

STATE OF TEXAS §

COUNTY OF WILLIAMSON §

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**CONTRACT  
IN THE PUBLIC INTEREST  
BETWEEN  
WILLIAMSON COUNTY, TEXAS  
AND  
FAMILY ELDERCARE  
(FY 2025)  
(Probate Court Operations- County Court at Law #4)**

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**THIS CONTRACT** is entered into by and between WILLIAMSON COUNTY, a political subdivision of the State of Texas, hereinafter referred to as ("WILLIAMSON COUNTY"), and FAMILY ELDERCARE, hereinafter referred to as ("FAMILY ELDERCARE").

**WITNESSETH**

**WHEREAS**, WILLIAMSON COUNTY has an interest in supporting guardianships for individuals who are unable to care for themselves and have no family or friends to serve as guardian;

**WHEREAS**, FAMILY ELDERCARE has an interest in supporting the provision of community and county-wide eldercare support services;

**WHEREAS**, WILLIAMSON COUNTY believes that it is in the public interest to enter into this CONTRACT with FAMILY ELDERCARE;

**NOW, THEREFORE, THE PARTIES agree as follows:**

**1. Public Purpose and Public Benefit.** FAMILY ELDERCARE will operate as an independent contractor in Williamson County, Texas. FAMILY ELDERCARE shall use the funding paid hereunder to perform the services and achieve the broad goals outlined in this CONTRACT, *which must be based on referrals from Williamson County*

*through the Presiding Judge of the County Court at Law #4. The services include, but are not limited to the following items in order to complete the project:*

- **Guaranteed availability of Guardianship of the Person ("GP") services for up to 36 residents as described in the Proposal from Family Eldercare, set forth in the attached Exhibit "A" and dated September 11, 2023, which is incorporated herein as if copied in full; and**
- **Guaranteed availability of guardianship services for residents that require both Guardianship of the Person and Estate ("GPE") services and for residents who only require Guardianship of the Estate ("GE") services, up to a combined total of 5 GPE or GE residents. These GPE and GE services are specifically excluded from the 36 GP resident slots referenced above and described in attached Exhibit "A."**

**2. Reports/Payment.** FAMILY ELDERCARE shall provide to WILLIAMSON COUNTY quarterly and annual financial reports in a form agreed upon by WILLIAMSON COUNTY, and FAMILY ELDERCARE shall cooperate with annual inspections and audits that WILLIAMSON COUNTY or the auditor on behalf of WILLIAMSON COUNTY may make to ensure service standards and fiscal responsibility.

In return, WILLIAMSON COUNTY agrees to pay from funding provided by WILLIAMSON COUNTY to FAMILY ELDERCARE the full yearly amount of **\$120,000.00 payable in monthly installments of \$10,000.00 after October 1, 2024 and prior to the end of FY 2025 or September 30, 2025.**

**3. Reimbursement of Funds.** Despite the agreed upon method of payment set forth above, FAMILY ELDERCARE agrees to return to WILLIAMSON COUNTY all funds distributed to FAMILY ELDERCARE if (a.) FAMILY ELDERCARE's use of the funds for intended purposes is insufficient; (b.) this CONTRACT is terminated for any reason; (c.) FAMILY ELDERCARE fails in any other respect under this CONTRACT; (d.) FAMILY ELDERCARE changes its operations in such a way that, in WILLIAMSON COUNTY's opinion, the FAMILY ELDERCARE no longer serves a public purpose; or (e) FAMILY ELDERCARE conveys, leases or otherwise transfers its interest in the its operations to another entity without the prior written consent of WILLIAMSON COUNTY, which such consent shall not be unreasonably withheld provided the successor entity continues to use a public purpose consistent with the spirit of this CONTRACT. The reimbursement of funds shall be prorated based on those portions that were reasonably used for intended purposes.

**4. Records.** FAMILY ELDERCARE shall keep sufficient records of all of its expenditures in connection with services rendered pursuant to this CONTRACT.

FAMILY ELDERCARE agrees that WILLIAMSON COUNTY'S auditors shall have the right to audit such FAMILY ELDERCARE records on an annual basis along with their regular review of records in a manner and form to be agreed upon by WILLIAMSON COUNTY and FAMILY ELDERCARE. FAMILY ELDERCARE further agrees that WILLIAMSON COUNTY or its duly authorized representatives shall, until the expiration of three (3) 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 FAMILY ELDERCARE which are directly pertinent to the services to be performed under this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions. FAMILY ELDERCARE expressly agrees that WILLIAMSON COUNTY shall have access during normal working hours to all necessary FAMILY ELDERCARE facilities and shall be provided adequate and appropriate workspace in order to conduct audits in compliance with the provisions of this section. Additionally, WILLIAMSON COUNTY shall give FAMILY ELDERCARE reasonable advance notice of intended audits.

**5. Independent Contractor/Indemnity.** It is understood and agreed that FAMILY ELDERCARE is not and shall not in any sense be considered an employee, partner or joint venturer with WILLIAMSON COUNTY, additionally neither shall FAMILY ELDERCARE be considered or in any manner hold itself out as an agent or official representative of WILLIAMSON COUNTY. FAMILY ELDERCARE shall be considered an independent contractor for purposes of this CONTRACT and shall in no manner incur any expenses or liability on behalf of WILLIAMSON COUNTY.

**FAMILY ELDERCARE FURTHER AGREES TO HOLD WILLIAMSON COUNTY HARMLESS FOR ANY AND ALL CLAIMS BY THIRD PARTIES FOR ANY INJURIES, DAMAGES, OR LIABILITY OF ANY KIND ARISING UNDER THIS CONTRACT OR OCCASIONED BY FAMILY ELDERCARE.**

**6. Compliance With All Laws.** FAMILY ELDERCARE and WILLIAMSON COUNTY each agree, in connection with the services or any related items to the subject matter of this CONTRACT, to comply with any and all local, state or federal requirements.

**7. Notice.** Any notice required to be given under the terms of this CONTRACT shall be effective if and when given in writing and mailed by certified mail to the addresses listed below or subsequently provided in writing:

**WILLIAMSON COUNTY:**  
WILLIAMSON COUNTY JUDGE  
710 MAIN STREET, SUITE 101  
GEORGETOWN, TEXAS 78626

**FAMILY ELDERCARE:**  
FAMILY ELDERCARE  
ATTN: Aaron Alarcon  
1700 RUTHERFORD LANE  
AUSTIN, TEXAS 78754

**GENERAL COUNSEL:**

GENERAL COUNSEL

OFFICE OF WILLIAMSON COUNTY JUDGE

710 MAIN STREET, SUITE 200

GEORGETOWN, TEXAS 78626

**8. No Assignment.** This CONTRACT may not be assigned.

**9. Termination.** Notwithstanding the agreed upon term, this CONTRACT may be terminated upon the occurrence of any of the following:

- a. the termination of the corporate or business existence of FAMILY ELDERCARE;
- b. the insolvency of FAMILY ELDERCARE, the filing of a petition in bankruptcy either by or against FAMILY ELDERCARE, or an assignment by FAMILY ELDERCARE for the benefit of creditors;
- c. the breach by FAMILY ELDERCARE of any of the terms of this CONTRACT and the continuation of such breach for a period of ten (10) days after written notice is given by WILLIAMSON COUNTY to FAMILY ELDERCARE of such breach.
- d. upon WILLIAMSON COUNTY's sole discretion with or without cause by providing thirty (30) days written notice.

**10. Term.** The stated term of this CONTRACT shall be from **October 1, 2024** until **September 30, 2025**, but with on-going contractual obligations relating to audits and record keeping by FAMILY ELDERCARE extending beyond the termination date (and the payment of funds by WILLIAMSON COUNTY).

**11. Employees.** The parties covenant and agree that each party will pay its own salaries, and all Social Security taxes, Federal and State Unemployment Insurance, Worker's Compensation Insurance and any similar taxes or expenses related to its own employees, including, but not limited to, license fees, insurance premiums and outfitting expenses. The Parties shall be responsible for complying with all Federal, State and Local laws, ordinances and regulations regarding its own employees.

**12. Venue & Applicable Law.** Venue of this CONTRACT shall be WILLIAMSON COUNTY, Texas, and the laws of the State of Texas shall govern all terms and conditions.

**13. Severability.** In case any one or more of the provisions contained in this CONTRACT shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision in this CONTRACT and this CONTRACT shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it

**14. Mediation.** The parties agree to use mediation for dispute resolution prior to and formal legal action being taken on this CONTRACT.

**15. Proof of Non-Profit Status.** FAMILY ELDERCARE has provided proof of status as a 501(c) non-profit corporate entity, which is attached and marked as “**Exhibit B**” and is incorporated herein as if copied in full.

**EXECUTED** to be effective as of the 1<sup>st</sup> day of October 2024.

**FOR WILLIAMSON COUNTY:**

\_\_\_\_\_  
**Presiding Officer**  
**Williamson County Commissioners Court**  
**Williamson County, Texas**

**Date:** \_\_\_\_\_, 2024

**FOR FAMILY ELDERCARE:**

  
\_\_\_\_\_  
**Authorized Agent**  
**FAMILY ELDERCARE**

**Date:** 9/16, 2024



**2023 Board of Directors**

Cory Macdonald

*Board Chair*

Kim Wilson

*Past Board Chair*

Charles Colley

*Secretary*

Sam Cockburn

*Treasurer*

Ali Foyt

Deborah Kerr

Anna Vander Broek

Fred Lugo

Dr. Aaron Alarcon

*CEO*

**Memorial Board Members**

Jackie Lelong

*Founder of Family*

*Eldercare*

Rudy Belton

Mark Davis

Alva Finck

Susan Sharlot

**President's Council**

Jacqueline Angel

Jen Berbas

Michelle Bonilla

Tom Buckle

Don Carnes

Ellis "Pat" Craig

John Crane

Clyde Farrell

Cheryl George

Holly Gilman

Cass Grange

Deborah Green

Diane "Dede" Hebner

Grova Jones

Frank Leffingwell

Barbara Lipscomb

Donna Loflin

Ann Maret

J.C. "Dusty" McCormick

Sandy Morris

Gail Sulak

Gaye Thompson

Brent Weber

September 11, 2023

The Honorable John B. McMaster  
Williamson County Court at Law #4  
405 M.L.K. Street, Box 17  
Georgetown, TX 78626

Dear Judge McMaster:

Family Eldercare would like to thank you and the citizens of Williamson County for the opportunity to provide services by our Guardianship Program. Family Eldercare has been providing guardianship services in Williamson County since 2014, serving over 50 individual residents. 100% of these clients were protected from abuse and neglect.

Family Eldercare is seeking a renewal of our current \$90,000 contract amount and additional contract funding of \$30,000 to continue providing our guardianship services in Williamson County.

Funds will be used to provide ongoing personal care management and/or estate management to legally incapacitated Williamson County residents referred by the Court. Family Eldercare will provide guardianship services for as long as they are needed. The benefits to the County of this partnership include:

- Guaranteed availability of Guardianship of the Person ("GP") services for up to 36 Williamson County residents annually (this excludes Guardianship of the Person & Estate ("GPE") residents and Guardianship of the Estate ("GE") only residents);
- Reduced costs to the County related to civil or criminal incidents and emotional/health crises experienced by person needing guardianship;
- Ongoing protection, care management, and an improved quality of life for vulnerable older and disabled residents who are at risk of fraud, abuse, failing health and neglect; and,
- Housing and support services, located within Williamson County or outside the County, for individuals who need specialized residential care.

I hope you will forward our request to the Williamson County Commissioners Court for their consideration.

Sincerely,

Dr. Aaron Alarcon, PhD  
Chief Executive Officer



generously supported by

**St David's  
FOUNDATION**

1700 Rutherford Lane, Austin, TX 78754  
p. 512.450.0844 f. 512.459.6436 [FamilyEldercare.org](http://FamilyEldercare.org)

Internal Revenue Service

Date: February 5, 2004

Family Eldercare, Inc.  
2210 Hancock Dr  
Austin, TX 78758-2509

Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201

Person to Contact:  
Dalphene Naegels 31-04012  
Customer Service Specialist  
Toll Free Telephone Number:  
800 a.m. to 8:30 p.m. EST  
877-829-5500  
Fax Number:  
513-263-3758  
Federal Identification Number:  
7A-2288387

Dear Sir or Madam:

This is in response to your request of February 5, 2004, regarding your organization's tax-exempt status.

In January 1984 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

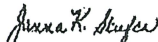
Section 6104 of the Internal Revenue Code requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. The law also requires organizations that received recognition of exemption on July 15, 1987, or later, to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. Organizations that received recognition of exemption before July 15, 1987, and had a copy of their exemption application on July 15, 1987, are also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. For additional information on disclosure requirements, please refer to Internal Revenue Bulletin 1999 - 17.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



Janna K. Skulca, Acting Director, TE/GE  
Customer Account Services