

**NOTICE TO THE PUBLIC**  
**WILLIAMSON COUNTY COMMISSIONER'S COURT**  
**AUGUST 4TH, 2009**  
**9:30 A.M.**

The Commissioner's Court of Williamson County, Texas will meet in regular session in the Commissioner's Courtroom, 710 Main Street, in Georgetown, Texas to consider the following items:

1. Review and approval of minutes.
2. Consider noting in minutes any off right-of-way work on any County road done by Road & Bridge Unified System.
3. Hear County Auditor concerning invoices, bills, Quick Check Report, and Wire Transfers submitted for payment and take appropriate action including, but not limited to approval for payment provided said items are found by the County Auditor to be legal obligations of the county.
4. Citizen comments. Except when public hearings are scheduled for later in the meeting, this will be the only opportunity for citizen input. The Court invites comments on any matter affecting the county, whether on the Agenda or not. Speakers should limit their comments to three minutes. Note that the members of the Court may not comment at the meeting about matters that are not on the agenda.

**CONSENT AGENDA**

The Consent Agenda includes non-controversial and routine items that the Court may act on with one single vote. The Judge or a Commissioner may pull any item from the consent agenda in order that the court discuss and act upon it individually as part of the Regular Agenda.

( Items 5 – 15 )

5. Discuss and consider approving a line item transfer for Emergency Management.

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0541-003318	Janitor Supplies	250	
To	0100-0541-003301	Gasoline	250	
From	0100-0541-003010	Computer	1050	
To	0100-0541-003311	Uniforms	1050	

6. To discuss and consider approving a line item transfer for Juvenile Services:

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100.0576.001101	Parttime Salaries 20-30 hrs/wk	15,000.00	
From	0100.0576.001107	Temporary Labor/Seasonal	20,000.00	
To	0100.0576.001110	Overtime	35,000.00	

7. Discuss and consider approving line item transfer for EMS.

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0540-004543	Repairs to Equipment	\$2000	
To	0100-0540-004510	Facility Maint. & Repair	\$2000	

8. Discuss and consider approving a line item transfer for JP#1

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100.0451.001102	PT/	4056.74	
To	0100.0451.001101	PT/ >20hrs wk	4056.74	

9. Discuss and consider approving a line item transfer for CCL #1

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0426-001100	CCL#1/Full time Salary	\$600	
To	0100-0426-001107	CCL#1/Temp-Seasonal Salary	\$600	

10. Discuss and consider approving a line item transfer for JP#3

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0409-004999	Non Dept/Misc	\$2,000	
To	0100-0453-004192	JP#3/Transportat Autopsies	\$2,000	

11. Discuss and consider approving a line item transfer for URS

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
FROM	0200-0210-003556	AGGREGATE/ROCK	\$200,000.00	
TO	0200-0210-003550	ASPHALT	200,000.00	

12. Consider closing Morris Road at 13208, near the intersection of Anderson Mill from 10:00 am until 4:00 pm on August 4th.

13. Consider and take appropriate action on authorizing the transfer of various items including vehicles through inter-office transfer to County departments and/or auction/donation/destruction.  
(Complete list filed with official minutes)
14. Acknowledge receipt of FY 2010-2011 CSCD Budgets which were provided to Commissioners Court on July 27, 2009, along with a complete financial statement of the Williamson County CSCD from FY-2008 performed by an independent auditor. In accordance with Section 140.004 of the Local Government Code.
15. Discuss and consider re-approval of the preliminary plat for the Highlands at Mayfield Ranch, Pct. 3.

## **REGULAR AGENDA**

16. Recognition of Williamson County 4-H Judging Teams.
17. Hear presentation and update on the Community Clinic Services Program (CCS).
18. Hear presentation and update from Lone Star Circle of Care.
19. Discuss and take appropriate action on road bond program.
20. Discuss and take action regarding the Jester Williamson County Annex and the Public Safety Building in Round Rock and other matters related thereto.
21. Discussion of 2009-2010 Budget
22. Discuss and consider approving the 2009-2010 Tobacco Fund Budget
23. Discuss and take appropriate action on the Community Development Block Grant 2009-2013 Consolidated Plan and the 2009 Annual Action Plan.
24. Discuss and take appropriate action concerning the Edward Byrne Memorial Justice Assistance Grant Program.
25. Discuss and consider approving a resolution for the Texas Department of Agriculture Home Delivered Meal Grant Program.
26. Discuss and take appropriate action on adoption of the Freeport Tax exemption pending signed agreements with companies currently paying the tax for a phased in adoption of the exemption.
27. Consider approving the professional services agreement with David Rothenberg D/B/A Rothenberg Design, for architectural services in connection with the project to construct, remodel and renovate the Williamson County Regional Park Headquarters in Leander. The maximum amount payable under this Agreement for all Basic Services, Additional Services and any type of other expenses shall, without modification, be \$10,000.

28. Consider pushing back the bid opening date to receive bids for US183 (Riva Ridge Drive to SH29), Bid #09WC720, from August 19 at 10am to August 24, 2009 at 10:00am in the Purchasing Department.
29. Consider pushing back the bid opening date to receive bids for US183 (Riva Ridge Drive to SH29), Bid #09WC720, from August 19 at 10am to August 21, 2009 at 10:00am in the Purchasing Department.
30. Discuss and consider approving a budget amendment for the County Clerk Record's Archive Fund

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
	0384-0384-004550	Imaging Microfilming	1788.00	

## **EXECUTIVE SESSION**

31. Discuss real estate (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.0721 Deliberation Regarding Real Property.)
32. Discuss pending or contemplated litigation (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.071 consultation with attorney.)
33. Deliberation regarding Economic Development Negotiations (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.087 Deliberation regarding Economic Development Negotiations.)
34. Discuss personnel issues (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.074 matters concerning personnel.)
35. Discuss and take appropriate action on real estate.
36. Discuss and take appropriate action on pending or contemplated litigation.
37. Discuss and take appropriate action on concerning deliberation regarding Economic Development Negotiations.
38. Discuss and take appropriate action on personnel issues.
39. Comments from Commissioners.
40. Court recess until 1 p.m. for LCRA Strategic Planning Workshop to discuss and take appropriate action on the County's long-range strategic plan.

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Dan A. Gattis, County Judge



This notice of meeting was posted in the locked box located on the south side of the Williamson County Courthouse, a place readily accessible to the general public at all times, on the \_\_\_\_\_ day of \_\_\_\_\_, 2009 at \_\_\_\_\_ and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

## Line Item Transfer

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Jarred Thomas, Emergency Management  
**Submitted For:** Jarred Thomas  
**Department:** Emergency Management  
**Agenda Category:** Consent

#### Information

##### Agenda Item

Discuss and consider approving a line item transfer for Emergency Management.

##### Background

New department budget:

Gasoline actuals are higher than the estimated amount impart by the increased useage of the Command Bus.

Uniform line item increase request to cover the purchase of 5 sets of daily uniforms w/patches, 2 unifrom dress shirts, and a winter coat. The majority of the original budgeted uniform line item covered the purchase of department patched to complete the departmental branding of Emergency Services.

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0541-003318	Janitor Supplies	250	
To	0100-0541-003301	Gasoline	250	
From	0100-0541-003010	Computer	1050	
To	0100-0541-003311	Uniforms	1050	

#### Attachments

*No file(s) attached.*

#### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/29/2009 08:50 AM	APRV
4	Budget	Ashlie Koenig	07/29/2009 02:53 PM	APRV

Form Started By: Jarred Thomas  
 Started On: 07/23/2009 02:22 PM  
 Final Approval Date: 07/29/2009

## Budget Line Item Transfer

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Robyn Murray, Juvenile Services  
**Submitted For:** Robyn Murray  
**Department:** Juvenile Services  
**Agenda Category:** Consent

#### Information

##### Agenda Item

To discuss and consider approving a line item transfer for Juvenile Services:

##### Background

The Williamson County Juvenile Services Department is seeking approval of a budget line item transfer for expenditures relating to the shift coverage of fulltime essential personnel who have been called to active military duty or excused from shift due to FMLA illness and/or Workers Compensation injuries. Shifts were covered by fulltime staff due to the lack of temporary certified staff, thus depleting the overtime line item. The line item transfer would cover pending expenditures as well as projected through the fiscal year end.

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
From	0100.0576.001101	Parttime Salaries 20-30 hrs/wk	15,000.00	
From	0100.0576.001107	Temporary Labor/Seasonal	20,000.00	
To	0100.0576.001110	Overtime	35,000.00	

#### Attachments

*No file(s) attached.*

#### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/30/2009 09:21 AM	APRV
4	Budget	Ashlie Koenig	07/30/2009 11:54 AM	APRV
Form Started By: Robyn Murray			Started On: 07/29/2009 10:12 AM	
Final Approval Date: 07/30/2009				

## Line item transfer for EMS

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Kenny Schnell, EMS  
**Submitted For:** Kenny Schnell  
**Department:** EMS  
**Agenda Category:** Consent

#### Information

##### Agenda Item

Discuss and consider approving line item transfer for EMS.

##### Background

Request for line item transfer of \$2000 from 004543 Repairs to Equipment to 004510 Facility Maintenance & Repair to complete remodel of EMS annex for purchase of carpet for flooring in simulation labs and sound dampening panels for wall of audio recording room where first responder competency based training and EMS training CD's are made. The cost for the completion of items above = ~\$900 and the remainder is available for any repairs to EMS stations if necessary.

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0540-004543	Repairs to Equipment	\$2000	
To	0100-0540-004510	Facility Maint. & Repair	\$2000	

#### Attachments

*No file(s) attached.*

#### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/30/2009 09:21 AM	APRV
4	Budget	Ashlie Koenig	07/30/2009 11:55 AM	APRV

Form Started By: Kenny Schnell  
 Started On: 07/29/2009 10:51 AM  
 Final Approval Date: 07/30/2009

## Consider line item transfer on Part time employee position Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Bonnie Sims, J.P. Pct. #1  
**Submitted For:** Dain Johnson  
**Department:** J.P. Pct. #1  
**Agenda Category:** Consent

### Information

#### Agenda Item

Discuss and consider approving a line item transfer for JP#1

#### Background

Position was coded incorrectly and should be hitting a different P/T line item. This transfer will correct the accounting.

### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
From	0100.0451.001102	PT/	4056.74	
To	0100.0451.001101	PT/ >20hrs wk	4056.74	

### Attachments

*No file(s) attached.*

### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/30/2009 09:21 AM	APRV
4	Budget	Ashlie Koenig	07/30/2009 11:58 AM	APRV

Form Started By: Bonnie Sims  
 Started On: 07/29/2009 02:09 PM  
 Final Approval Date: 07/30/2009

**Line Item Transfer****Commissioners Court - Regular Session**

**Date:** 08/04/2009  
**Submitted By:** Ashlie Koenig, County Judge  
**Department:** County Judge  
**Agenda Category:** Consent

**Information****Agenda Item**

Discuss and consider approving a line item transfer for CCL #1

**Background**

Have a full time position out on FMLA (unpaid) and needed this person slightly longer than expected

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0426-001100	CCL#1/Full time Salary	\$600	
To	0100-0426-001107	CCL#1/Temp-Seasonal Salary	\$600	

**Attachments**

*No file(s) attached.*

**Form Routing/Status**

Form Started By: Ashlie Koenig  
 Started On: 07/29/2009 03:05 PM  
 Final Approval Date: 07/30/2009

**Line Item Transfer****Commissioners Court - Regular Session**

**Date:** 08/04/2009  
**Submitted By:** Ashlie Koenig, County Judge  
**Department:** County Judge  
**Agenda Category:** Consent

**Information****Agenda Item**

Discuss and consider approving a line item transfer for JP#3

**Background**

To cover an unexpected high number of autopsies resulting in the depletion of the autopsy transportation line item. This transfer should cover funding through 9/30/09.

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
From	0100-0409-004999	Non Dept/Misc	\$2,000	
To	0100-0453-004192	JP#3/Transportat Autopsies	\$2,000	

**Attachments**

*No file(s) attached.*

**Form Routing/Status**

Form Started By: Ashlie Koenig  
 Started On: 07/29/2009 04:00 PM  
 Final Approval Date: 07/30/2009

**LINE ITEM TRANSFER****Commissioners Court - Regular Session**

**Date:** 08/04/2009  
**Submitted By:** Lydia Linden, Unified Road System  
**Submitted For:** Greg Bergeron  
**Department:** Unified Road System  
**Agenda Category:** Consent

**Information****Agenda Item**

Discuss and consider approving a line item transfer for URS

**Background**

THIS LINE ITEM TRANSFER IS NEEDED TO CONTINUE PURCHASING ASPHALT FOR ROAD WORK AND REPAIRS

**Fiscal Impact**

From/To	Acct No.	Description	Amount	Sort Seq
FROM	0200-0210-003556	AGGREGATE/ROCK	\$200,000.00	
TO	0200-0210-003550	ASPHALT	200,000.00	

**Attachments**

*No file(s) attached.*

**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/30/2009 11:50 AM	APRV
4	Budget	Ashlie Koenig	07/30/2009 11:56 AM	APRV
Form Started By: Lydia Linden			Started On: 07/30/2009 10:57 AM	
Final Approval Date: 07/30/2009				



## Morris Road Closure

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Mary Clark, Commissioner Pct. #1  
**Submitted For:** Mary Clark  
**Department:** Commissioner Pct. #1  
**Agenda Category:** Consent

#### Information

##### Agenda Item

Consider closing Morris Road at 13208, near the intersection of Anderson Mill from 10:00 am until 4:00 pm on August 4th.

##### Background

The Vineyard Church (13208 Morris Road, Austin, Texas 78729) is located at the intersection of Morris Road & Anderson Mill. They are currently working on laying a waste water line to tie into the City of Austin's waste water system. As a precaution, if they do need to close the road they would like to do it as soon as it is approved in court. Therefore, if it is absolutely unavoidable they are asking for permission to close Morris Road on August 4th, from 10:00 am until 4:00 p.m. Commissioner Birkman would like to avoid closing the road at all cost, so Joe England is working closely with th project manager to avoid this scenario. I have contacted the Jollyville Volunteer Fire Department, Lt. Gleason from the Sheriff's Office and Joe Granberry from EMS to let them know that construction is occurring in the area. Also, Town and Country Optimist Club have been notified.

Contact person is Hal Ludwick - (512)658-4254.

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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#### Attachments

*No file(s) attached.*

#### Form Routing/Status

Form Started By: Mary Clark      Started On: 07/30/2009 11:25 AM  
 Final Approval Date: 07/30/2009

## Consent Agenda

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Ursula Stone, Purchasing  
**Department:** Purchasing  
**Agenda Category:** Consent

#### Information

##### Agenda Item

Consider and take appropriate action on authorizing the transfer of various items including vehicles through inter-office transfer to County departments and/or auction/donation/destruction.  
 (Complete list filed with official minutes)

##### Background

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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#### Attachments

Link: [Asset Transfers](#)

#### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing	Bob Space	07/29/2009 09:35 AM	APRV
2	County Judge Exec Asst.	Wendy Coco	07/30/2009 09:21 AM	APRV

Form Started By: Ursula Stone  
 Started On: 07/29/2009 08:29 AM  
 Final Approval Date: 07/30/2009

# Williamson County

## Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** bet ween county departments
 ☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction
 ☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS10RW PHONE #: 585-6000	N/A	Working
1	NEXTEL PHONE MODEL: i670 (LOST)	SERIAL #: 364KGNCKL PHONE # 567-3009	N/A	Non-Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ1823 PHONE # 567-4004	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNBR42 PHONE # 627-7005	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS11BG P PHONE#: 567-8001	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNC591 PHONE#: 639-0291	N/A	Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KGS0ZDH PHONE#: 567-1006	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGSOLHF PHONE #:626-5005	N/A	Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date 7-10-2009

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donor): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donor - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date 7-22-09

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** between county departments
 ☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction
 ☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNC79J PHONE #: 639-4389	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGSOMIJ PHONE #: 276-0190	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS2VPN PHONE #: 639-4390	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ28Y2 PHONE #: 567-9000	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS080F PHONE #: 626-5002	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0645 PHONE #: 626-4007	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS061F PHONE #: 626-4005	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS11B2 PHONE #: 639-4383	N/A	Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donor): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donor - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

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 ☐ **TRADE-IN** for new assets for the county  
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### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364GS32NX PHONE #: 639-4384	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNC3LM PHONE #: 626-6006	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS2VCS PHONE #: 276-0192	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS2VY7 PHONE #: 639-4382	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS31FK PHONE#: 627-4002	N/A	Working
1	NEXTEL PHONE MODEL: i670 (BROKEN)	SERIAL #: 364KGS051Q PHONE#:585-7000	N/A	Non-Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KGNC87V PHONE#: 627-7009	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ4W70 PHONE #:627-5002	N/A	Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/  
Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date 7-10-2009

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donor): Victims Services

**Transferee - Elected Official/Department Head/  
Authorized Staff OR Donor - Representative:** (If being  
approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date 7/22/09

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donor accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** bet ween county departments
 ☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction
 ☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS060L PHONE #: 639-0031	N/A	Working
			N/A	Unknown
			N/A	Unknown
			N/A	Unknown
			N/A	Unknown
			N/A	Unknown
			N/A	Unknown
			N/A	Unknown

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/Authorized Staff:**

Charles M. Skaggs  
Print Name

Signature

Date 7-10-2009

**Contact Person:**

Robyn Murray  
Print Name

+1 (512) 943-3220  
Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donor): Victims Services

**Transferee - Elected Official/Department Head/Authorized Staff OR Donor - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James  
Print Name

Signature

Date 7/22/09

**Contact Person:**

Shelly James  
Print Name

+1 (512) 943-1373  
Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

☐ **TRANSFER** between county departments

☐ **TRADE-IN** for new assets for the county

☐ **SALE** at the earliest auction

☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670 (BROKEN)	SERIAL #: 364KGS041M PHONE: 639-4387	N/A	Non-Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0MID PHONE #: 567-5005	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ299D PHONE #: 626-2007	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS07QT PHONE #: 585-4003	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS32N4 PHONE #: 639-4388	N/A	Working
1	NEXTEL PHONE MODEL: i670 (EVIDENCE)	SERIAL #: 364KGS03ZF PHONE #: 626-5007	N/A	Non-Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS04R1 PHONE #: 585-3001	N/A	Working
1	NEXTEL PHONE MODEL: i670 (BROKEN)	SERIAL #: 364KGQ0L72 PHONE #: 567-0002	N/A	Non-Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** bet ween county departments      ☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction      ☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ1RDF PHONE: 639-4393	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0X1B PHONE #: 626-4003	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS 063D PHONE #: 585-7009	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ29D6 PHONE #: 639-0294	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0623 PHONE#: 585-5002	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS1067 PHONE#: 585-5005	N/A	Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KGS0650 PHONE#: 639-4380	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 64KGNC5V7 PHONE #:585-2003	N/A	Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_



# Williamson County

## Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** bet ween county departments  
☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction  
☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ15K0 PHONE#: 567-3006	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #:364KGQ1GX7 PHONE #: 567-5001	N/A	Working
1	NEXTEL PHONE MODEL: i670 (BROKEN)	SERIAL #: 364KGS01QD PHONE #:585-8007	N/A	Non-Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0678 PHONE #639-4381	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ4WBQ PHONE#: 639-4385	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS108V PHONE#: 276-0186	N/A	Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KGS062D PHONE#: 585-5001	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0NXD PHONE #:567-8002	N/A	Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/Authorized Staff:**

Charles M. Skaggs  
Print Name

Signature

Date 7-10-2009

**Contact Person:**

Robyn Murray  
Print Name

+1 (512) 943-3220  
Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Victims Services

**Transferee - Elected Official/Department Head/Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James  
Print Name

Signature

Date 7-22-09

**Contact Person:**

Shelly James  
Print Name

+1 (512) 943-1373  
Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

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☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction  
☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL # : 364KGS32QV PHONE#: UNKNOWN	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #:364KGS0XBH PHONE #: 585-6005	N/A	Working
1	NEXTEL PHONE MODEL: i670 (BROKEN)	SERIAL #: 364KGS063K PHONE #:585-6009	N/A	Non-Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS100V PHONE #: 276-0193	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS2RW9 PHONE#: 639-4392	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS10M4 PHONE#: 585-9003	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ4WBQ PHONE#: 639-4385	N/A	Working
				Unknown

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

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The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

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# Williamson County

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- ☐ **TRANSFER** bet ween county departments  
☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction  
☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ4S07 PHONE#: 576-0008	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #:364KGNCD5Z PHONE #: 639-4379	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ18KL PHONE #: 639-4378	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS0LZJ PHONE #:585-7006	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS2VV8 PHONE#: 639-0292	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGSOLF2 PHONE#: 276-0189	N/A	Non-Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KGS30LZ PHONE#: 276-0191	N/A	Working
				Non-Working

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Shelly James

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County

## Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ **TRANSFER** bet ween county departments  
☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction  
☒ **DONATION** to a non-county entity

### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGS10L6 PHONE #: 627-3007	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ2993 PHONE #: 567-2005	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNCH6S PHONE #: 639-4386	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGQ15SX PHONE #: 567-7001	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNCBJO PHONE #: 567-1001	N/A	Working
1	NEXTEL PHONE MODEL: i670	SERIAL #: 364KGNCFKG PHONE #: 567-6001	N/A	Working
1	NEXTEL PHONE MODEL : i670	SERIAL #: 364KQ19GO PHONE #: 627-4004	N/A	Working
1				Unknown

### Parties involved:

**FROM** (Transferor Department): Juvenile Services Department

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Charles M. Skaggs

Print Name

Signature

Date

**Contact Person:**

Robyn Murray

Print Name

+1 (512) 943-3220

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donor): Victims Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donor - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Print Name

Signature

Date

**Contact Person:**

Shelly James

Print Name

+1 (512) 943-1373

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ by \_\_\_\_\_

# Williamson County Vehicle Retirement Form

## Identify Vehicle:

2FAFP71W4YX127046

Vehicle Identification Number

5406

Door Number

773228

License Plate Number

2000

Year

FORD

Make

CROWN VICTORIA

Model

BLUE

Color

POOL

Driver Assigned to Vehicle

554

Department

## Reason for Retirement:

- ☐ Accident: Attach a Damage to County Property Incident Property Incident Report or the Official Accident Report
- ☒ High Mileage: List actual mileage 115,861
- ☐ Not mechanically sound \_\_\_\_\_
- ☐ Other: Explain \_\_\_\_\_

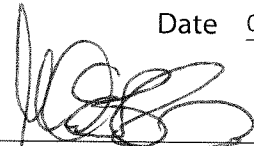
**Method of Retirement:** This vehicle is to be considered for: (Select one)

- ☒ **SALE** at the earliest auction
- ☐ **TRADE-IN** for new assets for the county
- ☐ **DONATION** to a non-county entity
- ☐ **SALVAGE** for parts

**Elected Official/Department Head/Authorized Staff**

Date 07 / 22 / 09

Print MARK BIRCHARD

Signature 

## Forward to Fleet Services Manager - Mike Fox

### For Fleet Services Use Only

- ☐ Authorized Litigation & Insurance Release Form obtained
- ☐ Vehicle Marked for Auction and moved to Auction Yard
- ☒ Forward forms and reports to County Auditor's Office

Print

Mike Fox 

Signature

Date

7 / 27 / 09

# Williamson County Vehicle Retirement Form

## Identify Vehicle:

2FAFP71WX3X169049

Vehicle Identification Number

5407

Door Number

847710

License Plate Number

2003

Year

FORD

Make

CROWN VICTORIA

Model

BLUE

Color

POOL

Driver Assigned to Vehicle

554

Department

## Reason for Retirement:

- ☐ Accident: Attach a Damage to County Property Incident Property Incident Report or the Official Accident Report
- ☒ High Mileage: List actual mileage 118469
- ☐ Not mechanically sound \_\_\_\_\_
- ☐ Other: Explain \_\_\_\_\_

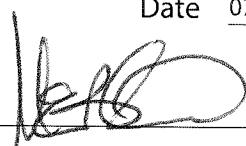
**Method of Retirement:** This vehicle is to be considered for: (Select one)

- ☒ **SALE** at the earliest auction
- ☐ **TRADE-IN** for new assets for the county
- ☐ **DONATION** to a non-county entity
- ☐ **SALVAGE** for parts

**Elected Official/Department Head/Authorized Staff**

Date 07 / 22 / 09

Print MARK BIRCHARD

Signature 

## Forward to Fleet Services Manager - Mike Fox

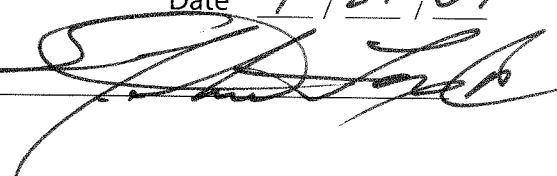
### For Fleet Services Use Only

- ☐ Authorized Litigation & Insurance Release Form obtained
- ☐ Vehicle Marked for Auction and moved to Auction Yard
- ☐ Forward forms and reports to County Auditor's Office

Print

Mike Fox

Signature

Date 7 / 27 / 09  


# Williamson County Vehicle Retirement Form

## Identify Vehicle:

1FDKF37F6VEA59157

Vehicle Identification Number

~~dpn554~~ 5404

Door Number

719336

License Plate Number

1997

Year

FORD

Make

F350

Model

WHITE

Color

N/A

Driver Assigned to Vehicle

554

Department

## Reason for Retirement:

- ☐ Accident: Attach a Damage to County Property Incident Property Incident Report or the Official Accident Report
- ☐ High Mileage: List actual mileage \_\_\_\_\_
- ☐ Not mechanically sound \_\_\_\_\_
- ☒ Other: Explain \_\_\_\_\_

CHRONIC ELECTRICAL/BATTERY PROBLEMS, AGE

**Method of Retirement:** This vehicle is to be considered for: (Select one)

- ☒ **SALE** at the earliest auction
- ☐ **TRADE-IN** for new assets for the county
- ☐ **DONATION** to a non-county entity
- ☐ **SALVAGE** for parts

**Elected Official/Department Head/Authorized Staff**

Date 07 / 22 / 09

Print MARK BIRCHARD

Signature



## Forward to Fleet Services Manager - Mike Fox

### For Fleet Services Use Only

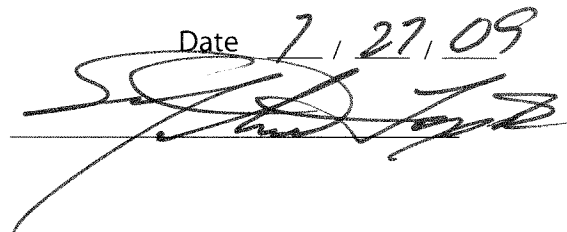
- ☐ Authorized Litigation & Insurance Release Form obtained
- ☐ Vehicle Marked for Auction and moved to Auction Yard
- ☒ Forward forms and reports to County Auditor's Office

Print

Mike Fox III

Signature

Date 7, 27, 09



## Acknowledge Receipt of FY 2010-2011 CSCD Budgets Commissioners Court - Regular Session

Date: 08/04/2009  
Submitted By: Peggy Vasquez, County Judge  
Department: County Judge  
Agenda Category: Consent

---

### Information

#### Agenda Item

Acknowledge receipt of FY 2010-2011 CSCD Budgets which were provided to Commissioners Court on July 27, 2009, along with a complete financial statement of the Williamson County CSCD from FY-2008 performed by an independent auditor. In accordance with Section 140.004 of the Local Government Code.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Acknowledgement of Receipt of FY 2010-2011 CSCD Budgets](#)

---

### Form Routing/Status

Form Started By: Peggy Vasquez  
Started On: 07/28/2009 05:53 PM  
Final Approval Date: 07/29/2009

---





(CSCB)

301 S.E. Inner Loop Road  
P.O. Box 251  
Georgetown, TX 78627-0251  
**Phones (512) 943-3500**  
Fax: (512) 943-3510  
[www.atlulprobaton.net](http://www.atlulprobaton.net)

MARTY GRIFFITH  
CSCD DIRECTOR

## ACKNOWLEDGMENT OF RECEIPT OF FY 2010-2011 CSCD BUDGETS

On July 27, 2009 the budgets for the Williamson County CSCD, fiscal year 2010-2011 were filed with the Williamson County Commissioner's Court. Additionally, a complete financial statement of the Williamson County CSCD from FY 2008 performed by an independent auditor is filed with the Williamson County Commissioner's Court on this date. This is accordance with Section 140.004 of the Local Government Code.

### ACKNOWLEDGMENT



Dan A. Gatig^County Judge

Date: 7 @^^7

## Re-approval of Preliminary Plat/Highlands at Mayfield Ranch - Pct. 3 Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Nickey Lawrence, Unified Road System  
**Submitted For:** Joe England  
**Department:** Unified Road System  
**Agenda Category:** Consent

---

### Information

#### Agenda Item

Discuss and consider re-approval of the preliminary plat for the Highlands at Mayfield Ranch, Pct. 3.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Highlands at Mayfield Ranch Preliminary Plat](#)

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### Form Routing/Status

Form Started By: Nickey Lawrence  
Started On: 07/22/2009 10:52 AM  
Final Approval Date: 07/30/2009

---







## Recognition of Williamson County 4-H Judging Teams Commissioners Court - Regular Session

Date: 08/04/2009  
Submitted By: Donna Colburn, Ag Extension  
Department: Ag Extension  
Agenda Category: Regular Agenda Items

---

### Information

#### Agenda Item

Recognition of Williamson County 4-H Judging Teams.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Donna Colburn  
Started On: 07/27/2009 09:53 AM  
Final Approval Date: 07/29/2009

---

## Community Clinic Services (CCS) Update Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Grimes Kathy, Commissioner Pct. #2  
**Submitted For:** Cynthia Long  
**Department:** Commissioner Pct. #2  
**Agenda Category:** Regular Agenda Items

### Information

#### Agenda Item

Hear presentation and update on the Community Clinic Services Program (CCS).

#### Background

We are now in the sixth year of the program designed to help the uninsured of Williamson County receive primary medical care from local clinics on all sides of the county. By sharing the costs of the medical visits with the clinics, we assist them in seeing more patients and help prevent patients from seeking primary medical care treatment at local emergency rooms. Receiving primary care in emergency rooms is very expensive and an inappropriate location. A medical home for primary care also keeps individuals productive members of our community by preventing and treating medical problems before they become more severe and expensive, resulting in the inability to work and possibly increasing the County's indigent care costs.

### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
---------	----------	-------------	--------	----------

### Attachments

Link: [Narrative Report](#)  
 Link: [YTD Services](#)  
 Link: [3rd Quarter interviews](#)  
 Link: [Samaritan Audit](#)  
 Link: [Johns Audit](#)  
 Link: [Samaritan Application](#)  
 Link: [Samaritan Board](#)  
 Link: [Organization Chart Samaritan](#)  
 Link: [Samaritan Fee Chart](#)  
 Link: [John Application](#)  
 Link: [John's Audit](#)  
 Link: [John's Board](#)

### Form Routing/Status

Form Started By: Grimes Kathy      Started On: 07/30/2009 09:21  
AM

Final Approval Date: 07/30/2009

---

**WILLIAMSON COUNTY  
COMMUNITY CLINIC SERVICES PROGRAM  
ANNUAL REPORT  
2008-2009 Fiscal Year**

WCCHD staff oversees and manages the expenditure of funds allocated by the County to the Community Clinic Services (CCS) Program. The following narrative report summarizes CCS Program for the 2008-09 fiscal year:

- Samaritan Health Ministries and Taylor Health Center are successfully utilizing Medicaider to identify uninsured individuals who may be eligible for a medical payment source or who are CCS eligible. The success is reflected by the following statistics for October 1st through June 30th:
  - 73% identified and enrolled in CCS
  - 20% identified as eligible for a medical payment source
- In September 2008, WCCHD provided orientation to the clinic's billing and eligibility staff. Discussions on the current CCS policy and procedures manual, review training on the Medicaider system, and how to avoid making common billing mistakes were addressed. Clinic staff was also provided with information on the latest updates regarding public assistance programs such as the County Indigent Health Care Program, CHIP and Medicaid.
- Healthcare Helpline staff at WCCHD continues to screen callers by phone or in person and refer CCS eligible individuals to the appropriate clinic.
- WCCHD staff assures that only trained staff from participating clinics conduct eligibility screening using Medicaider. WCCHD assures that patient eligibility screening is done at least once per calendar year by the participating clinics.
- WCCHD staff reviewed patient charts and financial records onsite at the clinics one time this year. This is a change from the previous year. 180 chart reviews were conducted to reconcile documentation of services with billing statements. Clinics were required to submit a corrective action plan to WCCHD addressing findings identified during the QA audit review. A total of 3 findings combined were identified. The clinics did a great job in maintaining accurate record keeping.
- Staff provided technical assistance by phone or visiting clinic site as needed throughout the year. Quarterly meetings were also held for the billing and Medicaider screening staff from both clinics. These meetings continue to prove beneficial for the clinic staff as well as for WCCHD staff. This is an opportunity to discuss any issues encountered with the program and how to make the program more effective. Clinics have shared business practices with each another.
- WCCHD billing staff successfully batched all claims submitted electronically by the Clinics through the Medicaider system. Itemized claims that met the eligibility and definition of a qualifying visit requirement were then forwarded to the Williamson County Auditor for payment.
- WCCHD submitted quarterly reports and QA audit review results to Kathy Grimes.

- WCCHD staff coordinated with staff of the Indigent Care Collaboration (ICC), staff of insure-a-kid, and the developer of Medicaider regarding training of clinic staff on the use of Medicaider, case tracking, and the resolution of any issues.

Overall the project ran smoothly with little or no issues to be addressed. Both clinics have a clear understanding of the program and the eligibility screening tool, Medicaider. WCCHD continues to keep the CCS Policy and Procedures manual updated to ensure both clinics and WCCHD staff comply with the requirements of the CCS program.

Respectfully submitted by: Cynthia A. Guerrero, M.Ed.,  
Director of Community Health Education and Social Services  
Williamson County & Cities Health District



**Williamson County & Cities Health District**  
**Community Clinic Services Program**  
**FY 2008-2009**  
**YTD Report**  
**October 1, 2008 - June 30, 2009**

Clinic	Number of CCS Patients	Number of Visits	Percent of Total Visits (as indicated on grant app)	Projected Visits Per Clinic	Payments	Allocation	Percent of Allocation Drawn Down
SHM	351	800	80%	1,000	\$40,000.00	\$50,000.00	80%
THC	250	483	81%	600	\$24,150.00	\$30,000.00	81%
Total	601	1283	80%	1,600	\$64,150.00	\$80,000.00	80%

**Legend**

**SHM** = Samaritan Health Ministries

**THC** = The Health Center @ JCH

**Williamson County & Cities Health District**  
**Community Clinic Service Program**  
**FY 2008-2009**  
**3rd Quarter Report**  
**April 1, 2009 - June 30, 2009**

Clinic	Number Interviewed	Eligible for Other Programs		*Ineligible		Enrolled in CCS	
SHM	185	42	23%	18	10%	125	68%
THC	149	24	16%	5	3%	120	81%
Total	334	66	20%	23	7%	245	73%

**\*Ineligible**-Individuals determined ineligible due to over income or non-Williamson county Residents

**Legend**

**SHM** - Samaritan Health Ministries

**THC** - The Health Center at Johns Community Hospital

James K. Morgan, MD, MPH, WCCHD Executive Director/Local Health Authority  
Cynthia Guerrero, Director of Community Health and Social Services

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July 15, 2009

Richard Wilcox, Ph.D  
Samaritan Health Ministries  
700 Whitestone Blvd.  
Cedar Park, Tx. 78630-0133

Dear Richard:

This letter is in response to the recent audit review of the Community Clinic Services (CCS) Program conducted on May 4, 2009. Out of 94 charts there were only 2 findings.

The following are findings from the review:

Macias, Santa: Date of birth in Medicaider is 4/03/1972; date of birth in chart is 3/24/1972.

Hernandez, Breana: Chart not accessible and we were unable to confirm visit provided. WCCHD requests a refund of \$50.00.

At this time we are requesting a Corrective Action Plan and any refunds requested to be submitted within 30 days from the date of this letter.

We would like to thank your staff for their cooperation during the audit and for your continued support with the CCS program. Please do not hesitate to call or email Gracie Saucedo or me if you should have any questions.

Thank you,

Cynthia A. Guerrero, M.Ed.  
Director of Community Health, Education and  
Social Services Division

cc: Kathy Grimes





James K. Morgan, MD, MPH, WCCHD Executive Director/Local Health Authority  
Cynthia Guerrero, Director of Community Health and Social Services

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July 15, 2009

Ernest Balla, CEO  
The Health Center at  
Johns Community Hospital  
305 Mallard Lane  
Taylor, Tx. 76574

Dear Ernest:

This letter is in response to the recent audit review of the Community Clinic Services (CCS) Program conducted on April 15, 2009. Out of 86 charts reviewed there was only 1 finding.

The following is the finding from the review:

Martinez, Gregoria: The only documentation found for date of service 12/09/2008 were vitals taken on the patient, no other notes found in chart. This documentation does not meet the CCS Policy's definition of a qualifying visit. WCCHD requests a refund of \$50.00.

At this time we are requesting a Corrective Action Plan and any refunds requested to be submitted within 30 days from the date of this letter.

We would like to thank your staff for their cooperation during the audit and for your continued support with the CCS program. Please do not hesitate to call or email Gracie Saucedo or me if you have any questions.

Thank you,

Cynthia A. Guerrero, M.Ed  
Director of Community Health, Education  
and Social Services Division

cc: Kathy Grimes

**Williamson County Funding Renewal  
Community Clinic Services (CCS) Program  
October 1, 2009-September 30, 2010**

**Organization Name:** Samaritan Health Ministries

**Mailing Address:** P.O. Box 133 Cedar Park, TX 78613

**Street Address (if different than above):** 700 W. Whitestone Blvd. Cedar Park, TX 78613

**Phone:** 512-331-5828

**Fax:** 512-331-6410

**Website:** www.theshm.org

**Street Address(es) of clinic(s) if different than mailing address:**

**700 W. Whitestone Blvd. Cedar Park, TX 78613**

**Organization Executive Director/ Chief Professional Officer:**

**Is this a paid or volunteer position?** Executive Director-Paid Full-Time position

Tammie A. Danielsens, MHR

**Phone:** 512-331-5828

**Fax:** 512-331-64410

**Email:** tdanielsen@theshm.org

**Charles Durant, FACHE**

**Organization Chair of the Board/President (volunteer position):**

**Phone:** 512-324-6900

**Fax:**

**Email:** cdurant@seton.org

**Name of Primary Contact regarding this funding:** Tammie Danielsens, MHR-Executive Director

**Phone:** 512-331-5828 **Fax:** 512-331-6410 **Email:** tdanielsen@theshm.org

**Amount of Funds Requested:** \$152,050.00

**\*Note:** This number is based on the natural growth SHM has seen through the 3<sup>rd</sup> quarter and includes a revised projection through the 4<sup>th</sup> quarter at an increased ratio of 3 visits/year/patient verses the 2visits/year/patient that was originally projected. (Revised projection for current grant cycle: 469 unduplicated patients with 1383 patient visits). The increase in the number of visits per patient has increased due to the rise in new patients who have increasingly complex health issues, as noted in the 3<sup>rd</sup> quarter report.

In addition, to the revised projection for the grant cycle ending 09/30/09, SHM is planning to extend the hours of operation in its Chronic Disease Management Clinic (CDM) from the current 8 hours/week operation to 16 hours/operation by year end 2010, due to the increase in patient volume (approximately 3.5 weeks for the CDM clinic). This will be done gradually as increased revenues allow from the development of a fund development plan for the organization during 2009. This number also allows for a 10% increase to patient volume base on the rate of increase SHM has seen through the 3<sup>rd</sup> quarter of the current grant cycle and is based on the current CCS patient reimbursement rate of \$50.00 per visit.

**Number of Clinic Visits Proposed to be provided with this Funding (10/01/09 - 09/30/10):**

**3041**

**Estimated Unduplicated Number of People proposed to be Served with this Funding  
(10/01/09-9/30/10)**

**1021**

We understand that this request is to provide preventive and acute medical, mental health and dental care services to residents of Williamson County whose income is at or below 150% of the Federal Poverty Income Level and who are not eligible for any other funding assistance such as Medicaid, Medicare, CHIP, CHIP Perinatal, County Indigent Health Care Program, and the State Primary Health Care Program. We understand that funding will be at the level of \$50.00 per eligible patient visit up to a ceiling amount of the funding award and that payment will occur after services are delivered and a statement of services is submitted. We understand that the Williamson County & Cities Health District (WCCHD) administers these funds for Williamson County and we agree to comply with the billing and quality assurance requirements of WCCHD and the County.

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Chair of the Board/President

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Date

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Executive Director/Chief Professional Officer

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Date



## **Section 1: CLINIC ORGANIZATIONAL STRUCTURE**

**\*Describe the organization's history (e.g., date of founding, major milestones, name changes, location changes, incorporation as a non-profit organization, 501c(3) status).**

Samaritan Health Ministries (SHM) was originally founded in 1990 as Hill Country Medical Ministries (HCMM) by a group of volunteer physicians and was operational for eight years. The clinic closed upon the retirement of the medical director in 1998.

There was a renewal of the clinic in 1999, by a group of medical and non medical volunteers who were interested in serving the medical needs of the uninsured in the community. To avoid confusion with Hill Country Community Ministries, the organization changed the name of the clinic to Samaritan Health Ministries (legal name of the organization remains as HCMM). Upon reestablishment of the clinic, there was a need to find a new location in which to conduct operations. The clinic that had operated from 1990-1998 did so from a physician's office in Cedar Park, TX. However, by 1999, this location was no longer available, so the new volunteer staff approached Williamson County & Cities Health District regarding the utilization of space at WCCHD to treat uninsured patients until a permanent facility could be secured. An agreement was reached and SHM conducted clinic hours at WCCHD offices for two years until a portable building was purchased by SHM. Once a permanent structure was purchased, SHM then needed to find a location in which to secure its new structure. Good Shepard Lutheran Church was approached and graciously accepted SHM as its community partner and provided the space and infrastructure required for SHM to conduct operations. It was at this time that volunteer physicians and non medical volunteers were recruited to carry out the operations of SHM's acute care clinic.

Since 1999, the Board of Directors (BOD) has worked diligently to established by-laws and policies which have aided in continued operations of SHM. Today, the clinic services include not only acute care, but chronic care, dental care and mental health services as well as specialty referral services and breast cancer screening services. Throughout the past 10 years of operation, Samaritan Health Ministries evolved to meet the needs of the uninsured in Williamson County.

### **\*Organization Mission Statement:**

To provide quality urgent and chronic healthcare, inclusive of medical, dental, mental health services, pharmaceutical assistance, breast cancer screening and specialty referrals as well as health education to the uninsured in Williamson and Northwest Travis counties.

**\*Organization Vision Statement:** SHM does not currently have an official vision statement. Therefore, **SHM values** are listed below:

**Non-denominational commitment**-to quality healthcare for those least able to afford it.

**Financial stewardship**- by collaborating with Williamson County Clinics, churches, and other local organizations to provide appropriate care in a cost effective manner.

**Holistic patient care**-through the provision of medical, pharmaceutical, dental, mental health, breast cancer screening, and health education as well as assistance in seeking referrals for physical and spiritual concerns.

**Volunteerism**- through the engaging of health care professionals and other members of the community willing to give of their time, talents and resources.

**\*Briefly describe your organization's governance structure. Please attach a listing of the current Board of Directors.**

SHM's governance consists of a Board of Directors (BOD) who functions under the terms of by-laws. The BOD is also divided into committees that work on specific projects in conjunction with the Executive Director. Committees consist of:

**Executive Committee**-responsible for decision making and guiding the BOD on key issues and policy affecting the agency and staff.

**Strategic Planning Committee**-guides strategic direction and initiatives for the agency.

**Finance Committee**-Oversees financial matters that concern the agency.

**Grants Committee**-Oversees, manages and writes grant proposals, quarterly and annual reports as requested by grantors.

**Operations Committee**-Along with the Executive Director (ED) guide operational matters concerning the agency.

**Human Resources/Personnel Committee**-Establish, enforce agency policies related to personnel matters pertaining to both paid staff and volunteer staff.

**Nominations Committee**-Reviews credentials and recommendations of potential board members and makes recommendations accordingly to the BOD.

BOD meetings are held every other month.

Executive Committee meetings are held each month to resolve any issues that were unresolved in the prior board meeting.

Other Committee meetings are held on an as-needed basis and at the request of the ED.

***\*BOD & Executive Committee 2009 Meeting schedule attached***

**\*Briefly describe your clinic's geographical service area (Zip codes if possible):**

Officially, SHM serves all zip codes in Williamson County and zip codes in NW Travis County. During the past 12 months, SHM has served patients from the following zip codes:

**Round Rock:** 78664, 78681

**Brush Creek:** 78717

**Georgetown:** 78626

**Anderson Mill:** 78750

**Leander:** 78641, 78645

**Cedar Park:** 78613, 78630

**NW Austin:** 78729

**Liberty Hill:** 78642

**\*Briefly describe the population that your clinic serves/eligibility criteria:**

SHM serves uninsured patients who do not have commercial health insurance, Social Security benefits or any government programs such as CHIP, Medicaid, Medicare, etc. Therefore, SHM works to serve those who otherwise would not have access to ongoing care. Without SHM services, this patient population would over utilize the ER. This would create financial hardship for these patients because 92% of them are at 200% or below the FPL. This would also cause a hardship in the community at large by creating crowded ER facilities and raising premiums for those who do have commercial insurance.

According to the TexHealth Coalition, the lack of health coverage causes roughly 20,000 unnecessary deaths per year. This means that Williamson County alone would have a loss of revenue for businesses and the county overall, of approximately \$2 million in annual medical costs if these patients were treated in Williamson County hospitals rather than at SHM. This loss includes 1.3 million in ER use and \$0.7 million in medications supplied to this patient population by SHM.

**\*How does your clinic accomplish income screening and assure that your patients apply for public-funded programs for which they may be eligible?**

All patients are screened during our walk-in clinic hours. SHM volunteer staff members follow up with various agencies to determine whether or not respective patients have actually applied to respective programs. Letters are sent to patients indicating when they are no longer eligible for SHM services and are given instructions again as how to apply to other programs.

Rescreening is conducted annually during walk-in and appointment-only clinic hours. SHM has trained additional volunteers and staff members to accomplish all initial and reoccurring screenings.

**\*Does your clinic see patients on a walk-in basis?**

Yes, every Monday evening beginning 4-8pm during our acute/general medical volunteer clinic.

**\*Does your clinic have a sliding fee scale? Please identify the specific visit co-pay based on FPL.**

Yes, see attached document

**\*Describe your clinic's process for handling patients with the inability to pay their sliding scale fee at the time of service.**

SHM is sensitive to the population it serves and understands that many patients are unable to pay at the time of services rendered. In compliance with the mission of SHM, all patients are seen regardless of their ability to pay. However, at the time of each visit, the patient is asked whether or not they are able to pay for services rendered that day. If a patient is unable to pay the full amount, a promissory note referred to as an "IOU" is written, signed by the patient and placed in their file. A copy of this agreement is given to the patient at this time. SHM staff sends out letters each quarter as a friendly reminder to patients who have outstanding balances. Many fees are collected in this manner and patients often make payments on their total balance until all fees are paid in full.

No legal or accounting action is taken against patients who are unable to pay. All fees collected are considered "patient contributions" in the SHM accounting system. Therefore, SHM is able to continue to care for patients regardless of their ability to pay, but does benefit from those who are able to pay and thus support SHM operations.

**\*Describe your policy for providing continued care for patients who were screened as eligible for another medical payment source but who have failed to complete the application process.**

SHM gives all patients 45 days to apply to other medical sources that they qualify for and sends each patient a reminder that they are no longer eligible for services at SHM and explains where/how to apply to additional programs as applicable. SHM volunteers verify that applications for other programs have been completed and submitted to the appropriate organization when an ineligible patient returns to SHM for continued care. If the patient has not applied, SHM staff refers the patient back to the respective program and explains that the purpose of this policy is to aid them in obtaining continued care at an affordable rate. SHM encourages patients to communicate with SHM staff if they are having difficulty getting through the respective application process within their 45 day grace period and assists patients as needed to complete the application process. In some cases SHM will extend the grace period, if the patient has done their part in applying for a program that has not processed their application within 45 days. These cases are on a case by case basis and approved by the Executive Director.

**\*Describe your policy for scheduling appointments and care of individuals with outstanding balances. If an individual has an outstanding balance, how does that affect the care provided?**

SHM schedules all appointments for patients who are eligible for services regardless of their financial status. Although SHM encourages patients who are able to make payment arrangements, outstanding balances do not affect care provided to patients, or scheduling of future appointments.

**\*How does your clinic accommodate non-English speaking and hearing impaired patients?**

SHM ensures that volunteer interpreters are present during all clinic hours to assist the patient and medical staff to communicate effectively. SHM does not currently have a policy set into place for accommodating the hearing impaired. This is currently handled on a case by case basis.

**\*Briefly describe your organization's quality assurance/quality improvement program (include staff licensure, continuing education, compliance with HIPAA, CLIA, pharmacy laws, medical/dental/mental health practice and ethics committee, medical record reviews, compliance with standards, evaluation of patient care outcomes, patient satisfaction surveys, etc.).**

SHM conducts quality assurance by frequent training all staff and volunteers on HIPAA requirements and best practices concerning medical, dental and mental health care. SHM's current Medical Director conducts record review in conjunction with the physician (co-director) who oversees the supervision of Nurse Practitioners providing services at SHM. The medical director and co-director communicate regularly with the medical staff regarding patient care and treatment plans for respective patients.

Additionally, the lead pharmacist conducts record reviews for compliance with current pharmacy standards.

SHM supports the continuing education of its medical and non medical paid staff.

All service providers are required to supply SHM with their professional and DEA license numbers. SHM assists paid medical staff with liability insurance and requires that volunteer providers take responsibility for their own liability coverage.

In addition, SHM is currently updating its quality assurance/improvement program by establishing a formal tracking process to track licensure, liability coverage, HIPPA and continuing education training. SHM is also in the process of establishing methods that will ensure best practices, and record review as well as patient care and outcomes, particularly for patients who are seen in more than on of SHM's clinics. SHM is developing these methods as it works on its strategic plan in late 2009-2010.

**\*Does your organization and staff carry medical liability insurance? Please describe.**

Yes, SHM carries liability insurance on the building, contents of the building, Board of Directors and officers and paid medical staff members. All medical volunteers are required to carry their own liability insurance.

**\*Does your organization or staff have any outstanding legal actions against it? No  
If yes, what are the circumstances surrounding the legal matters and what is the current status?**

**\*When is your organization's fiscal year?**

January-December

**\*Who provides accounting/audit services for your organization? Please include a copy of your most recent audit.**

William Perrin and Associates provide accounting services for SHM.  
Lockart, Atchley & Associates, LLP perform auditing services for SHM.

## **Section 2: CLINIC PRACTICE**

*(If your organization has more than one site where services are provided, please answer each question in this section separately for each clinic site).*

**\*Briefly describe your clinic's staffing (include both paid and volunteer staff):**  
(Organizational chart attached)

**SHM operates primarily on volunteers, with a core paid staff (see organizational chart attached) as listed below:**

**6 paid staff including:**

Executive Director-Full-time  
Administrative Assistant-Full time  
Nurse Manager-Part-time  
Nurse Practitioner-Part-time  
Dental Technician-Part-time  
Custodian-Part-Time

**Approximately 55 volunteers including:**

8 volunteer physicians (including volunteer medical director & volunteer physician overseeing nurse practitioner supervision)  
4 volunteer nurse practitioners  
2 volunteer pharmacists  
5 volunteer pharmacy technicians  
10 volunteer nurses  
3 volunteer nurses (breast cancer screening & education only)  
2 volunteer psychiatrists  
4 volunteer pharmacists who specialize in mental health medications  
2 volunteer dentists  
1 volunteer dental technician  
1 volunteer hygienist  
4 volunteer intake/screeners  
5 volunteers-clerical  
4 volunteer interpreters

**\*What primary care services does your clinic provide (include both preventive and acute care)?**

SHM provides Acute and Chronic Disease Management services.

**\*What specialty care services does your clinic provide?**

SHM provides both Breast Cancer Screening and Education services through the assistance of Komen Race for the Cure, Austin Affiliate, as well as specialty referral services for patients who are in need of specialty care through partnerships with local specialists.

**\*What arrangements does your clinic have for patients who need Specialty care services?**

For specialty care not listed below, SHM makes arrangements with local specialists in the community who agree to see a specified number of SHM patients throughout the year. SHM assists patients with initial fees to specialists via the respective contract between the specialist and SHM.

**Dental services:**

SHM provides dental services through an in-house referral system whereby patients are medically cleared in the acute care clinic prior to obtaining a dental appointment. Once patients are medically cleared, the dental technician makes appointments for them.

**Mental health and/or substance abuse services:**

SHM provides mental health services through an in-house referral system whereby patients are medically cleared in the acute care clinic prior to obtaining an appointment in the mental health clinic. Once patients are medically cleared, the program manager makes appointment for them. SHM only treats patients with anxiety, depression or panic disorders and refers patients to Bluebonnet MHMR for disorders that are more severe, or for patients who are not yet stabilized.

**Hospitalization:**

SHM does not currently have any formal arrangements for hospitalization. However, if deemed necessary by the patient's condition while being treated at SHM, local authorities are notified to transport respective patients to the nearest hospital.

**Laboratory and Other Diagnostic Services:**

SHM contracts with CPL laboratories for all lab work and Austin Radiological Association (ARA) for all radiological needs, x-rays, mammograms, etc, and pays a discounted rate for services with both of these vendors. These services are free to the patient who pays flat rate co-pay for services rendered at SHM based on the FPL, with the exception of patients who obtain mammograms. These patients are not required to pay the SHM co-pay since mammogram services are provided through the Komen grant.

**Pharmacy:**

SHM provides medications free of charge to patients through donations by Seton NW Hospital and through the Patient Assistance Program (PAP). SHM staff makes every effort to prescribe medications kept in house or that are available through the PAP program. Occasionally, it is necessary to write prescriptions for the patients to take to their local pharmacy to fill. When this occurs, SHM providers and pharmacists make every effort to write low cost prescriptions that are on the \$4.00 list at Wal-Mart.

**\*How does your clinic market your services to the underinsured and uninsured in the community?**

SHM markets its services to the community through public speaking events to community organizations and through community relation efforts by maintaining a presence at community events. SHM also keeps the Chamber of Commerce offices in Cedar Park and Leander, as well as the WCCHD and Travis County Health District abreast of scope of services, hours of operation and the availability of the Executive Director to speak to community organizations and leaders. SHM also supplies these offices with current brochures that can be distributed to community members. SHM is also cultivating relationships with local schools and conducts special days of services for children such as sealant day, which is open to local school aged children in the community. Additionally, SHM remains in close contact with leadership at Cedar Park Regional Hospital (CPR) and acts as a home for patients who otherwise would utilize CPR's emergency department.



**\*Days of the week and hours of clinic operation:**

**Acute Care**-Every Monday evening 4-8pm (walk-in)

**Chronic Disease Management**-Every Wednesday 8am-4pm (appointment only)

**Mental Health services**-The First Tuesday evening of each month 5-9pm (appointment only)

**Dental Services**-Second Tuesday evening of each month 5-8pm (appointment only) & every other Wednesday 12 noon-5pm (appointment only).

**\*What is the average wait time for an appointment for sick care?**

There is no wait time for sick care, as SHM operates its sick care clinic during walk-in hours every Monday evening beginning at 4pm. The number of patients who are accepted into the walk-in clinic based on the number of available providers. SHM traditionally has two providers each Monday evening which allows for care for 16-18 patients. Medical and clerical volunteer staff make every effort to accommodate additional patients who's medical condition deems they be treated immediately and who do not have conditions that can solely be treated in the ER. Therefore, the volunteers at Samaritan Health Ministries work very hard to accommodate all individuals that come to the clinic during walk-in clinic hours.

**\*What is the average wait time for preventive care?**

SHM does not currently have traditional preventative care services; however it does provide Chronic Disease Management (CDM) weekly. The current wait time for an appointment in the CDM clinic is approximately 3.5 weeks. Patients are worked in as needed when cancellations occur, or when emergencies arise.

**\*What is the clinic's average cost per clinic visit?**

The average cost per clinic visit is approximately \$106.00

*\*Includes program and business costs consistent with accounting and auditing reports prepared for SHM.*

**\*What arrangements do you have for 24/7 coverage?**

Currently SHM does not provide 24/7 coverage.

**\*Out of every dollar received, what portion goes to direct patient care?**

Out of every dollar received, approximately \$.69 goes to direct patient care.

*\*Includes program and business costs and is consistent with accounting and auditing reports prepared for SHM.*

**\*How many uninsured patients were seen between 0 - 150% FPL? Between 151% - 200% FPL?**

The percentage of SHM's clinic wide and CCS patient fall below 200% FPL respectively:

**Clinic-wide statistics**

70% of patients fall 150% or below FPL.

22% of patients fall 151-200% FPL

8% of patients fall over the 200% FPL

*\*total of 92% of patients below 200% FPL*

**CCS statistics**

72% of patients fall 150% or below FPL.

24% of patients fall 151-200% FPL.

4% unknown

*\*total of 96% of patients below 200%*

### **Section 3: FUNDING SOURCES**

Insert additional rows in this table of funding sources as needed.

Funding Sources	Last FY/08	Current FY/09	Next FY/10
Client Co-Pay	\$22,000	\$24,000	\$26,000
Insurance, Medicaid, CHIP, CHIP Perinatal, Medicare, CIHCP, PHC, other (Please list each separately)	\$0	\$0	\$0
Government Grants (city, county, state, federal)—specify	\$		\$
WCCHD	\$39,960.00	\$50,000.00	\$ unknown
Corporate and/or Foundation Grants—specify	\$	\$	\$
St. David's Community Health Foundation	\$ 49,000.00	\$49,000.00	\$ unknown
Komen Race for the Cure-Austin Affiliate	\$12,263.50	\$16,269.00	\$3,732.75
United Way Grants	\$	\$	\$
UWWC	\$8,000	\$20,000	\$20,000
Donations/ Other Fund-Raising	\$	\$	\$
Local Churches	\$10,000.00	\$10,000.00	\$12,000.00
Community Organizations	\$5,000.00	\$5,000.00	\$7,000.00
Individuals	\$1,500.00	\$2,000.00	\$3,000.00
<b>Total Income</b>	<b>\$147,723.50</b>	<b>\$176,269.00</b>	<b>\$71,732.75</b>

***Note:***

*\*2010 projections are lower/not yet complete because the 2010 grant application has not yet been submitted to St. David's Community Health Foundation and the WCCD grant amount has not yet been determined.*

*\*Increase in totals from 2008-2009 include an increase in patient base and increased agency efforts in seeking funds as well as the establishment of a fund development plan.*

# Aquaforest TIFF Junction Evaluation

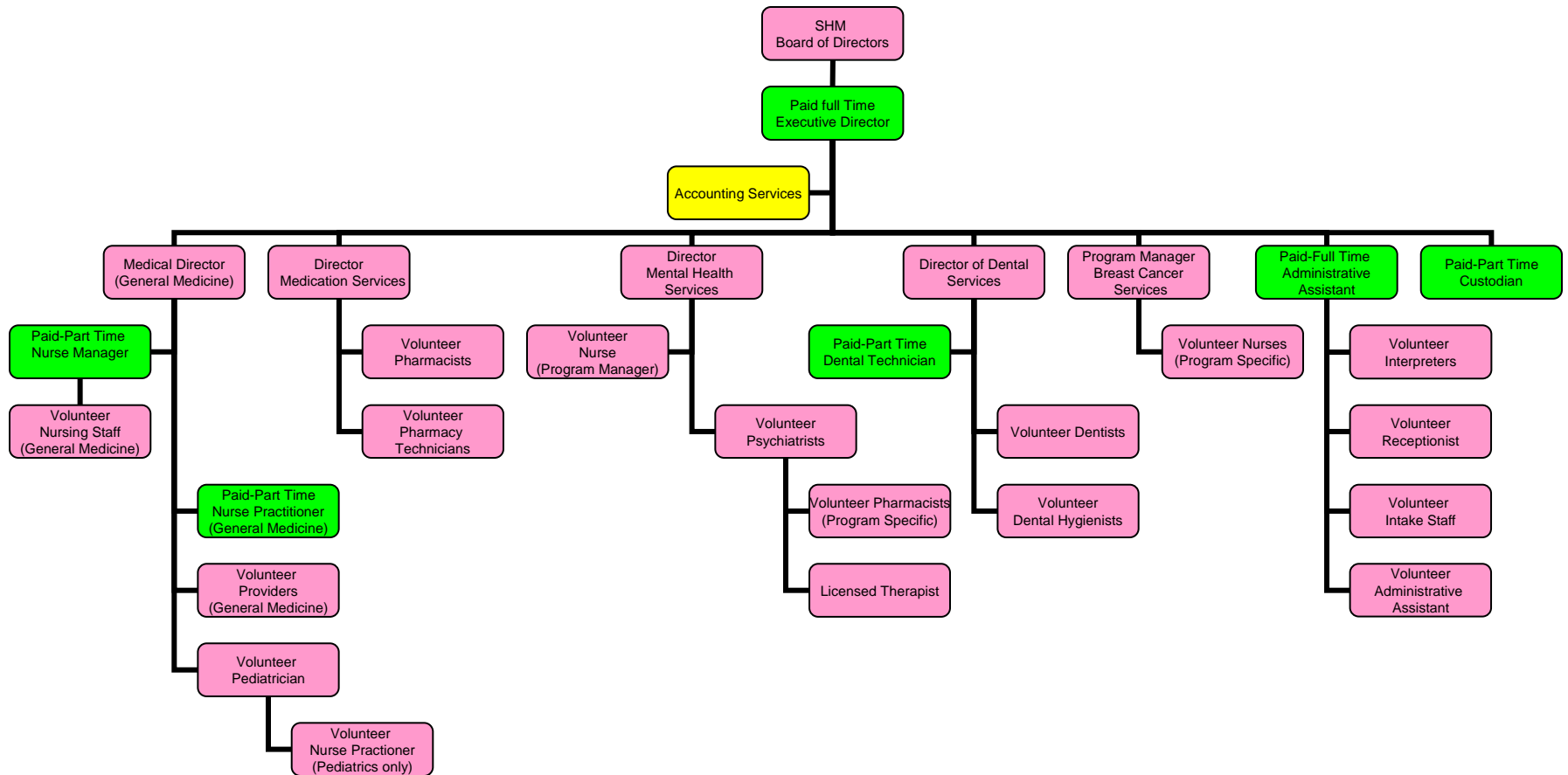
## SAMARITAN HEALTH MINISTRIES BOARD OF DIRECTORS

FEB 2009

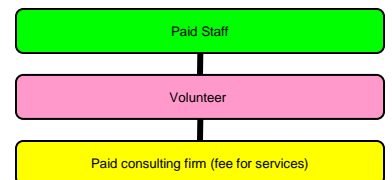
NAME	TITLE	COMMITTEE	ADDRESS	TELEPHONE	EMAIL ADDRESS	TERM*
Charles E. Durant, FACHE	President	Chair of Executive Member of Nominating	11113 Research Blvd. Austin, Texas 78759	H = 342-8293 W = 324-6900 Fax = 324-6924	cdurant@seton.org	04/26/04- 04/26/09
Dorothy Malcom, BA, RN	Vice President	Chair of Operations Member of Executive	6201 Valley View Lago Vista, Texas 78645	H = 267-6533 C = 825-5555	dottielou34@yahoo.com	04/26/04- 04/26/09
Rich Wilcox, PhD	VP for Grants & Reports	Member of Executive and Member of Finance	12508 Turkey Ridge Austin, Texas 78750	H = 250-5614 W = 471-1737 Fax = 232-1893	wilcoxrich@mail.utexas.edu	04/26/04- 04/26/09
Tony Cobos, JD	Legal Advisor	Chair of Nominating Member of Executive	4705 Spicewood Springs #100 Austin, Texas 78759	W = 473-2265 Fax = 473-8525	tony@sharpcobos.com	04/26/04- 04/26/09
Sondra Mechaley, MS	Publicity/Fund Raising	Chair of Finance Member of Executive	2400 Round Rock Avenue Round Rock, Texas 78686	H = 828-4128 Fax = 341-5552	Sondra.Mechaley@sodexo.com Sondra.Mechaley@stdavids.com	04/26/04- 04/26/09
Sue Thomas, RD, LD			9207 Mystic Oaks Trail Austin, Texas 78750	H = 250-0296 P = 612-2535	sbthomas@seton.org	05/30/04- 05/30/09
Carol Gaskamp, BSN, PhD	Komen Director / Co-Director for Grants	Member of Operations and Member of Finance	UT at Austin School of Nursing 1700 Red River Austin, Texas 78701-1499	H = 528-0237 W = 471-7306 Fax = 471-3688	cgaskamp@mail.nur.utexas.edu cdgaskamp@att.net	06/01/04- 05/31/09
Wayne Hurst, D.P.M.			601 East Whitestone #226 Cedar Park, Texas 78613	289-1752	wahurst@msn.com	06/01/04- 05/31/09
Steven Foster, MD	Medical Director		Leander, Texas 78641	512.336.5824	sfoster@texas.net medron@pol.net	6/1/2009
Thad H. Gillespie, D.D.S.	Dental Director		Liberty Hill Dental 14933 West State Hwy 29 Liberty Hill, Texas 78642	H = 515-7732 W = 515-0071 C = 619-6377	ThadHGillespieDDS@austin.rr.com	12/31/04- 12/31/09
Sonia Greer, MSHP, FACHE	Secretary	Member of Executive and Member of Nominating	13100 Council Bluff Dr. Austin, Texas 78727	H = 331-0341 C=762-7481	srgreer@phase2consulting.com soniar@austin.rr.com	06/01/05- 05/31/10
Gail Gorman		Member of Operations	8905 Bluegrass Drive Austin, Texas 78759	H = 795-9142 W = 324-6052	ggorman@seton.org	11/30/07 - 11/30/2012
Rob Hardy		Member of Operations	1000 Jennings Branch Georgetown, TX 78628	C = 512-639-4444 H = 254-793-2275	robhardy@pmwifi.com	1/22/08 - 1/22/2013
J. Dan Walder			Comerica Bank PO Box 2727 Austin, Texas 78768	W = 259-1566	dwalder@comerica.com	
Mohammed "Moe" Jahadi, DC					chirofitwellnesscenter@yahoo.com	

\*Ordered by Term

# Samaritan Health Ministries Organizational Chart



\*Note: Specialty referral services are ordered by volunteer and paid providers. Any remaining follow-up Regarding these services is conducted by the Nurse Manager of General Medicine.



# SHM Fee Schedule

Annually 2008	A	B	C	D	E	F	G	H	I	J	K	L
FPL	100%	125%	150%	175%	200%	225%	250%	275%	300%	325%	350%	375%
Family Size												
1	\$ 10,400.00	\$ 13,000.00	\$ 15,600.00	\$ 18,200.00	\$ 20,800.00	\$ 23,400.00	\$ 26,000.00	\$ 28,600.00	\$ 31,200.00	\$ 33,800.00	\$ 36,400.00	\$ 39,000.00
2	\$ 14,000.00	\$ 17,500.00	\$ 21,000.00	\$ 24,500.00	\$ 28,000.00	\$ 31,500.00	\$ 35,000.00	\$ 38,500.00	\$ 42,000.00	\$ 45,500.00	\$ 49,000.00	\$ 52,500.00
3	\$ 17,600.00	\$ 22,000.00	\$ 26,400.00	\$ 30,800.00	\$ 35,200.00	\$ 39,600.00	\$ 44,000.00	\$ 48,400.00	\$ 52,800.00	\$ 57,200.00	\$ 61,600.00	\$ 66,000.00
4	\$ 21,200.00	\$ 26,500.00	\$ 31,800.00	\$ 37,100.00	\$ 42,400.00	\$ 47,700.00	\$ 53,000.00	\$ 58,300.00	\$ 63,600.00	\$ 68,900.00	\$ 74,200.00	\$ 79,500.00
5	\$ 24,800.00	\$ 31,000.00	\$ 37,200.00	\$ 43,400.00	\$ 49,600.00	\$ 55,800.00	\$ 62,000.00	\$ 68,200.00	\$ 74,400.00	\$ 80,600.00	\$ 86,800.00	\$ 93,000.00
6	\$ 28,400.00	\$ 35,500.00	\$ 42,600.00	\$ 49,700.00	\$ 56,800.00	\$ 63,900.00	\$ 71,000.00	\$ 78,100.00	\$ 85,200.00	\$ 92,300.00	\$ 99,400.00	\$ 106,500.00
7	\$ 32,000.00	\$ 40,000.00	\$ 48,000.00	\$ 56,000.00	\$ 64,000.00	\$ 72,000.00	\$ 80,000.00	\$ 88,000.00	\$ 96,000.00	\$ 104,000.00	\$ 112,000.00	\$ 120,000.00
8	\$ 35,600.00	\$ 44,500.00	\$ 53,400.00	\$ 62,300.00	\$ 71,200.00	\$ 80,100.00	\$ 89,000.00	\$ 97,900.00	\$ 106,800.00	\$ 115,700.00	\$ 124,600.00	\$ 133,500.00

Monthly 2008	A	B	C	D	E	F	G	H	I	J	K	L
FPL	100%	125%	150%	175%	200%	225%	250%	275%	300%	325%	350%	375%
Family Size												
1	\$ 866.67	\$ 1,083.00	\$ 1,300.00	\$ 1,517.00	\$ 1,733.00	\$ 1,950.00	\$ 2,167.00	\$ 2,383.00	\$ 2,600.00	\$ 2,817.00	\$ 3,033.00	\$ 3,250.00
2	\$ 1,166.67	\$ 1,458.00	\$ 1,750.00	\$ 2,042.00	\$ 2,333.00	\$ 2,625.00	\$ 2,917.00	\$ 3,208.00	\$ 3,500.00	\$ 3,792.00	\$ 4,083.00	\$ 4,375.00
3	\$ 1,466.67	\$ 1,833.00	\$ 2,200.00	\$ 2,567.00	\$ 2,933.00	\$ 3,300.00	\$ 3,667.00	\$ 4,033.00	\$ 4,400.00	\$ 4,767.00	\$ 5,133.00	\$ 5,500.00
4	\$ 1,766.67	\$ 2,208.00	\$ 2,650.00	\$ 3,092.00	\$ 3,533.00	\$ 3,975.00	\$ 4,417.00	\$ 4,858.00	\$ 5,300.00	\$ 5,742.00	\$ 6,183.00	\$ 6,625.00
5	\$ 2,066.67	\$ 2,583.00	\$ 3,100.00	\$ 3,617.00	\$ 4,133.00	\$ 4,650.00	\$ 5,167.00	\$ 5,683.00	\$ 6,200.00	\$ 6,717.00	\$ 7,233.00	\$ 7,750.00
6	\$ 2,366.67	\$ 2,958.00	\$ 3,550.00	\$ 4,142.00	\$ 4,733.00	\$ 5,325.00	\$ 5,917.00	\$ 6,508.00	\$ 7,100.00	\$ 7,692.00	\$ 8,283.00	\$ 8,875.00
7	\$ 2,666.67	\$ 3,333.00	\$ 4,000.00	\$ 4,667.00	\$ 5,333.00	\$ 6,000.00	\$ 6,667.00	\$ 7,333.00	\$ 8,000.00	\$ 8,667.00	\$ 9,333.00	\$ 10,000.00
8	\$ 2,966.67	\$ 3,708.00	\$ 4,450.00	\$ 5,192.00	\$ 5,933.00	\$ 6,675.00	\$ 7,417.00	\$ 8,158.00	\$ 8,900.00	\$ 9,642.00	\$ 10,383.00	\$ 11,125.00

SHM	CO-PAY
A	\$ 10.00
B	\$ 15.00
C	\$ 20.00
D	\$ 25.00
E	\$ 30.00
F	\$ 35.00
G	\$ 40.00
H	\$ 45.00
I	\$ 50.00
J	\$ 55.00
K	\$ 60.00
L	\$ 65.00
M	\$ 70.00

\*Note CO-Payments are a flat fee for all services rendered at each patient visit

**Williamson County Funding Renewal  
Community Clinic Services (CCS) Program  
October 1, 2009-September 30, 2010**

**Organization Name:** The Health Center at Johns Community Hospital

**Mailing Address:** 305 Mallard Lane Taylor, TX 76574

**Street Address (if different than above):** same

**Phone:** 512-352-7811      **Fax:** 512-352-4716      **Website:** www.johnscommunityhospital.org

**Street Address(es) of clinic(s) if different than mailing address:** same

**Organization Executive Director/ Chief Professional Officer:** Ernest Balla, CEO

**Is this a paid or volunteer position?**

**Phone:** 512-352-4715      **Fax:** 512-352-4716      **Email:** eballa@johnscommunityhospital.org

**Organization Chair of the Board/President (volunteer position):** Clark Jackson

**Phone:** 512-352-5543      **Fax:** 512-352-7670      **Email:** clarkljackson@sbcglobal.net

**Name of Primary Contact regarding this funding:** Ernest Balla, CEO

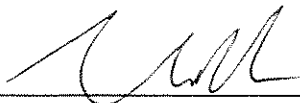
**Phone:** 512-352-4715      **Fax:** 512-352-4716      **Email:** eballa@johnscommunityhospital.org

**Amount of Funds Requested:** \$45,000

**Number of Clinic Visits Proposed to be provided with this Funding (10/01/09 - 09/30/10):** 900

**Estimated Unduplicated Number of People proposed to be Served with this Funding (10/01/09-9/30/10):** 458

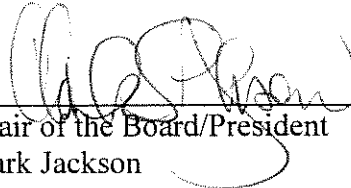
We understand that this request is to provide preventive and acute medical, mental health and dental care services to residents of Williamson County whose income is at or below 150% of the Federal Poverty Income Level and who are not eligible for any other funding assistance such as Medicaid, Medicare, CHIP, CHIP Perinatal, County Indigent Health Care Program, and the State Primary Health Care Program. We understand that funding will be at the level of \$50.00 per eligible patient visit up to a ceiling amount of the funding award and that payment will occur after services are delivered and a statement of services is submitted. We understand that the Williamson County & Cities Health District (WCCHD) administers these funds for Williamson County and we agree to comply with the billing and quality assurance requirements of WCCHD and the County.



\_\_\_\_\_  
Executive Director/Chief Professional Officer  
Ernest Balla

7/22/09

\_\_\_\_\_  
Date



\_\_\_\_\_  
Chair of the Board/President  
Clark Jackson

7/22/09

\_\_\_\_\_  
Date

## **Section 1: CLINIC ORGANIZATIONAL STRUCTURE**

**\*Describe the organization's history (e.g., date of founding, major milestones, name changes, location changes, incorporation as a non-profit organization, 501c(3) status):** Johns Community Hospital was organized as a 501c(3) non-profit organization in 1967. In 1975, the hospital's new building was completed at 305 Mallard Lane. In 1996, a clinic, the Health Center at Johns Community Hospital was established as a department of the hospital in a 2,700 square foot addition to the hospital building. The clinic continued to grow and in 2002 moved into a new 9,000 square foot addition to the hospital building.

**\*Organization Mission Statement:** The mission of Johns Community Hospital is to render quality health care services to persons in Taylor and the surrounding area without regard to their ability to pay. Integral in the provision of health care services, Johns Community Hospital strives to improve the health status of the community it serves in conjunction with other community entities.

**\*Organization Vision Statement:** Johns Community Hospital's vision is to provide a continuum of primary and basic specialty healthcare services to the citizens of Taylor and surrounding communities. The services range from emergency and acute inpatient medical-surgical services to outpatient surgical, diagnostic and therapeutic services to extended care and home health services. To promote improvement of the general health status of the community it serves, hospital services include health education geared toward the promotion of wellness.

**\*Briefly describe your organization's governance structure. Please attach a listing of the current Board of Directors.** Johns Community Hospital is governed by an eleven member, self-perpetuating, volunteer Board of Directors. The Health Center, as a department of the Hospital, is also governed by this Board of Directors. The Board of Directors employs a Chief Executive Officer who is responsible for the operations of the hospital.

**\*Briefly describe your clinic's geographical service area (Zip codes if possible):** The clinic's geographical service area encompasses the eastern part of Williamson County roughly from Hutto eastward. The service area includes the following zip codes: 76511 (Bartlett), 76530 (Granger), 76574 (Taylor), 76577 (Thorndale), 76578 (Thrall), 78615 (Coupland), 78634 (Hutto).

**\*Briefly describe the population that your clinic serves/eligibility criteria:** The Health Center provides services to persons primarily in the hospital service area. Most private and government health insurance plans are accepted including commercial HMO's and PPO's, Medicare, Medicaid, Tricare, STAR, CHIP, and County Indigent. There is a sliding scale for uninsured patients.

**\*How does your clinic accomplish income screening and assure that your patients apply for public-funded programs for which they may be eligible?** Uninsured patients are requested to supply household income information must provide some form of proof of income. The Health Center billing staff uses an eligibility screening program (Medicaider) to determine if the patient may qualify for Medicaid or the County Indigent program. Patients are offered assistance in completing Medicaid applications that are mailed from the billing office.

**\*Does your clinic see patients on a walk-in basis?** Patients are seen on an appointment basis only, however a number a same day appointment slots are kept open each day.



**\*Does your clinic have a sliding fee scale? Please identify the specific visit co-pay based on FPL.**

The Financial Assistance (Charity) Program uses a sliding fee scale that is based on the Federal Poverty Guidelines (FPG). Patients whose income is less than: 50% of FPG pay a \$15 co-pay; 100% of FPG pay a \$20 co-pay; and 150% of FPG pay a \$25 co-pay.

**\*Describe your clinic's process for handling patients with the inability to pay their sliding scale fee at the time of service.** Patients who do not pay their assigned fees at the time of service are billed.

**\*Describe your policy for providing continued care for patients who were screened as eligible for another medical payment source but who have failed to complete the application process.** Patients who qualify for another payment source are assisted to complete the application process by our staff, so this is usually not a problem. The patients will continue to be seen for medical care while the application is pending under the hospital's Financial Assistance (Charity) program.

**\*Describe your policy for scheduling appointments and care of individuals with outstanding balances. If an individual has an outstanding balance, how does that affect the care provided?** Patients who do not pay assigned fees when billed will be requested to come to the billing office for financial counseling before further appointments are made. As long as the patient is making an effort to make some sort of payment on their account, they will continue to be seen for medical care. However, continued failure to make payments on their account over several months will result in a request to the patient's physician to discharge the patient from the practice.

**\*How does your clinic accommodate non-English speaking and hearing impaired patients?** The Health Center has several bilingual employees that can assist Spanish-speaking patients. The hospital has also made arrangements with American Sign Language interpreters that can assist hearing-impaired patients, and has a phone translation service available for other languages.

**\*Briefly describe your organization's quality assurance/quality improvement program (include staff licensure, continuing education, compliance with HIPAA, CLIA, pharmacy laws, medical/dental/mental health practice and ethics committee, medical record reviews, compliance with standards, evaluation of patient care outcomes, patient satisfaction surveys, etc.).** The Health Center falls under the hospital's Joint Commission accreditation that requires compliance with national standards and all Federal and State laws applicable to health care organizations including HIPAA, CLIA, and Texas Board of Pharmacy. Hospital policies require that credentials of all physician staff be thoroughly verified, and that all nursing and ancillary staff be properly licensed or certified. As part of the Health Center's performance improvement program, medical records are routinely reviewed for completeness of documentation and patient care outcomes. Insurance carriers also conduct on site audits and reviews of medical records on a regular basis.

**\*Does your organization and staff carry medical liability insurance? Please describe.** Johns Community Hospital carries professional liability insurance that covers the employed staff. Contracted physicians and physicians with privileges to practice in the hospital are required to carry medical liability insurance.

**\*Does your organization or staff have any outstanding legal actions against it? No.**  
**If yes, what are the circumstances surrounding the legal matters and what is the current status?**

**\*When is your organization's fiscal year?** The fiscal year end is 12/31.

**\*Who provides accounting/audit services for your organization? Please include a copy of your most recent audit.** Durbin & Company, LLP is the hospital's auditor. A copy of the 2008 audited financial statement will be included with this application.

## **Section 2: CLINIC PRACTICE**

*(If your organization has more than one site where services are provided, please answer each question in this section separately for each clinic site).*

**\*Briefly describe your clinic's staffing (include both paid and volunteer staff):** The hospital contracts with six physicians (three family practitioners, two internists and a general surgeon) that staff the Health Center. The hospital employs the support staff of the clinic that includes receptionists, clerks, nurses and three family nurse practitioners.

**\*What primary care services does your clinic provide (include both preventive and acute care)?** The clinic provides a full range of primary care services including Family Practice and Internal Medicine for both preventative and acute care.

**\*What specialty care services does your clinic provide?** The general surgeon on staff in the Health Center sees patients under the hospital's Financial Assistance program. There are also visiting specialists who rent space in the Health Center which include the following specialties Cardiology, Orthopedics, Dermatology, Hematology/Oncology, Urology, OB/GYN and Podiatry. The Health Center physicians also refer to specialists outside of Taylor. Patients must make their own financial arrangements with the visiting and out of town specialists.

**\*What arrangements does your clinic have for patients who need Specialty care services?**

**Dental services:** If needed, referrals are made to area dentists; however patients must make their own financial arrangements.

**Mental health and/or substance abuse services:** If needed, referrals are made to MHMR or to private mental health providers. Patients must make their own financial arrangements with private mental health providers.

**Hospitalization:** If needed, hospitalization at Johns Community Hospital is covered under the hospital's Financial Assistance Program. If hospitalization at another facility is required, patients must make their own financial arrangements with that facility.

**Laboratory and Other Diagnostic Services:** Lab and diagnostic imaging services provided by Johns Community Hospital are covered under the hospital's Financial Assistance Program. Patients must make their own financial arrangements for any services that the hospital does not provide.

**Pharmacy:** Neither the Health Center nor Johns Community Hospital has an outpatient pharmacy. The Health Center does maintain a large inventory of pharmaceutical samples which

physicians dispense to patients as indicated, especially to those without insurance coverage for prescriptions.

**\*How does your clinic market your services to the underinsured and uninsured in the community?** Notices are posted in the clinic and hospital registration areas regarding the availability of the Financial Assistance Program. An announcement is also run in the local newspaper regarding the availability of charity care.

**\*Days of the week and hours of clinic operation:** The Health Center is open from 8:00 a.m. to 5:00 p.m. with evening appointments available from 5 p.m. - 7 p.m. Monday through Thursday as needed, from 8:00 a.m. to 5:00 p.m. on Friday, and from 8 a.m to noon on Saturday.

**\*What is the average wait time for an appointment for sick care?** Same day or next day.

**\*What is the average wait time for preventive care?** One to seven days depending on which provider.

**\*What is the clinic's average cost per clinic visit?**

	2005	2006	2007	2008
Number of visits	32,018	34,186	31,493	33,062
Salaries	\$18.40	\$17.88	\$23.46	\$20.80
Supplies	\$2.67	\$3.62	\$4.06	\$3.10
Contract Labor (MD)	\$27.51	\$27.89	\$30.14	\$28.56
Lab/X-ray	\$16.92	\$15.30	\$16.90	\$18.24
Allocated Overhead*	\$20.34	\$18.30	\$12.75	\$14.63
Total cost per visit	\$85.84	\$82.99	\$87.32	\$85.33

\* Allocated overhead includes utilities, maintenance, housekeeping, billing, administration, interest expense, and depreciation.

**\*What arrangements do you have for 24/7 coverage?** The Health Center has both a primary care physician and a general surgeon on call twenty-four hours a day, seven days a week. The Medical Exchange service is utilized for patients to contact the on call physician.

**\*Out of every dollar received, what portion goes to direct patient care?** Indirect or overhead costs (see above) constitute 17.1% of expenses.

**\*How many uninsured patients were seen between 0 - 150% FPL? Between 151% - 200% FPL?**  
495 total visits from 10/1/08 – 6/30/09, 378 applied who were above 151% FPL.

**Section 3: FUNDING SOURCES**

Insert additional rows in this table of funding sources as needed.

Funding Sources	Last FY/08	Current FY/09	Next FY/10
Client Co-Pay	\$ included below	\$ included below	\$ included below
Insurance, Medicaid, CHIP, CHIP Perinatal, Medicare, CIHCP, PHC, other (Please list each separately)	\$1,332,377	\$1,583,356	\$1,500,000
Government Grants (city, county, state, federal)—specify	\$	\$	\$
Corporate and/or Foundation Grants—specify	\$	\$	\$
St. David's Healthcare Foundation	\$49,000	0	
Georgetown Healthcare Foundation	\$7,000	0	
United Way Grants	\$	\$	\$
Donations/ Other Fund-Raising	\$	\$	\$
Total Income	\$1,388,377	\$1,583,356	\$1,500,000

# DURBIN & COMPANY, L.L.P.

Certified Public Accountants

2950 50th Street  
Lubbock, Texas 79413  
(806) 791-1591  
Fax (806) 791-3974

## INDEPENDENT AUDITOR'S REPORT

Management and the Board of Directors  
Johns Community Hospital  
Taylor, Texas

We have audited the accompanying statement of financial position of Johns Community Hospital as of December 31, 2008, and the related statements of operations, changes in net assets, and cash flows for the year then ended. These financial statements are the responsibility of the Hospital's management. Our responsibility is to express an opinion on these financial statements based on our audit. The financial statements of Johns Community Hospital as of December 31, 2007, were audited by other auditors whose report dated June 2, 2008, expressed an unqualified opinion on those statements.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provide 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 Johns Community Hospital as of December 31, 2008, and the results of its operations, changes in net assets, and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 6, 2009, on our consideration of Johns Community Hospital's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

Durbin & Company, L.L.P.  
June 6, 2009

# JOHNS COMMUNITY HOSPITAL

## BALANCE SHEETS

December 31, 2008 and 2007

ASSETS:	<u>2008</u>	<u>2007</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 75,378	\$ 4,154
Assets Whose Use is Limited	47,041	40,138
Patients Accounts Receivable, Net of Allowance	1,927,646	2,302,037
Inventory of Supplies	322,607	332,483
Estimated Third-Party Payor Settlements	<u>305,010</u>	<u>463,105</u>
Total Current Assets	2,677,682	3,141,917
ASSETS WHOSE USE IS LIMITED, Net of Current Portion	60,349	293,064
INVESTMENTS RESTRICTED BY CONTRIBUTORS AND GRANTORS	277,568	385,476
PROPERTY AND EQUIPMENT, NET	4,440,853	5,169,618
PROPERTY HELD FOR SALE	<u>30,150</u>	<u>30,150</u>
Total Assets	<u><u>\$ 7,486,602</u></u>	<u><u>\$ 9,020,225</u></u>

The accompanying notes are an integral part of these financial statements

# JOHNS COMMUNITY HOSPITAL

## BALANCE SHEETS

December 31, 2008 and 2007

LIABILITIES AND NET ASSETS:	2008	2007
CURRENT LIABILITIES		
Overdrafts Payable	\$ -	\$ 86,224
Accounts Payable	607,319	987,213
Accrued Payroll, Benefits, and Related Liabilities	424,020	659,128
Current Portion of Long-Term Debt	314,709	311,130
Deferred Revenue	-	4,410
Other Accrued Expenses	68,049	22,864
Total Current Liabilities	1,414,097	2,070,969
LONG-TERM DEBT, NET OF CURRENT PORTION	1,982,325	2,233,200
Total Liabilities	3,396,422	4,304,169
NET ASSETS		
Unrestricted	3,765,606	4,330,580
Temporarily Restricted for Capital Acquisition	2,894	63,796
Permanently Restricted to be Held in Perpetuity	321,680	321,680
Total Net Assets	4,090,180	4,716,056
Total Liabilities and Net Assets	\$ 7,486,602	\$ 9,020,225

The accompanying notes are an integral part of these financial statements

# JOHNS COMMUNITY HOSPITAL

## STATEMENTS OF OPERATIONS

Years Ended December 31, 2008 and 2007

	2008	2007
UNRESTRICTED REVENUES, GAINS AND OTHER SUPPORT:		
Net Patient Service Revenue	\$ 15,872,413	\$ 17,513,580
Contributions	-	46,721
Investment Income	16,324	25,978
Other Revenue	208,483	301,777
Total Revenues, Gains and Other Support	16,097,220	17,888,056
EXPENSES:		
Salaries	7,345,321	7,788,683
Employee Benefits	1,271,708	1,365,015
Professional Fees and Purchased Services	2,179,033	2,026,644
Supplies and Other	2,970,447	2,988,050
Depreciation and Amortization	844,282	699,451
Interest	101,697	78,734
Provision for Bad Debts	1,986,026	3,543,122
Total Expenses	16,698,514	18,489,699
Excess of Expenses over Revenues, Gains, and Other Support	(601,294)	(601,643)
Net Unrealized Gains (Losses) on Investments	(65,879)	18,239
Net Assets Released from Restrictions Used for Purchase of		
Property and Equipment	103,356	66,504
Gain (Loss) on Disposal of Assets	(1,157)	6,500
Decrease in Unrestricted Net Assets	\$ (564,974)	\$ (510,400)

The accompanying notes are an integral part of these financial statements



**JOHNS COMMUNITY HOSPITAL**  
**STATEMENTS OF CHANGES IN NET ASSETS**

**Years Ended December 31, 2008 and 2007**

	<u>2008</u>	<u>2007</u>
UNRESTRICTED NET ASSETS:		
Excess of Expenses over Revenues, Gains, and Other Support	\$ (601,294)	\$ (601,643)
Net Unrealized Gains (Losses) on Investments	(65,879)	18,239
Net Assets Released from Restrictions Used for Purchase of Property and Equipment	103,356	66,504
Gain (Loss) on Disposal of Assets	<u>(1,157)</u>	<u>6,500</u>
Decrease in Unrestricted Net Assets	(564,974)	(510,400)
TEMPORARILY RESTRICTED NET ASSETS:		
Contributions	42,454	-
Net Assets Released From Restrictions	<u>(103,356)</u>	<u>(66,504)</u>
Increase (Decrease) in Temporarily Restricted Net Assets	<u>(60,902)</u>	<u>(66,504)</u>
Decrease in Net Assets	(625,876)	(576,904)
Net Assets, Beginning of Year	<u>4,716,056</u>	<u>5,292,960</u>
Net Assets, End of Year	<u><u>\$ 4,090,180</u></u>	<u><u>\$ 4,716,056</u></u>

The accompanying notes are an integral part of these financial statements

**JOHNS COMMUNITY HOSPITAL****STATEMENTS OF CASH FLOWS****Years Ended December 31, 2008 and 2007**

	<u>2008</u>	<u>2007</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Decrease in Net Assets	\$ (625,876)	\$ (576,904)
Adjustments to Reconcile Decrease in Net Assets to Net Cash		
Provided by Operating Activities:		
Depreciation and Amortization	844,282	699,451
Provision for Bad Debts	1,986,026	3,543,122
Net Realized and Unrealized Gains on Investments	(65,879)	18,239
(Increase) Decrease in:		
Patient Accounts Receivable	(1,611,635)	(3,621,986)
Estimated Third-Party Payor Settlements	158,095	(561,362)
Inventory of Supplies	9,876	(36,072)
Increase (Decrease) in:		
Accounts Payable	(379,894)	431,925
Accrued Payroll, Benefits, and Related Liabilities	(235,108)	124,999
Deferred Revenue	(4,410)	4,410
Other Accrued Expenses	<u>45,185</u>	<u>1,866</u>
Net Cash Provided by Operating Activities	120,662	27,688
CASH FLOWS FROM INVESTING ACTIVITIES:		
Change in Assets Whose Use is Limited	225,812	134,657
Change in Investments	173,787	(18,239)
Capital Expenditures	<u>(108,664)</u>	<u>(854,049)</u>
Net Cash Provided (Used) by Investing Activities	290,935	(737,631)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Payments on Long-Term Debt	(541,367)	(68,517)
Payments on Capital Lease Obligations	(241,397)	(224,609)
Proceeds From Issuance of Long-Term Debt	528,615	577,277
Overdrafts Payable	<u>(86,224)</u>	<u>86,224</u>
Net Cash Provided (Used) by Financing Activities	<u>(340,373)</u>	<u>370,375</u>

The accompanying notes are an integral part of these financial statements

**JOHNS COMMUNITY HOSPITAL**  
**STATEMENTS OF CASH FLOWS (CONTINUED)**

**Years Ended December 31, 2008 and 2007**

	<u>2008</u>	<u>2007</u>
Net Increase (Decrease) in Cash and Cash Equivalents	71,224	(339,568)
Cash and Cash Equivalents, Beginning of Year	<u>4,154</u>	<u>343,722</u>
Cash and Cash Equivalents, End of Year	<u><u>75,378</u></u>	<u><u>4,154</u></u>
<b>Supplemental Disclosure of Cash Flow Information</b>		
Interest Paid	<u><u>\$ 99,966</u></u>	<u><u>\$ 78,734</u></u>
<b>Supplemental Disclosure of Noncash Investing and Financing Activities</b>		
Capital Lease Obligations	<u><u>\$ 6,853</u></u>	<u><u>\$ 919,656</u></u>

The accompanying notes are an integral part of these financial statements

**JOHNS COMMUNITY HOSPITAL  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2008 AND 2007**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization** - Johns Community Hospital (Hospital), located in Taylor, Texas, is a not-for-profit acute care hospital. The Hospital provides inpatient, outpatient and emergency care services for residents of Taylor, Texas. Admitting physicians are primarily practitioners in the local area. The Hospital serves the community under the direction of its Board of Directors. Johns Community Hospital prepares its financial statements in accordance with generally accepted accounting principles.

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

**Cash and Cash Equivalents** - For purposes of the statement of cash flows, the Hospital considers highly liquid investments with a maturity of three months or less to be cash equivalents, excluding amounts whose use is limited by board designation or other arrangements under trust agreements or with third party payers.

The Hospital occasionally invests its surplus operating funds (if any) in money market mutual funds. These funds generally invest in highly liquid U.S. government and agency obligations.

**Investments** – Investments in equity securities with readily determinable fair values and all investments in debt securities are measured at fair value in the balance sheet. Investment income or loss (including realized gains and losses on investments, interest and dividends) is included in the excess of revenues over expenses unless the income or loss is restricted by donor or law. Unrealized gains and losses on investments are excluded from the excess of revenues over expenses unless the investments are trading securities.

**Assets Whose Use is Limited** - Assets limited as to use primarily include assets held by trustees under indenture agreements and designated assets set aside by the Board of Directors for future Capital improvements and worker's compensation claims, over which the Board retains control and may at its discretion subsequently use for other purposes. Amounts required to meet current liabilities of the Hospital have been reclassified in the balance sheet at December 31, 2008 and 2007.

**Property and Equipment** - Property and Equipment acquisitions are recorded at cost. Depreciation is provided over the estimated useful life of each class of depreciable asset and is computed using the straight-line method. Equipment under capital lease obligations is amortized on the straight-line method over the shorter period of the lease term or the estimated useful life of the equipment. Such amortization is included in depreciation and amortization in the financial statements. Interest cost incurred on borrowed funds during the period of construction of capital assets is capitalized as a component of the cost of acquiring those assets.

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Property and Equipment (Continued)** - Gifts of long-lived assets such as land, buildings, or equipment are reported as unrestricted support, and are excluded from the excess of revenues over expenses, unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, expirations of donor restrictions are reported when the donated or acquired long-lived assets are placed in service.

**Temporarily and Permanently Restricted Net Assets** – Temporarily restricted net assets are those whose use by the Hospital has been limited by donors to a specific time period or purpose. Permanently restricted net assets have been restricted by donors to be maintained by the Hospital in perpetuity.

**Excess of Revenues Over Expenses** – The statements of operations includes excess of *revenues over expenses*. Changes in unrestricted net assets which are excluded from excess of revenues over expenses, consistent with industry practice, include unrealized gains and losses on investments other than trading securities, permanent transfers of assets to and from affiliates for other than goods and services, and contributions of long-lived assets (including assets acquired using contributions which by donor restriction were to be used for the purposes of acquiring such assets).

**Charity Care** - The Hospital provides care to patients who meet certain criteria under its charity care policy without charge or at amounts less than its established rates. Because the Hospital does not pursue collection of amounts determined to qualify as charity care, charity care is excluded from net patient revenue.

**Income Taxes** - The Hospital is a not-for-profit corporation and has been recognized as tax-exempt pursuant to Section 501(c)(3) of the Internal Revenue Code.

**Risk Management** - The Hospital is exposed to various risks of loss from torts: theft of, damage to and destruction of assets; business interruption; errors and omissions; employee injuries and illnesses; natural disaster; and employee health, dental, and accidental benefits. The Hospital is self-funded for workers' compensation, and commercial insurance coverage is purchased for claims arising from other matters.

**Donor-Restricted Gifts** - Unconditional promises to give cash and other assets to the Hospital are reported at fair value at the date the promise is received. Conditional promises to give and indications of intentions to give are reported at fair value at the date the gift is received. The gifts are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of operations as net assets released from restrictions. Donor-restricted contributions whose restrictions are met within the same year as received are reported as unrestricted contributions in the accompanying financial statements.

**JOHNS COMMUNITY HOSPITAL  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2008 AND 2007**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Reclassifications** – Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements.

**NOTE 2 - NET PATIENT REVENUE**

The Hospital has agreements with third-party payors that provide for payments to the Hospital at amounts different from its established rates. A summary of the payment arrangements with major third-party payors follows:

**Medicare** - Inpatient acute care services and outpatient services rendered to Medicare program beneficiaries are paid at prospectively determined rates. These rates vary according to a patient classification system that is based on clinical, diagnostic, and other factors. Inpatient nonacute services and defined capital and medical education costs related to Medicare beneficiaries are paid based on a cost reimbursement methodology. The Hospital is reimbursed for allowable costs at a tentative rate with final settlement determined after submission of annual cost reports by the Hospital and audits thereof by the Medicare fiscal intermediary. The Hospital's classification of patients under the Medicare program and the appropriateness of their admission are subject to an independent review by a peer review organization under contract with the Hospital.

**Medicaid** – Inpatient and outpatient services rendered to Medicaid program beneficiaries are reimbursed under a cost reimbursement methodology. The Hospital is reimbursed at a tentative rate with final settlement determined after submission of annual cost reports by the Hospital and audits thereof by the Medicaid fiscal intermediary.

**Other** - The Hospital has also entered into payment agreements with certain commercial insurance carriers and preferred provider organizations. The basis for payment under these agreements includes prospectively determined rates per discharge, discounts from established charges, and prospectively determined daily rates.

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 2 - NET PATIENT REVENUE (CONTINUED)**

Net patient service revenue is comprised as follows:

	<u>2008</u>	<u>2007</u>
Routine Patient Services	\$ 2,189,508	\$ 2,416,786
Ancillary Patient Services		
Inpatient	7,309,634	9,096,263
Outpatient	<u>21,489,859</u>	<u>21,425,417</u>
Gross Patient Service Revenue	30,989,001	32,938,466
Charity	(657,128)	(654,380)
Contractual Adjustments and Discounts	<u>(14,459,460)</u>	<u>(14,770,506)</u>
Net Patient Service Revenue	<u><u>\$ 15,872,413</u></u>	<u><u>\$ 17,513,580</u></u>

**Estimated Third-Party Payor Settlements** - Laws and regulations governing the Medicare and Medicaid programs are extremely complex and subject to interpretation. As a result, there is at least a reasonable possibility that recorded estimates will change by a material amount in the near term. Anticipated final settlement amounts from current and prior years' cost reports are recorded in the financial statement as they are determined by the Hospital. Net patient service revenue increased approximately \$110,436 in 2008 due to prior year retroactive adjustments in excess of amounts previously estimated. Estimated third-party payor settlements recorded in current assets at December 31, 2008 and 2007 are \$305,010 and \$463,105, respectively.

**NOTE 3 - ACCOUNTS RECEIVABLE**

Patient accounts receivable consist of the following at December 31:

	<u>2008</u>	<u>2007</u>
Patient Accounts Receivable	\$ 4,588,605	\$ 6,099,267
Less: Allowance for Bad Debts	(917,140)	(1,930,374)
Allowance for Contractuals	<u>(1,743,819)</u>	<u>(1,866,856)</u>
Accounts Receivable, Net of Allowance	<u><u>\$ 1,927,646</u></u>	<u><u>\$ 2,302,037</u></u>

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 3 - ACCOUNTS RECEIVABLE (CONTINUED)**

**Concentration of Credit Risk** - The Hospital grants credit without collateral to its patients, most of who are local residents and are insured under third-party payor agreements.

The mix of receivables from patients and third-party payors at December 31 is as follows:

	<u>2008</u>	<u>2007</u>
Medicare	36%	40%
Medicaid	3%	6%
Other Third-Party Payors	59%	27%
Patients	<u>2%</u>	<u>27%</u>
Total	<u><u>100%</u></u>	<u><u>100%</u></u>

**NOTE 4 - ASSETS WHOSE USE IS LIMITED**

The composition of assets limited as to use at December 31, 2008 and 2007, is set forth in the following table. Short-term investments consist primarily of certificates of deposit and money market accounts. Investments consist primarily of mutual funds and are reported at fair value with unrealized gains (losses) included in the statement of operations. Fair value of investments in mutual funds is determined based on published fair value per share.

	<u>2008</u>	<u>2007</u>
Internally Designated for Workers' Compensation Claims	\$ 22,964	\$ 2,804
Internally Designated for USDA Debt Service	47,041	40,138
Internally Designated for Capital Acquisition	<u>37,385</u>	<u>290,260</u>
Assets Whose Use is Limited	107,390	333,202
Less Current Portion	<u>(47,041)</u>	<u>(40,138)</u>
Assets Whose Use Is Limited, Net of Current Portion	<u><u>\$ 60,349</u></u>	<u><u>\$ 293,064</u></u>



**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 5 - PROPERTY AND EQUIPMENT**

The following is a summary of property and equipment at cost less accumulated depreciation, as of December 31:

	<u>2008</u>	<u>2007</u>
Land	\$ 22,500	\$ 22,500
Land Improvements	10,747	10,747
Buildings and Improvements	6,659,939	6,570,348
Equipment	4,428,133	4,421,960
Equipment Under Capital Lease Obligations	<u>1,179,732</u>	<u>1,172,879</u>
 Total Property and Equipment	 12,301,051	 12,198,434
Less Accumulated Depreciation and Amortization	<u>(7,860,198)</u>	<u>(7,028,816)</u>
 Property and Equipment, Net	 <u><u>\$ 4,440,853</u></u>	 <u><u>\$ 5,169,618</u></u>

The Hospital's depreciation expense for the years ended December 31, 2008 and 2007, totaled \$844,282 and \$699,451, respectively.

**NOTE 6 – LAND HELD FOR SALE**

The Hospital was a beneficiary of the Edna Lueckemeyer Testamentary Trust, along with a local church. The trust was terminated December 12, 2000, and the residual estate was duly administered. During the year ended December 31, 2003, the Hospital Board decided to sell their interest in the land, but no sale had been transacted as of year end. Additionally, the carrying value of the land is not included in Note 5, as it is not currently used for operating purposes, and is therefore, reported separately on the balance sheets as property held for sale as of December 31, 2008 and 2007.

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 7 - LONG-TERM DEBT**

The following is a summary of long-term debt and capital lease obligations as of December 31:

	<u>2008</u>	<u>2007</u>
<b>Notes Payable:</b>		
Note with USDA Rural Development, interest rate of 4.50%, payable in monthly installments of \$5,569, due January 2032.	\$ 937,863	\$ 962,041
Note with Coupland, interest rate of 4.00%, payable in monthly installments of \$593, due November 2022.	73,529	76,949
Note with LoneSTAR (State Energy Conservation Office), interest rate of 3%, payments beginning in 2008, due within a 10 year period.	<u>592,123</u>	<u>577,277</u>
Total Notes Payable	1,603,515	1,616,267
Capital lease obligations, imputed interest rates from 0% to 10.77%.	<u>693,519</u>	<u>928,063</u>
Total Long-Term Debt	2,297,034	2,544,330
Less: Current Portion	<u>(314,709)</u>	<u>(311,130)</u>
Non-Current Portion	<u>\$ 1,982,325</u>	<u>\$ 2,233,200</u>

Under the agreement with the USDA, the Hospital is required to deposit \$557 per month into a reserve fund until \$66,828 is accumulated. As of December 31, 2008 and 2007, the account is valued at \$47,041 and \$40,138, respectively.

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 7 - LONG-TERM DEBT (CONTINUED)**

The following is a schedule of the long-term debt principal and interest maturities for each of the next five years:

Year Ending December 31,	Long - Term Debt	Capital Lease Obligations
2009	\$ 84,424	\$ 251,722
2010	87,428	229,927
2011	90,534	133,789
2012	93,756	96,819
2013	97,096	15,914
Thereafter	1,150,276	-
Total	<u>\$ 1,603,515</u>	\$ 728,171
Less: Amounts Representing Interest		<u>(34,652)</u>
Present Value of Minimum Lease Payments		<u>\$ 693,519</u>

The Hospital follows the policy of capitalizing interest as a component of the cost of capital assets constructed for its own use. In 2008 and 2007, total interest incurred was \$101,697 and \$78,734, respectively, all of which was charged to operations.

**NOTE 8 - COMMITMENTS AND CONTINGENCIES**

**Litigation** - The Hospital is from time to time subject to claims and suits for damages, including damages for personal injuries to patients and others, most of which are covered as to risk and amount. In the opinion of management, the ultimate resolution of pending legal proceedings will not have a material effect on the Hospital's financial position or results of operations.

**Operating Leases** – The Hospital leases facilities and equipment under month to month operating leases. Total rental expense in 2008 and 2007 for all operating leases was \$849 and \$40,076, respectively.

**JOHNS COMMUNITY HOSPITAL**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 2008 AND 2007**

**NOTE 8 - COMMITMENTS AND CONTINGENCIES (CONTINUED)**

**Insurance Arrangements** – The Hospital is insured for professional liability up to \$100,000 per occurrence, \$300,000 aggregate, under a primary professional liability policy. Amounts in excess of the primary professional liability claims are insured under a claims-made policy. A claims-made policy covers only professional liability claims reported to the insurance carrier during the policy term. In the event the claims-made policy is not renewed or replaced with equivalent insurance, claims based on occurrences during its term, but reported subsequently, will be uninsured. The Hospital has renewed its claims-made policy for coverage through July 1, 2009.

The Hospital is self-funded for workers' compensation insurance. Currently, the Hospital pays the claims as they arrive and has set aside cash reserves for future claims. The amounts paid by the Hospital for current claims in years ended December 31, 2008 and 2007, were \$56,010 and \$21,609, respectively. As of December 31, 2008 the Hospital had \$47,859 in accrued claims payable. As of December 31, 2007, the amount of existing claims was not considered significant by management; therefore, an accrual was not set up.

**NOTE 9 - EMPLOYEE BENEFITS**

**Compensated Absences** – As of December 31, 2008 and 2007, the Hospital has accrued compensated absence liability of \$275,640 and \$285,515, respectively. The Hospital does pay accrued paid time off upon termination if proper notice and termination procedures are followed.

**Pension Plan** – The Hospital maintains a 401(k) plan. The Hospital matches employee contributions up to 5% of the employee's base salary. Hospital employees are 100% vested in the amounts they contribute to the plan and fully vested in the Hospital contributions after five years of service while working at least 1,000 hours. Total contributions to the plan at December 31, 2008 and 2007 were \$232,668 and 245,484, respectively.

**NOTE 10 - TEMPORARILY AND PERMANENTLY RESTRICTED NET ASSETS**

Restricted assets at December 31, 2008 and 2007 are as follows:

	<u>2008</u>	<u>2007</u>
Permanently Restricted Assets:		
Donor Restricted to be Held in Perpetuity	321,680	321,680
Temporarily Restricted Assets:		
Donor Restricted for Capital Acquisition	-	63,796
Donor Restricted for Mammograms	<u>2,894</u>	<u>-</u>
Total Restricted Net Assets	<u>\$ 324,574</u>	<u>\$ 385,476</u>

Permanently restricted net assets at December 31, 2008 and 2007, are investments to be held in perpetuity, the income from which is expendable to support health care services.

**JOHNS COMMUNITY HOSPITAL  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2008 AND 2007**

**NOTE 11 - RELATED PARTY**

A local attorney, who is also a member of the Hospital's Board of Directors, advises the Hospital on certain legal matters. It was also noted that the Hospital maintains funds at a bank, where a Board member is the president. The Hospital has a conflict of interest policy and the board members have fully disclosed these relationships.

**NOTE 12 – HOSPITAL OPERATIONS**

The Hospital has sustained substantial operating losses of \$601,294 and \$601,643 in 2008 and 2007, respectively. In addition, the Hospital has used substantial amounts of working capital in its operations. In view of these matters, realization of a major portion of the assets in the accompanying balance sheet is dependent upon continued operations of the company, which in turn is dependent upon the Hospital's ability to meet its financing requirements, and the success of its future operations.

# **D U R B I N   &   C O M P A N Y, L.L.P.**

Certified Public Accountants

2950 50th Street  
Lubbock, Texas 79413  
(806) 791-1591  
Fax (806) 791-3974

## **I N D E P E N D E N T   A U D I T O R ' S   R E P O R T   O N   O T H E R   F I N A N C I A L   I N F O R M A T I O N**

Management and the Board of Directors  
Johns Community Hospital  
Taylor, Texas

Our report on our audit of the basic financial statements of Johns Community Hospital for December 31, 2008 appears on at the beginning of this report. The audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The financial information on pages 18 through 22 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Durbin & Company, L.L.P.  
June 6, 2009

**JOHNS COMMUNITY HOSPITAL**  
**TOTAL REVENUE, GAINS AND OTHER SUPPORT**  
**YEARS ENDED DECEMBER 31, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
Routine Services		
Acute	\$ 1,482,366	\$ 1,599,872
Swing Bed	695,894	739,109
ICU	11,248	77,805
Total Routine Services	<u>2,189,508</u>	<u>2,416,786</u>
Ancillary Services		
Inpatient:		
Operating and Recovery Room	354,693	217,162
Anesthesia	168,020	139,358
Radiology and Nuclear Medicine	896,074	958,162
Laboratory	1,338,465	1,491,633
Blood	137,699	125,630
Cardiovascular	26,794	19,459
Intravenous Therapy	522,498	797,581
Respiratory Therapy	1,346,492	2,367,872
Physical Therapy	447,976	520,876
Speech Therapy	17,262	35,666
Occupational Therapy	138,613	159,431
Central Supply	173	57
Pharmacy	1,225,667	1,470,462
Emergency Room	433,380	489,391
ER Physicians	253,032	298,830
Observation Room	2,796	4,694
Total Inpatient Ancillary Services	<u>7,309,634</u>	<u>9,096,263</u>

See Independent auditor's report on other financial information

**JOHNS COMMUNITY HOSPITAL**  
**TOTAL REVENUE, GAINS AND OTHER SUPPORT (CONTINUED)**  
**YEARS ENDED DECEMBER 31, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
Outpatient:		
Operating Room and Recovery Room	1,459,648	1,540,910
Anesthesia	455,866	669,974
Radiology and Nuclear Medicine	3,694,312	3,683,129
Laboratory	3,494,695	2,859,090
Blood	99,067	63,831
Cardiovascular	100,592	118,491
Intravenous Therapy	132,781	136,084
Respiratory Therapy	387,824	460,725
Physical Therapy	1,702,051	1,684,873
Speech Therapy	83,984	56,447
Occupational Therapy	367,370	333,190
Central Supply	314	62
Pharmacy	563,068	754,134
Emergency Room	3,094,198	2,854,037
ER Physicians	2,238,532	2,513,795
Observation	138,073	134,427
Health Center	2,810,134	3,017,779
Home Health	667,350	544,439
Total Outpatient Ancillary Services	<u>21,489,859</u>	<u>21,425,417</u>
 Gross Patient Revenue	 \$ 30,989,001	 \$ 32,938,466
 Deductions from Revenue		
Charity	(657,128)	(654,380)
Contractual Adjustments and Discounts	(14,459,460)	(14,770,506)
Total Deductions from Revenue	<u>(15,116,588)</u>	<u>(15,424,886)</u>
 Net Patient Service Revenue	 <u>\$ 15,872,413</u>	 <u>\$ 17,513,580</u>

See Independent auditor's report on other financial information



**JOHNS COMMUNITY HOSPITAL**  
**TOTAL REVENUE, GAINS AND OTHER SUPPORT (CONTINUED)**  
**YEARS ENDED DECEMBER 31, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
Other Revenue		
Cafeteria Revenue	21,140	23,150
Medical Records	7,391	6,909
Miscellaneous	<u>179,952</u>	<u>271,718</u>
 Total Other Revenue	 <u><u>\$ 208,483</u></u>	 <u><u>\$ 301,777</u></u>

See Independent auditor's report on other financial information

**JOHNS COMMUNITY HOSPITAL**  
**OPERATING EXPENSE**  
**YEARS ENDED APRIL 30, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
Routine Services	\$ 1,466,476	\$ 1,487,066
Ancillary Services		
Operating Room	636,180	767,451
Anesthesia	263,791	270,421
Radiology and Nuclear Medicine	760,829	870,142
Laboratory	983,171	898,528
Cardiovascular	266,756	314,623
Intravenous Therapy	53,767	84,224
Rehab Therapy	293,469	318,196
Speech Therapy	55,017	45,661
Occupational Therapy	74,025	72,046
Central Supply	68,944	80,737
Pharmacy	517,977	573,811
Emergency Room	753,876	974,710
ER Physicians	866,463	766,766
Health Center	1,725,600	1,816,018
Home Health	473,838	419,477
Clinical Services	<u>73,160</u>	<u>77,409</u>
Total Ancillary Services	7,866,863	8,350,220
General Services		
Operation and Plant	534,701	491,511
Housekeeping	241,000	280,310
Dietary	239,834	238,756
Social Services	<u>27,660</u>	<u>27,265</u>
Total General Services	1,043,195	1,037,841

See Independent auditor's report on other financial information

**JOHNS COMMUNITY HOSPITAL**  
**OPERATING EXPENSES (CONTINUED)**  
**YEARS ENDED DECEMBER 31, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
Administrative Services		
Salaries	1,235,457	1,222,474
Employee Benefits	1,271,708	1,365,015
Office Supplies and Expense	14,561	21,783
Insurance	47,859	-
Legal and Accounting	288,727	258,371
Telephone	41,518	43,170
Marketing and Advertising	48,913	53,673
Nursing Administration	154,355	140,573
Collection Fees	41,418	38
Miscellaneous	245,458	188,168
Total Administrative Services	<u>3,389,974</u>	<u>3,293,264</u>
Interest	101,697	78,734
Depreciation and Amortization	844,282	699,451
Provision for Bad Debts	<u>1,986,026</u>	<u>3,543,123</u>
Total Operating Expenses	<u><u>\$ 16,698,514</u></u>	<u><u>\$ 18,489,699</u></u>

See Independent auditor's report on other financial information

**Johns Community Hospital**  
305 Mallard Lane  
Taylor TX 76574

**CURRENT TRUSTEES OR DIRECTORS (2009)**

NAME	MAILING ADDRESS	PHONE #	OCCUPATION	TERM EXPIRATION
Clark L. Jackson Board President	1611 Granger Rd. Taylor TX 76574	352-5543 Fax: 352-7670	Certified Public Accountant	2/1/2012
Leland R. Enochs Board Vice President	P. O. Box 751 Taylor TX 76574	352-3626 Fax: 365-5556	Attorney-at-Law	2/1/2012
Ed C. Griffith Board Secretary	City National Bank P.O. Drawer 1099 Taylor TX 76574	352-8523 Fax: 671-2281	Chairman of the Board	2/1/2011
Thomas G. Parker Board Treasurer	1015 Cecilia Taylor TX 76574	365-2314 Cell: 971-1234	Banker/Insurance Agent, (Retired)	2/1/2012
Nathan Cohen, MD	S&W Johns Clinic 403 Mallard Ln. Taylor TX 76574	352-5251 Fax: 352-5146	Physician	2/1/2012
C. J. Daniel, MD	P. O. Box 349 Taylor TX 76574	365-3193	Physician-retired	2/1/2010
James Havalda, MD	The Health Center at JCH 305 Mallard Ln. Taylor TX 76574	352-7811	Physician	2/1/2010
Rod Hortenstine	BABECO P.O. Box 71 Taylor TX 76574	352-5159	Engineer (Corporate VP)	2/1/2010
Donald L. McAlister	P. O. Box 526 Taylor TX 76574	365-7068	Journalist-retired	2/1/2011
Carolyn Minzenmayer	P. O. Box 942 Taylor TX 76574	352-8515	Administrative Assistant	2/1/2012
John Nelson	1510 W. Lake Dr. Taylor TX 76574	365-5276	Executive Administrator (Retired)	2/1/2010

## Lone Star Circle of Care Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Grimes Kathy, Commissioner Pct. #2  
**Submitted For:** Cynthia Long  
**Department:** Commissioner Pct. #2  
**Agenda Category:** Regular Agenda Items

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### Information

#### Agenda Item

Hear presentation and update from Lone Star Circle of Care.

#### Background

The Lone Star Circle of Care had previously participated in the County's Community Clinic Services (CCS) Program. This is the first year that Lone Star has not participated in CCS and is instead receiving funding for their mental health program.

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Lone Star Final Report](#)

Link: [Lone Star Grant Audit](#)

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### Form Routing/Status

Form Started By: Grimes Kathy      Started On: 07/30/2009 11:46 AM  
Final Approval Date: 07/30/2009

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1500 WEST UNIVERSITY AVENUE, SUITE 103 | GEORGETOWN, TEXAS 78628  
PHONE: 512.868.1124 | FAX: 512.868.9894 | WEB: [www.lscctx.org](http://www.lscctx.org)

April 3, 2009

Kathy Grimes  
350 Discovery Boulevard  
Cedar Park, Texas 78613

Re: Report of Mental Health Visits for Williamson County residents, March 2009

Dear Kathy:

While we have exceeded our cap of \$320,000, I will continue to provide you with reports on our mental health service to Williamson County residents.

For the month of March 2009, our mental health team provided 549 patient visits to residents of Williamson County. At a rate of \$169/visit, this totals \$92,781.

From October 2008 through March 2009, we have provided \$475,566 worth of care to Williamson County residents.

Please feel free to contact me with any questions.

Sincerely,

Jen Rodosta  
VP of Strategic Development

**Lone Star Circle of Care Mental Health Providers:**

Dr. Steven Prenzlauer—Psychiatrist

Dr. Lucius Ripley—Psychiatrist

Dr. Tracy Asamoah—Child Psychiatrist

Dr. Kristie Engel—Child Psychologist

Roxane Royalty—Licensed Professional Counselor

Sandra Grisales—Licensed Clinical Social Worker

Joan Maus—Licensed Clinical Social Worker

Dr. Nakia Scott—Child Psychiatrist

03/02/2009

Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Ripley, Lucius	Austin	78759	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Ripley, Lucius	GEORGETOWN	78633	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic

Totals For 03/02/2009 (10)

03/03/2009

Royalty, Roxane	Hutto	78634	Round Rock Health Clinic MH
Prenzlauer, Steven	Georgetown	78628	Round Rock Health Clinic MH
Royalty, Roxane	ROUND ROCK	78665	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Asamoah, Tracy	Georgetown	78628	Round Rock Health Clinic MH
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78680	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Jarrell	76537	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Austin	78729	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78681	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Taylor	76574	Round Rock Health Clinic MH

Totals For 03/03/2009 (22)

03/04/2009

Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Maus, Joan E	ROUND ROCK	78665	Round Rock Health Clinic MH
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH



Asamoah, Tracy	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	GEORGETOWN	78633	Georgetown Community Clinic
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Weir	78674	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Asamoah, Tracy	Leander	78641	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Round Rock	78681	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78681	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78681	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH

Totals For 03/04/2009 (25)  
03/05/2009

Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Maus, Joan E	Leander	78641	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic
Royalty, Roxane	Austin	78729	Georgetown Community Clinic
Scott MD, Nakia Gr.	Round Rock	78680	Round Rock Health Clinic MH
Ripley, Lucius	Thrall	76578	Georgetown Community Clinic
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	GEORGETOWN	78633	Georgetown Community Clinic
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78683	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Maus, Joan E	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Taylor	76574	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Prenzlauer, Steven	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic

Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic

Totals For 03/05/2009 (34)  
03/06/2009

Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	GEORGETOWN	78633	Georgetown Community Clinic
Grisales, Sandra M	Jarrell	76537	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Maus, Joan E	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78681	Round Rock Health Clinic MH

Totals For 03/06/2009 (16)  
03/09/2009

Prenzlauer, Steven	Round Rock	78681	Round Rock Health Clinic MH
Prenzlauer, Steven	Taylor	76574	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78628	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Taylor	76574	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78628	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78680	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Prenzlauer, Steven	Cedar Park	78630	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Royalty, Roxane	Austin	78729	Georgetown Community Clinic
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH

Grisales, Sandra M	Taylor	76574	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78628	Georgetown Community Clinic
Royalty, Roxane	Hutto	78634	Georgetown Community Clinic

Totals For 03/09/2009 (26)  
03/10/2009

Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	ROUND ROCK	78665	Round Rock Health Clinic MH
Asamoah, Tracy	Georgetown	78628	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Hutto	78634	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Cedar Park	78613	Round Rock Health Clinic MH
Asamoah, Tracy	Georgetown	78628	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Asamoah, Tracy	Georgetown	78628	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Ripley, Lucius	Austin	78729	Georgetown Community Clinic
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Florence	76527	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Jarrell	76537	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Scott MD, Nakia Gr	Jarrell	76537	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH

Totals For 03/10/2009 (33)  
03/11/2009

Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Engel, Kristie	Hutto	78634	Round Rock Health Clinic MH
Grisales, Sandra M	Hutto	78634	Round Rock Health Clinic MH

Engel, Kristie	Hutto	78634	Round Rock Health Clinic MH
Asamoah, Tracy	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Asamoah, Tracy	Liberty Hill	78642	Round Rock Health Clinic MH
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Leander	78641	Round Rock Health Clinic MH
Asamoah, Tracy	ROUND ROCK	78665	Round Rock Health Clinic MH
Royalty, Roxane	Cedar Park	78613	Georgetown Community Clinic
Scott MD, Nakia Gr	Jarrell	76537	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Maus, Joan E	Round Rock	78681	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH

Totals For 03/11/2009 (34)

03/12/2009

Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78628	Georgetown Community Clinic
Prenzlauer, Steven	Leander	78641	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr	Georgetown	78627	Round Rock Health Clinic MH
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic
Royalty, Roxane	Austin	78729	Georgetown Community Clinic
Scott MD, Nakia Gr	Round Rock	78664	Round Rock Health Clinic MH

Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Georgetown	78626	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Ripley, Lucius	GEORGETOWN	78633	Georgetown Community Clinic
Ripley, Lucius	ROUND ROCK	78665	Georgetown Community Clinic
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Grisales, Sandra M	Georgetown	78626	Round Rock Health Clinic MH
Prenzlaue, Steven	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic
Prenzlaue, Steven	Round Rock	78681	Round Rock Health Clinic MH

Totals For 03/12/2009 (33)  
03/13/2009

Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Florence	76527	Georgetown Community Clinic
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78626	Round Rock Health Clinic MH
Maus, Joan E	Cedar Park	78613	Round Rock Health Clinic MH
Grisales, Sandra M	Taylor	76574	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Royalty, Roxane	Cedar Park	78613	Round Rock Health Clinic MH
Maus, Joan E	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Maus, Joan E	Austin	78729	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH

Totals For 03/13/2009 (20)  
03/16/2009

Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Austin	78729	Georgetown Community Clinic

Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Austin	78729	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic

Totals For 03/16/2009 (16)  
03/17/2009

Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Asamoah, Tracy	Austin	78729	Round Rock Health Clinic MH
Royalty, Roxane	Cedar Park	78613	Round Rock Health Clinic MH
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Florence	76527	Round Rock Health Clinic MH
Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Georgetown	78628	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78627	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH

Totals For 03/17/2009 (32)  
03/18/2009

Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic

Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Ripley, Lucius	Taylor	76574	Georgetown Community Clinic
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Georgetown	78626	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Cedar Park	78613	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78626	Round Rock Health Clinic MH
Engel, Kristie	ROUND ROCK	78665	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic

Totals For 03/18/2009 (18)  
03/19/2009

Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Taylor	76574	Round Rock Health Clinic MH
Maus, Joan E	Georgetown	78626	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Grisales, Sandra M	Cedar Park	78613	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Prenzlauer, Steven	Hutto	78634	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Engel, Kristie	Liberty Hill	78642	Round Rock Health Clinic MH
Grisales, Sandra M	Jarrell	76537	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Maus, Joan E	ROUND ROCK	78665	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Royalty, Roxane	Georgetown	78628	Georgetown Community Clinic

Totals For 03/19/2009 (27)  
03/20/2009

Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
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Maus, Joan E	Leander	78641	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Grisales, Sandra M	Georgetown	78626	Round Rock Health Clinic MH
Maus, Joan E	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Taylor	76574	Georgetown Community Clinic
Royalty, Roxane	Georgetown	78626	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Grisales, Sandra M	ROUND ROCK	78665	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78681	Georgetown Community Clinic

Totals For 03/20/2009 (17)  
03/23/2009

Prenzlaue, Steven	Round Rock	78681	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78628	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78628	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Royalty, Roxane	Hutto	78634	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Prenzlaue, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	ROUND ROCK	78665	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Austin	78729	Georgetown Community Clinic
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Hutto	78634	Georgetown Community Clinic
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78628	Georgetown Community Clinic

Totals For 03/23/2009 (22)  
03/24/2009

Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH



Royalty, Roxane	Cedar Park	78613	Round Rock Health Clinic MH
Maus, Joan E	ROUND ROCK	78665	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78628	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Prenzlaue, Steven	Austin	78750	Round Rock Health Clinic MH
Asamoah, Tracy	Florence	76527	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78628	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78664	Round Rock Health Clinic MH
Prenzlaue, Steven	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	ROUND ROCK	78665	Georgetown Community Clinic
Ripley, Lucius	ROUND ROCK	78665	Georgetown Community Clinic
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Florence	76527	Round Rock Health Clinic MH
Engel, Kristie	Jarrell	76537	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Prenzlaue, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Jarrell	76537	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH

Totals For 03/24/2009 (33)  
03/25/2009

Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Granger	76530	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Granger	76530	Georgetown Community Clinic
Engel, Kristie	Hutto	78634	Round Rock Health Clinic MH
Asamoah, Tracy	ROUND ROCK	78665	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78626	Georgetown Community Clinic
Grisales, Sandra M	Hutto	78634	Round Rock Health Clinic MH
Engel, Kristie	Hutto	78634	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Royalty, Roxane	Liberty Hill	78642	Georgetown Community Clinic

Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Georgetown	78628	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Royalty, Roxane	Cedar Park	78613	Georgetown Community Clinic
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Asamoah, Tracy	ROUND ROCK	78665	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Hutto	78634	Round Rock Health Clinic MH
Asamoah, Tracy	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic

Totals For 03/25/2009 (33)  
03/26/2009

Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	GEORGETOWN	78633	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Scott MD, Nakia Gr.	Taylor	76574	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Round Rock	78683	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78628	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH
Prenzlauer, Steven	Leander	78641	Round Rock Health Clinic MH
Maus, Joan E	Leander	78641	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Hutto	78634	Round Rock Health Clinic MH
Grisales, Sandra M	Georgetown	78626	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78681	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Georgetown Community Clinic
Scott MD, Nakia Gr.	Cedar Park	78613	Round Rock Health Clinic MH
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78626	Georgetown Community Clinic

Totals For 03/26/2009 (28)

03/27/2009

Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Maus, Joan E	Liberty Hill	78642	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Liberty Hill	78642	Georgetown Community Clinic
Ripley, Lucius	Austin	78717	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Ripley, Lucius	ROUND ROCK	78665	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78626	Round Rock Health Clinic MH
Maus, Joan E	Cedar Park	78613	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Ripley, Lucius	Leander	78641	Georgetown Community Clinic
Engel, Kristie	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Engel, Kristie	Jarrell	76537	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Leander	78641	Round Rock Health Clinic MH
Ripley, Lucius	Florence	76527	Georgetown Community Clinic
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Austin	78626	Round Rock Health Clinic MH
Engel, Kristie	Georgetown	78626	Round Rock Health Clinic MH

Totals For 03/27/2009 (26)

03/30/2009

Engel, Kristie	Georgetown	78628	Round Rock Health Clinic MH
Ripley, Lucius	Austin	78717	Georgetown Community Clinic
Maus, Joan E	Round Rock	78664	Round Rock Health Clinic MH
Prenzlaue, Steven	Taylor	76574	Round Rock Health Clinic MH
Royalty, Roxane	Georgetown	78628	Georgetown Community Clinic
Royalty, Roxane	Taylor	76574	Georgetown Community Clinic
Ripley, Lucius	Georgetown	78628	Georgetown Community Clinic
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78664	Round Rock Health Clinic MH
Ripley, Lucius	Cedar Park	78613	Georgetown Community Clinic
Prenzlaue, Steven	Round Rock	78664	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Georgetown Community Clinic
Engel, Kristie	ROUND ROCK	78665	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Round Rock	78681	Georgetown Community Clinic
Maus, Joan E	Round Rock	78681	Round Rock Health Clinic MH
Ripley, Lucius	Round Rock	78664	Georgetown Community Clinic
Ripley, Lucius	Taylor	76574	Georgetown Community Clinic

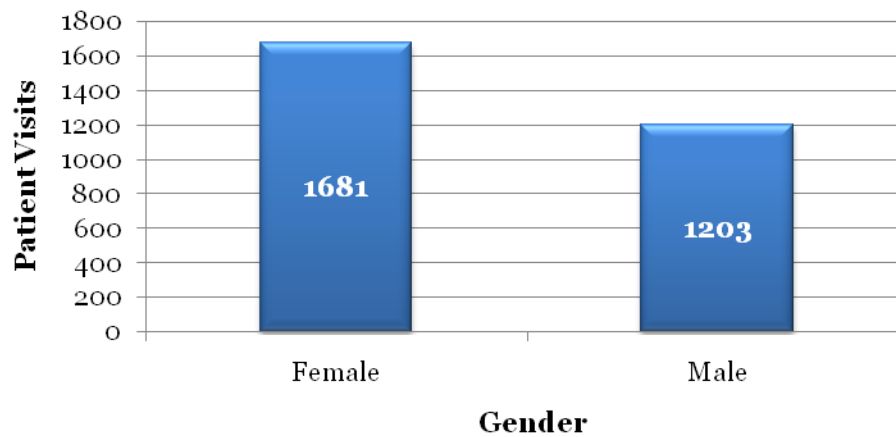
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Engel, Kristie	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	ROUND ROCK	78665	Round Rock Health Clinic MH
Ripley, Lucius	Jarrell	76537	Georgetown Community Clinic
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Austin	78729	Round Rock Health Clinic MH

Totals For 03/30/2009 (24)  
03/31/2009

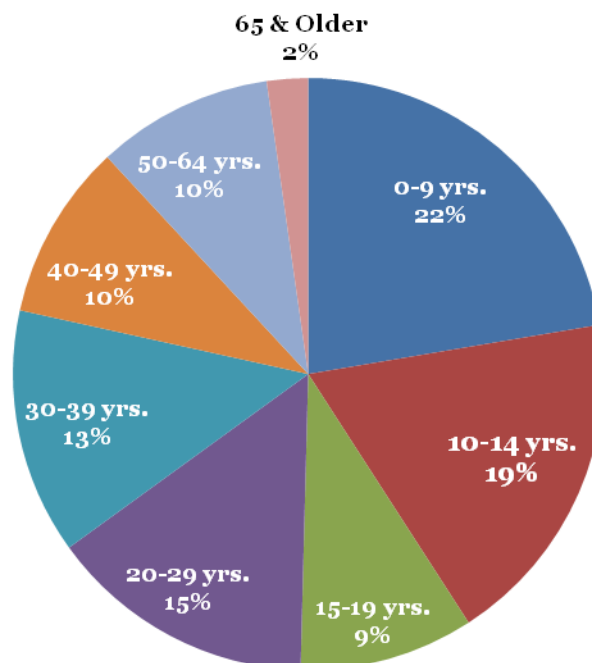
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Prenzlauer, Steven	Georgetown	78628	Round Rock Health Clinic MH
Engel, Kristie	Cedar Park	78613	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Scott MD, Nakia Gr.	Georgetown	78626	Round Rock Health Clinic MH
Maus, Joan E	Austin	78750	Round Rock Health Clinic MH
Grisales, Sandra M	Jarrell	76537	Round Rock Health Clinic MH
Prenzlauer, Steven	Austin	78729	Round Rock Health Clinic MH
Asamoah, Tracy	Round Rock	78681	Round Rock Health Clinic MH
Royalty, Roxane	Round Rock	78664	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Round Rock	78681	Round Rock Health Clinic MH
Grisales, Sandra M	Leander	78641	Round Rock Health Clinic MH
Prenzlauer, Steven	Georgetown	78628	Round Rock Health Clinic MH
Asamoah, Tracy	Georgetown	78626	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78664	Round Rock Health Clinic MH
Prenzlauer, Steven	Cedar Park	78613	Round Rock Health Clinic MH
Prenzlauer, Steven	Round Rock	78681	Round Rock Health Clinic MH
Engel, Kristie	Round Rock	78664	Round Rock Health Clinic MH

Totals For 03/31/2009 (20)  
TOTALS (549)

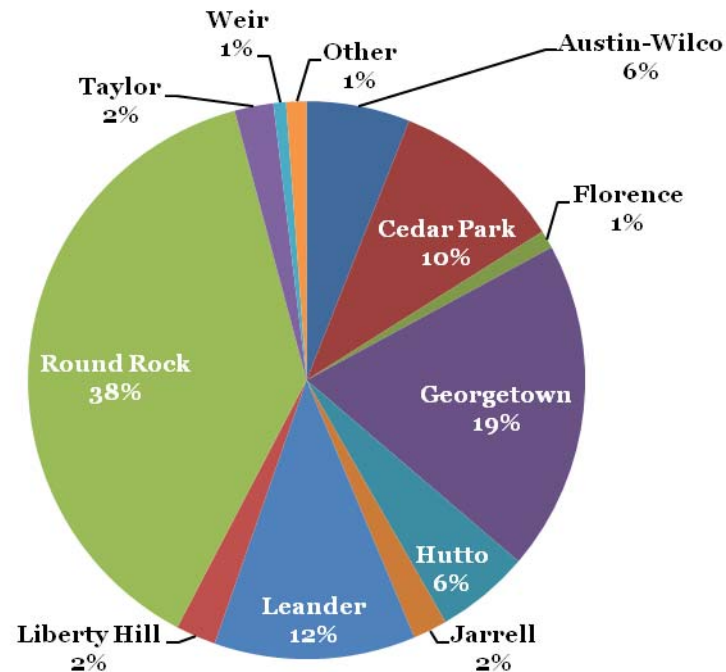
**Williamson County Mental Health Patients by Gender**



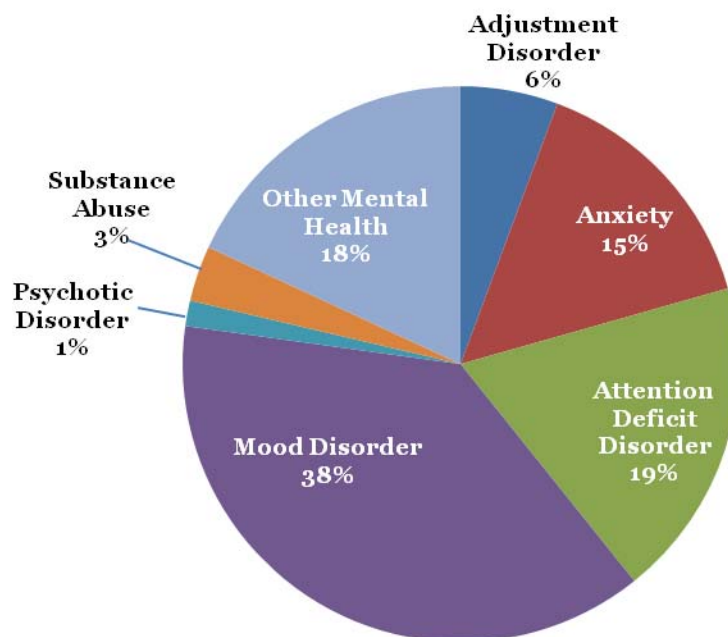
**Williamson County Mental Health Patients by Age**



### Williamson County Mental Health Patients by City



### Williamson County Mental Health by Diagnosis





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# **Lone Star Circle of Care Mental Health Grant Program**

**Auditor: Jalyn Morris, CIA, CGAP, CFE, CCSA  
Internal Auditor II**

**Release Date: July 9, 2009**

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**Williamson County  
Auditors' Office  
Yellow Internal  
Audit Report**

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**David U. Flores  
County Auditor**

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**Kathy Wierzowiecki, CGAP  
Internal Audit Director**

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**Jen Rodosta, VP Strategic Development, LSCC**

**Maria Serafine, Practice Admin, Round Rock Clinics, LSCC**



# Williamson County

## Lone Star Circle of Care - Mental Health Grant Program Audit Report

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### BACKGROUND

In October 2008 Commissioners Court approved a contract for the Williamson County Mental Health Grant Program. The contract, effective October 1, 2008 through September 30, 2009, is an agreement for Williamson County to pay \$169.00 per qualifying mental health visit for clinic patients that meet eligibility criteria. The audit objectives were based off of these criteria. Funding is limited to \$320,000 for the contract term.

Funds for this program were exhausted in February 2009.

**SCOPE:** Client eligibility for October 2008 through February 2009.

### OBJECTIVES: Verify:

- patients were Williamson County residents at the time of the visit
- a face to face encounter takes place between the patient and mental health professional
- progress notes for each visit document patients' progress or lack of progress
- only one mental health visit per patient was billed on any one day

### METHODOLOGY (INCLUDE SAMPLING CRITERIA)

- Sampled 112 out of approximately 1,848 patient visits. The sample was selected from the population by IDEA Data Analysis Software pulling patients that reside at zip codes that overlap the county's border or are outside of the county. Research patients' address in appraisal district web site and/or in online mapping website (mapquest.com).\*
- Review patients' description of service and file notes to ensure patient was present. Ensure the mental health professional was a Psychiatrist, LCSW, LPC, Ph.D, or a Psychologist as outlined in the contract.
- Review progress notes for each patient.
- Review all visits for each patient sampled. If two visits occur on the same day, ensure only one visit was billed.

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County Resident	
<b>Criteria:</b>	Mental health visits billed were for patients that reside within Williamson County.
<b>Condition:</b>	Williamson County residency was verified for 91 out of 112 mental health visits sampled. 1. Nineteen mental health visits were for patients that live outside of Williamson County. 2. Residency for two patient visits was unable to be determined.
<b>Cause:</b>	1. These visits were either billed as an oversight or the patient lived in Williamson County at the time of the appointment. The computer system only tracks the current



	address for each patient. 2. Physical addresses were not obtained from the patients, only post office boxes. The zip codes provided are not exclusive to Williamson County.
<b>Effect:</b>	Williamson County may have paid \$5,915 for ineligible mental health patients.
<b>Recommendation:</b>	Ensure only residents of Williamson County are billed to the county.
<b>Management Response:</b>	The Williamson County address verification was done manually; therefore some errors are expected given the volume of patients that we serve. We will work to continuously improve this process; we recently hired a software specialist who has created a new report for our Electronic Medical Record system that will verify WC addresses; this should eliminate the error for next year's program. We will also consider developing an internal policy for not accepting P.O. Boxes as addresses for this program, or we may decide to not submit payment requests for patients who only provide a P.O. Box as their address to avoid this error in the future.
<b>Patient Visit</b>	
<b>Criteria:</b>	Face to face encounter took place between the patient and a qualifying mental health professional for mental health visits billed.
<b>Condition:</b>	Mental health visits sampled were documented as a face to face encounter between the patient or the patients' family and a qualifying mental health provider.
<b>Criteria:</b>	Each mental health visit billed is documented through progress notes.
<b>Condition:</b>	Mental health visits sampled were documented through progress notes.
<b>Criteria:</b>	Only one mental health visit per patient per day was billed to Williamson County.
<b>Condition:</b>	One mental health visit per patient per day was billed for 111 out of 112 mental health visits reviewed. One patient had two visits on the same day.
<b>Cause:</b>	Oversight.
<b>Effect:</b>	County was billed and paid \$169 for an ineligible mental health visit.
<b>Recommendation:</b>	Ensure only one mental health visit per patient per day is billed to Williamson County.
<b>Management Response:</b>	The process of identifying instances where two visits occur on the same day was done manually, and therefore we had one instance of an oversight. Our new software specialist recently created a report to remove the instances of one person being seen twice in one day; therefore this error should be eliminated in the future.
<b>Auditor's Note:</b>	Approximately 100 patient visits that were submitted during this scope were also billed to and paid by the County Indigent Health Care Program. Future contracts for the Mental Health Grant Program should specify that funds will only be provided for mental health visits that are not funded by another source.
<p>* The audit sample was selected from the population provided by LSCC. After the audit was conducted, LSCC realized that the spreadsheet for February 2009 was provided to the auditor before the 45 non-resident visits were removed. The audit population, sample size, and findings were adjusted to reflect the non-resident visits.</p>	

## Jester Williamson County Annex Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Mary Clark, Commissioner Pct. #1  
**Submitted For:** Mary Clark  
**Department:** Commissioner Pct. #1  
**Agenda Category:** Regular Agenda Items

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### Information

#### Agenda Item

Discuss and take action regarding the Jester Williamson County Annex and the Public Safety Building in Round Rock and other matters related thereto.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Mary Clark      Started On: 07/29/2009 11:38 AM  
Final Approval Date: 07/30/2009

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## Budget Discussion

### Commissioners Court - Regular Session

Date: 08/04/2009  
Submitted By: Ashlie Koenig, County Judge  
Department: County Judge  
Agenda Category: Regular Agenda Items

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#### Information

Agenda Item  
Discussion of 2009-2010 Budget

#### Background

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#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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#### Attachments

*No file(s) attached.*

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#### Form Routing/Status

Form Started By: Ashlie Koenig  
Started On: 07/21/2009 12:02 PM  
Final Approval Date: 07/21/2009

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## Tobacco Fund 2009-2010

### Commissioners Court - Regular Session

Date: 08/04/2009  
Submitted By: Ashlie Koenig, County Judge  
Department: County Judge  
Agenda Category: Regular Agenda Items

---

#### Information

##### Agenda Item

Discuss and consider approving the 2009-2010 Tobacco Fund Budget

##### Background

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#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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#### Attachments

Link: [Tobacco Fund](#)

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#### Form Routing/Status

Form Started By: Ashlie Koenig  
Started On: 07/28/2009 02:17 PM  
Final Approval Date: 07/29/2009

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**2009-2010 REVENUE****FUNDS AVAILABLE TO SPEND**

Annual April '09 Payment	\$657,334
Projected '09 Interest	<u>\$107,574</u>
Subtotal	<u>\$764,908</u>
Less 20%	\$152,982
Balance	\$611,926
Acct. Balance from Prior Fiscal Years	\$42,664
Project Available Fund Balance to Spend	\$654,590

Projected Fund Balance	\$4,131,811
Restricted Per Policy	-\$3,477,221
Projected Available Fund Balance to Spend	\$654,590

***\*This program is grant funding from MHMR to Williamson County to cover minimal operating costs such as uniforms, phone/pager and training in***

TOBACCO FUND EXPENSE		
Admin Fees		\$12,000
Medicaider Prog		\$15,000
LoneStar		\$320,000
SHM		\$50,000
THC		\$30,000
Transfer to General Fund (MOT)		\$239,590
Net Expense		\$654,590
*MHMR Grant Exp	\$	77,054
*MHMR Grant Rev	\$	77,054

## Community Development Block Grant ConPlan and Action Plan Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Sally Bardwell, HUD Grants  
**Department:** HUD Grants  
**Agenda Category:** Regular Agenda Items

### Information

#### Agenda Item

Discuss and take appropriate action on the Community Development Block Grant 2009-2013 Consolidated Plan and the 2009 Annual Action Plan.

#### Background

Williamson County receives funds each year from the U.S. Department of Housing & Urban Development (HUD) for housing and community development activities. These funds are intended to meet priority needs locally identified by the county. To receive these federal funds, the county must submit a strategic plan—the Consolidated Plan—every five years to HUD that identifies local needs and how these needs will be addressed. The Consolidated Plan must also demonstrate how the county will meet national goals set by Congress to develop viable communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income.

The County must also submit an Annual Action Plan that outlines how the County intends to utilize its 2009 allocation of funds totaling \$1,147,415. The allocation of funds was approved by Commissioners' Court on June 16, 2009.

### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Consolidated Plan](#)

Link: [Annual Action Plan](#)

### Form Routing/Status

Form Started By: Sally Bardwell      Started On: 07/29/2009 04:39 PM  
 Final Approval Date: 07/30/2009

**CONSOLIDATED PLAN**  
for  
**2009 – 2013**  
and  
**2009 ANNUAL PLAN**

WILLIAMSON COUNTY, TEXAS

DRAFT  
FOR  
PUBLIC REVIEW & DISPLAY

JULY 1-31, 2009



# WILLIAMSON COUNTY, TEXAS CONSOLIDATED PLAN for 2009 – 2013

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	D.	Online Resident Survey Instrument and Analysis	
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		• Housing Market Analysis	
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		• Community Development Needs	

# **Part 1**

## **CONSOLIDATED PLAN for 2009 – 2013**



# 5 Year Strategic Plan

This document includes Narrative Responses to specific questions that grantees of the Community Development Block Grant, HOME Investment Partnership, Housing Opportunities for People with AIDS and Emergency Shelter Grants Programs must respond to in order to be compliant with the Consolidated Planning Regulations.

## GENERAL

### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

5 Year Strategic Plan Executive Summary:

#### Introduction

Williamson County represents one of the fastest growing jurisdictions in a region that has experienced sustained and significant population growth since 1990. The county is part of the five-county Austin-Round Rock Metropolitan Statistical Area (MSA) and includes 15 incorporated areas, six of which extend into neighboring counties.

Georgetown, the county seat, is situated about 30 miles north of Austin. Williamson County contains 1,135 square miles of land area, across which 249,967 people were spread in 2000 at a density of 223 people per square mile.

The strong surge in the county's population in recent decades can be attributed to in-migration driven by sustained employment growth, according to the 2004 HUD Comprehensive Market Analysis Report for the Austin-Round Rock MSA. The region is the trade center of central Texas and has seen particularly rapid economic growth related to the high-tech and service industry sectors. As the influx of in-migration centered on Austin has caused the cost of housing in the region to rise, Williamson County has emerged as an affordable area to locate, within reasonable commuting distance to many jobs.

Williamson County receives funds each year from the U.S. Department of Housing & Urban Development (HUD) for housing and community development activities. These funds are intended to meet priority needs locally identified by the county. To receive these federal funds, the county must submit a strategic plan—the Consolidated Plan—every five years to HUD that identifies local needs and how these needs will be addressed. The Consolidated Plan must also demonstrate how the county will meet national goals set by Congress to develop viable communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income.

### Purpose of the Plan

The purpose of the Consolidated Plan (CP) is to guide funding decisions in the next five years for specific federal funds. The CP is guided by three overarching goals that are applied according to a community's needs. The goals are:

- To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing.
- To provide a suitable living environment through safer, more livable neighborhoods, greater integration of low and moderate income residents throughout the city, increased housing opportunities, and reinvestment in deteriorating neighborhoods.
- To expand economic opportunities through more jobs paying self-sufficient wages, homeownership opportunities, development activities that promote long-term community viability, and the empowerment of low and moderate income persons to achieve self-sufficiency.

The primary federal funding resources in the 2009-2013 Consolidated Plan is the Community Development Block Grant (CDBG). The primary objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income levels. Funds can be used for a wide array of activities, including: housing rehabilitation, homeownership assistance, lead-based paint detection and removal, construction or rehabilitation of public facilities and infrastructure, removal of architectural barriers, public services, rehabilitation of commercial or industrial buildings, and loans or grants to businesses.

### Focus of the Plan

As required by HUD, the identification of needs and the adoption of strategies to address those needs must focus primarily on low and moderate income individuals and households. The CP must also address the needs of persons with special needs such as the elderly, persons with disabilities, large families, single parents, homeless individuals and families, and public housing residents

### Citizen Participation and Planning Process

To initiate the CP process, the county reviewed its Citizen Participation Plan. Finding room for improvement in how clearly the county stated the key elements of the plan, revisions were proposed for the Citizen Participation Plan. A copy of the Draft Citizen Participation Plan proposed for consideration in conjunction with the county's draft Consolidated Plan is included in Additional Information—Appendix A of this document.

Williamson County made the decision to encourage a high level of agency consultation in an effort to demonstrate its commitment to (a) identifying priority needs and (b) engaging the participation of public agencies and nonprofit organizations in a positive and collaborative manner. A list of stakeholders was developed and included public agencies and private nonprofit organizations whose missions included the provision of affordable housing and human services to low and moderate income households and persons. These stakeholders were invited to

participate in a series of focus group sessions held exclusively for the purposes of the CP.

Additionally, public and private agencies which were identified as stakeholders in the process were asked to complete written questionnaires to provide data on special needs populations such as the elderly, youth, persons with HIV/AIDS, public housing residents, persons with disabilities and the homeless. Based on the focus group sessions, comments received from the Public Needs Hearing, and the housing market analysis, a set of priorities was established by the county for the next five years.

During the agency consultation process, several underlying themes were repetitively voiced by the participants in the interviews and focus group sessions. These themes included the following:

- The recession has substantially impacted contributions to local nonprofit organizations. Resources are at an all-time low. The ability of these organizations to provide supportive services to their clientele is substantially impaired. However, consumers are dependent upon these public services as a safety net now more than ever.
- There is a diverse and highly motivated nonprofit community in Williamson County that collectively possesses the organizational capacity to provide housing, services and facilities to lower income households and persons. However, adequate funding to fully finance their programs and initiatives is lacking.
- There is a need for affordable housing for extremely low income and very low income households and persons. This need has increased recently due to employment layoffs, cutback in hours, and rising fuel and food prices.
- The relative absence of public transportation throughout Williamson County impedes the movement of people to employment centers.
- The needs of homeless persons and families in Williamson County are not being adequately served.
- Public infrastructure improvements such as roads, public water and public sewers are needed in residential areas, especially in the rural and unincorporated areas of the county.

#### Priority Needs and Strategies

The overall priority for the investment of federal funds is to increase self-sufficiency and economic opportunity for lower income residents and individuals with special needs so that they can achieve a reasonable standard of living.

Williamson County is committed to allocating funds that serve the needs of lower income households. The county has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including at-risk children and youth, low income families, the homeless and persons threatened with homelessness, the elderly, and persons with disabilities. The followings needs address this priority:

- Continued investment of public infrastructure projects, particularly water and sewer service in rural areas
- Affordable housing
- Investment in community development activities in lower income and deteriorating neighborhoods and in facilities that serve lower income populations, and
- Supportive services to maintain independence.

The CP requires the county to specifically address needs and proposed strategies in the following three areas: housing, homelessness, and community development. Williamson County expects to focus its CDBG entitlement funds toward improving the quality of life in local municipalities for extremely low, very low and low income households, and to retain and increase the stock of affordable owner and renter housing units. With this in mind, the following priorities and objectives have been established:

- **Development/provision of affordable housing:** Utilize local CHDOs and nonprofit organizations to provide financial and technical assistance in developing housing for extremely low, very low and low income renters and homebuyers.
  - **Objective:** Acquisition of land for the development of new single family housing units by Habitat for Humanity throughout Williamson County.
  - **Objective:** Continuation of the Section 8 Housing Choice Voucher Program at participating public housing authorities.
  - **Objective:** Continuation of the provision of public housing by participating public housing authorities to income-eligible households.
- **Infrastructure improvements:** Work with local communities to provide financial assistance in the construction and replacement of infrastructure elements necessary to preserve existing affordable residential areas.
  - **Objective:** Assist with infrastructure improvements in areas throughout the county to benefit LMI residents.
- **Public facility improvements:** Work with local communities and nonprofit organizations to provide financial assistance in the construction, expansion and repair of valuable community facilities necessary to preserve and enhance the quality of life for LMI households.
  - **Objective:** Assist with public facility improvements and renovations to benefit LMI neighborhood residents.
- **Homeless Activities:** Work with local nonprofit organizations and social service agencies to explore the feasibility of establishing an emergency shelter and/or a domestic violence shelter in the county. If the feasibility is positive, provide financial assistance.
  - **Objective:** Explore the feasibility of establishing an emergency shelter and/or a domestic violence shelter in the county.

### Funding to Implement the Plan

Several potential funding sources have been identified to implement the strategies contained in the 2009–2013 Consolidated Plan. These sources include, but are not limited to:

- Federal CDBG funds covered under the Consolidated Plan
- Funds provided under other HUD programs, the Department of Commerce, the Federal Emergency Management Agency, and other federal agencies
- State funds provided under various programs of the Texas Department of Housing and Community Development and the Texas Housing Finance Agency
- State and federal tax credits
- The County General Fund, and
- Matching funds from local units of government.

One of the main obstacles the county will continue to face in meeting its housing and community development needs is inadequate resources. State and federal funding sources for housing and community development programs, although slightly higher in 2009 than in previous years, will remain limited for the immediate future.

### Evaluation of Past Performance

Williamson County was awarded \$1,110,780 in CDBG funds to invest in projects for FY 2007 (October 1, 2007 through September 30, 2008). Infrastructure was identified as the county's highest priority in the previous five-year Consolidated Plan developed for FY 2004-FY 2009. Thus, the projects chosen to receive the majority of FY 2007 funds were those that would improve and extend infrastructure services throughout areas in participating cities in the county. Funding was also allocated to the County Mobile Outreach Team, a social service assisting low-income residents with situations involving mental health.

The following is a summary of the performance on the five projects funded with FY 2007 CDBG funds:

- City of Jarrell, City Sewer System—In FY 2007, \$146,181 in CDBG funds were budgeted for this multi-year project. Construction contract was conditionally approved in September 2008. In October 2008, the Texas Water Development Board considered and approved a request from the City of Jarrell for a loan in the amount of \$1,520,000 from the Clean Water State Revolving – Disadvantaged Communities Program to finance wastewater system improvements. This supporting effort will provide the additional funds required to complete the wastewater system. Monies spent to date were used for engineering costs and activity delivery costs. A portion of the FY05, FY06 and FY07 CDBG funds are to be used for first time connection fees for low-mod households. Connections to approximately 106 low-moderate income households will be accomplished.
- City of Liberty Hill, Old Town Sewer System—In FY 2007, \$125,805 in CDBG funds were authorized for this multi-year infrastructure project. The Texas Water Development Board reviewed and approved the construction documents and allowed the city to proceed. The construction of collection lines, grinder pumps and 78 service connections are included in the construction documents. Construction began earlier this year.

- City of Taylor, Dickey Street Drainage Project (Phase III and IV)—In FY 2007, \$100,000 in CDBG funds were allocated to this multi-year project. Plans have been completed and construction is anticipated to begin in 2009.
- City of Georgetown, Leander and 22nd Street Improvements—In FY 2007, \$250,000 in CDBG funds was allocated to this multi-year project. Construction was completed in June 2009.
- Williamson County Mobile Outreach Team, Social Service—In FY 2007, \$79,194 in CDBG funds were awarded to continue this public service activity. The MOT has assisted 67 low income clients over a seven-month period. A review and modification of the billing method has improved the efficient use of CDBG funds for this activity.

### Strategic Plan

Due every three, four, or five years (length of period is at the grantee's discretion) no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

#### Mission:

It is the mission of Williamson County to invest its limited federal funds in ways that will garner long-term, sustainable results for low and moderate income households.

### General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) and the basis for assigning the priority (including the relative priority, where required) given to each category of priority needs (91.215(a)(2)). Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
3. Identify any obstacles to meeting underserved needs (91.215(a)(3)).

5 Year Strategic Plan General Questions response:

#### 1. Description of the Geographic Area

Williamson County will invest its CDBG funds primarily in areas where the percentage of low and moderate income (LMI) persons is 47% or higher. Generally, the LMI percentage required for CDBG eligibility is 51%. However, due to a more affluent population in the City of Georgetown, HUD has established an "exception criteria" that lowers the LMI percentage requirement for Williamson County to 47%. In addition, the county will fund projects in areas of racial or ethnic concentration as identified in this narrative.



Between 1990 and 2008, the proportion of minorities in Williamson County increased steadily. In 1990, there were 17,575 minority persons in the county, accounting for 12.6% of the population. From 1990 to 2000, the minority population increased more than 150% to 44,011, representing 16.9% of the total population. According to estimates for 2008, the minority population increased by 83.8% since 2000 to 80,908, and now represents 20.6% of the total population.

Persons of Hispanic origin may give their race as white, black or other minority. Therefore, the number of Hispanic persons is not added to the total number of minority persons. In 1990, 20,004 persons of Hispanic origin represented 14.3% of the population. From 1990 to 2000, Hispanics increased by 22,986, 114.9% percent, to 42,990. From 2000 to 2008, Hispanic residents increased by an additional 37,622 to number 80,612, representing 20.5% of the total population in Williamson County.

The following table shows changes in the population by race and Hispanic origin.

**Population by Race and Hispanic Origin, 1990 - 2008**

	Total Population	White		Minority							Hispanic Origin	
		Total	% of Total Population	Total Minority	% of Total Population	Black	Am. Ind. Eskimo	Asian, Pacific Islander	Other Race	Two or More Races	Total	% of Total
1990												
Williamson County	139,483	121,908	87.4%	17,634	12.6%	6,862	508	1,844	8,420	*	20,004	14.3%
Austin-Round Rock MSA	846,702	648,549	76.6%	197,651	23.3%	79,591	3,071	18,965	96,024	*	176,864	20.9%
Texas	16,987,754	12,774,791	75.2%	4,211,624	24.8%	2,021,643	65,867	319,347	1,804,767	*	4,339,921	25.5%
2000												
Williamson County	260,422	205,994	79.1%	43,973	16.9%	12,790	1,130	6,793	17,976	5,284	42,990	16.5%
Austin-Round Rock MSA	1,249,613	905,970	72.5%	343,793	27.5%	99,432	7,092	44,899	159,378	32,992	327,760	26.2%
Texas	20,844,373	14,799,505	71.0%	6,052,315	29.0%	2,404,566	118,362	576,753	2,438,001	514,633	6,669,666	32.0%
2008												
Williamson County	392,755	306,742	78.1%	81,022	20.6%	22,288	3,093	16,095	30,148	9,398	80,612	20.5%
Austin-Round Rock MSA	1,593,609	1,059,750	66.5%	532,889	33.4%	118,131	6,758	75,943	264,463	67,594	488,970	30.7%
Texas	24,361,647	16,906,983	69.4%	7,454,575	30.6%	2,817,534	109,071	891,768	2,957,606	678,596	8,956,963	36.8%

\* Not reported in 1990

Source: DemographicsNow

## Concentrations of Minority and Hispanic Persons

The following table presents population by race and Hispanic origin. The data is presented by census tract for the 249,967 residents in Williamson County in 2000. HUD defines areas of racial or ethnic concentration as geographical areas where the percentage of minorities or ethnic persons is 10 percentage points higher than the percentage in the county overall.

In Williamson County, minority residents comprised 17.6% of the population. Therefore, an area of racial concentration would include the census tracts where the percentage of minority residents is 27.6% or higher. Seven census tracts met this criteria in 2000; of these, five tracts were wholly contained within the Urban County (i.e., outside of Round Rock). These areas of racial concentration included:

- **Census tract 205.04** at the southern tip of Round Rock and including a portion of the unincorporated area of the county - 28.9%
- **Census tract 207.03** at the southern tip of Round Rock and including a portion of the unincorporated area of the county - 31.6%
- **Census tract 210** in Taylor – 58.1%
- **Census tract 211** in Taylor – 32.7%
- **Census tract 214.02** in Georgetown – 33.5%.

In addition, persons of Hispanic origin represented 17.2% of the population. Therefore, an area of ethnic concentration would include the census tracts where the percentage of Hispanics is 27.2% or higher. Nine census tracts met this criteria in 2000; of these, six tracts were wholly contained within the Urban County (i.e., outside of Round Rock). These areas of ethnic concentration included:

- **Census tract 205.04** at the southern tip of Round Rock and including a portion of the unincorporated area of the county - 31.7%
- **Census tract 210** in Taylor – 46.2%
- **Census tract 211** in Taylor – 48.9%
- **Census tract 212.03** in Taylor – 28.0%
- **Census tract 214.02** in Georgetown – 40.5%
- **Census tract 214.03** in Georgetown – 39.1%.

Following the chart is a map illustrating the location of the county's census tracts and incorporated municipalities.

**Population by Race and Hispanic Origin by Census Tract, 2000**  
**Williamson County, TX**

Census Tract	Total	White	Minority					Percent Minority	Hispanic Origin	
			Black	Am. Ind. Eskimo	Asian	Other	Two or More		Total	% of Total
<b>All Tracts</b>	<b>249,967</b>	<b>205,994</b>	<b>12,790</b>	<b>1,130</b>	<b>6,595</b>	<b>18,174</b>	<b>5,284</b>	<b>17.6%</b>	<b>42,990</b>	<b>17.2%</b>
201.01	8,715	8,479	51	11	37	71	66	2.7%	350	4.0%
201.02	6,158	5,235	240	28	34	483	138	15.0%	1,076	17.5%
201.03	5,041	4,800	46	21	41	80	53	4.8%	312	6.2%
201.04	4,154	3,913	35	12	15	133	46	5.8%	362	8.7%
202.00	7,982	7,474	53	46	14	322	73	6.4%	866	10.8%
203.01	3,186	2,885	17	27	12	188	57	9.4%	395	12.4%
203.02	2,298	2,056	60	11	20	97	54	10.5%	220	9.6%
203.03	3,828	3,099	118	52	14	451	94	19.0%	816	21.3%
203.05	3,757	3,382	88	19	22	173	73	10.0%	531	14.1%
203.06	9,653	8,171	401	39	158	662	222	15.4%	1,684	17.4%
203.07	11,162	9,763	343	33	353	438	232	12.5%	1,202	10.8%
203.98	8,625	7,460	296	16	317	376	160	13.5%	944	10.9%
203.09	7,510	6,628	190	28	134	383	147	11.7%	981	13.1%
203.10	2,608	2,433	52	8	26	55	34	6.7%	180	6.9%
204.02	6,803	5,775	320	28	193	321	166	15.1%	778	11.4%
204.03	1,612	1,359	74	7	89	35	48	15.7%	180	11.2%
204.04	3,871	3,377	93	20	127	143	111	12.8%	482	12.5%
204.05	5,671	4,638	283	29	236	289	196	18.2%	968	17.1%
204.06	4,233	3,393	236	19	194	284	107	19.8%	610	14.4%
204.07	11,199	8,694	542	34	1,259	420	250	22.4%	1,235	11.0%
205.01	9,610	7,857	410	18	748	359	218	18.2%	936	9.7%
205.02	9,029	7,467	392	32	689	294	155	17.3%	892	9.9%
205.03	4,789	4,384	109	18	81	132	65	8.5%	459	9.6%
<b>205.04</b>	<b>5,317</b>	<b>3,779</b>	<b>366</b>	<b>35</b>	<b>146</b>	<b>845</b>	<b>146</b>	<b>28.9%</b>	<b>1,684</b>	<b>31.7%</b>
206.01	6,843	5,867	346	16	170	316	128	14.3%	691	10.1%
206.02	5,208	4,054	338	12	126	580	98	22.2%	1,208	23.2%
<b>207.01</b>	<b>2,555</b>	<b>1,611</b>	<b>186</b>	<b>29</b>	<b>34</b>	<b>632</b>	<b>63</b>	<b>36.9%</b>	<b>1,291</b>	<b>50.5%</b>
<b>207.03</b>	<b>7,352</b>	<b>5,029</b>	<b>1,032</b>	<b>35</b>	<b>280</b>	<b>765</b>	<b>211</b>	<b>31.6%</b>	<b>1,705</b>	<b>23.2%</b>
<b>207.04</b>	<b>5,322</b>	<b>4,055</b>	<b>453</b>	<b>39</b>	<b>86</b>	<b>520</b>	<b>169</b>	<b>23.8%</b>	<b>1,481</b>	<b>27.8%</b>
207.05	6,305	4,981	497	25	236	380	186	21.0%	1,026	16.3%
208.01	6,410	5,477	201	37	18	538	139	14.6%	1,160	18.1%
208.02	4,760	4,293	120	16	101	165	65	9.8%	393	8.3%
209	3,983	3,608	79	19	1	222	54	9.4%	591	14.8%
<b>210</b>	<b>3,564</b>	<b>1,492</b>	<b>1,243</b>	<b>15</b>	<b>3</b>	<b>729</b>	<b>82</b>	<b>58.1%</b>	<b>1,645</b>	<b>46.2%</b>
<b>211</b>	<b>2,825</b>	<b>1,900</b>	<b>199</b>	<b>18</b>	<b>16</b>	<b>616</b>	<b>76</b>	<b>32.7%</b>	<b>1,382</b>	<b>48.9%</b>
212.01	2,128	1,876	56	9	3	159	25	11.8%	373	17.5%
212.02	2,216	1,849	171	12	4	139	41	16.6%	393	17.7%
<b>212.03</b>	<b>2,702</b>	<b>2,060</b>	<b>188</b>	<b>15</b>	<b>20</b>	<b>367</b>	<b>52</b>	<b>23.8%</b>	<b>756</b>	<b>28.0%</b>
213	4,409	3,209	659	9	13	457	62	27.2%	1,054	23.9%
214.01	5,088	4,214	155	22	75	485	137	17.2%	922	18.1%
<b>214.02</b>	<b>3,960</b>	<b>2,632</b>	<b>386</b>	<b>22</b>	<b>13</b>	<b>800</b>	<b>107</b>	<b>33.5%</b>	<b>1,603</b>	<b>40.5%</b>
<b>214.03</b>	<b>2,192</b>	<b>1,715</b>	<b>27</b>	<b>19</b>	<b>1</b>	<b>390</b>	<b>40</b>	<b>21.8%</b>	<b>858</b>	<b>39.1%</b>
215.01	10,652	8,151	883	77	258	991	292	23.5%	2,306	21.6%
<b>215.02</b>	<b>4,464</b>	<b>3,118</b>	<b>373</b>	<b>14</b>	<b>59</b>	<b>745</b>	<b>155</b>	<b>30.2%</b>	<b>1,525</b>	<b>34.2%</b>
215.03	4,134	3,121	293	31	107	469	113	24.5%	1,099	26.6%
216	6,084	5,181	90	48	12	675	78	14.8%	1,385	22.8%

Note: Shading indicates a tract that meets the definition of a racial or ethnic concentration.

Source: U.S. Census Bureau, Census 2000, Summary File 1 (P3, P4)

### Low Moderate Income Areas

The following table presents information regarding low-moderate income (LMI) persons in Williamson County. LMI persons, as determined by HUD, have incomes at or below 80% of the area median income. In its 2008 estimates, HUD determined that there were 74,621 LMI persons in Williamson County. This was equivalent to 30.4% of the population for which low-moderate income status is determined. The following table provides a breakdown of LMI persons by census tract using HUD's FY2007 estimates.

Census tracts in Williamson County that are designated as LMI census tracts include those census tracts where the percentage of low-moderate income persons is 47% or higher. A total of nine census tracts meet this criteria; however, two of these census tracts are located wholly within the City of Round Rock. The remaining seven LMI census tracts, where Williamson County could invest its CDBG funds, include the following:

- **Census tract 205.04** at the southern tip of Round Rock and including unincorporated areas south of Round Rock – 47.6%
- **Census tract 209** in the eastern part of the county and including Thrall – 47.3%
- **Census tract 210** containing part of Taylor – 74.1%
- **Census tract 211** in central Taylor – 63.9%
- **Census tract 213**, a swath of mostly unincorporated land in the northeastern part of the county and including Granger and part of Bartlett – 60.5%
- **Census tract 214.02** in central Georgetown – 71.0%
- **Census tract 216** in the north central area of the county and including Jarrell, Weir and part of Georgetown – 49.7%

**Low Moderate Income Persons by Census Tract, 2008  
Williamson County, TX**

Census Tract	Low Moderate Income Persons		Census Tract	Low Moderate Income Persons	
	Number	Percent		Number	Percent
201.01	1,797	20.6%	<b>205.04</b>	<b>2,530</b>	<b>47.6%</b>
201.02	2,348	38.8%	206.01	1,206	17.6%
201.03	1,007	20.0%	206.02	1,761	33.8%
201.04	1,116	27.1%	<b>207.01</b>	<b>1,519</b>	<b>62.3%</b>
202.00	2,979	37.5%	207.03	2,314	31.8%
203.01	1,191	37.2%	207.04	2,033	38.2%
203.02	509	22.7%	207.05	1,067	16.9%
203.03	1,593	41.6%	208.01	2,331	36.4%
203.05	1,036	28.0%	208.02	337	7.1%
203.06	2,874	30.1%	<b>209</b>	<b>1,885</b>	<b>47.3%</b>
203.07	2,148	19.3%	<b>210</b>	<b>2,355</b>	<b>74.1%</b>
203.08	1,606	18.6%	<b>211</b>	<b>1,765</b>	<b>63.9%</b>
203.09	2,022	27.1%	212.01	648	29.6%
203.10	415	15.7%	212.02	996	45.0%
204.02	1,710	25.1%	212.03	1,165	46.7%
204.03	514	33.0%	<b>213</b>	<b>2,039</b>	<b>60.5%</b>
204.04	799	20.6%	214.01	1,339	33.5%
204.05	2,161	38.1%	<b>214.02</b>	<b>2,190</b>	<b>71.0%</b>
204.06	1,701	40.5%	214.03	764	35.5%
204.07	2,327	21.0%	215.01	2,247	21.5%
205.01	1,349	14.2%	<b>215.02</b>	<b>2,150</b>	<b>48.2%</b>
205.02	1,320	14.7%	215.03	1,714	42.3%
205.03	719	15.0%	<b>216</b>	<b>3,025</b>	<b>49.7%</b>

Note: Shading indicates low-moderate income census tracts.  
Source: U.S. Housing and Urban Development

**Concentrations of LMI Persons, Minority Persons and Hispanics**

Of the seven LMI census tract areas in Williamson County, four were noted also to be areas of racial and/or ethnic concentrations. These four areas are listed in the chart below.

**Areas of Concentration of LMI Persons, Minority Persons and Hispanics, 2000  
Williamson County, TX**

Municipality	Census Tract	% LMI	% Racial Minority	% Ethnic Minority
Unincorporated Area (south of Round Rock)	205.04	47.6%	28.9%	31.7%
Taylor	210	74.1%	58.1%	46.2%
Taylor	211	63.9%	32.7%	48.9%
Georgetown	214.02	71.0%	33.5%	40.5%

Source: U.S. Census Bureau; HUD

### **Managing the Process (91.200 (b))**

1. Lead Agency. Identify the lead agency or entity for overseeing the development of the plan and the major public and private agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe the jurisdiction's consultations with housing, social service agencies, and other entities, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

\*Note: HOPWA grantees must consult broadly to develop a metropolitan-wide strategy and other jurisdictions must assist in the preparation of the HOPWA submission.

5 Year Strategic Plan Managing the Process response:

#### **1. Lead Agency**

The lead agency for the Consolidated Plan is the CDBG Office in Williamson County. The CDBG Office initiated the contracting, administration, organization and preparation of the CP. The major public agencies which may be responsible for administering programs covered by the CP over the next five years include the cities of Georgetown, Taylor, Weir, Liberty Hill, Leander, Cedar Park, Granger, Jarrell, and Thrall. Other public agencies include Georgetown Housing Authority, Mobile Outreach Team (MOT), and Williamson Cities and County Health District. Private agencies which may receive CDBG funds and be responsible for administering programs over the next five years include Williamson County Habitat for Humanity, The Georgetown Project, Williamson-Burnet Counties Opportunities, Inc., Life Steps, and Boys and Girls Club of Georgetown.

#### **2. Significant Aspects of the Process**

The development of the CP was initiated in March 2009 with the hiring of Mullin & Lonergan Associates, Inc. to serve as the consultant to the project. A project schedule was developed with the goal of submitting the adopted CP to HUD on or before August 15, 2009.

The first task undertaken in the process was the solicitation of citizen participation and agency consultation. A list of stakeholders was developed and included public agencies and private nonprofit organizations whose missions included the provision of affordable housing and human services to lower income households and persons.

A Public Needs Hearing was scheduled and held on March 9, 2009 in the County Court House. One individual attended.

A community online survey was developed and posted on the Williamson County website to encourage residents to offer their opinions on how CDBG funds should be

invested and how affordable housing and community development needs should be prioritized in the County.

The CP was developed using reliable data from sources such as the US Census Bureau, HUD's State of the Cities Data System (CHAS data tables), the National Low Income Housing Coalition, and DemographicsNow. Additionally, public and private agencies which were identified as stakeholders in the process were asked to complete written questionnaires to provide data on special needs populations such as the elderly, youth, persons with HIV/AIDS, persons with disabilities and the homeless. Detailed written questionnaires were also sent to the four public housing authorities with jurisdiction in Williamson County.

Based on a series of focus group sessions and one-on-one interviews, results from the community online survey, the Public Needs Hearing and a review of the CDBG Program implemented in Williamson County, a set of priorities was established by the Williamson County Court. These priorities were publicized and used as the basis upon which local CDBG applications for funding would be approved.

By the end of March, a preliminary draft of the Strategic Plan (including the Housing Market Analysis and the Housing and Homeless Need Assessment sections) was prepared. The CDBG Office continued the CP process in mid-April by disseminating local CDBG funding application packets to public and private agencies across Williamson County.

In May, the CDBG Office reviewed and recommended to the County Court a list of proposed CDBG projects that were eligible for funding and met the priorities established by the county for the five-year period of 2009 through 2013. The Strategic Plan and Annual Plan for 2009 were then completed. A complete draft of the Five-Year Consolidated Plan and the Annual Plan, along with the proposed Citizen Participation Plan, was placed on public display from July 1 through July 31.

### **3. Jurisdiction's Consultations**

Williamson County engaged in an extensive consultation process with local agencies, municipalities, and nonprofit organizations in an effort to develop a community-driven CP. On March 9 and 10, the CDBG Administrator and the consulting team met with the Williamson County Judge and the County Court to identify current issues and trends occurring in the County.

On March 9, two focus group sessions were hosted by the CDBG Office for the purpose of engaging public agencies and private nonprofit organizations in the development of the CP. During the first session, homeless assistance and human service providers were encouraged to discuss how the current economic crisis was impacting their ability to deliver services to their clients, what type of needs (relative to housing and community development) were they being asked to provide, and how could the Williamson County CDBG Program assist them in their respective missions. A similar session was hosted for local government and community development entities. A summary of the comments received at all meetings, interviews and focus group sessions is included in Additional Information—Appendix C. The following chart includes a listing of the stakeholders identified and invited to the focus group sessions.

**Stakeholders Identified and Invited to Participate in the  
Consolidated Planning Process  
Williamson County, TX**

<b>Community Development</b>  (Focus Group Session)	Kathy Grimes	Williamson County
	Bob Lemon	City of Cedar Park
	Brenda Eivens	City of Cedar Park
	Yvonne Lane	City of Cedar Park
	George Garver	City of Georgetown
	Paul Brandenburg	City of Georgetown
	Jennifer Bills	City of Georgetown
	Edward Broussard	City of Hutto
	David Beiger	City of Hutto
	Troy Clawson	City of Jarrell
	Mel Yantis	City of Jarrell
	John Cowman	City of Leander
	Anthony Johnson	City of Leander
	Connie Fuller	City of Liberty Hill
	Marv Hornbeck	City of Liberty Hill
	Rod Hortenstine	City of Taylor
	Jim Dunaway	City of Taylor
	Mervin Walker	City of Weir
	Jerry Lalla	City of Granger
	Troy Marx	City of Thrall
<b>Homeless Assistance / Health &amp; Human Service Providers</b>  (Focus Group Session)	Mona Ryan	City of Round Rock
	Arthur White	City of Bartlett
	Katie Ryan	Homeless Task Force
	Don Loving	Caring Place
	Gene Davenport	Georgetown Project
	Andrew Shell	Williamson-Burnet County Opportunities, Inc.
	Shelly James	Williamson County Sheriff's Office/Victims' Assistance
	Leo Dela Garza	Bluebonnet Trails MHMR
	Brenda Staples	Williamson County Children's Advocacy Center
	LeAnn Powers	United Way of Williamson County
	Bebe Johnson	Life Steps/Coalition on Underage Drinking
	Marty Griffith	Community Servision & Correction Department
	Cynthia Guerrero	Williamson County & Cities Health District
	Anita Martinez	Williamson County & Cities Health District
	Patty Conner	Crisis Center
	Becky Harris	Crisis Center
	Pat Chalaire	Life Steps
	Jen Rodosta	Lone Star Circle of Care
	Su Knight	District Attorney's Office
	Dean Higginbotham	Williamson County Sheriff's Office/Victims' Assistance
	Annie Burwell	Mobile Outreach Team
	Jill Smith	Williamson County Children's Advocacy Center
	Marge Tripp	Interagency Support Council East Williamson County
	Daniel Anstee	Boys and Girls Club of Georgetown

One-on-one interviews were conducted with the four public housing authorities with jurisdiction in Williamson County. These included Georgetown Housing Authority, Taylor Housing Authority, Granger Housing Authority and Round Rock Housing Authority. A one-on-one interview was also conducted with Williamson County Habitat for Humanity.



### **Citizen Participation (91.200 (b))**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

5 Year Strategic Plan Citizen Participation response:

#### **1. Summary of Citizen Participation Process**

Williamson County developed the idea of an online community survey to solicit citizen participation for the CP. The online survey was developed and registered at [www.zoomerang.com](http://www.zoomerang.com) for a period of approximately one month. A copy of the survey is included in Additional Information—Appendix D. A press release was distributed to local media outlets and the public was encouraged to participate. An analysis of the online survey is provided below.

#### **2. Summary of Citizen Comments**

The Williamson County Housing and Community Development Needs Survey was available on the Internet via [www.zoomerang.com](http://www.zoomerang.com), an online survey tool. The survey posed a total of 32 questions. The survey was officially launched on March 20, 2009 and closed on April 30, 2009, giving area stakeholders and residents over 5 weeks to complete the survey. The link was advertised on the county's website ([www.wilco.org](http://www.wilco.org)) and was also announced in a press release that was posted on the website. A total of 237 responses were received and analyzed.

#### Methodology

The Williamson County Housing and Community Development Needs Survey contained 32 questions. The first three questions requested specific information about the individual filling out the survey. The majority of survey questions posed a series of statements on human service needs, housing needs, infrastructure needs, and neighborhood needs, asking survey participants to express their level of agreement or disagreement with the statements provided. There were also three open-ended questions that provided comment boxes for participants to express their comments and concerns. A full list of responses received for the open-ended comment box questions can be found in Additional Information - Appendix D of this document. Survey participants were not required to answer every question. Therefore, some questions contained fewer than 237 responses.

### Analysis of Survey Results

The first three questions inquired if the survey participant was a resident of Williamson County, if they owned a business in the County, and if they represented a service provider or public agency in the county. Of the 237 respondents, 236 (99.6%) were county residents; only one respondent was not a resident. In addition, 40 respondents, or 17%, owned their own business in the county while 48 respondents, or 21%, represented a public agency or service provider.

### Housing Needs

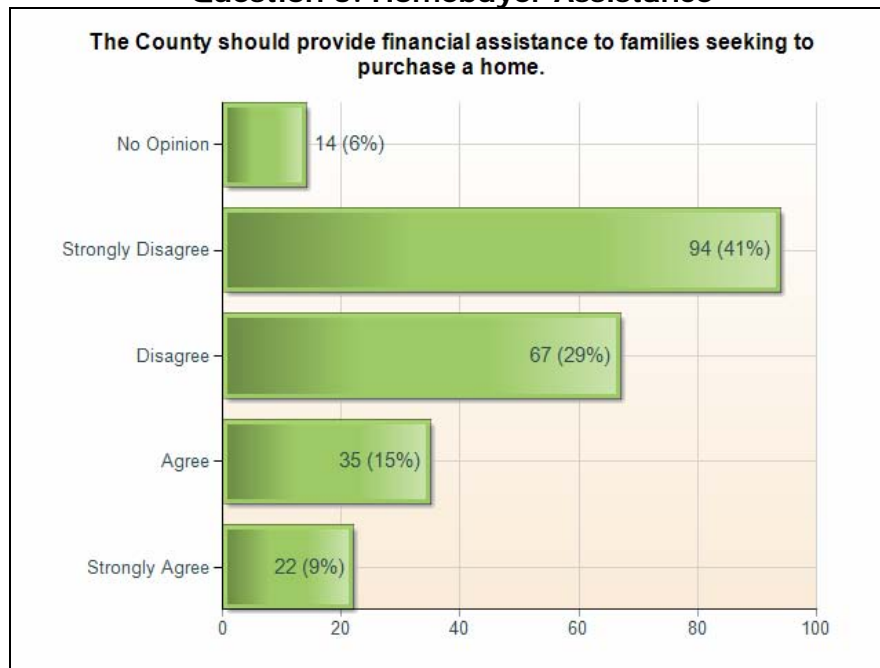
**Question 4: The county needs more programs to help homeowners repair their homes.**

***Of the 231 responses received, 30% agreed that the county needs more programs to help homeowners repair their homes.*** In addition, 16% strongly agreed with this statement. Overall, the number of participants that agreed was only slightly higher than those that disagreed. Specifically, 61 respondents (26%) disagreed and another 43 (19%) strongly disagreed. Nine percent (9%) of respondents had no opinion. Overall, survey responses indicated a moderate level of support for home repair programs.

**Question 5: The county should provide financial assistance to families seeking to purchase a home.**

***Almost 41% of respondents strongly disagreed with the statement posed in question 5, indicating they do not believe the county should provide financial assistance to families interested in purchasing a home in Williamson County.*** In addition, 29% disagreed with the statement. On the contrary, 15% of participants agreed with the statement while 9% strongly agreed. The remainder of respondents expressed no opinion on the subject. In summary, a significant amount of disagreement was received from respondents regarding the statement posed in question 5, signifying an overall lack of support to provide financial assistance to families seeking to purchase a home. The following figure highlights the results to survey question 5.

## Question 5: Homebuyer Assistance



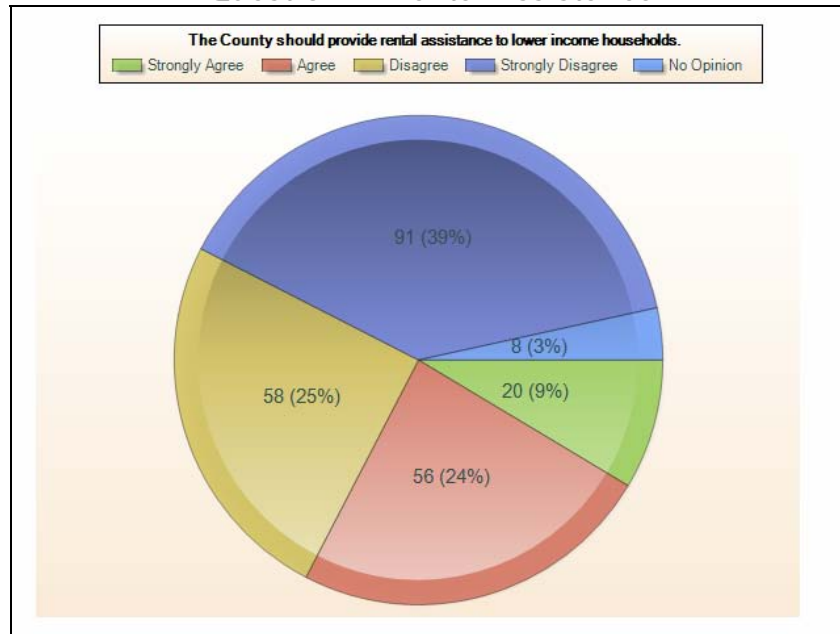
**Question 6: The county should expand the supply of rental housing for low-wage households.**

***Almost 33% of respondents strongly disagreed with the statement posed in question 6, indicating they do not agree Williamson County should expand the supply of rental housing for low-wage households.*** In addition, 25% disagreed with the statement. On the contrary, 22% of respondents agreed while only 14% strongly agreed. Fourteen respondents, or 6%, had no opinion. In general, there is more disagreement surrounding the statement posed in question 6 than agreement, signaling a lack of support to supply rental housing for low-wage households using federal funds.

**Question 7: The county should provide rental assistance to lower income households.**

***Of the 233 responses received, 39% strongly disagreed that the county should use federal funds to provide rental assistance to lower income households.*** Additionally, 25% disagreed with the statement while 24% agreed. Only 9% of respondents strongly agreed with this statement and 3% expressed no opinion on the subject. Overall, there is a high level of disagreement with the statement posed in question 7, indicating a lack of support for rental assistance programs for lower income households in Williamson County. The following figure provides a graphic illustration of the results received for survey question 7.

### Question 7: Rental Assistance



**Question 8: The county needs more programs that prevent individuals from becoming homeless.**

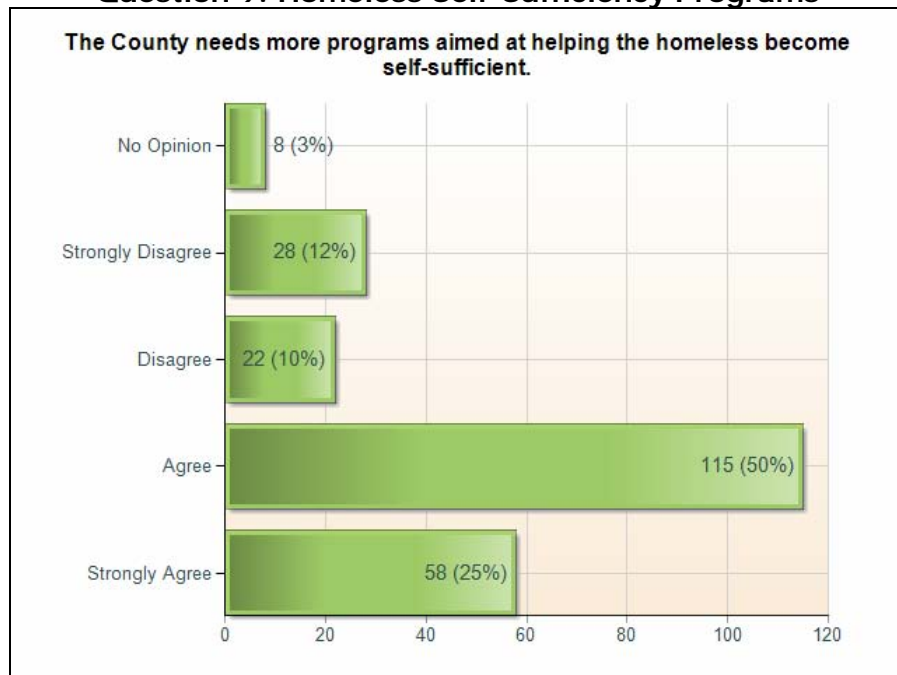
***Over 36% of respondents to question 8 indicated that they agree the county needs more programs that prevent individuals from becoming homeless.***

Furthermore, 19%, or 45 respondents, strongly agreed with the statement. On the contrary, 20% strongly disagreed and another 16% disagreed. Overall, there is a significant amount of support from county residents and service providers regarding the need for homeless prevention programs.

**Question 9: The county needs more programs aimed at helping the homeless become self-sufficient.**

***Almost 50% of survey respondents agreed that the county needs more programs to help the homeless become more self-sufficient.*** In addition, 25% strongly agreed. On the contrary, only 12% of the participants strongly disagreed and just 10% disagreed. The remaining respondents had no opinion. Overall, there is a high level of support for programs aimed at helping the homeless become more self-sufficient. The following figure summarizes the results for question 9.

### Question 9: Homeless Self-Sufficiency Programs



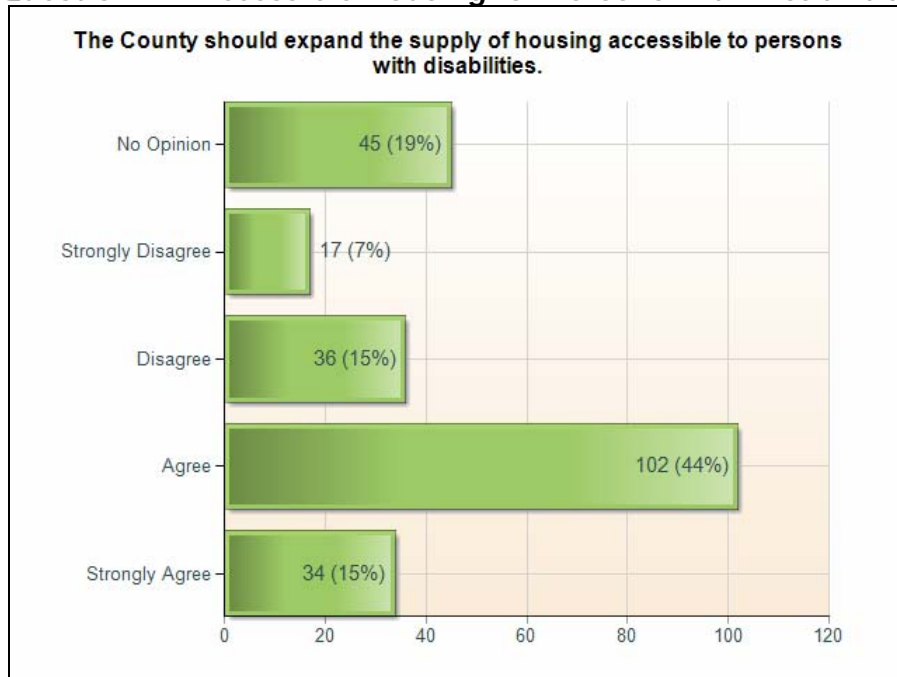
### Question 10: The county should expand programs aimed at overcoming housing discrimination.

**Overall, 25% of respondents disagreed and another 19% strongly disagreed that the county should expand programs aimed at overcoming housing discrimination.** In addition, 29% of survey participants agreed with this statement while 13% strongly agreed. Overall, there was slightly more disagreement than agreement from survey participants regarding the need for programs aimed at overcoming housing discrimination.

### Question 11: The county should expand the supply of housing accessible for persons with disabilities.

**Over 43% of participants agreed that the county should expand its supply of housing accessible for persons with disabilities.** Fifteen percent (15%) of respondents indicated they strongly agreed with this statement while an additional 15% disagreed. Only 7% of respondents strongly disagreed with the statement posed in question 11. In addition, 19% of respondents had no opinion. Overall, the survey responses indicate there is a strong need for accessible housing in Williamson County. The following figure provides a summary of the results received for question 11.

**Question 11: Accessible Housing for Persons with Disabilities**



Recreation and Public Infrastructure Needs

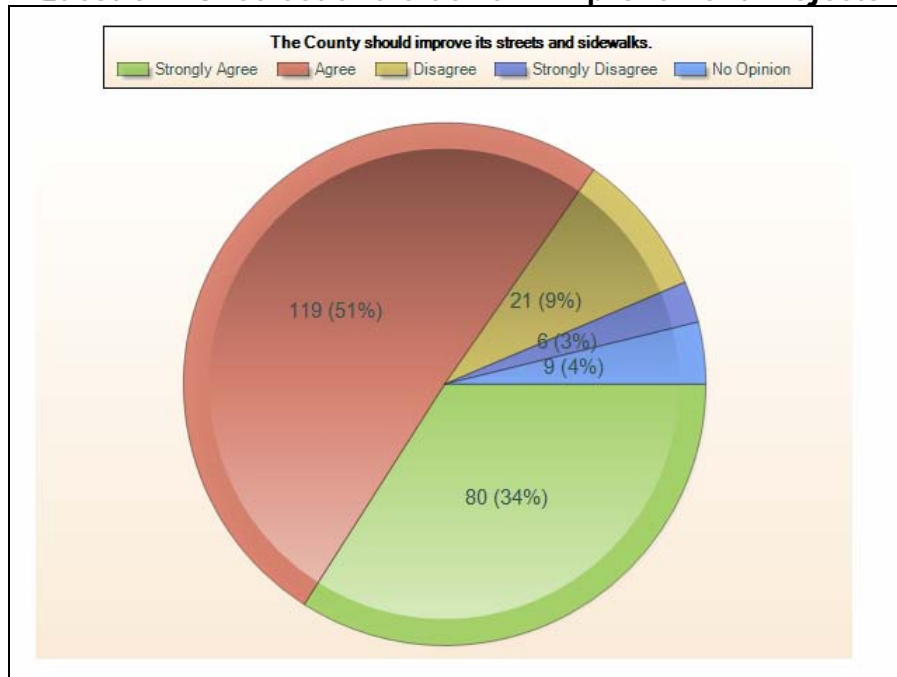
**Question 12: The county should improve its parks and recreation facilities.**

***Over 43% of survey respondents agreed, and another 20% strongly agreed, that there is a need for the county to improve its parks and recreation facilities.*** Only 6% of respondents strongly disagreed with this statement while 19% disagreed. The remaining 11% of respondents had no opinion. Overall, the survey responses indicate there is strong support for parks and recreation improvements in Williamson County.

**Question 13: The county should improve its streets and sidewalks.**

***Almost 51% of respondents agreed, and an additional 34% strongly agreed, that the county should focus on improving its streets and sidewalks.*** Only 3% of participants strongly disagreed with this statement while another 9% disagreed. In addition, 4% of respondents expressed no opinion. Overall, there is a very strong level of support for street and sidewalk improvements in Williamson County. The following figure highlights the results for question 13.

### Question 13: Street and Sidewalk Improvement Projects



### Question 14: The county should expand or improve water and sewer service.

***Almost 44% of survey respondents agreed that the county should expand or improve water and sewer service.*** In addition, 22% strongly agreed with this statement. On the contrary, 12% disagreed while just 5% strongly disagreed. Thirty-nine (39) participants, or 17%, had no opinion on the subject. Overall, the survey responses indicate a high level of support for water and sewer improvement projects.

#### Human Service Needs

### Question 15: More community centers are needed in the county.

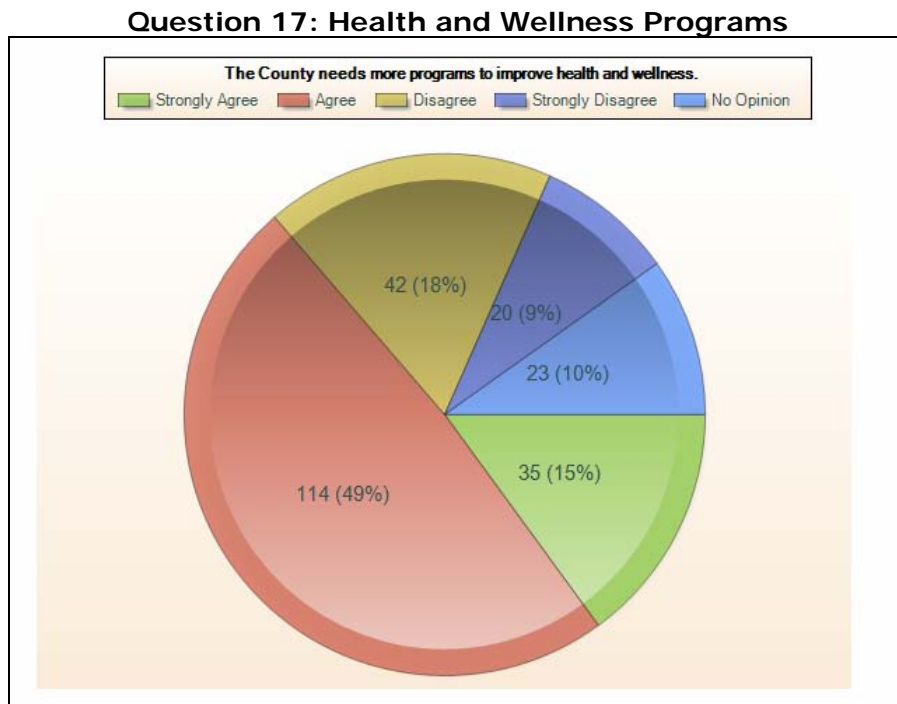
***Thirty-five percent (35%) of survey participants agreed, and an additional 9% strongly agreed, there is a need for more community centers in the county.*** On the contrary, 30% disagreed with this statement and 10% strongly disagreed. The remaining 15% of respondents indicated no opinion on the subject. Overall, there is moderate support for more community centers in Williamson County.

### Question 16: The county needs more programs for seniors.

***Almost 37% of survey respondents agreed that there is a need for more programs for seniors in the county.*** Additionally, 12% strongly agreed with this statement while 8% strongly disagreed. Twenty-one percent (21%) of respondents disagreed while the remaining 22% had no opinion. In summary, the survey results indicate a moderate level of support for additional senior programs.

**Question 17: The county needs more programs to improve health and wellness.**

***Almost 49% of survey respondents agreed, and an additional 15% strongly agreed, that the county needs more programs to improve health and wellness.*** On the contrary, 42 respondents disagreed (18%) while 20 respondents (9%) strongly disagreed. Ten percent (10%) of participants had no opinion on the subject. The following figure provides a summary of the results received for question 17.



**Question 18: The county needs more programs for youth.**

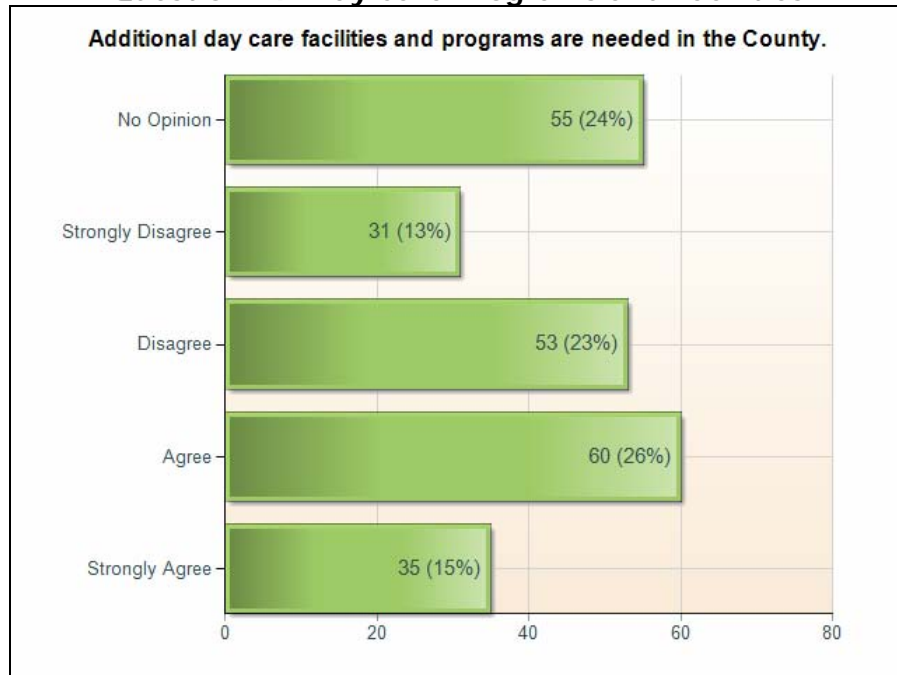
***Over 43% of survey respondents agreed, and an additional 23% strongly agreed, that the county needs more programs for youth.*** Only 18% of respondents disagreed while another 6% strongly disagreed. There were 24 respondents, or 10%, that expressed no opinion. Overall, the survey responses indicate support for additional youth programs throughout Williamson County.

**Question 19: Additional day care facilities and programs are needed in the county.**

***Twenty-six percent (26%) of survey respondents agreed, and an additional 15% strongly agreed, that additional day care facilities are needed in the county.*** On the contrary, 23% of respondents disagreed and 13% strongly disagreed with the need for more day care services. Almost 24% of participants indicated no opinion. Overall, there is moderate support for additional day care facilities and programs in Williamson County. The following figure highlights the results from question 19.



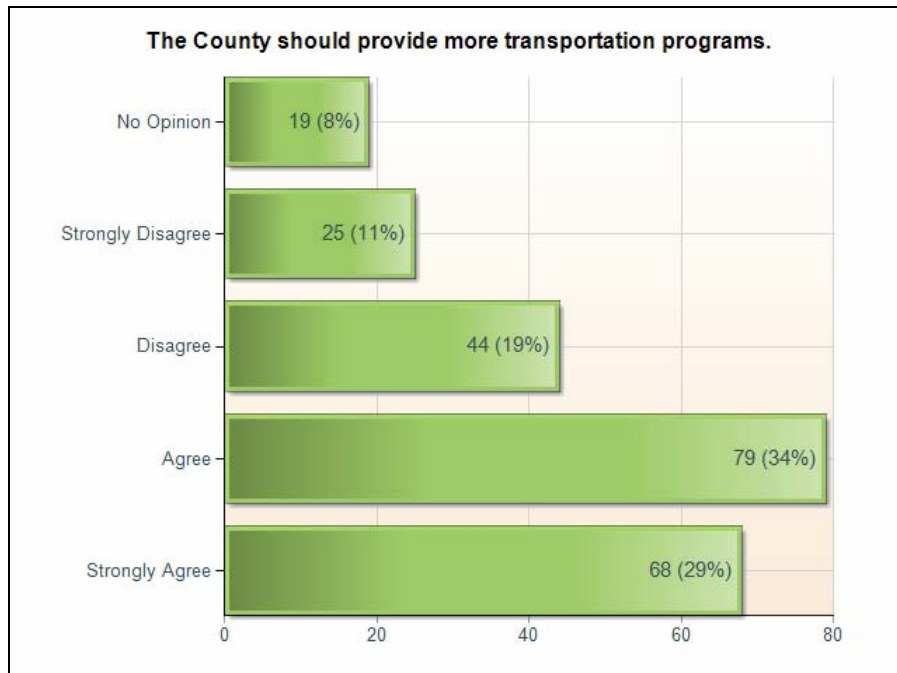
### Question 19: Day Care Programs and Facilities



### Question 20: The county should provide more transportation programs.

***Thirty-four percent (34%) of survey participants agreed, and an additional 29% strongly agreed, that the county should provide more transportation programs.*** On the contrary, 19% disagreed and another 11% strongly disagreed. The remaining 8% of respondents expressed no opinion. Overall, the survey results indicate very strong support for additional transportation programs. The following figure provides a summary of the results for question 20.

### Question 20: Transportation Programs



#### Economic Development Needs

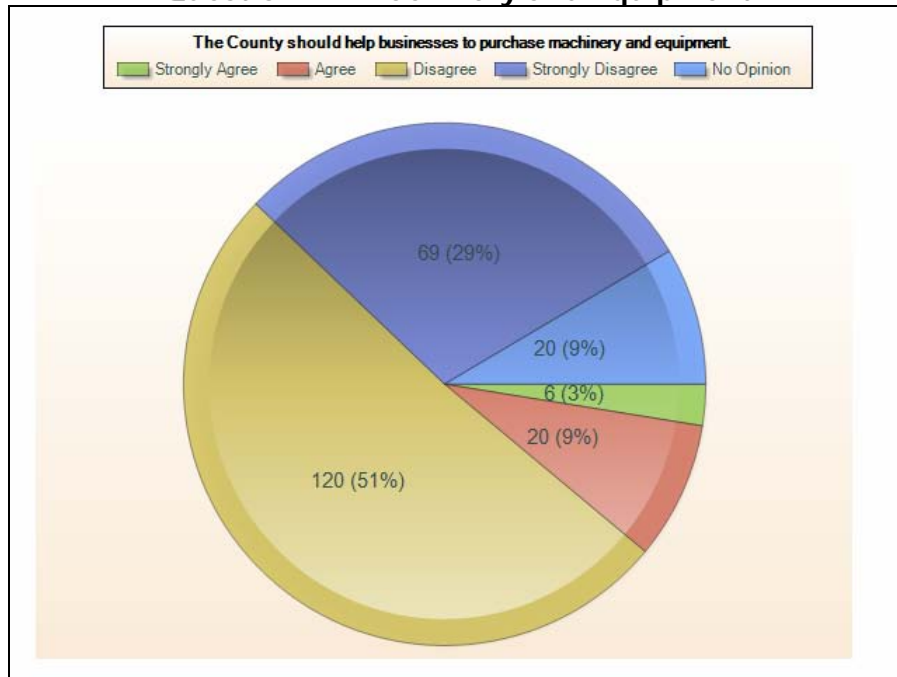
### Question 21: The county should provide financial assistance to upgrade existing commercial buildings.

**Over 43% of survey respondents disagreed, and an additional 24% strongly disagreed, that the county should provide financial assistance to upgrade existing commercial buildings.** Only 4% of participants strongly agreed with this statement and 18% agreed. The remaining 11% had no opinion. Overall, the survey responses indicate a strong lack of support for financial assistance programs to upgrade existing commercial structures in the county.

### Question 22: The county should help businesses to purchase machinery and equipment.

**Over 51% of survey respondents disagreed, and an additional 29% strongly disagreed, that the county should help businesses purchase machinery and equipment.** On the contrary, only 3% of respondents strongly agreed with this statement while 9% agreed. The additional 9% of participants had no opinion on the subject. Overall, the survey responses indicate a strong lack of support for programs aimed to help businesses purchase machinery and equipment. The following figure highlights the results for question 22.

### Question 22: Machinery and Equipment



### Question 23: The county should provide employment training.

**Over 45% of survey respondents agreed that the county should provide employment training opportunities for residents.** In addition, 14% strongly agreed. On the contrary, 24% of respondents disagreed and an additional 11% strongly disagreed. Six percent (6%) of respondents expressed no opinion. Overall, the survey responses indicate there is a high level of support for employment training programs.

#### Neighborhood Needs

### Question 24: The county should provide financial assistance to preserve historic homes and buildings.

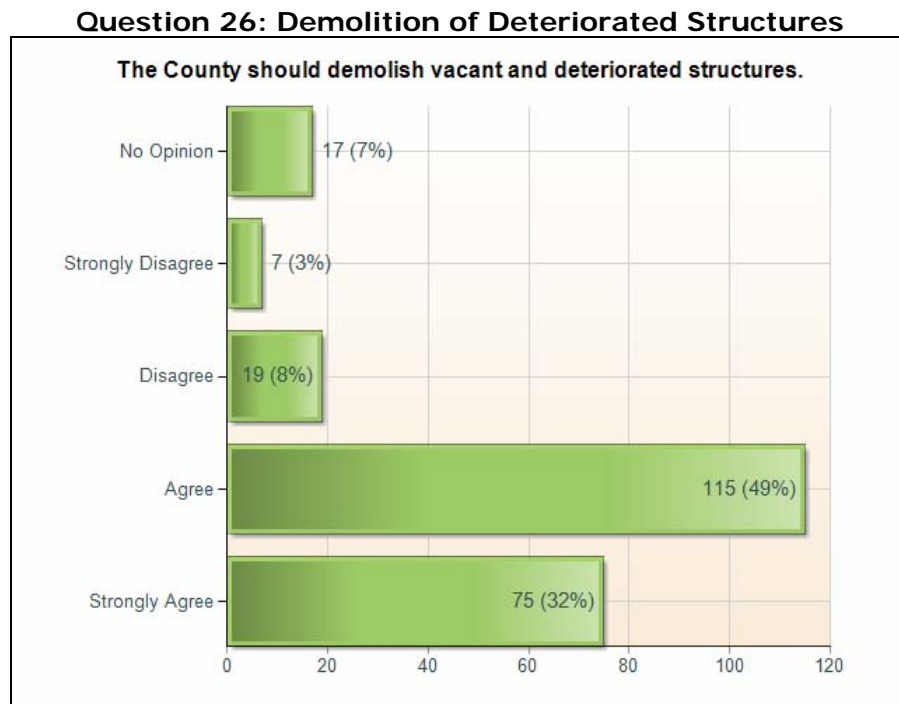
**Forty-two percent (42%) of survey participants agreed, and an additional 12% strongly agreed, that the county should provide financial assistance to preserve historic homes and buildings.** On the contrary, 25% disagreed and an additional 15% strongly disagreed. The remaining 6% of respondents had no opinion. Overall, survey responses indicate a strong level of support for the historic preservation of homes and buildings throughout Williamson County.

### Question 25: The county should provide a higher level of code enforcement.

**Almost 38% of survey respondents agreed that the county needs to provide a higher level of code enforcement.** Additionally, 19% strongly agreed with this statement while just 4% strongly disagreed. A total of 52 respondents, or 22%, disagreed with this statement and 38 respondents, or 16%, had no opinion on the subject. Overall, there is a high level of support for stronger code enforcement efforts in Williamson County.

**Question 26: The county should demolish vacant and deteriorated structures.**

***Over 49% of survey respondents agreed, and an additional 32% of respondents strongly agreed, that the county should demolish vacant and deteriorated structures.*** On the contrary, only 3% of respondents strongly disagreed with this statement while 8% disagreed. There were 17 respondents, or 7%, that had no opinion. Overall, there is a high level of support for demolition projects. The following figure highlights the results for question 26.



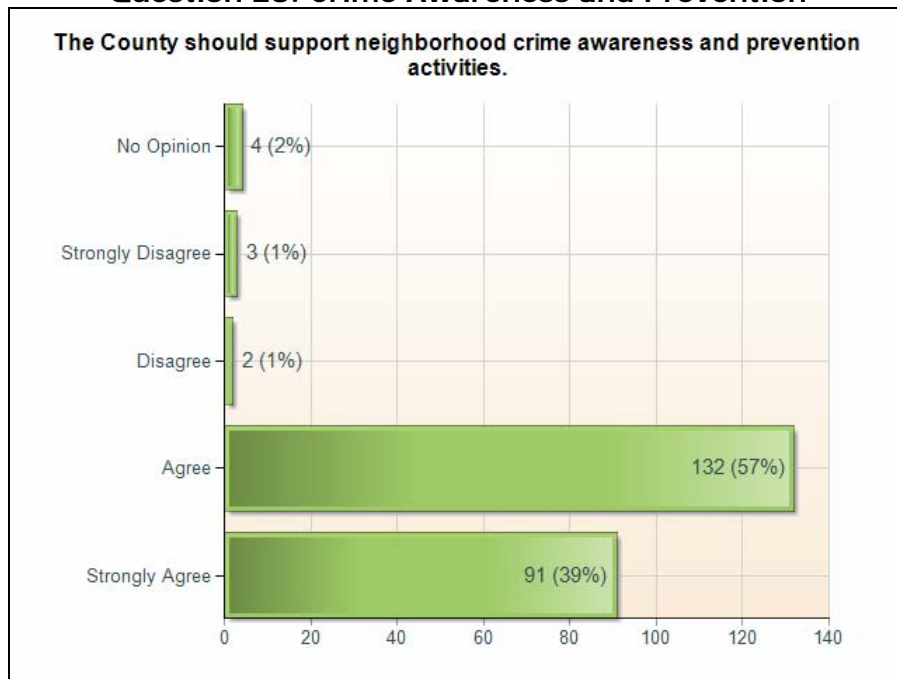
**Question 27: The county should undertake targeted neighborhood revitalization projects.**

***Almost 47% of survey respondents agreed that the county needs to undertake targeted neighborhood revitalization projects.*** In addition, 14% strongly agreed with this need. However, 20% disagreed and 8% strongly disagreed. The remaining 12% of respondents indicated no opinion. Overall, the survey results indicate a high level of support for targeted revitalization strategies and projects in Williamson County.

**Question 28: The county should support neighborhood crime awareness and prevention activities.**

***The survey results indicated overwhelming support for neighborhood crime awareness and prevention activities in Williamson County.*** Specifically, 57% of respondents agreed with the need for such activities while another 39% strongly agreed. A total of 2% of respondents disagreed, including strongly disagreed, while another 2% indicated they had no opinion on the statement. The following figure highlights the results of question 28.

### Question 28: Crime Awareness and Prevention



### Question 29: What other kinds of housing and community development needs require attention in the county?

A total of 81 responses were received for question 29. Some of the additional needs identified or reemphasized included the following: the need for emergency home repair/rehabilitation grants, more senior housing, more programs for the mentally disabled populations, more bicycle lanes, more public transit services, and new community parks, including dog parks. These are just a few of the additional needs identified. A full list of answers received for question 29 is included in Appendix A.

### Question 30: Which statement comes closest to expressing your budget and program priorities? Check only one box.

***Seventy-nine percent (79%) of respondents indicated they believe funds should be distributed somewhat uniformly throughout the county so that all residents can enjoy the benefits of public investment.*** On the contrary, 21% said they believe federal funds should be concentrated in deteriorated neighborhoods or areas.

### Question 31: Which areas or neighborhoods within the county require revitalization? Please list specific locations.

A total of 102 responses were received for question 31. Some areas commonly identified by survey participants as areas in need of reinvestment include the following: Taylor, Hutto, Georgetown, Round Rock, the San Jose neighborhood in Georgetown, Granger, Bartlett, Quail Valley, Crystal Knoll, East Georgetown, and Liberty Hill. A full list of the responses to question 31 is included in Additional Information - Appendix D.

**Question 32: In your opinion, what is the most significant issue facing the county in the next five years?**

A total of 174 responses were received for question 32. Some of the issues raised by survey participants include the following: rising crime rates, overgrowth, traffic management, affordable housing, local job opportunities, stagnant wages, affordable healthcare for the underinsured, transportation alternatives, activities for youth, overcrowding, street and road improvements, gentrification, high property taxes, and additional schools for the increasing population, to name a few. A full list of the responses to question 32 is included in Additional Information - Appendix D.

Summary of Findings and Conclusions

The Williamson County Housing and Community Development Needs survey was developed to gather feedback from area residents, business owners, and service providers on the most critical housing and community development needs facing the county. Based on the analysis of survey responses, the following conclusions can be made regarding the level of support for specific programs and services:

*Housing Needs*

- There is a strong level of support for homeless prevention programs and programs aimed at helping the homeless become more self-sufficient. However, there is an overall lack of support for rental assistance or expanding the supply of affordable rental housing for lower income households, which are primary strategies for assisting homeless persons and households to become self-sufficient.
- There is strong support for more accessible housing for persons with disabilities.
- There is moderate support for programs to help homeowners repair their homes.
- There is an overall lack of support for programs aimed at overcoming housing discrimination and providing homebuyer assistance.

*Recreation and Public Infrastructure Needs*

- There is a strong level of support for improvements to parks and recreation facilities, street improvements, sidewalk improvements, and water and sewer expansion and improvement projects.

*Human Service Needs*

- There is a high level of support for more programs for seniors, additional programs to improve health and wellness, more programs for youth, and more transportation programs.
- There is a moderate level of support for more community centers and for additional day care services and facilities.

*Economic Development Needs*

- There is a high level of support for employment training programs.
- There is an overall lack of support for providing financial assistance to upgrade existing commercial buildings and to help businesses purchase machinery and equipment.

### *Neighborhood Needs*

- There is significant support for the demolition of vacant and deteriorated structures and for crime awareness and prevention programs.
- There is a high level of support for targeted neighborhood revitalization initiatives and for providing a higher level of code enforcement.
- There is moderate support for historic preservation activities.

In addition to the online community survey, the required Public Needs Hearing was held on March 9. One individual attended and requested information on how to access CDBG funds for a nonprofit affordable housing organization that would also provide construction training to young adults. (The nonprofit organization is not in existence.) The CDBG Administrator and the consulting team provided information on the eligibility of activities.

A second public hearing will be held on July 28, 2009. Comments received at this public hearing will be included in the final draft.

### **3. Summary of Efforts**

The CDBG Office notified the list of stakeholders via e-mail of the Public Needs Hearing and the second Public Hearing. The stakeholders were requested to place notices and distribute the information to their board members, consumers and clients. The director of Georgetown Housing Authority reported that notices of the public hearings were placed in conspicuous places at Shady Acres and Stone Haven units.

### **4. Explanation of Comments Not Accepted**

All comments received at the second public hearing but not accepted will be explained in the final draft.

### **Institutional Structure (91.215 (i))**

1. Explain the institutional structure through which the jurisdiction will carry out its consolidated plan, including private industry, non-profit organizations, and public institutions.
2. Assess the strengths and gaps in the delivery system.
3. Assess the strengths and gaps in the delivery system for public housing, including a description of the organizational relationship between the jurisdiction and the public housing agency, including the appointing authority for the commissioners or board of housing agency, relationship regarding hiring, contracting and procurement; provision of services funded by the jurisdiction; review by the jurisdiction of proposed capital improvements as well as proposed development, demolition or disposition of public housing developments.

5 Year Strategic Plan Institutional Structure response:

## **1. Institutional Structure**

The County Court, comprised of five elected members, is the overall governing and management body of Williamson County. There are eleven major departments within the county structure, including the CDBG office. All activities of the county are carried out in accordance with applicable federal, state and local laws.

In 2004, Williamson County developed its CDBG Program to ensure better accountability and stability for currently managed grants. The Commissioners hired a CDBG Coordinator to manage and administer the HUD entitlement program for the county. The CDBG Coordinator is responsible to the County Court for all functions associated with the program including: 1) preparation of the Five-Year Consolidated Plan, 2) preparation of the Annual Plan, 3) preparation of the annual Consolidated Annual Performance and Evaluation Report (CAPER), 4) sub-recipient monitoring, and 5) overall program management.

The Williamson County Auditor's Office currently has the organizational program structure to support the management of over \$1 million in CDBG grant funds received annually.

## **2. Strengths and Gaps in the Delivery System**

### Strengths

There is a strong and committed community of nonprofit organizations in Williamson County that strive to provide housing and support services to lower income households and persons with special needs. Given the current recession, their services are needed now more than ever to fill the gap created by unemployment and rising prices.

### Gaps

Currently, the CDBG Coordinator for Williamson County is the sole staff person responsible for the implementation, management and administration of the program over the entire county. While the incorporated municipalities in the county have support staff to apply for CDBG funds and implement approved projects in their communities, the vast majority of the county is unincorporated. Any CDBG activities implemented in these areas are the complete responsibility of the CDBG Coordinator.

## **3. Strengths and Gaps in the Delivery System for Public Housing**

Williamson County has four public housing authorities within its jurisdiction. These include Georgetown Housing Authority, Granger Housing Authority, Taylor Housing Authority and Round Rock Housing Authority. The elected body within each jurisdiction appoints the board members to the respective authority. Each authority is solely responsible for the hiring and termination of its employees. The four authorities have good relationships with the county and local jurisdictions in which their public housing is located. The authorities will continue to maintain existing public housing units utilizing Capital Fund Grants provided by HUD.



### **Monitoring (91.230)**

1. Describe the standards and procedures the jurisdiction will use to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

5 Year Strategic Plan Monitoring response:

#### **1. Monitoring Procedures**

Performance monitoring is an important component in the long-term success of the county's CDBG Program. The CDBG Office has developed standards and procedures for ensuring that the recipients of entitlement funds meet the purposes of the appropriate legislation and regulations, and that the funds are disbursed in a timely manner.

The CDBG Office will be responsible for all performance measurement activities. The office will incorporate objective standards and methods into the process of awarding funds, allocating resources to programs and agencies, and obtaining progress and completion reports from those programs and agencies. The monitoring requirements and procedures will build upon existing monitoring systems and experience in administering federal and state programs and funds.

The office's standards and procedures for monitoring are designed to ensure that:

- 1) The objectives of the National Affordable Housing Act are met
- 2) The program activities are progressing in compliance with the specifications and schedule for each program, and
- 3) The recipients are in compliance with other applicable laws, regulations, and the requirements to affirmatively further fair housing and minimize displacement of low income households.

The CDBG Office reviews all proposed activities for eligibility under statutory and regulatory requirements, and for meeting identified needs in this plan. Activities will be monitored through the use of checklists and forms to facilitate uniform monitoring of program activities. The office has identified performance measures in advance of allocating funds. Each description of projects and activities contains the specific measures by which the project will be evaluated.

Fiscal monitoring will include review and approval of budgets, compliance with executed grant agreements, review and approval of vouchers, review of fiscal reports on a monthly basis, and a review of municipal and nonprofit audits on an annual basis.

Monitoring will occur through on-site monitoring visits. These visits will occur as necessary, but will be conducted at least once a year. There are monitoring responsibilities that go beyond the time of completion of various activities. For community development, public facilities and housing projects, site visits will be conducted at least every other year to assure benefit to low-income residents.

All subrecipients must identify the personnel working on the project, keep accurate records and filing systems to document program benefits and compliance, maintain an appropriate financial management system, submit to an audit, and submit a final report as a closeout procedure.

Annually, in the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER), the county will review whether the specific objectives outlined in this strategic plan are being met. Further, this review will be an opportunity to assess if the strategic plan goals continue to address community priorities and if adequate resources are available to meet the objectives. Community input will be sought in this analysis.

### **Performance Measurement Plan**

In accordance with HUD's Community Planning and Development Notice 03-09, the county has developed a Performance Measurement System designed to measure both the productivity and impact of the CDBG Program. In accordance with the HUD Training Manual and Guidebook *Community Planning and Development Outcome Performance Measurement Framework*, Williamson County has developed the following system.

For each activity carried out with CDBG funds, the county is required to indicate the Objective and Outcome as per the new guidelines, these being:

#### **Objectives:**

- Creating Suitable Living Environments
- Providing Decent Affordable Housing
- Creating Economic Opportunities

#### **Outcomes:**

- Availability/ Accessibility
- Affordability
- Sustainability

The combination of these creates an Outcome Statement for each activity. The Outcome Statement is also indicated on the individual Project Activity forms under Proposed Outcome. Additionally, the county will indicate the Specific Outcome Indicators that are required to be reported to HUD for each activity.

Subrecipient agreements established during the initial contracting period provide the following oversight controls: a clear scope of services, a project schedule, a project budget, an objective and outcome statement, project indicators, an outline of compensation and method of payment, terms and conditions, performance and reporting, an outline of other reports, audits and inspections, and financial and administrative requirements.

In order to ensure long-term compliance with program and comprehensive planning requirements, Williamson County will annually prepare a Consolidated Annual Performance and Evaluation Report (CAPER) that will include a review process to determine whether the specific objectives are being met. Further, this review will be

an opportunity to assess if the strategic plan goals continue to address community priorities for housing and community development and if adequate resources are available to meet the objectives.

### **Priority Needs Analysis and Strategies (91.215 (a))**

1. Describe the basis for assigning the priority given to each category of priority needs.
2. Identify any obstacles to meeting underserved needs.

5 Year Strategic Plan Priority Needs Analysis and Strategies response:

#### **1. Basis for Assigning Priorities**

The priorities presented below were developed by:

- Weighing the severity of the need among all groups and sub groups,
- Analyzing the current social, housing and economic conditions
- Analyzing the relative needs of low-moderate income persons and households, and
- Assessing the resources likely to be available over the next five years.

#### **2. Obstacles to Meeting Underserved Needs**

The biggest obstacle to meeting the needs of the underserved will be a considerable lack of public and private resources to fully address the priorities identified in the Consolidated Plan.

### **Lead-based Paint (91.215 (g))**

1. Estimate the number of housing units that contain lead-based paint hazards, as defined in section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, and are occupied by extremely low-income, low-income, and moderate-income families.
2. Outline actions proposed or being taken to evaluate and reduce lead-based paint hazards and describe how lead based paint hazards will be integrated into housing policies and programs, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

5 Year Strategic Plan Lead-based Paint response:

#### **1. Estimated Number of Units Containing Lead-based Paint**

HUD has made the elimination of housing units containing lead-based paint a priority. The poisoning of children from contact with lead based paint has been recognized as a major public health problem by the Center for Disease Control (CDC). According to the CDC, lead is the number one environmental health hazard to American children. It is estimated that 10-15% of all preschoolers in the United States are affected. Lead poisoning causes IQ reductions; reading and learning

disabilities; decreased attention span; hyperactivity and aggressive behavior. Lead-based paint was banned from residential paint in 1978. All homes built prior to that time may contain lead-based paint.

Using data provided by HUD, it is possible to *approximate* the number of housing units that may contain lead based paint and that are occupied by LMI households. The significance of this data is that LMI owner households who are cost burdened may not have the resources to abate lead based paint in their homes. LMI renter households may not even be aware that their leased units contain lead based paint, or they may be hesitant to ask their landlord to abate the problem for fear of being evicted or having their rent increased. The following table provides an estimate of the number of housing units estimated to contain lead based paint by income level of the households. This data is matched against the number of units built before 1970 to estimate the number of units that potentially contain lead based paint.

**Estimated Housing Units by Income Group Containing Lead-based Paint, 2000  
Williamson County, TX**

Housing Units by Affordability	Total Occupied Units
<b>0-&lt;30% of MFI</b>	
Occupied Units	2,509
Built Prior to 1970	1,059
Estimated # of Units w/ Lead-Based Paint	<b>794</b>
<b>30-&lt;50% of MFI</b>	
Occupied Units	17,375
Built Prior to 1970	4,639
Estimated # of Units w/ Lead-Based Paint	<b>3,479</b>
<b>50-&lt;80% of MFI</b>	
Occupied Units	42,809
Built Prior to 1970	1,901
Estimated # of Units w/ Lead-Based Paint	<b>1,426</b>

Source: U.S. Census Bureau; U. S. Dept. of HUD, SOCDs Data

The following analysis is based on the above table:

0%-<30% of MFI:

Of the 2,509 housing units occupied by LMI households, HUD estimated that 1,059 were built prior to 1970. Of these 1,059 units, HUD estimated that 794 contain lead-based paint. This is equivalent to 32% of the housing stock occupied by and affordable to households with incomes of less than 30% of the MFI.

30%-<50% MFI:

Of the 17,375 housing units occupied by LMI households, HUD estimated that 4,639 were built prior to 1970. Of these 4,639 units, HUD estimated that 3,479 contain lead-based paint. This is equivalent to 20% of the housing stock occupied by and affordable to households with incomes between 30% and 50% of the MFI.

50%-<80% MFI:

Of the 42,809 housing units occupied by LMI households, HUD estimated that 1,901 were built prior to 1970. Of these 1,901 units, HUD estimated that

1,426 contain lead-based paint. This is equivalent to 3% of the housing stock occupied by and affordable to households with incomes between 50% and 80% of the MFI.

## 2. Proposed Actions

Activities aimed at addressing lead based paint hazards are in response to federal requirements for the CDBG Program. To the greatest extent practicable, Williamson County will work with the Williamson County and Cities Health District to help eliminate the hazard of lead poisoning due to the presence of lead based paint. The county will also disseminate information on lead based paint hazards to CDBG subrecipients who receive entitlement funds for housing activities where lead based paint may be an issue.

## HOUSING

### Housing Needs (91.205)

\*Please also refer to the Housing Needs Table in the Needs.xls workbook

1. Describe the estimated housing needs projected for the next five year period for the following categories of persons: extremely low-income, low-income, moderate-income, and middle-income families, renters and owners, elderly persons, persons with disabilities, including persons with HIV/AIDS and their families, single persons, large families, public housing residents, victims of domestic violence, families on the public housing and section 8 tenant-based waiting list, and discuss specific housing problems, including: cost-burden, severe cost- burden, substandard housing, and overcrowding (especially large families).
2. To the extent that any racial or ethnic group has a disproportionately greater need for any income category in comparison to the needs of that category as a whole, the jurisdiction must complete an assessment of that specific need. For this purpose, disproportionately greater need exists when the percentage of persons in a category of need who are members of a particular racial or ethnic group is at least ten percentage points higher than the percentage of persons in the category as a whole.

5 Year Strategic Plan Housing Needs response:

### 1. Estimated Housing Needs: Demographic Profile and Overview of Housing Needs

Williamson County represents one of the fastest growing jurisdictions in a region that has experienced sustained and significant population growth since 1990. The county is part of the five-county Austin-Round Rock Metropolitan Statistical Area (MSA) and includes 15 incorporated areas, six of which extend into neighboring counties. Georgetown, the county seat, is situated about 30 miles north of Austin. Williamson County contains 1,135 square miles of land area, across which 249,967 people were spread in 2000 at a density of 223 people per square mile.

The strong surge in the county's population in recent decades can be attributed to in-migration driven by sustained employment growth, according to the 2004 HUD Comprehensive Market Analysis Report for the Austin-Round Rock MSA. The region is the trade center of central Texas and has seen particularly rapid economic growth related to the high-tech and service industry sectors. As the influx of in-migration centered on Austin has caused the cost of housing in the region to rise, Williamson County has emerged as an affordable area to locate, within reasonable commuting distance to many jobs.

The 2000 Census reports on the previous locations of persons who moved to the county between 1995 and 2000. In those five years, the total inflow to Williamson County was 91,110 persons and outflow was 42,441 persons, resulting in a net migration gain of 48,669. Of those who moved to Williamson County, nearly one-third (28,193) relocated from neighboring Travis County. An additional 18,890, or 20.7% of total inflow, relocated from other Texas counties.

**Population Trends, 1950 – 2008**

	Williamson County		Austin-Round Rock MSA*		Texas	
	Total	% Change	Total	% Change	Total	% Change
1950	38,853		256,645		7,711,194	
1960	35,044	-9.8%	301,261	17.4%	9,579,677	24.2%
1970	37,305	6.5%	398,938	32.4%	11,198,655	16.9%
1980	76,521	105.1%	585,051	46.7%	14,225,513	27.0%
1990	139,551	82.4%	846,227	44.6%	16,986,510	19.4%
2000	249,967	79.1%	1,249,763	47.7%	20,851,820	22.8%
2008	387,764	55.1%	1,592,639	27.4%	24,361,558	16.8%

*\*The definition of the MSA containing Austin changed in 2003 when the Austin-San Marcos MSA became the Austin-Round Rock MSA. All data is based on the 2005 MSA (CBSA) definition.*

*Source: U.S. Census Bureau for 1950 - 2000 data; DemographicsNow for 2008 data*

The following table shows population change in the nine incorporated areas contained entirely within the county. Population data from the six incorporated areas that extend into surrounding counties are combined into a remainder that includes the county's unincorporated territory.

Between 1990 and 2008, all areas of the county experienced an increase in population, most of them substantially. Georgetown grew 166%, driving the countywide growth rate of 177.9%. By comparison, the rapidly expanding Austin-Round Rock MSA increased 88.9% and Texas grew 43.4%.

**Population Trends by Municipality, 1990 – 2008**  
**Williamson County, TX**

	1990	2000	2008	Change 1990-2008
Williamson County	139,551	249,967	387,764	177.9%
Florence	829	1,054	1,290	55.6%
Georgetown	14,842	28,339	39,515	166.2%
Granger	1,190	1,299	1,298	9.1%
Hutto	630	1,250	8,327	1221.7%
Liberty Hill	907	1,409	1,807	99.2%
Taylor	11,472	13,575	14,949	30.3%
Thrall	550	710	1,677	204.9%
Weir	220	591	798	262.7%
Remainder	108,911	201,740	318,103	192.1%
Austin-Round Rock MSA	846,227	1,249,763	1,598,639	88.9%
Texas	16,986,510	20,851,820	24,361,558	43.4%

*Note: Remainder includes unincorporated territory as well as sections of Bartlett, Cedar Park, Leander and Round Rock that are only partially in Williamson County.*

*Source: U.S. Census Bureau for 1990 and 2000 data; DemographicsNow for 2008 data*

### Population Projections

DemographicsNow projections indicate that the population of Williamson County will increase by 82,863 to 470,627 residents between 2008 and 2013. The projected rate of growth during those years for the county, 21.4%, exceeds the projected rate for the Austin-Round Rock MSA (12.9%) and the state (8.8%). As illustrated in the following table for incorporated cities contained entirely within the county, estimates indicate that strong growth will continue in Georgetown, the county seat, and that some of the county's smaller cities will be some of its fastest gainers. Hutto is expected to grow by one-third, gaining almost 3,000 new residents.

**Population Projections, 2008 – 2013  
Williamson County, TX**

	2008	2013	# change	% change
Williamson County	387,764	470,627	82,863	21.4%
Florence	1,290	1,463	173	13.4%
Georgetown	39,515	47,075	7,560	19.1%
Granger	1,298	1,348	50	3.9%
Hutto	8,327	11,210	2,883	34.6%
Liberty Hill	1,807	2,088	281	15.6%
Taylor	14,949	16,168	1,219	8.2%
Thrall	1,677	2,259	582	34.7%
Weir	798	941	143	17.9%
Remainder	318,103	388,075	69,972	22.0%
Austin-Round Rock MSA*	1,592,639	1,797,360	204,721	12.9%
Texas	24,361,558	26,494,505	2,132,947	8.8%

*Note: Remainder includes unincorporated territory as well as sections of Bartlett, Cedar Park, Leander and Round Rock that are only partially in Williamson County.*

*Source: DemographicsNow*

### Age of Population

The median age of Williamson County residents has increased from 30.1 in 1990 to 32.5 in 2000. According to DemographicsNow estimates, the median age continued to rise to 34.1 in 2008 and will reach 35.5 in 2013. This reflects a similar trend in the Austin-Round Rock MSA, as the median age in the five-county region rose from 29.6 in 1990 to 31 in 2000 and is projected at 33.4 in 2008 and 35.1 for 2013.

In Williamson County, the fastest growing age group was the work force population. The following provides a review of recent changes in population by age in the county.

- For 2008, the preschool age cohort, including persons age 4 and under, is estimated to include 30,133, or 7.8% of the total population. From 1990 to 2000, the preschool population increased 74% from 12,247 to 21,322. Between 2000 and 2008, it grew 41.3%.
- The school-age population, consisting of persons age 5 to 19, increased from 35,012 in 1990 to 59,880 in 2000 and 86,003 in 2008. Over the 18-year span since 1990, this amounts to a change of 145.6%.
- The work force population, consisting of persons age 20 to 64, is the largest age group with 238,622 in 2008, or 61.5% of the total population. It is also the most rapidly expanding age group. From 1990 to 2000, the work force population increased 84.2% from 81,638 to 150,376. The group's size is estimated to have increased by 88,246, or 58.7% between 2000 and 2008. The largest gain was in persons age 55 to 64, a group that increased 345% from 7,783 in 1990 to 34,610 in 2008.
- In 2008, there were 32,976 elderly persons age 65 and up, accounting for 8.5% percent of the total population. From 1990 to 2000, the elderly population increased by 7,760 to 18,389. From 2000 to 2008, it increased by 14,587, or 79.3%. The most growth occurred in the 85+ age group, which expanded from 1,190 persons in 1990 to 4,075 in 2008, an increase of 242.4%.



## Households

As of 2000, there were 86,766 households in the county, of which 43.9% had children under age 18 living with them, 64% were married couples living together, 9.6% had a female householder with no husband present, and 22.8% were non-family households. Single individuals account for 17.6% of all householders, and 4.6% of households consist of someone living alone who was 65 years of age or older.

The number of households in Williamson County increased 77.8% from 48,790 in 1990 to 86,766 in 2000. Current estimates for 2008 show an increase to 125,650 total households, a gain of 157.5% since 1990. Persons per household in the county increased slightly from 2.81 in 1990 to 2.82 in 2000

**Persons per Household, 1990 - 2000**

	1990	2000
Williamson County	2.81	2.82
Austin-Round Rock MSA	2.48	2.57
Texas	2.73	2.74

*Source: U.S. Census Bureau*

## Income and Poverty

Adjusted to 2008 dollars, the median household income in Williamson County increased from \$55,506 in 1990 to \$75,821 in 2000, and to an estimated \$78,317 in 2008. This amounts to a 58.6% increase during those 18 years. The adjusted median income and its growth have been consistently higher for Williamson County than in the MSA and the state. The adjusted median income in the Austin-Round Rock MSA was \$46,174 in 1990, \$61,296 in 2000 and an estimated \$63,802 in 2008, a total increase of 38.2%. The statewide adjusted median income was \$44,540 in 1990, \$49,929 in 2000 and an estimated \$51,025 in 2008, a total increase of 14.6%.

The strong growth in the county's median household income can be largely attributed to a change in the distribution of households by income. The following table illustrates a decreasing number of poor households and an increasing proportion of wealthy residents. The 324 households making more than \$150,000 represented only 0.7% of the county's total households in 1990, but increased by 16,025 by 2008 to represent 13.0% of all households. Most notably, however, there will remain over 11,000 households with incomes below \$25,000 in 2008 in Williamson County.

**Household Income, 1990 – 2008  
Williamson County, TX**

	1990		2000		2008	
	Total	% of Total	Total	% of Total	Total	% of Total
Less than \$10,000	5,554	11.4%	3,054	3.8%	4,976	4.0%
\$10,000 to \$14,999	3,715	7.6%	2,364	3.0%		
\$15,000 to \$24,999	8,141	16.7%	3,276	4.1%	6,084	4.8%
\$25,000 to \$34,999	7,962	16.3%	7,944	10.0%	7,548	6.0%
\$35,000 to \$49,999	10,553	21.6%	9,410	11.8%	14,734	11.7%
\$50,000 to \$74,999	9,165	18.8%	22,375	28.2%	26,106	20.8%
\$75,000 to \$99,999	2,458	5.0%	14,897	18.7%	22,857	18.2%
\$100,000 to \$149,999	971	2.0%	11,475	14.4%	27,084	21.5%
More than \$150,000	324	0.7%	4,659	5.9%	16,349	13.0%
<b>Total</b>	<b>48,843</b>	<b>100.0%</b>	<b>79,454</b>	<b>100.0%</b>	<b>125,738</b>	<b>100.0%</b>
Median Household Income	\$55,506*		\$75,821*		\$78,317	

\* Adjusted to 2008 dollars

Source: Census 1990, Summary File 3, P080, P080A; Census 2000, Summary File 3, P52, P53;  
DemographicsNow for 2008 data

The number of persons living below the poverty level in Williamson County decreased between 1990 and 2000, despite the county's strong population growth. In 1990, there were 13,811 persons living in poverty, which was 10.1% of all persons for whom poverty was determined. By 2000, this number fell to 11,735, accounting for 4.8% of persons for whom poverty was determined.

Likewise, poverty rates during those years decreased in the Austin-Round Rock MSA and the state. In the MSA, persons living in poverty fell from 115,330 (15.3%) in 1990 to 134,589 (11.1%) in 2000. In Texas, persons living below poverty declined from 3,000,515 (18.1%) in 1990 to 3,117,609 (15.4%) in 2000.

The following table breaks down the population by poverty level among various county jurisdictions.

**Percent of Persons Below Poverty Level, 1990 – 2000  
Williamson County, TX**

	1990		2000	
	Persons below poverty level	Percent below poverty level	Persons below poverty level	Percent below poverty level
<b>Williamson County</b>	<b>13,811</b>	<b>10.1%</b>	<b>11,735</b>	<b>4.8%</b>
Florence	184	23.6%	162	14.7%
Georgetown	2,436	17.9%	1,872	7.2%
Granger	380	33.4%	149	12.0%
Hutto	108	17.5%	58	4.6%
Liberty Hill	*	*	119	7.9%
Taylor	2,435	21.9%	1,831	14.2%
Thrall	127	23.5%	136	19.2%
Weir	10	5.1%	32	5.2%
Remainder	8,131	6.6%	7,376	3.0%
Austin-Round Rock MSA	115,330	15.3%	134,589	11.1%
Texas	3,000,515	18.1%	3,117,609	15.4%

\* The 1990 Census does not include Liberty Hill as an incorporated place.

Source: Census 2000, Summary File 3, DP-3; Census 1990, SF 3, DP-4

### Cost Burden and Housing Problems

The following provides an estimate of the number and type of households in need of housing assistance. The review considers needs for the households by income as follows.

- Extremely low income households (income less than 30% of MFI)
- Very low income households (income between 30% and 50% of MFI)
- Low income households (income between 50% and 80% of MFI)
- Households with income above 80% of MFI (moderate, middle and high income households).

Also considered are the needs for owners and renters, elderly households, small households and large households.

The description of housing needs contained in this part includes discussion of cost burden and severe cost burden, overcrowding and substandard housing conditions being experienced by income category. For the income categories enumerated, any racial or ethnic group that has a disproportionately greater need in comparison to the needs of that category as a whole are identified.

### Housing Needs of Extremely Low, Very Low and Low Income Households

Much of the data reported in this portion of the Williamson County CP was derived from CHAS Data 2000. CHAS Data 2000 is a special tabulation prepared for HUD by the Census Bureau. HUD reports that the Census Bureau uses a special rounding scheme on special tabulation data. As a result, there may be discrepancies between the data reported by CHAS Data 2000 and data reported by Census 2000 Summary File 3, which is the source of much of the data in other parts of the CP.

Using CHAS Data 2000, the following table reports on households with any housing problem. Information is presented for renters and owners. As defined by CHAS Data

2000, any housing problem includes 1) cost burden greater than 30% of income, and/or 2) overcrowding, and/or 3) without complete kitchen or plumbing facilities. The table also identifies cost-burdened households. Cost burden is distinguished by households paying from 30% to 50% of their income and households paying more than 50%. Households paying more than 50% are classified as severe cost burden.

(See also "Housing Needs Table" in Additional Information – Appendix E, HUD Tables.)

**Households with Housing Problems by Income, 2000  
Williamson County, TX**

Income Category of Household	Total			Cost Burden				Other Housing Problems**	
				30% to 50%		More than 50% (Severe)			
		Any Housing Problem*							
		Total	%	Total	%	Total	%	Total	%
Renter Households									
Extremely Low (0-30% MFI)	1,860	1,376	74.0%	1,352	72.7%	1,003	53.9%	24	1.8%
Very Low (30 to 50% MFI)	1,882	1,413	75.1%	1,208	64.2%	369	19.6%	205	14.5%
Low (50 to 80% MFI)	2,633	1,116	42.4%	848	32.2%	100	3.8%	269	24.1%
Above 80% MFI	5,531	420	7.6%	105	1.9%	6	0.1%	315	75.0%
Total Renters	11,906	4,327	36.3%	3,513	29.5%	1,477	12.4%	813	18.8%
Owner Households									
Extremely Low (0-30% MFI)	1,598	1,114	69.7%	1,083	67.8%	754	47.2%	30	2.7%
Very Low (30 to 50% MFI)	2,556	1,452	56.8%	1,375	53.8%	818	32.0%	77	5.3%
Low (50 to 80% MFI)	6,070	3,254	53.6%	3,053	50.3%	619	10.2%	200	6.2%
Above 80% MFI	37,009	3,516	9.5%	2,887	7.8%	185	0.5%	629	17.9%
Total Owners	47,233	9,335	19.8%	8,407	17.8%	2,362	5.0%	928	9.9%
All Households									
Total All Households	59,139	13,662	23.1%	11,921	20.2%	3,839	6.5%	1,741	12.7%

\* Any housing problem: Cost burden greater than 30 percent of income, and/or overcrowding, and/or without complete kitchen or plumbing.

\*\* Other housing problems: Overcrowding, and/or without complete kitchen or plumbing.

Source: HUD State of the Cities Data System (SOCDS) CHAS Data 2000

As shown in the table above, CHAS Data 2000 reports 59,139 households in Williamson County (exclusive of Round Rock) with 11,906 (20%) renters and 47,233 (80%) owners. Notably:

- 13,662 (23.1%) households have housing problems.
- 9,726 (71.2%) households with housing problems are low income, with annual incomes at or below 80% of the median family income (MFI). Lower income households are most likely to have housing needs due to limited resources.
- 4,327 (36.3%) renter households have housing problems. Renters comprise 31.7% of the 13,662 households with housing problems.
- Of the 11,906 renter households, 6,375 (53.5%) have incomes classified as low, very low or extremely low. Of the 4,327 renter households with housing problems, 3,907 (90.3%) have incomes at or below 80% of MFI.
- 9,335 (19.8%) owner households have housing problems. Owners comprise 68.3% of the 13,662 households with housing problems.
- Of the 47,233 owner households, 10,224 (21.6%) have incomes at or below 80% of MFI. Of the 9,335 owner households with a housing problem, 5,819 (62.3%) are low income.

The table above also provides information regarding cost burden by income category. According to data, a total of 11,921 (20.2%) households pay 30% or more of their income for housing. Of these cost-burdened households, 3,839 (32.2%) pay more than 50% of their income for housing.

Cost-burdened renters need decent, affordable housing. Extremely low income households have the greatest need for continued assistance in the form of a subsidy or an affordable unit. Very low income and low income renters with a housing problem need assistance with supportive services, such as childcare, health care or transportation services. Assistance with supportive services reduces demands on their incomes, freeing up income to pay for housing. Very low income and low income renters who are provided assistance with other services may be able to save money that can be used for a down payment and closing costs on an owner unit. Because the majority of the low income renters are experiencing cost burden, all would benefit from improved economic opportunities. To take advantage of higher-skilled jobs that pay more and provide the potential for advancement, there will be the need for education and job training.

Low income owners who are cost-burdened need assistance with maintenance and upkeep of their units so that they do not deteriorate. Low income owners also need assistance with supportive services that reduce the competing demands on their limited incomes. Finally, low income owners would benefit from improved economic opportunities.

Through the use of CHAS Data 2000, it is possible to calculate the number of households by household income with "Other Housing Problems." Other housing problems exclude cost burden but include overcrowding, in addition to a lack of complete kitchen or plumbing facilities. The previous CHAS table identifies the following characteristics about other housing problems in Williamson County.

- Of the 13,662 households with housing problems, 1,741 (12.7%) are classified as having housing problems other than cost burden.
- 797 (45.8%) of the 1,741 households with other housing problems are low income, with annual incomes at or below 80% of MFI.
- 813 (46.7%) of the 1,741 low income households with housing problems other than cost burden are renters.

### **Housing Needs of Elderly Households, Small Households, Large Households and All Other Households**

This section considers housing needs based on type of households. For the purposes of this section, elderly households are one- or two-person households, either person 62 years old or older. Small households consist of two to four persons. Large households have 5 or more persons. All other households are those that do not fall into one of the three previous categories.

The following table shows the 11,906 renter households reported in Williamson County (exclusive of Round Rock) by CHAS Data 2000. The households are distinguished by household type and income category. The table also shows the 4,323 renter households with housing problems, as previously reported, by household type and income category. The table reports the following characteristics:

- There are 1,201 elderly households, which is 10% of the total renters. Of these, 953 (79.4%) are low income. 521 (43.4%) of the total elderly

households have housing problems. 517 (99.2%) of the low income elderly households have housing problems.

- There are 5,852 (49.2%) small households. Of these, 2,939 (50.2%) are low income. 1,757 (30.1%) of the total small households have housing problems. 1,632 (55.5%) of the low income small households have housing problems.
- There are 1,325 (11.1%) large households. Of these, 651 (49.1%) are low income. 761 (57.4%) of the total large households have housing problems. 551 (41.6%) of the low income large households have housing problems.
- The remaining 3,528 households (29.6%) are classified as "all other households." Of these, 1,832 (51.9%) are low income. 1,284 (36.9%) have housing problems.

While small households represent the largest number of households with housing problems, a greater percentage of large households (57.4%) and elderly households (43.4%) have housing problems, particularly among those that are low income. Low income large households could be overcrowded and need assistance with obtaining a larger unit. Low income elderly households often live on fixed incomes and need assistance, as housing costs can exceed their ability to pay.

#### Renter Households by Household Type and Income with Housing Problems, 2000 Williamson County, TX

	Total	Elderly Households			Small Households			Large Households			All Other Households		
		Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%
Extremely Low (0% to 30% MFI)	1,860	470	230	48.9%	675	541	80.1%	151	147	97.4%	564	458	81.2%
Very Low (30 to 50% MFI)	1,882	340	192	56.5%	818	590	72.1%	224	206	92.0%	500	426	85.2%
Low (50 to 80% MFI)	2,633	143	95	66.4%	1,446	502	34.7%	276	198	71.7%	768	322	41.9%
Above 80% MFI	5,531	248	4	1.6%	2,913	125	4.3%	674	210	31.2%	1,696	78	4.6%
<b>Total Renters</b>	<b>11,906</b>	<b>1,201</b>	<b>521</b>	<b>43.4%</b>	<b>5,852</b>	<b>1,757</b>	<b>30.1%</b>	<b>1,325</b>	<b>761</b>	<b>57.4%</b>	<b>3,528</b>	<b>1,284</b>	<b>36.9%</b>

Source: HUD State of the Cities Data System (SOCDS) CHAS Data 2000

The following table shows the 47,233 owner households reported in Williamson County (exclusive of Round Rock) by CHAS Data 2000. The households are distinguished by household type and income category. The data table reports the following relative to owner households:

- There are 7,889 elderly households, which is 16.7% percent of the total owner households. Of these, 3,311 (42%) are low income and 1,375 (82.7%) of the low income elderly households have housing problems.
- There are 28,568 (60.5%) small households. Of these, 4,138 (14.5%) are low income and 2,626 (63.5%) of the low income small households have housing problems.
- There are 5,797 (12.3%) large households. Of these, 1,385 (23.4%) are low income and 926 (16%) of the low income large households have housing problems.

- The remaining 4,979 (10.5%) are classified as “all other households.” Of these, 1,391 (28%) are low income households and 891 (17.9%) have housing problems.

Numerically, small owner households represent the largest number of housing problems, but a greater percentage of large households (27.3%), elderly households (21.1%) and other households (30.9%) have housing problems, particularly among those that are low income. Low income owners of all types continue to need assistance to make housing affordable.

**Owner Households by Household Type and Income with Housing Problems, 2000  
Williamson County, TX**

	Total	Elderly Households			Small Households			Large Households			All Other Households		
		Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%
Extremely Low (0% to 30% MFI)	1,598	744	450	60.5%	414	310	74.9%	150	146	97.3%	290	208	71.7%
Very Low (30 to 50% MFI)	2,556	1,100	422	38.4%	855	589	68.9%	291	232	79.7%	310	210	67.7%
Low (50 to 80% MFI)	6,070	1,467	502	34.2%	2,869	1,727	60.2%	943	549	58.2%	791	474	59.9%
Above 80% MFI	37,009	4,578	288	6.3%	24,430	1,930	7.9%	4,413	658	14.9%	3,588	646	18.0%
<b>Total Owners</b>	<b>47,233</b>	<b>7,889</b>	<b>1,663</b>	<b>21.1%</b>	<b>28,568</b>	<b>4,556</b>	<b>15.9%</b>	<b>5,797</b>	<b>1,584</b>	<b>27.3%</b>	<b>4,979</b>	<b>1,537</b>	<b>30.9%</b>

Source: HUD State of the Cities Data System (SOCDS) CHAS Data 2000

## 2. Disproportionately Greater Housing Problems

Using CHAS Data 2000, the following considers the housing needs for all households in comparison to the households by race in Williamson County. Also considered are the housing needs of Hispanic households in comparison to all households. The review serves to consider disproportionately greater need. As defined by HUD, a disproportionately greater need among any racial or ethnic group exists when a particular racial or ethnic group has housing problems at a rate higher than the percentage of persons in that category as a whole.

There are a total of 6,375 renter households in the county with incomes at or below 80% of MFI. The following table compares the percentage of households with housing problems for white non-Hispanic, black non-Hispanic and Hispanic households. The data table reports the following characteristics in Williamson County:

- 60.3% of all low income renters have housing problems. Black non-Hispanic and Hispanic households have disproportionately greater instances of problems, at 72.3% and 64.3%, respectively.
- 55.5% of all low income elderly renters have housing problems. Black non-Hispanic and Hispanic households have disproportionately greater instances of problems, at 75.5% and 58%, respectively.
- 58.6% of all low income family renters have housing problems. Black non-Hispanic and Hispanic households have disproportionately greater instances of problems, at 76.7% and 64.6%, respectively.
- 65.7% of all low income renters categorized as “all other households” have housing problems. White non-Hispanic and Hispanic households have comparable rates while black non-Hispanic households had a lower rate at 53.1%.



**Renter Households with Incomes below 80% of MFI  
with any Housing Problems by Race and Hispanic Origin, 2000  
Williamson County, TX**

	All Households 0%-80% of MFI		Elderly Households 0%-80% of MFI			Family Households 0%-80% of MFI			All Other Households 0%-80% of MFI		
	Total	% with a Housing Problem	Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%
White Non-Hispanic	4,244	59.1%	792	430	54.3%	2,000	1,113	55.7%	1,452	964	66.4%
Black Non-Hispanic	452	72.3%	49	37	75.5%	322	247	76.7%	81	43	53.1%
<b>Total Non-Hispanic</b>	<b>4,696</b>	<b>60.3%</b>	<b>841</b>	<b>467</b>	<b>55.5%</b>	<b>2,322</b>	<b>1,360</b>	<b>58.6%</b>	<b>1,533</b>	<b>1,007</b>	<b>65.7%</b>
Hispanic	1,441	64.3%	100	58	58.0%	1,098	709	64.6%	243	160	65.8%

Information regarding other races not reported.

Source: HUD State of the Cities Data System (SOCDS) CHAS Data 2000

There are a total of 10,224 owner households with income at or below 80% of MFI in the county. The following table compares the percentage of households with housing problems for white non-Hispanic, black non-Hispanic and Hispanic households. The data reveals the following characteristics:

- 55.5% of all low income owners have housing problems. Black non-Hispanic and Hispanic households have disproportionately greater instances of problems, at 64.5% and 59.3%, respectively.
- 41% of all low income elderly owners have housing problems. Black non-Hispanic households have a disproportionately greater instance of problems at 53.2% while Hispanic households have the lowest rate at 38.4%.
- 63.8% of all low income family owners have housing problems. White non-Hispanic households and Hispanic households experienced comparable rates of housing problems while black non-Hispanic households have a lower incidence at 58%.
- 63.5% of all low income owners categorized as "all other households" have housing problems. Black non-Hispanic had a significantly higher incidence at 100% while Hispanic households had a much lower rate of 54.2%.

**Owner Households with Incomes below 80% of MFI  
with any Housing Problems by Race and Hispanic Origin, 2000  
Williamson County, TX**

	All Households 0%-80% of MFI		Elderly Households 0%-80% of MFI			Family Households 0%-80% of MFI			All Other Households 0%-80% of MFI		
	Total	% with a Housing Problem	Total	With a Problem	%	Total	With a Problem	%	Total	With a Problem	%
White Non-Hispanic	8,322	55.1%	3,062	1,244	40.6%	4,064	2,605	64.1%	1,196	734	61.4%
Black Non-Hispanic	391	64.5%	94	50	53.2%	226	131	58.0%	71	71	100.0%
<b>Total Non-Hispanic</b>	<b>8,713</b>	<b>55.5%</b>	<b>3,156</b>	<b>1,294</b>	<b>41.0%</b>	<b>4,290</b>	<b>2,736</b>	<b>63.8%</b>	<b>1,267</b>	<b>805</b>	<b>63.5%</b>
Hispanic	1,346	59.3%	172	66	38.4%	1,078	680	63.1%	96	52	54.2%

Information regarding other races not reported.

Source: HUD State of the Cities Data System (SOCDS) CHAS Data 2000



### **Priority Housing Needs (91.215 (b))**

1. Identify the priority housing needs and activities in accordance with the categories specified in the Housing Needs Table (formerly Table 2A). These categories correspond with special tabulations of U.S. census data provided by HUD for the preparation of the Consolidated Plan.
2. Provide an analysis of how the characteristics of the housing market and the severity of housing problems and needs of each category of residents provided the basis for determining the relative priority of each priority housing need category.

Note: Family and income types may be grouped in the case of closely related categories of residents where the analysis would apply to more than one family or income type.

3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.

5 Year Strategic Plan Priority Housing Needs response:

#### **1. Priority Housing Needs and Activities**

In light of the limited amount of CDBG funds available to Williamson County, not all of the county's housing and community development needs can be addressed over the next five years. Therefore, priorities must be established to ensure that scarce resources are directed to the most pressing housing and community development needs in the county.

A multi-step process was used to establish the priorities for the county. First, data relative to each need was collected and grouped into one of four major categories: housing needs, homeless needs, non-homeless special needs, and non-housing community development needs.

Second, the county consulted with a diverse group of public agencies, nonprofit organizations and community development entities to determine the needs as perceived by the consumers of these groups.

During the public outreach process, six underlying themes were repetitively voiced by the participants in the interviews and focus group sessions. These themes included the following:

- Public infrastructure improvements such as roads, public water and public sewers are needed in residential areas, especially in the rural and unincorporated areas of the county.
- The recession has substantially impacted contributions to local nonprofit organizations. Resources are at an all-time low. The ability of these organizations to provide supportive services to their clientele is substantially impaired. However, consumers are dependent upon these public services as a safety net now more than ever.

- There is a diverse and highly motivated nonprofit community in Williamson County that collectively possesses the organizational capacity to provide housing, services and facilities to lower income households and persons. However, adequate funding to fully finance their programs and initiatives is lacking.
- There is a need for affordable housing for extremely low income and very low income households and persons. This need has increased recently due to employment layoffs, cutback in hours, and rising fuel and food prices.
- The needs of homeless persons and families in Williamson County are not being adequately served.
- The relative absence of public transportation throughout Williamson County impedes the movement of people to employment centers.

Finally, the data were analyzed and priorities were established by the county using the following definitions:

- **High priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 prior to medium and low priorities.
- **Medium priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 following the consideration of high priorities.
- **Low priorities** are those activities that will NOT be funded with CDBG funds by the county; however, the county will consider providing certifications of consistency and supporting applications submitted for non-county funds by other entities.

Medium and low priority activities are not unimportant or are not to be understood as being unnecessary in Williamson County. Rather, it is perceived that those needs may have other, more appropriate funding sources. For example, housing rehabilitation funds could conceivably be secured through the State's HOME Program.

Williamson County has identified a limited number of priorities to provide a focus for activities that will be funded. If a high priority proposal is not received during the local CDBG application process, a medium priority project may be funded. There are a sufficient number of medium priority needs to ensure that funds can be spent in a timely manner.

The CP ensures that an adequate performance evaluation system is in place to monitor progress toward accomplishing each priority. The county is committed to tracking its progress in addressing each of the high priority needs. The complete CP will include established goals and benchmarks for each identified priority need.

### **Funding Guidelines**

Williamson County will utilize the following guidelines to prioritize the use of funds:

- Focus funding on those households with the greatest need (i.e., extremely low income households at 0-30% of median income and very low income households at 30%-50% of median income).
- Fund non-housing community development proposals that eliminate a threat to public health and safety. An example of this type of activity might involve the extension of a water line to an area served by lower income households whose private wells have been contaminated.
- Fund activities that expand the supply of housing affordable to low and moderate income households, especially when these projects are undertaken in conjunction with public infrastructure improvements. Housing production allows for units to be added to the market under the assumption that they will provide long-term assistance. Carrying out infrastructure improvements (such as sidewalk, curb, drainage, water, sewer and/or street improvements) in the immediate vicinity of new housing production will capitalize on the housing investment and add value to a larger residential area.
- Fund public facility and infrastructure proposals that benefit extremely low income and very low income households and persons, and persons with special needs.
- Fund projects that provide housing and supportive public services to lower income households and persons, as well as persons with special needs (15% of the county's non-administrative CDBG budget can be used for public services).
- Fund activities that revitalize residential neighborhoods and stabilize business districts that are located within walking distance of residential neighborhoods.
- Fund projects that leverage other public and private resources.

The following charts reflect the county's priorities for CDBG funding over the next five years.

HOUSING NEEDS		
Extremely Low Income (0% up to 30% of MFI)		
		2009-2013 Funding Priority
Renters	Elderly	Low
	Small Related	Low
	Large Related	Low
	All Other	Low
Owners	Elderly	High
	Small Related	High
	Large Related	High
	All Other	High
Very Low Income (30% up to 50% of MFI)		
		2009-2013 Funding Priority
Renters	Elderly	Low
	Small Related	Low
	Large Related	Low
	All Other	Low
Owners	Elderly	High
	Small Related	High
	Large Related	High
	All Other	High
Low Income (50% up to 80% of MFI)		
		2009-2013 Funding Priority
Renters	Elderly	Low
	Small Related	Low
	Large Related	Low
	All Other	Low
Owners	Elderly	High
	Small Related	High
	Large Related	High
	All Other	High

HOMELESS NEEDS		
Families	<b>Housing Type</b>	2009-2013 Funding Priority
	Emergency Shelters	High
	Transitional Housing	Medium
	Permanent Supportive Housing	Medium
Individuals	<b>Housing Type</b>	2009-2013 Funding Priority
	Emergency Shelters	Medium
	Transitional Housing	Low
	Permanent Supportive Housing	Low

NON-HOMELESS SPECIAL NEEDS		
	Special Needs Population	2009-2013 Funding Priority
Housing Needs	Frail Elderly	Low
	Persons w/ Mental Illness	Medium
	Developmentally Disabled	Medium
	Physically Disabled	Medium
	Alcohol/Other Addiction	Medium
	Persons w/ HIV/AIDS	Low
	Public Housing Residents	Low
Supportive Services Needs	Special Needs Population	2009-2013 Funding Priority
	Frail Elderly	High
	Persons w/ Mental Illness	High
	Developmentally Disabled	High
	Physically Disabled	High
	Alcohol/Other Addiction	High
	Persons w/ HIV/AIDS	Low
	Public Housing Residents	High

## 2. Basis for Determination

The rates of housing problems among homeowners who were elderly, small or large families with incomes below 80% of the MFI were significantly high (40%, 63% and 65%, respectively). The county determined that these rates of housing problems would be the focus of its limited financial resources available to provide affordable housing assistance.

Williamson County is not currently a member of the Austin Continuum of Care. As such, it is difficult for the county to obtain funding for homeless facilities such as transitional housing and permanent supportive housing facilities. Nonetheless, the lack of an emergency shelter and domestic violence shelter in the county have been recognized as housing needs that should be addressed through other means.

The supportive housing needs of non-homeless persons with special needs, if addressed to some degree by the county, may assist in preventing homelessness among lower income individuals and households who lack the safety net to maintain independent living and self-sufficiency.

The vast rural nature of Williamson County increases the need for adequate public facility and infrastructure improvements, particularly in unincorporated areas of the county. Quality water and sewer service, along with drainage improvements, can significantly enhance the quality of life for lower income households.

## 3. Basis for Assigning Priority

The priorities presented below were developed by:

- Weighing the severity of the need among all groups and sub groups,
- Analyzing the current social, housing and economic conditions
- Analyzing the relative needs of low and moderate income persons, and
- Assessing the resources likely to be available over the next five years.

#### 4. Obstacles to Meeting Underserved Needs

The biggest obstacle to meeting the needs of the underserved will be a considerable lack of public and private resources to fully address the priorities identified.

##### **Housing Market Analysis (91.210)**

\*Please also refer to the Housing Market Analysis Table in the Needs.xls workbook

1. Based on information available to the jurisdiction, describe the significant characteristics of the housing market in terms of supply, demand, condition, and the cost of housing; the housing stock available to serve persons with disabilities; and to serve persons with HIV/AIDS and their families. Data on the housing market should include, to the extent information is available, an estimate of the number of vacant or abandoned buildings and whether units in these buildings are suitable for rehabilitation.
2. Describe the number and targeting (income level and type of household served) of units currently assisted by local, state, or federally funded programs, and an assessment of whether any such units are expected to be lost from the assisted housing inventory for any reason, (i.e. expiration of Section 8 contracts).
3. Indicate how the characteristics of the housing market will influence the use of funds made available for rental assistance, production of new units, rehabilitation of old units, or acquisition of existing units. Please note, the goal of affordable housing is not met by beds in nursing homes.

5 Year Strategic Plan Housing Market Analysis responses:

##### **1. Characteristics of the Housing Market**

In a trend consistent with the county's steadily increasing population, the county's housing stock has expanded significantly since 1990. In 1990, there were 54,466 total housing units in Williamson County, 57.3% of which were owner-occupied. By 2000, the stock increased 65.8% to 90,325 units, 71.3% of which were owner-occupied. DemographicsNow estimates that the number of housing units in the county reached 91,157 in 2008, an additional increase of 41.6% since 2000. Despite this expansion, the availability of housing units in the county has not entirely kept pace with recent population increases. Between 1990 and 2000, the number of households in the county rose 78% from 48,790 to 86,766. DemographicsNow estimates the number of households in 2008 was 125,650, an increase of 45% since 2000. Consequently, household growth is slightly outpacing housing unit growth.

Williamson County's housing stock increased at a greater rate than the housing stock across the entire Austin-Round Rock MSA. In 1990, there were 370,307 units in the MSA. By 2000, the stock increased 33.9% to 496,004 units. DemographicsNow estimates that the housing stock in the MSA rose another 31.1% to 650,488 units in 2008.

HUD's State of the Cities Data System maintains data on local building permits. As shown in the table below, the majority of units for which permits were issued

between 2000 and 2007 were for units in single-family detached or attached structures. In 2007, such units represented 68.9% of all permits issued.

**Residential Building Permits Issued, 2000 – 2007**  
**Williamson County, TX**

Units by structure type	2000	2001	2002	2003	2004	2005	2006	2007
Single-family (attached or detached)	4,664	3,685	4,339	4,418	4,209	5,444	5,738	3,907
Multi-family	1,027	1,819	312	368	125	555	1,716	1,764
Two-unit	12	10	4	2	8	20	52	12
Three- and four-unit	42	41	4	0	17	0	146	11
Five or more units	973	1,768	304	366	100	535	1,518	1,741
<b>Total</b>	<b>5,961</b>	<b>5,504</b>	<b>4,651</b>	<b>4,786</b>	<b>4,334</b>	<b>5,999</b>	<b>7,454</b>	<b>5,671</b>

Source: U.S. Department of Housing and Urban Development, SOCDS Building Permits Database

The 2000 Census reported 90,325 units, 70,815 of which (78.4%) were single-family attached or detached units. An additional 14,904 of the units (16.5%) were contained in multi-family structures with two or more units. There were 4,606 mobile homes, accounting for 5.1% of all units.

The following table provides a review of units per structure and mobile homes for the county in 2000.

**Housing Units per Structure, 2000**  
**Williamson County, TX**

	Total Units	Single-family units (detached and attached)	Multi-family units					Mobile home	Boat, RV, van, etc.
			2 to 4	5 to 9	10 to 19	20 or more	Total		
Williamson County	90,325	78.4%	5.5%	3.1%	3.2%	4.7%	16.5%	5.1%	0.1%
Austin*	5,535	42.5%	9.0%	11.7%	15.1%	21.4%	57.3%	0.3%	0.0%
Bartlett*	318	91.2%	2.8%	0.0%	0.0%	0.0%	2.8%	6.0%	0.0%
Cedar Park*	8,679	87.5%	2.3%	2.4%	0.8%	2.1%	7.6%	4.8%	0.1%
Florence	427	70.3%	6.6%	0.5%	0.7%	0.0%	7.7%	22.0%	0.0%
Georgetown	11,036	78.1%	8.9%	4.2%	3.5%	4.7%	21.3%	0.5%	0.0%
Granger	569	80.7%	7.4%	0.0%	0.9%	0.0%	8.3%	11.1%	0.0%
Hutto	444	94.4%	2.7%	0.0%	0.0%	0.0%	2.7%	2.9%	0.0%
Leander*	2,597	89.1%	2.3%	0.0%	0.0%	0.0%	2.3%	8.7%	0.0%
Liberty Hill	504	61.9%	7.3%	0.0%	0.0%	0.0%	7.3%	30.8%	0.0%
Round Rock*	21,122	75.6%	7.7%	4.1%	4.0%	8.3%	24.1%	0.3%	0.0%
Taylor	5,068	81.4%	8.5%	2.6%	0.9%	3.4%	15.4%	3.2%	0.0%
Thrall	261	90.0%	0.0%	0.8%	0.0%	0.0%	0.8%	9.2%	0.0%
Weir	234	38.9%	0.0%	0.0%	0.0%	0.0%	0.0%	61.1%	0.0%
Unincorporated areas	33,531	82.6%	3.2%	1.4%	2.0%	1.2%	7.8%	9.3%	0.3%
Austin-Round Rock MSA	496,004	60.9%	7.7%	4.7%	6.4%	13.3%	32.2%	6.6%	0.2%
Texas	8,157,575	66.5%	5.4%	4.4%	4.3%	10.0%	24.2%	9.0%	0.4%

\* Includes data for only those parts of the incorporated area that fall within Williamson County

Source: Census 2000, Summary File 3, H30

## Occupancy and Tenure of Housing Units

In 2000, Williamson County contained 86,766 occupied housing units and 3,559 vacant units, a vacancy rate of 3.9%. This represents a significant drop in vacancy from 1990, when the Census reported 5,674 vacant units and a vacancy rate of 10.4%. The drop can likely be attributed to the influx of in-migration that increased the demand for housing in the county in the 1990s. However, DemographicsNow

estimates that the number of vacancies has rebounded considerably since 2000 to 8,851 in 2008, a vacancy rate of 6.6%.

Williamson County has maintained a relatively high proportion of owner-occupied housing. The 2000 Census reported that 64,391 (74.2%) of the county's 90,325 housing units were owner-occupied, while the remaining 22,375 (25.8%) were renter-occupied. The rate of owner-occupancy rose from 57.3% in 1990. By comparison, the rate of owner-occupancy in the Austin-Round Rock MSA was 45.1% in 1990 and 55.4% in 2000, and the rate of owner-occupancy statewide was 52.7% in 1990 and 57.8% in 2000.

The rate of home ownership varied by municipality, ranging from 38.5% in the portion of Austin that stretches into Williamson County to 91.9% in the small city of Weir. The following table breaks down occupancy and tenure for all incorporated cities in the county.

**Housing Occupancy and Tenure, 2000  
Williamson County, TX**

	Housing Units		Owner Occupied		Renter Occupied		Vacant	
	Total	Occupied	Total	% of Occupied	Total	% of Occupied	Total	% of Total
Williamson County	90,325	86,766	64,391	74.2%	22,375	25.8%	3,559	3.9%
Austin*	5,535	5,274	2,030	38.5%	3,244	61.5%	261	4.7%
Bartlett*	318	295	231	78.3%	64	21.7%	23	7.2%
Cedar Park*	8,679	8,383	7,228	86.2%	1,155	13.8%	296	3.4%
Florence	427	401	276	68.8%	125	31.2%	26	6.1%
Georgetown	11,036	10,430	7,241	69.4%	3,189	30.6%	606	5.5%
Granger	569	501	378	75.4%	123	24.6%	68	12.0%
Hutto	444	406	343	84.5%	63	15.5%	38	8.6%
Leander*	2,597	2,506	2,200	87.8%	306	12.2%	91	3.5%
Liberty Hill	504	504	362	71.8%	142	28.2%	0	0.0%
Round Rock*	21,122	20,463	13,597	66.4%	6,866	33.6%	659	3.1%
Taylor	5,068	4,714	3,135	66.5%	1,579	33.5%	354	7.0%
Thrall	261	252	210	83.3%	42	16.7%	9	3.4%
Weir	234	221	203	91.9%	18	8.1%	13	5.6%
Unincorporated areas	33,531	32,416	26,957	83.2%	5,459	16.8%	1,115	3.3%
Austin-Round Rock MSA	496,004	471,855	274,869	58.3%	196,986	41.7%	24,149	4.9%
Texas	8,157,575	7,393,354	4,717,294	63.8%	2,676,060	36.2%	764,221	9.4%

\* Includes data for only those parts of the incorporated area that fall within Williamson County

Source: Census 2000, Summary File 3, H6, H7

(See also "Housing Market Analysis Table" in Additional Information – Appendix E, HUD Tables.)

The following tables show housing tenure in Williamson County in 2000 by race of the household and for Hispanic households. White households in the county own their housing units at a rate of 87.9%, significantly higher than the 74.2% rate of all households countywide, minority households and Hispanic households own their housing units at far lower rates.



**Owner Occupancy by Race and Ethnicity of Household, 2000**  
**Williamson County, TX**

	Total Occupied Units	Percent Owner-Occupied Units							
		Total	White	Black	American Indian/ Alaskan Native	Asian/ Pacific Islander	Other Race	Two or More Races	Hispanic
Williamson County	86,766	74.2%	87.9%	4.0%	0.4%	2.0%	4.4%	1.3%	10.7%
Austin*	5,274	38.5%	86.1%	6.9%	0.0%	3.3%	2.8%	1.0%	5.6%
Bartlett*	295	78.3%	67.1%	14.7%	1.3%	1.7%	15.2%	0.0%	27.7%
Cedar Park*	8,383	86.2%	88.3%	3.2%	0.5%	2.0%	4.8%	1.2%	9.8%
Florence	401	68.8%	92.8%	0.0%	0.7%	0.0%	6.2%	0.4%	10.1%
Georgetown	10,430	69.4%	92.9%	1.7%	0.1%	0.3%	3.8%	1.2%	8.5%
Granger	501	75.4%	79.6%	11.4%	0.5%	0.0%	7.4%	1.1%	21.4%
Hutto	406	84.5%	79.9%	4.4%	0.9%	0.0%	14.0%	0.9%	21.3%
Leander*	2,506	87.8%	90.0%	2.0%	0.9%	0.6%	4.8%	1.7%	11.9%
Liberty Hill	504	71.8%	97.0%	0.0%	0.0%	0.0%	3.0%	0.0%	9.1%
Round Rock*	20,463	66.4%	82.6%	7.5%	0.6%	2.0%	5.6%	1.7%	14.7%
Taylor	4,714	66.5%	78.7%	9.5%	0.2%	0.8%	9.8%	1.0%	21.5%
Thrall	252	83.3%	70.0%	9.0%	1.9%	0.0%	16.7%	2.4%	22.9%
Weir	221	91.9%	94.1%	2.0%	0.0%	1.5%	0.0%	2.5%	14.3%
Unincorporated areas	32,416	83.2%	90.5%	2.1%	0.3%	2.8%	3.1%	1.1%	6.9%
Austin-Round Rock MSA	471,855	58.3%	83.0%	5.8%	0.5%	2.2%	6.9%	1.6%	15.6%
Texas	7,393,354	63.8%	80.7%	8.3%	0.5%	2.0%	6.9%	1.7%	21.3%

\* Includes data for only those parts of the incorporated area that fall within Williamson County

Source: Census 2000, Summary File 3, H11, H12

**Renter Occupancy by Race and Ethnicity of Household, 2000**  
**Williamson County, TX**

	Total Occupied Units	Percent Renter-Occupied Units							
		Total	White	Black	American Indian/ Alaskan Native	Asian/ Pacific Islander	Other Race	Two or More Races	Hispanic
Williamson County	86,766	25.8%	79.4%	7.3%	0.4%	2.2%	8.6%	2.1%	19.5%
Austin*	5,274	61.5%	84.1%	6.7%	0.8%	2.5%	4.3%	1.6%	11.2%
Bartlett*	295	21.7%	75.0%	20.3%	0.0%	0.0%	4.7%	0.0%	26.6%
Cedar Park*	8,383	13.8%	82.6%	5.3%	0.0%	1.9%	8.1%	2.1%	18.5%
Florence	401	31.2%	84.8%	4.8%	1.6%	0.0%	6.4%	2.4%	13.6%
Georgetown	10,430	30.6%	80.3%	4.0%	0.2%	1.7%	10.8%	3.0%	21.9%
Granger	501	24.6%	69.1%	29.3%	0.0%	0.0%	1.6%	0.0%	16.3%
Hutto	406	15.5%	76.2%	1.6%	0.0%	0.0%	22.2%	0.0%	23.8%
Leander*	2,506	12.2%	85.9%	6.5%	1.6%	0.0%	5.9%	0.0%	11.4%
Liberty Hill	504	28.2%	73.2%	5.6%	0.0%	0.0%	15.5%	5.6%	26.8%
Round Rock*	20,463	33.6%	76.4%	7.7%	0.3%	2.7%	10.7%	2.1%	23.2%
Taylor	4,714	33.5%	61.2%	21.8%	0.5%	0.0%	14.4%	2.0%	33.5%
Thrall	252	16.7%	76.2%	11.9%	0.0%	0.0%	0.0%	11.9%	11.9%
Weir	221	8.1%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Unincorporated areas	32,416	16.8%	84.5%	4.8%	0.4%	2.5%	5.7%	2.0%	10.7%
Austin-Round Rock MSA	471,855	41.7%	69.6%	9.5%	0.6%	4.7%	12.8%	2.8%	24.4%
Texas	7,393,354	36.2%	64.9%	16.8%	0.7%	3.2%	11.8%	2.7%	29.3%

\* Includes data for only those parts of the incorporated area that fall within Williamson County

Source: Census 2000, Summary File 3, H11, H12

## **Housing Value and Rent**

In 2000, the median value of owner-occupied housing in Williamson County was \$125,800. During the 1990s, median value increased 32.4% from \$94,993, after adjusting for inflation. The increase in housing value was comparable to the increase in median household income (36.2%, adjusted) during the same period. Median housing values in the county's incorporated areas ranged from \$51,300 in Granger to \$140,600 in Georgetown.

The National Low Income Housing Coalition provides annual information on the Fair Market Rent (FMR) and affordability of rental housing in each county in the U.S. In Williamson County, the 2008 FMR for a two-bedroom apartment was \$781. HUD estimates that the 2008 median income in the county was \$69,100, or \$5,758 per month. Renters, who comprised an estimated 27% of all households in Williamson County in 2008, had a 2008 median income of \$45,307, or \$3,775 per month. In order to afford a two-bedroom unit at the FMR of \$781 without paying more than 30% of income on housing, a renter household must have an annual income of \$31,241, or \$2,603 per month. In Williamson County, 40% of renters do not earn sufficient income to meet those criteria.

## **Housing for Persons with HIV/AIDS**

The Texas Department of State Health Services reports annually on the incidence of reported cases of HIV and AIDS. In 2007, the latest full year for which data were available, the department reported that there were 275 persons in Williamson County living with HIV/AIDS. Of these, 26 were AIDS cases reported in 2007 and 17 were HIV cases reported in 2007.

Community Action of Williamson County, located in Georgetown, provides housing assistance for low income persons with HIV/AIDS and their families through HUD's Housing Opportunities for People with AIDS (HOPWA) Program. The Texas Department of State Health Services lists four other facilities affiliated with HOPWA in the public health region that includes Williamson County: AIDS Services of Austin, Brazos Valley Community Action Agency, United Way of the Greater Fort Hood Area and the Waco-McLennan County Public Health District.

The HOPWA program in Texas provides tenant-based rental assistance, short-term rent/mortgage/utilities assistance, supportive services and permanent housing placement services.

## **Housing for Persons with Disabilities**

The 2000 Census reported disability status for non-institutionalized persons age 5 and over. The enumeration excludes institutionalized disabled persons, which consists of persons under formally authorized, supervised care or custody in institutions. As defined by the Census Bureau, a disability is a physical, mental or emotional condition lasting at least six months that can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning or remembering.

In 2000, there were 224,981 non-institutionalized persons age 5 and over in Williamson County. Of those, 28,818 (12.8%) reported a disability. This represents a significant increase in the county's population of disabled persons since 1990, when

they totaled 8,543, or 8.6% of 99,051 non-institutionalized persons age 5 and over.

The increase in the county's population of disabled persons translates to an increased need for accommodating services and appropriate housing.

### **Housing Condition – Age of Unit, Lacking Complete Facilities, Year Built**

Using indicators of housing deficiency available from the 2000 Census, the following provides an overview of the condition of the housing stock in Williamson County.

A structure's age is used to demonstrate the amount of time a unit has been in the housing inventory and the duration of time over which substantial maintenance is necessary. In the absence of routine maintenance, older housing becomes substandard. The age threshold used to signal a potential deficiency is 50 years or more.

The 2000 Census reported that 1,651 units in Williamson County, 2.6% of the total owner-occupied housing stock, were built prior to 1950. The following table summarizes deficiency types for all areas in the county. The percentage of units built before 1950 varies among cities, from 0.9% in the portion of Austin located in Williamson County to 10.4% in the portion of Bartlett that falls in the county. The county has a lower percentage of older housing stock than the Austin-Round Rock MSA (4.2%) and the state (6.3%). A higher proportion of the county's renter-occupied units were located in older structures. Of 22,375 rental units, 2,159, or 9.6%, were built prior to 1950.

The Census Bureau defines complete plumbing facilities as hot and cold piped water, a bathtub or shower, and a flush toilet. Units without complete plumbing facilities generally indicate substandard housing conditions.

Among owner units in Williamson County, 175 (0.3%) lacked complete plumbing in 2000. About one-third of these units (59) were located in the portion of Round Rock that falls within the county, and an additional 37.7% (66 units) were in unincorporated territory. Of the county's 22,375 renter properties, 83 or 0.3% lacked complete plumbing in 2000.

Overcrowding is directly related to the wear and tear sustained by a housing unit. More than one person per room (1.01 persons or more) is used as the threshold for defining living conditions as overcrowded. In 2000, there were 1,651 owner housing units (2.6%) with more than one person per room. The rate among rental units was much higher at 9.2%, or 2,053 of the county's 22,375 renter-occupied properties.

**Housing Quality Indicators among Owner-Occupied Units, 2000**  
**Williamson County, TX**

	Total Owner occupied Units	Units Older than 50 Years		Units Lacking Complete Facilities		Overcrowded Units	
		#	%	#	%	#	%
Williamson County	64,391	1,651	2.6%	175	0.3%	1,651	2.6%
Austin*	2,030	18	0.9%	14	0.7%	18	0.9%
Bartlett*	231	24	10.4%	3	1.3%	24	10.4%
Cedar Park*	7,228	148	2.0%	0	0.0%	148	2.0%
Florence	276	8	2.9%	3	1.1%	8	2.9%
Georgetown	7,241	134	1.9%	5	0.1%	134	1.9%
Granger	378	33	8.7%	9	2.4%	33	8.7%
Hutto	343	15	4.4%	4	1.2%	15	4.4%
Leander*	2,200	65	3.0%	0	0.0%	65	3.0%
Liberty Hill	362	8	2.2%	8	2.2%	8	2.2%
Round Rock*	13,597	392	2.9%	59	0.4%	392	2.9%
Taylor	3,135	166	5.3%	4	0.1%	166	5.3%
Thrall	210	15	7.1%	0	0.0%	15	7.1%
Weir	203	2	1.0%	0	0.0%	2	1.0%
Unincorporated areas	26,957	623	2.3%	66	0.2%	623	2.3%
Austin-Round Rock MSA	274,869	11,675	4.2%	1,155	0.4%	11,675	4.2%
Texas	4,717,294	294,991	6.3%	29,689	0.6%	294,991	6.3%

\* Includes data for only those parts of the incorporated area that fall within Williamson County

Source: Census 2000, Summary File 3, H20, H36, H48)

**Vacant For-Sale Units Affordable to Households with Income at or below 80% of MFI**

The Comprehensive Housing Affordability Strategy (CHAS) data prepared by HUD based on the 2000 Census reported 1,085 vacant for-sale units in the county. (While this data is outdated, it is the only source of such data and is required by HUD to be included in the CP.) The following table lists the number of vacant for-sale units that were affordable to low, very low, and low income households in 2000, illustrating the following:

- None of the units were affordable to households with incomes from 0% to 30% of the median family income.
- 325 (30.0%) were affordable to households with incomes between 31% and 50% of the median.
- 385 (35.5%) were affordable to households with incomes between 51% and 80% of the median.

**Vacant For-Sale Units Affordable to Households with Incomes below 80% of MFI, 2000**

**Williamson County, TX**

Unit Size	Number Affordable to Households with Incomes		
	0-30% of Median	31-50% of Median	51-80% of Median
0-1 bedroom	0	35	10
2 bedrooms	0	110	95
3 bedrooms	0	180	280
Total	0	325	385

Source: HUD SOCDS CHAS Data 2000

### Vacant For-Rent Units Affordable to Households with Income at or below 80% of MFI

CHAS data from 2000 reported 804 vacant for-rent units in the county. The following table lists the number of vacant for-rent units that were affordable to low, very low, and low income households in 2000, illustrating the following:

- 125 units (15.5%) were affordable to households with incomes from 0% to 30% of the median family income.
- 235 (29.2%) were affordable to households with incomes between 31% and 50% of the median.
- 425 (52.9%) were affordable to households with incomes between 51% and 80% of the median.

### Vacant For-Rent Units Affordable to Households with Incomes below 80% of MFI, 2000

#### Williamson County, TX

Unit Size	Number Affordable to Households with Incomes		
	0-30% of Median	31-50% of Median	51-80% of Median
0-1 bedroom	40	55	120
2 bedrooms	65	90	225
3 bedrooms	20	90	80
Total	125	235	425

Source: HUD SOCDs CHAS Data 2000

## 2. Assisted Housing Inventory

Williamson County's CDBG funding for housing assistance has been primarily targeted towards infrastructure improvements in support of affordable housing with organizations that include Williamson County Habitat for Humanity and several municipalities within the county. In 2008, the county utilized CDBG funds to construct water and wastewater lines for 20 Habitat homes. CDBG resources were utilized for infrastructure improvements to complete a portion of the Old Mill Village project via an award to the City of Georgetown. Additional funding was provided for the second phase of the Old Mill Village Neighborhood Revitalization. This has resulted in additional units of affordable housing in Williamson County.

Williamson County has a variety of assisted housing units throughout the county. These assisted units target extremely low, very low, and low income households of all races and sizes. Housing is available for families, individuals, the elderly, and the disabled population. Housing for the homeless is a need that exists in the county.

In addition to the public housing authorities that manage public housing, one of the housing authorities has two nonprofit organizations that own market rent units. Taylor Housing Authority's properties include Mallard Run Apartments, owned by the Mallard Run Development Corporation. Although the 40 units are market rate, they charge \$40 to \$50 less per month than other market rate units in the area. In addition, there are 64 units within Sunset Apartments. Although the units were previously Section 8 new construction, they are now market rate apartments.

Habitat for Humanity operates in Williamson County and serves households between 30% and 50% of median household income. Habitat offers a 0% interest mortgage

for 20 or 30 years. The three to four-bedroom homes range in sales price from \$50,000 in Taylor to \$80,000 in Round Rock. They are working towards expanding into the western part of the county. Habitat is on track to build 9 units per year, but will only build 6 in 2009 due to the recession. Habitat's 5-year plan includes completing 100 houses by 2013, which includes 34 existing units. Georgetown Housing Authority has expressed interest in partnering with Habitat to create homeownership opportunities for public housing residents in Georgetown.

### 3. Use of Funds Related to Overall Housing Market Conditions

The housing market in Williamson County has been strong, due to the fast economic growth and resulting increase in jobs the county has experienced over the last decade. The regional economy of Williamson County is stronger than the state and national economies. For the past decade, the county's annual unemployment rate has been lower than the national rate and significantly lower than the state rate. However, nearly three-fourths of the jobs in Williamson County are in the service sector industries which pay the lowest wages. And, projections indicate future job growth will occur in the sectors which have experienced minimal increases or actual decline in wages over the last five years. Growth in lower-skill, lower-wage jobs will continue to exert demand for lower cost housing to support the area's predominantly service industry workforce.

#### Specific Housing Objectives (91.215 (b))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Strategic Plan Specific Housing Objectives response:

#### 1. Priorities and Objectives

Williamson County expects to focus its CDBG entitlement funds toward improving the quality of life in local municipalities for extremely low, very low and low income households, and to retain and increase the stock of affordable owner and renter housing units. With this in mind, the following priorities and objectives have been established for the next five years:

- **Development/provision of affordable housing:** Utilize local CHDOs and nonprofit organizations to provide financial and technical assistance in developing housing for extremely low, very low and low income renters and homebuyers.
  - **Objective:** Acquisition of land for the development of new single family housing units by Habitat for Humanity throughout Williamson County.
  - **Objective:** Continuation of the Section 8 Housing Choice Voucher Program at participating public housing authorities.

- **Objective:** Continuation of the provision of public housing by participating public housing authorities to income-eligible households.

## 2. Funds Reasonably Expected to be Available

Currently, Williamson County has only been granted CDBG funds from HUD. The county is scheduled to receive additional CDBG-Recovery funds through the American Recovery and Reinvestment Act (ARRA), as are the local public housing authorities. While Williamson County may be eligible for HOME funds at some time in the future, participation in the HOME Program is limited currently to applying for funds from the state.

The public housing authorities anticipate receiving Capital Funds from HUD to continue planned renovation and maintenance activities on existing units. Taylor Housing Authority also anticipates receiving Section 8 Housing Choice Voucher funds.

### Needs of Public Housing (91.210 (b))

In cooperation with the public housing agency or agencies located within its boundaries, describe the needs of public housing, including the number of public housing units in the jurisdiction, the physical condition of such units, the restoration and revitalization needs of public housing projects within the jurisdiction, and other factors, including the number of families on public housing and tenant-based waiting lists and results from the Section 504 needs assessment of public housing projects located within its boundaries (i.e. assessment of needs of tenants and applicants on waiting list for accessible units as required by 24 CFR 8.25). The public housing agency and jurisdiction can use the optional Priority Public Housing Needs Table (formerly Table 4) of the Consolidated Plan to identify priority public housing needs to assist in this process.

5 Year Strategic Plan Needs of Public Housing response:

### Public Housing Units

The following table lists the public housing authorities with jurisdiction in Williamson County and the number and type of housing assistance available by program.

**Public Housing Authority Programs, 2009  
Williamson County, TX**

	Public Housing Units	Section 8 Units	Section 8 Housing Choice Vouchers	Public Housing Homeownership Program	Public Housing Waiting List
Georgetown	158	87	0	N/A	N/A
Round Rock	100	0	78	N/A	N/A
Granger	26	0	0	N/A	16
Taylor	118	0	144	24	30
<b>Total:</b>	<b>402</b>	<b>87</b>	<b>222</b>	<b>24</b>	<b>46</b>

N/A: Not available

Source: 2008 HUD PHA Plans; Interviews with PHA representatives



The following information on each of the public housing authorities in Williamson County is derived from both one-on-one interviews conducted with housing authority directors, the PHA plans submitted by the housing authorities to HUD in 2008, and written surveys sent to each authority in the county. In addition, some of the information was obtained from the PHA websites.

### **Georgetown Housing Authority**

Georgetown Housing Authority has the largest number of public housing units (158) and the largest number of Section 8 Housing Choice Vouchers (87) of all of the housing authorities in Williamson County. The housing authority has a homeownership initiative through the Family Self-Sufficiency (FSS) program. The program, in its third year, currently has 12 participants with a goal of 25 by the end of the fifth year. The authority plans to apply for additional funds through the upcoming SuperNOFA to be issued by HUD. The authority is also exploring a partnership with Habitat to provide additional homeownership opportunities.

Georgetown Housing Authority has identified a number of public housing needs. These include capital improvements and public housing modernization efforts to enhance the livability of the housing units. Public housing improvements include replacing a gas line throughout Stone Haven and a possible energy performance contract in conjunction with other housing authorities to identify additional savings and efficiency improvements. The housing authority utilizes Capital Funds of about \$190,000 to \$200,000 annually for capital projects. These funds will be used for sidewalk and ADA curb cut improvements, central AC, and other energy improvement efforts. In addition, the housing authority is anticipating \$140,000 in American Recovery and Reinvestment Act (ARRA) funds for transportation improvements.

### **Round Rock Housing Authority**

Round Rock Housing Authority has the third largest number of public housing units (100) as well as 78 Section 8 vouchers, some of which are used in Cedar Park and Leander. No project-based vouchers exist at this time. Of the 100 public housing units, 28 units in Westwood are mainly for the elderly, with some family households. Both Cushing Center and Lance Haven have 30 units for family households. In addition, there are 12 scattered single family units currently occupied by Section 8 tenants. The housing authority would like to sell these through a Section 8 homeownership program. All of the units are considered to be in very good condition. No public housing home ownership initiative currently exists.

The housing authority currently receives \$126,911 in Capital Funds annually. They would like to use development funds to acquire/rehab/resell reduced priced homes to public housing residents.

### **Granger Housing Authority**

Granger Housing Authority has 26 units of public housing. The housing authority does not have a Section 8 program or home ownership program. Of the 26 units of public housing, 19 are for the elderly and seven for the non-elderly. There is a waiting list of 16 applicants for the units. The housing units are considered to be in very good condition. According to HUD, Granger is a small public housing authority



and is required to have only one handicap-accessible unit. The authority will, however, make reasonable accommodations when a request is made.

The housing authority receives about \$42,000 annually in Capital Funds. The funds are used primarily for operations, including replaced window screens, repaired sidewalks, etc. Granger expects another \$42,000 in ARRA funds that will probably be used to finance central AC in the units.

### **Taylor Housing Authority**

Taylor Housing Authority (THA) manages 118 units of public housing, 144 housing vouchers under the Section 8 Housing Choice Voucher (HCV) program, and administers 24 subsidized units under the Section 8 Homeownership Program (16 of the units are market-rate). Of the 118 units of public housing, 48 are for the elderly and 70 are family units. The waiting period for a public housing unit is about 6 months to 1 year depending upon bedroom size with 30 turnovers a year. The waiting list for the HVC program is closed but they anticipate opening the list during the summer of 2009. Thirty applicants are currently on the waiting list with a turnover of 6 to 7 per year. THA is in the process of completing a Section 504 assessment, but at this time 5% of the units are handicapped accessible. THA will complete the sensory accessibility upon request.

In addition, THA's HCV program provides 40 units of housing in a new subdivision, with 24 subsidized and 16 market-rate units. THA provided \$9,000 in down payment assistance. The purchase price ranged from \$90,000 to \$120,000 per unit.

The housing authority receives about \$169,000 annually in Capital Funds. THA's five-year plan includes continuing modernization of their units and sidewalk improvements.

### **Public Housing Strategy (91.210)**

1. Describe the public housing agency's strategy to serve the needs of extremely low-income, low-income, and moderate-income families residing in the jurisdiction served by the public housing agency (including families on the public housing and section 8 tenant-based waiting list), the public housing agency's strategy for addressing the revitalization and restoration needs of public housing projects within the jurisdiction and improving the management and operation of such public housing, and the public housing agency's strategy for improving the living environment of extremely low-income, low-income, and moderate families residing in public housing.
2. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake to encourage public housing residents to become more involved in management and participate in homeownership. (NAHA Sec. 105 (b)(11) and (91.215 (k))
3. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation. (NAHA Sec. 105 (g))

5 Year Strategic Plan Public Housing Strategy response:

#### **1. Improving the Living Environment**

There are 402 public housing units throughout Williamson County, in addition to the 87 units of Section 8 housing. In addition, there are 222 Section 8 Housing Choice vouchers and 24 units under the Section 8 Homeownership program.

Preference for public housing and Section 8 vouchers is given to families and/or individuals that are involuntarily displaced, homeless families as defined by HUD guidelines, veterans, families that are cost burdened and paying more than 40% of their income for rent and utilities, and for families with children that have elevated blood levels due to exposure to lead-based paint. These preferences help to ensure that affordable housing is accessible to the lowest income tenants and not just those at or near 80% of the area median income.

In regard to maintaining a suitable living environment for its residents, the housing authorities strive to maintain high quality management and operation of its public housing programs and units. The housing authorities use various HUD devised manuals in implementing its management and maintenance policies including Admissions and Continued Occupancy Handbook, PH Maintenance Plan Document, FSS Action Plan, Public Housing Assessment System Manual, Section 8 Administrative Plan, Housing Inspection Manual, Section 8 and Voucher Program Master Book, and HUD Handbook 7420.7.

The housing authorities have identified several priority program areas to address over the next few years. High priority areas include capital improvements, Section 504 assessment and compliance, public housing modernization, homeownership, resident services and family self-sufficiency, and safety, crime prevention, and drug elimination. The overall objectives are to expand homeownership among low income

households, to improve existing housing stock among low income renter households, and to provide adequate and efficient services to existing public housing residents.

The following provides an overview on strategies within each housing authority within Williamson County to improve the living environment for residents.

#### Georgetown Housing Authority

Georgetown Housing Authority has a number of programs to improve the environment. These include participation in the Quail Valley neighborhood revitalization plans, a resident council at Stone Haven that has been in place for four years, and a partnership with the Georgetown Project on Homeless Children. In addition, the authority has applied for 25 vouchers from the “Youth Aging Out of Foster Care” Program for young adults 18-24 years of age to assist with their transition into society. GHA receives approximately \$200,000 annually in Capital Funds from HUD for the maintenance and renovation needs of its public housing inventory. This year, for example, GHA will devote these funds to sidewalk and ADA curb cut improvements, central AC, and energy efficient improvements. GHA also is trying to invest its reserve funds in its units.

#### Round Rock Housing Authority

Round Rock Housing Authority receives approximately \$127,000 annually in Capital Funds from HUD to provide for the maintenance and renovation needs of its public housing stock, which it considers to be in good condition. RRHA would like to use its development funds to acquire/rehab/resale reduced-priced homes to public housing residents. Currently, there are no public housing homeownership initiatives in place either under the public housing program or the Section 8 program.

#### Granger Housing Authority

Granger Housing Authority has a resident council that meets 3-4 times annually. Projects include a mailbox station for residents, outside security lights, outdoor benches, a flagpole, and gardens planted by residents. In addition, the authority works with non-elderly tenants on self-sufficiency, including money management and savings for a car in order to drive to work. As the majority of residents are elderly, there is no interest in homeownership activities.

#### Taylor Housing Authority

Taylor Housing Authority receives approximately \$130,000 annually in Capital Funds from HUD for modernization activities. THA administers a Section 8 Homeownership Program at a new subdivision in Taylor, with 24 of the 40 units sold below market to income-eligible homebuyers. The authority also provides a homeownership counselor with its Section 8 Program to work with interested voucher holders.

## **2. Addressing Management and Public Housing Resident Homeownership Needs**

Williamson County will assist Habitat for Humanity with the acquisition of lots across the county for development of new single family housing units. Because Habitat targets households with incomes between 30% and 50% of are median income, public housing residents may qualify to participate in the program. Furthermore,

Georgetown Housing Authority is interested in partnering with Habitat to help qualify public housing residents for homebuying opportunities through Habitat's program.

**3. There are no troubled public housing agencies with jurisdiction in Williamson County.**

**Barriers to Affordable Housing (91.210 (e) and 91.215 (f))**

1. Explain whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include tax policy affecting land and other property, land use controls, zoning ordinances, building codes, fees and charges, growth limits, and policies that affect the return on residential investment.
2. Describe the strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing, except that, if a State requires a unit of general local government to submit a regulatory barrier assessment that is substantially equivalent to the information required under this part, as determined by HUD, the unit of general local government may submit that assessment to HUD and it shall be considered to have complied with this requirement.

5 Year Strategic Plan Barriers to Affordable Housing response:

**1. Public Policy Impacts on Affordable Housing**

Affordable housing barriers for Williamson County's low and moderate income populations are a result of a combination of factors. Some of the barriers include zoning laws, title clearing and delinquent property taxes as well as adaptable, appropriate and affordable land for adequate construction. This means utilities, roads, and other infrastructure must be in place to support the housing development. Other barriers include permit fees, closing costs and other move-in expenses such as utility deposits.

According to a recent affordable housing study conducted for the City of Georgetown, barriers to affordable housing in the city were identified through interviews and focus group meetings, in addition to primary research. These included 1) zoning, including a relative absence of developable land for options other than single family housing, 2) impact fees assessed on every residential unit constructed in the city, regardless of the cost to construct the unit or the sales price of the unit, and 3) a general decline in state and federal funding resources directed towards affordable housing.

In addition, there are a combination of market barriers and physical barriers that impact the development of affordable housing. Market barriers include the rising cost of land and construction, and a strong housing market that is focused on market rate housing, with fewer developers and land opportunities available for affordable housing. Physical barriers include limitations due to poor soil, an aquifer, and the quarries outside of the city.

For the county as a whole, barriers include a lack of county-wide public transit which limits access to housing options to higher cost areas where most of the job centers

are located. It also means more disposable income is spent on transportation for gas and to maintain a car with less available for housing. The recession has caused lay-offs and cutbacks in hours, meaning less income for housing and basic necessities.

According to Habitat for Humanity, which builds affordable housing in most of Williamson County, land acquisition for new home construction is a major need for additional affordable housing. In addition, about a third of their clients have poor credit, as well as spotty work histories. Still, demand for their services is on the rise in the county.

## **2. Strategies to Remove or Ameliorate Public Policy Impacts on Affordable Housing**

Several of the public policies that negatively impact affordable housing in Williamson County are not under the control of the county. For example, zoning regulations enforced in the cities of Georgetown and Round Rock cannot be influenced by the county. The following strategies proposed by the county are those which fall within the jurisdiction and authority of the county:

- Identify revitalization areas in rural areas of the county for concentrated investment
- Consider capitalizing a county-wide Housing Trust Fund.

## HOMELESS

### **Homeless Needs (91.205 (b) and 91.215 (c))**

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook

Homeless Needs— The jurisdiction must provide a concise summary of the nature and extent of homelessness in the jurisdiction, (including rural homelessness and chronic homelessness where applicable), addressing separately the need for facilities and services for homeless persons and homeless families with children, both sheltered and unsheltered, and homeless subpopulations, in accordance with Table 1A. The summary must include the characteristics and needs of low-income individuals and children, (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered. In addition, to the extent information is available, the plan must include a description of the nature and extent of homelessness by racial and ethnic group. A quantitative analysis is not required. If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates.

5 Year Strategic Plan Homeless Needs response:

#### **Nature and Extent of Homelessness**

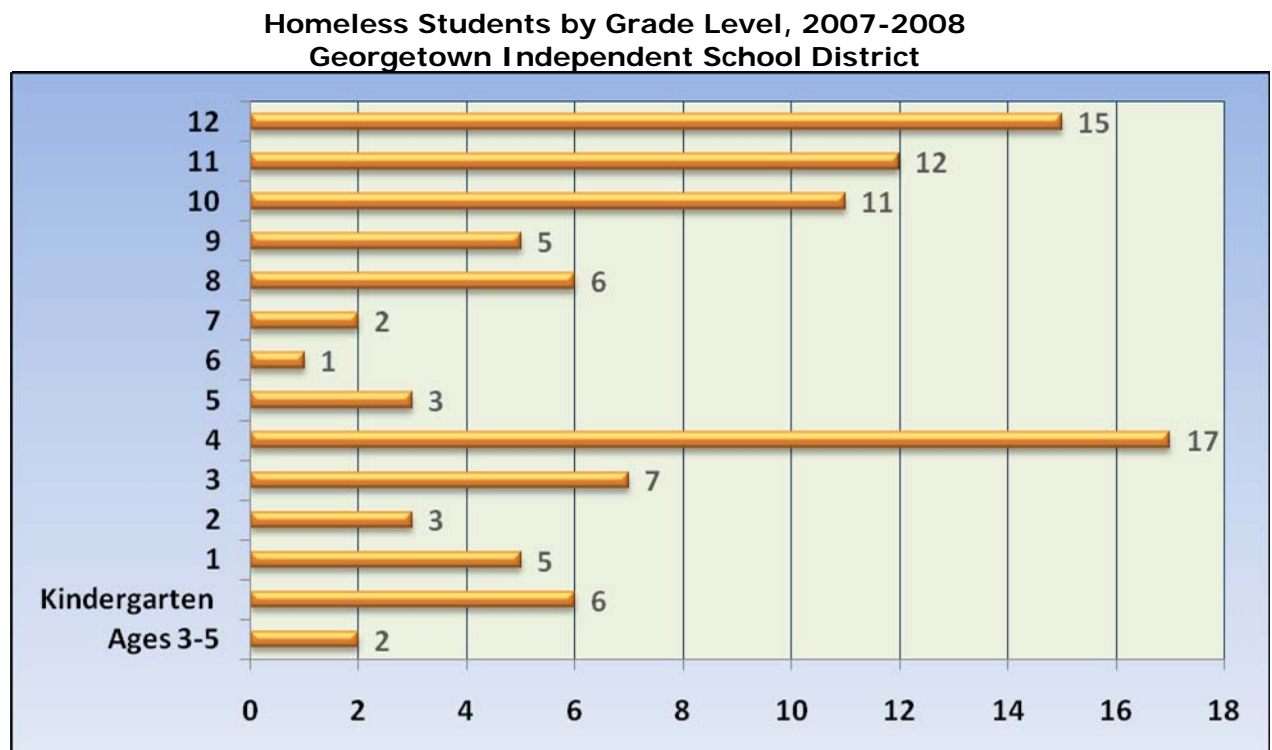
Currently, Williamson County is not a Continuum of Care designee but does participate at times with the Austin Continuum of Care. As a result, the county is not required to

conduct a point-in-time count. Furthermore, there is very limited documented information from credible sources on the nature of homelessness in Williamson County. The following narrative focuses primarily on youth homelessness as identified by The Georgetown Project.

The term “homeless” can have various definitions, such as when parents leave the area, leaving the student displaced. Other examples of homelessness are students that are forced out of their home, or choose to runaway from home. Evicted families may be forced to live in a family vehicle, lacking the means to eat proper meals or maintain personal hygiene. Student homelessness, no matter what the case may be, can create barriers to learning for such students, and creates significant challenges for teachers.

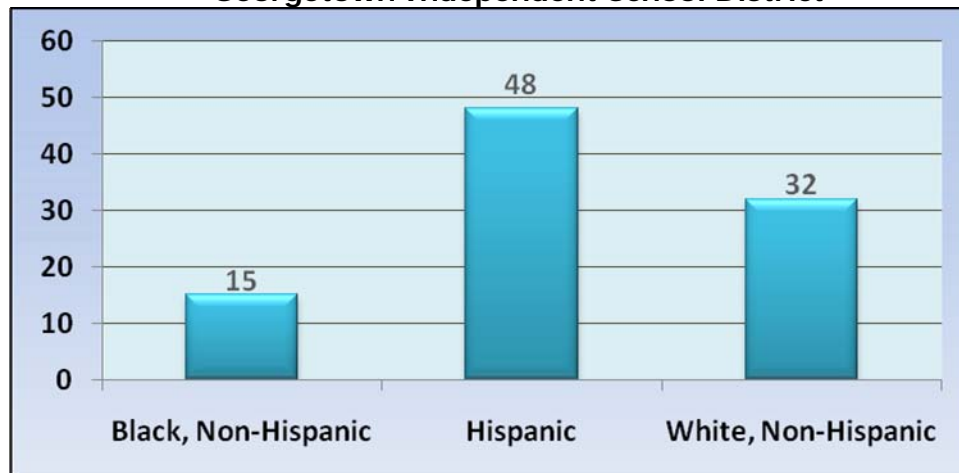
During the 2007-2008 academic year, a report conducted by the Georgetown Independent School District (GISD) found that 95 out of 10,231 students were considered to be homeless (about 1% of total district enrollment). Data for each grade level found that the 4<sup>th</sup> grade had 17 homeless students, the highest out of any other grade, while the highest concentration of students was at the secondary level, a total of 43 students.

When considering race, Hispanics comprised 48 students (51%), white non-Hispanic totaled 32 (34%), and black non-Hispanics had 15 students (15%). A gender analysis found that males outnumbered females, with a total of 55 males and 40 females.



Source: Georgetown Independent School District, Homeless Indicator Report, 2007-2008 Academic Year

**Homeless Students by Ethnicity, 2007-2008  
Georgetown Independent School District**



*Source: Georgetown Independent School District, Homeless Indicator Report, 2007-2008 Academic Year*

The Georgetown Project (TGP) addresses the needs of homeless teenagers and youth with assistance from GISD to track homeless students. Also, TGP has partnered with the Georgetown Housing Authority to help combat against problems stemming from homelessness. According to the most recent data available by TGP, homelessness in GISD is around 300 students and families. Many local organizations have begun discussions aimed at addressing this problem, such as municipal, county, religious, and service organizations. TGP is committed to helping coordinate community efforts toward alleviating the problems associated with homelessness. As a critical starting point, TGP will host a community summit that is aimed at illuminating the problem itself and help create a Community Action Plan.

### **Priority Homeless Needs**

1. Using the results of the Continuum of Care planning process, identify the jurisdiction's homeless and homeless prevention priorities specified in Table 1A, the Homeless and Special Needs Populations Chart. The description of the jurisdiction's choice of priority needs and allocation priorities must be based on reliable data meeting HUD standards and should reflect the required consultation with homeless assistance providers, homeless persons, and other concerned citizens regarding the needs of homeless families with children and individuals. The jurisdiction must provide an analysis of how the needs of each category of residents provided the basis for determining the relative priority of each priority homeless need category. A separate brief narrative should be directed to addressing gaps in services and housing for the sheltered and unsheltered chronic homeless.
2. A community should give a high priority to chronically homeless persons, where the jurisdiction identifies sheltered and unsheltered chronic homeless persons in its Homeless Needs Table - Homeless Populations and Subpopulations.

5 Year Strategic Plan Priority Homeless Needs response:



**1. Homeless and Homeless Prevention Priorities**

See the narrative on youth homelessness above.

**2. Chronically Homeless Persons**

Williamson County is not a participant in a continuum of care and was not required to participate in the Point-in-Time survey count of homeless persons and families.

**Homeless Inventory (91.210 (c))**

The jurisdiction shall provide a concise summary of the existing facilities and services (including a brief inventory) that assist homeless persons and families with children and subpopulations identified in Table 1A. These include outreach and assessment, emergency shelters and services, transitional housing, permanent supportive housing, access to permanent housing, and activities to prevent low-income individuals and families with children (especially extremely low-income) from becoming homeless. The jurisdiction can use the optional Continuum of Care Housing Activity Chart and Service Activity Chart to meet this requirement.

5 Year Strategic Plan Homeless Inventory response:

Williamson County has a number of social service agencies that provide a network of services that range from addressing homeless school-age children to families and homeless individuals. The county will continue to support efforts to end chronic homelessness through coordinated efforts with Habitat for Humanity of Williamson County, the Caring Place and other nonprofit organizations and social service agencies that provide homeless assistance. These programs, while not all directed specifically towards homeless families and individuals, provide support services for those who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered.

The County supports Capital Idea which trains residents of Williamson County in skills that will prepare them to move out of poverty and enter the high-skill workforce.

The County also supports the San Gabriel Crisis Service Center, a 24-hour community-based respite center available to individuals experiencing a severe crisis, but who are not at risk of harm to themselves or others. The primary objective of the crisis respite center is to stabilize and resolve a crisis situation before it escalates to the point of requiring an in-patient hospitalization or involvement in the criminal justice system. Crisis respite treatment involves hourly or 24-hour care that is generally short-term and offered to individuals who are at risk of psychiatric crises due to a housing challenge and/or severe stressors in the family. Bluebonnet Trails MHMR, working in partnership with Williamson County and five local hospitals, was awarded a grant for a crisis respite center to be located in Williamson County.

In addition, there are programs that help to address other aspects of homelessness. The Georgetown Project addresses the needs of homeless teenagers. The Project works with the Georgetown Intermediate School District to track homeless students.



The Boys and Girls Club of Georgetown serves low income children, up to 300 kids, with an average of 70 per day. The Williamson-Burnett County (WBC) Opportunities program operates 8 of the 13 Head Start programs in the county, as well as senior service centers and Meals on Wheels. WBC Opportunities carries out homeless assistance activities through two affordable family housing facilities that they own.

While not a direct provider of homeless services, the Georgetown Community Resource Center is a multi-tenant resource center that provides low cost/no cost space for non-profit organizations, many of them serving low income families that are at risk for homelessness. The center currently hosts 8 agencies, most of which serve Williamson County. The center would like to expand the variety of supportive services in Williamson County, including those targeted towards affordable housing and homelessness.

The county has expressed a need for a homeless shelter and a shelter for victims of domestic violence.

### **Homeless Strategic Plan (91.215 (c))**

1. Homelessness— Describe the jurisdiction's strategy for developing a system to address homelessness and the priority needs of homeless persons and families (including the subpopulations identified in the needs section). The jurisdiction's strategy must consider the housing and supportive services needed in each stage of the process which includes preventing homelessness, outreach/assessment, emergency shelters and services, transitional housing, and helping homeless persons (especially any persons that are chronically homeless) make the transition to permanent housing and independent living. The jurisdiction must also describe its strategy for helping extremely low- and low-income individuals and families who are at imminent risk of becoming homeless.
2. Chronic homelessness—Describe the jurisdiction's strategy for eliminating chronic homelessness by 2012. This should include the strategy for helping homeless persons make the transition to permanent housing and independent living. This strategy should, to the maximum extent feasible, be coordinated with the strategy presented Exhibit 1 of the Continuum of Care (CoC) application and any other strategy or plan to eliminate chronic homelessness. Also describe, in a narrative, relationships and efforts to coordinate the Conplan, CoC, and any other strategy or plan to address chronic homelessness.
3. Homelessness Prevention—Describe the jurisdiction's strategy to help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless.
4. Institutional Structure—Briefly describe the institutional structure, including private industry, non-profit organizations, and public institutions, through which the jurisdiction will carry out its homelessness strategy.
5. Discharge Coordination Policy—Every jurisdiction receiving McKinney-Vento Homeless Assistance Act Emergency Shelter Grant (ESG), Supportive Housing, Shelter Plus Care, or Section 8 SRO Program funds must develop and implement a Discharge Coordination Policy, to the maximum extent practicable. Such a policy should include "policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons." The jurisdiction should describe its planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how the community will move toward such a policy.

5 Year Homeless Strategic Plan response:

#### **1. Strategy to Address Homelessness**

Williamson County is not part of the Austin Continuum of Care. Limited available resources to Williamson County allow scant ability to address the homeless needs of families and individuals in the area. However, there is a network of faith-based and social service organizations that coordinate to locate the immediate resources needed. Organized permanent shelters for homeless do not exist in the county; the

primary source of assistance is based upon an assessment of need which is ultimately addressed (where possible) through this network coordination. If the need can not be met locally, the county seeks assistance from other resources in Austin.

A gap identified by the Williamson County and Cities Health District during the development of the CP is the lack of coverage across the county. Population concentrations in the south and south central portions of the county mean limited access to programs and assistance in the rural areas to the north and northwest.

The lack of a full understanding about the number of homeless population within Williamson County is a serious barrier to adequately addressing the situation. There are numerous and varied definitions of homelessness offered by organizations sponsoring assistance. Two studies were performed to better understand the homeless situation within the County. Information is compiled from data retrieved from the Bluebonnet Trails Community MHMR Center and the Williamson County Crisis Center.

Homeless people interviewed by the Bluebonnet Trails Community MHMR Center showed that 56 individuals were served between September 2002 and August 2003. All were diagnosed as having severe and persistent mental illness where 45 claimed to be in a family size of one, 11 claimed to be in a family size from 2 to 4 persons. Nineteen (19) of the total reviewed were youth. In terms of services needed, 16 required case management, all required medical assistance (indicating medication was necessary) and three needed counseling.

Another study performed of persons at the Williamson County Crisis Center (family emergency crisis center) for the month of October 2003 reported that of 27 shelter residents, one was a substance abuser, two were alcohol abusers, seven had no transportation, nine were unemployed, three were disabled, two had mental health issues and three were Spanish-speaking only.

## **2. Chronic Homelessness**

Williamson County is not a Continuum of Care designee and therefore, was not required to participate in the point-in-time count of homeless persons and families. Furthermore, the county was not required to prepare a ten-year plan to end chronic homelessness.

## **3. Homelessness Prevention**

Williamson County consistently supports organizations that better the lives of its residents. The Georgetown Community Service Center assists homeless clients with transitional housing. The Round Rock Area Serving Center and Habitat for Humanity of Williamson County also utilize County Public Assistance funds (general funds) to assist Williamson County residents with transitional housing and affordable permanent housing, respectively.

## **4. Institutional Structure**

See response to #3 above.

## **5. Discharge Coordination Policy**

Williamson County is not a Continuum of Care designee and does not receive McKinney-Vento funds. Consequently, the county was not required to develop and implement discharge coordination policies.

### Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

5 Year Strategic Plan ESG response: **Not applicable.**

## COMMUNITY DEVELOPMENT

### Community Development (91.215 (e))

\*Please also refer to the Community Development Table in the Needs.xls workbook

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), – i.e., public facilities, public improvements, public services and economic development.
2. Describe the basis for assigning the priority given to each category of priority needs.
3. Identify any obstacles to meeting underserved needs.
4. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

NOTE: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

5 Year Strategic Plan Community Development response:

#### 1. Priority Non-Housing Community Development Needs

Owing to the diverse nature of Williamson County communities, the non-housing community development needs within the county are varied and disparate, but there are some common elements. There are needs for public infrastructure reconstruction and public facility improvements in much of the county. There are significant social service needs that are not adequately addressed.

As in many rural areas throughout the country, public transit is lacking, making transportation for those with lower income and/or without cars a significant problem. There are also economic development needs in the county, however, the limited amount of CDBG resources and the extensive competing demands for these resources severely restricts the number and type of projects that can be undertaken. Beyond these broad categories, there are specific needs within communities such as business district revitalization, water / sewer system improvements, flood protection, and roadway and sidewalk improvements.

The following non-housing community development priorities were established by Williamson County. The list below includes priorities that the county and participating municipalities expect to address during the next five years using resources from the CDBG Program as well as other resources as available.

<b>NON-HOUSING COMMUNITY DEVELOPMENT NEEDS</b>	
<b>Public Facilities and Improvements</b>	2009-2013 Funding Priority
Handicapped Centers	Low
Homeless Facilities	Medium
Youth Centers	Medium
Neighborhood Facilities	High
Parks, Recreational Facilities	Low
Parking Facilities	Low
Solid Waste Disposal Improvements	High
Flood Drain Improvements	High
Water/Sewer Improvements	High
Street Improvements	High
Sidewalks	High
Child Care Centers	Medium
Tree Planting	Low
Fire Stations/Equipment	Low
Health Facilities	Medium
Abused and Neglected Children Facilities	Medium
Asbestos Removal	Low
Facilities for AIDS Patients	Low
Operating Costs of Homeless/AIDS Patients Programs	Low
<b>Economic Development</b>	2009-2013 Funding Priority
Commercial/Industrial Rehabilitation	Medium
Commercial/Industrial New Construction	Low

## 2. Basis for Assigning Priorities

A multi-step process was used to establish the priorities for the county. First, data relative to each need was collected and grouped into one of four major categories: housing needs, homeless needs, non-homeless special needs, and non-housing community development needs. Second, the county consulted with a diverse group of public agencies, nonprofit organizations and community development entities to determine the needs as perceived by the consumers of these groups. Finally, the data were analyzed and priorities were established by the county.

These included:

- **High priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 prior to medium and low priorities.
- **Medium priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 following the consideration of high priorities.
- **Low priorities** are those activities that will NOT be funded with CDBG funds by the county during the five-year period of 2009 through 2013; however, the county will consider providing certifications of consistency and supporting applications submitted by other entities for non-county funds.

Medium and low priority activities are not unimportant or are not to be understood as being unnecessary in Williamson County. Rather, it is perceived that those needs may have other, more appropriate funding sources. Williamson County has identified a limited number of priorities to provide a focus for activities that will be funded. If a high priority proposal is not received during the local CDBG application process, a medium priority project may be funded. There are a sufficient number of medium priority needs to ensure that funds can be spent in a timely manner.

### 3. Obstacles to Meeting Underserved Needs

The principle obstacle to meet underserved needs is a lack of adequate funding. The allocation of federal funds, while significant, is well below levels required to meet the needs of the region's LMI households and communities.

### 4. Objectives

The following non-housing community development priorities and objectives were established by Williamson County for the next five years:

- **Infrastructure improvements:** Work with local communities to provide financial assistance in the construction and replacement of infrastructure elements necessary to preserve existing affordable residential areas.
  - **Objective:** Assist with infrastructure improvements across the county to benefit LMI residents.
- **Public facility improvements:** Work with local communities and nonprofit organizations to provide financial assistance in the construction, expansion and repair of valuable community facilities necessary to preserve and enhance the quality of life for LMI households.
  - **Objective:** Assist with public facility expansions and improvements across the county to benefit LMI neighborhood residents.

### **Antipoverty Strategy (91.215 (h))**

1. Describe the jurisdiction's goals, programs, and policies for reducing the number of poverty level families (as defined by the Office of Management and Budget and revised annually). In consultation with other appropriate public and private agencies, (i.e. TANF agency) state how the jurisdiction's goals, programs, and policies for producing and preserving affordable housing set forth in the housing component of the consolidated plan will be coordinated with other programs and services for which the jurisdiction is responsible.
2. Identify the extent to which this strategy will reduce (or assist in reducing) the number of poverty level families, taking into consideration factors over which the jurisdiction has control.

5 Year Strategic Plan Antipoverty Strategy response:

#### **1. Goals, Programs and Policies**

Poverty is a function of income, which is related to education, job training and employment. Williamson County remains committed to addressing the needs of its citizens who live at or below the poverty level. It is also recognized that the presence of poverty and the related social and economic problems are a destabilizing element in some communities.

Williamson County will work with service providers to pursue resources and innovative partnerships to support the development of affordable housing, homelessness prevention, and emergency food and shelter.

#### **2. Reduction of Poverty**

In Williamson County, organizations such as Round Rock Area Serving Center provide assistance to low-income county residents by offering food vouchers, Fresh Food for Families program, coordinate the Coats for Kids program and provide financial assistance for utilities, rents, prescriptions, temporary lodging and gasoline. Capital Idea provides services to ensure that county residents succeed in training so that they may move out of poverty and enter the high-skill workforce. The Literacy Council of Williamson County provides services such as tutoring in English as a second language, basic literacy and GED preparation to adults throughout the County. These projects have received financial allocations (non-CDBG) from Williamson County in recent years.

Williamson County also will continue to support the economic development initiatives of entities such as the Georgetown Chamber of Commerce, the cities of Georgetown and Taylor and other organizations which promote job creation and job training for county residents.

### **Low Income Housing Tax Credit (LIHTC) Coordination (91.315 (k))**

1. (States only) Describe the strategy to coordinate the Low-income Housing Tax Credit (LIHTC) with the development of housing that is affordable to low- and moderate-income families.

5 Year Strategic Plan LIHTC Coordination response: **Not applicable.**

## **NON-HOMELESS SPECIAL NEEDS**

### **Specific Special Needs Objectives (91.215)**

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Non-homeless Special Needs Analysis response:

#### **1. Priorities and Objectives**

The following non-homeless special needs priorities and objectives were established by Williamson County for the next five years:

- **Public service activities:** Collaborate with local nonprofit organizations and social service agencies to provide for the supportive service needs of LMI residents.
  - **Objective:** Assist LMI persons with special needs through the provision of supportive services provided by established public agencies and private nonprofit organizations.

#### **2. Resources Expected to be Available**

Williamson County will allocate CDBG funds to local nonprofit organizations that provide such services to persons with mental illness. In addition, the county will support the actions of the Texas Department of State Health Services, Community Mental Health Programs.



### **Non-homeless Special Needs (91.205 (d) and 91.210 (d)) Analysis (including HOPWA)**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Estimate, to the extent practicable, the number of persons in various subpopulations that are not homeless but may require housing or supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction, victims of domestic violence, and any other categories the jurisdiction may specify and describe their supportive housing needs. The jurisdiction can use the Non-Homeless Special Needs Table (formerly Table 1B) of their Consolidated Plan to help identify these needs.  
\*Note: HOPWA recipients must identify the size and characteristics of the population with HIV/AIDS and their families that will be served in the metropolitan area.
2. Identify the priority housing and supportive service needs of persons who are not homeless but may or may not require supportive housing, i.e., elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction by using the Non-homeless Special Needs Table.
3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.
5. To the extent information is available, describe the facilities and services that assist persons who are not homeless but require supportive housing, and programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.
6. If the jurisdiction plans to use HOME or other tenant based rental assistance to assist one or more of these subpopulations, it must justify the need for such assistance in the plan.

5 Year Non-homeless Special Needs Analysis response:

#### **1. Need for Supportive Housing**

Persons with special needs include the elderly and frail elderly, persons with severe mental illness, persons with developmental and physical disabilities, persons suffering from drug and alcohol addiction, public housing residents, and persons living with HIV/AIDS. Many persons with such special needs also have very low incomes. It is very difficult to determine the number of individuals with special needs in Williamson County.

Supportive housing is defined as living units that provide a planned services component with access to a wide range of services needed for the resident to achieve personal goals. Various populations with special needs require supportive housing. For some individuals, supportive housing is needed because they are unable to undertake the activities of daily living without assistance. The needs of Williamson County's special needs subpopulations, to the extent the information was

made available, are described below. In most cases, survey responses received did not provide specific data on the number of persons who needed housing assistance.

#### Elderly and Frail Elderly

When a person has one or more limitations on activities of daily living, he or she may need assistance to perform routine activities such as bathing and eating. Therefore, elderly persons that need supportive housing are considered frail. Elderly persons typically need housing assistance for financial reasons or for supportive service to complete their daily routines. Supportive housing is needed when an elderly person is both frail and very low income. Elderly persons that are living on fixed, very low incomes also need affordable housing options.

An estimate of the number of non-homeless elderly and frail elderly requiring supportive services and/or housing was unavailable for Williamson County.

#### Mentally Ill

Severe mental illness includes the diagnosis of psychoses and major affective disorders such as bipolar disorder and major depression. The condition must be chronic, meaning it has existed for at least one year, to meet the HUD definition for a disability.

The lack of a full understanding about the number of homeless population within Williamson County is a serious barrier to adequately addressing the situation. There are numerous and varied definitions of homelessness offered by organizations sponsoring assistance. Two studies were performed to better understand the homeless situation within the County. Information is compiled from data retrieved from the Bluebonnet Trails Community MHMR Center and the Williamson County Crisis Center.

Homeless persons interviewed by the Bluebonnet Trails Community MHMR Center showed that 56 individuals were served between September 2002 and August 2003. All were diagnosed as having severe and persistent mental illness where 45 claimed to be in a family size of one, 11 claimed to be in a family size from 2 to 4 persons. Nineteen (19) of the total reviewed were youth. In terms of services needed, 16 required case management, all required medical assistance (indicating medication was necessary) and three needed counseling.

Another study performed of persons at the Williamson County Crisis Center (family emergency crisis center) for the month of October 2003 reported that of 27 shelter residents, one was a substance abuser, two were alcohol abusers, seven had no transportation, nine were unemployed, three were disabled, two had mental health issues and three were Spanish-speaking only.

#### Developmentally Disabled

The base definition of developmental disability is an IQ score of less than 70. Within Williamson County, it is unknown how many non-homeless developmentally disabled individuals are in need of supportive services and affordable housing.

### Physically Disabled

Physically disabled individuals usually require modifications to their living space, including the removal of physical barriers. Generally, accommodations can be made to adapt a residential unit for use by wheelchair bound persons or persons with hearing or vision impairments. It is difficult to identify private rental units that have been adapted. While it is likely that many residents in Williamson County have physical disabilities, it is unknown how many non-homeless physically disabled persons are in need of housing and supportive services.

### Persons with Alcohol and Other Drug Addictions

Alcohol or other drug abuse is defined as an excessive and impairing use of alcohol or other drugs, including addiction. Persons who are classified with alcohol or other addictions may have a history of inpatient treatment, be identified by current symptomatology or by an assessment of current intake, or by some combination of these approaches. While it is likely that there are residents in Williamson County with substance abuse problems, it is unknown how many of these individuals may be in need of housing and supportive services.

### Public Housing Residents

Persons living in public or assisted housing may want to leave public housing if their living situation is stabilized or if homeownership opportunities were available. Family self-sufficiency programs and homeownership programs provide such opportunities.

Georgetown Housing Authority has the largest number of Section 8 Housing Choice Vouchers (87) of all of the housing authorities in Williamson County. GHA has a homeownership initiative through the Family Self-Sufficiency (FSS) program. The program, in its third year, currently has 12 participants with a goal of 25 by the end of the fifth year. The authority plans to apply for additional funds through the upcoming SuperNOFA to be issued by HUD. The authority is also exploring a partnership with Habitat to provide additional homeownership opportunities.

## **2. Priority Housing and Supportive Service Needs**

Typically, the non-homeless special needs populations have a wide range of service needs including transitional housing, supportive housing, counseling, case management, transportation to health care facilities and employment, and more. Through the interviews and focus group sessions conducted for the CP, the non-homeless special needs for populations in Williamson County were identified.

The following table reflects the priorities for the non-homeless special needs in Williamson County.

NON-HOMELESS SPECIAL NEEDS		
	Special Needs Population	2009-2013 Funding Priority
Housing Needs	Frail Elderly	Low
	Persons w/ Mental Illness	Medium
	Developmentally Disabled	Medium
	Physically Disabled	Medium
	Alcohol/Other Addiction	Medium
	Persons w/ HIV/AIDS	Low
	Public Housing Residents	Low
Supportive Services Needs	Special Needs Population	2009-2013 Funding Priority
	Frail Elderly	High
	Persons w/ Mental Illness	High
	Developmentally Disabled	High
	Physically Disabled	High
	Alcohol/Other Addiction	High
	Persons w/ HIV/AIDS	Low
	Public Housing Residents	High

### 3. Basis for Assigning Priority

A multi-step process was used to establish the priorities for the county. First, data relative to each need was collected and grouped into one of four major categories: housing needs, homeless needs, non-homeless special needs, and non-housing community development needs. Second, the county consulted with a diverse group of public agencies, nonprofit organizations and community development entities to determine the needs as perceived by the consumers of these groups. Finally, the data were analyzed and priorities were established by the county.

These included:

- **High priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 prior to medium and low priorities.
- **Medium priorities** are those activities that will be considered for funding with CDBG funds during the five-year period of 2009 through 2013 following the consideration of high priorities.
- **Low priorities** are those activities that will NOT be funded with CDBG funds by the county during the five-year period of 2009 through 2013; however, the county will consider providing certifications of consistency and supporting applications submitted by other entities for non-county funds.

Medium and low priority activities are not unimportant or are not to be understood as being unnecessary in Williamson County. Rather, it is perceived that those needs may have other, more appropriate funding sources. Williamson County has identified a limited number of priorities to provide a focus for activities that will be funded. If a high priority proposal is not received during the local CDBG application process, a medium priority project may be funded. There are a sufficient number of medium priority needs to ensure that funds can be spent in a timely manner.

### 4. Obstacles to Meeting Underserved Needs

The primary obstacle to meeting underserved needs of the non-homeless special needs populations will be a considerable lack of public and private resources to fully

address the priorities identified.

**5. HOME Funds**

**Not Applicable.**

## Housing Opportunities for People with AIDS (HOPWA)

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. The Plan includes a description of the activities to be undertaken with its HOPWA Program funds to address priority unmet housing needs for the eligible population. Activities will assist persons who are not homeless but require supportive housing, such as efforts to prevent low-income individuals and families from becoming homeless and may address the housing needs of persons who are homeless in order to help homeless persons make the transition to permanent housing and independent living. The plan would identify any obstacles to meeting underserved needs and summarize the priorities and specific objectives, describing how funds made available will be used to address identified needs.
2. The Plan must establish annual HOPWA output goals for the planned number of households to be assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. The plan can also describe the special features or needs being addressed, such as support for persons who are homeless or chronically homeless. These outputs are to be used in connection with an assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
3. For housing facility projects being developed, a target date for the completion of each development activity must be included and information on the continued use of these units for the eligible population based on their stewardship requirements (e.g. within the ten-year use periods for projects involving acquisition, new construction or substantial rehabilitation).
4. The Plan includes an explanation of how the funds will be allocated including a description of the geographic area in which assistance will be directed and the rationale for these geographic allocations and priorities. Include the name of each project sponsor, the zip code for the primary area(s) of planned activities, amounts committed to that sponsor, and whether the sponsor is a faith-based and/or grassroots organization.
5. The Plan describes the role of the lead jurisdiction in the eligible metropolitan statistical area (EMSA), involving (a) consultation to develop a metropolitan-wide strategy for addressing the needs of persons with HIV/AIDS and their families living throughout the EMSA with the other jurisdictions within the EMSA; (b) the standards and procedures to be used to monitor HOPWA Program activities in order to ensure compliance by project sponsors of the requirements of the program.
6. The Plan includes the certifications relevant to the HOPWA Program.

5 Year Strategic Plan HOPWA response: **Not applicable.**

### Specific HOPWA Objectives

1. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Specific HOPWA Objectives response: **Not applicable.**

### OTHER NARRATIVE

Include any Strategic Plan information that was not covered by a narrative in any other section.

**Not applicable.**

# **Part 2**

## **APPENDICES**



# **Appendix A**

## **Proposed Citizen Participation Plan**

# **PROPOSED**

**CITIZEN PARTICIPATION PLAN**

**FOR**

**WILLIAMSON COUNTY, TEXAS**

**BY:**

**Williamson County  
CDBG Office  
710 Main Street  
Georgetown, TX 78626  
Telephone 512.943.3757  
Fax 512.943.1552**

**TABLE OF CONTENTS FOR  
CITIZEN PARTICIPATION PLAN**

Section I	Introduction
Section II	Certification of Compliance
Section III	Community Development Public Needs Hearings
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Section VI	Performance Reports
Section VII	Amendment Process
Section VIII	Complaint/Objection Process
Section IX	Technical Assistance
Section X	County's Responsibility
Section XI	Section 108 Loan Program

## **CITIZEN PARTICIPATION PLAN**

### **I. INTRODUCTION**

This Citizen Participation Plan (“the Plan”) was prepared in accordance with Section 104(a) of the Housing and Community Development Act of 1974, as amended. The 24 CFR 91.105 federal regulations outline the “citizen participation” requirements. This document has been established in order for Williamson County to be in conformance with the requirements of the regulations.

The Plan sets forth the County’s policies and procedures by which it encourages local citizens to participate and comment on various federally funded programs. The programs include the Community Development Block Grant (CDBG) Program. Currently, Williamson County does not receive an entitlement grant under the HOME Investment Partnerships (HOME) Program, the Emergency Shelter Grant (ESG) Program, or the Housing Opportunities for Persons with AIDS (HOPWA) Program. However, if the County should receive funds from these programs in the future, the programs will be included under this Citizen Participation Plan.

### **II. CERTIFICATION OF COMPLIANCE**

The County is certifying to the U. S. Department of Housing and Urban Development (HUD) that the County is following an approved Citizen Participation Plan, which:

- (a) provides for and encourages citizen participation with particular emphasis on participation by persons who are residents of slum and blighted areas, by residents in low and moderate income neighborhoods, or targeted revitalization areas as defined by the County;
- (b) provides for and encourages citizen participation of residents of public and assisted housing developments, as well as provides information to the public housing authorities with jurisdiction in Williamson County, about Consolidated Plan activities related to its developments;
- (c) provides for and encourages citizen participation of persons with disabilities as well as provides a copy of the Plan in a format accessible to persons with disabilities, upon request;
- (d) provides for and encourages citizen participation of all Williamson County citizens, including minorities and non-English speaking persons, and identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (e) provides citizens with reasonable and timely notification and access to local meetings, information, and records relating to the County’s proposed and actual use of federal Community Development Block Grant funds;
- (f) provides for technical assistance to groups/organizations representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the County;

- (g) provides for public hearings to obtain citizen views; to respond to proposals and questions at all stages of the community development program, including at least the development of needs; and the review of proposed activities, and review of program annual performance. The hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodations for the disabled; and,
- (h) provides for a timely written response to written complaints and grievances where applicable.

### III. COMMUNITY DEVELOPMENT PUBLIC NEEDS HEARINGS

The Williamson County CDBG Office will, at a minimum, convene two (2) public needs hearings conducted during the development of the Five-Year Consolidated Plan and/or Annual Action Plan to obtain citizens' views and to respond to proposals and questions. The first public hearing will be held during the development of the Five-Year Consolidated Plan and/or Annual Action Plan before the proposed Plan is published for comment. In addition, the County may hold public needs meetings in various communities throughout the County during the development of the plan. The second public hearing will be held during the 30-day public comment period and prior to submission to HUD.

#### *First Public Hearing*

The County will hold the first Public Hearing to obtain citizen views on community development and housing needs and to provide citizens important program information as part of the planning process for the coming program year. At the Public Hearing the following information will be made available:

- The amount of the entitlement grant, program income, and other funds expected to be available during the program year;
- The range of activities that may be undertaken with CDBG funds.
- The estimated amount of those funds to be used for activities that will benefit low and moderate income persons;
- A description of CDBG activities likely to result in displacement, plans for minimizing such displacement, and the type and level of assistance that will be made available to persons displaced; and,
- The process to be followed in determining the use of CDBG funds, including the schedule of meetings at which the County's CDBG Office will recommend projects for funding, and when the County Court will adopt the Plan.

#### *Second Public Hearing*

Once drafted and before the Five-Year Consolidated Plan and/or Annual Action Plan is adopted, the document(s) will be made available to interested parties for a public comment period of no less than 30 days. A public meeting will be conducted during the 30-day comment period to gather comments on the proposed plan. A summary of these comments or views shall be attached to the final Consolidated Plan.

#### IV. MUNICIPAL FUNDING ALLOCATIONS AND COMPETITIVE APPLICATIONS

It is Williamson County's policy to provide various municipalities/activities throughout the County with an allocation of funding. The funding allocations must also meet a national objective as defined by the various federal programs implemented by the County.

Requests for additional information related to these programs are to be submitted, in writing, to the Williamson County CDBG Office. All written requests for information will be responded to within fifteen (15) working days from receipt.

#### V. CITIZEN ACCESS TO INFORMATION

The Williamson County CDBG Office will provide for full public access to program information and will make adequate information available to citizens. Program records are available for citizen review, upon written request, to the Williamson County CDBG Office. Such documents include the following:

- Records of Public Hearings/Meetings
- All key public documents, including prior applications, letters of approval, grant agreements, the Citizen Participation Plan, annual performance reports, and other reports required by the U. S. Department of Housing and Urban Development
- Copies of the regulations and issuances governing the program(s)
- Documents regarding other aspects of the program such as contracting requirements, environmental procedures, fair housing and other equal opportunity requirements and relocation policies.

Williamson County will publish a Notice of Needs Assessment Hearing in a newspaper of general circulation, including the schedule of Public Needs Hearings and other meetings that may be sponsored by the County. Also, notices will be published announcing the availability for public view and comments of such documentation relating to the Consolidated Annual Performance Report (CAPER), the Citizen Participation Plan, the Five-Year Consolidated Plan and/or Annual Action Plan, all amendments to the Plan and use of CDBG funds. These notices will appear in the classified section of the newspaper.

In addition, Williamson County will make available all public information related to the Five-Year Consolidated Plan and/or Annual Action Plan during regular working hours at the following locations, which are conveniently located for persons affected by the program as well as being accessible to the handicapped.

- Williamson County Court House, 710 Main Street, Georgetown, TX
- Georgetown Housing Authority, 210 West 18<sup>th</sup> Street, Georgetown, TX 78626
- Hutto City Hall, 401 West Front Street, Hutto, TX 78634
- Jarrell City Hall, 1633 County Road 305, Jarrell, TX 76537
- Granger City Hall, 214 East Davilla Street, Granger, TX 76530
- Granger Housing Authority, 500 North Commerce Street, Apt. 28, Granger, TX 76530
- Thrall City Hall, 104 South Main Street, Thrall, TX 76578
- Taylor City Hall, 400 Porter Street, Taylor, TX 76574
- Taylor Housing Authority, 309 Avery Drive, Taylor, TX 76574
- Cedar Park City Hall, 600 North Bell Boulevard, Cedar Park, TX 78613

- Georgetown City Hall, 113 East 8<sup>th</sup> Street, Georgetown, TX 78626
- Leander City Hall, 200 West Willis Street, Leander, TX 78646
- Liberty Hill City Hall, 2801 Ranch Road 1869, Liberty Hill, TX 78642
- Weir City Hall, 2205 South Main Street, Weir, TX 78674

Williamson County also offers, to all non-speaking English persons and upon written request, translated versions of all public documents and public hearing notices. Non-English speaking persons who desire translated public documents or public notices should formally request these items from the Williamson County CDBG Office during normal business hours.

## VI. PERFORMANCE REPORTS

Before the Consolidated Annual Performance Report (CAPER) is submitted to HUD, it will be made available to interested parties for a comment period of no less than 15 days. Citizens will be notified of the CAPER's availability through notification in a newspaper of general circulation. The notification will be published on or before the day the CAPER comment period begins. Comments will be considered from individuals and/or groups received in writing. A summary of the written comments and a summary of those not accepted and the reasons therefore will be included in the final CAPER.

## VII. AMENDMENT PROCESS

Williamson County will consider the following criteria as constituting a substantial change to the Consolidated Five-Year or Annual Plan thereby requiring an amendment:

- An activity and/or strategic priority added to or deleted from the Five-Year Consolidated Plan and/ Annual Plan;
- A change in the purpose, scope, location, or beneficiaries of an activity previously described;
- A fifty (50) percent change in federal funding where the project is \$25,000 or less, or
- A twenty-five (25) percent change in federal funding where the project is more than \$25,000.

In the event of an amendment to the Consolidated Plan, the proposed amended Consolidated Plan will be made available to interested parties for a comment period of no less than 30 days. Citizens will be notified of the amended Consolidated Plan's availability through newspaper notification in a newspaper of general circulation. The notification will be published on or before the day the amended Consolidated Plan comment period begins.

## VIII. COMPLAINT/OBJECTION PROCESS

Citizens may register complaints regarding any aspect of the Community Development Block Grant (CDBG) Program by telephoning the County CDBG Office at (512) 943-3757 or by writing to the Williams County CDBG Office at 710 Main Street, Georgetown, TX 78626. All

complaints so received by the Office will be referred to a staff person who will investigate all complaints. All written complaints will be addressed within fifteen (15) working days.

Citizens wishing to object to HUD approval of the final Consolidated Plan may send written objections to the HUD Area Office located at 106 South St. Mary's Street, Suite 406, San Antonio TX 78205. Objections should be made within thirty (30) days after Williamson County has submitted the plan to HUD. Objections made and submitted to HUD must be based on the following reasons:

- The applicant's description of needs and objectives is plainly inconsistent with available facts and data;
- The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant;
- The application does not comply with the requirements of the Community Development Block Grant (CDBG) Program or other applicable laws; and/or
- The application proposed activities which are otherwise ineligible under the program regulations.

Objections should include both an identification of requirements not met and available facts and data.

#### IX. TECHNICAL ASSISTANCE

Technical assistance may be requested in writing by appropriate neighborhood organizations, county-wide advisory groups, project area organizations, groups of low and moderate income persons and/or groups of residents of blighted neighborhoods/communities.

This assistance may be requested for the purposes of adequately participating in planning, implementing and assessing the program; developing proposals; or in carrying out CDBG Program activities. The level and type of necessary assistance will be determined by Williamson County. If necessary, assistance will be provided by specialists selected by the County.

All written correspondence requesting technical assistance should be addressed to the Williamson County CDBG Office, 710 Main Street, Georgetown, TX 78626. All requests should specify the name of the group or organization as well as a contact person, the nature of technical assistance requested, immediate problems and the reason for the request.

#### X. COUNTY'S RESPONSIBILITY

The requirement for citizen participation does not restrict the responsibility or authority of the County for the development and execution of its Consolidated Plan.

#### XI. SECTION 108 LOAN PROGRAM

Applications for assistance filed by Williamson County for Section 108 loan guarantee assistance authorized under HUD regulation 24 CFR Part 570, Subpart M, are subject to all



provisions set forth within this Citizen Participation Plan. Such applications for Section 108 loan guarantee may be included as part of the process for obtaining CDBG Entitlement funds, or may be undertaken separately anytime during the program year. The required public hearing to inform citizens of program requirements will be carried out by the Williamson County CDBG Office.

# **Appendix B**

## **Evidence of Citizen Participation**

**NOTICE OF PUBLIC NEEDS HEARING  
COUNTY OF WILLIAMSON, TEXAS  
FIVE YEAR CONSOLIDATED PLAN FOR FY 2009-2013 AND FY 2009 ANNUAL ACTION PLAN**

In accordance with the Williamson County Citizen Participation Plan, the County will hold a Public Hearing to solicit input on the community development and housing needs in Williamson County. This public hearing is being held to develop the County's priorities for its Consolidated Plan for FY 2009-FY 2013 and its Annual Action Plan for FY 2009. The location and time of the public hearing is listed below.

**Location**

Williamson County Courthouse  
710 Main Street  
Georgetown, TX 78626

**Date and Time**

Monday, March 9, 2009  
6:00 pm

All locations are accessible to the handicapped. Persons requiring special accommodations can make arrangements by contacting the Williamson County Grants Coordinator, 710 Main Street, Georgetown, TX 78626 (Phone 512.943.3757).

The purpose of the public hearing is to:

1. Obtain the views and comments of individuals and organizations concerning the County's housing and community development needs over the next five years. The information gathered will be used in the preparation of the Five-Year Consolidated Plan for FY 2009-2013 and for the FY 2009 Annual Plan.
2. Review the County's Community Development Block (CDBG) Program and allow for the public to comment on program performance and priorities.
3. Summarize the Five-Year Consolidated Plan and Annual Plan process and obtain the views of citizens, public agencies and others interested in the housing and community development needs of the County.

Williamson County anticipates the publication of its proposed Five-Year Consolidated Plan for FY 2009-FY 2013 and Annual Action Plan for 2009 on or about July 1, 2009. Both the Five-Year Consolidated Plan for FY 2009-FY 2013 and the Annual Action Plan for FY 2009 will be placed on public display for a thirty (30) day review period on or about July 1, 2009.

The County will consider comments on the proposed plan prior to adoption by the Williamson County Commission. Proper notice of the display dates and subsequent public hearing will be advertised. The County expects to submit the adopted Five-Year Plan for FY 2009-FY 2013 and Annual Action Plan for 2009 to the U.S. Department of Housing and Urban Development (HUD) on or before August 15, 2009.

PUBLIC NEEDS HEARING

MARCH 9, 2009

6:00P WILLIAMSON CO. COURT HOUSE

Name

Affiliation

Jack Johnson

Uplink Construction Services

# **Appendix C**

## **Evidence of Agency Consultation**

**Williamson County Five-Year Consolidated Plan**  
**Kickoff meeting with County Court**  
**March 9, 2009**

In attendance:

- Judge Dan Gattis
  - Commissioner Cynthia Long
  - Commissioner Ron Morrison
  - Sally Bardwell, Williamson County CDBG Administrator
  - Eric Fulmer, M&L
  - Marjorie Williams, M&L
- 

- Infrastructure in underserved areas still a need
- Possible CDBG-R projects:
  - Wastewater facilities in Liberty Hill, Jarrell
  - Waterline in Thrall
- Neighborhood Stabilization Program (HUD)
  - County is in Tier 2 for funds to be distributed by TX; pro-rata, non-competitive amount of about \$1M
  - County considering allowing cities to apply directly to State; County does not want to apply or administer grant
- Five-year priorities might include:
  - TexHealth – insurance company for small businesses; need start-up costs; need \$215,000 over 3 years
  - Other infrastructure priorities in Copeland, Taylor (drainage projects), Georgetown (drainage and sidewalks)
  - Mobile Outreach Team (MOT) – mental health outreach and crisis team; diversion from jail, pay for meds; need to add follow-up component which would fulfill expansion requirement for PS activity
  - Community centers
    - Over the Hill Gang Community Center in Liberty Hill—needs money to acquire their current facility; county owns building but would like to transfer ownership
  - Housing – duplicate a project similar to Habitat’s Old Mill in Georgetown in Taylor where infrastructure is already in place
    - County would prefer single-family assistance/development over multi-family

- There may be some eligible areas in Weir, Granger and Leander where housing would complement infrastructure projects
- County rescinded \$250,000 from Sierra Ridge project (FY 2008 funds) and needs to reallocate this amount ASAP
- Williamson County at 47% LMI (upper quartile)
- County has timeliness issue—infrastructure projects have moved slowly but are expected to drawdown significant funds within the next couple of months as work pace picks up

**Williamson County Five-Year Consolidated Plan**  
**Interview with Debbie Hoffman, WC Habitat for Humanity**  
**March 9, 2009**

In attendance:

- Debbie Hoffman, Habitat
  - Marjorie Williams, M&L
- 

- Habitat keeping sales prices stable to July 2010
  - Homes constructed in Taylor:
    - 3-bdrm sells for \$50,000
    - 4-bdrm sells for \$60,000
  - Homes constructed in Georgetown:
    - 3-bdrm sells for \$60,000
    - 4-bdrm sells for \$70,000
  - Homes constructed in Round Rock:
    - 3-bdrm sells for \$70,000
    - 4-bdrm sells for \$80,000
  - 20-year mortgages at 0%, some are 30-year mortgages; PIT runs about \$400-\$550/month with some payments as high as \$750/month
  - Still, these are good deal when compared to \$1,000/monthly rent payments in Georgetown, Round Rock and western areas of county
  - Difference between costs and mortgage payments due to garage requirements, impact fees, cost of land, etc. except in Taylor where the city donates the land to Habitat and waives all fees
- Serving households between 30% and 50% of median household income
- Starting to see a need for services in smaller communities (Thrall, Bartlett, Granger); there's no one else doing this type of project in those areas
- Also working to expand in western areas of county (Cedar Park, Liberty Hill, Leander, Andice)
- Meeting with Taylor and Hutto officials to develop a multi-municipal application for NSP funds from state
- Only 1 foreclosure in 36 closings since 1999; very strict application qualification and review process in place
  - Has a 6-step process in place to prevent foreclosure
  - Opening financial management classes for applicants who were denied



- On track to build 9 units/year but will build only 6 in 2009 due to decreasing donations resulting from economic conditions
  - Individual donors have halved their donations
  - Same level of volunteers but seeing a decreasing amount of building materials
- ReStore has 12-16% annual growth
- Now has professional builder on staff resulting in a decreased build-time from 5-7 months to 14 weeks; more Energy Star homes built
- Need process in place to begin rehabilitation of homes—primarily concerned about how a family would contribute sweat equity
- 5-year plan includes:
  - Consolidate ReStore with a construction warehouse and family services offices (may need county CDBG to acquire building)
  - Complete 100 houses by 2013 (includes 34 existing units)
  - Begin rehabilitation and pre-fabrication (by Habitat)
  - Increase collaboration with youth organizations and government entities such as juvenile justice and adult justice systems

**Williamson County Five-Year Consolidated Plan**  
**Interview with Steve Shorts, Taylor Housing Authority ED**  
**March 9, 2009**

In attendance:

- Steve Shorts, Taylor HA ED
- Sally Bardwell, Williamson County CDBG Administrator
- Eric Fulmer, M&L
- Marjorie Williams, M&L

- Jurisdiction extends 5 miles beyond city limits; has cooperation agreement with Round Rock
- Two THA residents sit on Board
- Receives \$130,000 annually in Capital Funds
- 118 units total:
  - Constructed in 1952: 70 units (family)—duplexes and four-plexes; 7 vacancies due to modernization activities; no chronic vacancies
  - Constructed in 1968: 48 units (elderly)—duplexes; full occupancy
    - 22 have been modernized
- Section 504 assessment not completed but 5% of units are handicapped accessible; THA will complete sensory accessibility accommodations upon request
- Five-year plans include continuing modernization of units and sidewalk improvements
- Wait for THA units is about 6 months-1 year depending upon bedroom size with 30 turnovers/year
- THA's nonprofits own other properties:
  - Mallard Run Apts. (owned by Mallard Run Development Corp.)
    - Previously an RTC property
    - 40 units
    - Market rate but charge \$40-\$50/month less than other market rate apts.
    - Considered nicest apartments in Taylor
    - Use cash flow to rehab units; has healthy reserves
  - Sunset Apts. (owned by Sunset Housing Development Corp.)
    - 64 units
    - Previously Section 8 New Construction, now market rate apts.
- Administers Section 8 Homeownership Program in Taylor in a new subdivision

- 16 of 40 units are market-rate
  - Federal Reserve Bank grant financed infrastructure
  - Sold lots to private builders and provided buyers to builders
  - Proceeds from lot sales paid off loan
  - THA provided \$9,000 in down payment assistance
  - Purchase price of \$90,000-\$120,000/unit
- Section 8 Housing Choice Voucher (HCV) Program
  - 144 vouchers total
  - Waiting list is closed but anticipate opening this summer; 30 applicants on waiting list with turnover of 6-7/year
  - Homeownership counselor on staff to work with interested voucher holders

**Williamson County Five-Year Consolidated Plan**  
**Focus Group Session with Homeless Assistance and Human Service Providers**  
**March 9, 2009**

In attendance:

- Scott Ferguson, WBC Opportunities
- Brenash Tucker, WBS Opportunities
- Bride Roberts, WC & Cities Health District
- Rhonda Hohmann, LifeSteps
- Gene E. Davenport, The Georgetown Project
- LeAnn Powers, United Way of WC
- Shelly James, WC Sheriff's Office
- Daniel Anstee, Boys & Girls Club of Georgetown
- Dusty Nelms, Boys & Girls Club of Georgetown
- Bill Stanley, Boys & Girls Club of Georgetown
- Susan Hoyt, Boys & Girls Club of Georgetown
- Naomi Walker, Georgetown Housing Authority
- Kenneth Poteete, Georgetown Health Foundation
- Barbara Zwernemann, Georgetown Health Foundation
- Barbara Pearce, Georgetown Community Resource Center
- Sally Bardwell, Williamson County CDBG Administrator
- Eric Fulmer, M&L
- Marjorie Williams, M&L

- **The Georgetown Project** addresses the needs of homeless teenagers
  - Works with Georgetown ISD to track homeless students (about 100-250 presently); students must self-report homelessness
  - Students are considered homeless if they doubling-up, couch-surfing
  - Has a recent publication of data (provided copy)
- **Boys & Girls Club of Georgetown** is the only organization of its kind in WC
  - Existing club serves low income children, up to 300 kids; everyday 70 kids use the facility
  - Need program support; expect numbers to increase this summer when school is out; family pays only \$10/year and basically gets child care
  - Long-range goal is to provide smaller clubs in smaller neighborhood facilities
  - Find it difficult to recruit employees from outside the area due to lack of quality affordable housing
  - Suggested county budget full 15% cap for public service activities
- **Williamson Burnet County Opportunities** provides many services:
  - Head Start (8 of the 13 in WC)

- Senior center services (6 in WC)
- Meals on Wheels
- Carries out homeless assistance activities—already own 2 affordable housing facilities (family)
  - Potential for additional affordable housing in Hutto with donation of land
  - Proposed Section 202 (elderly) housing development along with senior activity center/neighborhood outreach center, and charter school targeted to pregnant teens; need infrastructure for this project (a street, utility connections to nearby services)
- General comments:
  - Construction can't find work, need assistance with paying utilities and rent
  - Bluebonnet MHMR wants to pursue a Section 811 project.
  - County should place less emphasis on infrastructure and more emphasis on housing and human services

# HOMELESS & HUMAN SERVICE PROVIDERS

March 9, 2009

NAME	AFFILIATION	EMAIL
Scott Ferguson	WBC Opportunities	sferguson@wbco.net
Brenash Tucker	WBC Opportunities	btucker@wbco.net
Brent Roberts	Williamson Co. Cities Health District	broberts@wcchd.org
Rhonda Hohmann	LifeSteps	rhonda@lifestepsCouncil.org
Gene E. Davenport	The Georgetown Project	davenportg@georgetownproject.com
LeAnn Powers	United Way of Williamson Co.	leann@unitedway-wc.org
Shelly James	Williamson County Sheriff's Office	sjames@w.co.org
Daniel Ansie	Boys - Girls Club of Georgetown	<del>danis@bcgcb.org</del>
Dusty Nelms	" " " " "	dustynelms@suddenlink.net
Bill Stapley	" " " " "	billstap55@verizon.net
Susan Hoyt	" " " " "	busepu@msn.com
Naomi Walker	GHA	naomi@georgetownha.org
Kenneth Potete	Georgetown Health FDN	KenP@GeorgetownHealth.org
Barbara Zwernemann	Georgetown	barbaraz@gthf.org
Barbara Pearce	Community Resource Center	BBPTx@aol.com

**Williamson County Five-Year Consolidated Plan**  
**Focus Group Session with Local Government & Community Development Entities**  
**March 9, 2009**

In attendance:

- Mel Yantis, City of Jarrell
- Debbie Hoffman, Habitat for Humanity
- Bob Van Til, City of Taylor
- Will Guerin, City of Hutto
- Jeff Sabin, City of Hutto
- Barbara Zwernemar, Georgetown Health Foundation
- Ken Poteete, Georgetown Health Foundation
- Hartly Sappington, Bluebonnet Trails MHMR
- Barbara Pearce, Georgetown Community Resource Center
- Jennifer Bills, City of Georgetown
- Sally Bardwell, Williamson County CDBG Administrator
- Eric Fulmer, M&L
- Marjorie Williams, M&L

- **Georgetown Community Resource Center** is a multi-purpose center for nonprofit organizations
  - An effective way of delivering services to the nonprofits in Georgetown and Williamson would be to establish a one-stop center for them
- **City of Taylor**
  - Needs include:
    - Water service / sewer service
    - Street and drainage improvements
    - Transportation to employment locations outside of Taylor
    - Infrastructure improvements in support of economic development
    - Urban renewal / revitalization in downtown
    - New housing construction and housing rehab
    - Code enforcement
    - Public services
  - On the fringe of the metro area so achievable rents and sales price of housing are lower
- **City of Hutto**—growth has been astounding: population of 1,250 in 2000, up to 17,000 in 2008 (according to city) since new toll road opened
  - Development is sprawling out from city center

- No sewer infrastructure or drainage
- Old Town is bisected by railroad
- Needs include sidewalks, curbs, gutters, preserving economic activity in Old Town (conducted a downtown study)
- **City of Jarrell** needs:
  - Substandard owner-occupied housing needs to be rehabbed or removed
  - Water improvements
- **City of Georgetown** needs:
  - Home repairs
  - Sidewalks and street lighting
- **Liberty Hill** needs:
  - Water and wastewater
- County-wide issues:
  - Foreclosed homes—need to be able to acquire/rehab/resale
  - Housing for persons with mental disabilities
  - Transportation—County is large and people who live in the rural areas cannot access jobs in the urban areas
    - Service will soon be initiated to Leander



# Local Government & Community Development Providers

March 9, 2009

<u>NAME</u>	<u>AFFILIATION</u>	<u>E MAIL</u>
Mel Yantis	City of Jarrell	cm@jarrelltx.us
Debbie Hoffman	Habitat for Humanity of WC	debbieh@williamsonhabitat.org
Bob Van Til	City of Taylor	bob.vantil@ci.taylor.tx.us
Will Guerin	City of Hutto	william.guerin@huttotx.gov
Jeff Sabin	City of Hutto	jeffrey.sabin@huttotx.gov
Barbara Greenman	Htn Health Jctn	barbarag <sup>(2)</sup> @gthf.org
Ken Pateete	" " "	kenp@gthf.org
Hartley Sapperton	Bluebonnet Trade MthM	hartleysapp@larrison.net
Barbara Pearce	Georgetown Community Resource Ctr	BBPTx@aol.com
Jennifer Bills	City of Georgetown	j.bills@georgetowntx.org

**Williamson County Five-Year Consolidated Plan  
Public Needs Hearing, Williamson County Court House  
March 9, 2009 at 6:00 p.m.**

**In Attendance:**

- Jack Johnson, Uplink Construction Services
- Sally Bardwell, Williamson County CDBG Administrator
- Eric Fulmer, M&L
- Marjorie Williams, M&L

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The public hearing was opened at 6:00 p.m.

Introductions were made by Sally Bardwell. A sign-in sheet was provided.

Eric Fulmer began presenting an overview of the CDBG Program.

Mr. Johnson inquired about how he could access CDBG funds for a nonprofit affordable housing organization that also provided construction training to young adults. Ms. Bardwell and Mr. Fulmer provided information on the eligibility of activities to Mr. Johnson.

The public hearing was adjourned at 6:30 p.m.

PUBLIC NEEDS HEARING

MARCH 9, 2009

6:00P WILLIAMSON CO. COURT HOUSE

<u>Name</u>	<u>Affiliation</u>
Jack Johnson	Uplink Construction Services.

**Williamson County Five-Year Consolidated Plan**  
**Interview with Naomi Walker, Georgetown Housing Authority ED**  
**March 10, 2009**

In attendance:

- Naomi Walker, Georgetown Housing Authority ED
  - Eric Fulmer, M&L
  - Marjorie Williams, M&L
- 

- Home ownership initiatives:
  - FSS Program
    - 12 participants currently; goal is 25 and will apply for additional funds through the SuperNOFA
    - Third year of program
    - Exploring partnership with Habitat (to prioritize GHA residents)
  - Public housing—not a high priority
  - Section 8—none
- Public housing improvements
  - Replacing gas line throughout Stone Haven
  - Possible energy performance contract in conjunction with other housing authorities to identify additional savings and efficiency improvements
  - Resident Council at Stone Haven in place 4 years now; trying to increase resident initiatives
- Quail Valley neighborhood revitalization plans, development on vacant lots in a multi-family neighborhood
- Partnering with The Georgetown Project on homeless school children
- Applied for 25 vouchers from Youth Aging Out of Foster Care (18-24 years old)
- Capital Funds include \$190,000-\$200,000/annually
  - Plus \$140,000 anticipated in ARRA funds
  - Will devote these funds to sidewalk and ADA curb cut improvements, central AC, and energy efficient improvements
  - Trying to invest reserves in public housing units.
- Interested in submitting an NSP application to the state

**Williamson County Five-Year Consolidated Plan**  
**Interview with Commissioner Lisa Birkman**  
**March 10, 2009**

In attendance:

- Commissioner Lisa Birkman
  - Sally Bardwell, Williamson County CDBG Administrator
  - Eric Fulmer, M&L
- 

- Williamson County's current 5 Year CP emphasizes public infrastructure projects; not much room for other activities
- Need to establish a broader framework of needs and priorities in the new 5 Year CP
- How does Williamson County carry out CDBG projects in unincorporated areas? We need to address this in the Plan. Typically, there are no neighborhood organizations or other contracting entities in unincorporated areas that could serve as a pass-through of CDBG funds. Therefore, the County must serve as the contracting entity for these projects. Examples of potential projects in unincorporated areas:
  - **Blessing mobile home court:**
    - located in Round Rock ETJ
    - there is no interest in annexation at this time
    - an economically disadvantaged area
    - roads are privately owned and in poor condition
  - **Forest North:**
    - located in Austin ETJ
    - there is an abundance of rental housing in this area
    - neighborhood is plagued by an aging septic system
    - an existing Austin sewer line is located nearby
    - the correct solution is to extend Austin public sewer service to Forest North
    - Austin has little interest in extending service to this area
- CDBG projects in Williamson County have lagged; can't seem to spend the money rapidly enough
- Need to consider multi-jurisdictional issues
- Senior centers are already in place in Williamson County and are well-served; no need for CDBG assistance for senior projects
- There is a need for a homeless shelter and a shelter for victims of domestic violence

**Williamson County Five-Year Consolidated Plan**  
**Interview with Arthur Lopez, Granger Housing Authority ED**  
**March 10, 2009**

In attendance:

- Arthur Lopez, Granger Housing Authority ED
  - Marjorie Williams, M&L
- 

- 26 units of public housing, built in 1968 and in very good condition:
  - 16 units – 1 bdrm
  - 8 units – 2 bdrm
  - 2 units – 3 bdrm
- 26 households:
  - 19 elderly
  - 7 non-elderly
- Waiting list:
  - 8 applicants for 1-bdrm units
  - 8 applicants for 2-bdrm units
  - Turnover of 1-2 units/year
- According to HUD, GHA is a small public housing authority and is required to have only 1 handicap-accessible unit. GHA will, however, make reasonable accommodation if a request is made.
- Receive about \$42,000/year in Capital Funds and invests it in operations (replaced window screens, repaired sidewalks); expects another \$42,000 in ARRA funds which will probably finance central AC in the units
- Has a Resident Advisory Council of 8 members that meet 3-4 times annually; projects include a mailbox station for the residents, outside security lights, outdoor benches, a flagpole and gardens planted by the residents
- Work with non-elderly tenants on self-sufficiency (money management and savings for a car to be able to drive to a job)
- Relationship with County involves primarily use of sheriff's department to maintain safety
- City of Granger appoints its 5 Board members; 2 new members as of last night
- Receives no funding from the City of Granger or Williamson County; began paying taxes in 2008 (making payments in lieu of until 2007)

**Williamson County Five-Year Consolidated Plan**  
**Telephone Interview with Debra Williams, Round Rock Housing Authority**  
**Conducted by Eric Fulmer, M&L**  
**March 10, 2009**

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- 100 units of public housing:
  - Westwood – 28 units mainly elderly, some family households
  - Cushing Center – 30 units of family households
  - Lance Haven – 30 units of family households
  - Scattered site single family units – 12; want to sell these through a Section 8 home ownership program (currently these units are occupied by Section 8 tenants)
  - Waiting list for public housing is 18-24 months
  - All units are in very good condition
  - Would like to use development funds to acquire/rehab/resale reduced priced homes to public housing residents
  - Could go outside of Round Rock into Williamson County with public housing
- No public housing home ownership initiatives currently
- Capital Funds of \$126,911 annually
- Section 8 Program
  - 78 vouchers with some portables; some used in Cedar Park and Leander in WC
  - No home ownership program yet but would like to initiate one
  - No project-based vouchers at this time

**Williamson County  
GENERAL SURVEY**

**2009-2013 FIVE YEAR CONSOLIDATED PLAN**

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Williamson County is in the process of preparing its Five-Year Consolidated Plan for submission to the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan will serve as a blueprint for the expenditures of federal funds in Williamson County from September 1, 2009 August 31, 2014.

As part of this five-year planning process, the County is required to identify the housing and community development needs for low-moderate income persons and households, as well as persons with special needs such as disabilities, substance abuse, mental illness, HIV/AIDS, the elderly, etc. Your participation in this planning process is important if the County is to develop an accurate strategy that addresses the priority needs of these groups and individuals.

**Please complete this survey and mail it no later than March 20, 2009 to the address below.** Kindly attach any additional information (statistics, surveys, studies, reports, applications, observations, annual reports, etc.) that will help the County to identify affordable housing needs, including barriers to affordable housing and employment issues.

Thank you for your prompt response to this survey and for assisting the Williamson County with completing its consolidated planning responsibilities. If you have any questions regarding the survey, please contact:

**Sally Bardwell  
Williamson County  
Community Development Block Grant Program  
710 Main Street  
Georgetown, TX 78626  
V: 512-943-3757  
F: 512-943-1662**



## GENERAL SURVEY

1. Name of organization: \_\_\_\_\_
2. Name of person completing this survey: \_\_\_\_\_
3. Title of person completing this survey: \_\_\_\_\_
4. Mailing address: \_\_\_\_\_
5. Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_
6. E-mail address: \_\_\_\_\_
7. What are the mission, principal activities, and service area of your organization? Attach a brochure, if available.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. What special needs classification of persons and/or households does your organization serve? (Example: persons with physical disabilities, persons with visual impairments, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. In your opinion, what is the major unmet housing and/or supportive service need *faced by your organization*?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. What is the magnitude of the need? Please attach any statistics, records, or survey results that substantiate this need.

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11. In your opinion, what is the major unmet housing and/or supportive service need in **Williamson County**?

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12. What is the magnitude of the need? Please attach any statistics, records, or survey results that substantiate this need.

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13. Does your organization **develop** housing? Yes\_\_\_\_\_ No \_\_\_\_\_

14. If yes, please provide details in the chart below of the housing developments planned by your organization for the next five years. Attach additional sheets if necessary.

Check all that apply	Type of housing	No. of units	Neighborhood Location	Type of residents served
	Rental			
	For sale			
	Other (assisted living, etc.)			

15. Does your organization **manage** housing? Yes\_\_\_\_\_ No \_\_\_\_\_

16. If yes, please check the type of housing your organization manages and the total number of units.

☐ Rental # \_\_\_\_\_

☐ Other # \_\_\_\_\_

17. ***If your organization develops or manages housing***, please complete the chart below (Priority Housing Needs). This information will assist the City in identifying the number of low-moderate income persons and households with disabilities, who are in need of housing

**EXPLANATION OF CHART:**

Current Need: Number of housing units needed to meet your current demand

Current Inventory: Number of housing units you currently have available to meet your demand

Unmet Need/Gap: Difference between the current need and current inventory

Goals to Address Unmet Need/Gap: Number of new housing units you plan to develop and make available **over the next five years** to address your unmet need/gap

Priority Need Level: Describes need level to meet your unmet need/gap as high, medium, or low priority

MFI = Median Family Income

PRIORITY HOUSING NEEDS (households)			Current Need	Current Inventory	Unmet Need/Gap	Goals to Address Unmet Need/Gap	Priority Need Level (High, Medium, Low)
Example			20	10	10	5	Medium
Renter	Small Related Family (2-4 persons)	0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
	Large Related Family (5 or more persons)	0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
	Elderly (Age 62+)	0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
	All Other	0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
Owner		0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
Special Needs		0-80% of MFI					
Total Goals							

18. Please describe any partnerships you may undertake to implement your housing projects.

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Thank you for completing this survey. Please attach any additional thoughts or information (studies, surveys, reports, statistics, etc.) that may assist the County in completing its affordable housing and supportive services needs assessment.

**Please complete this survey and mail it no later than March 20, 2009 to Sally Bardwell.**

**Williamson County  
AFFORDABLE HOUSING PROVIDER /  
COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) SURVEY  
2009-2013 FIVE YEAR CONSOLIDATED PLAN**

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Williamson County is in the process of preparing its Five-Year Consolidated Plan for submission to the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan will serve as a blueprint for the expenditures of federal funds in Williamson County from September 1, 2009 August 31, 2014.

As part of this five-year planning process, the County is required to identify the housing and community development needs for low-moderate income persons and households, as well as persons with special needs such as disabilities, substance abuse, mental illness, HIV/AIDS, the elderly, etc. Your participation in this planning process is important if the County is to develop an accurate strategy that addresses the priority needs of these groups and individuals.

**Please complete this survey and mail it no later than March 20, 2009 to the address below.** Kindly attach any additional information (statistics, surveys, studies, reports, applications, observations, annual reports, etc.) that will help the County to identify affordable housing needs, including barriers to affordable housing and employment issues.

Thank you for your prompt response to this survey and for assisting the Williamson County with completing its consolidated planning responsibilities. If you have any questions regarding the survey, please contact:

**Sally Bardwell  
Williamson County  
Community Development Block Grant Program  
710 Main Street  
Georgetown, TX 78626  
V: 512-943-3757  
F: 512-943-1662**

## **AFFORDABLE HOUSING PROVIDER & COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) SURVEY**

1. Name of organization: \_\_\_\_\_
2. Name of person completing this survey: \_\_\_\_\_
3. Title of person completing this survey: \_\_\_\_\_
4. Mailing address: \_\_\_\_\_
5. Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_
6. E-mail address: \_\_\_\_\_
7. What are the mission, principal activities, and service area of your organization? Attach a brochure, if available.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. What special needs classification of persons and/or households does your organization serve? (Example: persons with disabilities, persons with HIV/AIDS, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Please describe the housing and/or supportive service needs of the area in which you are based.  
\_\_\_\_\_  
\_\_\_\_\_

10. What is the magnitude of the need? Please attach any statistics, records, or survey results that substantiate this need.

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11. In your opinion, what is the major unmet housing and/or supportive service need *faced by your organization*?

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12. In your opinion, what is the major unmet housing and/or supportive service need in *Williamson County*?

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13. Does your organization *develop* housing? Yes \_\_\_\_\_ No \_\_\_\_\_

14. If yes, please describe the housing developments planned by your organization *for the next five years*. (Please indicate the type of housing, location, type of residents served, number of units, etc.) Use additional sheets if necessary.

Check all that apply	Type of housing	No. of units	Neighborhood Location	Type of residents served
<input type="checkbox"/>	Rental			
<input type="checkbox"/>	For sale			
<input type="checkbox"/>	Other (assisted living, etc.)			

15. Does your organization *manage* housing? Yes \_\_\_\_\_ No \_\_\_\_\_

16. If yes, please check the type of housing your organization manages and the total number of units.

☐ Rental      # \_\_\_\_\_

☐ Other      # \_\_\_\_\_

17. If your organization manages or develops housing, please complete the chart below (Priority Housing Needs) if your organization develops and/or manages housing.

**EXPLANATION OF CHART:**

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PRIORITY HOUSING NEEDS (households)			Current Need	Current Inventory	Unmet Need/Gap	Goals to Address Unmet Need/Gap	Priority Need Level (High, Medium, Low)
<i>Example</i>			<i>20</i>	<i>10</i>	<i>10</i>	<i>5</i>	<i>Medium</i>
<b>Renter</b>	Small Related Family (2-4 persons)	0-30% of MFI					
		31-50% of MFI					
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	All Other	0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
<b>Owner</b>			0-30% of MFI				
			31-50% of MFI				
			51-80% of MFI				
<b>Special Needs</b>		0-80% of MFI					
<b>Total Goals</b>							



18. Does your organization have any new projects or initiatives planned for the next five years? Please describe the nature, location, anticipated beneficiaries, anticipated cost of the projects, and funding sources.

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19. For each of the projects listed in #18, please describe any partnerships you may undertake to implement the projects (example: Georgetown Housing Authority, other nonprofit organization, etc.)

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Thank you for completing this survey. Please attach any additional thoughts or information (studies, surveys, reports, statistics, etc.) that may assist the County in completing its affordable housing and supportive services needs assessment.

**Please complete this survey and mail it no later than March 20, 2009 to Sally Bardwell.**

**Williamson County  
HOMELESS ASSISTANCE PROVIDER /  
HEALTH & HUMAN SERVICE PROVIDER SURVEY**

**2009-2013 FIVE YEAR CONSOLIDATED PLAN**

---

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**HOMELESS ASSISTANCE PROVIDER /  
HEALTH & HUMAN SERVICE PROVIDER SURVEY**

1. Name of organization: \_\_\_\_\_
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9. In your opinion, what is the major unmet housing and/or supportive service need ***faced by your organization?***  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. What is the magnitude of the need? Please attach any statistics, records, or survey results that substantiate this need.

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11. In your opinion, what is the major unmet housing and/or supportive service need in **Williamson County**?

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12. What is the magnitude of the need? Please attach any statistics, records, or survey results that substantiate this need.

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Owner		0-30% of MFI					
		31-50% of MFI					
		51-80% of MFI					
Special Needs		0-80% of MFI					
Total Goals							

18. Please describe any partnerships you may undertake to implement your housing projects.

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Thank you for completing this survey. Please attach any additional thoughts or information (studies, surveys, reports, statistics, etc.) that may assist the City in completing its affordable housing and supportive services needs assessment.

**Please complete this survey and mail it no later than March 20, 2009 to Sally Bardwell.**

**Williamson County  
PUBLIC HOUSING AUTHORITY SURVEY**

**2009-2013 FIVE YEAR CONSOLIDATED PLAN**

---

Williamson County is in the process of preparing its Five-Year Consolidated Plan for submission to the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan will serve as a blueprint for the expenditures of federal funds in Williamson County from September 1, 2009 August 31, 2014.

As part of this five-year planning process, the County is required to identify the housing and community development needs for low-moderate income persons and households, as well as persons with special needs such as disabilities, substance abuse, mental illness, HIV/AIDS, the elderly, etc. Your participation in this planning process is important if the County is to develop an accurate strategy that addresses the priority needs of these groups and individuals.

**Please complete this survey and mail it no later than March 20, 2009 to the address below.** Kindly attach any additional information (statistics, surveys, studies, reports, applications, observations, annual reports, etc.) that will help the County to identify affordable housing needs, including barriers to affordable housing and employment issues.

Thank you for your prompt response to this survey and for assisting the Williamson County with completing its consolidated planning responsibilities. If you have any questions regarding the survey, please contact:

**Sally Bardwell  
Williamson County  
Community Development Block Grant Program  
710 Main Street  
Georgetown, TX 78626  
V: 512-943-3757  
F: 512-943-1662**

**Williamson County  
PUBLIC HOUSING AUTHORITY SURVEY**

**NOTE: This information is being sought in support of the City's 2009-2013 CONSOLIDATED PLAN for submission to HUD.**

**PUBLIC HOUSING**

1. Total number of public housing units owned and managed by your Authority: \_\_\_\_\_  
Please provide a breakdown of units by public housing development, type of resident (elderly or family), bedroom configuration, occupancy rate and unit turnovers. Attach additional sheets if necessary.

Example for breakdown format:

Development Name	Municipality	# elderly units	# family units	# bedrooms					current occupancy rate	annual turnover of units
				0	1	2	3	4+		

2. Are any of the Authority's public housing developments experiencing chronic vacancies?  
Yes \_\_\_ No \_\_\_  
a. If yes, please identify the development(s) and indicate the Authority's strategy to increase occupancy rates. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. What is the date of the Authority's most recent Physical Needs Assessment (PNA) of its housing stock? \_\_\_\_\_ (year)



4. Based on the results of the PNA or other objective data, Please summarize the overall condition and needs of the Authority's public housing stock. Attach additional sheets if necessary.

[illegible]

5. When did your Authority last update its Section 504 needs assessment and transition plan?  
\_\_\_\_\_ (year)
  - a. What is the status of the Authority's transition plan? \_\_\_\_\_  
\_\_\_\_\_
6. Of the total public housing units owned and managed by your Authority, how many units currently meet UFAS accessibility standards?
  - a. Number of accessible units for persons with mobility disabilities? \_\_\_\_\_
  - b. Number of accessible units for persons with sight and hearing disabilities? \_\_\_\_\_
7. Are accessible units in family public housing available to disabled families with children?  
Yes \_\_\_\_ No \_\_\_\_
8. Of the total number of accessible units reported in Question 6, how many are currently occupied by persons/households with disabilities? \_\_\_\_\_
9. Number of non-elderly persons with disabilities currently living in elderly public housing units:  
\_\_\_\_\_
10. Please complete the attached **Table A** and return it with your survey response. (This table is similar to the one the Authority must complete for its Agency Plan.)
11. What is the average amount of time that an applicant remains on the waiting list for public housing? \_\_\_\_\_

12. Is the public housing waiting list currently open? Yes \_\_\_\_ No \_\_\_\_  
a. If no, when was your waiting list last opened and for how long? \_\_\_\_\_  
\_\_\_\_\_
13. Do you have any local preferences for admission of eligible applicants?  
Yes \_\_\_\_ No \_\_\_\_  
a. If yes, specify preference(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
14. Please list the top three public housing resident initiatives being carried out by your Authority.  
a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_
15. Please describe the major unmet public housing needs in your jurisdiction: (For example, an additional 50 three- and four-bedroom public housing units are needed to meet the housing needs of Somali immigrants.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
16. Have you received, or do you plan to apply for, any of the following federal program funds during FY 2009?
- |   | <u>Amount of Funding</u> |
|---|--------------------------|
| ____ Annual Contributions for Section 8 Housing Choice Voucher Assistance | \$ _____                 |
| ____ Public Housing Capital Fund  | \$ _____                 |
| ____ Public Housing Operating Fund  | \$ _____                 |
| ____ Replacement Housing Factor   | \$ _____                 |
| ____ HOPE VI  | \$ _____                 |
| ____ Mixed Finance without HOPE VI  | \$ _____                 |
| ____ Capital Fund Financing Program                                       | \$ _____                 |
| ____ Energy Performance Contract  | \$ _____                 |
| ____ Public Housing Operating Fund Program                                | \$ _____                 |
| ____ Other (List: _____)  | \$ _____                 |
17. If you have received or plan to apply for any federal funds in FY 2009, please describe briefly what activities will be undertaken with these funds and at which public housing communities.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. Describe actions to be undertaken in FY 2009 by your Authority to improve the management and operations of public housing and the living environment of public housing residents. If no actions are proposed, clearly so state.

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19. Describe the efforts to be undertaken in FY 2009 by your Authority to ensure no net loss in the public housing inventory as a result of demolition, by prepayment or voluntary termination of federally assisted mortgages or any other actions.

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20. During the period 2009-2013, does the Authority expect to lose any public housing units through:
- Conversion to private market housing? Yes \_\_\_ No \_\_\_  
If yes, how many units? \_\_\_\_\_
  - Demolition? Yes \_\_\_ No \_\_\_  
If yes, how many units? \_\_\_\_\_
  - Conversion or modernization involving increases or decreases in the existing number of units? Yes \_\_\_ No \_\_\_  
If yes, how many units? \_\_\_\_\_
  - Disposition? Yes \_\_\_ No \_\_\_  
If yes, how many units? \_\_\_\_\_
  - Other (Specify \_\_\_\_\_) Yes \_\_\_ No \_\_\_  
If yes, how many units? \_\_\_\_\_

21. For the period 2009-2013, does the Authority anticipate adding public housing units to its inventory via acquisition and new construction or rehabilitation of rental units? Yes \_\_\_ No \_\_\_  
If yes, please list the proposed projects by name, location, number of units, bedroom size, and funding source(s). (See sample format below.)

Name	Municipality	No. of Units	Funding Source(s)
_____	_____	___ - 1 bedroom	_____
_____	_____	___ - 2 bedrooms	_____
_____	_____	___ - 3 bedrooms	_____
_____	_____	___ - 4 or more bedrooms	_____

22. How would you describe the status of the Authority's transition to site-based management?

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23. Please complete the “Priority Public Housing Needs” table below.

EXPLANATION OF TABLE:

High Priority Need Level: Category **will** be funded

Medium Priority Need Level: Category **may** be funded

Low Priority Need Level: Category **very unlikely** to be funded

**PRIORITY PUBLIC HOUSING TABLE**

<b>Public Housing Need Category</b>	<b>PHA Priority Need Level High, Medium, Low, No Such Need</b>	<b>Estimated Dollars To Address Category</b>
<b>Restoration and Revitalization</b>		
Capital Improvements		
Modernization		
Rehabilitation		
Other (Specify)		
<b>Management and Operations</b>		
<b>Improved Living Environment</b>		
Neighborhood Revitalization (non-capital)		
Capital Improvements		
Safety/Crime Prevention/Drug Elimination		
Other (Specify)		
<b>Economic Opportunity</b>		
Resident Services/ Family Self Sufficiency		
Homeownership		
Other (Specify)		
<b>Total</b>		

**RESIDENT INITIATIVES**

24. Does each public housing community have a resident council?  
Yes \_\_\_ No \_\_\_ If no, please list projects that have resident councils:

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25. Do resident councils have input/involvement in:
- |    |                                  |         |        |
|----|----------------------------------|---------|--------|
| a. | Management operations?           | Yes ___ | No ___ |
| b. | Modernization needs?             | Yes ___ | No ___ |
| c. | Family self-sufficiency program? | Yes ___ | No ___ |
| d. | Homeownership program?           | Yes ___ | No ___ |

For each yes response, please indicate the nature of the resident council's involvement.

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26. Describe activities to be undertaken in FY 2009 by your Authority to increase the involvement of PHA residents in management. If no such activities are proposed, clearly so state.

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27. Does the Authority operate a public housing homeownership program?  
Yes \_\_\_ No \_\_\_  
If yes, how many homeownership transactions have been completed to date? \_\_\_\_\_

28. Describe activities to be undertaken in FY 2009 by your Authority to expand public housing homeownership opportunities. If no such activities are proposed, clearly so state.

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29. Does the Authority operate a Section 8 homeownership program?  
Yes \_\_\_ No \_\_\_ If yes, how many homeownership transactions have been completed to date?  
\_\_\_\_\_

30. Describe activities to be undertaken in FY 2009 by your Authority to expand public housing homeownership opportunities. If no such activities are proposed, clearly so state.

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31. Describe the efforts to be undertaken in FY 2009 by your Authority to ensure no net loss of public housing units as a result of conversion of units to homeownership, if applicable.

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**LEAD BASED PAINT ABATEMENT**

32. Does your PHA implement a lead-based paint abatement program for its units?

Yes \_\_\_\_ No \_\_\_\_

If yes, please provide a copy of your Lead Based Paint Abatement Program.

33. Please estimate the number of PHA units suspected or known to contain LBP: \_\_\_\_

Are any of these units currently occupied? Yes \_\_\_\_ No \_\_\_\_ If yes, how many? \_\_\_\_

**SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

34. Total number of Section 8 housing choice vouchers administered by your Authority: \_\_\_\_  
Please complete attached **Table B** and provide details about current HCV holders.

35. Number of Section 8 housing choice vouchers that are actually utilized: \_\_\_\_

36. What is the Authority's Section 8 payment standard? (i.e., 100% of FMR, 110% of FMR, etc.)

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37. As a result of its Section 504 needs assessment, has the Authority made any changes to its Section 8 Administrative Plan or other policies to address the needs of persons with disabilities? If so, please describe. \_\_\_\_

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38. How many private rental units have been modified to meet the needs of Section 8 tenants with disabilities? \_\_\_\_

39. Do participating Section 8 landlords make accessibility accommodations for persons with disabilities voluntarily, or are special incentives provided? Please describe.

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40. Please complete the attached **Table A** on the Section 8 HCV waiting list.
41. Is the Section 8 HCV waiting list currently open? Yes \_\_\_ No \_\_\_
42. Of the total applicants on the Section 8 HCV waiting list, how many are public housing residents?  
\_\_\_\_\_
43. Does the Authority have any local preferences for admission of Section 8 eligible applicants?  
Yes \_\_\_ No \_\_\_ If yes, specify preference(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
44. What is the approximate time period that a new Section 8 applicant will remain on the waiting list before receiving a voucher? \_\_\_\_\_
45. Please describe the single most important unmet need of your Authority's Section 8 Housing Choice Voucher program: (For example, insufficient supply of standard rental units in private marketplace, landlords can achieve equal or higher rents without Section 8 assistance, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
46. During the period 2009-2013, does the Authority expect to lose any Section 8 units from its assisted housing inventory through:  
a. Landlord withdrawal from Section 8? Yes \_\_\_ No \_\_\_ If yes, how many units? \_\_\_\_\_  
b. Other? (Specify: \_\_\_\_\_) Yes \_\_\_ No \_\_\_ If yes, how many units? \_\_\_\_\_
47. What percentage of the Authority's housing choice vouchers are project-based? \_\_\_\_\_%
48. Does the Authority intend to increase the number of project-based units over the next five years?  
Yes \_\_\_ No \_\_\_ If yes, how many units? \_\_\_\_\_
49. During 2009-2013, does your PHA expect to apply for additional Section 8 housing choice vouchers? Yes \_\_\_ No \_\_\_ If yes, how many vouchers? \_\_\_\_\_
50. Are there any other housing activities that you are planning (e.g., tax credit units, resident initiatives, etc.) which are not discussed above? If so, please provide a brief summary of these activities such as the activity, the location, the number of units, the total project cost, the funding sources, etc.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **ORGANIZATIONAL STRUCTURE**

For questions 51-57, feel free to submit copies of an annual report, previous grant application, or other materials that could provide the requested information.

51. Please describe your agency's relationship with the County, including the appointing authority for the commissioners or board of your PHA.

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52. Please describe any relationships the Authority has established with special needs housing organizations.

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53. Has the Authority created a related nonprofit affiliate or instrumentality? If yes, what activities have been carried out by this organization?

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54. Please describe the provision of services to your PHA that are funded by the County. (i.e., public service activities, public safety activities, etc.)

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55. Please describe the County's role in reviewing your PHA (a) proposed development sites, (b) comprehensive plans, (c) and any proposed demolition or disposition of public housing developments.

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56. Does the Authority currently have an ownership interest in or manage non-public housing rental units? If yes, please describe.

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57. Does the Authority intend to participate in any non-public housing residential development or preservation activities during the next four years? If yes, please describe the nature, location and status of any proposed project.

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Thank you for your assistance in defining public housing and related needs in Williamson County.

**Please mail your completed survey no later than March 20 to Sally Bardwell.**

## Table A

### Public Housing Authority Public Housing and Section 8 HCV Waiting Lists

February 2009

	Public Housing		Section 8	
	No. of families	% of total families	No. of families	% of total families
<b><i>Waiting list total</i></b>				
Extremely low income (<30% AMI)				
Very low income (>30% but <50% AMI)				
Low income (>50% but <80% AMI)				
Small families (2-4 members)				
Large families (5 or more members)				
Elderly (1 or 2 persons)				
Non-elderly individuals				
Individuals/families with disabilities				
White				
Black				
Hispanic				
Other race				
Characteristics by bedroom size (public housing only)				
0 BR				
1 BR				
2 BR				
3 BR				
4 BR				
5 BR				
5 + BR				

## Table B

### Public Housing Authority Current Public Housing Tenants & Section HCV Holders

February 2009

	Public Housing		Section 8	
	No. of families	% of total families	No. of families	% of total families
<b><i>Total number of Current Tenants/HCV Holders</i></b>				
Extremely low income (<30% AMI)				
Very low income (>30% but <50% AMI)				
Low income (>50% but <80% AMI)				
Small families (2-4 members)				
Large families (5 or more members)				
Elderly (1 or 2 persons)				
Non-elderly individuals				
Individuals/families with disabilities				
White				
Black				
Hispanic				
Other race				
<b><i>Characteristics by bedroom size</i></b>				
0 BR				
1 BR				
2 BR				
3 BR				
4 BR				
5 + BR				

# **Appendix D**

## **Online Resident Survey Instrument and Analysis**

## **FOR IMMEDIATE RELEASE**

CONTACT: Sally Bardwell  
Williamson County CDBG Coordinator  
512.943.3757

March 20, 2009 – Beginning today, all Williamson County residents are invited to participate in an online survey that will help shape housing and community development priorities for the next five years. The survey includes 32 questions on housing and community development needs. The survey can be accessed at <http://www.zoomerang.com/Survey/?p=WEB228XMS32TY9> through the end of April.

By completing the survey, residents can play a role in shaping Williamson County's Five-Year Consolidated Plan, an important part of the county's application for federal funds from the U.S. Department of Housing and Urban Development (HUD). Preparation of the Five-Year Consolidated Plan is currently underway. The HUD funds can be used to finance housing rehabilitation programs, water and sewer line facilities, public service activities as well as recreational facilities and economic development initiatives. The Williamson County Court encourages all residents to become involved in the planning process, as public feedback is essential to ensure that the county's most critical needs are identified.

The results of the survey will be published in June with the Draft Consolidated Plan and will be available on the county's official website, [www.wilco.org](http://www.wilco.org).

In order to be eligible for Community Development Block Grants and other HUD funding, urban counties such as Williamson County are required to submit a Five-Year Consolidated Plan and Annual Action Plan that explain goals for how the funding will be used. The county anticipates that both the Five-Year Consolidated Plan for FY 2009-FY 2013 and the Annual Action Plan for 2009 will be ready for public review on or about July 1, 2009. At that time, the county will consider comments on the proposed plan prior to adoption by the Williamson County Court. The county expects to submit the adopted Consolidated Plan to HUD on or before August 15, 2009.

For more information, contact Sally Bardwell at 512.943.3757.

**HOUSING AND COMMUNITY DEVELOPMENT NEEDS SURVEY**  
**WILLIAMSON COUNTY, TEXAS**

Williamson County (the County) is in the process of applying for federal funds from the U.S. Department of Housing and Urban Development. By completing this survey, you will help to ensure that funds are directed to the most critical needs in the County. The results of this survey will enable county officials to establish budget and program priorities. Thank you for participating in this survey.

*Instructions: Place an [X] in the box that comes closest to representing your opinion on these statements.*

**TELL US ABOUT YOURSELF:**

- |  |                          |     |                          |    |
|--|--------------------------|-----|--------------------------|----|
| 1. I am a resident of Williamson County.                                 | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 2. I own and operate a business in Williamson County.                    | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3. I represent a public agency or service provider in Williamson County. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |

**HOUSING NEEDS**

- |   | Strongly agree           | Agree                    | Disagree                 | Strongly disagree        | No opinion               |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 4. The County needs more programs to help homeowners repair their homes.                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. The County should provide financial assistance to families seeking to purchase a home.   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. The County should expand the supply of rental housing for low-wage households.           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. The County should provide rental assistance to lower income households.                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The County needs more programs that prevent individuals from becoming homeless.          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. The County needs more programs aimed at helping the homeless become self-sufficient.     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. The County should expand programs aimed at overcoming housing discrimination.           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. The County should expand the supply of housing accessible to persons with disabilities. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

RECREATION AND PUBLIC INFRASTRUCTURE NEEDS					
12.	The County should improve its parks and recreation facilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	The County should improve its streets and sidewalks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	The County should expand or improve water and sewer service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HUMAN SERVICE NEEDS					
15.	More community centers are needed in the County.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	The County needs more programs for seniors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	The County needs more programs to improve health and wellness.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.	The County needs more programs for youth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19.	Additional day care facilities and programs are needed in the County.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20.	The County should provide more transportation programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ECONOMIC DEVELOPMENT NEEDS					
21.	The County should provide financial assistance to upgrade existing commercial buildings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.	The County should help businesses to purchase machinery and equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23.	The County should provide employment training.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NEIGHBORHOOD NEEDS					
24.	The County should provide financial assistance to preserve historic homes and buildings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	The County should provide a higher level of code enforcement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26.	The County should demolish vacant and deteriorated structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	The County should undertake targeted neighborhood revitalization projects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28.	The County should support neighborhood crime awareness and prevention activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>OTHER</b>	
29. What other kinds of housing and community development needs require attention in the County?	
30. Which statement comes closest to expressing your budget and program priorities? (check only one box)	<input type="checkbox"/> I believe that federal funds should be distributed somewhat uniformly throughout the County so that all residents can enjoy the benefits of the public investment. <input type="checkbox"/> I believe that federal funds should be concentrated in deteriorated areas or neighborhoods.
31. Which areas or neighborhoods within the County require revitalization? (please list specific locations)	
32. In your opinion, what is the most significant issue facing the County in the next five years?	
<p>Thank you for participating in this survey. Your input is valuable to us.</p> <p>The results of this survey will be published on the County's official website at <a href="http://www.wilco.org">www.wilco.org</a>.</p>	



## Williamson County, Texas - Housing & Community Development Needs Survey

### Results Overview



Date: 5/20/2009 10:56 AM PST

Responses: Completes

Filter: No filter applied

29. What other kinds of housing and community development needs require attention in the County?

#	Response
1	support rebates for energy efficient improvements from utility companies; recognize that rural residents pay the same tax rate as everyone else but benefit less from county services and projects.
2	There needs to be a stronger presence of our Sheriff's dept in neighborhoods that border city limits. Increase size and let them play more of an active role in the neighborhoods.
3	There are not enough moderately priced houses (\$95,000-\$115,000) for single income families in decent neighborhoods.
4	With all the new developments in the County, I think there should be policies to protect citizens from moving into new construction with low rates from being subjected to crippling increases in rents when the initial lease term is up. There should be caps on how much of an increase is allowed (if there is not already).
5	Crystal Knoll Subdivision needs a community park. The possibilities of sidewalks, more street lights and speed bumps too many speeders.
6	Helping out first time buyers
7	Some of the money that is in excess of the needs of the county should be returned to it's Citizens not spent by the County.
8	we need better & safer sidewalks that are linked with crosswalks.
9	I think there should be more programs for youth in rural areas. Places like Liberty Hill, Florence, Thrall, etc. seem to have no kind of place for kids to stay busy and keep themselves out of trouble. If there were more rec. centers and county sponsored youth programs in rural areas it might cut down on youth crime and drug use.
10	more controll on subdivision with manufacture homes. Not allow homes older than 6 yrs in a subdivision, and condition of appearance.
11	Looks to me that the minority famlies live in more unsutable homes than others, I myself have experienced prejudice from white bankers and home sellers.
12	As a senior with limited income, I would like to see more programs for housing assistance for people like me. It must be tied to income AND age; putting low-income families and low-income seniors together just doesn't work for either demographic. I'd like to see more teeth in anti-gang/anti-criminal-activity regs in neighborhoods.
13	Emergency Home Repair/Rehabilitation
14	All the low income and trashy neighborhoods should be demolished. Lets clean up the county and the people. Trashy neighborhoods are where all the trouble and drugs are or start.
15	<p>1.The County needs more programs for the physically and mentally disabled. Please don't forget about also offering programs/assistance to people with long-term chronic "invisible" disabilities like lupus, fibromyalgia, MS, and bipolar disorder just to name a few! (People often forget about the illnesses that they can't see, and that's unfortunate---we need to offer help to everyone with disabilities.)</p> <p>2. WILCO desperately needs a 24-hour noise ordinance, barking ordinance and ban on fireworks for the health, safety and well-being of all residents who live in this rapidly growing county. It is inexcusable as week as well as dangerous in several ways to allow drunk neighbors to set off booming fireworks until 2 am for two weeks straight with no recourse.</p> <p>By making this the law, enforcing it and heavily fining those who break it--- in the long run, it will mean less</p>

	phone calls to your busy and already overburdened sheriffs' departments.
	THANK YOU!!
16	more focus on mixed-use communities, specifically targeting the lower end of the housing market, and facilitating alternative transportation (ie improving or expanding sidewalks, bike lanes, trails) as well as implementing a cohesive network of mass transit that can tie into the mass transit systems in neighboring counties and metro areas.
17	Lower income housing is not a thing Williamson County need to get involved with.
18	In time, there will be a huge lot of Seniors seeking housing similar to the Stonehaven cottages in Gtown. More of those type housing needs are important. Younger people can still work, earn, and provide for themselves. Seniors won't be able to.
19	Remove HOA bylaws, and have the county monitor the subdivisions.
20	More blending and integration of social classes. It doesn't help that house builders post signs saying, "from the 200s." We end up with everything being divided along socio-economic lines. It doesn't foster cooperation and understanding, especially where school systems are involved.
21	Fill the potholes on my county road, police the area, and THEN we can talk about more stuff! PRIORITIES FOLKS!
22	The "poor" have enough assistance. Try helping the true middle class. These questions seem to be worded for a yes answer rather than being un-biased
23	What law does the County presume to grant them authority to collect and redistribute (communism) the assets and monies of one person and give it to another for their pet projects? Freedom is the right of the individual (not the government or the "collective" community) to determine what their needs are. Nice try, but the nanny state is what actually hinders free market corrections and real development. The County has already determined their need for this taxpayer "grant". Show me the majority of the County taxpayers that asked for this. Where are they? Who are they? Elected bodies are there to represent us not manage us. Question #30 is particularly misleading as it has NO option to reject federal TAXPAYER money. This is a typical biased survey aimed at steering the user and not aimed at getting honest data. Thanks
24	community based organizations that provide critical services such as after-school programs for children and youth must be a priority for the county. Providing these programs is much cheaper than maintaining or expanding a juvenile justice system. In addition, programs that support families in Williamson County should also be of interest. We have a very diverse community that has various needs. Focusing on areas like family support and child care/after school programs allow our families to be more healthy and productive, thereby increasing the ability of our residents to live productively and safely.
25	Within the city of Georgetown there are some drainage issues, particularly at the intersection of Church and 8th St and toward 9th St. that needs attention. Water pools between 8th and 9th allowing a breeding place for mosquitoes.
26	EMERGENCY HOUSING for families and children
27	I believe the County should focus on ensuring that neighborhoods are not developed to the point where the risk of neighborhood deterioration is increased as a result. ex: when fast food, banks, and other businesses move into a neighborhood, more litter is created as well as busy streets driving property value and quality way down.
28	Lack of affordable housing is a huge issue. It will directly effect the economy in a negative way.
29	low income townhomes
30	woods park should have a tennis court.
31	More small business support; especially low interest loans and training. Also, more employers that create jobs for people with college degrees!
32	The county should invest in organizations that work to build a better quality of life for youth, creating a web of support that nurtures healthy, thriving young people who have the skills to make healthy choices for their life.
33	Bond programs/down payment assistance geared towards 1st-time homebuyers
34	There are currently existing deteriorated neighborhoods in every corner and spread throughout Williamson County.
35	The county needs a public transportation system partnership with Austin to make commuting easier

36	NEED MORE BICYCLE LANES
37	Need more affordable housing communities
38	We should provide more open spaces, (IE park, trails, and open land. Responceable development of land is the key.
39	We need sidewalks and bike paths -- much more than more streets and roads, Esp. bike paths along the river corridors so that bikes and cars can avoid each other. Neighborhoods need easy access to the river to access the paths.  regarding 30 (below) - a common sense balance is needed depending on conditions.
40	Sidewalk needed from Katy Crossing subdivision (FM 971) to San Gabriel Park (Georgetown).
41	Funds for disabled and low income to purchase homes.
42	We need more public transit. We could stop spending so much to widen roads and build new roads if people took the bus or train instead. Public transit also slows urban sprawl which slows the need to expand water and sewage treatment.
43	The county should have more zoning control and needs the state government to pass laws giving it this power. Most of the items in this survey are not county business and that should stay out of such business. This survey is an attempt to get permission to pursue a liberal agenda. Let Travis county do that. The county should focus on zoning, infrastucture, law enforcement and growth control. Let the cities in the county focus on the issues in this survey.
44	I do not want the people to come in who raise the property taxes so high that the old people and longtime residents can no longer live there.  NO GENTRIFICATION!
45	economic development strategies for smaller towns (like Liberty Hill, Florence, Andice, etc. so that they can be ready, viable, and successful as the Austin metro area expands)
46	I believe affordability is priority one
47	Bus and train service.
48	Restrict movement of teenagers after 11 p.m. when they become bored and looking for something to do, which leads to destruction of property
49	None
50	NEW URBANISM, MIXED USE, HIGH DENSITY, VERTICALLY ENHANCED MODELS OF BUILDING. OUR TOWNS AND CITIES NEED MUCH HIGHER DENSITIES, WITH ATTENTION TO ALTERNATIVE MODES OF TRANSPORTATION, WALKING, BIKING AND RAIL. WHY ARE WE COVERING SOME OF THE MOST FERTILE SOIL IN THE U.S. WITH UGLY LOW DENSITY HOUSES AND COMMERCIAL STRUCTURES ( THINK HUTTO )? THAT LAND SHOULD BE FARMED OR KEPT AS WILDLIFE CORRIDORS, NOT SUBURBS. HIGH DENSITY, HIGH DENSITY, HIGH DENSITY.
51	We need to let the private sector perform the development and renewal that this survey describes. No government money or meddling is needed.
52	The county should reduce taxes and get rid of entitlement programs. The county should not be responsible for peoples housing needs. People should take care of themselves.
53	Emergency Housing Housing for Homeless Housing for Children who are homeless
54	Younger families are moving into the area, there needs to be more entertainment, activities and businesses that cater to the "young moms and dads", such as all ages live music venues, and restaurants/cafes that have music and family friendly environment and entertainment.
55	Public Transportation
56	Community revitalization -- make communities friendly, walkable.
57	Most of these issues are best handled by municipalities.
58	Public transportation should be strengthened so that people going to jobs in Austin can use these services. This would cut down dependence on imported oil and improve environment

	Incentives should be provided (similar to Austin City) to help install solar panels on houses.
59	We already have enough sidewalks in our neighborhoods, please stop putting them in our parks and greenbelts. Keep natural areas natural or use crushed granite for pathways. Neighborhoods that back up to what are now major roads should be surrounded with sound barrier walls.
60	YMCA services for youth enhanced with pay scales to fit families budget etc...
61	shut the barking dogs up!
62	expand streets
63	community gardens and farmer's markets
64	Selection for question #30 should have (where it will do the most good)
65	affordable housing for older adults
66	Please limit the concentration of apartment complexes around neighborhood developments - they contribute to road congestion and crime in the neighborhoods. Large apartment complexes are unsightly - as in the ones along Pond Springs and Anderson Mill Rd - we don't need anymore in this area.
67	More hike & bike trails, better and more timely road repair, less high density housing developments, stricter rules regarding the destruction of vegetation and trees by developers.
68	limiting the rapid increase of apartment complexes
69	Maintenance of the median on Anderson Mill.
70	None
71	Anything that does not require tax dollars or bonds.
72	Abolish the no smoking ordinance; allow liquor sales on Sunday; extend drinking hours to align with Austin.
73	Efficient public transportation from the Cap Metro stations in WilCo into Austin needs to be improved, especially to downtown and Zilker Park areas on weekends. Ridership doesn't have a chance to grow if the service isn't there in the first place.
74	Enforce standards of maintaining homes looking good, tidy, enforce fines for houses amd yards that aren't kept up.
75	Better roads, replace "all-way: stop signs with regular stop signs or traffic signals in intersections that has disproportionate amount of traffic causing too much traffic backup in one direction while no/minimum traffic in other direction during peak hours. Maintain cleaner sidewalks. More parks and recreation facilities.
76	None
77	Dog Parks.
78	More programs for seniors
79	Williamson County has entirely too much Government assisted rental properties. It's increasing crime and bringing down property values. Especially in Georgetown, the problems have gotten bad.
80	Schools
81	I live in Georgetown and our family currently has one car. There is a huge need for public transportation and/or bike/footpaths in this area. This seems to be a city and county issue.

# Williamson County, Texas - Housing & Community Development Needs Survey

## Results Overview



Date: 5/20/2009 10:58 AM PST

Responses: Completes

Filter: No filter applied

31. Which areas or neighborhoods within the County require revitalization? (please list specific locations)

#	Response
1	any area where the residents will actually take care of the revitalized property...
2	Neighboring rural communities and towns
3	lets not get the county concerned where it has no place going, like the whole United States. Individuals have to be responsible for self help, must we cater to the disfunctional at our own tax dollars expense because people over extend themselves, and then do not take care of what is their responsibilities. Lets quit being responsible for being inablers, and expect people to do their part in taking care of their own neighborhoods & properties-they stuck their necks out and wanted to be property owners/renters and bought/rented property where they are.
4	Taylor, Hutto (downtown)
5	East highway 29 between Georgetown and Jonah. Very poor looking neighborhoods with trailers.
6	Certain areas of Crystal Knoll Subdivision. Evergreen area.
7	Hart St. Cottonwood Dr. Scenic Dr. Park Ln. Janis Dr.
8	Georgetown, Hutto, Taylor
9	no opinion
10	Granger, Bartlett, portions of Taylor; to a lesser degree portions of Georgetown and Liberty Hill
11	Neighborhoods next to downtown Round Rock
12	Not sure of a specific neighborhoods
13	Round Rock east side of the Highway, however the money should be returned to the Citizens.
14	17th Street, Green Acres, Area before entering Weir on FM 971. CR-100
15	The area commonly referred to as 'San Jose' in georgetown definately needs attention. On the border of Austin near Lakeline Mall also needs attention.
16	Taylor
17	area near carver elem. in Georgetown &
18	I think that it would show great community involvement if the County had some programs that helped the elderly and disabled in our rural areas with their housing needs. Some of the county's residents are unable to physically keep up with the structural needs of their housing.
19	bell meadows off cr 105 in the back
20	Taylor. Particularly streets.
21	Quail Valley Dr. Area, Georgetown TX 78626 Hedgewood Area, Georgetown TX 78628
22	Florence and, Granger and Taylor?
23	Hwy 79/I-35 corridor

24	Neighborhoods with elderly living on fixed income and the trailer park on leander and railroad as well as handicapped individuals that are on fixed income
25	All the low income neighborhoods and government assisted housing areas.
26	You should rely on the the planning and zoning folks to decide that issue.
27	I am unsure.
28	I live in Round Rock, so I only know about areas of Round Rock. There's a section of Sam Bass between Chisolm Trail and the four way stop at the Woods that is getting really nasty, at least by appearances. Also the neighborhoods near downtown don't do a credit to Round Rock. Downtown itself could stand some improvement. Give people a reason to spend time there.
29	Old Downtown and south east Round Rock
30	East Georgetown: older homes near the square, homes/neighborhood near O'Reillys
31	unknown
32	Williams Drive
33	Any neighborhood that the county can actually fore see financial gain.
34	Why is anything required? Where does this idea come from? It's totally arbitrary. Let's use your logic here to prove the fallacy: "The wealthy neighborhoods and businesses are not as opulent and profitable as they desire to be so the County is applying for TAXPAYER money to make this desire come true." It makes you mad doesn't it? Me too.
35	Granger, Taylor, Jarrell, east and southeast Georgetown, some east Round Rock, much of Hutto, Liberty Hill, some of Cedar Park...
36	Quail Valley GT, parts of Taylor & Hutto
37	Neighborhood behind "downtown" Round Rock, Neighborhood between 17th street and Univerity Ave. and Scenic and Austin Ave. in Georgetown.
38	Taylor; TRG neighborhood; Quail Valley neighborhood; Crystal Knoll neighborhood; Jarrell
39	
40	Gattis School Road side neighborhoods
41	Taylor
42	South West quadrant of Georgetown.
43	not sure
44	Areas where ownership of housing is <70% and areas where housing is significantly less than the median \$/ sq ft value for the county. Lastly, Central TX has always ignored the areas east IH 35. When are we going to utilize this vast area more strategically?
45	Quail Valley, San Jose, TRG neighborhoods of Georgetown.
46	FLORENCE ANDICE
47	Mc Neil neighborhood in RR. Low-income streets in Georgetown. All of Taylor.
48	Leander, Round Rock (close-in), Georgetown (close-in)
49	Cedar Park, Leander, Hutto, Taylor, Georgetown, rural and urban; every locale in this county has some blight and residents who need help.
50	Liberty Hill, Leander
51	Georgetown needs to have a better transportation system for people to get around
52	Shenandoah
53	East Williamson County, Taylor, Thrall, Granger, Coupland.
54	Taylor

55	Quail Valley
56	East side of Georgetown
57	Southeastern Round Rock near Stony Point High School; the City of Taylor
58	West of Austin Ave. South of University
59	Some of the cities have areas needing revitalization. The county does not.
60	downtown Liberty Hill
61	THE ENTIRE EAST SIDE OF THE COUNTY. WE HAVE NO SOCIAL SERVICES AND I AM STILL OUTRAGED ABOUT THE PEOPLE IN GEORGETOWN A FEW YEARS AGO. THEY TOLD THE AUSTIN AMERICAN STATESMAN THAT THEY WERE PROUD TO PROVIDE NO SOCIAL SERVICES IN WILLIAMSON COUNTY, TEXAS " WE SEND OUR TRASH TO TRAVIS COUNTY!" I AM NOT TRASH. I AM A RECENTLY DISABLED 59-YEAR OLD LADY AND I LIVE AND I VOTE IN WILLIAMSON COUNTY, TEXAS! NOT ONLY THAT, I BLOG AND I LOBBY. I WAS OUTRAGED WITH THE COUNTY JUDGE AND COMMISSIONERS WANTING TO BE ON THE TOLL ROAD BOARD AND NOT LOOKING TO THE FUTURE FOR TH GOOD OF THE COUNTY AND ALL OF ITS CITIZENS
62	downtown Liberty Hill
63	Taylor
64	LEt the free market determin revitalization, but be sure we do not put road blocks for redevelopment by codes and restrictions
65	parts of Old Town, along Williams Drive
66	Pond Springs, Mill Wood
67	None
68	Don't know.
69	Chisholm Trail Road in Round Rock needs to be fixed.
70	IH-35 on the west, Leander Road on the south and Hwy 29 on the north.
71	Quail Valley
72	blue hole in Georgetown
73	Don't really know
74	Unknown
75	N/A
76	unsure
77	Taylor, Hutto, East/Central Georgetown, Central Round Rock
78	Granger, Off Bowman in Round Rock
79	unknown
80	the empty old HEB center
81	Old town
82	Don't know.
83	taylor
84	Do not Know
85	No idea
86	Downtown and the area around 79 and North Mays
87	Florence is in desparate need of assistance.
88	no suggestions
89	Forest North
90	No opinion

91	need more updated information to make that choice
92	Downtown Round Rock
93	Forest North is an older neighborhood that's deteriorating -- potholed roads with few sidewalks, no street lights, vacant lots and a few dilapidated houses mixed in with nicer homes. There are two abandoned convenience stores on the north end of the neighborhood, facing 620, that are targets for vandalism and burglary. The area has the potential to improve or to become a dump over the next few years--seems like it could really go either way right now.
94	Turtle Rock
95	Downtown Leander
96	None during this economic downturn.
97	not aware of any
98	Streets off Pond Springs Road need paving help; Pond Springs Road needs leveling, smoothing, paving.
99	Forest North
100	Lake Georgetown needs to be bigger.
101	Cedar Park Ranchettes
102	Apartment complexes that offer Government assisted rents (Welfare). STOP PUTTING LOW INCOME HOUSING IN WITH ESTABLISHED NEIGHBORHOODS. It drives property values down and causes people to move away.

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# Williamson County, Texas - Housing & Community Development Needs Survey

## Results Overview



Date: 5/20/2009 11:00 AM PST

Responses: Completes

Filter: No filter applied

32. In your opinion, what is the most significant issue facing the County in the next five years?

#	Response
1	realizing that a lot of the people who voted for all of the parks improvements are--with the economy the way it is now--wishing that they had not...and...angry people who are taxed to pay for parks that they don't use...
2	Growth within large cities encompassing the neighboring rural communities and towns
3	overgrowth, becoming like all the places people are moving here to get away from--big overcrowded places, cities/states up north, and losing its small, friendly, country being from around here atmosphere. It already has
4	rising crime rates
5	Traffic jams. Not enough roads to handle it.
6	Staying on top of our economical status and maintaining what the residents have become accustomed to. Keeping up with the growth and crime rates that our bound to happen because of current employment statuses.
7	Public utilities, roads and water supply in some areas may not be able to keep up with the growth.
8	Maintaining infrastructure and supporting elderly issues including mental health.
9	1. Affordable housing 2. Local job opportunities 3. Affordable healthcare for the underinsured.
10	Stagnant wages/hiring freezes coupled with increases in cost of living.
11	no opinion
12	Roads
13	The relationship between transportation and economic prosperity.
14	Transportation & road development to prevent congestion; ahead of population growth curve.
15	Keeping jobs, able to pay for homes
16	Overcrowding is becoming a issue for the county. If you continue to build on every piece of land and place people right on top of each other there will be problems with gangs, drugs, anger and more Ghetto situations.
17	Need more and better streets, widening of existing FM roads FM-1460, FM-971, CR-110, Univ. Blvd to CR-110
18	The rapid growth of low-income housing and the amount of crime it brings to our county.
19	Growth
20	recession & traffic
21	Traffic and roads
22	population growth without increasing taxes due to flat or dropping property values & a drop in personal spending. Also the way the county has traditionally developed favoring sprawling developments, which increases the burden on roadways without any real return on the \$ spend to build and maintain such a system

23	Pretty much anything that relates to the health and well being of our county's youth, elderly, and disabled. Caring for our elderly and disabled is a huge issue in Wilco. Youth programs are also very important. Compared to Travis Co. we are very behind the times. (I do realize that Travis Co. has a larger population, but they have programs for everything under the sun that are VERY accessible to the general public all over their county. I think it's a shame that we haven't been more progressive in that area. Sometimes it seems that "people in charge" are more concerned with their own pocket books than they are with asking "what could I do to help". Heck, I have a family of 4 living off of one income and I have the United Way donation drafted out of my check. Not to mention the fact that I work for the county in one of the "public service" areas.)
24	population growth, transportation to people who commute to work in Austin, and bring more business to keep people working locally to cut down on transportation cost.
25	The population surpassing the construction of roads and bridges. Unfortunately, there seems to be a lot of waste in this area.
26	economy restore credit lines
27	I feel the most significant issue we will be facing is illegal aliens. I feel that the county and city should be taking more initiative/action when an illegal alien enters the criminal system. Not only should the county and city take action on the criminals but their should be more done when illegal aliens are renting or attempting to purchase homes. Their should be more requirements for documentation. Landlords need to be strict with their requirements and rules. I say all this because when issues such as these are not looked at, that is when we as county fall into a slump of poverty. I do not want to see Williamson County turn into poverty. I have been a resident here for 28 years and would really like to see Williamson County stay beautiful and enjoyable.
28	Population and the high cost of land in Williamson county only the well to do can afford to live here, I know police officers that have moved out of our county to survive!
29	Issues relating to the gap between Georgetown (and similar areas) low-paying jobs and increasing costs of housing, food, and transportation.
30	youth
31	Transportation alternatives
32	adjusting to the growth of the county.
33	housing, roads to keep up with the growth, public transportation and schools to keep up with the growth.
34	<p>We need a noise ordinance, barking ordinance and "no fireworks" ordinance. Our tremendous population growth requires it. We're densely populated now, and neighbors aren't so neighborly sometimes and don't know how to do the right thing. If neighbors continually have a barking dog or are noisy late at night, it literally makes a home unlivable. Furthermore, the home can't be resold. I have spoken to various people at WILCO about this who agree. These issues can be tremendously improved if we enact a noise ordinance.</p> <p>WILCO's resources are probably thin enough without the population having to waste the sheriff department's time with noise calls. With a noise ordinance enacted, the calls will diminish over time once people realize the ordinance is being enforced. The sheriff's department will be able to focus on more important things like violent crime as our population keeps growing. Let's stop thinking about it and DO IT.</p>
35	positioning for renewed growth: improving infrastructure and supporting systems
36	Crime and drug issues and road connectivity.
37	I think that as things get tighter, there will be an increase in crimes against property, such as thefts, and robberies, etc. Some people had rather steal than work for what they need. I think that law enforcement will need to be a priority, as well as places like the Serving center to help those who are truly in need of help.
38	Rising school and special interest taxes and transportation or flow of traffic
39	Managing county growth
40	Transportation is most important. Everything from traffic to the impact of traffic on the existing roadways to the need for better roadways to the need for better public transportation.
41	Enough Schools and Roads to handle Growth.
42	Rising crime

43	The fact that the parks/rec dept. summer programs fill up the SAME day that registration starts speaks volumes about what is needed in our county: more affordable childrens programs. We should build a YMCA in Georgetown.
44	Fix roads, widen Hwy 29, plan for public transportation
45	Population growth
46	Traffic, Road and Bridge
47	Handling growth.
48	TAXATION WITHOUT REPRESENTATION. TAXING THOSE WHO PAY THE LIONS SHARE OUT OF EXISTENCE. IF THE GOVERNMENT ALLOWED THE TAX SLAVE TO DISTRIBUTE THEIR OWN MONEY TO FRIENDS, FAMILY AND NEIGHBORS (whom they know best the need) COMMUNISM WOULD DIE ITS UGLY DEATH. Just wait until your parents and grandparents and you need to go into assisted living. Just WHO can afford that? Try imagining that RIGHT NOW and then again in 5-10 years.
49	children and youth. In many of our school districts we can detect emerging gang or quasi-gang activity. After-school programs like Boys and Girls Clubs, a national model but we only have one in the whole county) and other afterschool programs perform a public safety function; a productivity function (so parents can work); an educational function (increasing retention and decreasing dropout %s) as well as an opportunity for our residents to volunteer. Many of our NPOs have significant value to our county and I hope that the County can consider these important programs as a value-add to our communities.
50	affordable housing for lower income families
51	Lack of intracity transportation and housing accessibility
52	Prviding funding to non-profits that are providing services not currently being provided by the county.
53	WATER, Supply and Quality
54	Infrastructure
55	growth and accompanying socio-economic diversity
56	supporting transportation issues/public bus system and an oppotunity for public transport to austin proper for those that must travel to make their livable wage
57	Fiscal sustainability in a growing county.
58	Increased crime due to devalued neighborhoods and homes as a result of increased traffic and businesses.
59	Affordable child care
60	Transportation
61	Affordable housing and trasportation.
62	Public health
63	Roads - capacity, quality, safety.
64	New road expansion. Keep current roads, but provide funds for repair and maintenance. DO NOT REBUILD HWY 29
65	affordable housing for low income families
66	Employment. Equal powers for county-municipality management of infrastructure growth and the associated resource needs.
67	Growth far surpassing the infrastructure. Transportation a huge issue for many residents and for youth needing accessing to positive programming, healthcare, and important resources in the community.
68	affordable housing, affordable childcare, regional public transportation connecting communities to each other and to Austin
69	PUBLIC TRANSPORTATION
70	Housing crisis: insufficient number of loans to potential homeowners and increased number of individuals looking for subsidized housing and insufficient funding in that area.
71	Transportation needs
72	Traffic

73	Water
74	Transportation
75	Health Care for low and middle income adults needs to be more accessible. People who dont qualify for medicaid,cant afford to buy insurance and can't get an appointments at the Lone Star Cirlce of Care are left without options when they are sick or there is a medical emergency.
76	Growth, new road construction, education
77	Most of the county money has gone to the Western part of Williamson County over the last decade. I believe for growth to continue the county must focus more on the Eastern part of the county. To me Parks are the biggest concern in the Eastern part of the county. The road sustem is very important as well but I believe the county has stayed on top of that. The quality of housing is another concern. If the county keeps allowing the sub standard builders continue to build in the Eastern part of the county then five years down the road we will have a whole lot of revitalization going on to repair the sub standard homes...Hutto & Taylor in particular. There is so much room to really make the Eastern part of the county a vital part of the community, if the county can provide the amenities to bring the business & people here.
78	Growth of its population: planning, traffic congestion and thoroughfare development, infrastructure upgrades and expansions, housing quality and selection for all incomes, and economic development.
79	Traffic and employment
80	Roads/transportation
81	maintaining its budget
82	Need more housing
83	Need to set codes and standards for devlopment not to detrack from the natural beauty of the area.
84	the need for good public transportation (light rail, bike paths, sidewalks), protecting the environment and water supplies, having sufficient water, early education for children at risk, protecting utility grid
85	Infrastructure -- roads, water, etc. -- Many people move here from California, etc. They aren't moving right now b/c of the economy and home sales in their area. When are able to move, there will likely be an exponential increase in the population in a short time. Intersections like Williams & Austin and Austin & University show wer are woefully unprepared for that increase. If we can be prepared and promote responsible businesses, we will have an attractive place for people to live. I don't see the need for more low income housing. Let people live in smaller cities such as Leander or Jarrell if they can't afford to live in the larger cities.
86	water
87	Affordable healthcare
88	Business and Employment programs and assistance for Economic growth and lower unemployment rates.
89	Transportation. The county's growth projections are staggering and we need to address the issue not only with more roads, but with other public transportation options. Probably over 1/2 of our county's residents work in Travis County and there needs to be systems in place to reduce commute times. A great number of our residents work in and around the 360 corridor and there are no bus options, no rail options, and no speedy regular road options either. Transportation needs to be the primary focus for the county in coming years.
90	Growth and growth of lower income individuals who cannot afford housing.
91	Growth. We need to start seriously considering public transit so we don't spend millions of dollars every year building new roads and widen roads and expanding services out beyond current city limits. We are also loosing valuable ranch and farm land. Expansion and sprawl are not the only the response to population growth.
92	Road Repair
93	Too much growth before the infrastucture to handle it is in place.
94	economic problems
95	I SEE A LOT OF EXTREMELY SERIOUS ISSUES BASED ON DEMOGRAPHICS,PLUS I GO AROUND AND TALK TO THE LOCAL PEOPLE ( MY DAD WAS A POLITICAL PARTY PRECINCT CHAIRMAN) SO I THINK I HAVE A RATHER GOOD IDEA OF WHAT IS GOING ON. PEOPLE ARE CONCERNED ABOUT:  ANOTHER GREAT DEPRESSION,

	<p>WE NEED JOBS THAT WE DO NOT HAVE TO COMMUTE TO AUSTIN TO GET</p> <p>WE NEED MASS TRANSIT TO GET TO AUSTIN,GEORGETOWN,TAYLOR, ETC.</p> <p>BASTROP COUNTY HAS THE BUS BUT IT DOES NOT COME WHERE I LIVE! IF MY CAR BREAKS DOWN, I WILL BE TRAPPED WITHOUT A PHONE --UNABLE TO SUMMON MEDICAL HELP!</p> <p>HOMELESS OLDER PEOPLE,</p> <p>MORE HOMELESS SINGLE LADIES OF ALL AGES,</p> <p>STOPPING PSYCHOPATHIC REAL ESTATE DEVELOPERS TO TAKE PEOPLE'S PROPERTY WITHOUT PAYING THEM,</p> <p>GENTRIFICATION</p> <p>MASSIVE UNEMPLOYMENT</p> <p>PROPERTY TAXES TOO HIGH TO PAY AND THE OLD PEOPLE LOSING THEIR HOMES!</p> <p>GENTRIFICATION!</p> <p>IT'S ALL ABOUT ECONOMICS. WE NEED MORE JOBS,MASS TRANSPORTATION, ASSISTANCE FOR OLD PEOPLE TO MAINTAIN THEIR HOMES SO THEY CAN BE SOLD FOR MORE MONEY AND GET MORE PROPERTY TAXES AFTER THE OLD PEOPLE DIE AND IF THEIR HEIRS WANT TO SELL THEIR HOMES.</p> <p>PEOPLE ARE ANGRY AND THEY ARE AFRAID.</p> <p>I WOULD LIKE TO SEE A MAPP-STYLE PROGRAM LIKE AUSTIN HAS FOR LOWER INCOME PERSONS BUT TO BE A LOT Surer THAT THIS SERVICE IS ONLY FOR AMERICAN CITIZENS! UNDOCUMENTED IMMIGRANTS HAVE PUSHED AMERICAN CITIZENS OUT OF THE PUBLIC HEALTH AND LOW INCOME MEDICAL CLINICS. IT IS IMPOSSIBLE FOR NATIVE AMERICANS, TEJANOS, AFRICAN AMERICANS AND WHITE PEOPLE TO GET TREATED AT THOSE CLINICS IN AUSTIN,TX.</p> <p>SOCIAL SERVICES WILL BE NEEDED WITH AN AGING POPULATION.</p>
96	keeping up with growth - road and sewer infrastructure
97	Roads
98	Maintain the charm of Williamson County, while fostering growth, otherwise we will be an extension of Austin having no charm just part of a big city.
99	smart growth through out the entire county, strong infrastructure, with community preservation and involvement
100	traffic, rapid (possibly out-of-control) growth
101	Water shortage.
102	The downturn in economy will cause the county to lose law enforcement and crime will be on the rise.
103	In appropriate use of funds.
104	OVERSUBURBIZATION, I.E. SINGLE FAMILY HOMES EATING UP PRECIOUS LAND, WATER, ETC. BUILD HIGHER AND DENSER, OR WHEN GAS IS \$6 A GALLON, AND WE PAY THE TRUE PRICE FOR WATER, EVERYTHING WILL COME TO A SCREECHING HALT.
105	Roads and infrastructure
106	Too much government.
107	Road improvements and traffic congestion. Roads need to be improved. Mass Transit via buses and trains is not the solution.
108	public transportation
109	keep crime rate low

110	Planning for the growth with housing and ways to move people in and out of the area. Transportation being a big question. With more people comes the question of jobs. The need to attract companies and business to our area with sacrificing the local smalltown feeling.
111	Low Income Housing Places for Low Income Youth to get Wholesome recreation Public Transportation
112	roads, bridges, traffic.
113	Holding our Taxes down so we can continue to live in Williamson County
114	traffic from new residents entering the county
115	Williamson County needs to bring more business into the county, so that people can live and work outside of Austin, and create a niche in the market. I understand alot of that depends on the city, but the county can help foster the idea and provide incentive.
116	Transportation
117	Funding
118	Overcrowding/traffic.
119	Transportation, specifically alleviating traffic congestion
120	Crime
121	too much growth
122	traffic, changing demographics, water supply, increased population adding strain on city/county services
123	Traffic conjestion due to population growth
124	Transportation and law enforcement
125	Traffic; due to overcrowding of highways from commuting.
126	Finishing Chandler Road to HWY 95
127	affordable housing
128	population growth
129	managing growth without giving up the character of county in term of recreational facilities. Manage transportation make it easy to use public transportation. Support Austin Metro project. Reduce property taxes or at least do not increase them.
130	Public services (police, fire, etc) keeping up with growth in certain areas of the county.
131	City of Hutto water services need to be revamped similar small towns does not have such high water prices for all of the services this is concern of many residents and often deter others from moving to Hutto once they are told of water services from neighbors as they do ask.
132	Taxes are already too high
133	roads
134	Illegal immigrants causing our taxes to increase.
135	water
136	Jobs
137	With the increase of population and more housing for these people to live--how is the County going to pay for it and even more important--how will the County fund these new programs--tax all residentsor tax only the new residents.
138	Roads
139	transportation
140	unemployment & the working poor
141	Diversifying our revenue with different businesses and being our own footprint on the map instead of being considered a suburb of Austin. I see us heading in the right direction with new schools, hospitals and retail. I'd like to see that continue.

142	Its need to manage growth in a responsible manner.
143	foreclosures reducing overall value of honest hard-working (or those lucky enough to not have lost their job) folks homes
144	Growth, tax ratesd, and Lake Creek Flood Plain.
145	The taxes are too high
146	High property taxes
147	maintaining infrastructure as expansion demands. Anticipating and maintaining law enforcement with todays technology to assist each officer.
148	Ability to keep up with population growth.
149	uncontrolled growth of both retail and apartment complexes. There should be stricter environmental rules on the number of trees cut for development
150	Infrastructure.
151	Maintenance of existing programs & infrastructure without significantly raising taxes
152	Adjusting to the growth of housing, and therefore more cars on the road; maintenance of smooth traffic patterns.
153	Traffic due to lack of good paying jobs in the Leander area.
154	Population growth and the traffic and other problems associated with it.
155	Population boom with no infrastructure or public safety to keep up with it. Building with no plan--just sprawl; shopping center here, shopping center there and in 10 years they will be vacant and falling down. Not enough lanes on the highways to support all the traffic.
156	The blight of one-acre parcels and sprawling sub divisions replacing Ranches and Farm Land. These city people move to the county bringing their cars, kids, dogs and cats. They clear cut the land, plant a city yard, saturate the soil with septic, drive the wild life out, park on the edge of roads, want their kids picked up in front of the house by school buses, lock dogs up to bark all day and night then turn their cats loose to kill an breed! Then the roads, schools and shopping are not good enough so debt bonds are forced down our wallets for decades to make these people happy and cater to developers.
157	Keeping up with a rising population and providing services to the homeless and indigent people, as well as services for the young people in need of help, are important issues.
158	Survival! Illegal imigrants need to have their handouts discontinued so that US citizens can recover from this economic mess. Taxes are out of control and the government wants to spend money making the county look pretty - now is not the time for pretty.
159	increasing unemployment leading to foreclosures; also services to unincorporated areas within Austin city limits
160	Additional Schools and quality improvement.
161	Dealing with the traffic congestion on 183. The toll road is great for those who use it but many still don't. The stretch of highway between Duvall and where the toll road starts is still a mess during rush hours.
162	Adequate and affordable transportation/infrastructure
163	Population growth, thus road improvements
164	budget
165	Annexation by Austin.
166	Too many people moving into county
167	Traffic
168	the ratio of rich retired people to family's
169	Too much welfare housing. Low income neighborhoods (single parents with multiple and under-supervised kids, rental properties with high concentrations of illegal immigrants, etc) typically increase the levels of crime and deterioration of property and neighborhoods. I'm seeing this BIG-TIME in Georgetown.
170	public transportation connecting cities to each other, affordable housing, affordable childcare

171	Road Improvement
172	Transportation
173	Healthcare, unemployment, rental assistance. We need more job development, training and transportation to make people more self-supporting and less reliant on "the system".
174	poor planning, transportation conditions, losing greenspace

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# **Appendix E**

## **HUD Tables**

Jurisdiction						
Housing Market Analysis						
Complete cells in blue.						
Vacancy Rate	0 & 1 Bedroom	2 Bedrooms	3+ Bedroom	Total	Substandard Units	
Housing Stock Inventory						
<a href="#">Affordability Mismatch</a>						
Occupied Units: Renter	3002	4391	3526	10919	unknown	
Occupied Units: Owner	699	3503	26209	30411	unknown	
Vacant Units: For Rent	74	272	127	473	unknown	
Vacant Units: For Sale	24	171	334	529	unknown	
Total Units Occupied & Vacant	3799	8337	30196	42332	0	
<a href="#">Rents: Applicable FMRs (in \$s)</a>	749	912	1,228			
Rent Affordable at 30% of 50% of MFI (in \$s)	641	825	916			
Public Housing Units						
Occupied Units	64	128	210	402	0	
Vacant Units	0	0	0	0	0	
Total Units Occupied & Vacant	64	128	210	402	0	
Rehabilitation Needs (in \$s)	unk	unk	unk	0		

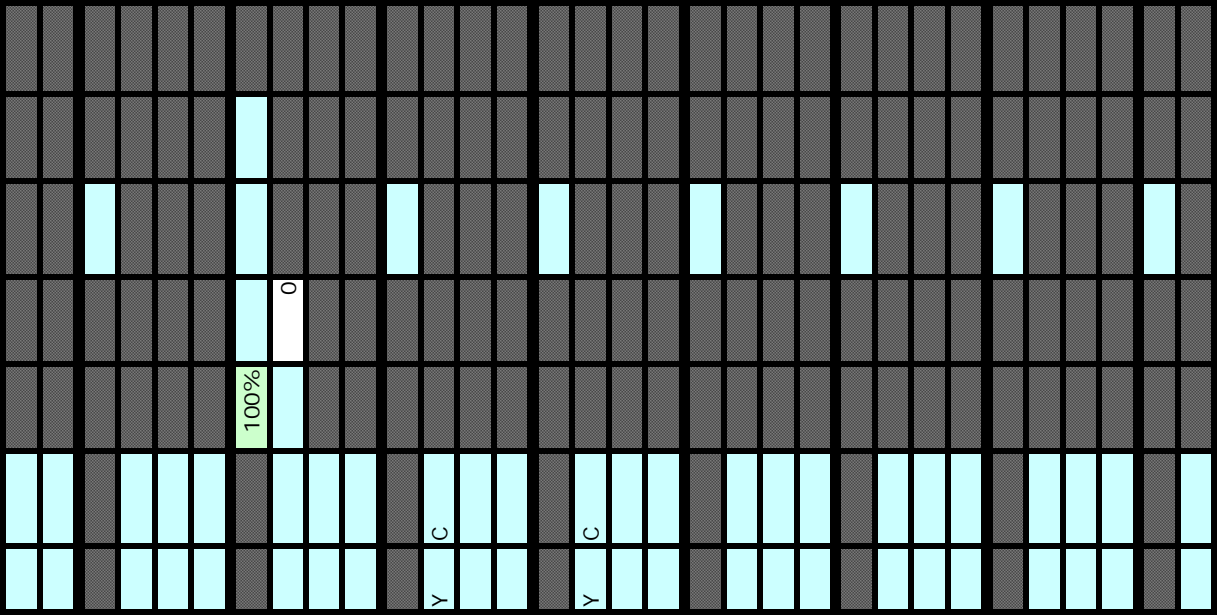




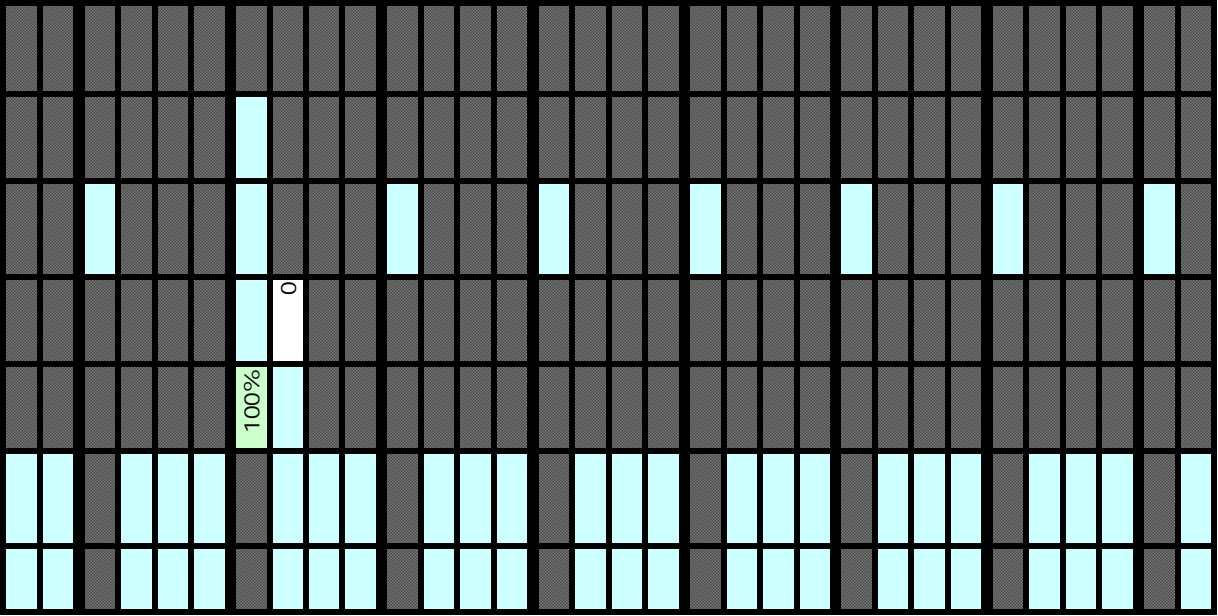














Housing and Community Development Activities	Needs	Current	Gap	5-Year Quantities											
				Year 1		Year 2		Year 3		Year 4		Year 5		Cumulative	
				Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
01 Acquisition of Real Property 570.201(a)	0	0	0	10		10		10		10		50	0		
02 Disposition 570.201(b)	0	0	0									0	0		
03 Public Facilities and Improvements (General) 570.201(c)	0	0	0									0	0		
03A Senior Centers 570.201(c)	0	0	0									0	0		
03B Handicapped Centers 570.201(c)	0	0	0									0	0		
03C Homeless Facilities (not operating costs) 570.201(c)	0	0	0									0	0		
03D Youth Centers 570.201(c)	0	0	0	1								1	0		
03E Neighborhood Facilities 570.201(c)	0	0	0									0	0		
03F Parks, Recreational Facilities 570.201(c)	0	0	0									0	0		
03G Parking Facilities 570.201(c)	0	0	0									0	0		
03H Solid Waste Disposal Improvements 570.201(c)	0	0	0									0	0		
03I Flood Drain Improvements 570.201(c)	0	0	0									0	0		
03J Water/Sewer Improvements 570.201(c)	0	0	0	2		2		2		2		10	0		
03K Street Improvements 570.201(c)	0	0	0									0	0		
03L Sidewalks 570.201(c)	0	0	0	1		1		1		1		5	0		
03M Child Care Centers 570.201(c)	0	0	0									0	0		
03N Tree Planting 570.201(c)	0	0	0									0	0		
03O Fire Stations/Equipment 570.201(c)	0	0	0									0	0		
03P Health Facilities 570.201(c)	0	0	0									0	0		
03Q Abused and Neglected Children Facilities 570.201(c)	0	0	0									0	0		
03R Asbestos Removal 570.201(c)	0	0	0									0	0		
03S Facilities for AIDS Patients (not operating costs) 570.201(c)	0	0	0									0	0		
03T Operating Costs of Homeless/AIDS Patients Programs	0	0	0									0	0		
04 Clearance and Demolition 570.201(d)	0	0	0									0	0		
04A Clean-up of Contaminated Sites 570.201(d)	0	0	0									0	0		
05 Public Services (General) 570.201(e)	0	0	0									0	0		
05A Senior Services 570.201(e)	0	0	0									0	0		
05B Handicapped Services 570.201(e)	0	0	0									0	0		
05C Legal Services 570.201(E)	0	0	0									0	0		
05D Youth Services 570.201(e)	0	0	0									0	0		
05E Transportation Services 570.201(e)	0	0	0									0	0		
05F Substance Abuse Services 570.201(e)	0	0	0									0	0		
05G Battered and Abused Spouses 570.201(e)	0	0	0									0	0		
05H Employment Training 570.201(e)	0	0	0									0	0		
05I Crime Awareness 570.201(e)	0	0	0									0	0		
05J Fair Housing Activities (if CDBG, then subject to 570.201(e)	0	0	0									0	0		
05K Tenant/Landlord Counseling 570.201(e)	0	0	0									0	0		
05L Child Care Services 570.201(e)	0	0	0									0	0		

Public Services

Public Facilities and Improvements





# **2009 ANNUAL PLAN**

WILLIAMSON COUNTY, TEXAS

DRAFT  
FOR  
PUBLIC REVIEW & DISPLAY

JULY 1-31, 2009

# WILLIAMSON COUNTY, TEXAS 2009 Action Plan

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# **Part 1**

## **2009 ANNUAL PLAN**





# SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

August 14, 2009	076930049	<b>Type of Submission</b>	
Date Received by state	Not Applicable	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	74-6000978	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Williamson County		TX489491 WILLIAMSON COUNTY	
CDBG Office		076930049	
710 Main Street		Williamson County	
Georgetown	Texas	County Commissioners' Court	
78626	Country U.S.A.	CDBG Office	
<b>Employer Identification Number (EIN):</b>		Williamson County	
<b>74-6000978</b>		10/09	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
County Government		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
Housing & community development activities		Cities of Georgetown, Liberty Hill, Thrall	
CDBG Grant Amount \$1,136,113	Add'l HUD Grants Leveraged \$0	Describe N/A	
Additional Federal Funds Leveraged \$0		Additional State Funds Leveraged \$0	
Locally Leveraged Funds \$8,917,272		Grantee Funds Leveraged \$0	
Anticipated Program Income \$____		Other (Describe) N/A	
Total Funds Leveraged for CDBG-based Project(s) \$8,917,272			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
Not Applicable		Not Applicable	
\$0	\$0	Not Applicable	
\$0		\$0	
\$0		\$0	

\$0		Not Applicable	
Not Applicable			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
Not Applicable		Not Applicable	
\$0	\$0	Not Applicable	
\$0		\$0	
\$0		\$0	
\$0		Not Applicable	
Not Applicable			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
Not Applicable		Not Applicable	
\$0	\$0	Not Applicable	
\$0		\$0	
\$0		\$0	
\$0		Not Applicable	
Not Applicable			
Congressional Districts of: TX 31		Is application subject to review by state Executive Order 12372 Process?	
TX 31	TX 31		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Sally		Bardwell
CDBG Admin.	(512) 943-3757	(512) 943-1662
eMail: <a href="mailto:sbardwell@wilco.org">sbardwell@wilco.org</a>	www.wilco.org	Sally Bardwell, CDBG Admin.
Signature of Authorized Representative		Date Signed



# First Program Year Action Plan

The CPMP First Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 1 Action Plan General Questions response:

#### 1. Description of the Geographic Area

Williamson County will invest its 2009 CDBG funds in areas defined as low and moderate income (LMI) where at least 47% of the persons (for whom LMI status is determined) reside. A detailed description of the LMI areas in Williamson County is included in the Strategic Plan.

In 2009, the county will invest its CDBG funding in:

- Census tract 214.02, block groups 3 and 4 (Scenic Drive in the City of Georgetown) where 80.3% of residents are LMI
- Census tract 209, block group 2 (City of Thrall) where 70.4% of residents are LMI

- Census tract 214.03, block groups 1 and 3, and census tract 214.02, block groups 2, 3, and 4 (in the area of Stone Haven and Old Town) where the LMI percentage is 57.96%.

In addition, the county will fund activities in three areas where program participants will be documented for LMI status. These include:

- Liberty Hill (wastewater connections for LMI households)
- Acquisition of land for new housing construction (for LMI homebuyers)
- First-responder support for persons with mental illness (LMI persons).

Nearly 89% of the county's FY 2009 entitlement grant of \$1,136,113 will be invested in LMI areas, or invested to directly benefit LMI persons or households. The remaining 11% will be dedicated to financing general program administration.

## **2. Basis for Allocating Investments**

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG Program
- Meeting the needs of low and moderate income residents
- Focusing on low and moderate income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs and priorities identified by the county
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success.

## **3. Obstacles to Meeting Underserved Needs**

The primary obstacle to meeting underserved needs is the limited resources available to address all of the identified priorities across Williamson County. As a result, the county will strongly encourage CDBG applicants to seek other sources of funds from public and private entities.

## **4. Funds Expected to be Available**

In fiscal year 2009, the county anticipates receiving a CDBG entitlement grant in the amount of \$1,136,113. In addition, the county has been awarded federal funds as a result of the American Recovery and Reinvestment Act of 2009 (known as ARRA). Specifically, the county has been allocated additional entitlement grants from the following agencies:

- \$297,718 from HUD in CDBG-Recovery funds, and
- \$611,600 from the Department of Energy in Energy Efficiency and Conservation Block Grant funds.

Together, these new entitlements will enable the county to invest an additional \$909,318 in addition to its CDBG funds.

Also available for investment in Williamson County will be the funds received by the public housing authorities. These include the following resources:

- Georgetown Housing Authority
  - approximately \$200,000 in Capital Funds to maintain and renovate public housing units
  - approximately \$140,000 anticipated in ARRA funds
- Granger Housing Authority
  - approximately \$42,000 in Capital Funds to maintain and renovate public housing units
  - approximately \$42,000 anticipated in ARRA funds
- Taylor Housing Authority
  - approximately \$130,000 in Capital Funds to maintain and renovate public housing units
  - 144 Section 8 Housing Choice Vouchers for rental assistance.

### Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 1 Action Plan Managing the Process response:

#### **1. Lead Agency**

The lead agency for the Annual Plan is the CDBG Office in Williamson County. The major public agencies responsible for administering programs covered by this Annual Plan include the cities of Georgetown, Thrall, and Liberty Hill. Other public agencies include Georgetown Housing Authority, Granger Housing Authority, Taylor Housing Authority, Round Rock Housing Authority, and Williamson County Mobile Outreach Team (MOT). Private agencies responsible for administering Annual Plan activities include Williamson County Habitat for Humanity and Boys and Girls Club of Georgetown.

#### **2. Significant Aspects of the Process**

The development of the Annual Plan was initiated in conjunction with the Consolidated Plan in March 2009 with the hiring of Mullin & Lonergan Associates, Inc. to serve as the consultant to the project. A project schedule was developed with the goal of submitting the adopted CP to HUD on or before August 15, 2009.

The first task undertaken in the process was the solicitation of citizen participation and agency consultation. A list of stakeholders was developed and included public agencies and private nonprofit organizations whose missions included the provision of affordable housing and human services to lower income households and persons.

A Public Needs Hearing was scheduled and held on March 9, 2009 in the County Court House. One individual attended.

A community online survey was developed and posted on the Williamson County website to encourage residents to offer their opinions on how CDBG funds should be invested and how affordable housing and community development needs should be prioritized in the county.

Public and private agencies identified as stakeholders in the process were asked to complete written questionnaires to provide data on special needs populations such as the elderly, youth, persons with HIV/AIDS, persons with disabilities and the homeless. Detailed written questionnaires were also sent to the four public housing authorities with jurisdiction in Williamson County.

Based on a series of focus group sessions and one-on-one interviews, results from the community online survey, the Public Needs Hearing and a review of the CDBG Program implemented in Williamson County, a set of priorities was established by the Williamson County Court. These priorities were publicized and used as the basis upon which local CDBG applications for funding would be approved for 2009.

By the end of March, a preliminary draft of the Strategic Plan (including the Housing Market Analysis and the Housing and Homeless Need Assessment sections) was prepared. The CDBG Office continued the CP process in mid-April by disseminating local CDBG funding application packets to public and private agencies across Williamson County.

In May, the CDBG Office reviewed and recommended to the County Court a list of proposed CDBG projects that were eligible for funding and met the priorities established by the county. The Annual Plan for 2009 was prepared and placed on public display from July 1 through July 31 along with the Five-Year Consolidated Plan and the proposed Citizen Participation Plan.

### **3. Actions to Enhance Coordination**

Williamson County places emphasis on coordinated action within and between county departments, local units of government in the county, local and regional public agencies and local nonprofit organizations. These initiatives will continue in FY 2009.

#### **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 Action Plan Citizen Participation response:

## **1. Summary of Citizen Participation Process**

Williamson County developed the idea of an online community survey to solicit citizen participation for the CP. The online Housing and Community Development Needs survey was developed and registered at [www.zoomerang.com](http://www.zoomerang.com) for a period of approximately one month. A detailed summary of the online survey is provided in Appendix A of the Consolidated Plan while a brief overview of the survey results is included below.

## **2. Summary of Citizen Comments**

The Williamson County Housing and Community Development Needs Survey was available on the Internet via [www.zoomerang.com](http://www.zoomerang.com). The survey posed a total of 32 questions. The survey was officially launched on March 20, 2009 and closed on April 30, 2009, giving area stakeholders and residents over 5 weeks to complete the survey. The link was advertised on the county's website ([www.wilco.org](http://www.wilco.org)) and was also announced in a press release that was posted on the website.

The Williamson County Housing and Community Development Needs survey was developed to gather feedback from area residents, business owners, and service providers on the most critical housing and community development needs facing the county. A total of 237 responses were received as of April 30, 2009. Based on the analysis of survey responses, the following conclusions can be made regarding the level of support for specific programs and services:

### *Housing Needs*

- There is a strong level of support for homeless prevention programs and programs aimed at helping the homeless become more self-sufficient. However, there is an overall lack of support for rental assistance or expanding the supply of affordable rental housing for lower income households, which are primary strategies for assisting homeless persons and households to become self-sufficient.
- There is strong support for more accessible housing for persons with disabilities.
- There is moderate support for programs to help homeowners repair their homes.
- There is an overall lack of support for programs aimed at overcoming housing discrimination and providing homebuyer assistance.

### *Recreation and Public Infrastructure Needs*

- There is a strong level of support for improvements to parks and recreation facilities, street improvements, sidewalk improvements, and water and sewer expansion and improvement projects.

### *Human Service Needs*

- There is a high level of support for more programs for seniors, additional programs to improve health and wellness, more programs for youth, and more transportation programs.
- There is a moderate level of support for more community centers and for additional day care services and facilities.

### *Economic Development Needs*

- There is a high level of support for employment training programs.

- There is an overall lack of support for providing financial assistance to upgrade existing commercial buildings and to help businesses purchase machinery and equipment.

#### *Neighborhood Needs*

- There is significant support for the demolition of vacant and deteriorated structures and for crime awareness and prevention programs.
- There is a high level of support for targeted neighborhood revitalization activities and for providing a higher level of code enforcement.
- There is moderate support for historic preservation activities.

In addition to the online community survey, the required Public Needs Hearing was held on March 9. One individual attended and requested information on how to access CDBG funds for a nonprofit affordable housing organization that would also provide construction training to young adults. (The nonprofit organization is not in existence.) The CDBG Administrator and the consulting team provided information on the eligibility of activities.

A second public hearing will be held on July 28, 2009. Comments received at the second public hearing will be included in the final draft.

### **3. Summary of Efforts to Broaden Public Participation**

Williamson County developed a resident online survey to assist in identifying housing and community development priorities. The survey was accessible via the county's website. The county also attempted to identify all affordable housing providers and advocacy groups that provide supportive services to LMI persons as well as persons with special needs. Written questionnaires were sent to these stakeholders and the responses received were incorporated into the Annual Plan.

### **4. Explanation of Comments Not Accepted**

Any comments received on the Annual Plan and not accepted by the county will be provided and explained in the final draft.

## **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 1 Action Plan Institutional Structure response:

### **1. Institutional Structure**

The Williamson County CDBG Office is the lead agency in implementing the Consolidated Plan and Annual Plan. The CDBG Administrator works closely with local social service agencies and other county agencies and committees to meet the needs of LMI residents. These efforts will continue in 2009.



## Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 1 Action Plan Monitoring response:

### 1. Monitoring of Activities

The CDBG Office will be responsible for all performance measurement activities. The office will incorporate objective standards and methods into the process of awarding funds, allocating resources to programs and agencies, and obtaining progress and completion reports from those programs and agencies. The monitoring requirements and procedures will build upon existing monitoring systems and experience in administering federal and state programs and funds.

The office's standards and procedures for monitoring are designed to ensure that:

- 1) The objectives of the National Affordable Housing Act are met
- 2) The program activities are progressing in compliance with the specifications and schedule for each program, and
- 3) The recipients are in compliance with other applicable laws, regulations, and the requirements to affirmatively further fair housing and minimize displacement of low income households.

The CDBG Office reviews all proposed activities for eligibility under statutory and regulatory requirements, and for meeting identified needs in this plan. Activities will be monitored through the use of checklists and forms to facilitate uniform monitoring of program activities. The office has identified performance measures in advance of allocating funds. Each description of projects and activities contains the specific measures by which the project will be evaluated.

Fiscal monitoring will include review and approval of budgets, compliance with executed grant agreements, review and approval of vouchers, review of fiscal reports on a monthly basis, and a review of municipal and nonprofit audits on an annual basis.

Monitoring will occur through on-site monitoring visits. These visits will occur as necessary, but will be conducted at least once a year. There are monitoring responsibilities that go beyond the time of completion of various activities. For community development, public facilities and housing projects, site visits will be conducted at least every other year to assure benefit to low-income residents.

All subrecipients must identify the personnel working on the project, keep accurate records and filing systems to document program benefits and compliance, maintain an appropriate financial management system, submit to an audit, and submit a final report as a closeout procedure.

Annually, in the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER), the county will review whether the specific objectives outlined in this strategic plan are being met. Further, this review will be an opportunity to assess if the strategic

plan goals continue to address community priorities and if adequate resources are available to meet the objectives. Community input will be sought in this analysis.

Subrecipient agreements established during the initial contracting period provide the following oversight controls: a clear scope of services, a project schedule, a project budget, an objective and outcome statement, project indicators, an outline of compensation and method of payment, terms and conditions, performance and reporting, an outline of other reports, audits and inspections, and financial and administrative requirements.

In order to ensure long-term compliance with program and comprehensive planning requirements, Williamson County will annually prepare a Consolidated Annual Performance and Evaluation Report (CAPER) that will include a review process to determine whether the specific objectives stated in the Annual Plan are being met. Further, this review will be an opportunity to assess if the strategic plan goals continue to address community priorities for housing and community development and if adequate resources are available to meet the objectives.

### **Lead-based Paint**

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 1 Action Plan Lead-based Paint response:

#### **1. Actions to Evaluate and Reduce Lead-Based Paint Hazards**

To the greatest extent practicable, Williamson County will work with the Williamson County and Cities Health District to help eliminate the hazard of lead poisoning due to the presence of lead based paint. The county will also disseminate information on lead based paint hazards to CDBG subrecipients who receive entitlement funds for housing activities where lead based paint may be an issue.

## **HOUSING**

### **Specific Housing Objectives**

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

## 1. Specific Priorities and Objectives

Williamson County expects to focus its CDBG entitlement funds toward improving the quality of life in local municipalities for extremely low, very low and low income households, and to retain and increase the stock of affordable owner and renter housing units. With this in mind, the following housing priorities and objectives have been established:

- **Development/provision of affordable housing:** Utilize local CHDOs and nonprofit organizations to provide financial and technical assistance in developing housing for extremely low, very low and low income renters and homebuyers.
  - **Objective:** Acquisition of land for the development of 10 new single family housing units by Habitat for Humanity throughout Williamson County.
  - **Objective:** Continuation of the Section 8 Housing Choice Voucher Program at participating public housing authorities.
  - **Objective:** Continuation of the provision of public housing by participating public housing authorities to income-eligible households.

## 2. Resources Expected to be Available

In 2009, Williamson County will grant Habitat for Humanity \$150,000 in CDBG funding to acquire lots for the construction of 10 new single family housing units. In addition, the public housing authorities will continue to receive Capital Funds and Section 8 Housing Choice Voucher Program funds from HUD for their respective programs.

### Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 1 Action Plan Public Housing Strategy response:

### 1. Public Housing Activities

Georgetown Housing Authority has a homeownership initiative through the Family Self-Sufficiency (FSS) program. The program, in its third year, currently has 12 participants with a goal of 25 by the end of the fifth year. The authority plans to apply for additional funds through the upcoming SuperNOFA to be issued by HUD. The authority is also exploring a partnership with Habitat to provide additional homeownership opportunities.

Taylor Housing Authority will continue its Section 8 Homeownership Program in a new housing subdivision in Taylor.

## **2. Troubled Public Housing Agency**

None of the public housing authorities with jurisdiction Williamson County have been designated as a troubled agency by HUD.

### **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 1 Action Plan Barriers to Affordable Housing response:

#### **1. Proposed Actions to Remove Barriers to Affordable Housing**

According to Habitat for Humanity, which builds affordable housing in most of Williamson County, land acquisition for new home construction is a major need for additional affordable housing. In addition, about a third of their clients have poor credit, as well as spotty work histories. Still, demand for their services is on the rise in the county. Williamson County will assist Habitat's efforts by providing funds that will enable Habitat to acquire 10 parcels of land for the development of new single family housing units. By providing financing for land acquisition, the county is helping to make homeownership for LMI homebuyers more affordable.

### **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 1 Action Plan HOME/ADDI response:

**NOT APPLICABLE.** Williamson County is not a HOME entitlement community.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 1 Action Plan Homeless Needs response:

#### 1. Source of Funds

In 2009, Williamson County will provide CDBG funding to the County Mobile Outreach Team to assist emergency first responders who work to identify persons with mental illness in situations where incarceration and/or hospital emergency room visits would typically be required. By assisting these individuals, the trained first responders can intervene to prevent incarceration, hospitalization and potentially, homelessness.

Williamson County does not receive Emergency Shelter Grant (ESG) funds to assist with homeless needs. Furthermore, the county will not receive any Homeless Prevention and Rapid Re-Housing (HPRP) funds from HUD.

#### 2. Homeless Needs

The Georgetown Project (TGP) addresses the needs of homeless teenagers and youth with assistance from GISD to track homeless students. Also, TGP has partnered with Georgetown Housing Authority to help combat against problems stemming from homelessness. Many local organizations have begun discussions aimed at addressing this problem, such as

municipal, county, religious, and service organizations. TGP is committed to helping coordinate community efforts toward alleviating the problems associated with homelessness. As a critical starting point, TGP will host a community summit that is aimed at illuminating the problem itself and help create a Community Action Plan.

### **3. Chronic Homelessness**

Williamson County is not a Continuum of Care funding recipient, and therefore, was not required to participate in the Point-in-Time survey count of homeless persons and families.

### **4. Homelessness Prevention and Outreach**

Williamson County will provide funding to the County Mobile Outreach Team as described in #1 above.

### **5. Discharge Coordination Policy**

Williamson County is not a Continuum of Care funding recipient, and therefore, is not required to develop discharge coordination policies.

## **Emergency Shelter Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 1 Action Plan ESG response:

**NOT APPLICABLE.**

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 1 Action Plan Community Development response:

#### 1. Priority Non-Housing Community Development Needs

The following non-housing community development priorities and objectives were established by Williamson County:

- **Infrastructure improvements:** Work with local communities to provide financial assistance in the construction and replacement of infrastructure elements necessary to preserve existing affordable residential areas.
  - **Objective:** Assist with infrastructure improvements (Scenic Drive sidewalks) in the City of Georgetown to benefit 1,908 LMI residents.
  - **Objective:** Assist with infrastructure improvements (wastewater connections) in the City of Liberty Hill to benefit 29 LMI households.
  - **Objective:** Assist with infrastructure improvements (water storage tank improvements) in the City of Thrall to benefit 710 LMI persons.
- **Public facility improvements:** Work with local communities and nonprofit organizations to provide financial assistance in the construction, expansion and repair of valuable community facilities necessary to preserve and enhance the quality of life for LMI households.
  - **Objective:** Assist with a public facility expansion (Boys and Girls Club of Georgetown) in the vicinity of Stone Haven and Old Town in the City of Georgetown to benefit LMI neighborhood residents.



## Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 1 Action Plan Antipoverty Strategy response:

### 1. Actions to Reduce the Number of Poverty Level Families

In Williamson County, organizations such as Round Rock Area Serving Center provide assistance to low-income county residents by offering food vouchers, Fresh Food for Families program, coordinate the Coats for Kids program and provide financial assistance for utilities, rents, prescriptions, temporary lodging and gasoline. Capital Idea provides services to ensure that county residents succeed in training so that they may move out of poverty and enter the high-skill workforce. The Literacy Council of Williamson County provides services such as tutoring in English as a second language, basic literacy and GED preparation to adults throughout the County. These projects have received financial allocations (non-CDBG) from Williamson County in recent years.

Williamson County also will continue to support the economic development initiatives of entities such as the Georgetown Chamber of Commerce, the cities of Georgetown and Taylor and other organizations which promote job creation and job training for county residents.

## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

### 1. Priorities and Objectives

The following non-homeless special needs priorities and objectives were established by Williamson County:

- **Public service activities:** Collaborate with local nonprofit organizations and social service agencies to provide for the supportive service needs of LMI residents.
  - **Objective:** Assist 150 LMI persons with mental illness (Williamson County Mobile Outreach Team).

## 2. Resources Expected to be Available

In 2009, Williamson County will grant the County Mobile Outreach Team (MOT) \$67,000 in CDBG funding to assist emergency first responders to provide crisis intervention to LMI persons with mental illness. Such intervention is expected to eliminate the need for incarceration and/or emergency hospitalization.

### Housing Opportunities for People with AIDS

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 1 Action Plan HOPWA response:

**NOT APPLICABLE.** Williamson County is not an entitlement community under the HOPWA Program.

### Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 1 Specific HOPWA Objectives response:

**NOT APPLICABLE.** Williamson County is not an entitlement community under the HOPWA Program.

### Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

**NOT APPLICABLE.**

# **Part 2**

## **Certifications**



# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

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| <input type="checkbox"/> This certification does not apply.           |
| <input checked="" type="checkbox"/> This certification is applicable. |

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

---

Signature/Authorized Official

Date

Dan A. Gattis

Name

Williamson County Judge

Title

710 Main Street

Address

Georgetown, TX 78626

City/State/Zip

(512)943-1550

Telephone Number

- |   |
|---|
| <input type="checkbox"/> This certification does not apply.           |
| <input checked="" type="checkbox"/> This certification is applicable. |

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2010, 2\_\_\_\_, 2\_\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws --** It will comply with applicable laws.

---

Signature/Authorized Official

Date

Dan A. Gattis

Name

Williamson County Judge

Title

710 Main Street

Address

Georgetown, TX 78626

City/State/Zip

(512) 943-1550

Telephone Number



- ☒ This certification does not apply.  
☐ This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ This certification does not apply.  
☐ This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs --** it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance --** before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

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Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☒ This certification does not apply.  
☐ This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities --** Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building --** Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

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Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- |   |
|---|
| <input checked="checked" type="checkbox"/> This certification does not apply.<br><input type="checkbox"/> This certification is applicable. |
|---|

### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☐ This certification does not apply.
- ☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Williamson County Courthouse	710 Main Street	Georgetown	Williamson	TX	78626

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

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Signature/Authorized Official

Date

Dan A. Gattis

Name

Williamson County Judge

Title

710 Main Street

Address

Georgetown, TX

City/State/Zip

(512) 943-1550

Telephone Number

# **Part 3**

## **Appendices**



# **Appendix A**

## **DESCRIPTION OF ACTIVITIES TO BE UNDERTAKEN**

**(Project Activity Sheets)**

Grantee Name: **Williamson County**

<b>Project Name:</b>		City of Georgetown Scenic Drive Sidewalks						
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		TX489491 WILLIAMSON COUNTY		
To construct a sidewalk along Scenic Drive in order to provide an adequate pedestrian route								
<b>Location:</b>		<b>Priority Need Category</b>						
Scenic Drive, City of Georgetown, TX		<b>Select one:</b>		Infrastructure ▼				
<b>Expected Completion Date:</b>		<b>Explanation:</b>						
9/30/2010		This project will serve census tract 214.02, block groups 3 and 4. There are approximately 1,908 residents in this area, which is 80.3% LMI.						
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		<b>Specific Objectives</b>						
<b>Outcome Categories</b>		1 Improve quality / increase quantity of public improvements for lower income persons ▼						
<input checked="" type="checkbox"/> Availability/Accessibility		2 ▼						
<input type="checkbox"/> Affordability		3 ▼						
<input type="checkbox"/> Sustainability								
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	1908		Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>			
	Infrastructure more available/accessible to LMI		Number of persons assisted					
	03L Sidewalks 570.201(c) ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼						
Matrix Codes ▼		Matrix Codes ▼						
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	64590		Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Other ▼	Proposed Amt.	15000		Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b> Liberty Hill Sewer Project							
<b>Description:</b>	<b>IDIS Project #:</b> 2 <b>UOG Code:</b> TX489491 WILLIAMSON COUNTY This is a continuation project from FY 2004. It will provide 29 first-time wastewater connections to identified income-eligible residents.						
<b>Location:</b>	<b>Priority Need Category</b> City of Liberty Hill, TX. Street addresses TBD. <table border="1"> <tr> <td><b>Select one:</b></td> <td>Infrastructure ▼</td> </tr> </table>	<b>Select one:</b>	Infrastructure ▼				
<b>Select one:</b>	Infrastructure ▼						
<b>Expected Completion Date:</b>	<b>Explanation:</b> Income-eligible Liberty Hill residents will benefit from CDBG-funded sewer connections.						
9/30/2010							
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b> 1, Improve quality / increase quantity of public improvements for lower income persons ▼ 2, ▼ 3, ▼						
<b>Outcome Categories</b> <input type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability							
<b>Project-level Accomplishments</b>	04 Households ▼	Proposed	29		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
	Provision of affordable infrastructure connections		Number of households				
	03J Water/Sewer Improvements 570.201(c) ▼		Matrix Codes ▼				
14A Rehab; Single-Unit Residential 570.202 ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	253000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Other ▼	Proposed Amt.	8130000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units		
		Actual Units			Actual Units		

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b> City of Thrall Water Storage Rehab							
<b>Description:</b>	<b>IDIS Project #:</b> 3 <b>UOG Code:</b> TX489491 WILLIAMSON COUNTY Rehabilitation of city's 100,000-gallon elevated water storage tank by replacing the protective surface coatings						
<b>Location:</b>	<b>Priority Need Category</b> Highway 79, Thrall, TX Select one: Infrastructure ▼ <b>Explanation:</b>						
<b>Expected Completion Date:</b>	Project will benefit all residents in the city of Thrall, which is encompassed in census tract 209, block group 2 and is 70.4% LMI.						
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b> 1. Improve quality / increase quantity of public improvements for lower income persons ▼ 2. ▼ 3. ▼						
Outcome Categories <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability							
Project-level Accomplishments	01 People ▼	Proposed	710		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
	Help make a community/neighborhood		Number of persons who benefit				
	03J Water/Sewer Improvements 570.201(c) ▼		Matrix Codes ▼				
Matrix Codes ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
Program Year 1	CDBG ▼	Proposed Amt.	250000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b>		Boys and Girls Club Georgetown Youth Center					
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		TX489491 WILLIAMSON COUNTY	
Expansion of existing Boys and Girls Club by adding 2,585 square feet, allowing the facility to double its service capacity and provide for separate age programming.							
<b>Location:</b>		<b>Priority Need Category</b>					
210 W. 8th St, Georgetown, TX		<b>Select one:</b>		Public Facilities ▼			
<b>Expected Completion Date:</b>		<b>Explanation:</b>					
9/20/2010		The majority of the youth served are from the nearby public housing property, Stonehaven, and Old Town. This area includes census tract 214.03, block groups 1 and 2, and census tract 214.02, block groups 2, 3 and 4. Average LMI for the two tracts is 57.96%					
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		<b>Specific Objectives</b>					
<b>Outcome Categories</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability		1		Improve quality / increase quantity of neighborhood facilities for low-income persons ▼			
		2		▼			
		3		▼			
<b>Project-level Accomplishments</b>	11 Public Facilities ▼	Proposed	1		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>		
Improve the quality of a community/neighborhood		Completion of facility					
03D Youth Centers 570.201(c) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	232825		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Other ▼	Proposed Amt.	177175		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	



Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b>		Habitat for Humanity Land Acquisition							
<b>Description:</b>		<b>IDIS Project #:</b>		5		<b>UOG Code:</b>		TX489491 WILLIAMSON COUNTY	
To purchase land throughout Williamson County that will serve as sites where affordable homes will be built for 10 LMI families. Specifically, locations are in Georgetown, Cedar Park, Hutto, Jarrell, Leander and Liberty Hill.									
<b>Location:</b>		<b>Priority Need Category</b>							
TBD		<b>Select one:</b>		Owner Occupied Housing ▼					
<b>Expected Completion Date:</b>		<b>Explanation:</b>							
4/20/2010		Habitat will explore land available for acquisition and development in the above stated communities. Acquiring land in these areas will expand the service areas of Habitat in Williamson County. The project is designed to purchase and develop sites/lots for affordable home construction.							
<b>Objective Category</b> <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		<b>Specific Objectives</b>							
<b>Outcome Categories</b>		1		Increase the availability of affordable owner housing ▼					
<input checked="" type="checkbox"/> Availability/Accessibility		2		▼					
<input type="checkbox"/> Affordability		3		▼					
<input type="checkbox"/> Sustainability									
<b>Project-level Accomplishments</b>	10 Housing Units ▼	Proposed	10		Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>				
Make housing more available/accessible to LMI		Number of homeownership units constructed							
01 Acquisition of Real Property 570.201(a) ▼				Matrix Codes ▼					
Matrix Codes ▼				Matrix Codes ▼					
Matrix Codes ▼				Matrix Codes ▼					
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	150000		Fund Source: ▼	Proposed Amt.			
		Actual Amount				Actual Amount			
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.			
		Actual Amount				Actual Amount			
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units			
		Actual Units				Actual Units			
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units			
		Actual Units				Actual Units			

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b>		Williamson County Mobile Outreach Team						
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		TX489491 WILLIAMSON COUNTY		
To support first responders in assisting identified LMI persons in situations where mental illness is present, so as to avoid incarceration and/or unnecessary emergency room visits. Clients using CDBG funds are identified as LMI through income documentation.								
<b>Location:</b>		<b>Priority Need Category</b>						
301 SE Inner Loop, Georgetown, TX		<b>Select one:</b>		Public Services ▼				
<b>Expected Completion Date:</b>		<b>Explanation:</b>						
9/30/2010		Persons who are identified as LMI via income documentation and live in either a locality participating in Williamson County's CDBG program or in the county's unincorporated area are assisted using CDBG funds. This is a countywide service.						
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		<b>Specific Objectives</b>						
<b>Outcome Categories</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1		Improve the services for low/mod income persons		▼		
		2				▼		
		3				▼		
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	150		Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>			
	Make public services more available/accessible to LMI		Number of persons assisted					
	050 Mental Health Services 570.201(e) ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼						
Matrix Codes ▼		Matrix Codes ▼						
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	67000		Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Other ▼	Proposed Amt.	595097		Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b>		Program Administration								
<b>Description:</b>		<b>IDIS Project #:</b>		7		<b>UOG Code:</b>		TX489491 WILLIAMSON COUNTY		
Williamson County CDBG program administration										
<b>Location:</b>		<b>Priority Need Category</b>								
710 Main St., Georgetown, TX		<b>Select one:</b>		Planning/Administration ▼						
<b>Expected Completion Date:</b>		<b>Explanation:</b>								
9/30/2010										
<b>Objective Category</b> <input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity										
<b>Outcome Categories</b>		<b>Specific Objectives</b>								
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1,		▼						
		2,		▼						
		3,		▼						
<b>Project-level Accomplishments</b>	Accompl. Type: ▼		Proposed				Accompl. Type: ▼		Proposed	
			Underway						Underway	
			Complete						Complete	
	Accompl. Type: ▼		Proposed				Accompl. Type: ▼		Proposed	
			Underway						Underway	
			Complete						Complete	
	Accompl. Type: ▼		Proposed				Accompl. Type: ▼		Proposed	
			Underway						Underway	
			Complete						Complete	
<b>Proposed Outcome</b>			<b>Performance Measure</b>			<b>Actual Outcome</b>				
21A General Program Administration 570.206 ▼			Matrix Codes ▼							
Matrix Codes ▼			Matrix Codes ▼							
Matrix Codes ▼			Matrix Codes ▼							
<b>Program Year 1</b>	CDBG ▼		<b>Proposed Amt.</b>		130000		Fund Source: ▼		<b>Proposed Amt.</b>	
			<b>Actual Amount</b>						<b>Actual Amount</b>	
	Fund Source: ▼		<b>Proposed Amt.</b>				Fund Source: ▼		<b>Proposed Amt.</b>	
			<b>Actual Amount</b>						<b>Actual Amount</b>	
	Accompl. Type: ▼		<b>Proposed Units</b>				Accompl. Type: ▼		<b>Proposed Units</b>	
			<b>Actual Units</b>						<b>Actual Units</b>	
	Accompl. Type: ▼		<b>Proposed Units</b>				Accompl. Type: ▼		<b>Proposed Units</b>	
			<b>Actual Units</b>						<b>Actual Units</b>	

Program Year 2	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 3	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

# **Appendix B**

## **HUD TABLES**

- **Summary of Specific Annual Objectives**
- **Annual Housing Completion Goals**



**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1 Availability/Accessibility of Decent Housing							
DH-1 (1)	Increase the availability of affordable owner housing	CDBG	Number of homeownership units constructed	2009	10		0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			10	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Habitat for Humanity will purchase land throughout Williamson County that will serve as sites where affordable homes will be built for LMI families.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1 Availability/Accessibility of Suitable Living Environment							
SL-1 (1)	Improve quality/increase quantity of public improvements for LMI persons	CDBG	Number of persons assisted	2009	1,908		0%
				2010			0%
		Other (local match)		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			1,908	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Construct a sidewalk along Scenic Drive in the City of Georgetown in order to provide an adequate pedestrian route, thereby assisting 1,908 LMI residents.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1 Availability/Accessibility of Suitable Living Environment							
SL-1 (2)	Improve the services for LMI persons	CDBG	Number of persons assisted	2009	150		0%
				2010			0%
		Other (local match)		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			150	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Support first responders in assisting identified LMI persons in situations where mental illness is present in an effort to avoid incarceration and/or unnecessary emergency room visits.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-2 AvailabAffordability of Suitable Living Environment							
SL-2 (1)	Improve quality/increase quantity of public improvements for LMI persons	CDBG	Number of households	2009	29		0%
				2010			0%
		Other (local match)		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			29	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Continue CDBG project from FY 2004 to provide wastewater connections to LMI households in Liberty Hill.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-3 Sustainability of Suitable Living Environment							
SL-3 (1)	Improve quality/increase quantity of public improvements for LMI persons	CDBG	Number of persons who benefit	2009	710		0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			710	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Rehabilitation of the City of Thrall's 100,000-gallon elevated water storage tank by replacing the protective surface coatings.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

**New Specific  
Objective**

### Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective  Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-3 Sustainability of Suitable Living Environment							
SL-3 (2)	Improve quality/increase quantity of public improvements for LMI persons	CDBG funds	Completion of facility	2009	1		0%
				2010			0%
		Other (local match)		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL			1	0	0%
		Source of Funds #1	Performance Indicator #2	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%
	Expansion of the existing Boys and Girls Club by adding 2,585 square feet, thereby allowing the facility to double its service capacity and provide separate age programming.	Source of Funds #1	Performance Indicator #3	2009			0%
				2010			0%
		Source of Funds #2		2011			0%
				2012			0%
		Source of Funds #3		2013			0%
		MULTI-YEAR GOAL				0	0%

TABLE 3B ANNUAL HOUSING COMPLETION GOALS					
ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)	Annual Expected Number Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Rental Goals</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Owner Goals</b>	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-Homeless		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Needs		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Affordable Housing</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Annual Housing Goal</b>	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>For the purpose of identification of annual goals, an assisted household is one that will receive benefits through the investment of Federal funds, either alone or in conjunction with the investment of other public or private funds.</p>					

## Edward Byrne Memorial Justice Assistance Grant Program Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Gene Smith, Emergency Communications  
**Submitted For:** Patrick Cobb  
**Department:** Emergency Communications  
**Agenda Category:** Regular Agenda Items

### Information

#### Agenda Item

Discuss and take appropriate action concerning the Edward Byrne Memorial Justice Assistance Grant Program.

#### Background

Williamson County has applied for a Department of Justice Byrne Grant for the sum of \$20,776. The application must be posted for Public Comment and Review for 30 days. A copy of the application will be placed on the Williamson County website and a paper copy will be placed in the Office of the County Judge during this period. Once the review period has expired, the grant requirement will be satisfied and the funds disbursed.

Pending the 30 day review period, the grant has been approved to purchase a Speed Detection Laser for PCT2 Constable's Office, Interactive video display equipment and network software for Emergency Communications, and equipment for the County Incident Management Team.

### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [CobbAgenda](#)

### Form Routing/Status

Form Started By: Gene Smith      Started On: 07/30/2009 11:39 AM  
 Final Approval Date: 07/30/2009



Williamson County, Texas

Edward Byrne Memorial  
Justice Assistance Grant Program  
CFDA #16.738

**Program Narrative (Attachment 1)**

Williamson County is located in central Texas and is part of the Capital Area Council of Governments (CAPCOG). A portion of the city of Austin is in the county as well with a total county population estimated in the 2010 census of approximately 400,000 residents. The County has experienced explosive growth in emergency call volume since 2000 with a correlating population increase of nearly 100%.

To meet the ever increasing demands in emergency services, Williamson County has completed the following public safety technology upgrades and enhancements:

- 2005: sub-recipient of a \$6 million COPS grant for radio communications interoperability in partnership with the city of Austin. This funded replacement of the existing legacy analog radio system with a new P25 digital radio system linked to the Austin system creating a regional interoperable public safety radio system
- 2005: the County paid \$1.85 million in local matching funds required for the program above
- 2006: the County contributed approximately \$4.1 million in local funds to purchase radio subscriber units used on the new digital radio system noted above
- 2007: the County paid nearly \$1.3 million in local funds to renovate and expand the existing emergency 9-1-1 center to accommodate the new digital radio system and improve customer service delivery
- 2007: the County received over \$700,000 in various DHS grant funding to design and build a regional mobile emergency communications task force which has been completed and in operation. This task force is comprised of several mobile communications platforms that support many regional efforts including the Williamson County Sheriff's Office SWAT, Williamson County and area fire departments, CAPCOG Regional Law Enforcement Strike Team, CAPCOG Regional CBRNE Strike Team, CAPCOG Regional Type III Incident Management Team, and the Texas State Type II Incident Management Team
- 2008: County created an All-Hazards Incident Management Team
- 2009: the County received grant funding totaling over \$200,000 to design, build, and operate a CAPCOG Regional Mobile Incident Command Truck which is intended to support the above efforts providing a mobile incident management platform for local, regional, state, and federal events
- 2009: the County has dedicated approximately \$50,000 in radio communications and technology funds to the new mobile command truck

Funds requested in this JAG application are dedicated to supporting the initiatives outlined above. The County will receive the following equipment funded through this program:

- Two large electronic wall-mounted interactive video display boards interfaced with local IP network installed in 9-1-1 center
- Two mobile electronic interactive video tablets interfaced with local IP network for use in any or all of the mobile communications task force assets
- Appropriate computer network software for connectivity and full functionality between all four devices allowing seamless data interoperability in real-time
- One Speed Detection Laser
- Uniform apparel, personal protective equipment

This equipment provides enhanced data interoperability between field public safety providers, the 9-1-1 center, and the emergency operations center. All public safety disciplines will greatly benefit from enhanced digital information sharing and tactical GIS and data capabilities in real-time. This initiative will obviously improve command, control, communications, and officer or public safety.

The Precinct 2 Constable's Office provides invaluable law enforcement activities to a rapidly developing urban area of Williamson County. In addition to the traditional duties of civil process, the Constable's Office also participates in criminal law enforcement duties such as traffic law enforcement. This particular Office has several major traffic arteries including state and federal highways and a newly completed toll-road within its boundaries. It is critical for this Office to perform traffic law enforcement in these areas and the use of speed detection devices is an integral part of that duty.

The County has created a 30 member, multi-agency All-Hazards Incident Management Team comprised of highly trained and credentialed personnel from many different areas and specialties. This team responds to any emergency when incident management support is requested; or by policy in certain instances. The team operates under the ICS/NIMS model. It is important this team be supplied with appropriate uniform apparel, personal protective equipment, and other supplies to function in an All-Hazards environment.

Williamson County has invested a tremendous amount of local funds in recent years to improve the delivery of quality public safety in recent years. As such, the County desires grant assistance to continue customer service and public safety improvements in the current economy without placing an increased burden on the citizens of the County.

Williamson County, Texas

Edward Byrne Memorial  
Justice Assistance Grant Program  
CFDA #16.738

**Budget and Budget Narrative (Attachment 2)**

JAG funds will be used to purchase the following equipment:

- Two large electronic wall-mounted interactive video display boards interfaced with local IP network  
Cost 1,873.75 each
- Two mobile electronic interactive video tablets interfaced with local IP network  
Cost 2,900 each
- Appropriate computer network software for connectivity and full functionality between all four devices allowing seamless data interoperability in real-time  
Cost 2,811.25
- One Speed Detection Laser  
Cost \$1,737.00
- Uniform apparel, personal protective equipment (30 personnel)  
Cost 6,680.25

JAG funds are specifically requested to purchase equipment. The County has committed funding for all other Program costs and not seeking support for any of the following:

- Program Administration or Implementation
- Personnel or Fringe Benefits
- Travel
- Expendable items or Supplies
- Construction
- Consultants/Contracts
- Other costs

Total Project Cost: 20,776.00

Williamson County, Texas

Edward Byrne Memorial  
Justice Assistance Grant Program  
CFDA #16.738

**Public Review Narrative (Attachment 3)**

**This Byrne Grant Application was posted for Public Review and Comment at the Williamson County Commissioner's Court on August, 4, 2009 for thirty (30) business days expiring September 14, 2009.**

Edward Byrne Memorial  
Justice Assistance Grant Program  
CFDA #16.738

**Abstract (Attachment 4)**

**Applicant Name:**

Williamson County, Texas  
ATTN: Patrick Cobb  
508 S. Rock Street  
Georgetown, Texas 78626  
512-943-1206  
[pcobb@wilco.org](mailto:pcobb@wilco.org)

**Project Name:**

FY2009 Byrne Grant

**Project Goals:**

Goal #1 is to provide enhanced data interoperability between field public safety providers, the 9-1-1 center, and the emergency operations center. All public safety disciplines will greatly benefit from enhanced digital information sharing and tactical GIS and data capabilities in real-time. This initiative will obviously improve command, control, communications, and officer or public safety.

Goal #2 is to support the Williamson County Precinct 2 Constable's Office in providing invaluable law enforcement activities to a rapidly developing urban area of Williamson County. In addition to the traditional duties of civil process, the Constable's Office also participates in criminal law enforcement duties such as traffic law enforcement. This particular Office has several major traffic arteries including state and federal highways and a newly completed toll-road within its boundaries. It is critical for this Office to perform traffic law enforcement in these areas and the use of mobile radar devices is an integral part of that duty.

Goal #3 is to provide safety uniform apparel such as uniforms with reflective striping, vests, personal protective equipment, hazardous materials/fire retardant apparel, etc. to the 30 member All-Hazards Incident Management Team.

Williamson County has invested a tremendous amount of local funds in recent years to improve the delivery of quality public safety in recent years. As such, the County desires grant assistance to continue customer service and public safety improvements in the current economy without placing an increased burden on the citizens of the County.

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
TX	ANDERSON COUNTY	County	*	
TX	PALESTINE CITY	Municipal	\$12,505	\$12,505
TX	BELL COUNTY	County	*	
TX	KILLEEN CITY	Municipal	\$95,293	
TX	TEMPLE CITY	Municipal	\$22,517	\$117,810
TX	BEXAR COUNTY	County	\$65,098	
TX	SAN ANTONIO CITY	Municipal	\$922,496	\$987,594
TX	BOWIE COUNTY	County	\$13,218	
TX	TEXARKANA CITY	Municipal	\$58,094	\$71,312
TX	BRAZOS COUNTY	County	*	
TX	BRYAN CITY	Municipal	\$71,311	
TX	COLLEGE STATION CITY	Municipal	\$26,395	\$97,706
TX	BROWN COUNTY	County	*	
TX	BROWNWOOD CITY	Municipal	\$12,782	\$12,782
TX	CAMERON COUNTY	County	\$27,820	
TX	BROWNSVILLE CITY	Municipal	\$104,870	
TX	HARLINGEN CITY	Municipal	\$40,246	\$172,936
TX	COLLIN COUNTY	County	*	
TX	FRISCO CITY	Municipal	\$10,368	
TX	MCKINNEY CITY	Municipal	\$29,561	
TX	PLANO CITY	Municipal	\$84,687	\$124,616
TX	COOKE COUNTY	County	*	
TX	GAINESVILLE CITY	Municipal	\$11,832	\$11,832
TX	CORYELL COUNTY	County	*	
TX	COPPERAS COVE CITY	Municipal	\$13,099	\$13,099
TX	DALLAS COUNTY	County	*	
TX	ADDISON TOWN	Municipal	\$12,901	
TX	BALCH SPRINGS CITY	Municipal	\$18,995	
TX	CARROLLTON CITY	Municipal	\$30,313	
TX	CEDAR HILL CITY	Municipal	\$13,574	
TX	DALLAS CITY	Municipal	\$1,730,743	
TX	DE SOTO CITY	Municipal	\$16,186	
TX	DUNCANVILLE CITY	Municipal	\$16,304	
TX	GARLAND CITY	Municipal	\$78,909	
TX	GRAND PRAIRIE CITY	Municipal	\$61,220	
TX	IRVING CITY	Municipal	\$98,498	
TX	LANCASTER CITY	Municipal	\$21,211	
TX	MESQUITE CITY	Municipal	\$63,436	
TX	RICHARDSON CITY	Municipal	\$31,105	\$2,193,395

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
TX	DENTON COUNTY	County	\$11,199	
TX	DENTON CITY	Municipal	\$42,621	
TX	LEWISVILLE CITY	Municipal	\$23,704	\$77,524
TX	ECTOR COUNTY	County	*	
TX	ODESSA CITY	Municipal	\$68,581	\$68,581
TX	EL PASO COUNTY	County	\$25,881	
TX	EL PASO CITY	Municipal	\$301,431	
TX	SOGORRO CITY	Municipal	\$11,793	\$339,105
TX	GALVESTON COUNTY	County	\$18,837	
TX	GALVESTON CITY	Municipal	\$67,552	
TX	LA MARQUE CITY	Municipal	\$12,426	
TX	TEXAS CITY	Municipal	\$27,187	\$126,002
TX	GONZALES COUNTY	County	*	
TX	GONZALES CITY	Municipal	\$11,595	\$11,595
TX	GRAY COUNTY	County	*	
TX	PAMPA CITY	Municipal	\$14,246	\$14,246
TX	GRAYSON COUNTY	County	*	
TX	DENISON CITY	Municipal	\$11,358	
TX	SHERMAN CITY	Municipal	\$18,125	\$29,483
TX	GREGG COUNTY	County	*	
TX	LONGVIEW CITY	Municipal	\$91,217	\$91,217
TX	HALE COUNTY	County	*	
TX	PLAINVIEW CITY	Municipal	\$10,447	\$10,447
TX	HARRIS COUNTY	County	\$839,827	
TX	HOUSTON CITY	Municipal	\$2,880,983	\$3,720,810
TX	HAYS COUNTY	County	\$10,052	
TX	SAN MARCOS CITY	Municipal	\$19,470	\$29,522
TX	HOWARD COUNTY	County	*	
TX	BIG SPRING CITY	Municipal	\$16,700	\$16,700
TX	HUNT COUNTY	County	*	
TX	GREENVILLE CITY	Municipal	\$24,971	\$24,971
TX	HUTCHINSON COUNTY	County	*	
TX	BORGER CITY	Municipal	\$10,606	\$10,606
TX	JEFFERSON COUNTY	County	*	

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
TX	BEAUMONT CITY	Municipal	\$132,887	
TX	PORT ARTHUR CITY	Municipal	\$49,031	\$181,918
TX	KLEBERG COUNTY	County	*	
TX	KINGSVILLE CITY	Municipal	\$26,514	\$26,514
TX	LAMAR COUNTY	County	*	
TX	PARIS CITY	Municipal	\$24,140	\$24,140
TX	LUBBOCK COUNTY	County	\$12,109	
TX	LUBBOCK CITY	Municipal	\$251,054	\$263,163
TX	MATAGORDA COUNTY	County	*	
TX	BAY CITY	Municipal	\$28,928	\$28,928
TX	MCLENNAN COUNTY	County	\$11,714	
TX	BELLMEAD CITY	Municipal	\$15,236	
TX	WACO CITY	Municipal	\$118,166	\$145,116
TX	MIDLAND COUNTY	County	*	
TX	MIDLAND CITY	Municipal	\$44,481	\$44,481
TX	NUECES COUNTY	County	*	
TX	CORPUS CHRISTI CITY	Municipal	\$256,634	\$256,634
TX	POTTER COUNTY	County	*	
TX	AMARILLO CITY	Municipal	\$197,669	\$197,669
TX	SMITH COUNTY	County	\$38,940	
TX	TYLER CITY	Municipal	\$70,797	\$109,737
TX	TARRANT COUNTY	County	\$14,009	
TX	ARLINGTON CITY	Municipal	\$304,122	
TX	BEDFORD TOWN	Municipal	\$29,799	
TX	EULESS CITY	Municipal	\$15,038	
TX	FOREST HILL CITY	Municipal	\$10,289	
TX	FORT WORTH CITY	Municipal	\$498,981	
TX	GRAPEVINE CITY	Municipal	\$10,724	
TX	HALTOM CITY	Municipal	\$20,103	
TX	HURST CITY	Municipal	\$22,794	
TX	MANSFIELD CITY	Municipal	\$11,120	
TX	NORTH RICHLAND HILLS CITY	Municipal	\$24,219	\$961,198
TX	TAYLOR COUNTY	County	*	
TX	ABILENE CITY	Municipal	\$70,876	\$70,876
TX	TOM GREEN COUNTY	County	*	
TX	SAN ANGELO CITY	Municipal	\$44,876	\$44,876



State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
TX	TRAVIS COUNTY	County	\$34,271	
TX	AUSTIN CITY	Municipal	\$432,221	\$466,492
TX	UVALDE COUNTY	County	*	
TX	UVALDE CITY	Municipal	\$10,922	\$10,922
TX	VICTORIA COUNTY	County	*	
TX	VICTORIA CITY	Municipal	\$38,901	\$38,901
TX	WALKER COUNTY	County	*	
TX	HUNTSVILLE CITY	Municipal	\$17,610	\$17,610
TX	WASHINGTON COUNTY	County	*	
TX	BRENHAM CITY	Municipal	\$10,052	\$10,052
TX	WEBB COUNTY	County	*	
TX	LAREDO CITY	Municipal	\$139,813	\$139,813
TX	WICHITA COUNTY	County	*	
TX	WICHITA FALLS CITY	Municipal	\$71,232	\$71,232
TX	WILLACY COUNTY	County	*	
TX	RAYMONDVILLE CITY	Municipal	\$21,370	\$21,370
TX	ALICE CITY	Municipal	\$17,966	
TX	ANGELINA COUNTY	County	\$26,316	
TX	ANGLETON CITY	Municipal	\$10,962	
TX	BASTROP COUNTY	County	\$13,336	
TX	BAYTOWN CITY	Municipal	\$38,188	
TX	BRAZORIA COUNTY	County	\$10,289	
TX	CHAMBERS COUNTY	County	\$10,685	
TX	CHEROKEE COUNTY	County	\$10,843	
TX	CLEBURNE CITY	Municipal	\$18,085	
TX	COMAL COUNTY	County	\$16,660	
TX	CONROE CITY	Municipal	\$32,925	
TX	DONNA CITY	Municipal	\$10,843	
TX	EAGLE PASS CITY	Municipal	\$11,397	
TX	EDINBURG CITY	Municipal	\$38,544	
TX	ELLIS COUNTY	County	\$18,718	
TX	FORT BEND COUNTY	County	\$85,043	
TX	GUADALUPE COUNTY	County	\$13,297	
TX	HARRISON COUNTY	County	\$13,534	
TX	HENDERSON CITY	Municipal	\$14,365	
TX	HENDERSON COUNTY	County	\$28,612	
TX	HIDALGO COUNTY	County	\$126,358	
TX	HUMBLE CITY	Municipal	\$14,167	
TX	JACKSONVILLE CITY	Municipal	\$10,645	
TX	JIM WELLS COUNTY	County	\$20,895	
TX	JOHNSON COUNTY	County	\$21,884	

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
TX	KATY CITY	Municipal	\$11,437	
TX	KAUFMAN COUNTY	County	\$23,032	
TX	LIBERTY COUNTY	County	\$17,254	
TX	LUFKIN CITY	Municipal	\$24,021	
TX	MARSHALL CITY	Municipal	\$18,164	
TX	MAVERICK COUNTY	County	\$16,383	
TX	MCALLEN CITY	Municipal	\$46,538	
TX	MISSOURI CITY	Municipal	\$18,837	
TX	MONTGOMERY COUNTY	County	\$101,822	
TX	NACOGDOCHES CITY	Municipal	\$12,268	
TX	NACOGDOCHES COUNTY	County	\$12,426	
TX	NEW BRAUNFELS CITY	Municipal	\$16,304	
TX	ORANGE CITY	Municipal	\$24,100	
TX	ORANGE COUNTY	County	\$16,304	
TX	PASADENA CITY	Municipal	\$74,675	
TX	PEARLAND CITY	Municipal	\$12,861	
TX	PHARR CITY	Municipal	\$25,208	
TX	ROSENBERG CITY	Municipal	\$11,753	
TX	ROUND ROCK CITY	Municipal	\$13,336	
TX	RUSK COUNTY	County	\$11,674	
TX	SAN JUAN CITY	Municipal	\$14,009	
TX	SOUTH HOUSTON CITY	Municipal	\$13,495	
TX	STAFFORD CITY	Municipal	\$11,278	
TX	SUGAR LAND CITY	Municipal	\$12,584	
TX	TERRELL CITY	Municipal	\$18,837	
TX	VAN ZANDT COUNTY	County	\$10,368	
TX	WAXAHACHIE CITY	Municipal	\$13,257	
TX	WESLACO CITY	Municipal	\$17,135	
TX	WILLIAMSON COUNTY	County	\$20,776	
TX	WISE COUNTY	County	\$16,344	
TX	WOOD COUNTY	County	\$14,880	

<b>Local total</b>			<b>\$12,823,955</b>	
<b>State award</b>			<b>\$23,066,845</b>	
<b>Grand total for Texas</b>			<b>\$35,890,800</b>	

\*\*Shaded allocation amounts for disparate jurisdictions appearing in the "Eligible Individual Allocation" column are suggested amounts based on what each jurisdiction would have been eligible to receive if there was no identified disparity. Disparate jurisdictions are responsible for determining individual allocations and documenting individual allocations in the MOU. Additional JAG Frequently Asked Questions can be found on the BJA JAG web page at: <http://www.ojp.usdoj.gov/BJA/grant/jag.html>.

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
<p>* Counties that have an asterisk (*) under the "Eligible Individual Allocation" column are ineligible for a direct FY 2009 Edward Byrne Memorial Justice Assistance Grant (JAG) award from BJA. For JAG purposes, these counties remain a partner with the jurisdictions receiving funds and must be a signatory on the required Memorandum of Understanding (MOU). A sample MOU is provided online at: <a href="http://www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf">http://www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf</a>.</p>				

## Texans feeding Texans Grant Commissioners Court - Regular Session

Date: 08/04/2009  
Submitted By: Wendy Coco, County Judge  
Department: County Judge  
Agenda Category: Regular Agenda Items

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### Information

#### Agenda Item

Discuss and consider approving a resolution for the Texas Department of Agriculture Home Delivered Meal Grant Program.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Texans Feeding Texans](#)

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### Form Routing/Status

Form Started By: Wendy      Started On: 07/30/2009 02:52  
Coco      PM  
Final Approval Date: 07/30/2009

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## **RESOLUTION AUTHORIZING COUNTY GRANT**

### **TEXAS DEPARTMENT OF AGRICULTURE HOME DELIVERED MEAL GRANT PROGRAM**

A RESOLUTION OF THE COUNTY OF WILLIAMSON COUNTY, TEXAS (Williamson) CERTIFYING THAT THE COUNTY HAS MADE A GRANT TO WILLIAMSON-BURNET COUNTY OPPORTUNITIES (Organization), AN ORGANIZATION THAT PROVIDES HOME-DELIVERED MEALS TO HOMEBOUND PERSONS IN THE COUNTY WHO ARE ELDERLY AND/OR HAVE A DISABILITY AND CERTIFYING THAT THE COUNTY HAS APPROVED THE ORGANIZATION'S ACCOUNTING SYSTEM OR FISCAL AGENT.

**WHEREAS**, the Organization desires to apply for grant funds from the Texas Department of Agriculture to supplement and extend existing services homebound persons in the County who are elderly and/or have a disability, pursuant to the Home-Delivered Meal Grant Program (Program); and

**WHEREAS**, the Program rules require the County to approve the Organization's accounting system or fiscal agent, in order for the Organization to be eligible to receive Program grant funds.

#### **BE IT RESOLVED BY THE COUNTY:**

SECTION 1: The County hereby certifies that it is made a grant to the Organization in the amount of \$35,000 to be used between the 1<sup>st</sup> of October, 2009, and the 30<sup>th</sup> of September, 2010.

SECTION 2: The County hereby certifies that the Organization provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability.

SECTION 3: The County hereby certifies that it has approved the Organization's accounting system or fiscal agent.

Introduced, read, and passed by the affirmative vote of the County on this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Hon. Dan A. Gattis, County Judge

## Freeport Exemption Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Grimes Kathy, Commissioner Pct. #2  
**Submitted For:** Cynthia Long  
**Department:** Commissioner Pct. #2  
**Agenda Category:** Regular Agenda Items

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### Information

#### Agenda Item

Discuss and take appropriate action on adoption of the Freeport Tax exemption pending signed agreements with companies currently paying the tax for a phased in adoption of the exemption.

#### Background

The Commissioners Court previously discussed this matter during the November 13th, 2008 meeting, agenda item number nine.

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Grimes Kathy      Started On: 07/27/2009 03:56 PM  
Final Approval Date: 07/30/2009

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## Professional Services Agreement with Rothenberg Design Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Patrick Strittmatter, Purchasing  
**Submitted For:** Jim Rodgers  
**Department:** Purchasing  
**Agenda Category:** Regular Agenda Items

### Information

#### Agenda Item

Consider approving the professional services agreement with David Rothenberg D/B/A Rothenberg Design, for architectural services in connection with the project to construct, remodel and renovate the Williamson County Regional Park Headquarters in Leander. The maximum amount payable under this Agreement for all Basic Services, Additional Services and any type of other expenses shall, without modification, be \$10,000.

#### Background

### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

Link: [Professional Services Agreement](#)

### Form Routing/Status

Form Started By: Patrick Strittmatter      Started On: 07/30/2009 11:01 AM  
 Final Approval Date: 07/30/2009

## AGREEMENT FOR ARCHITECTURAL SERVICES

THE STATE OF TEXAS           §  
  §  
COUNTY OF WILLIAMSON      §

THIS AGREEMENT is made and entered into by and between **Williamson County**, a body corporate and politic under the laws of the State of Texas, hereinafter "County", and **David Rothenberg D/B/A Rothenberg Design**, a sole proprietorship, hereinafter "Architect".

### RECITALS

The County intends to construct, remodel and renovate the Williamson County Regional Park Headquarters at 3005 County Road 175, Leander, TX 78641 (the "Project"). The County desires that the Architect perform certain professional architectural services in connection with the Project; and

The Architect represents that it is qualified and desires to perform such services;

**NOW, THEREFORE**, the County and the Architect, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

### TERMS

#### SECTION I SCOPE OF AGREEMENT

The Architect agrees to perform professional architectural services in connection with the Project as stated herein, and for having rendered such services, the County agrees to pay to the Architect compensation as stated in the sections to follow.

The Architect's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. The Architect shall submit for the County's approval a schedule for the performance of the Architect's services which may be adjusted as the Project proceeds. This schedule shall include allowances for periods of time required for the County's review and for approval of submissions by authorities having jurisdiction over the Project. Time limits established by this schedule approved by the County shall not, except for reasonable cause, be exceeded by the Architect or County.

The Architect shall designate a representative authorized to act on behalf of the Architect with respect to the Project.

The Architect's Basic Services consist of those described in Section II as part of Basic Services, and include normal structural, mechanical and electrical engineering services.

#### SECTION II CHARACTER AND EXTENT OF SERVICES



The Architect shall render the following "Basic Services" in connection with the Project:

A. DESIGN DEVELOPMENT PHASE

Based on the County's program, schedule and budget requirements, the Architect shall prepare, for approval by the County, Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

1. Prepare one (1) copy of Design Development Documents for the Project which will delineate the following:

- a. Title Sheet (24" x 36" sheet size shall be utilized for all drawing sheets)

- b. Floor Plans

1. Plan information

- a. Internal and external dimensions for "hard fix";
      - b. Floor, slab, and level elevations;
      - c. Typical door types;
      - d. Typical partition types;
      - e. Building core element well worked out with dimensions:
        - Stairs (if applicable)
      - f. Built-in furniture items-indication only and keyed to design requirements:
        - Reception desk
        - Counters
        - Cabinets
        - Worktops
        - Special furniture and equipment (early clarification of what is "by owner")
        - Other types of equipment

2. Detail Plans

- c. General Elevations

- d. Sections

1. Building Sections
    2. Wall Sections

- Dominant full heights sections conveying basic building configuration

- e. Details

- Include non-typical design elements

f. Interior Elevations

Typical and special spaces, interfaced with, and cross-referenced to, floor and reflected ceiling plans. Indicate:

These should be of pre-final quality adequate to convey design intent.

g. Reflected Ceiling Plans

Typical and special spaces. Integrated plans reflecting structural, mechanical, and electrical impacts. Plans to indicate:

- Lighting layouts
- Soffits, coves, furrings
- Ceiling materials
- Acoustic treatments
- Relationship with partitions
- Interface with window details
- Perimeter conditions-details, notches
- Heating and ventilating register, diffuser locations
- Access panels
- Exposed structure

h. Schedules

1. Pre-final interior finishes
2. Frame and door
3. Preliminary hardware
4. Window and glazing

i. Specifications

Comprehensive, abbreviated methods, materials and systems descriptions in tune with the drawings. Use CSI format with applicable section numbers.

j. Preliminary Estimate of Construction Cost

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k. Structural Design Development Set

1. Floor plans at the same scale as the architectural drawings;
2. Typical floor framing plans, including:
  - Sizing of beam drops
  - Slab openings
  - Thicknesses
  - Depressions
3. Framing indication and governing sizing at:
  - Roof structures
  - Bulkheads
  - Other
4. Nontypical framing scheme where required

5. All column points established;
6. Final column schedule;
7. Preliminary details and sections to adequately indicate structural system;
8. Preliminary details of major unique conditions that impact on scheme (as determined by the Architect);
9. Details indicating accommodation with mechanical/electrical at areas of major interface;
10. Design development specifications;
11. Any necessary recommended adjustments to the preliminary estimate of construction cost.

1. Mechanical/Electrical Design Development Set

1. Typical floor plans. Systems representation in diagrammatic (non-detailed) style, major items of equipment indicated, their space requirements and interface requirements with other systems. Indicate the following:
  - Chases
  - Mechanical rooms and electric closets
  - Convactor/fan coil locations
2. Required punctures:
  - Wall
  - Slab
  - Beam
3. Terminal plans (lobby, roof) with items of heavy equipment shown in diagrammatic style, with their space requirements indicated:
  - a. Heater spaces (include clear height requirements)
  - b. Transformer vaults (approval obtained from local utility company)
  - c. Switchgear, emergency generator, water storage tanks, fire pumps, if any
  - d. Cooling towers, major air-conditioning and air-handling equipment, packaged units
4. Locations of major air-handling equipment, including but not limited to cooling towers, exhaust fans;
5. Preliminary details of major and unique conditions that impact on scheme (as determined by the Architect);
6. Data to be developed in conjunction and in coordination with County personnel and others assisting the County:
  - a. Integrated diagrammatic lighting plans indicating all overhead mechanical and electrical equipment for typical floor and special spaces
  - b. Preliminary electrical fixture type schedule and cuts
  - c. Cuts and explanatory information for interior visual items such as:
    - Louvers
    - Registers

- Heating/cooling units
- Cabinets

d. Exterior louver requirements and proposed locations

7. Design development specifications;

2. Upon submittal of the Design Development Phase Documents for review and approval by the County, the Architect shall include cut sheets and manufacturer's literature. Assemble all cut sheets in a three hole binder and arrange in CSI format. Product cut sheets shall include but not necessarily be limited to the following: toilet fixtures and accessories, electrical and mechanical fixtures and related devices, hardware, doors, windows, interior and exterior finishes, graphics. All drawing sheets shall bear the responsible Architect's or Engineer's name and registration number and "interim review" stamp or note affixed.
3. Furthermore, when the Design Development Phase Documents are ready for submittal, the Architect shall present, in an open session, the proposed Design Development Phase Documents to the Williamson County Commissioners Court. Obtain approval of the Design Development Documents from the County in writing. Construction Documents Phase will not commence until signatures of the County's duly authorized representative(s) are affixed to the documents and written authorization by the County to proceed the next phase is received by the consultant.

#### B. CONSTRUCTION DOCUMENTS PHASE

1. Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the construction budget authorized by the County, the Architect shall prepare, for approval by the County, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the bidding/proposals and contracting for the construction of the Project. The construction documents shall include the following:
  - a. A project manual which shall include a set of technical specifications in accordance with the Construction Specification Institute's three-part format, typed one sided with letter quality characters, bid/proposal sheets, a set of bidding/proposal forms. The County shall provide the Uniform General Conditions of the contract, and related contract forms between the County and the contractor;
  - b. The Architect shall assist the County in the preparation of the necessary bidding/proposal information, bidding/proposal forms, the Conditions of the Contract, and the form of Agreement between the County and Contractor.
  - c. The Architect shall assist the County in connection with the County's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.
2. Apply for and obtain all approvals and permits required by local, state, and federal authorities (i.e. Texas Licensing and Regulation Commission, Texas Accessibility Standards, etc.) and any local building permits on behalf of the County. Applications shall be made when the documents are 75% complete.

3. Furnish the County, for review and approval, one (1) 75% complete set of blueline prints of the drawings, and one (1) copy of specifications and final updated statements of probable construction costs, for the Project. All sheets shall bear the name of the responsible Architect or Engineer and registration number and "interim review" stamp or note affixed.
4. After incorporating the County's 75% review comments, furnish the County, for review and approval, five (1) 100% complete sets of prints of the drawings, and five (1) copies of the specifications and updated statements of the probable construction costs, for the Project.
5. After incorporating the County's comments, furnish and deliver to the County one set of electronic data files, Adobe PDF format, of the drawings and specifications, for the Project. Also provide one set of electronic data files, DWG format "AutoCAD Release 14" or higher, 650 MB compact disc(s) for all drawings. Also, provide one set of 650 MB compact disc(s) in Microsoft Word 97/Excel for all specifications.

C. COUNTY'S RESPONSIBILITIES

1. The County shall provide full information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the County's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements.
2. The County shall establish and periodically update an overall budget for the Project, including the Construction Cost, the County's other costs and reasonable contingencies related to all of these costs.
3. The County shall designate a representative authorized to act on the County's behalf with respect to the Project. The County or such designated representative shall render decisions in a timely manner pertaining to documents submitted by the Architect in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.
4. The County shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.
5. The County shall furnish the services of geotechnical engineers when such services are requested by the Architect. Such services may include but are not limited to test borings,

test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with reports and appropriate recommendations.

6. The County shall furnish structural, mechanical, and chemical tests; tests for air and water pollution; tests for hazardous materials; and other laboratory and environmental tests, inspections and reports required by law or the Contract Documents.
7. The County shall furnish all legal, accounting and insurance services that may be necessary at any time for the Project to meet the County's needs and interests. Such services shall include auditing services the County may require.
8. The services, information, surveys and reports required by the above paragraphs (4) thru (8) in this section shall be furnished at the County's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof.
9. The County shall provide prompt written notice to the Architect if the County becomes aware of any fault or defect in the Project, including any errors, omissions or inconsistencies in the Architect's Instruments of Service.

D. OTHER CONDITIONS OR SERVICES

1. Basic services include architectural; mechanical, electrical and plumbing design services (MEP services) and structural design services, as defined by the following items.
2. Geotechnical & surveying services are excluded. County shall provide a geotechnical/soil engineering report to the extent such services are necessary.
3. Civil Engineering design services are excluded (including design of storm, sanitary sewer, domestic water, and fire protection piping beyond 5'0" outside of building perimeter, irrigation systems). Architect's basic services include coordination for design and documentation.
4. Basic services include two revisions during design development. Additional revisions will be billed on an hourly basis pursuant to a separately written lump sum agreement.
5. Presentation quality renderings and other drawings for marketing purposes shall be considered Additional Services.
6. In the event that the design process is put on hold by the County/Contractor in excess of 90 days, when the design process is reinitiated, the Architect will invoice for remobilization time at a rate equal to 10% of the phase of services currently in progress.
7. If Architectural Assignment and/or certification are required, language must be consistent with Architect's liability insurance.

8. In providing services under this Agreement, the Architect will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
9. If, due to the Architect's negligence, a required item or component of the Project is omitted from the Architect's construction documents, the Architect shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the Architect be responsible for any cost or expense that provided betterment or upgrades or enhances the value of the project.

### SECTION III ADDITIONAL SERVICES AND CHARGES

The services described in this Section III are not included in Basic Services, and they shall be paid for by the County as provided in this Agreement, in addition to the compensation for Basic Services. The services shall only be provided if authorized or confirmed in writing by the County.

For the performance of services not specifically described as Basic Services under Section II above, County shall pay and Architect shall receive, under a negotiated written contract modification, Additional Services compensation based upon the method and rates set forth below:

<u>Position Classifications</u>	<u>Hourly Rates</u>
Principal.....	\$ 150.00
Project Manager.....	\$ 125.00
Production.....	\$ 100.00
Technical Administrator.....	\$ 100.00

Note 1: Hourly rates include office overhead, employee salary and benefits, and company profits.

Note 2: Hourly rates are applicable for the duration of the Project. Any changes to the applicable hourly rates following shall be submitted to the County and agreed to in writing by both parties prior to such new rates taking effect.

The Architect shall not, however, be compensated for work made necessary by Architect's negligent errors or omissions. In the event of any dispute over the classification of Architect's services as Basic or Additional Services under this Agreement, the decision of the County Judge shall be final and binding on Architect.

It is expressly understood and agreed that Architect shall not furnish any Additional Services without the prior written authorization of the County. The County shall have no obligation to pay for such Additional Services which have been rendered without the prior written authorization of the County as hereinabove required. **Furthermore, in no event will the County be obligated to compensate the Architect for any Additional Services and/or charges that are performed by Architect without the prior written authorization of the County.**

If Additional Services are required due to circumstances beyond the Architect's control, the Architect shall notify the County prior to commencing such services. If the County deems that

such services described are not required, the County shall give prompt written notice to the Architect. If the County indicates in writing that all or part of such Contingent Additional Services are not required, the Architect shall have no obligation to provide those services.

#### SECTION IV TIME FOR PERFORMANCE

Following the complete execution of this Agreement and upon the County's request, Architect shall submit a proposed production schedule to the County which delineates the time periods in which each phase of services described herein shall be completed by Architect. The County shall review the Architect's proposed production schedule and either approve same or submit to Architect any requested changes thereto. Following the County's approval of the Architect's production schedule, the time periods for Architect's performance may be extended, in writing, by the County as the Project proceeds.

#### SECTION V THE ARCHITECT'S COMPENSATION

##### A. BASIC FEE

For and in consideration of the services rendered by the Architect, and subject to the limit of appropriation under Section IX and the not-to-be-exceeded fee set forth below, the County shall pay to the Architect a "Basic Fee" for performance of the Basic Services under Section II, plus the amount payable under Section III (Additional Services and Charges). The total Basic Fee shall be allocated as follows:

1. For and in consideration of the services rendered by the Architect under Section II.A. (the Design Development Phase), the Architect shall receive a total compensation of \$3,950.00.
2. For and in consideration of the services rendered by the Architect under Section II.B. (the Construction Document Phase), the Architect shall receive a total compensation of \$5,950.00.

**The not-to-be-exceeded fee for the performance of the Basic Services under Section II above shall be the sum of \$10,000.00. In no event shall County be obligated to pay Architect a Basic Fee amount in excess of the said not-to-be-exceeded fee for performance of the Basic Services.**

##### B. REIMBURSABLE EXPENSES

Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and Architect's employees and consultants directly related to the Project, as identified in the following clauses:

1. transportation in connection with the Project, authorized travel and subsistence, and electronic communications;
2. fees paid for securing approval of authorities having jurisdiction over the Project;
3. reproductions, plots, standard form documents, postage, handling and delivery of Instruments of Service;



4. expense of overtime work requiring higher than regular rates if authorized in advance by the County;
5. renderings, models and mock-ups which are requested by the County and which are not included as a part of the Basic Services;
6. expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the County in excess of that normally carried by the Architect and the Architect's consultants; and
7. reimbursable expenses as designated in Section III

C. PAYMENTS WITHHELD

No deductions shall be made from the Architect's compensation on account of sums withheld from payments to contractors, or on account of the cost of changes in the Work other than those for which the Architect has been adjudged to be liable.

D. COMPENSATION FOR ADDITIONAL SERVICES

1. For Additional Services, as described in Section III, the County shall pay and Architect shall receive, under a negotiated written contract modification, Additional Services compensation based upon the method and rates set forth under Section III above.
2. For Additional Services of Consultants, including additional structural, mechanical and electrical engineering services, compensation shall be computed as follows:

A multiple of 1.075 times the amounts billed to the Architect for such services.

E. REIMBURSABLE EXPENSES

For Reimbursable Expenses, as described in this Section V and any other items included in Section III as Reimbursable Expenses, if any, the amount of reimbursement shall be computed as follows:

A multiple of 1.075 times the expenses incurred by the Architect, which are directly related to the Project.

F. COMPENSATION CAP

The maximum amount payable under this Agreement for all Basic Services, Additional Services and any type of other expenses shall, without modification, be **\$10,000.00** (the "***Compensation Cap***"). In no event may the aggregate amount of compensation and expenses exceed the Compensation Cap.

SECTION VI

## TIME OF PAYMENT AND RIGHT TO AUDIT

### A. PAYMENT TERMS

For the performance of the services provided for in this Agreement for the Design Development Phase (Section II.A.) and the Construction Document Phase (Section II.B.), monthly payments shall be made based upon that portion of the services which has been completed.

On or about the last day of each calendar month during the performance of the services to be provided under this Agreement, the Architect shall submit a sworn statement to the County, in a form acceptable to the Williamson County Auditor, setting forth the percentage of the services provided for by this agreement which were completed during such calendar month, and the compensation which is due plus the amounts payable under Section III (Additional Services and Charges) which have not been previously billed or paid. In the event the statement includes charges based upon hourly billing rates for services or any other rates based upon the amount of time worked by an individual or individuals in performing services, whether the charges are being billed directly to the County or whether they are the basis of invoices from subcontractors for which the Architect seeks reimbursement from the County, the charges shall be accompanied by an affidavit signed by an officer or principal of the Architect certifying that the work was performed, it was authorized by the County and that all information contained in the invoice that is being submitted is true and correct.

The County shall review the statements within thirty (30) days of receipt and approve them with such modifications, if any, as it deems appropriate. The County shall pay each statement within thirty (30) days after the County's approval provided however, that the approval or payment of any statement shall not be considered to be evidence of performance by the Architect to the point indicated by such statement or of receipt or acceptance by the County of the services covered by such statement.

In the event the County fails to pay Architect within thirty (30) days after the County's approval of the Architect's statement, the County shall be required to pay Architect interests charges in addition to the amounts due and owing. Interest charges for any late payments shall be paid by County in accordance with Texas Government Code Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of County's fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one percent (1%); and (2) the prime rate published in the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday.

### B. COUNTY'S RIGHT TO AUDIT

The Architect agrees to maintain, for a period of seven years, detailed records identifying each individual performing the services, the date or dates the services were performed, the applicable hourly rates, the total amount billed for each individual and the total amount billed for all persons, and provide such other details as may be requested by the County Auditor for verification purposes. Architect agrees that County or its duly authorized representatives shall, until the expiration of three years after final payment under this Agreement, have access to and the right to examine and photocopy any and all books, documents, papers and records of Architect which are directly pertinent to the services to be performed under this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions. Architect shall retain its records within the boundaries of Williamson County and further

agrees that County shall have access during normal working hours at mutually convenient times to all necessary Architect facilities in compliance with the provisions of this section. County shall give Architect reasonable advance notice of intended audits.

## SECTION VII TERMINATION

This Agreement may be terminated by the County upon not less than seven (7) days' written notice to the Architect for the County's convenience and without cause. Upon receipt of such notice, the Architect shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. Within sixty (60) days after receipt of notice of termination, the Architect shall submit a statement, showing in detail the services performed under this Agreement to the date of termination. The County shall then pay the Architect that proportion of the prescribed charges which the services actually performed under this Agreement bear to the total services called for under this Agreement, less such payments on account of charges as have been previously made. Copies of all completed or partially completed designs, drawings, electronic data files and specifications prepared under this Agreement shall be delivered to the County when and if this Agreement is terminated.

If the County fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, prior to suspension of services, the Architect shall give seven (7) days' written notice to the County. In the event of a suspension of services, the Architect shall have no liability to the County for delay or damage caused the County because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

If the Project is suspended by the County for more than thirty (30) consecutive days, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

If the Project is suspended or the Architect's services are suspended for more than ninety (90) consecutive days, the Architect may terminate this Agreement by giving not less than seven (7) days' written notice.

This Agreement may be terminated by either party upon not less than seven (7) days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses due as of the date of termination.

SECTION VIII  
NOTICE; COUNTY'S DESIGNATED REPRESENTATIVE

A. NOTICE

Any notice required to be given under the provisions of this Agreement shall be in writing and shall be duly served when it shall have been deposited, enclosed in a wrapper with the proper postage prepaid thereon, and duly registered or certified, return receipt requested, in a United States Post Office, addressed to the County or the Architect at the following addresses. If mailed, any notice or communication shall be deemed to be received three days after the date of deposit in the United States Mail. Unless otherwise provided in this Agreement, all notices shall be delivered to the following addresses:

To the Architect:                      Rothenberg Design  
   c/o: David Rothenberg  
   1801 Williams Drive  
   Georgetown, Texas 78628

To the County:                         Williamson County Judge  
   Dan A. Gattis (or successor)  
   301 S.E. Inner Loop, Ste. 109  
   Georgetown, Texas 78626

with copy to:                         Williamson County Parks Department  
   Jim Rodgers, Director  
   350 Discovery Blvd.  
   Cedar Park, TX 78613

and to:                                   Williamson County Attorney  
   Jana Duty (or successor)  
   405 M.L.K. St., Box #7  
   Georgetown, Texas 78626

Either party may designate a different address by giving the other party ten days written notice.

B. COUNTY'S DESIGNATED REPRESENTATIVE

County hereby designates the individual listed herein below as the Owner's Designated Representative (ODR), who shall have express authority to act and bind the County to the extent authorized by law and to the extent and for the purposes described in the Contract Documents, including responsibilities for general administration of the Project. Unless otherwise specifically provided for, the ODR is the single point of contact between the County and Architect.

The ODR authorized to act on the County's behalf with respect to the Project and this Agreement is:

Jim Rodgers  
Williamson County Parks and Recreation Department  
350 Discovery Blvd  
Suite 207  
Cedar Park, Texas 78613  
Phone: (512) 260-4283

#### SECTION IX LIMIT OF APPROPRIATION

The County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Agreement. The Architect understands and agrees that the County's payment of amounts under this Agreement is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under this Agreement.

#### SECTION X REVISION TO ARCHITECTURAL WORK PRODUCT

Architect shall make, without expense to County, revisions to all reports, plans, original drawings, computer tapes, graphic files, tracings, calculations, analyses, reports, specifications, data, sketches and/or schematics prepared by Architect (collectively referred to herein as the "Architectural Work Product(s)") as may be required to correct negligent errors or omissions so the Architectural Work Product meets the needs of County. However, any revisions, additions, or other modifications made at County's request, which involve extra services and expenses to Architect, shall entitle Architect to additional compensation for such extra services and expenses.

#### SECTION XI INSURANCE REQUIREMENTS

During the life of this Agreement, Architect agrees to provide and maintain the following insurance:

- A. Worker's Compensation in accordance with statutory requirements.
- B. Commercial General Liability Insurance with a combined minimum Bodily Injury and Property Damage limits of \$500,000.00 per occurrence and \$1,000,000.00 in the aggregate, including coverage on same for independent subcontractor(s). WILLIAMSON COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED UNDER THIS COVERAGE.
- C. Automobile Liability Insurance for all owned, non-owned, and hired vehicles with combined minimum limits for Bodily Injury and Property Damage limits of \$500,000.00 per occurrence and \$1,000,000.00 in the aggregate. Architect shall

require any subcontractor(s) to provide Automobile Liability Insurance in the same minimum amounts.

- D. Professional Liability Errors and Omissions Insurance in the amount of \$1,000,000.00.
- E. In the event Architect is self-insured in connection with any or all of the above-required insurance policies, Architect shall submit proof of such self-insurance and all financial statements as reasonably required by the County in order to determine the acceptability of such self-insurance.

Architect shall not commence any work under this Agreement until he has obtained all required insurance and such insurance or self-insurance has been approved by County. Architect shall not allow any subcontractor(s) to commence work to be performed in connection with this Agreement until all required insurance has been obtained and approved. Approval of the insurance by County shall not relieve or decrease the liability of Architect hereunder.

The required insurance must be written by a company approved to do business in the State of Texas with a financial standing of at least an A- rating, as reflected in Best's insurance ratings or by a similar rating system recognized within the insurance industry at the time the policy is issued. Architect shall furnish County with a certification of coverage issued by the insurer. Architect shall not cause any insurance to be canceled nor permit any insurance to lapse. ALL INSURANCE CERTIFICATES SHALL INCLUDE A CLAUSE TO THE EFFECT THAT THE POLICY SHALL NOT BE CANCELED OR REDUCED, RESTRICTED OR LIMITED UNTIL TEN (10) DAYS AFTER COUNTY HAS RECEIVED WRITTEN NOTICE AS EVIDENCED BY RETURN RECEIPT OF REGISTERED OR CERTIFIED LETTER.

To the extent damages are covered by property insurance during construction, the County and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance. The County or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

It is the intention of the County and agreed to and hereby acknowledged by the Architect, that no provision of this Agreement shall be construed to require the County to submit to mandatory arbitration in the settlement of any claim, cause of action or dispute, except as required by law or a court of law with jurisdiction over the provisions of this Agreement.

## SECTION XII SUCCESSORS AND ASSIGNS

The County and the Architect bind themselves and their successors, executors, administrators and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither the County, nor the Architect shall assign or transfer its interest in this Agreement without written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto.

### SECTION XIII PUBLIC CONTACT

Contact with the news media, citizens of Williamson County or governmental agencies shall be the responsibility of the County. Under no circumstances shall the Architect release any material or information developed in the performance of its services hereunder without the express written permission of the County.

### SECTION XIV COMPLIANCE AND STANDARDS

The Architect shall render the services hereunder in accordance with generally accepted standards applicable thereto and shall use that degree of care and skill commensurate with the architectural profession to comply with all applicable state, federal, and local laws, ordinances, rules and regulations relating to the services to be rendered hereunder, and Architect's performance.

### SECTION XV OWNERSHIP OF DOCUMENTS, COPYRIGHT

The County shall be the absolute and unqualified owner of all Architectural Work Product prepared pursuant to this Agreement by the Architect and its subcontractors with the same force and affect as if the County prepared same. Copies of all completed or partially completed Architectural Work Product prepared pursuant to this Agreement by the Architect shall be delivered to County when and if this Agreement is terminated or upon completion of this Agreement, whichever occurs first. The Architect may retain one (1) set of reproducible copies of such documents and such copies shall be for the Architect's sole use. The Architect is expressly prohibited from selling, licensing or otherwise marketing or donating such documents, or using such documents in the preparation of other work for any other client, without the prior express written permission of the County, which may not be unreasonably withheld.

### SECTION XVI INDEMNIFICATION

**THE ARCHITECT SHALL INDEMNIFY, DEFEND AND SAVE HARMLESS THE COUNTY FROM AND AGAINST ALL CLAIMS AND LIABILITY DUE TO ACTIVITIES OF THE ARCHITECT, ITS AGENTS OR EMPLOYEES, PERFORMED UNDER THIS AGREEMENT AND WHICH RESULT FROM ANY NEGLIGENT ACT, ERROR, OR OMISSION OF THE ARCHITECT OR OF ANY PERSON EMPLOYED BY THE ARCHITECT. THE ARCHITECT SHALL ALSO INDEMNIFY, DEFEND AND SAVE HARMLESS THE COUNTY FROM AND AGAINST ANY AND ALL EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES WHICH MIGHT BE INCURRED BY THE COUNTY, IN LITIGATION OR OTHERWISE RESISTING SAID CLAIMS OR LIABILITIES WHICH MIGHT BE IMPOSED ON THE COUNTY AS THE RESULT OF SUCH ACTIVITIES BY THE ARCHITECT, ITS AGENTS OR EMPLOYEES.**

### SECTION XVII

## MODIFICATIONS

This instrument contains the entire Agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral or written representations or modifications concerning this instrument shall be of no force and effect excepting a subsequent written modification signed by both parties hereto.

## SECTION XVIII DISPUTE RESOLUTION AND CONSEQUENTIAL DAMAGES

### A. MEDIATION

1. Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to the institution of legal or equitable proceedings by either party.
2. The County and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association.
3. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. However, if the parties are unable to fully resolve the claims, disputes and other matters in question between them by mediation, either party may proceed with the institution of legal or equitable proceedings.
4. The parties hereby expressly agree that no claims or disputes between the parties arising out of or relating to this Agreement or a breach thereof shall be decided by any arbitration proceeding, including without limitation, any proceeding under the Federal Arbitration Act (9 USC Section 1-14) or any applicable state arbitration statute.

### B. CLAIMS FOR CONSEQUENTIAL DAMAGES

The Architect and County waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with this contract.

## SECTION XIX



## MERGER

The Parties agree that this Agreement contains all of the terms and conditions of the understanding of the parties relating to the subject matter hereof. All prior negotiations, discussions, correspondence and preliminary understandings between the parties and others relating hereto are superseded by this Agreement.

## SECTION XX SEVERABILITY

If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof, but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligation of the parties shall be construed and enforced in accordance therewith. The parties acknowledge that if any provision of this Agreement is determined to be invalid or unenforceable, it is the desire and intention of each that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this Agreement and be deemed to be validated and enforceable.

## SECTION XXI VENUE AND GOVERNING LAW

Each party to this Agreement hereby agrees and acknowledges that venue and jurisdiction of any suit, right, or cause of action arising out of or in connection with this Agreement shall lie exclusively in either Williamson County, Texas or in the Austin Division of the Western Federal District of Texas. Furthermore, this Agreement shall be governed by and construed in accordance with the laws of the State of Texas, excluding, however, its choice of law rules.

## SECTION XXII EQUAL OPPORTUNITY IN EMPLOYMENT

The parties to this Agreement agree that during the performance of the services under this Agreement they will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The parties to this Agreement will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; termination; rates of pay or other forms of compensation, and selection for training, including apprenticeship.

## SECTION XXIII NO THIRD PARTY BENEFICIARIES

This Agreement is for the sole and exclusive benefit of the parties hereto, and nothing in this Agreement, express or implied, is intended to confer or shall be construed as conferring upon any other person any rights, remedies or any other type or types of benefits.

## SECTION XXIV

## CONSTRUCTION

Each party to this Agreement acknowledges that it and its counsel have reviewed this Agreement and that the normal rules of construction are not applicable and there will be no presumption that any ambiguities will be resolved against the drafting party in the interpretation of this Agreement.

## SECTION XXV RELATIONSHIP OF THE PARTIES

Each party to this Agreement, in the performance of this Agreement, shall act in an individual capacity and not as agents, employees, partners, joint ventures or associates of one another. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purposes whatsoever.

## SECTION XXVI NO WAIVER OF IMMUNITIES

Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to County, its past or present officers, employees, or agents or employees, nor to create any legal rights or claim on behalf of any third party. County does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

## SECTION XXVII NO WAIVER

No action or inaction taken pursuant to this Agreement should be deemed to constitute a waiver of compliance with any representation, warranty, covenant or agreement contained in this Agreement and such action or inaction will not operate or be construed as a waiver of any subsequent breach, whether of a similar or dissimilar nature.

## SECTION XXVIII COMPLAINTS

The Texas Board of Architectural Examiners (TBAE) has jurisdiction over complaints regarding the Architect's professional practices. The TBAE is located at 333 Guadalupe, Suite II-350, Austin, Texas 78701; mailing address is P.O. Box 12337, Austin, Texas 78711; and can be reached by phone at (512) 305-9000.

## SECTION XXIX MEANING OF TERMS

Except as otherwise expressly set forth herein, the terms in this Agreement shall have the same meaning as those in the County's General Conditions, current as of the date of this Agreement.

SECTION XXX  
HAZARDOUS MATERIALS

Unless otherwise provided in this Agreement, the Architect and Architect's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the Project site.

SECTION XXXI  
ARCHITECT'S PROMOTIONAL  
AND PROFESSIONAL MATERIALS

The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the County's confidential or proprietary information if the County has previously advised the Architect in writing of the specific information considered by the County to be confidential or proprietary. The County shall provide professional credit for the Architect in the County's promotional materials for the Project.

SECTION XXXIII  
EXECUTION OF CERTIFICATES

If the County requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. The Architect shall not be required to execute certificates that would require knowledge, services or responsibilities beyond the scope of this Agreement.

SECTION XXXIV  
EXECUTION

The County executes this Agreement by and through the County Judge acting pursuant to Order of the Commissioners' Court of Williamson County, Texas, so authorizing. This Agreement shall not become effective until executed by all parties hereto. The Architect's duly authorized representative acknowledges by his/her signature below that he/she has read and understands the above paragraphs and that Architect has the obligation to ensure compliance with its provisions by itself and its employees, agents, and representatives.

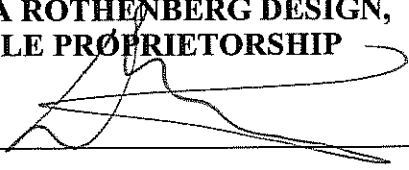
**WILLIAMSON COUNTY:**

By: \_\_\_\_\_  
Dan A. Gattis  
Williamson County Judge

Date Signed: \_\_\_\_\_, 20\_\_\_\_

**ARCHITECT:**

**DAVID ROTHENBERG  
D/B/A ROTHENBERG DESIGN,  
A SOLE PROPRIETORSHIP**

By:  \_\_\_\_\_

Printed Name: DAVID ROTHENBERG

Title: OWNER

Date Signed: JULY 30, 2009

## US 183 Riva Ridge to SH29 Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Patrick Strittmatter, Purchasing  
**Submitted For:** Patrick Strittmatter  
**Department:** Purchasing  
**Agenda Category:** Regular Agenda Items

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### Information

#### Agenda Item

Consider pushing back the bid opening date to receive bids for US183 (Riva Ridge Drive to SH29), Bid #09WC720, from August 19 at 10am to August 24, 2009 at 10:00am in the Purchasing Department.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Patrick Strittmatter      Started On: 07/30/2009 11:57 AM  
Final Approval Date: 07/30/2009

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## US 183 Riva Ridge Drive to SH29 Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Patrick Strittmatter, Purchasing  
**Submitted For:** Patrick Strittmatter  
**Department:** Purchasing  
**Agenda Category:** Regular Agenda Items

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### Information

#### Agenda Item

Consider pushing back the bid opening date to receive bids for US183 (Riva Ridge Drive to SH29), Bid #09WC720, from August 19 at 10am to August 21, 2009 at 10:00am in the Purchasing Department.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Patrick Strittmatter      Started On: 07/30/2009 11:57 AM  
Final Approval Date: 07/30/2009

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## To discuss and take action on increasing Archive Line item for additional Birth Record A-1

### Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Nancy Rister, County Clerk  
**Submitted For:** Nancy Rister  
**Department:** County Clerk  
**Agenda Category:** Regular Agenda Items

#### Information

##### Agenda Item

Discuss and consider approving a budget amendment for the County Clerk Record's Archive Fund

##### Background

When birth books were sent to Brown's River for restoration and repair, one book was included that had not been included on quote and purchase order. It was necessary that it be done with all of the other books in its book type so that they are all uniform in appearance and restoration. It is unknown why this one was not included, perhaps it was being used at the time and was skipped inadvertently. Since there is over \$1 million dollars in this fund, the \$1788 needed to cover this book is not a significant amount to create any problems. No restoration is included in next year's budget so we can re-evaluate where we are and what else needs to be done. The archive group has plenty of work to do without any more restoration being done for next fiscal year.

#### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
	0384-0384-004550	Imaging Microfilming	1788.00	

#### Attachments

*No file(s) attached.*

#### Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	County Judge Exec Asst.	Wendy Coco	07/29/2009 08:51 AM	APRV
4	Budget	Ashlie Koenig	07/29/2009 02:52 PM	APRV

Form Started By: Nancy Rister  
 Started On: 07/23/2009 04:53 PM  
 Final Approval Date: 07/29/2009

## LCRA Strategic Planning Workshop Commissioners Court - Regular Session

**Date:** 08/04/2009  
**Submitted By:** Connie Watson, County Judge  
**Submitted For:** Connie Watson  
**Department:** County Judge  
**Agenda Category:** Executive Session

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### Information

#### Agenda Item

Court recess until 1 p.m. for LCRA Strategic Planning Workshop to discuss and take appropriate action on the County's long-range strategic plan.

#### Background

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### Fiscal Impact

From/To	Acct No.	Description	Amount	Sort Seq
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### Attachments

*No file(s) attached.*

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### Form Routing/Status

Form Started By: Connie Watson      Started On: 07/29/2009 03:08 PM  
Final Approval Date: 07/30/2009

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