the sale of fireworks. Please check the Fire Marshal's website at <https://www.traviscountytx.gov/fire-marshal> for information before lighting fireworks.*

5. Receive reports regarding the Interlocal Agreement (ILA) with the City of Austin related to Emergency Medical Services (EMS):
  - a. Receive progress report on the development of the FY19 EMS ILA with the City of Austin
  - b. Receive report on the performance of the FY18 EMS ILA with the City of Austin for the months of October and November 2017 (Judge Eckhardt)

Members of the Court heard from:

Josh Davies, County Executive, Emergency Services  
Ray Arellano, Assistant City Manager, City of Austin  
Ernesto Rodriguez, Chief, Austin-Travis County EMS  
Dr. Mark Escott, Medical Director, Austin-Travis County EMS

**RESULT:** **DISCUSSED**

6. Consider and take appropriate action regarding electronic billing claims made by the third-party billing service used by STAR Flight for EMS patient transports. (Judge Eckhardt)

Members of the Court heard from:

Casey Ping, Program Director, STAR Flight  
Josh Davies, County Executive, Emergency Services  
Melissa Velasquez, Policy Advisor, Commissioner Precinct 2 Office

**MOTION:** Approve Item 6.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Gerald Daugherty, Commissioner  
**SECONDER:** Sarah Eckhardt, County Judge  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

7. Consider and take appropriate action regarding the revision of Travis County Emergency Operations Plan Annex G: Law Enforcement. (Judge Eckhardt)

**RESULT:** **ADDED TO CONSENT**

8. Consider and take appropriate action on the reappointment of Charles Alexander to the Emergency Services District (ESD) No. 4 Board of Commissioners, for a term effective January 1, 2017, and ending December 31, 2019. (Commissioner Shea)

**RESULT:           ADDED TO CONSENT**

### **Justice Planning**

9. Consider and take appropriate action on request from Counseling & Education Services (CES) to authorize a new four-hour marijuana class and related fees. (Commissioner Gómez)

Members of the Court heard from:

Roger Jefferies, County Executive, Justice and Public Safety (JPS)  
Caryl Coburn, Director, Counseling and Education Services (CES)  
David Escamilla, County Attorney

**MOTION:**           Approve Item 9.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Gerald Daugherty, Commissioner  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**           Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

10. Consider and take appropriate action regarding the agreement between the Travis County Sheriff's Office (TCSO) and the Capital Area Emergency Communications District (CAECD) for the delivery of 9-1-1 service. (Commissioner Daugherty)

**RESULT:           ADDED TO CONSENT**

11. Consider and take appropriate action on the following items:

- a. Approve an order amending Travis County Code Chapter 78, Towing, replacing the language in § 78.001 and § 78.002
- b. Approve an order setting fees to be charged by towing companies called by TCSO for non-consent towing (Commissioner Daugherty)

Members of the Court heard from:

Greg Moore, Vehicle Impound, Special Operations Division, Law Enforcement, Travis County Sheriff's Office (TCSO)  
James Kokel, Owner Lone Star Towing  
Ted Ramsey, Sergeant, TCSO  
Bryce Miller, Lieutenant, Law Enforcement, TCSO

**MOTION:**           Approve Items 11.a-b.  
**RESULT:**           **APPROVED [3 TO 0]**  
**MOVER:**           Gerald Daugherty, Commissioner  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**           Sarah Eckhardt, Jeffrey Travillion Sr, Gerald Daugherty  
**ABSTAIN:**       Brigid Shea  
**ABSENT:**          Margaret J. Gómez

12. Consider and take appropriate action on request from TCSO to accept a donation of \$5,000 from the National Insurance Crime Bureau (NICB) for use in auto-theft prevention. (Judge Eckhardt)

**RESULT:           ADDED TO CONSENT**

13. Consider and take appropriate action on request from TCSO to accept a donation of \$14,000 from Parsley Energy for the purchase of law enforcement equipment. (Judge Eckhardt)

**RESULT:           ADDED TO CONSENT**

#### **Health and Human Services**

14. Approve Modification No. 22 to Contract No. 4400000372 with Austin Travis County Integral Care and the City of Austin for substance abuse treatment services. (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

15. Approve Modification No. 5 to the Animal Services Interlocal Agreement, Contract No. 4400001725, with the City of Austin, Animal Services Office, for animal services for the remainder of FY18 (January–September 2018). (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

16. Approve Modification No. 5 to the Public Health Interlocal Agreement, Contract No. 4400001726, with the City of Austin, Austin Public Health Department, for public health services for the remainder of FY18 (January–September 2018). (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

17. Consider and take appropriate action regarding the final draft of the Program Year 2016 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) provided by the U.S. Department of Housing and Urban Development (HUD), including:
  - a. Accept all comments, responses, and final edits
  - b. Approve submission to the HUD Region 6 San Antonio Field Office (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

18. Consider and take appropriate action on the Citizen Participation Plan related to the CDBG funded through HUD, including:
  - a. Approve the Draft Amended Citizen Participation Plan for public comment
  - b. Approve a public comment period from December 20, 2017, to January 4, 2018
  - c. Approve acceptance of the Draft Amended Citizen Participation Plan as the Final Amended Citizen Participation Plan in the event that no public comments are received during the public comment period (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

19. Consider and take appropriate action regarding the amendment to the method of distribution for the CDBG Disaster Recovery funds from the Texas General Land Office in response to the May and October 2015 floods, including:

- a. Approve final amendment documents
- b. Authorize submission to the Texas General Land Office (Commissioners Shea & Gómez)

**RESULT:           ADDED TO CONSENT**

### **Planning and Budget**

20. Consider and take appropriate action on budget amendments, transfers, and discussion items. (Commissioner Gómez)

Members of the Court heard from:

Shane Poole, Major, Administration and Support Bureau, TCSO  
Alan Miller, Assistant Budget Director, Planning and Budget Office (PBO)  
Travis Gatlin, Budget Director, PBO  
Gregg Cox, Director of Operations, Travis County District Attorney's Office

**MOTION:**           Approve Item 20, excluding Amendment A2.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Gerald Daugherty, Commissioner  
**SECONDER:**       Brigid Shea, Commissioner  
**AYES:**           Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

*Judge Eckhardt announced that Item 20, Amendment A1 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.*

**MOTION:**           Approve item 20, Amendment A1.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Gerald Daugherty, Commissioner  
**SECONDER:**       Brigid Shea, Commissioner  
**AYES:**           Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

21. Consider and take appropriate action on contract amendment with the Texas Department of Housing and Community Affairs for the Low Income Home Energy Assistance Program (LIHEAP) Weatherization Assistance Program in the Health and Human Services Department. (Commissioner Gómez)

**RESULT:           ADDED TO CONSENT**

22. Consider and take appropriate action on the Civil & Family Courts Capacity Project. (This item may be taken into Executive Session under the Consultation with Attorney and Real Property exceptions.) (Judge Eckhardt)

**RESULT:           NO ACTION NECESSARY**

### **Operations Management**

23. Consider and take appropriate action on routine personnel actions. (Commissioners Travillion & Gómez)

**RESULT: ADDED TO CONSENT**

24. Receive update on compression analysis from the Compensation Committee. (Commissioners Travillion & Gómez)

Members of the Court heard from:

Tracey Calloway, Director, Human Resources Management Department (HRMD)  
Todd Osburn, Compensation Manager, HRMD

**RESULT: DISCUSSED**

25. Consider and take appropriate action regarding amending Travis County Code §10.020, Tuition/Fee Reimbursement Program. (Commissioners Travillion & Gómez)

Members of the Court heard from:

Tracey Calloway, Director, HRMD  
Kris Nilsen, Human Resources Specialist, HRMD

**MOTION:** Approve Item 25.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Gerald Daugherty, Commissioner

**SECONDER:** Jeffrey Travillion Sr, Commissioner

**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

26. Consider and take appropriate action regarding tuition reimbursement requests from County employees who have completed classes in accordance with the Tuition Reimbursement Program. (Commissioners Travillion & Gómez)

**RESULT: ADDED TO CONSENT**

27. Consider and take appropriate action on the following items:

- a. Approve offering the Medicare Advantage Plan with Prescription Drug Coverage (MAPD) option to over 65 and Medicare-eligible Travis County Retirees and their eligible dependents, effective March 1, 2018
- b. Approve contribution levels for the Travis County MAPD option (Commissioners Travillion & Gómez)

**RESULT: ADDED TO CONSENT**

### **Transportation and Natural Resources**

28. Consider and take appropriate action on a list of projects to be submitted under the Capital Area Metropolitan Planning Organization's call for projects to allocate future federal transportation funds for 2019–2022. (Commissioners Travillion & Shea)

Members of the Court heard from:

Steve Manilla, County Executive, TNR  
Andrew Hoekzema, Director, Regional Services, Capital Area Council of Governments (CAPCOG)

Charlie Watts, Planning Project Manager, TNR  
Scheleen Walker, Long Range Planning Manager, TNR  
Cathy Stephens, Senior Planner, TNR  
Alan Miller, Assistant Budget Director, PBO

**MOTION:** Approve the list, match levels, aggressively pursue Transportation Development Credits (TDC's) for the projects with the soft match being identified as our bond funded investments, and also necessary hard matching for right-of-way funds after pursuing any partnership with other municipalities  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Jeffrey Travillion Sr, Commissioner  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

**MOTION:** Approve a letter in support of CAPCOG's utilization of TDCs as a match for Commute Solutions.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Gerald Daugherty, Commissioner  
**SECONDER:** Brigid Shea, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

29. Consider and take appropriate action on the acceptance of dedication of the public street and drainage facilities within Villages of Hidden Lake, Phase 6A-2, a subdivision in Precinct One. (Commissioner Travillion)

**RESULT: ADDED TO CONSENT**

30. Consider and take appropriate action on the acceptance of dedication of the public street and drainage facilities within Villages of Hidden Lake, Phase 6B-3, a subdivision in Precinct One. (Commissioner Travillion)

**RESULT: ADDED TO CONSENT**

31. Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate a 0.10 acre portion of Mountain Trail as dedicated by Comanche Trail No. 3 Resubdivision, a subdivision in Precinct Two. (Public Hearing 1) (Commissioner Shea)

**RESULT: NO ACTION NECESSARY**

32. Consider and take appropriate action regarding a request to authorize the filing of an instrument to abandon a portion of Mountain Trail and all of Indian Hill as dedicated by Comanche Trail No. 3 Resubdivision, a subdivision in Precinct Two. (Public Hearing 2) (Commissioner Shea)

**RESULT: NO ACTION NECESSARY**

33. Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate two 25-foot-wide public utility easements located over and across portions of Lots 10 and 11 of Rockcliff Estates PUD, a subdivision in Precinct Two. (Public Hearing 3) (Commissioner Shea)

**RESULT: ADDED TO CONSENT**

34. Set a public hearing on Tuesday, January 16, 2018, to receive comments regarding a request to authorize the filing of an instrument to partially vacate two drainage easements recorded in Document Nos. 2013103627 and 2013103623 of the Official Public Records of Travis County, Texas, and located over and across a 16.089 tract that fronts on Estancia Parkway, in Precinct Three. (Commissioner Daugherty)

**RESULT: ADDED TO CONSENT**

35. Consider and take appropriate action regarding the satisfactory completion of construction of the private streets within the Sweetwater Section Two, Village E1 subdivision, a subdivision in Precinct Three. (Commissioner Daugherty)

**RESULT:           ADDED TO CONSENT**

**Purchasing Office Items**

36. Approve Modification No. 1 to Contract No. 4400003360, Alexander, Dubose, Jefferson, & Townsend, LLP, for Appellate Services. (Commissioner Travillion)

**RESULT:           ADDED TO CONSENT**

37. Approve contract awards for Travis County Crime Victims' Fund Services, RFS No. 1708-007-PE, to the following:

- a. Austin Child Guidance Center, Contract No. 4400003548
- b. Literacy Coalition of Central Texas, Contract No. 4400003549
- c. Court Appointed Special Advocates (CASA) of Travis County, Contract No. 4400003552
- d. Center for Child Protection, Contract No. 4400003553
- e. Integral Care Child and Family Services, 4400003554
- f. Lifeworks, Contract No. 4400003555
- g. The SAFE Alliance, Contract No. 4400003556
- h. Travis County Juvenile Probation – Pot of Gold Program, Contract No. 4400003557
- i. The Christi Center, Contract No. 4400003558
- j. Volunteer Legal Services of Central Texas, Contract No. 4400003559
- k. YWCA of Greater Austin, Contract No. 4400003570 (Commissioner Travillion)

**RESULT:           ADDED TO CONSENT**

38. Consider and take appropriate action on the following items regarding Health Benefit Plan Options for Travis County Retirees:

- a. Approve contract award for Health Benefit Plan Options for Travis County Retirees, RFP No. 1612-001-CW, to the highest ranked proposer, Humana Insurance Company
- b. Authorize the County Judge to sign Group Sponsored Medicare Agreement with Humana Insurance Company for issuance of Policy Specimen and Certificates
- c. Authorize the Human Resources Management Department (HRMD) Benefits Manager to sign New Case Document Form and Coverage Attestation Form on behalf of Travis County (Commissioner Travillion)

**RESULT:           ADDED TO CONSENT**

39. Approve 12-month extension (Modification No. 6) to Contract No. 4400002403, Higginbotham Insurance Agency, Inc., for Property and Boiler & Machinery Insurance Coverage. (Commissioner Travillion)

**MOTION:** Approve Item 39.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Jeffrey Travillion Sr, Brigid Shea  
**SECONDER:** Gerald Daugherty, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

40. Approve Change Order No. 4 to Contract No. 4400002741, QA Construction Services, Inc., for the Executive Office Building – Window Upgrades and Spandrel Repair Project. (Commissioner Travillion)

**RESULT:** **ADDED TO CONSENT**

41. Consider and take appropriate action on the following items:

- a. Approve Modification No. 9 to Contract No. 4400000257, SAP Public Services, Inc., for two cloud-based SAP SuccessFactors software modules for ERP Software and Maintenance Support.
- b. Approve Modification No. 10 to Contract No. 4400000257, SAP Public Services, Inc., to exchange obsolete licenses for SuccessFactors for ERP Software and Maintenance Support (Commissioner Travillion)

Members of the Court heard from:

Tracey Calloway, Director, HRMD  
Christina Adair, Financial Systems Director, County Auditor's Office

**MOTION:** Approve Items 41.a-b.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Jeffrey Travillion Sr, Commissioner  
**SECONDER:** Brigid Shea, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

42. Approve Change Order No. 7 to Contract No. 4400002620, Smith Contracting, Inc., for Flint Rock Road Safety Improvements Project. (Commissioner Travillion)

**RESULT:** **ADDED TO CONSENT**

43. Approve contract award for Janitorial Services, Various Locations, IFB No. 1709-002-LD, to the lowest overall bidder, UBM Enterprise, Inc. (Commissioner Travillion)

*Judge Eckhardt announced that Item 43 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.*

**MOTION:** Approve Item 43.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Jeffrey Travillion Sr, Commissioner  
**SECONDER:** Brigid Shea, Commissioner  
**AYES:** Eckhardt, Travillion Sr, Shea, Daugherty, Gómez

44. Approve Modification No. 2 to Interlocal Agreement No. 4400002274, with Washington County for EMS radios maintenance services. (Commissioner Travillion)

**RESULT: ADDED TO CONSENT**

45. Consider and take appropriate action on the following items:
- a. Approve termination of Contract No. 440000704, Professional Visitation Services with Williamson Council on Alcohol and Drugs DBA Life Steps
  - b. Authorize Purchasing Agent to issue Notice of Termination in accordance with Contract No. 440000704 (Commissioner Travillion)

**RESULT: ADDED TO CONSENT**

46. Declare weapons as surplus property and authorize trade-in for similar equipment, pursuant to Texas Local Government Code, § 263.152(a)(2). (Commissioner Travillion)

**RESULT: ADDED TO CONSENT**

**Other**

47. Consider and take appropriate action on an amendment to the County's Hybrid Order removing the Travis County Sheriff's Office and Justice Planning Department from the Order and adding the Risk Management Department to the Order. (This item may be taken into Executive Session under the Consultation with Attorney exception.) (Commissioners Travillion & Gómez)

**RESULT: ADDED TO CONSENT**

48. Consider and take appropriate action regarding the Memoranda of Understanding, the Primary Elections Services Contracts, and the Joint Resolution with the Democratic and Republican Parties for the March 6, 2018, Joint Primary Election and the May 22, 2018, Joint Primary Runoff Election. (Judge Eckhardt)

**RESULT: ADDED TO CONSENT**

**Executive Session**

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

*Note 1: Gov't Code Ann 551.071, Consultation with Attorney*

*Note 2: Gov't Code Ann 551.072, Real Property*

*Note 3: Gov't Code Ann 551.074, Personnel Matters*

*Note 4: Gov't Code Ann 551.076, Security*

*Note 5: Gov't Code Ann 551.087, Economic Development Negotiations*

*Note 6 Gov't Code Ann 551.089, IT Security*

49. Receive briefing and take appropriate action related to the appointment of the Travis County Fire Marshal. <sup>1&3</sup> (Judge Eckhardt)

*Judge Eckhardt announced that Item 49 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.074, Personnel Matters.*

**RESULT: DISCUSSED**

**Added Items**

- A1. Consider and take appropriate action on moving three Fire Marshal's Office job titles from the Peace Officer Pay Scale to the Classified Pay Scale. (Commissioners Travillion & Gómez)

**RESULT: ADDED TO CONSENT**

**Adjourn**

**Minutes approved by the Commissioners Court**

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Sarah Eckhardt, Travis County Judge