

Susan Garry on behalf of
The Coupland Civic Organization
2200 CR 458
Coupland, TX 78615

May 24, 2017

To the Williamson County Commissioners Court
Georgetown, Texas

Dear Judge Gattis and Honorable Commissioners:

The Coupland Civic Organization (CCO) is the only community-wide organization in the City of Coupland. It is a 501(c)(3) non-profit organization. It owns the historic Depot, which it restored as Coupland's Bicentennial Project in 1976 (when the organization was still known as the Coupland Community Club).

Since that time, the Depot has been repaired and maintained by the CCO for use as a community meeting place and museum. The CCO's board of directors meets in the Depot. The annual Coupland National Night Out event is held at the Depot. The Depot has hosted groups such as antique car clubs who tour the facility. Next to the Depot is the historic Caboose which is in the process of being restored. The Depot and Caboose are on one-quarter of a city block that is owned by the CCO.

The CCO has no regular source of income. It holds fundraisers to raise money on a voluntary basis to continue to maintain the Depot and to restore the Caboose. The major annual fundraiser is Choo Choo Fest, which features a barbecue dinner, silent auction, bake sale, and T-shirt and other merchandise sales.

The CCO also holds Cooking Class fundraisers. Coupland's Master Chef Peter Wabbel volunteers his time and talent to prepare gourmet meals in the homes of CCO members. Residents pay to attend the classes, and Peter demonstrates and teaches how to prepare the dishes. Then, everyone gets to enjoy a delicious meal. These popular events provide the funds to run the Depot—minor repairs, insurance, and utilities. The grounds are kept on a volunteer basis.

Using these funds and volunteer efforts, the CCO has managed to keep the Depot in repair, although continuing repair needs continue to occur. Also using these funds, the CCO has restored the Caboose up to a certain point. Thanks to Barbara Piper, the Caboose Coordinator, who has carefully husbanded the meager funds to achieve the progress up until the present time: The exterior siding has been repaired and painted, and the metal work (except for the metal under the Caboose) has been cleaned and painted.

The Caboose, which sits on rails, needs leveling—this is the first great need. Also, the metal underneath the Caboose needs to be cleaned and repainted, the windows and doors need to be repaired, and then the interior and the cupola on top need to be repaired. The CCO's goal is to use the Caboose as a children's museum, including letting them play inside and climb up into the cupola. The voluntary fundraising has not been sufficient to continue the Caboose work.

The CCO is asking for funds from the Fund 0312 WM to help us continue to restore the Caboose. We ask for enough funds to do the leveling process. The Caboose will need to be moved, the ties and rails leveled, and the Caboose moved back onto the rails. We estimate that this will cost about \$10,000. We hope that the Commissioners Court will grant us this amount to continue the restoration of our Caboose, which will be a community resource for the enjoyment and education of the children and their parents, too. The CCO has all it can do to keep the historic Depot maintained to host meetings and events and to house community artifacts as a Museum.

The CCO and the Coupland community would be so appreciative to receive any help from Fund 0312 WM. We can continue to maintain our historic Depot through our voluntary fundraisers, while using any funds we are granted from Fund 0312 WM to take the next major step in restoring the Caboose.

Sincerely,

A handwritten signature in cursive script that reads "Susan Garry".

Susan Garry on behalf of
The Board of Directors of The Coupland Civic Organization

Williamson County Community Recreational Facility Fund Policy

1. Funding Policy

- a. The name of the community recreational facility subject of the request.

Coupland Depot and Caboose Project, Coupland, TX

- b. The name of the organization, entity or individual(s) that manage and control the community recreational facility.

*Susan Schmidt, President
Coupland Civic Organization
501 (c)(3) Non - Profit*

- c. The amount of funding that is requested.

\$10,000.00 for repairs to the Caboose

- d. A description of the current and future public purposes and public uses of the community recreational facility.

Community meeting place and museum. Civic meetings and gatherings.

- e. A description of how the community recreational facility is primarily used for public purposes as opposed to use by private parties of the purpose of making a business profit.

*Host to annual Coupland National Night Out events.
Host to Antique Car Club events.
Gathering place for children's recreation.*

- f. A description of the planned construction, improvement or remodel of the community recreational facility, along with any available plans, sketches and diagrams.

- 1. Leveling of tracks for Caboose*
- 2. Repaint metal underpinning of Caboose*
- 3. Window and door repairs*
- 4. Interior repairs*

- g. A detailed description of how the funding will be used in relation to the community recreational facility, along with any budgets that outline or otherwise detail the planned use of the funding.

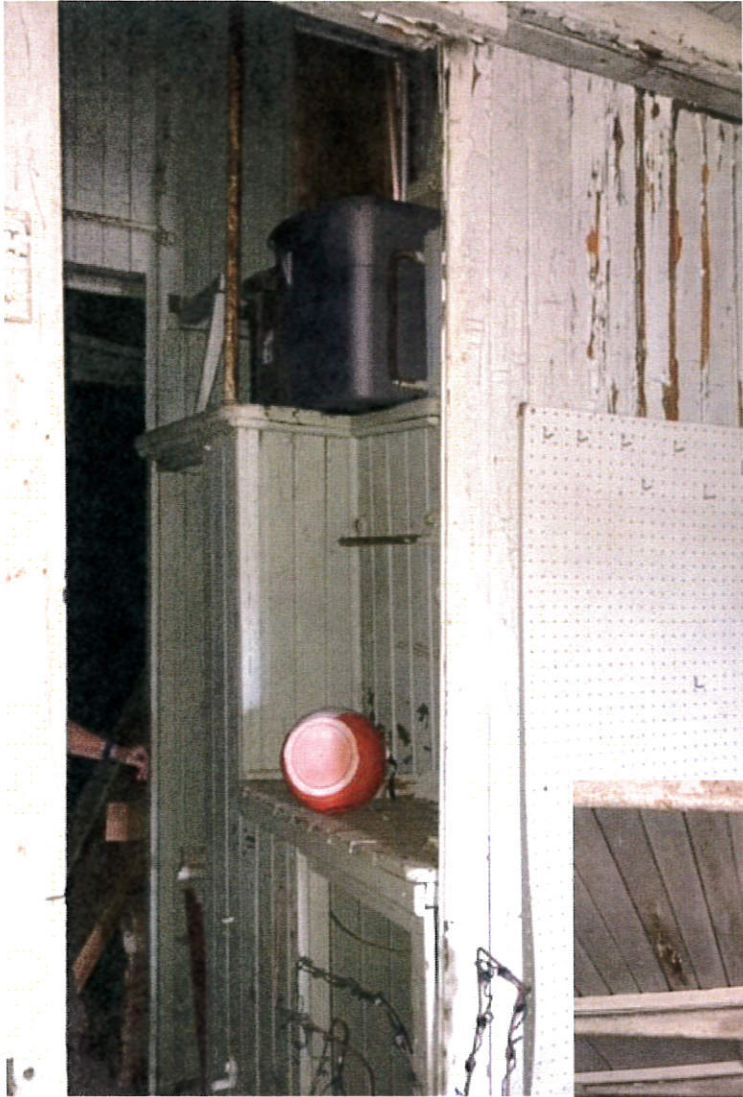
Once Caboose remodel is finished the Caboose will be used as a children's Museum and play area.

- h. A description of how the funding will assist or aid the community recreational facility in providing a public purpose to citizens of Williamson County.

With the money to be used for the remodel of Caboose, the project will again become a community gathering spot. Children can play inside and on the outside of the Caboose.

- i. Provide a signed acknowledgement and agreement to comply with this Policy, which must be in the form attached to this Policy.

See signed last page of the Policy





Williamson County Community Recreational Facility Fund Policy

PURPOSE

The purpose of this Williamson County Community Recreational Facility Fund Policy is to provide guidelines and regulations relating to the distribution of funds from the Williamson County Community Recreational Facility Fund which was established by Williamson County through collections of fees at the Williamson County Landfill.

LEGAL CONSIDERATIONS

The Texas Constitution bars a transfer of county funds to a private entity unless the transfer serves a public purpose of the county and the transfer is subject to adequate controls, contractual or otherwise, to ensure that the public purpose is accomplished. This Policy has been created to ensure that funds from the Williamson County Community Recreational Facility Fund Policy are transferred and used to serve a public purpose of Williamson County and to ensure that adequate controls, as set out herein and as may be further required by the Williamson County Commissioners Court, are in place in order to ensure that the public purpose is accomplished.

FUNDING POLICY

1. Request for Funding.

Community organizations, groups and individuals may submit to Williamson County a request for funding of the construction, improvement or remodel of community recreational facilities located in Williamson County. Such request for funding must provide and include the following:

- a. The name of the community recreational facility subject of the request.
- b. The name of the organization, entity or individual(s) that manage and control the community recreational facility.
- c. The amount of funding that is requested.
- d. A description of the current and future public purposes and public uses of the community recreational facility.
- e. A description of how the community recreational facility is primarily used for public purposes as opposed to use by private parties for the purpose of making a business profit.

- f. A description of the planned construction, improvement or remodel of the community recreational facility, along with any available plans, sketches and diagrams.
- g. A detailed description of how the funding will be used in relation to the community recreational facility, along with any budgets that outline or otherwise detail the planned use of the funding.
- h. A description of how the funding will assist or aid the community recreational facility in providing a public purpose to citizens of Williamson County.
- i. Provide a signed acknowledgement and agreement to comply with this Policy, which must be in the form attached to this Policy.

2. Consideration of Request for Funding.

Once the funding request is submitted to Williamson County, the request will be placed on the Williamson County Commissioners Court's agenda for consideration.

In the event the members of the Williamson County Commissioners Court determines that the requested funding of the construction, improvement or remodel of a specific community recreational facility will serve a public purpose of Williamson County, the members of the Williamson County Commissioners Court will set the specific amount of funding to be granted.

The Williamson County Commissioners Court may also set out additional controls, contractual or otherwise, to ensure that the public purpose of the funding is accomplished. No funds shall be distributed until which time any additional controls have been satisfied.

3. Right to Audit.

Williamson County or its duly authorized representatives shall, until the expiration of three (3) years after the final disbursement of funds to a community organization, group or individual(s) under this Policy, have access to and the right to examine and photocopy any and all books, documents, papers and records of the community organization, group or individual(s) which are directly pertinent to its expenditure of funds from the Williamson County Community Recreational Facility Fund for the purposes of making audits, examinations, excerpts, and transcriptions. By accepting funds from the Williamson County Community Recreational Facility Fund, the community organization, group or individual(s) agrees that Williamson County shall have access during normal working hours to all of its facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section. Williamson County will give reasonable advance notice of intended audits.

4. Suspension or Termination of Funding.

The Williamson County Commissioners Court shall have the right, at any time, to suspend or deny any transfers of any funds from the Williamson County Community Recreational Facility Fund to a particular organization, group or individual should Williamson County determine that such organization, group or individual is not using the funds in the manner that was approved by Williamson County or in any manner that violates any provision of this Policy.

5. Reimbursement.

In the event Williamson County determines that an organization, group or individual(s) has not used the funds in the manner that was approved by Williamson County or in any manner that violates any provision of this Policy, the organization, group or individual must, upon Williamson County's notice and demand, immediately return all funds that were previously transferred to the organization, group or individual.

6. Presentation.

Upon the completion of the construction, improvement or remodel of a funded community recreational facility project, the community organization, group or individual(s) that was granted the funding must provide, at the request of the Williamson County Commissioners Court, a report and presentation to the Court which sets forth an overview of the completed project and a description of the items purchased, constructed and/or developed through the use of the funds.

This Williamson County Community Recreational Facility Fund Policy was considered and approved in a duly called session of the Commissioners' Court of Williamson County, Texas, on _____, 20____.

Williamson County, Texas

By: _____

Dan A. Gattis,
Williamson County Judge

Date: _____, 20____

ACKNOWLEDGEMENT AND AGREEMENT

I, the undersigned, on behalf of myself and the organization, group or individual(s) named below, hereby acknowledge and understand the terms and conditions of the Williamson County Community Recreational Facility Fund Policy and hereby agree to comply with all such terms and conditions of the said Policy.

Name of Organization: The Coupland Civic Organization

Name of Community Recreational Facility: Depot and Caboose

By: Susan Schmidt

Printed Name: Susan Schmidt

Title: President

Date: 06 13, 2017