

NOTICE TO THE PUBLIC
WILLIAMSON COUNTY COMMISSIONERS COURT
Commissioners Courtroom
710 S. Main Street, Georgetown
March 31, 2026
9:30 A.M.

The Commissioners Court of Williamson County, Texas will meet in Regular Session at the above location, date, and time to consider the items set forth below. It is the intent of the Commissioners Court to have a quorum physically present at the meeting. Up to two (2) Commissioners Court members may participate by videoconference call in accordance with the Texas Open Meetings Act.

Public Comment Period for Agenda Items. The Commissioners Court will conduct a Public Comment Period to allow members of the public, who have properly submitted a Public Participation Form, to address the Commissioners Court regarding specific Agenda Items that are on the Commissioners Court's Agenda. During such Public Comment Period, speakers shall be limited to a maximum of three (3) minutes to make his or her remarks regarding an Agenda Item. Each member of the public who appears before the Commissioners Court to address the Commissioners Court regarding more than one (1) Agenda Item on the Commissioners Court's Agenda shall be limited to a cumulative maximum of five (5) minutes to make his or her remarks for all such Agenda Items. The maximum overall discussion time allowed for an Agenda Item, regardless of the number of members of the public wishing to address the Court on such Agenda Item, shall be limited to thirty (30) minutes. Speaking time, to the extent possible, will be evenly allocated among speakers should more than ten (10) speakers desire to speak on the same Agenda Item. In matters of exceptional interest, the Commissioners Court may, by majority vote, lengthen the maximum overall public discussion time allowed on a particular Agenda Item. The Presiding Officer of the Commissioners Court reserves the right to conduct public comment regarding an Agenda Item at the time in which the item is called for the Commissioners Court's consideration as opposed to including such public comments during this Public Comment Period.

1. Review and approval of minutes.
2. Hear County Auditor concerning invoices, bills, Quick Check Report, wire transfers and electronic payments 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.

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 3 –22)

3. Discuss, consider and take appropriate action on approving compensation changes, position title changes, position grade changes, and any corresponding line item transfers.

4. Discuss, consider, and take appropriate action on approving a 2022 CIP transfer to move \$100,000 from CTTC Tx Winter Storm 2021 to SOTC Additional Parking Lot.
5. Discuss, consider and take action on Subrecipient Agreements between Williamson County and Yesterday's Gone, Georgetown Housing Authority and Hope Alliance for Community Development Block Grant funding.
6. Discuss, consider, and take appropriate action on approving Purchase of Accurant for Government Subscription #2026-184 between Williamson County and LexisNexis Risk Solutions for Accurant investigative subscription services in the amount of \$200.00 per month, and authorizing the execution of the agreement.
7. Discuss, consider and take appropriate action regarding approval and receipt of vehicle reimbursement agreement with Isaiah 117 House for off duty contracting of County Sheriff Deputies to be effective April 28, 2026.
8. Discuss, consider, and take action on permission for the Williamson County Regional Animal Shelter to apply for the ASPCA Rescue Effect Campaign Grant.
9. Discuss, consider, and take appropriate action on approving Information Technology Staff Augmentation Agreement #2026-187 with GTS Technology Solutions, Inc. for Staff Augmentation for the Information Systems Department for a Network Engineer Level 2, in the not-to-exceed amount of forty-one thousand sixty dollars (\$41,060.00), in accordance with the DIR Cooperative Contract #DIR-CPO-5721, and authorize the execution of the agreement.
10. Discuss, consider, and take appropriate action to approve the Goods and Services Agreement #2026-182 with Netsync Network Solutions Inc. for the Cisco Webex Contact Center Implementation for the County Tax Office, in the amount of \$24,836.00, under the DIR Cooperative Contract #DIR-CPO-4866, and authorizing the execution of the agreement.
11. Discuss, consider, and take appropriate action on approving Services and Goods Contract #2026-185 between Williamson County and Links Communications Inc. to provide and install cabling for the new IT room at JJC Detention Academy in the amount of \$13,940.00 and authorizing the execution of this agreement.
12. Discuss, consider, and take appropriate action on approving Master Service Agreement #2026-088 with GovernmentJobs.com dba NeoGov for PowerDMS renewal for 911 Communications, for the maximum amount of \$66,165.44, through Sourcewell contract #040425-PDMS with a term starting on April 01, 2026 through November 30, 2028.
13. Discuss, consider, and take appropriate action on awarding RFSQ #25RFSQ7 to NV5 Consultants, Inc. for Commissioning Services of the Emergency Service Operations Center CRAC Unit Upgrade in the not-to-exceed amount of Thirty-One Thousand Eight Hundred Fifty-Six and No/100 Dollars (\$31,856.00) and authorize execution of the agreement.
14. Discuss, consider, and take appropriate action on approving the Agreement for Construction Services No. 2026-194 between Williamson County and Allied Electric Service, Inc for SWRP HQ LED Lighting Upgrade — in the not-to-exceed amount of Eight Thousand Six Hundred Seventy and 83/100 Dollars (\$8,670.83) pursuant to TIPS Cooperative Contract #24060301 and authorize execution of the agreement.

15. Discuss, consider, and take appropriate action on approving the Agreement for Construction Services No. 2026-19 between Williamson County and Allied Electric Service, Inc for Road and Bridge Department LED Lighting Upgrade in the not-to-exceed amount of Six Thousand Two Hundred Seventy-Four and 44/100 Dollars (\$6,274.44) pursuant to TIPS Cooperative Contract #24060301 and authorize execution of the agreement.
16. Discuss, consider and take appropriate action on Work Authorization No. 5 with Rifeline, LLC for Public Involvement Services.
17. Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 1 with Cobb, Fendley & Associates, Inc. for the CR 201 City of Georgetown Water Line Relocation project.
18. Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 2 with Cobb, Fendley & Associates, Inc. for the Smith Branch City of Georgetown Water Line Relocation project.
19. Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 5 with Cobb, Fendley & Associates, Inc. for On Call Utility Coordination and Relocation for All Road and Bridge Capital Improvement Projects.
20. Discuss, consider and take appropriate action on Supplemental Work Authorization No. 2 to Work Authorization No. 1 with KC Engineering, Inc. for On-Call Design Engineering Services for Small Drainage and Small Roadway Projects.
21. Discuss, consider and take appropriate action on Contract Amendment No. 1 to Williamson County Contract for Engineering Services with Kleinfelder, Inc. for On-Call Materials and Geotechnical Engineering Services.
22. Discuss, consider, and take appropriate action on authorizing the Purchasing Agent to advertise and receive sealed responses for IFB Contract Mowing for County Right of Way, under IFB #26IFB38.

REGULAR AGENDA

23. Receive a report with an update and insights into the Purchasing Department, discuss and take appropriate action on proclaiming the month of March 2026 as Procurement Month and recognize the Purchasing Department as a recipient of the 2025 Achievement of Excellence in Public Procurement Award by the National Procurement Institute (NPI).
24. Discuss, consider and take appropriate action on a line item transfer for Succession Planning dollars for the EMS (Emergency Medical Services) department.

Fiscal Impact

From/To	Acct No.	Description	Amount
FROM	0100-0409-001100	NonDept/FT Salary	\$13,952.64

FROM	0100-0409-002010	NonDept/FICA	\$1,067.38
FROM	0100-0409-002020	NonDept/Retirement	\$2,092.90
TO	0100-0540-001100	EMS/FT Salary	\$13,952.64
TO	0100-0540-002010	EMS/FICA	\$1,067.38
TO	0100-0540-002020	EMS/Retirement	\$2,092.90

25. Discuss, consider and take appropriate action to update, allocate, and approve projects, real property purchases, and budgets from the 2026 Capital Improvement Program remaining balance and other possible sources of funds.
26. Discuss, consider, and take appropriate action on approving Service and Goods Contract #2026-183 between Williamson County and Kofile Technologies Inc. for the preservation and restoration of historical records for the County Clerk's Office in the amount of \$646,882.42 and authorizing the execution of the agreement pursuant to an Interlocal Agreement (ILA) with Denton County.
27. Discuss, consider, and take appropriate action on approving Agreement for Services and Goods #2026-180 between Data Projections, Inc. and Williamson County for Audio-Visual system upgrades to multiple rooms at the Williamson County Sheriff's Training Academy located in Hutto, Texas, in the amount of \$134,914.39, and authorizing the execution of the service contract pursuant to TIPS contract #230105.
28. Discuss, consider, and take appropriate action on an update on major projects by Technology Services.
29. Discuss, consider, and take appropriate action on authorizing Renewal No. 3 for Contract No. 23RFP11 for Electrical Infrastructure Maintenance and Installation Services with Doyle Electric LLC, under the same terms and conditions as the existing contract, for a 12-month term beginning October 1, 2026, through September 30, 2027, and authorize execution of the agreement.
30. Discuss, consider, and take appropriate action on authorizing Renewal No. 3 for Contract No. 23RFP11 for Electrical Infrastructure Maintenance and Installation Services with Allied Electric Services, Inc. for Electrical Infrastructure Maintenance & Installation Services, under the same terms and conditions as the existing contract, for a 12-month term beginning October 1, 2026, through September 30, 2027, and authorize execution of the agreement.
31. Discuss, consider, and take appropriate action on awarding RFSQ #24RFSQ53 to Half Associates, Inc. for the Architectural and Design Services for the Road and Bridge Training Building, in the amount of One Hundred Twenty-Seven Thousand Two Hundred and No/100 Dollars (\$127,200.00) authorize execution of the agreement.
32. Discuss, consider, and take appropriate action on an Assignment and Assumption Agreement with Cross Creek Commercial Park, LLC, and Cross Creek Commercial Park Association.

33. Discuss, consider, and take appropriate action on Contract Amendment No. 2 to the CR 175 contract executed March 19, 2024, between Williamson County and Aguirre & Fields, LP relating to the 2023 Road Bond Program.
34. Discuss, consider, and take appropriate action on Work Authorization No. 2 to the CR 175 contract executed March 19, 2024, between Williamson County and Aguirre & Fields, LP relating to the 2023 Road Bond Program.
35. Discuss, consider, and take appropriate action on Contract Amendment No. 3 to the North Barker Street contract executed March 19, 2024, between Williamson County and Johnson, Mirmiran & Thompson, Inc. relating to the 2023 Road Bond Program.
36. Discuss, consider, and take appropriate action on Work Authorization No. 3 to the North Barker Street contract executed March 19, 2024, between Williamson County and Johnson, Mirmiran & Thompson, Inc. relating to the 2023 Road Bond Program.
37. Discuss, consider, and take appropriate action on Contract Amendment No. 3 to the Pond Springs Road Drainage Improvements contract executed March 19, 2019, between Williamson County and STV Incorporated as successor in interest to CP&Y, Inc dba STV Infrastructure relating to the 2019 Road Bond Program.
38. Discuss, consider, and take appropriate action on Work Authorization No. 3 to the Pond Springs Road Drainage Improvements contract executed March 19, 2019, between Williamson County and STV Incorporated as successor in interest to CP&Y, Inc dba STV Infrastructure relating to the 2019 Road Bond Program.
39. Discuss, consider and take appropriate action on a Rule 11 settlement agreement and Agreed Final Judgment with County Road 255, a Series of Lane Commercial to acquire 0.723 AC needed as right of way on the CR 255 roadway project (Parcel 12).
40. Discuss, consider and take appropriate action on an Agreed Final Judgment with Roger Doyle Bonnet and Patricia Lynn Bonnet, Trustees of the Roger D. and Patricia L. Bonnet trust under instrument dated October 1, 2020, to acquire 0.109 AC needed as right of way on the Bagdad Rd. @ CR 279 project (parcel 23).
41. Discuss, consider, and take appropriate action on the engagement of the law firm of Bickerstaff Heath Delgado Acosta LLP to represent Williamson County and Williamson County individually named defendants in relation to Civil Action No. 1:25-cv-01377-RP; Rogelio Cruz, Jr. v. Williamson County, Texas, et al.; In the United States District Court for the Western District of Texas, Austin Division; and exemption of these services from the competitive bid/proposal requirements of the County Purchasing Act pursuant to the discretionary exemption for personal or professional services, as set forth under Texas Local Government Code § 262.024(a)(4).

EXECUTIVE SESSION

"The Commissioners Court for Williamson County reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations regarding Real Property), 551.073 (Deliberations regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices) and 551.087 (Deliberations regarding Economic Development Negotiations)."

42. Discuss the following real property matters pursuant to Texas Government Code Section 551.072:
- a. Discuss potential sale of the Williamson County Hutto Annex located at 321 Ed Schmidt Boulevard, Hutto, Texas.
 - b. Discuss potential sale or lease of property located at 747 County Road 138, Hutto, Texas.
 - c. Discuss potential sale of approximately 98 acres located at Blue Springs Boulevard/Blue Ridge Drive, Georgetown, Texas.
43. Discuss the following pending or contemplated litigation, settlement matters and/or other confidential attorney-client legal matters pursuant to the Texas Government Code Section 551.071:
- a. Cause No. 25-1280-C26; Blake Sanabria, et al. vs. Williamson County, et al.; In the 26th Judicial District Court of Williamson County, Texas.
 - b. Civil Action No. 1:25-cv-01377-RP; Rogelio Cruz, Jr. v. Williamson County, Texas, et al.; In the United States District Court for the Western District of Texas, Austin Division.

REGULAR AGENDA (continued)

44. Comments from Commissioners.
45. **Public Comment Period for County Matters that are not on the Agenda.** The Commissioners Court will conduct a Public Comment Period to allow members of the public, who have properly submitted a Public Participation Form, to address the Commissioners Court regarding matters pertaining to or affecting Williamson County, but that do not appear as an Agenda Item on the Commissioners Court's Agenda. During this Public Comment Period, speakers shall be limited to a maximum of two (2) minutes to make his or her remarks and the maximum overall discussion time allowed for this Public Comment Period, regardless of the number of members of the public wishing to address the Court during such period, shall be limited to ten (10) minutes. Speaking time, to the extent possible, will be evenly allocated among speakers should more than five (5) speakers desire to speak during this Public Comment Period. Please note that the members of the Court may not comment during the meeting about matters that are not on the Commissioners Court's Agenda.

Steven Snell, 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 25th day of March 2026 at 5:00 pm and remained posted for at least three business days before the scheduled date of the meeting.

Commissioners Court - Regular Session

3.

Meeting Date: 03/31/2026

Compensation Items

Submitted By: Kayla Marek, Human Resources

Department: Human Resources

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approving compensation changes, position title changes, position grade changes, and any corresponding line item transfers.

Public Background

See attached documentation for details.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Position Changes

Form Review

Inbox

Human Resources (Originator)
County Judge Exec Asst.
Form Started By: Kayla Marek
Final Approval Date: 03/25/2026

Reviewed By

Allen Frederick
Delia Colon

Date

03/24/2026 12:06 PM
03/25/2026 08:38 AM
Started On: 03/24/2026 11:34 AM

Department Number and Name	PCN	EE ID	Current Annual Salary	*New Annual Salary	Current Position Budget Amount	*New Position Budget Amount	Reduction to Position Budget	Increase to Position Budget	Change notes	Earliest Oracle Effective Date
0591 Wilco Pretrial Services	0189	12757	N/A	N/A	N/A	N/A	N/A	N/A	Reclass: Title & Grade Change only from Sr Pretrial Spec (B.23) to Pretrial Officer (B.24). No fiscal impact.	4/10/2026
0591 Wilco Pretrial Services	0182	Vacant	N/A	N/A	N/A	N/A	N/A	N/A	Reclass: Title & Grade Change only from Sr Pretrial Officer (B.26) to Pretrial Officer (B.24). No fiscal impact.	4/10/2026
0475 County Attorney	0037	17155	\$94,561.74	\$94,561.74	\$97,343.12	\$94,561.74	\$2,781.38	N/A	Reallocation of position budget to facilitate reclass as allowed by policy. Surplus salary from PCNs 0037and 1191 to PCN 1633.	4/10/2026
0475 County Attorney	1191	17319	\$94,561.74	\$94,561.74	\$95,486.19	\$94,939.23	\$546.96	N/A	Reallocation of position budget to facilitate reclass as allowed by policy. Surplus salary from PCNs 0037and 1191 to PCN 1633.	4/10/2026
0475 County Attorney	1633	17636	\$85,655.18	\$88,983.52	\$85,655.18	\$88,983.52	N/A	\$3,328.34	Reclass: Title & Grade Change from Attorney I (B.33) to Attorney II (B.35). Reallocation of position budget to facilitate reclass as allowed by policy. Surplus salary from PCNs 0037and 1191 to PCN 1633.	4/10/2026

*Amount may vary slightly due to Oracle rounding

Commissioners Court - Regular Session

4.

Meeting Date: 03/31/2026

2022 CIP Transfer

Submitted By: Karen Knightstep, County Auditor

Department: County Auditor

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving a 2022 CIP transfer to move \$100,000 from CTTC Tx Winter Storm 2021 to SOTC Additional Parking Lot.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Karen Knightstep

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:38 AM

Started On: 03/24/2026 01:06 PM

Commissioners Court - Regular Session

5.

Meeting Date: 03/31/2026

CDBG 2025 Contracts (Yesterday's Gone)

Submitted By: Sally Bardwell, HUD Grants

Department: HUD Grants

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take action on Subrecipient Agreements between Williamson County and Yesterday's Gone, Georgetown Housing Authority and Hope Alliance for Community Development Block Grant funding.

Public Background

The attached agreements coincide with projects outlined in the approved CDBG FY25 Annual Action Plan and the FY24 Action Plan. The FY25 plan was approved by Commissioners Court on August 12, 2025. The FY24 plan was approved on September 10, 2024.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

- Yesterdays Gone 2025 CDBG
- GT Housing Authority 2025 CDBG
- Hope Alliance 2025 CDBG
- GT Housing Authority 2024 CDBG

Form Review

Inbox

County Judge Exec Asst.
 Form Started By: Sally Bardwell
 Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 09:04 AM
 Started On: 03/09/2026 11:27 AM

**AGREEMENT BETWEEN WILLIAMSON COUNTY
AND YESTERDAY'S GONE
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

THIS AGREEMENT, entered into this ___ day of _____, 2026, by and between Williamson County ("County"), and Yesterday's Gone ("Subrecipient");

WHEREAS, the County is the recipient of Community Development Block Grant (CDBG) funds granted by the U.S. Department of Housing and Urban Development (HUD) under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301) and under the 1990 National Affordable Housing Act (Public Law 102-550); and

WHEREAS, the County wishes to utilize CDBG funds to assist Subrecipient in providing medical and counseling support to abused and neglected victims of domestic violence in Williamson County, Texas. Specifically, CBDG funds are requested to provide Williamson County domestic violence victims – women and their children - with intake services, emergency counseling services including transportation to appointments, coaching, and referral coordination; and

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

PART I

1. **PURPOSE AND SCOPE OF SERVICES:**

- A. Subrecipient will perform the services described in Exhibit A attached to this Agreement pursuant to the project description, timeline and budget.
- B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.
- C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. **TIME OF PERFORMANCE:**

Subrecipient shall perform according to the schedule described in Exhibit A. The schedule for performance is subject to change by mutual agreement of both parties in writing.

3. **PROPOSED PROJECT BUDGET**

See attached budget in Exhibit A.

4. **Objective and Outcome Statement: Availability/Accessibility for the purpose of creating suitable living environments.**

5. **Project Indicators:**

Indicators will be requested of the Subrecipient by the Williamson County Community Development Administrator and could include but is not limited to such items as amount of money leveraged; number of persons, households, businesses, unit or beds assisted, as appropriate; income levels of persons or households; race, ethnicity, and disability data. Subrecipient agrees to fulfill the Community Development Administrator's request in a reasonable time but not to extend past 15 days after request.

6. **COMPENSATION AND METHOD OF PAYMENT:**

The County shall pay and Subrecipient agrees to accept in full \$20,000 (Grant Amount – Twenty Thousand Dollars and no/100) (hereinafter "Grant") for performance under this Agreement, as follows:

- A. Based on the approved budget, partial payments shall be made upon presentation of (i) architect's Certificates for Payment for applicable labor and construction materials and supplies purchased or billed from the contractor for progress payments for project work completed, and/or (ii) purchase agreements, invoices, executed lien waivers, and other supporting documents covering all amounts to be paid, and/or (iii) time sheets and other source documents. Payments will be made for eligible expenses actually incurred by Subrecipient, and not to exceed actual cash requirements. All payments under this agreement are subject to receipt by the County of sufficient federal funds for the CDBG program. CDBG funds shall be drawn from the U.S. Treasury by the County through the Integrated Disbursement and Information System (IDIS). The County shall retain exclusive direct access rights to the IDIS system. All access to the IDIS system will be by duly authorized persons designated by the County as approved by HUD. Any termination, reduction or delay of receipt of CDBG funds to the County shall, at the sole option of the County, result in the termination, reduction or delay of CDBG funds to the subrecipient.
- B. Subrecipient shall not hold funds. Any funds not immediately disbursed by the subrecipient shall be returned to the County and will be deposited in the U.S. Treasury, CDBG Trust Account. Any interest earned on cash advances from the U.S. Treasury and/or County of less than one hundred dollars (\$100.00) per year may be retained by the subrecipient and used for project expenses. Any interest in excess of one hundred dollars (\$100.00) per year shall be remitted promptly to the County.
- C. Subrecipient shall report all program income as defined at 24 CFR 570.500(a) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. Subrecipient may use such income during the contract period for activities permitted under this Agreement and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the County at

the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury is not program income and shall be remitted promptly to the County.

7. **TERMS AND CONDITIONS:**

- A. Subrecipient agrees to comply with all applicable federal, state, and local laws and regulations governing the funds provided under this Agreement.
- B. The County shall have no responsibility or liability for the maintenance, operation or program funding for Subrecipient.
- C. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Subrecipient shall at all times remain independent with respect to the services to be performed under this Agreement. The County shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/or medical insurance and workers' compensation insurance.
- D. During the period of this Agreement, effective as of the start of the Project, the Subrecipient and/or contractor and/or subcontractor performing any portion of the work on the Project that involves any construction trade (hereinafter collectively referred to in this provision as "Construction Trade Participant(s)") shall, at their own expense, procure and maintain all-risk property damage and liability insurance. For the term of this Agreement, Construction Trade Participant(s) shall list the County as an additional insured on said all-risk property damage and liability insurance. Property damage coverage shall not be less than the current market value of the property. Liability coverage shall include contractual insurance as well as comprehensive form insurance, and shall provide coverage of not less than \$1,000,000 bodily injury per person, \$1,000,000 bodily injury per occurrence, and \$500,000 property damage. Subrecipient, on behalf of itself and on behalf of any other Construction Trade Participant(s), shall furnish the County with a certificate of insurance before any work is started by any such party. The certificate of insurance shall include a statement guaranteeing that the insurance policy shall not be cancelled, non-renewed or materially changed without thirty (30) days advance written notice being given to the Community Development Administrator. Construction Trade Participant(s) shall provide Workers' Compensation Insurance coverage as required by Texas law for all employees involved in the performance of this Agreement. The insurance company providing the insurance must be licensed to do business in the State of Texas and rated as A or better by A.M. Best. The Subrecipient hereby acknowledges and agrees that it shall be the responsibility of the Subrecipient to ensure that all Construction Trade Participant(s) comply with the herein stipulated minimum insurance requirements. Furthermore, the Subrecipient hereby agrees to include and require that the language of this provision be included in all contracts or subcontracts relating to the Project.
- E. Until at least the date determined in Exhibit A of this Agreement (Monitoring Period), Subrecipient shall fulfill its stated purpose in a manner satisfactory to the County as outlined in Exhibit A (Project Description and Scope of Services) of this Agreement

and provide continued service. All records and public information created in connection with this Agreement or the Project shall be retained by Subrecipient until at least the date determined in Exhibit A (Monitoring Period).

- F. In the event Subrecipient discontinues its services and/or the Project funded under this Agreement prior to the date determined in Exhibit A (Monitoring Period) of this Agreement, the value of the pro-rated portion of real and personal property (tangible and intangible) secured with the CDBG funds, if applicable, under this Agreement shall revert to the County. If said property has been disposed of, then the County will be reimbursed in the amount of the current fair market value of the property less any portion of the fair market value attributable to non- County CDBG funds. (Personal property includes, but is not limited to, equipment, furnishings, and vehicles.)
- G. Except as provided herein, the terms of this Agreement shall be effective from the date of execution through and including the date determined in Exhibit A of this Agreement (Monitoring Period).

PART II

1. PERFORMANCE AND REPORTING:

- A. Subrecipient shall direct all notices, reports, insurance policies, and other communications related to or required by this Agreement to the office of the Williamson County Community Development Administrator, 710 Main Street, Ste 101 Georgetown, TX 78626. Notice by both Subrecipient and County shall be given by ordinary mail. All reports shall comply with relevant state and federal regulations, including but not limited to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. Until the completion of the Project and expenditure of all CDBG funds disbursed under this Agreement, Subrecipient shall submit monthly reports describing progress of the project activities.
- C. Not later than date determined in Exhibit A of this Agreement (Project Completion Date), Subrecipient shall provide the County with a Certified Statement of the Expenditure of Funds disbursed under this Agreement.
- D. Following completion of the Project, Subrecipient shall submit annual reports by the first day of October of each contract year until the date determined in Exhibit A (Monitoring Period) of this Agreement. The annual report shall, at a minimum, include statistics pertaining to the number, race, disability, household income, household size and place of residence of clients served at Subrecipient's Facility.
- E. No reporting requirements shall extend beyond the date determined in Exhibit A of this Agreement (Monitoring Period).

2. **OTHER REPORTS, AUDITS AND INSPECTIONS:**

- A. Subrecipient shall promptly furnish the County or HUD with such statements, records, data and information as the County or HUD may reasonably request pertaining to this Agreement.
- B. During the term of this Agreement, any time during normal business hours, Subrecipient shall make available to the County, HUD and/or the Comptroller General of the United States, or their duly authorized representatives, all of Subrecipient's records in order to permit examination of any audits, invoices, materials, payrolls, personnel records, conditions of employment, and other data relating to all matters covered by this Agreement.
- C. Subrecipient shall retain financial records, supporting documents, statistical records, and all other records pertaining to expenditures under this Agreement until the date determined in Exhibit A.

3. **ADMINISTRATIVE REQUIREMENTS AND AUDIT REQUIREMENTS:**

A. Financial Management

1. Accounting Standards

Subrecipient agrees to comply with Subpart E of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. All financial transactions and documentation must comply with the audit requirements in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Procedures for Accounts Payable, Purchasing, and other accounting functions must meet all standards established by the Williamson County Auditor, and Subrecipient will provide any reports required by those standards.

2. Uniform Administrative Requirements

Subrecipient will comply with 24 CFR 570.502, Applicability of Uniform Administrative Requirements, Section (a), recipients and subrecipients that are governmental entities (including public agencies) and Section (b), subrecipients, except subrecipients that are governmental entities.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. Audit Requirements

Subrecipient agrees to comply with the Williamson County Community Development Block Grant Audit Requirements attached as Exhibit B to this Agreement.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit a Financial Report.**

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit an audit within the allotted time.**

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from Single Audit requirement for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, as listed in 24 CFR Part 85.42.

4. Cost Principles

Subrecipient shall administer its program in conformance with 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as applicable, for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to Be Maintained

Subrecipient shall maintain all records that are pertinent to the activities to be funded under this Agreement, including but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- c. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program; and
- d. Financial records as required by 24 CFR 570.502, and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2. Client Data

Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to a signed and dated verification of income statement, or other basis for determining eligibility, and description of service provided. Such information shall be made available to County monitors or their designees for review upon request.

3. National Objectives

Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement benefit low/moderate income persons, as defined in 24 CFR 570.208.

C. Procurement

1. Compliance

Subrecipient shall comply with current County policy concerning the purchase of equipment and shall maintain an inventory record of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the County upon termination of this Agreement. As necessary, the procurement procedures and related documents involving all purchases with grant funds are subject to review and oversight by the County's Contract Audit, Legal, and Purchasing Department.

2. OMB Standards

Subrecipient shall procure materials in accordance with the requirements of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Procurement Standards, and shall subsequently follow, Property Management Standards, covering utilization and disposal of

property. Copies of said circulars are provided and by execution of this Agreement, Subrecipient acknowledges their receipt.

D. Amendments

The County or Subrecipient may amend this Agreement at any time provided that such amendments are executed in writing and signed by a duly authorized representative of both organizations.

4. **NON-DISCRIMINATION:**

No person shall be excluded from or denied the benefits of Subrecipient's service on the basis of age, race, color, religion, creed, national origin, gender identity, sex, marital status, disability, sexual orientation or, with respect to the sale, lease, rental, use or occupancy of real property or housing accommodations, the presence or absence of dependents, familial status or public assistance source of income. All current and prospective project beneficiaries must, however, be persons in need of the programs provided by Subrecipient.

5. **SECTION 504 COMPLIANCE:**

No otherwise qualified individual with handicaps shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This includes, but is not limited to, programs and/or activities related to housing, employment, and the delivery of services.

6. **EQUAL EMPLOYMENT OPPORTUNITY, FAIR HOUSING AND DRUG-FREE WORKPLACE:**

The subrecipient certifies that it is an "Equal Opportunity Employer" and that it will comply with the Texas Human Rights Commission Act, and all applicable HUD regulations pertaining to equal opportunity and affirmative action in employment. Further, the SUBRECIPIENT shall ensure that all contracts for work under this Agreement contain appropriate equal employment opportunity statements.

SUBRECIPIENT shall comply with all provisions of 24 CFR Part 100-115, which implement the Fair Housing Act. This Act prohibits discrimination in the sale or rental of housing, the financing of housing or the provision of brokerage services against any person on the basis of race, color, religion, sex, national origin, handicap or familial status.

In addition, SUBRECIPIENT certifies it will provide a drug-free workplace as defined in 24 CFR Part 24, subpart F and/or follow the requirements of 24 CFR 92.350.

7. **SECTION 3:**

Subrecipient agrees to comply with Section 3 requirements, the regulations set forth in 24 CFR 135, and to include the following language in all subcontracts executed under this Agreement:

- A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate actions, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contract is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of

Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

8. **WOMEN AND MINORITY-OWNED BUSINESS ENTERPRISES:**

Subrecipient will use its best efforts to afford minority and women-owned business enterprises (at least fifty-one (51) percent owned and controlled by minority group members or women) the maximum practicable opportunity to participate in the performance of this Agreement.

9. **LABOR:**

Construction projects funded under the CDBG program in excess of \$2,000 shall comply with the labor provisions outlined in 24 CFR 570.603. Subrecipient will comply with Davis-Bacon Act (40 U.S.C. 276a-276a-5). Such contracts must also be subject to the overtime provisions, as applicable, of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332). The Subrecipient agrees to adhere to said provisions and will not use suspended or debarred contractors.

10. **ENVIRONMENTAL ASSESSMENT AND HISTORIC PRESERVATION:**

Subrecipient shall assist the County in complying with all applicable environmental assessment and historic preservation requirements of HUD and the State Historic Preservation Officer of Texas.

11. **LEAD-BASED PAINT POISONING PREVENTION:**

Subrecipient shall comply with requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act and HUD regulations thereunder (24 CFR Part 570) insofar as they apply to the performance of this Agreement.

12. **ELIGIBILITY RESTRICTIONS FOR CERTAIN RESIDENT ALIENS (570.613):**

1. Restriction The subrecipient agrees to comply with 24 CFR 570.613, which states that certain newly legalized aliens, as described in 24 CFR part 5 subpart E are not eligible to apply for benefits under covered activities funded by the County's CDBG programs. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities funded through the County's CDBG programs. "Benefits" do not include relocation services and payments to which displacees are entitled by law.

2. Covered Activities "Covered activities" under this section means activities meeting the requirements of Sec. 570.208(a) that either:

- a. Have income eligibility requirements limiting the benefits exclusively to low and moderate income persons; or
- b. Are targeted geographically or otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

3. Limitation on Coverage

The restrictions under this section apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this agreement.

4. Compliance

Compliance can be accomplished by the subrecipient obtaining certification as provided in 24 CFR part 5 subpart E evidencing citizenship or eligible immigration status.

13. **TERMINATION OF AGREEMENT FOR CAUSE:**

If Subrecipient fails to fulfill its obligations under this Agreement in a timely and proper manner, or if Subrecipient violates any of the terms, agreements or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to Subrecipient of such termination, specifying the default or defaults, and stating that this Agreement shall be terminated 30 days after the giving of such notice unless such default or defaults are remedied within such cure period. The County shall be obligated to make no payment due hereunder after it gives said notice unless the defaults are remedied with said 30-day period. In the event of such termination, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amounts that have been disbursed to Subrecipient prior to such termination.

14. **TERMINATION OF AGREEMENT FOR CONVENIENCE:**

This Agreement may be terminated in whole or in part upon the mutual agreement of the parties hereto, in which case the County and Subrecipient shall agree upon the termination conditions, including the effective date, the disposition of contract amounts, and in the case of partial termination, the portion to be terminated. However, if, in the case of partial termination, the County determines that the remaining portion of the award will not accomplish the purposes for which the award was made, and the award is terminated in its entirety, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amount which has been disbursed to Subrecipient prior to such termination.

15. **INTEREST OF CERTAIN FEDERAL AND OTHER OFFICIALS:**

- A. No member or delegate to the Congress of the United States, and no resident Commissioner, shall be admitted to any share or part of this Agreement, or to any benefit to arise herefrom.
- B. No member of the governing body of the County, no officer, employee, official or agent of the County, or other local public official who exercises any functions or responsibilities in connection with the review, approval or carrying out of the Project to which this Agreement pertains, shall have any private interest, direct or indirect, in this Agreement.
- C. No federal funds appropriated under this Agreement shall be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence a member of Congress, an officer or employee of Congress or any federal agency 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 agreement.

- D. 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 agreement, Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- E. Subrecipient shall require that the language of this certification be included in the award documents for all sub-Subrecipients and that all sub-Subrecipients shall certify and disclose accordingly.

16. **CONFLICT OF INTEREST:**

Subrecipient covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services to be undertaken through this Agreement. Subrecipient further covenants that in the performance of this Agreement, no person having such an interest shall be employed by Subrecipient.

17. **GRANTOR RECOGNITION:**

All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as CDBG funded. In addition, Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

18. **ASSIGNABILITY:**

Subrecipient shall not assign or transfer any interest in this Agreement without the prior written approval of the County. Any assignment made without such consent shall be void. This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the parties hereto.

19. **HOLD HARMLESS PROVISION:**

Subrecipient shall indemnify, defend and hold harmless the County, its officers, employees and agents from all liability, loss, cost, damage and expense (including reasonable attorney's fees and court costs) resulting from or incurred by reason of any actions based upon the negligent acts or omissions of Subrecipient's employees or agents during the performance of this Agreement.

20. **SEVERABILITY CLAUSE:**

If any one or more of the provisions contained in this Agreement are held to be invalid, illegal, or unenforceable, this Agreement shall be deemed severable and the remainder of the Agreement shall remain in full force and effect.

21. **LIMITATIONS OF COUNTY LIABILITY - DISCLAIMER OF RELATIONSHIP:**

The County shall not be liable to Subrecipient, or to any party, for completion of or failure to complete any improvements which are parts of the Project. Nothing contained in this Agreement, nor any act or omission of the County or Subrecipient, shall be construed to create any special duty, relationship, third-party beneficiary, respondent superior, limited or general partnership, joint venture, or any association by reason of Subrecipient's involvement with the County.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on this _____ day of _____, 2026.

Williamson County, Texas

By: _____

Steve Snell
County Judge/Authorized Official

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this _____ day of _____, 2026, before me, Andrea Schiele, a Notary Public in and for said State, personally appeared Steve Snell, to me personally known, who being by me duly sworn, did say that he is the County Judge/Authorized Official of said County executing the within and foregoing instrument that the seal affixed hereto is the seal of said County, and that the said Steve Snell acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by him voluntarily executed.

Notary Public in and for Williamson County, Texas

YESTERDAY'S GONE (Subrecipient)

By: *Loree Tamayo*
Loree Tamayo
Executive Director

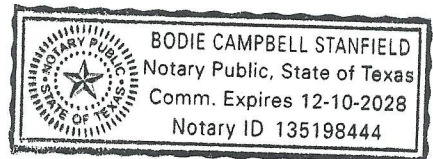
ATTEST: _____
Secretary

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this 8th day of March, 2026, before me, the undersigned, a Notary Public in and for the State of Texas, personally appeared Loree Tamayo and _____, to me personally known, who being by me duly sworn, did say that they are the EXECUTIVE DIRECTOR and _____, respectively, of Yesterday's Gone executing the foregoing instrument; that the seal affixed hereto is the seal of said organization; that the instrument was signed on behalf of the organization by proper authority; that Loree Tamayo and _____ acknowledged the execution of the instrument to be the voluntary act and deed of the organization, by it and by them voluntarily executed.

Bodie Campbell Stanfield
Notary Public in and for the State of Texas



YESTERDAY'S GONE (Subrecipient)

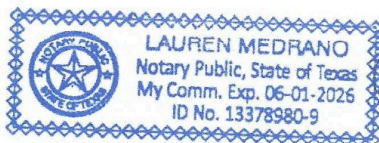
By: _____
Loree Tamayo
Executive Director

ATTEST: Melanie Gagliardo
Secretary

ACKNOWLEDGMENT

STATE OF TEXAS)
Bexar) SS:
WILLIAMSON COUNTY)

On this 4th day of March, 2026, before me, the undersigned, a Notary Public in and for the State of Texas, personally appeared Melanie L Gagliardo and _____, to me personally known, who being by me duly sworn, did say that they are the Secretary and _____, respectively, of Yesterday's Gone executing the foregoing instrument; that the seal affixed hereto is the seal of said organization; that the instrument was signed on behalf of the organization by proper authority; that Melanie L Gagliardo and _____ acknowledged the execution of the instrument to be the voluntary act and deed of the organization, by it and by them voluntarily executed.



Lauren Medrano
Notary Public in and for the State of Texas

EXHIBIT A

**TO AGREEMENT BETWEEN WILLIAMSON COUNTY
AND YESTERDAY’S GONE
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

1. PROJECT DESCRIPTION AND SCOPE OF SERVICES:

A. Subrecipient to provide medical and counseling support to abused and neglected victims of domestic violence in Williamson County, Texas. Funds used to provide Williamson County domestic violence victims – women and their children - with intake services, emergency counseling services including transportation to appointments, coaching, and referral coordination.

B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.

C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the following schedule:

Program Element

- | | |
|------------------------|--|
| 1. February-March 2026 | Award of funds and contract with Williamson County |
| 2. March-December 2026 | Program Implementation |
| 3. Monitoring Period | To be determined based on statement below |

Records are to be retained for four years from the date of submission of the County’s CAPER in which the specific activity is reported for the last time, unless there is litigation, claims, audit, negotiation, or other actions involving the records, which has started before

expiration of the four year period. In such cases, the records must be retained until completion of the action and resolution of all issues which arise from it or the end of the regular four year period, whichever is longer.

3. PROPOSED PROJECT BUDGET (see attached HUD budget):

	<u>CDBG Amount</u>	<u>Subrecipient Amount</u>
A. <u>Program Implementation</u>	\$20,000	_____
B. <u>Eligible equipment</u> (as outlined in 24 CFR 570.207(1))	_____	_____
C. <u>Property Acquisition</u>	_____	_____
Total	\$20,000	

EXHIBIT B
Williamson County Community Development Block Grant Audit Requirements

Williamson County Subrecipients will adhere to the following guidelines with regard to audit requirements:

Subrecipient agrees to comply with the applicable requirements and standards as set forth in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. Future and unused grant funds will automatically be forfeited if the Subrecipient fails to submit a Financial Report.

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. Grant funds will automatically be forfeited if the Subrecipient fails to submit an audit within the allotted time.

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from the Single Audit requirements for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

If applicable, Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, in accordance with 24 CFR Part 85.42 and 24 CFR Part 84.53 as applicable.

The Williamson County CDBG office will issue letters to remind Subrecipients of the audit requirements and request timely submission. Letters will be issued on or around January 5 of each year. If no response is received, a second letter will be issued on or around February 15 of each year. If no response is received, a third request will be made approximately two weeks following. If no response is received by March 15, a final notification will be issued advising the subrecipient of suspension of reimbursement and future funding pending receipt of requested information.

Failure to follow these guidelines could result in the forfeit of future Williamson County CDBG funds and/or repayment of Williamson County CDBG funds already utilized.

Upon receipt of the required audit documents, the Williamson County Community Development Block Grant office will do an initial review to identify findings that affect the Williamson County CDBG program or any cross-cutting findings that could affect future funding. The CDBG office will also request a review by the Williamson County Auditor's office.

In the event of a finding, Williamson County will issue a letter requesting additional information regarding the finding and the intentions of the Subrecipient to remedy the finding. Working with the Williamson County Auditor's office, the CDBG office will determine next steps to ensure that all federal, state, or local laws/statutes are met.

If a Subrecipient is unable to provide required audit documentation and has utilized CDBG funding, Williamson County will have the option to request repayment and recapture unused funds. If a Subrecipient is unable to provide required audit documentation and has not utilized CDBG funding, Williamson County will not issue funding until requirements are met or will reallocate funds to an alternate project if necessary.

EXHIBIT C

Policy Requirements

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order(E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C.1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing 14.218, Community Development Block Grant Program for Entitlement Communities

1. Environmental Review. The Recipient agrees to assume all the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to section 104(g) of title I of the Housing and Community Development Act of 1974 and published in 24 C.F.R. part 58; except that if the Recipient is a state, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state’s responsibilities under 24 C.F.R. 58.4.

2. Public Use. The Recipient shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport, or highway projects as well as utility projects that benefit or serve the general public (including energy-, communication-, water-, and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Pub. Law No. 107–118) shall be considered a public use for purposes of eminent domain.

3. Prohibition on Selling, Trading, and Transferring Funds. The Recipient or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Housing and Community Development Act of 1974.

4. Construction of Water and Sewer Facilities. Notwithstanding any other provision of this agreement, the Recipient may not obligate or expend award funds to plan or construct water or sewer facilities, including any new or revised activities, until after 1) it completes the review procedures required under Executive Order 12372, Intergovernmental Review of Federal Programs, and 24 C.F.R. part 52 and 2) HUD provides written notice of the release of funds.

5. Funds for For-Profit Entities. Under 42 U.S.C. § 5305(a)(17), CDBG funds may not be provided to a for-profit entity unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 C.F.R. § 570, Guidelines and Objectives for Evaluating Project Costs and Financial Requirements.

6. Violence Against Women Act. The Recipient will comply with the right to report crime and emergencies protections at 34 U.S.C. § 12495 of the Violence Against Women Act.

**AGREEMENT BETWEEN WILLIAMSON COUNTY
AND THE GEORGETOWN HOUSING AUTHORITY
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

THIS AGREEMENT, entered into this ____ day of _____, 2026, by and between Williamson County ("County"), and the Georgetown Housing Authority ("Subrecipient");

WHEREAS, the County is the recipient of Community Development Block Grant (CDBG) funds granted by the U.S. Department of Housing and Urban Development (HUD) under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301) and under the 1990 National Affordable Housing Act (Public Law 102-550); and

WHEREAS, the County wishes to utilize CDBG funds to assist Subrecipient in the rehab project to include: Exterior Upgrade - Addressing the deteriorated wood on fascia boards, trim, soffits, wood siding, privacy entries, wood fencing, and painting exterior surfaces to upgrade the exterior at Georgetown Housing Authority, 158 units.

Electrical Upgrade - Rehabilitate the electrical system and equipment in 52 residential dwellings to include asbestos abatement at the Georgetown Housing Authority; and

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

PART I

1. PURPOSE AND SCOPE OF SERVICES:

- A. Subrecipient will perform the services described in Exhibit A attached to this Agreement pursuant to the project description, timeline and budget.
- B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.
- C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the schedule described in Exhibit A. The schedule for performance is subject to change by mutual agreement of both parties in writing.

3. **PROPOSED PROJECT BUDGET**

See attached budget in Exhibit A.

4. **Objective and Outcome Statement:** Sustainability for the purpose of creating suitable living environments.

5. **Project Indicators:**

Indicators will be requested of the Subrecipient by the Williamson County Community Development Administrator and could include but is not limited to such items as amount of money leveraged; number of persons, households, businesses, unit or beds assisted, as appropriate; income levels of persons or households; race, ethnicity, and disability data. Subrecipient agrees to fulfill the Community Development Administrator's request in a reasonable time but not to extend past 15 days after request.

6. **COMPENSATION AND METHOD OF PAYMENT:**

The County shall pay and Subrecipient agrees to accept in full \$425,044 (Grant Amount – Four Hundred Twenty Five Thousand Fourty-Four Dollars and no/100) (hereinafter "Grant") for performance under this Agreement, as follows:

- A. Based on the approved budget, partial payments shall be made upon presentation of (i) architect's Certificates for Payment for applicable labor and construction materials and supplies purchased or billed from the contractor for progress payments for project work completed, and/or (ii) purchase agreements, invoices, executed lien waivers, and other supporting documents covering all amounts to be paid, and/or (iii) time sheets and other source documents. Payments will be made for eligible expenses actually incurred by Subrecipient, and not to exceed actual cash requirements.
- B. All payments under this agreement are subject to receipt by the County of sufficient federal funds for the CDBG program. CDBG funds shall be drawn from the U.S. Treasury by the County through the Integrated Disbursement and Information System (IDIS). The County shall retain exclusive direct access rights to the IDIS system. All access to the IDIS system will be by duly authorized persons designated by the County as approved by HUD. Any termination, reduction or delay of receipt of CDBG funds to the County shall, at the sole option of the County, result in the termination, reduction or delay of CDBG funds to the subrecipient.
- C. Subrecipient shall not hold funds. Any funds not immediately disbursed by the subrecipient shall be returned to the County and will be deposited in the U.S. Treasury, CDBG Trust Account. Any interest earned on cash advances from the U.S. Treasury and/or County of less than one hundred dollars (\$100.00) per year may be retained by the subrecipient and used for project expenses. Any interest in

excess of one hundred dollars (\$100.00) per year shall be remitted promptly to the County.

- D. Subrecipient shall report all program income as defined at 24 CFR 570.500(a) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. Subrecipient may use such income during the contract period for activities permitted under this Agreement and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the County at the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury is not program income and shall be remitted promptly to the County.

7. **TERMS AND CONDITIONS:**

- A. Subrecipient agrees to comply with all applicable federal, state, and local laws and regulations governing the funds provided under this Agreement.
- B. The County shall have no responsibility or liability for the maintenance, operation or program funding for Subrecipient.
- C. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Subrecipient shall at all times remain independent with respect to the services to be performed under this Agreement. The County shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/or medical insurance and workers' compensation insurance.
- D. During the period of this Agreement, effective as of the start of the Project, the Subrecipient and/or contractor and/or subcontractor performing any portion of the work on the Project that involves any construction trade (hereinafter collectively referred to in this provision as "Construction Trade Participant(s)") shall, at their own expense, procure and maintain all-risk property damage and liability insurance. For the term of this Agreement, Construction Trade Participant(s) shall list the County as an additional insured on said all-risk property damage and liability insurance. Property damage coverage shall not be less than the current market value of the property. Liability coverage shall include contractual insurance as well as comprehensive form insurance, and shall provide coverage of not less than \$1,000,000 bodily injury per person, \$1,000,000 bodily injury per occurrence, and \$500,000 property damage. Subrecipient, on behalf of itself and on behalf of any other Construction Trade Participant(s), shall furnish the County with a certificate of insurance before any work is started by any such party. The certificate of insurance shall include a statement guaranteeing that the insurance policy shall not be cancelled, non-renewed or materially changed without thirty (30) days advance written notice being given to the Community Development Administrator. Construction Trade Participant(s) shall provide Workers' Compensation Insurance coverage as required by Texas law for all employees involved in the performance of this Agreement. The insurance company providing the insurance must be licensed to do business in the State of Texas and rated as A or better by A.M. Best. The Subrecipient hereby acknowledges

and agrees that it shall be the responsibility of the Subrecipient to ensure that all Construction Trade Participant(s) comply with the herein stipulated minimum insurance requirements. Furthermore, the Subrecipient hereby agrees to include and require that the language of this provision be included in all contracts or subcontracts relating to the Project.

- E. Until at least the date determined in Exhibit A of this Agreement (Monitoring Period), Subrecipient shall fulfill its stated purpose in a manner satisfactory to the County as outlined in Exhibit A (Project Description and Scope of Services) of this Agreement and provide continued service. All records and public information created in connection with this Agreement or the Project shall be retained by Subrecipient until at least the date determined in Exhibit A (Monitoring Period).
- F. In the event Subrecipient discontinues its services and/or the Project funded under this Agreement prior to the date determined in Exhibit A (Monitoring Period) of this Agreement, the value of the pro-rated portion of real and personal property (tangible and intangible) secured with the CDBG funds, if applicable, under this Agreements shall revert to the County. If said property has been disposed of, then the County will be reimbursed in the amount of the current fair market value of the property less any portion of the fair market value attributable to non- County CDBG funds. (Personal property includes, but is not limited to, equipment, furnishings, and vehicles.)
- G. Except as provided herein, the terms of this Agreement shall be effective from the date of execution through and including the date determined in Exhibit A of this Agreement (Monitoring Period).

PART II

1. PERFORMANCE AND REPORTING:

- A. Subrecipient shall direct all notices, reports, insurance policies, and other communications related to or required by this Agreement to the office of the Williamson County Community Development Administrator, 710 Main Street, Ste 101 Georgetown, TX 78626. Notice by both Subrecipient and County shall be given by ordinary mail. All reports shall comply with relevant state and federal regulations, including but not limited to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. Until the completion of the Project and expenditure of all CDBG funds disbursed under this Agreement, Subrecipient shall submit monthly reports describing progress of the project activities.
- C. Not later than date determined in Exhibit A of this Agreement (Project Completion Date), Subrecipient shall provide the County with a Certified Statement of the Expenditure of Funds disbursed under this Agreement.

- D. Following completion of the Project, Subrecipient shall submit annual reports by the first day of October of each contract year until the date determined in Exhibit A (Monitoring Period) of this Agreement. The annual report shall, at a minimum, include statistics pertaining to the number, race, disability, household income, household size and place of residence of clients served at Subrecipient's Facility.
- E. No reporting requirements shall extend beyond the date determined in Exhibit A of this Agreement (Monitoring Period).

2. **OTHER REPORTS, AUDITS AND INSPECTIONS:**

- A. Subrecipient shall promptly furnish the County or HUD with such statements, records, data and information as the County or HUD may reasonably request pertaining to this Agreement.
- B. During the term of this Agreement, any time during normal business hours, Subrecipient shall make available to the County, HUD and/or the Comptroller General of the United States, or their duly authorized representatives, all of Subrecipient's records in order to permit examination of any audits, invoices, materials, payrolls, personnel records, conditions of employment, and other data relating to all matters covered by this Agreement.
- C. Subrecipient shall retain financial records, supporting documents, statistical records, and all other records pertaining to expenditures under this Agreement until the date determined in Exhibit A.

3. **ADMINISTRATIVE REQUIREMENTS AND AUDIT REQUIREMENTS:**

A. Financial Management

1. Accounting Standards

Subrecipient agrees to comply with Subpart E of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. All financial transactions and documentation must comply with the audit requirements in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Procedures for Accounts Payable, Purchasing, and other accounting functions must meet all standards established by the Williamson County Auditor, and Subrecipient will provide any reports required by those standards.

2. Uniform Administrative Requirements

Subrecipient will comply with 24 CFR 570.502, Applicability of Uniform Administrative Requirements, Section (a), recipients and subrecipients that are governmental entities (including public agencies) and Section (b), subrecipients, except subrecipients that are governmental entities.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. Audit Requirements

Subrecipient agrees to comply with the Williamson County Community Development Block Grant Audit Requirements attached as Exhibit B to this Agreement.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit a Financial Report.**

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit an audit within the allotted time.**

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from Single Audit requirement for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, as listed in 24 CFR Part 85.42.

4. Cost Principles

Subrecipient shall administer its program in conformance with 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as applicable, for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to Be Maintained

Subrecipient shall maintain all records that are pertinent to the activities to be funded under this Agreement, including but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- c. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program; and
- d. Financial records as required by 24 CFR 570.502, and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2. Client Data

Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to a signed and dated verification of income statement, or other basis for determining eligibility, and description of service provided. Such information shall be made available to County monitors or their designees for review upon request.

3. National Objectives

Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement benefit low/moderate income persons, as defined in 24 CFR 570.208.

C. Procurement

1. Compliance

Subrecipient shall comply with current County policy concerning the purchase of equipment and shall maintain an inventory record of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall

revert to the County upon termination of this Agreement. As necessary, the procurement procedures and related documents involving all purchases with grant funds are subject to review and oversight by the County's Contract Audit, Legal, and Purchasing Department.

2. OMB Standards

Subrecipient shall procure materials in accordance with the requirements of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Procurement Standards, and shall subsequently follow, Property Management Standards, covering utilization and disposal of property. Copies of said circulars are provided and by execution of this Agreement, Subrecipient acknowledges their receipt.

D. Amendments

The County or Subrecipient may amend this Agreement at any time provided that such amendments are executed in writing and signed by a duly authorized representative of both organizations.

4. NON-DISCRIMINATION:

No person shall be excluded from or denied the benefits of Subrecipient's service on the basis of age, race, color, religion, creed, national origin, gender identity, sex, marital status, disability, sexual orientation or, with respect to the sale, lease, rental, use or occupancy of real property or housing accommodations, the presence or absence of dependents, familial status or public assistance source of income. All current and prospective project beneficiaries must, however, be persons in need of the programs provided by Subrecipient.

5. SECTION 504 COMPLIANCE:

No otherwise qualified individual with handicaps shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This includes, but is not limited to, programs and/or activities related to housing, employment, and the delivery of services.

6. EQUAL EMPLOYMENT OPPORTUNITY, FAIR HOUSING AND DRUG-FREE WORKPLACE:

The subrecipient certifies that it is an "Equal Opportunity Employer" and that it will comply with the Texas Human Rights Commission Act, and all applicable HUD regulations pertaining to equal opportunity and affirmative action in employment. Further, the SUBRECIPIENT shall ensure that all contracts for work under this Agreement contain appropriate equal employment opportunity statements.

SUBRECIPIENT shall comply with all provisions of 24 CFR Part 100-115, which implement the Fair Housing Act. This Act prohibits discrimination in the sale or rental of housing, the financing of housing or the provision of brokerage services against any person on the basis of race, color, religion, sex, national origin, handicap or familial status.

In addition, SUBRECIPIENT certifies it will provide a drug-free workplace as defined in 24 CFR Part 24, subpart F and/or follow the requirements of 24 CFR 92.350.

7. **SECTION 3:**

Subrecipient agrees to comply with Section 3 requirements, the regulations set forth in 24 CFR 135, and to include the following language in all subcontracts executed under this Agreement:

- A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate actions, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contract is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR

part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

8. **WOMEN AND MINORITY-OWNED BUSINESS ENTERPRISES:**

Subrecipient will use its best efforts to afford minority and women-owned business enterprises (at least fifty-one (51) percent owned and controlled by minority group members or women) the maximum practicable opportunity to participate in the performance of this Agreement.

9. **LABOR:**

Construction projects funded under the CDBG program in excess of \$2,000 shall comply with the labor provisions outlined in 24 CFR 570.603. Subrecipient will comply with Davis-Bacon Act (40 U.S.C. 276a-276a-5). Such contracts must also be subject to the overtime provisions, as applicable, of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332). The Subrecipient agrees to adhere to said provisions and will not use suspended or debarred contractors.

10. **ENVIRONMENTAL ASSESSMENT AND HISTORIC PRESERVATION:**

Subrecipient shall assist the County in complying with all applicable environmental assessment and historic preservation requirements of HUD and the State Historic Preservation Officer of Texas.

11. **LEAD-BASED PAINT POISONING PREVENTION:**

Subrecipient shall comply with requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act and HUD regulations thereunder (24 CFR Part 570) insofar as they apply to the performance of this Agreement.

12. **ELIGIBILITY RESTRICTIONS FOR CERTAIN RESIDENT ALIENS (570.613):**

1. Restriction The subrecipient agrees to comply with 24 CFR 570.613, which states that certain newly legalized aliens, as described in 24 CFR part 5 subpart E are not eligible to apply for benefits under covered activities funded by the County's CDBG

programs. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities funded through the County's CDBG programs. "Benefits" do not include relocation services and payments to which displacees are entitled by law.

2. Covered Activities "Covered activities" under this section means activities meeting the requirements of Sec. 570.208(a) that either:

- a. Have income eligibility requirements limiting the benefits exclusively to low and moderate income persons; or
- b. Are targeted geographically or otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

3. Limitation on Coverage

The restrictions under this section apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this agreement.

4. Compliance

Compliance can be accomplished by the subrecipient obtaining certification as provided in 24 CFR part 5 subpart E evidencing citizenship or eligible immigration status.

13. TERMINATION OF AGREEMENT FOR CAUSE:

If Subrecipient fails to fulfill its obligations under this Agreement in a timely and proper manner, or if Subrecipient violates any of the terms, agreements or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to Subrecipient of such termination, specifying the default or defaults, and stating that this Agreement shall be terminated 30 days after the giving of such notice unless such default or defaults are remedied within such cure period. The County shall be obligated to make no payment due hereunder after it gives said notice unless the defaults are remedied with said 30-day period. In the event of such termination, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amounts that have been disbursed to Subrecipient prior to such termination.

14. TERMINATION OF AGREEMENT FOR CONVENIENCE:

This Agreement may be terminated in whole or in part upon the mutual agreement of the parties hereto, in which case the County and Subrecipient shall agree upon the termination conditions, including the effective date, the disposition of contract amounts, and in the case of partial termination, the portion to be terminated. However, if, in the case of partial termination, the County determines that the remaining portion of the award will not accomplish the purposes for which the award was made, and the award is terminated in its entirety, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amount which has been disbursed to Subrecipient prior to such termination.

15. INTEREST OF CERTAIN FEDERAL AND OTHER OFFICIALS:

- A. No member or delegate to the Congress of the United States, and no resident Commissioner, shall be admitted to any share or part of this Agreement, or to any benefit to arise herefrom.
- B. No member of the governing body of the County, no officer, employee, official or agent of the County, or other local public official who exercises any functions or responsibilities in connection with the review, approval or carrying out of the Project to which this Agreement pertains, shall have any private interest, direct or indirect, in this Agreement.
- C. No federal funds appropriated under this Agreement shall be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence a member of Congress, an officer or employee of Congress or any federal agency 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 agreement.
- D. 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 agreement, Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- E. Subrecipient shall require that the language of this certification be included in the award documents for all sub-Subrecipients and that all sub-Subrecipients shall certify and disclose accordingly.

16. **CONFLICT OF INTEREST:**

Subrecipient covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services to be undertaken through this Agreement. Subrecipient further covenants that in the performance of this Agreement, no person having such an interest shall be employed by Subrecipient.

17. **GRANTOR RECOGNITION:**

All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as CDBG funded. In addition, Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

18. **ASSIGNABILITY:**

Subrecipient shall not assign or transfer any interest in this Agreement without the prior written approval of the County. Any assignment made without such consent shall be void.

This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the parties hereto.

19. **HOLD HARMLESS PROVISION:**

Subrecipient shall indemnify, defend and hold harmless the County, its officers, employees and agents from all liability, loss, cost, damage and expense (including reasonable attorney's fees and court costs) resulting from or incurred by reason of any actions based upon the negligent acts or omissions of Subrecipient's employees or agents during the performance of this Agreement.

20. **SEVERABILITY CLAUSE:**

If any one or more of the provisions contained in this Agreement are held to be invalid, illegal, or unenforceable, this Agreement shall be deemed severable and the remainder of the Agreement shall remain in full force and effect.

21. **LIMITATIONS OF COUNTY LIABILITY - DISCLAIMER OF RELATIONSHIP:**

The County shall not be liable to Subrecipient, or to any party, for completion of or failure to complete any improvements which are parts of the Project. Nothing contained in this Agreement, nor any act or omission of the County or Subrecipient, shall be construed to create any special duty, relationship, third-party beneficiary, respondent superior, limited or general partnership, joint venture, or any association by reason of Subrecipient's involvement with the County.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on this _____ day of _____, 2026.

Williamson County, Texas

By: _____

Steve Snell
County Judge/Authorized Official

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this _____ day of _____, 2026, before me, Andrea Schiele, a Notary Public in and for said State, personally appeared Steve Snell, to me personally known, who being by me duly sworn, did say that he is the County Judge/Authorized Official of said County executing the within and foregoing instrument that the seal affixed hereto is the seal of said County, and that the said Steve Snell acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by him voluntarily executed.

Notary Public in and for Williamson County, Texas

EXHIBIT A

**TO AGREEMENT BETWEEN WILLIAMSON COUNTY
AND THE GEORGETOWN HOUSING AUTHORITY
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

1. PROJECT DESCRIPTION AND SCOPE OF SERVICES:

A. Rehab project to include: Exterior Upgrade - Addressing the deteriorated wood on fascia boards, trim, soffits, wood siding, privacy entries, wood fencing, and painting exterior surfaces to upgrade the exterior at Georgetown Housing Authority, 158 units.
Electrical Upgrade - Rehabilitate the electrical system and equipment in 52 residential dwellings to include asbestos abatement at the Georgetown Housing Authority

B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.

C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the following schedule:

	<u>Program Element</u>
1. February-March 2026	Award of funds and contract with Williamson County
2. February-April 2026	Environmental Assessment/Planning/Engineering
3. April 2026-May 2027	Construction
4. Monitoring Period	To be determined based on statement below

Records are to be retained for four years from the date of submission of the County's CAPER in which the specific activity is reported for the last time, unless there is litigation, claims, audit, negotiation, or other actions involving the records, which has started before expiration of the four year period. In such cases, the records must be retained until completion of the action and resolution of all issues which arise from it or the end of the regular four year period, whichever is longer.

3. PROPOSED PROJECT BUDGET (see attached HUD budget):

	<u>CDBG Amount</u>	<u>Subrecipient Amount</u>
A. <u>Construction\Rehabilitation\Installation and/or Engineering, planning & administrative costs</u>	\$425,044	_____
B. <u>Eligible equipment</u> (as outlined in 24 CFR 570.207(1))	_____	_____
C. <u>Property Acquisition</u>	_____	_____
 Total	 \$425,044	

EXHIBIT B

Williamson County Community Development Block Grant Audit Requirements

Williamson County Subrecipients will adhere to the following guidelines with regard to audit requirements:

Subrecipient agrees to comply with the applicable requirements and standards as set forth in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. Future and unused grant funds will automatically be forfeited if the Subrecipient fails to submit a Financial Report.

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. Grant funds will automatically be forfeited if the Subrecipient fails to submit an audit within the allotted time.

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from the Single Audit requirements for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

If applicable, Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, in accordance with 24 CFR Part 85.42 and 24 CFR Part 84.53 as applicable.

The Williamson County CDBG office will issue letters to remind Subrecipients of the audit requirements and request timely submission. Letters will be issued on or around January 5 of each year. If no response is received, a second letter will be issued on or around February 15 of each year. If no response is received, a third request will be made approximately two weeks following. If no response is received by March 15, a final notification will be issued advising the subrecipient of suspension of reimbursement and future funding pending receipt of requested information.

Failure to follow these guidelines could result in the forfeit of future Williamson County CDBG funds and/or repayment of Williamson County CDBG funds already utilized.

Upon receipt of the required audit documents, the Williamson County Community Development Block Grant office will do an initial review to identify findings that affect the Williamson County CDBG program

or any cross-cutting findings that could affect future funding. The CDBG office will also request a review by the Williamson County Auditor's office.

In the event of a finding, Williamson County will issue a letter requesting additional information regarding the finding and the intentions of the Subrecipient to remedy the finding. Working with the Williamson County Auditor's office, the CDBG office will determine next steps to ensure that all federal, state, or local laws/statutes are met.

If a Subrecipient is unable to provide required audit documentation and has utilized CDBG funding, Williamson County will have the option to request repayment and recapture unused funds. If a Subrecipient is unable to provide required audit documentation and has not utilized CDBG funding, Williamson County will not issue funding until requirements are met or will reallocate funds to an alternate project if necessary.

EXHIBIT C

Policy Requirements

If applicable:

1. The Recipient shall not use grant funds to promote "gender ideology," as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing 14.218, Community Development Block Grant Program for Entitlement Communities

1. **Environmental Review.** The Recipient agrees to assume all the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to section 104(g) of title I of the Housing and Community Development Act of 1974 and published in 24 C.F.R. part 58; except that if the Recipient is a state, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state's responsibilities under 24 C.F.R. 58.4.

2. **Public Use.** The Recipient shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport, or highway projects as well as utility projects that benefit or serve the general public (including energy-, communication-, water-, and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Pub. Law No. 107-118) shall be considered a public use for purposes of eminent domain.

3. **Prohibition on Selling, Trading, and Transferring Funds.** The Recipient or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Housing and Community Development Act of 1974.

4. **Construction of Water and Sewer Facilities.** Notwithstanding any other provision of this agreement, the Recipient may not obligate or expend award funds to plan or construct water or sewer facilities, including any new or revised activities, until after 1) it completes the review procedures required under Executive Order 12372, Intergovernmental Review of Federal Programs, and 24 C.F.R. part 52 and 2) HUD provides written notice of the release of funds.

5. **Funds for For-Profit Entities.** Under 42 U.S.C. § 5305(a)(17), CDBG funds may not be provided to a for-profit entity unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 C.F.R. § 570, Guidelines and Objectives for Evaluating Project Costs and Financial Requirements.

6. **Violence Against Women Act.** The Recipient will comply with the right to report crime and emergencies protections at 34 U.S.C. § 12495 of the Violence Against Women Act.

**AGREEMENT BETWEEN WILLIAMSON COUNTY
AND HOPE ALLIANCE/CRISIS CENTER
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

THIS AGREEMENT, entered into this ___ day of _____, 2026, by and between Williamson County ("County"), and Hope Alliance/Crisis Center ("Subrecipient");

WHEREAS, the County is the recipient of Community Development Block Grant (CDBG) funds granted by the U.S. Department of Housing and Urban Development (HUD) under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301) and under the 1990 National Affordable Housing Act (Public Law 102-550); and

WHEREAS, the County wishes to utilize CDBG funds to assist Subrecipient in providing assistance to victims of family and sexual violence to include, but not limited to, hotline assistance, crisis chat, crisis intervention, intake, safety planning, court accompaniment, hospital accompaniment, law enforcement accompaniment, legal assistance, peer support, adult counseling, child counseling, family counseling, support groups, therapeutic group, community education, expert witness testimony, and nights of safety, which provide food, clothing, toiletries, and transportation; and

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

PART I

1. PURPOSE AND SCOPE OF SERVICES:

- A. Subrecipient will perform the services described in Exhibit A attached to this Agreement pursuant to the project description, timeline and budget.
- B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.
- C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the schedule described in Exhibit A. The schedule for performance is subject to change by mutual agreement of both parties in writing.

3. **PROPOSED PROJECT BUDGET**

See attached budget in Exhibit A.

4. **Objective and Outcome Statement: Availability/Accessibility for the purpose of creating suitable living environments.**

5. **Project Indicators:**

Indicators will be requested of the Subrecipient by the Williamson County Community Development Administrator and could include but is not limited to such items as amount of money leveraged; number of persons, households, businesses, unit or beds assisted, as appropriate; income levels of persons or households; race, ethnicity, and disability data. Subrecipient agrees to fulfill the Community Development Administrator's request in a reasonable time but not to extend past 15 days after request.

6. **COMPENSATION AND METHOD OF PAYMENT:**

The County shall pay and Subrecipient agrees to accept in full \$50,000 (Grant Amount – Fifty Thousand Dollars and no/100) (hereinafter "Grant") for performance under this Agreement, as follows:

- A. Based on the approved budget, partial payments shall be made upon presentation of (i) architect's Certificates for Payment for applicable labor and construction materials and supplies purchased or billed from the contractor for progress payments for project work completed, and/or (ii) purchase agreements, invoices, executed lien waivers, and other supporting documents covering all amounts to be paid, and/or (iii) time sheets and other source documents. Payments will be made for eligible expenses actually incurred by Subrecipient, and not to exceed actual cash requirements.
- B. All payments under this agreement are subject to receipt by the County of sufficient federal funds for the CDBG program. CDBG funds shall be drawn from the U.S. Treasury by the County through the Integrated Disbursement and Information System (IDIS). The County shall retain exclusive direct access rights to the IDIS system. All access to the IDIS system will be by duly authorized persons designated by the County as approved by HUD. Any termination, reduction or delay of receipt of CDBG funds to the County shall, at the sole option of the County, result in the termination, reduction or delay of CDBG funds to the subrecipient.
- C. Subrecipient shall not hold funds. Any funds not immediately disbursed by the subrecipient shall be returned to the County and will be deposited in the U.S. Treasury, CDBG Trust Account. Any interest earned on cash advances from the U.S. Treasury and/or County of less than one hundred dollars (\$100.00) per year may be retained by the subrecipient and used for project expenses. Any interest in

excess of one hundred dollars (\$100.00) per year shall be remitted promptly to the County.

- D. Subrecipient shall report all program income as defined at 24 CFR 570.500(a) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. Subrecipient may use such income during the contract period for activities permitted under this Agreement and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the County at the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury is not program income and shall be remitted promptly to the County.

7. **TERMS AND CONDITIONS:**

- A. Subrecipient agrees to comply with all applicable federal, state, and local laws and regulations governing the funds provided under this Agreement.
- B. The County shall have no responsibility or liability for the maintenance, operation or program funding for Subrecipient.
- C. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Subrecipient shall at all times remain independent with respect to the services to be performed under this Agreement. The County shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/or medical insurance and workers' compensation insurance.
- D. During the period of this Agreement, effective as of the start of the Project, the Subrecipient and/or contractor and/or subcontractor performing any portion of the work on the Project that involves any construction trade (hereinafter collectively referred to in this provision as "Construction Trade Participant(s)") shall, at their own expense, procure and maintain all-risk property damage and liability insurance. For the term of this Agreement, Construction Trade Participant(s) shall list the County as an additional insured on said all-risk property damage and liability insurance. Property damage coverage shall not be less than the current market value of the property. Liability coverage shall include contractual insurance as well as comprehensive form insurance, and shall provide coverage of not less than \$1,000,000 bodily injury per person, \$1,000,000 bodily injury per occurrence, and \$500,000 property damage. Subrecipient, on behalf of itself and on behalf of any other Construction Trade Participant(s), shall furnish the County with a certificate of insurance before any work is started by any such party. The certificate of insurance shall include a statement guaranteeing that the insurance policy shall not be cancelled, non-renewed or materially changed without thirty (30) days advance written notice being given to the Community Development Administrator. Construction Trade Participant(s) shall provide Workers' Compensation Insurance coverage as required by Texas law for all employees involved in the performance of this Agreement. The insurance company providing the insurance must be licensed to do business in the State of Texas and rated as A or better by A.M. Best. The Subrecipient hereby acknowledges

and agrees that it shall be the responsibility of the Subrecipient to ensure that all Construction Trade Participant(s) comply with the herein stipulated minimum insurance requirements. Furthermore, the Subrecipient hereby agrees to include and require that the language of this provision be included in all contracts or subcontracts relating to the Project.

- E. Until at least the date determined in Exhibit A of this Agreement (Monitoring Period), Subrecipient shall fulfill its stated purpose in a manner satisfactory to the County as outlined in Exhibit A (Project Description and Scope of Services) of this Agreement and provide continued service. All records and public information created in connection with this Agreement or the Project shall be retained by Subrecipient until at least the date determined in Exhibit A (Monitoring Period).
- F. In the event Subrecipient discontinues its services and/or the Project funded under this Agreement prior to the date determined in Exhibit A (Monitoring Period) of this Agreement, the value of the pro-rated portion of real and personal property (tangible and intangible) secured with the CDBG funds, if applicable, under this Agreements shall revert to the County. If said property has been disposed of, then the County will be reimbursed in the amount of the current fair market value of the property less any portion of the fair market value attributable to non- County CDBG funds. (Personal property includes, but is not limited to, equipment, furnishings, and vehicles.)
- G. Except as provided herein, the terms of this Agreement shall be effective from the date of execution through and including the date determined in Exhibit A of this Agreement (Monitoring Period).

PART II

1. PERFORMANCE AND REPORTING:

- A. Subrecipient shall direct all notices, reports, insurance policies, and other communications related to or required by this Agreement to the office of the Williamson County Community Development Administrator, 710 Main Street, Ste 101 Georgetown, TX 78626. Notice by both Subrecipient and County shall be given by ordinary mail. All reports shall comply with relevant state and federal regulations, including but not limited to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. Until the completion of the Project and expenditure of all CDBG funds disbursed under this Agreement, Subrecipient shall submit monthly reports describing progress of the project activities.
- C. Not later than date determined in Exhibit A of this Agreement (Project Completion Date), Subrecipient shall provide the County with a Certified Statement of the Expenditure of Funds disbursed under this Agreement.

- D. Following completion of the Project, Subrecipient shall submit annual reports by the first day of October of each contract year until the date determined in Exhibit A (Monitoring Period) of this Agreement. The annual report shall, at a minimum, include statistics pertaining to the number, race, disability, household income, household size and place of residence of clients served at Subrecipient's Facility.
- E. No reporting requirements shall extend beyond the date determined in Exhibit A of this Agreement (Monitoring Period).

2. **OTHER REPORTS, AUDITS AND INSPECTIONS:**

- A. Subrecipient shall promptly furnish the County or HUD with such statements, records, data and information as the County or HUD may reasonably request pertaining to this Agreement.
- B. During the term of this Agreement, any time during normal business hours, Subrecipient shall make available to the County, HUD and/or the Comptroller General of the United States, or their duly authorized representatives, all of Subrecipient's records in order to permit examination of any audits, invoices, materials, payrolls, personnel records, conditions of employment, and other data relating to all matters covered by this Agreement.
- C. Subrecipient shall retain financial records, supporting documents, statistical records, and all other records pertaining to expenditures under this Agreement until the date determined in Exhibit A.

3. **ADMINISTRATIVE REQUIREMENTS AND AUDIT REQUIREMENTS:**

A. Financial Management

1. Accounting Standards

Subrecipient agrees to comply with Subpart E of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. All financial transactions and documentation must comply with the audit requirements in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Procedures for Accounts Payable, Purchasing, and other accounting functions must meet all standards established by the Williamson County Auditor, and Subrecipient will provide any reports required by those standards.

2. Uniform Administrative Requirements

Subrecipient will comply with 24 CFR 570.502, Applicability of Uniform Administrative Requirements, Section (a), recipients and subrecipients that are governmental entities (including public agencies) and Section (b), subrecipients, except subrecipients that are governmental entities.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. Audit Requirements

Subrecipient agrees to comply with the Williamson County Community Development Block Grant Audit Requirements attached as Exhibit B to this Agreement.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit a Financial Report.**

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit an audit within the allotted time.**

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from Single Audit requirement for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, as listed in 24 CFR Part 85.42.

4. Cost Principles

Subrecipient shall administer its program in conformance with 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as applicable, for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to Be Maintained

Subrecipient shall maintain all records that are pertinent to the activities to be funded under this Agreement, including but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- c. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program; and
- d. Financial records as required by 24 CFR 570.502, and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2. Client Data

Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to a signed and dated verification of income statement, or other basis for determining eligibility, and description of service provided. Such information shall be made available to County monitors or their designees for review upon request.

3. National Objectives

Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement benefit low/moderate income persons, as defined in 24 CFR 570.208.

C. Procurement

1. Compliance

Subrecipient shall comply with current County policy concerning the purchase of equipment and shall maintain an inventory record of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall

revert to the County upon termination of this Agreement. As necessary, the procurement procedures and related documents involving all purchases with grant funds are subject to review and oversight by the County's Contract Audit, Legal, and Purchasing Department.

2. OMB Standards

Subrecipient shall procure materials in accordance with the requirements of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Procurement Standards, and shall subsequently follow, Property Management Standards, covering utilization and disposal of property. Copies of said circulars are provided and by execution of this Agreement, Subrecipient acknowledges their receipt.

D. Amendments

The County or Subrecipient may amend this Agreement at any time provided that such amendments are executed in writing and signed by a duly authorized representative of both organizations.

4. **NON-DISCRIMINATION:**

No person shall be excluded from or denied the benefits of Subrecipient's service on the basis of age, race, color, religion, creed, national origin, gender identity, sex, marital status, disability, sexual orientation or, with respect to the sale, lease, rental, use or occupancy of real property or housing accommodations, the presence or absence of dependents, familial status or public assistance source of income. All current and prospective project beneficiaries must, however, be persons in need of the programs provided by Subrecipient.

5. **SECTION 504 COMPLIANCE:**

No otherwise qualified individual with handicaps shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This includes, but is not limited to, programs and/or activities related to housing, employment, and the delivery of services.

6. **EQUAL EMPLOYMENT OPPORTUNITY, FAIR HOUSING AND DRUG-FREE WORKPLACE:**

The subrecipient certifies that it is an "Equal Opportunity Employer" and that it will comply with the Texas Human Rights Commission Act, and all applicable HUD regulations pertaining to equal opportunity and affirmative action in employment. Further, the SUBRECIPIENT shall ensure that all contracts for work under this Agreement contain appropriate equal employment opportunity statements.

SUBRECIPIENT shall comply with all provisions of 24 CFR Part 100-115, which implement the Fair Housing Act. This Act prohibits discrimination in the sale or rental of housing, the financing of housing or the provision of brokerage services against any person on the basis of race, color, religion, sex, national origin, handicap or familial status.

In addition, SUBRECIPIENT certifies it will provide a drug-free workplace as defined in 24 CFR Part 24, subpart F and/or follow the requirements of 24 CFR 92.350.

7. **SECTION 3:**

Subrecipient agrees to comply with Section 3 requirements, the regulations set forth in 24 CFR 135, and to include the following language in all subcontracts executed under this Agreement:

- A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate actions, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contract is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR

part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

8. **WOMEN AND MINORITY-OWNED BUSINESS ENTERPRISES:**

Subrecipient will use its best efforts to afford minority and women-owned business enterprises (at least fifty-one (51) percent owned and controlled by minority group members or women) the maximum practicable opportunity to participate in the performance of this Agreement.

9. **LABOR:**

Construction projects funded under the CDBG program in excess of \$2,000 shall comply with the labor provisions outlined in 24 CFR 570.603. Subrecipient will comply with Davis-Bacon Act (40 U.S.C. 276a-276a-5). Such contracts must also be subject to the overtime provisions, as applicable, of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332). The Subrecipient agrees to adhere to said provisions and will not use suspended or debarred contractors.

10. **ENVIRONMENTAL ASSESSMENT AND HISTORIC PRESERVATION:**

Subrecipient shall assist the County in complying with all applicable environmental assessment and historic preservation requirements of HUD and the State Historic Preservation Officer of Texas.

11. **LEAD-BASED PAINT POISONING PREVENTION:**

Subrecipient shall comply with requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act and HUD regulations thereunder (24 CFR Part 570) insofar as they apply to the performance of this Agreement.

12. **ELIGIBILITY RESTRICTIONS FOR CERTAIN RESIDENT ALIENS (570.613):**

1. Restriction The subrecipient agrees to comply with 24 CFR 570.613, which states that certain newly legalized aliens, as described in 24 CFR part 5 subpart E are not eligible to apply for benefits under covered activities funded by the County's CDBG

programs. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities funded through the County's CDBG programs. "Benefits" do not include relocation services and payments to which displacees are entitled by law.

2. Covered Activities "Covered activities" under this section means activities meeting the requirements of Sec. 570.208(a) that either:

- a. Have income eligibility requirements limiting the benefits exclusively to low and moderate income persons; or
- b. Are targeted geographically or otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

3. Limitation on Coverage

The restrictions under this section apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this agreement.

4. Compliance

Compliance can be accomplished by the subrecipient obtaining certification as provided in 24 CFR part 5 subpart E evidencing citizenship or eligible immigration status.

13. **TERMINATION OF AGREEMENT FOR CAUSE:**

If Subrecipient fails to fulfill its obligations under this Agreement in a timely and proper manner, or if Subrecipient violates any of the terms, agreements or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to Subrecipient of such termination, specifying the default or defaults, and stating that this Agreement shall be terminated 30 days after the giving of such notice unless such default or defaults are remedied within such cure period. The County shall be obligated to make no payment due hereunder after it gives said notice unless the defaults are remedied with said 30-day period. In the event of such termination, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amounts that have been disbursed to Subrecipient prior to such termination.

14. **TERMINATION OF AGREEMENT FOR CONVENIENCE:**

This Agreement may be terminated in whole or in part upon the mutual agreement of the parties hereto, in which case the County and Subrecipient shall agree upon the termination conditions, including the effective date, the disposition of contract amounts, and in the case of partial termination, the portion to be terminated. However, if, in the case of partial termination, the County determines that the remaining portion of the award will not accomplish the purposes for which the award was made, and the award is terminated in its entirety, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amount which has been disbursed to Subrecipient prior to such termination.

15. **INTEREST OF CERTAIN FEDERAL AND OTHER OFFICIALS:**

- A. No member or delegate to the Congress of the United States, and no resident Commissioner, shall be admitted to any share or part of this Agreement, or to any benefit to arise herefrom.
- B. No member of the governing body of the County, no officer, employee, official or agent of the County, or other local public official who exercises any functions or responsibilities in connection with the review, approval or carrying out of the Project to which this Agreement pertains, shall have any private interest, direct or indirect, in this Agreement.
- C. No federal funds appropriated under this Agreement shall be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence a member of Congress, an officer or employee of Congress or any federal agency 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 agreement.
- D. 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 agreement, Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- E. Subrecipient shall require that the language of this certification be included in the award documents for all sub-Subrecipients and that all sub-Subrecipients shall certify and disclose accordingly.

16. **CONFLICT OF INTEREST:**

Subrecipient covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services to be undertaken through this Agreement. Subrecipient further covenants that in the performance of this Agreement, no person having such an interest shall be employed by Subrecipient.

17. **GRANTOR RECOGNITION:**

All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as CDBG funded. In addition, Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

18. **ASSIGNABILITY:**

Subrecipient shall not assign or transfer any interest in this Agreement without the prior written approval of the County. Any assignment made without such consent shall be void.

This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the parties hereto.

19. **HOLD HARMLESS PROVISION:**

Subrecipient shall indemnify, defend and hold harmless the County, its officers, employees and agents from all liability, loss, cost, damage and expense (including reasonable attorney's fees and court costs) resulting from or incurred by reason of any actions based upon the negligent acts or omissions of Subrecipient's employees or agents during the performance of this Agreement.

20. **SEVERABILITY CLAUSE:**

If any one or more of the provisions contained in this Agreement are held to be invalid, illegal, or unenforceable, this Agreement shall be deemed severable and the remainder of the Agreement shall remain in full force and effect.

21. **LIMITATIONS OF COUNTY LIABILITY - DISCLAIMER OF RELATIONSHIP:**

The County shall not be liable to Subrecipient, or to any party, for completion of or failure to complete any improvements which are parts of the Project. Nothing contained in this Agreement, nor any act or omission of the County or Subrecipient, shall be construed to create any special duty, relationship, third-party beneficiary, respondent superior, limited or general partnership, joint venture, or any association by reason of Subrecipient's involvement with the County.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on this _____ day of _____, 2026.

Williamson County, Texas

By: _____

Steve Snell
County Judge/Authorized Official

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this _____ day of _____, 2026, before me, Andrea Schiele, a Notary Public in and for said State, personally appeared Steve Snell, to me personally known, who being by me duly sworn, did say that he is the County Judge/Authorized Official of said County executing the within and foregoing instrument that the seal affixed hereto is the seal of said County, and that the said Steve Snell acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by him voluntarily executed.

Notary Public in and for Williamson County, Texas

Hope Alliance/Crisis Center (Subrecipient)

By: Richard M. Brown
Rick Brown
Executive Director

ATTEST: Myra Kani Hara Pablo
Secretary

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this 10 day of MARCH, 2026, before me, the undersigned, a Notary Public in and for the State of Texas, personally appeared RICHARD M BROWN and MYRA KANI HARA PABLO, to me personally known, who being by me duly sworn, did say that they are the EXECUTIVE DIRECTOR and SECRETARY, respectively, of Hope Alliance/Crisis Center executing the foregoing instrument; that the seal affixed hereto is the seal of said organization; that the instrument was signed on behalf of the organization by proper authority; that RICHARD M BROWN and MYRA KANI HARA PABLO acknowledged the execution of the instrument to be the voluntary act and deed of the organization, by it and by them voluntarily executed.



Lesla Cantrell
Notary Public in and for the State of Texas

EXHIBIT A

**TO AGREEMENT BETWEEN WILLIAMSON COUNTY
AND HOPE ALLIANCE/CRISIS CENTER
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2025 FUNDING**

1. PROJECT DESCRIPTION AND SCOPE OF SERVICES:

A. Subrecipient to provide assistance to victims of family and sexual violence to include, but not limited to, hotline assistance, crisis chat, crisis intervention, intake, safety planning, court accompaniment, hospital accompaniment, law enforcement accompaniment, legal assistance, peer support, adult counseling, child counseling, family counseling, support groups, therapeutic group, community education, expert witness testimony, and nights of safety, which provide food, clothing, toiletries, and transportation.

B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.

C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the following schedule:

	<u>Program Element</u>
1. February-March 2026	Award of funds and contract with Williamson County
2. March-December 2026	Program Implementation
3. Monitoring Period	To be determined based on statement below

Records are to be retained for four years from the date of submission of the County's CAPER in which the specific activity is reported for the last time, unless there is litigation,

claims, audit, negotiation, or other actions involving the records, which has started before expiration of the four year period. In such cases, the records must be retained until completion of the action and resolution of all issues which arise from it or the end of the regular four year period, whichever is longer.

3. PROPOSED PROJECT BUDGET (see attached HUD budget):

	<u>CDBG Amount</u>	<u>Subrecipient Amount</u>
A. <u>Program Implementation</u>	\$50,000	_____
B. <u>Eligible equipment</u> (as outlined in 24 CFR 570.207(1))	_____	_____
C. <u>Property Acquisition</u>	_____	_____
 Total	 \$50,000	

EXHIBIT B

Williamson County Community Development Block Grant Audit Requirements

Williamson County Subrecipients will adhere to the following guidelines with regard to audit requirements:

Subrecipient agrees to comply with the applicable requirements and standards as set forth in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. Future and unused grant funds will automatically be forfeited if the Subrecipient fails to submit a Financial Report.

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. Grant funds will automatically be forfeited if the Subrecipient fails to submit an audit within the allotted time.

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from the Single Audit requirements for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

If applicable, Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, in accordance with 24 CFR Part 85.42 and 24 CFR Part 84.53 as applicable.

The Williamson County CDBG office will issue letters to remind Subrecipients of the audit requirements and request timely submission. Letters will be issued on or around January 5 of each year. If no response is received, a second letter will be issued on or around February 15 of each year. If no response is received, a third request will be made approximately two weeks following. If no response is received by March 15, a final notification will be issued advising the subrecipient of suspension of reimbursement and future funding pending receipt of requested information.

Failure to follow these guidelines could result in the forfeit of future Williamson County CDBG funds and/or repayment of Williamson County CDBG funds already utilized.

Upon receipt of the required audit documents, the Williamson County Community Development Block Grant office will do an initial review to identify findings that affect the Williamson County CDBG program

or any cross-cutting findings that could affect future funding. The CDBG office will also request a review by the Williamson County Auditor's office.

In the event of a finding, Williamson County will issue a letter requesting additional information regarding the finding and the intentions of the Subrecipient to remedy the finding. Working with the Williamson County Auditor's office, the CDBG office will determine next steps to ensure that all federal, state, or local laws/statutes are met.

If a Subrecipient is unable to provide required audit documentation and has utilized CDBG funding, Williamson County will have the option to request repayment and recapture unused funds. If a Subrecipient is unable to provide required audit documentation and has not utilized CDBG funding, Williamson County will not issue funding until requirements are met or will reallocate funds to an alternate project if necessary.

EXHIBIT C

Policy Requirements

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order(E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C.1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing 14.218, Community Development Block Grant Program for Entitlement Communities

1. Environmental Review. The Recipient agrees to assume all the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to section 104(g) of title I of the Housing and Community Development Act of1974 and published in 24 C.F.R. part 58; except that if the Recipient is a state, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state’s responsibilities under 24 C.F.R. 58.4.

2. Public Use. The Recipient shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport, or highway projects as well as utility projects that benefit or serve the general public (including energy-, communication-, water-, and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Pub. Law No. 107–118) shall be considered a public use for purposes of eminent domain.

3. Prohibition on Selling, Trading, and Transferring Funds. The Recipient or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Housing and Community Development Act of 1974.

4. Construction of Water and Sewer Facilities. Notwithstanding any other provision of this agreement, the Recipient may not obligate or expend award funds to plan or construct water or sewer facilities, including any new or revised activities, until after 1) it completes the review procedures required under Executive Order 12372, Intergovernmental Review of Federal Programs, and 24 C.F.R. part 52 and 2) HUD provides written notice of the release of funds.

5. Funds for For-Profit Entities. Under 42 U.S.C. § 5305(a)(17), CDBG funds may not be provided to a for-profit entity unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 C.F.R. § 570, Guidelines and Objectives for Evaluating Project Costs and Financial Requirements.

6. Violence Against Women Act. The Recipient will comply with the right to report crime and emergencies protections at 34 U.S.C. § 12495 of the Violence Against Women Act.

**AGREEMENT BETWEEN WILLIAMSON COUNTY
AND THE GEORGETOWN HOUSING AUTHORITY
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2024 FUNDING**

THIS AGREEMENT, entered into this ___ day of _____, 2026, by and between Williamson County ("County"), and the Georgetown Housing Authority ("Subrecipient");

WHEREAS, the County is the recipient of Community Development Block Grant (CDBG) funds granted by the U.S. Department of Housing and Urban Development (HUD) under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301) and under the 1990 National Affordable Housing Act (Public Law 102-550); and

WHEREAS, the County wishes to utilize CDBG funds to assist Subrecipient in the rehab project to include but not limited to demolition, replacing and painting of rotten rough cedar privacy entries, removing all deteriorated wood on fascia boards, trim, soffits, wood siding and wood fencing at the Georgetown Housing Authority; and

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

PART I

1. PURPOSE AND SCOPE OF SERVICES:

- A. Subrecipient will perform the services described in Exhibit A attached to this Agreement pursuant to the project description, timeline and budget.
- B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.
- C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the schedule described in Exhibit A. The schedule for performance is subject to change by mutual agreement of both parties in writing.

3. **PROPOSED PROJECT BUDGET**

See attached budget in Exhibit A.

4. **Objective and Outcome Statement:** Sustainability for the purpose of creating suitable living environments.

5. **Project Indicators:**

Indicators will be requested of the Subrecipient by the Williamson County Community Development Administrator and could include but is not limited to such items as amount of money leveraged; number of persons, households, businesses, unit or beds assisted, as appropriate; income levels of persons or households; race, ethnicity, and disability data. Subrecipient agrees to fulfill the Community Development Administrator's request in a reasonable time but not to extend past 15 days after request.

6. **COMPENSATION AND METHOD OF PAYMENT:**

The County shall pay and Subrecipient agrees to accept in full \$440,158 (Grant Amount – Four Hundred Forty Thousand One Hundred Fifty-Eight Dollars and no/100) (hereinafter "Grant") for performance under this Agreement, as follows:

- A. Based on the approved budget, partial payments shall be made upon presentation of (i) architect's Certificates for Payment for applicable labor and construction materials and supplies purchased or billed from the contractor for progress payments for project work completed, and/or (ii) purchase agreements, invoices, executed lien waivers, and other supporting documents covering all amounts to be paid, and/or (iii) time sheets and other source documents. Payments will be made for eligible expenses actually incurred by Subrecipient, and not to exceed actual cash requirements.
- B. All payments under this agreement are subject to receipt by the County of sufficient federal funds for the CDBG program. CDBG funds shall be drawn from the U.S. Treasury by the County through the Integrated Disbursement and Information System (IDIS). The County shall retain exclusive direct access rights to the IDIS system. All access to the IDIS system will be by duly authorized persons designated by the County as approved by HUD. Any termination, reduction or delay of receipt of CDBG funds to the County shall, at the sole option of the County, result in the termination, reduction or delay of CDBG funds to the subrecipient.
- C. Subrecipient shall not hold funds. Any funds not immediately disbursed by the subrecipient shall be returned to the County and will be deposited in the U.S. Treasury, CDBG Trust Account. Any interest earned on cash advances from the U.S. Treasury and/or County of less than one hundred dollars (\$100.00) per year may be retained by the subrecipient and used for project expenses. Any interest in

excess of one hundred dollars (\$100.00) per year shall be remitted promptly to the County.

- D. Subrecipient shall report all program income as defined at 24 CFR 570.500(a) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. Subrecipient may use such income during the contract period for activities permitted under this Agreement and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the County at the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury is not program income and shall be remitted promptly to the County.

7. **TERMS AND CONDITIONS:**

- A. Subrecipient agrees to comply with all applicable federal, state, and local laws and regulations governing the funds provided under this Agreement.
- B. The County shall have no responsibility or liability for the maintenance, operation or program funding for Subrecipient.
- C. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Subrecipient shall at all times remain independent with respect to the services to be performed under this Agreement. The County shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/or medical insurance and workers' compensation insurance.
- D. During the period of this Agreement, effective as of the start of the Project, the Subrecipient and/or contractor and/or subcontractor performing any portion of the work on the Project that involves any construction trade (hereinafter collectively referred to in this provision as "Construction Trade Participant(s)") shall, at their own expense, procure and maintain all-risk property damage and liability insurance. For the term of this Agreement, Construction Trade Participant(s) shall list the County as an additional insured on said all-risk property damage and liability insurance. Property damage coverage shall not be less than the current market value of the property. Liability coverage shall include contractual insurance as well as comprehensive form insurance, and shall provide coverage of not less than \$1,000,000 bodily injury per person, \$1,000,000 bodily injury per occurrence, and \$500,000 property damage. Subrecipient, on behalf of itself and on behalf of any other Construction Trade Participant(s), shall furnish the County with a certificate of insurance before any work is started by any such party. The certificate of insurance shall include a statement guaranteeing that the insurance policy shall not be cancelled, non-renewed or materially changed without thirty (30) days advance written notice being given to the Community Development Administrator. Construction Trade Participant(s) shall provide Workers' Compensation Insurance coverage as required by Texas law for all employees involved in the performance of this Agreement. The insurance company providing the insurance must be licensed to do business in the State of Texas and rated as A or better by A.M. Best. The Subrecipient hereby acknowledges

and agrees that it shall be the responsibility of the Subrecipient to ensure that all Construction Trade Participant(s) comply with the herein stipulated minimum insurance requirements. Furthermore, the Subrecipient hereby agrees to include and require that the language of this provision be included in all contracts or subcontracts relating to the Project.

- E. Until at least the date determined in Exhibit A of this Agreement (Monitoring Period), Subrecipient shall fulfill its stated purpose in a manner satisfactory to the County as outlined in Exhibit A (Project Description and Scope of Services) of this Agreement and provide continued service. All records and public information created in connection with this Agreement or the Project shall be retained by Subrecipient until at least the date determined in Exhibit A (Monitoring Period).

- F. In the event Subrecipient discontinues its services and/or the Project funded under this Agreement prior to the date determined in Exhibit A (Monitoring Period) of this Agreement, the value of the pro-rated portion of real and personal property (tangible and intangible) secured with the CDBG funds, if applicable, under this Agreements shall revert to the County. If said property has been disposed of, then the County will be reimbursed in the amount of the current fair market value of the property less any portion of the fair market value attributable to non- County CDBG funds. (Personal property includes, but is not limited to, equipment, furnishings, and vehicles.)

- G. Except as provided herein, the terms of this Agreement shall be effective from the date of execution through and including the date determined in Exhibit A of this Agreement (Monitoring Period).

PART II

1. PERFORMANCE AND REPORTING:

- A. Subrecipient shall direct all notices, reports, insurance policies, and other communications related to or required by this Agreement to the office of the Williamson County Community Development Administrator, 710 Main Street, Ste 101 Georgetown, TX 78626. Notice by both Subrecipient and County shall be given by ordinary mail. All reports shall comply with relevant state and federal regulations, including but not limited to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

- B. Until the completion of the Project and expenditure of all CDBG funds disbursed under this Agreement, Subrecipient shall submit monthly reports describing progress of the project activities.

- C. Not later than date determined in Exhibit A of this Agreement (Project Completion Date), Subrecipient shall provide the County with a Certified Statement of the Expenditure of Funds disbursed under this Agreement.

- D. Following completion of the Project, Subrecipient shall submit annual reports by the first day of October of each contract year until the date determined in Exhibit A (Monitoring Period) of this Agreement. The annual report shall, at a minimum, include statistics pertaining to the number, race, disability, household income, household size and place of residence of clients served at Subrecipient's Facility.
- E. No reporting requirements shall extend beyond the date determined in Exhibit A of this Agreement (Monitoring Period).

2. **OTHER REPORTS, AUDITS AND INSPECTIONS:**

- A. Subrecipient shall promptly furnish the County or HUD with such statements, records, data and information as the County or HUD may reasonably request pertaining to this Agreement.
- B. During the term of this Agreement, any time during normal business hours, Subrecipient shall make available to the County, HUD and/or the Comptroller General of the United States, or their duly authorized representatives, all of Subrecipient's records in order to permit examination of any audits, invoices, materials, payrolls, personnel records, conditions of employment, and other data relating to all matters covered by this Agreement.
- C. Subrecipient shall retain financial records, supporting documents, statistical records, and all other records pertaining to expenditures under this Agreement until the date determined in Exhibit A.

3. **ADMINISTRATIVE REQUIREMENTS AND AUDIT REQUIREMENTS:**

A. Financial Management

1. Accounting Standards

Subrecipient agrees to comply with Subpart E of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. All financial transactions and documentation must comply with the audit requirements in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Procedures for Accounts Payable, Purchasing, and other accounting functions must meet all standards established by the Williamson County Auditor, and Subrecipient will provide any reports required by those standards.

2. Uniform Administrative Requirements

Subrecipient will comply with 24 CFR 570.502, Applicability of Uniform Administrative Requirements, Section (a), recipients and subrecipients that are governmental entities (including public agencies) and Section (b), subrecipients, except subrecipients that are governmental entities.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. Audit Requirements

Subrecipient agrees to comply with the Williamson County Community Development Block Grant Audit Requirements attached as Exhibit B to this Agreement.

Subrecipients shall comply with the requirements and standards of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit a Financial Report.**

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. **Grant funds will automatically be forfeited if the SUBRECIPIENT fails to submit an audit within the allotted time.**

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from Single Audit requirement for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, as listed in 24 CFR Part 85.42.

4. Cost Principles

Subrecipient shall administer its program in conformance with 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as applicable, for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to Be Maintained

Subrecipient shall maintain all records that are pertinent to the activities to be funded under this Agreement, including but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- c. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program; and
- d. Financial records as required by 24 CFR 570.502, and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2. Client Data

Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to a signed and dated verification of income statement, or other basis for determining eligibility, and description of service provided. Such information shall be made available to County monitors or their designees for review upon request.

3. National Objectives

Subrecipient agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement benefit low/moderate income persons, as defined in 24 CFR 570.208.

C. Procurement

1. Compliance

Subrecipient shall comply with current County policy concerning the purchase of equipment and shall maintain an inventory record of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall

revert to the County upon termination of this Agreement. As necessary, the procurement procedures and related documents involving all purchases with grant funds are subject to review and oversight by the County's Contract Audit, Legal, and Purchasing Department.

2. OMB Standards

Subrecipient shall procure materials in accordance with the requirements of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Procurement Standards, and shall subsequently follow, Property Management Standards, covering utilization and disposal of property. Copies of said circulars are provided and by execution of this Agreement, Subrecipient acknowledges their receipt.

D. Amendments

The County or Subrecipient may amend this Agreement at any time provided that such amendments are executed in writing and signed by a duly authorized representative of both organizations.

4. NON-DISCRIMINATION:

No person shall be excluded from or denied the benefits of Subrecipient's service on the basis of age, race, color, religion, creed, national origin, gender identity, sex, marital status, disability, sexual orientation or, with respect to the sale, lease, rental, use or occupancy of real property or housing accommodations, the presence or absence of dependents, familial status or public assistance source of income. All current and prospective project beneficiaries must, however, be persons in need of the programs provided by Subrecipient.

5. SECTION 504 COMPLIANCE:

No otherwise qualified individual with handicaps shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This includes, but is not limited to, programs and/or activities related to housing, employment, and the delivery of services.

6. EQUAL EMPLOYMENT OPPORTUNITY, FAIR HOUSING AND DRUG-FREE WORKPLACE:

The subrecipient certifies that it is an "Equal Opportunity Employer" and that it will comply with the Texas Human Rights Commission Act, and all applicable HUD regulations pertaining to equal opportunity and affirmative action in employment. Further, the SUBRECIPIENT shall ensure that all contracts for work under this Agreement contain appropriate equal employment opportunity statements.

SUBRECIP

IENT shall comply with all provisions of 24 CFR Part 100-115, which implement the Fair Housing Act. This Act prohibits discrimination in the sale or rental of housing, the financing of housing or the provision of brokerage services against any person on the basis of race, color, religion, sex, national origin, handicap or familial status.

In addition, SUBRECIPIENT certifies it will provide a drug-free workplace as defined in 24 CFR Part 24, subpart F and/or follow the requirements of 24 CFR 92.350.

7. **SECTION 3:**

Subrecipient agrees to comply with Section 3 requirements, the regulations set forth in 24 CFR 135, and to include the following language in all subcontracts executed under this Agreement:

- A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate actions, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contract is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR

part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

8. **WOMEN AND MINORITY-OWNED BUSINESS ENTERPRISES:**

Subrecipient will use its best efforts to afford minority and women-owned business enterprises (at least fifty-one (51) percent owned and controlled by minority group members or women) the maximum practicable opportunity to participate in the performance of this Agreement.

9. **LABOR:**

Construction projects funded under the CDBG program in excess of \$2,000 shall comply with the labor provisions outlined in 24 CFR 570.603. Subrecipient will comply with Davis-Bacon Act (40 U.S.C. 276a-276a-5). Such contracts must also be subject to the overtime provisions, as applicable, of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332). The Subrecipient agrees to adhere to said provisions and will not use suspended or debarred contractors.

10. **ENVIRONMENTAL ASSESSMENT AND HISTORIC PRESERVATION:**

Subrecipient shall assist the County in complying with all applicable environmental assessment and historic preservation requirements of HUD and the State Historic Preservation Officer of Texas.

11. **LEAD-BASED PAINT POISONING PREVENTION:**

Subrecipient shall comply with requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act and HUD regulations thereunder (24 CFR Part 570) insofar as they apply to the performance of this Agreement.

12. **ELIGIBILITY RESTRICTIONS FOR CERTAIN RESIDENT ALIENS (570.613):**

1. Restriction The subrecipient agrees to comply with 24 CFR 570.613, which states that certain newly legalized aliens, as described in 24 CFR part 5 subpart E are not eligible to apply for benefits under covered activities funded by the County's CDBG

programs. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities funded through the County's CDBG programs. "Benefits" do not include relocation services and payments to which displacees are entitled by law.

2. **Covered Activities** "Covered activities" under this section means activities meeting the requirements of Sec. 570.208(a) that either:

- a. Have income eligibility requirements limiting the benefits exclusively to low and moderate income persons; or
- b. Are targeted geographically or otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

3. Limitation on Coverage

The restrictions under this section apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this agreement.

4. Compliance

Compliance can be accomplished by the subrecipient obtaining certification as provided in 24 CFR part 5 subpart E evidencing citizenship or eligible immigration status.

13. **TERMINATION OF AGREEMENT FOR CAUSE:**

If Subrecipient fails to fulfill its obligations under this Agreement in a timely and proper manner, or if Subrecipient violates any of the terms, agreements or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to Subrecipient of such termination, specifying the default or defaults, and stating that this Agreement shall be terminated 30 days after the giving of such notice unless such default or defaults are remedied within such cure period. The County shall be obligated to make no payment due hereunder after it gives said notice unless the defaults are remedied with said 30-day period. In the event of such termination, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amounts that have been disbursed to Subrecipient prior to such termination.

14. **TERMINATION OF AGREEMENT FOR CONVENIENCE:**

This Agreement may be terminated in whole or in part upon the mutual agreement of the parties hereto, in which case the County and Subrecipient shall agree upon the termination conditions, including the effective date, the disposition of contract amounts, and in the case of partial termination, the portion to be terminated. However, if, in the case of partial termination, the County determines that the remaining portion of the award will not accomplish the purposes for which the award was made, and the award is terminated in its entirety, Subrecipient shall promptly repay to the County the full grant amount or that portion of the amount which has been disbursed to Subrecipient prior to such termination.

15. **INTEREST OF CERTAIN FEDERAL AND OTHER OFFICIALS:**

- A. No member or delegate to the Congress of the United States, and no resident Commissioner, shall be admitted to any share or part of this Agreement, or to any benefit to arise herefrom.
- B. No member of the governing body of the County, no officer, employee, official or agent of the County, or other local public official who exercises any functions or responsibilities in connection with the review, approval or carrying out of the Project to which this Agreement pertains, shall have any private interest, direct or indirect, in this Agreement.
- C. No federal funds appropriated under this Agreement shall be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence a member of Congress, an officer or employee of Congress or any federal agency 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 agreement.
- D. 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 agreement, Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- E. Subrecipient shall require that the language of this certification be included in the award documents for all sub-Subrecipients and that all sub-Subrecipients shall certify and disclose accordingly.

16. **CONFLICT OF INTEREST:**

Subrecipient covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services to be undertaken through this Agreement. Subrecipient further covenants that in the performance of this Agreement, no person having such an interest shall be employed by Subrecipient.

17. **GRANTOR RECOGNITION:**

All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as CDBG funded. In addition, Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

18. **ASSIGNABILITY:**

Subrecipient shall not assign or transfer any interest in this Agreement without the prior written approval of the County. Any assignment made without such consent shall be void.

This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the parties hereto.

19. **HOLD HARMLESS PROVISION:**

Subrecipient shall indemnify, defend and hold harmless the County, its officers, employees and agents from all liability, loss, cost, damage and expense (including reasonable attorney's fees and court costs) resulting from or incurred by reason of any actions based upon the negligent acts or omissions of Subrecipient's employees or agents during the performance of this Agreement.

20. **SEVERABILITY CLAUSE:**

If any one or more of the provisions contained in this Agreement are held to be invalid, illegal, or unenforceable, this Agreement shall be deemed severable and the remainder of the Agreement shall remain in full force and effect.

21. **LIMITATIONS OF COUNTY LIABILITY - DISCLAIMER OF RELATIONSHIP:**

The County shall not be liable to Subrecipient, or to any party, for completion of or failure to complete any improvements which are parts of the Project. Nothing contained in this Agreement, nor any act or omission of the County or Subrecipient, shall be construed to create any special duty, relationship, third-party beneficiary, respondent superior, limited or general partnership, joint venture, or any association by reason of Subrecipient's involvement with the County.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on this _____ day of _____, 2026.

Williamson County, Texas

By: _____

Steve Snell
County Judge/Authorized Official

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this _____ day of _____, 2026, before me, Andrea Schiele, a Notary Public in and for said State, personally appeared Steve Snell, to me personally known, who being by me duly sworn, did say that he is the County Judge/Authorized Official of said County executing the within and foregoing instrument that the seal affixed hereto is the seal of said County, and that the said Steve Snell acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by him voluntarily executed.

Notary Public in and for Williamson County, Texas

Georgetown Housing Authority (Subrecipient)

By: Tom Karr
Tom Karr
Board Chairman

ATTEST: Nikki Brennan
Secretary

ACKNOWLEDGMENT

STATE OF TEXAS)
) SS:
WILLIAMSON COUNTY)

On this 26th day of February, 2026, before me, the undersigned, a Notary Public in and for the State of Texas, personally appeared Tom Karr and Nikki Brennan, to me personally known, who being by me duly sworn, did say that they are the Board Chairman and Secretary, respectively, of the Georgetown Housing Authority executing the foregoing instrument; that the seal affixed hereto is the seal of said organization; that the instrument was signed on behalf of the organization by proper authority; that Tom Karr and Nikki Brennan acknowledged the execution of the instrument to be the voluntary act and deed of the organization, by it and by them voluntarily executed.



Cecilia S. Cunningham
Notary Public in and for the State of Texas

EXHIBIT A

**TO AGREEMENT BETWEEN WILLIAMSON COUNTY
AND THE GEORGETOWN HOUSING AUTHORITY
FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FISCAL YEAR 2024 FUNDING**

1. PROJECT DESCRIPTION AND SCOPE OF SERVICES:

A. Rehab project to include but not limited to demolition, replacing and painting of rotten rough cedar privacy entries, removing all deteriorated wood on fascia boards, trim, soffits, wood siding and wood fencing at the Georgetown Housing Authority.

B. Upon request, the County will provide technical assistance to the subrecipient concerning compliance with the terms of this Agreement. The subrecipient shall be responsible for all bidding procedures and subcontractual arrangements. All procedures shall be carried out in accordance with all Federal, State and local standards, and shall be monitored by the County.

C. The Project shall be completed in compliance with all applicable state and local codes. Upon completion, this Project shall be operated in compliance with all applicable federal, state and local laws. Subrecipient agrees the funding shall be used solely for the purpose of costs as detailed in Part I.1.A. of this Agreement.

2. TIME OF PERFORMANCE:

Subrecipient shall perform according to the following schedule:

	<u>Program Element</u>
1. February-March 2026	Award of funds and contract with Williamson County
2. February-April 2026	Environmental Assessment/Planning/Engineering
3. April 2026-May 2027	Construction
4. Monitoring Period	To be determined based on statement below

Records are to be retained for four years from the date of submission of the County's CAPER in which the specific activity is reported for the last time, unless there is litigation, claims, audit, negotiation, or other actions involving the records, which has started before

expiration of the four year period. In such cases, the records must be retained until completion of the action and resolution of all issues which arise from it or the end of the regular four year period, whichever is longer.

3. PROPOSED PROJECT BUDGET (see attached HUD budget):

	<u>CDBG Amount</u>	<u>Subrecipient Amount</u>
A. <u>Construction\Rehabilitation\Installation and/or Engineering, planning & administrative costs</u>	\$440,158	_____
B. <u>Eligible equipment</u> (as outlined in 24 CFR 570.207(1))	_____	_____
C. <u>Property Acquisition</u>	_____	_____
Total	\$440,158	

EXHIBIT B

Williamson County Community Development Block Grant Audit Requirements

Williamson County Subrecipients will adhere to the following guidelines with regard to audit requirements:

Subrecipient agrees to comply with the applicable requirements and standards as set forth in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Subrecipient agrees to furnish County with a current Financial Report (financial statements) within six (6) months from the end of its fiscal year covering the period of this Agreement that includes detailed receipts and disbursement of payments to Subrecipient hereunder. Future and unused grant funds will automatically be forfeited if the Subrecipient fails to submit a Financial Report.

However, if Subrecipient expends One Million Dollars (\$1,000,000.00) or more in federal funds (all sources), Subrecipient must, within nine (9) months from the end of its fiscal year, supply County with a single audit and is required to submit their audit report to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after the receipt of the auditor's report, or within 9 months after the end of the audit period. Grant funds will automatically be forfeited if the Subrecipient fails to submit an audit within the allotted time.

If the Subrecipient expends less than One Million Dollars (\$1,000,000.00) a year in federal funds (all sources), then they are exempt from the Single Audit requirements for that year; however, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity and the General Accounting Office.

If applicable, Subrecipient is required to submit a 990 Tax Return (Return of Organization Exempt from Income Tax) for the most recent fiscal year within six (6) months if submitting a Financial Report or within nine (9) months if submitting a Financial Audit. If the Subrecipient is not classified as an exempt entity as defined in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Subrecipient will not be awarded grant funds.

If applicable, Subrecipient agrees to cooperate with County relating to any inquiries regarding the Financial Audit or Financial Report and Subrecipient acknowledges that a Financial Audit or Financial Report shall be provided to County at the expense of the Subrecipient. Financial Audit or Financial Report shall be available to County staff, and any and all applicable federal agencies, and be of unrestricted access, in accordance with 24 CFR Part 85.42 and 24 CFR Part 84.53 as applicable.

The Williamson County CDBG office will issue letters to remind Subrecipients of the audit requirements and request timely submission. Letters will be issued on or around January 5 of each year. If no response is received, a second letter will be issued on or around February 15 of each year. If no response is received, a third request will be made approximately two weeks following. If no response is received by March 15, a final notification will be issued advising the subrecipient of suspension of reimbursement and future funding pending receipt of requested information.

Failure to follow these guidelines could result in the forfeit of future Williamson County CDBG funds and/or repayment of Williamson County CDBG funds already utilized.

Upon receipt of the required audit documents, the Williamson County Community Development Block Grant office will do an initial review to identify findings that affect the Williamson County CDBG program

or any cross-cutting findings that could affect future funding. The CDBG office will also request a review by the Williamson County Auditor's office.

In the event of a finding, Williamson County will issue a letter requesting additional information regarding the finding and the intentions of the Subrecipient to remedy the finding. Working with the Williamson County Auditor's office, the CDBG office will determine next steps to ensure that all federal, state, or local laws/statutes are met.

If a Subrecipient is unable to provide required audit documentation and has utilized CDBG funding, Williamson County will have the option to request repayment and recapture unused funds. If a Subrecipient is unable to provide required audit documentation and has not utilized CDBG funding, Williamson County will not issue funding until requirements are met or will reallocate funds to an alternate project if necessary.

Commissioners Court - Regular Session

6.

Meeting Date: 03/31/2026

Approval of Purchase of Accurint for Government Subscription #2026-184 with LexisNexis Risk Solutions for Accurint investigative subscription services for the Justice of the Peace Pct. 4

Submitted For: Joy Simonton

Submitted By: Jesel Vigil, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Purchase of Accurint for Government Subscription #2026-184 between Williamson County and LexisNexis Risk Solutions for Accurint investigative subscription services in the amount of \$200.00 per month, and authorizing the execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Jesel Vigil

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:28 AM

Started On: 03/16/2026 02:17 PM

Commissioners Court - Regular Session

7.

Meeting Date: 03/31/2026

Isaiah 117 House Vehicle Reimbursement Agreement for County Sheriff

Submitted For: Matthew Lindemann

Submitted By: Starla Hall, Sheriff

Department: Sheriff

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action regarding approval and receipt of vehicle reimbursement agreement with Isaiah 117 House for off duty contracting of County Sheriff Deputies to be effective April 28, 2026.

Public Background

This agreement gives permission for Isaiah 117 House to contract County Sheriff Deputies in a private capacity for security and traffic control at the annual fundraiser dinner hosted at The Grove Church in Libery Hill and the County to invoice them for deputies' vehicle usage. This agreement will begin on April 28th at 5:30 p.m. and terminate at 9:30 p.m. that same day.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Isaiah 117 House Veh Agr

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Starla Hall

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:37 AM

Started On: 03/23/2026 04:36 PM

STATE OF TEXAS	§	VEHICLE REIMBURSEMENT
	§	AGREEMENT WITH
	§	NON-GOVERNMENTAL
	§	ORGANIZATION
	§	REGARDING OFF-DUTY
COUNTY OF WILLIAMSON	§	CONTRACTING OF COUNTY DEPUTIES

(Special Event Form)

This Vehicle Reimbursement Agreement with Non-Governmental Organization Regarding Off-Duty Contracting of County Deputies (hereinafter, "AGREEMENT") is entered into by and between the company/organization set forth on the signature page below (hereinafter, "NON-GOVERNMENTAL ORGANIZATION") in the State of Texas, and Williamson County, Texas (hereinafter, "COUNTY") a political subdivision of the State of Texas, and the Williamson County Law Enforcement Agency set forth on the signature page below (hereinafter, "LEA").

For and in consideration of the permission given by COUNTY for the NON-GOVERNMENTAL ORGANIZATION to contract in a private capacity DEPUTIES of the LEA (hereinafter "DEPUTIES"), while DEPUTIES are not on duty with and for the COUNTY, it is hereby agreed as follows:

1. It is mutually agreed that while the DEPUTIES are working for the NON- GOVERNMENTAL ORGANIZATION, the DEPUTIES' primary responsibility is the enforcement of Federal and State laws and COUNTY Ordinances or Regulations to protect life and property and to keep the peace. The DEPUTIES are not allowed to enforce NON-GOVERNMENTAL ORGANIZATION policies or rules. DEPUTIES are at all times subject to the rules and policies of the LEA. ***NON-GOVERNMENTAL ORGANIZATION expressly acknowledges and agrees that such DEPUTIES are at all times independent contractors of the NON-GOVERNMENTAL ORGANIZATION when contracted by the NON-GOVERNMENTAL ORGANIZATION.***

2. **It is understood by the NON-GOVERNMENTAL ORGANIZATION that the COUNTY shall retain the right to withdraw at any time its permission for the DEPUTIES to work in a private capacity (including the right to terminate this agreement at any time).** If the permission of the COUNTY is withdrawn, the NON- GOVERNMENTAL ORGANIZATION agrees to terminate its contracting relationships with DEPUTIES. The NON-GOVERNMENTAL ORGANIZATION, as part of this AGREEMENT, binds itself to release and hold harmless the COUNTY from any liability or claim for damages in the event such permission is withdrawn by the COUNTY.

3. Prior to the beginning of DEPUTIES contracting with the NON-GOVERNMENTAL ORGANIZATION, the NON-GOVERNMENTAL ORGANIZATION shall obtain event general liability insurance for the 24-hour period covering each day of the event. Such temporary policy shall be from a company authorized to do business in the State of Texas with minimum amounts of Ten Thousand Dollars (\$10,000) per occurrence for property damage, One Hundred Thousand Dollars (\$100,000) per person, and Three Hundred Thousand Dollars

(\$300,000) per occurrence for personal injury. COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED UNDER THIS COVERAGE.

4. The term of this AGREEMENT shall commence at 5:30 P.M. on April 28, 2026 and terminate at 9:30 P.M. on April 28, 2026. Any extension of this AGREEMENT must be set forth in writing and signed by both parties. Either party may terminate this Agreement, for convenience and without cause, by providing ten (10) days' notice to the other party.
5. State law requires that law enforcement personnel conducting "off-duty" work must be both "full time" and "entitled" to fringe benefits. Tex. Occup. Code Sec. 1702.322(A) & (B)(i). Thus, part-time deputies and "reserve" officers may not conduct "off-duty" work.
6. The COUNTY agrees that each of the DEPUTIES will be properly insured with automobile liability insurance while operating the patrol vehicle in accordance with Section 612.005(b) of the Texas Government Code, and any other applicable laws.
7. COUNTY agrees to invoice NON-GOVERNMENTAL ORGANIZATION for the reimbursement amounts for deputy vehicle usage at the rate of **\$ 15.00 per hour per vehicle** (to cover NON-GOVERNMENTAL ORGANIZATION's fair share of costs for fuel, maintenance, and yearly premiums on automobile insurance).
8. NON-GOVERNMENTAL ORGANIZATION agrees to log and maintain all times that vehicles are allotted to off-duty work, whether actually used or parked, for each vehicle used by DEPUTIES. NON-GOVERNMENTAL ORGANIZATION shall provide such vehicle time records to COUNTY and LEA as soon as possible after conclusion of the event. COUNTY will invoice based on the total usage and rate, as set forth in Paragraph 7, and NON-GOVERNMENTAL ORGANIZATION will pay such invoice within ten days of the invoice date. Reporting must be submitted to:

LEA: At the address set forth on signature page below.

COUNTY: Williamson County Auditor's Office
Attn: Finance Director
710 Main Street, Suite 301
Georgetown, Texas 78626

9. NON-GOVERNMENTAL ORGANIZATION agrees that it shall pay deputies directly and file 1099 forms with the Internal Revenue Service.
10. 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.
11. 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,

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.

NON-GOVERNMENTAL ORGANIZATION:

Name of Organization: Isaiah 117 House

Signature: Tara Thornton

Printed Name: Tara Thornton

Title: Location Leader

Date: March 16, 2026

WILLIAMSON COUNTY LAW ENFORCEMENT AGENCY:

Name of Office: Williamson County Sheriff's Office

Printed Name of Official: Sheriff Matthew Lindemann

Signature of Official: Matthew Lindemann

Date: March 23, 2026

Address of Office: 508 S. Rock St.

Georgetown, Texas 78626

COUNTERPART SIGNATURE PAGE REGARDING COUNTY-VEHICLE USE DURING
OFF-DUTY SERVICES OF
COUNTY DEPTUIES

TO BE EXECUTED BY COUNTY COMMISSIONERS COURT FOR CONFIRMATION OF
BUDGETARY AUTHORIZATION RELATED TO USE OF
VEHICLES FOR OFF-DUTY WORK¹

WILLIAMSON COUNTY COMMISSIONERS COURT:

By: _____
Williamson County Judge or
Presiding Officer,
Williamson County Commissioners Court
710 Main Street, Suite 105
Georgetown, Texas 78626

Date: _____, 20____

¹ Including, but not limited to fuel, insurance, and maintenance of county-owned assets.

Commissioners Court - Regular Session

8.

Meeting Date: 03/31/2026

ASPCA Rescue Effect Campaign Grant

Submitted By: Misty Valenta, Animal Services

Department: Animal Services

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take action on permission for the Williamson County Regional Animal Shelter to apply for the ASPCA Rescue Effect Campaign Grant.

Public Background

The Williamson County Regional Animal Shelter is requesting permission to seek a \$10,000 from the Rescue Effect Campaign Grant from ASPCA for free adoption events for the community.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

ASPCA grant

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Misty Valenta

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:41 AM

Started On: 03/24/2026 10:36 AM

Grant Title/Project Name:	2026 ASPCA® The Rescue Effect Campaign Grant
Department:	Animal Services
Requestor:	Misty Valenta
Contact Email:	misty.valenta@wilcotx.gov
Contact Phone Number:	737-775-6929
Start Date:	8/1/2026
End Date:	11/1/2026
Please select request category:	Asset, Service, \$10,000
Describe the purpose of the grant in detail to include all requirements.	<p>The purpose of this grant is to support our animal shelter in increasing lifesaving outcomes for cats and dogs during the ASPCA's 2026 Rescue Effect Campaign months. Funding will aid make-ready services that prepare animals for adoption—such as spay/neuter surgeries, microchipping, core vaccinations, testing, deworming, flea and tick treatment, heartworm prevention, and necessary bloodwork. The grant will also allow us to waive adoption fees on designated campaign dates. These combined efforts increase live outcomes, reduce length of stay, and enhance our ability to support both pet and community well-being.</p> <p>Additionally, grant funding will strengthen our outreach and operational capacity related to The Rescue Effect campaign. This includes marketing and advertising to promote fee-waived adoption events, recruit volunteers and foster caregivers, and boost community awareness. Requirements for this grant includes submitting shelter data, providing necessary organizational documentation, and partnering with the ASPCA to share our events and success stories. Ultimately, this support empowers our shelter to improve service delivery, amplify our impact, and help more animals find safe, permanent homes.</p>
Select the type of grant your department is applying for:	Private Foundation
What is the amount of the grant?	\$10,000.00
Please provide a breakdown of the total cost above.	Adoption fees = \$4,500 Flea and tick prevention = \$2,000 Collars and leashes = \$2,000 PetHub tags = \$1,500
Is there a match requirement?	No
What is the source of the match?	
Does the grant cover the cost of the request 100%?	Yes
If not, how much is left unpaid?	
What is the plan to obtain grants/funds for the remaining amount?	
List other similar assets in the County and/or region and if they are available for use?	
How is this asset request different from any similar assets currently in the County and/or region?	

What types of events/purpose would this asset be used for that cannot be accomplished with a current County asset?	
How often do these events occur?	
Identify the number of personnel required to operate this asset and/or be available for the function where it is to be used? How much time is required of those personnel? What is the cost of the personnel?	
Where will the asset be stored?	
What is the useful life of the asset?	
Will a replacement be requested from general funds when useful life has been exhausted?	
Will other agencies be billed for the use of this asset (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this asset require insurance coverage?	
If yes, what is the estimate of asset insurance coverage?	
Will this asset require on-going maintenance? Please describe the maintenance required along with an estimate for these costs.	
How will this asset be funded when the grant ends?	
What is the impact if the grant is not received?	
New Personnel position is:	
Where will this position office?	
Who will this position report to?	
What tasks will this position perform? Include the five primary functions and the percentage of time spent to be spent on each function.	
Will this position take over tasks from current County employee?	
If yes, please explain the impact to current employee.	
How will this position be funded when the grant ends?	
Does this position or a similar position currently exist within the department?	
If yes, how many of these similar positions exist?	
Describe any alternatives considered to achieve desired outcome in lieu of a position (i.e. equipment, software, technology or change in business practice).	
Describe how workload will be accomplished/re-allocated should grant not be approved.	
List other similar items in the County and/or region and if they are available for use?	NA

How is this item request different from any similar assets currently in the County and/or region?	NA
What types of events/purpose would this item be used for that cannot be accomplished with a current County asset?	We would hold Free Adoption events in August, September, and October. Each event will last two days.
Identify the number of personnel required to operate this item and/or be available for the function where it is to be used?	25
Please explain how this item will create the need for more or less personnel (or mark n/a for no change)?	The number of personnel will remain the same. This will allow the shelter to give elevated service to the community.
Where will the item be stored?	In the officers
What is the useful life of the item?	One collar, leash, PetHub tag, and treatment per pet.
Will other agencies be billed for the use of this item (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this item require insurance coverage?	No
Will this item require any form of licensing?	No
Will this item require on-going maintenance? Please describe the maintenance required along with an estimate for these costs?	No
How will this item be funded when the grant ends?	Donations
What is the overall budgetary impact? (i.e. revenue generation, expense reduction, etc.)	We generally receive donations during our Free Adoption Events.
Please identify any additional equipment needed/required (now or in the future) should the grant/asset is awarded.	None
What is the cost and frequency to maintain/update the additional equipment?	NA
What is the impact of this grant application on other internal/county departments?	PetHub tags and collars will reduce the number of lost pets who need to come to the shelter.
If yes, what is the estimate of that license fee?	
If yes, what is the estimate of insurance coverage?	
Will a replacement be requested from general funds when useful life has been exhausted? (OR)	No
If yes, how much is the match amount?	
Please identify any known decrease in funding at this time.	None
Is this a new program to your department/office?	Yes
Please provide data points to be collected to show program success	We will keep record of the adoptions and donations collected during the event.
Please show historical data points or performance measures, statistics, services provided, etc. or any/all updates for re-application	
ID	22

Version	1.0
Attachments	False
Created	3/24/2026 10:34 AM
Created By	Misty Valenta
Modified	3/24/2026 10:34 AM
Modified By	Misty Valenta

Commissioners Court - Regular Session

9.

Meeting Date: 03/31/2026

Approval of Information Technology Staff Augmentation Contract 2026-187 with GTS Technology Solutions, Inc. for a Network Engineer Level 2 for Information Systems

Submitted For: Joy Simonton

Submitted By: Sandra Malcolm, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Information Technology Staff Augmentation Agreement #2026-187 with GTS Technology Solutions, Inc. for Staff Augmentation for the Information Systems Department for a Network Engineer Level 2, in the not-to-exceed amount of forty-one thousand sixty dollars (\$41,060.00), in accordance with the DIR Cooperative Contract #DIR-CPO-5721, and authorize the execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Sandra Malcolm

Final Approval Date: 03/23/2026

Reviewed By

Delia Colon

Date

03/23/2026 05:02 PM

Started On: 03/16/2026 08:24 AM

Commissioners Court - Regular Session

10.

Meeting Date: 03/31/2026

Approval of Goods and Services Contract #2026-182 with Netsync Network Solutions, Inc. for a Cisco Webex Contact Center Implementation for the County Tax Office for the Information Systems Department

Submitted For: Joy Simonton

Submitted By: Sandra Malcolm, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action to approve the Goods and Services Agreement #2026-182 with Netsync Network Solutions Inc. for the Cisco Webex Contact Center Implementation for the County Tax Office, in the amount of \$24,836.00, under the DIR Cooperative Contract #DIR-CPO-4866, and authorizing the execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Sandra Malcolm

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:39 AM

Started On: 03/17/2026 09:50 AM

Commissioners Court - Regular Session

11.

Meeting Date: 03/31/2026

Approval of Services and Goods Contract #2026-185 with Links Communications Inc. to provide and install cabling for the Information Systems Department

Submitted For: Joy Simonton

Submitted By: Jesel Vigil, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Services and Goods Contract #2026-185 between Williamson County and Links Communications Inc. to provide and install cabling for the new IT room at JJC Detention Academy in the amount of \$13,940.00 and authorizing the execution of this agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Jesel Vigil

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:00 AM

Started On: 03/16/2026 11:16 AM

Commissioners Court - Regular Session

12.

Meeting Date: 03/31/2026

Approval of MSA #2026-088 to GovernmentJobs.com dba NeoGov for PowerDMS Annual Renewal for 911 Communications

Submitted For: Joy Simonton

Submitted By: Vickie Johnson, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Master Service Agreement #2026-088 with GovernmentJobs.com dba NeoGov for PowerDMS renewal for 911 Communications, for the maximum amount of \$66,165.44, through Sourcewell contract #040425-PDMS with a term starting on April 01, 2026 through November 30, 2028.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Vickie Johnson

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:35 AM

Started On: 03/19/2026 02:31 PM

Commissioners Court - Regular Session

13.

Meeting Date: 03/31/2026

Approval of Agreement for Commissioning Services for the Emergency Service Operations Center with NV5 Consultants, Inc. utilizing 25RFSQ7 - MEPFC Pool for Facilities Management.

Submitted For: Joy Simonton

Submitted By: Michelle McKinney, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on awarding RFSQ #25RFSQ7 to NV5 Consultants, Inc. for Commissioning Services of the Emergency Service Operations Center CRAC Unit Upgrade in the not-to-exceed amount of Thirty-One Thousand Eight Hundred Fifty-Six and No/100 Dollars (\$31,856.00) and authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Michelle McKinney

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:35 AM

Started On: 03/20/2026 03:44 PM

Commissioners Court - Regular Session

14.

Meeting Date: 03/31/2026

Approval of Agreement for Construction Services No. 2026-194 for the SWRP HQ LED Lighting Upgrade with Allied Electric Service, Inc. for Facilities Management

Submitted For: Joy Simonton

Submitted By: Michelle McKinney, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving the Agreement for Construction Services No. 2026-194 between Williamson County and Allied Electric Service, Inc for SWRP HQ LED Lighting Upgrade — in the not-to-exceed amount of Eight Thousand Six Hundred Seventy and 83/100 Dollars (\$8,670.83) pursuant to TIPS Cooperative Contract #24060301 and authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Michelle McKinney

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/20/2026 04:29 PM

Commissioners Court - Regular Session

15.

Meeting Date: 03/31/2026

Approval of Agreement for Construction Services No. 2026-193 for the Road and Bridge Department LED Lighting Upgrade with Allied Electric Service, Inc. for Facilities Management

Submitted For: Joy Simonton

Submitted By: Michelle McKinney, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on approving the Agreement for Construction Services No. 2026-19 between Williamson County and Allied Electric Service, Inc for Road and Bridge Department LED Lighting Upgrade in the not-to-exceed amount of Six Thousand Two Hundred Seventy-Four and 44/100 Dollars (\$6,274.44) pursuant to TIPS Cooperative Contract #24060301 and authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Michelle McKinney

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/20/2026 04:15 PM

Commissioners Court - Regular Session

16.

Meeting Date: 03/31/2026

Approval of Work Authorization No. 5 with Rifeline, LLC for Public Involvement Services

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Work Authorization No. 5 with Rifeline, LLC for Public Involvement Services.

Public Background

This item requests approval of Work Authorization No. 5 with Rifeline, LLC for on-call public involvement services supporting Road and Bridge activities. Services will be provided on an as-needed basis in accordance with the existing agreement.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:37 AM

Started On: 03/24/2026 09:30 AM

Commissioners Court - Regular Session

17.

Meeting Date: 03/31/2026

Supplemental Work Authorization No. 1 to Work Authorization No. 1 with Cobb, Fendley & Associates, Inc. for CR 201 City of Georgetown Water Line Relocation

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 1 with Cobb, Fendley & Associates, Inc. for the CR 201 City of Georgetown Water Line Relocation project.

Public Background

This item requests approval of Supplemental Work Authorization No. 1 to Work Authorization No. 1 with Cobb, Fendley & Associates, Inc. for the CR 201 City of Georgetown Water Line Relocation project. This amendment decreases the maximum amount payable under Work Authorization No. 1. No changes are being made to the overall contract term.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:37 AM

Started On: 03/24/2026 10:06 AM

Commissioners Court - Regular Session

18.

Meeting Date: 03/31/2026

Supplemental Work Authorization No. 1 to Work Authorization No. 2 with Cobb, Fendley & Associates, Inc. for Smith Branch City of Georgetown Water Line Relocation

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 2 with Cobb, Fendley & Associates, Inc. for the Smith Branch City of Georgetown Water Line Relocation project.

Public Background

This item requests approval of Supplemental Work Authorization No. 1 to Work Authorization No. 2 with Cobb, Fendley & Associates, Inc. for the Smith Branch City of Georgetown Water Line Relocation project. This amendment decreases the maximum amount payable under Work Authorization No. 2. No changes are being made to the overall contract term.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:37 AM

Started On: 03/24/2026 11:00 AM

Commissioners Court - Regular Session

19.

Meeting Date: 03/31/2026

Supplemental Work Authorization No. 1 to Work Authorization No. 5 with Cobb, Fendley & Associates, Inc.

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 to Work Authorization No. 5 with Cobb, Fendley & Associates, Inc. for On Call Utility Coordination and Relocation for All Road and Bridge Capital Improvement Projects.

Public Background

This supplemental work authorization increases the maximum amount payable under Work Authorization No. 5 from \$47,069.00 to \$87,069.00. No changes are being made to the overall contract term.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:38 AM

Started On: 03/24/2026 11:36 AM

Commissioners Court - Regular Session

20.

Meeting Date: 03/31/2026

Supplemental Work Authorization No. 2 to Work Authorization No. 1 with KC Engineering, Inc.

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No. 2 to Work Authorization No. 1 with KC Engineering, Inc. for On-Call Design Engineering Services for Small Drainage and Small Roadway Projects.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:54 AM

Started On: 03/24/2026 12:57 PM

Commissioners Court - Regular Session

21.

Meeting Date: 03/31/2026

Contract Amendment No. 1 to Williamson County Contract for Engineering Services with Kleinfelder, Inc.

Submitted For: Robert Daigh

Submitted By: Robert Quartarero, Infrastructure

Department: Infrastructure

Division: Road & Bridge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Contract Amendment No. 1 to Williamson County Contract for Engineering Services with Kleinfelder, Inc. for On-Call Materials and Geotechnical Engineering Services.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Robert Quartarero

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:38 AM

Started On: 03/24/2026 04:59 PM

Commissioners Court - Regular Session

22.

Meeting Date: 03/31/2026

Authorize Issuing IFB #26IFB38 Contract Mowing for County Right of Way for Road and Bridge Department

Submitted For: Joy Simonton

Submitted By: Fernando Ramirez, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider, and take appropriate action on authorizing the Purchasing Agent to advertise and receive sealed responses for IFB Contract Mowing for County Right of Way, under IFB #26IFB38.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Fernando Ramirez

Final Approval Date: 03/23/2026

Reviewed By

Delia Colon

Date

03/23/2026 05:02 PM

Started On: 03/11/2026 12:40 PM

Commissioners Court - Regular Session

23.

Meeting Date: 03/31/2026

Receive update and insights into Purchasing Department, Recognize March 2026 as Public Procurement Month, and Recognize Award of 2025 National Procurement Institute Achievement of Excellence Award for Williamson County Purchasing Department

Submitted For: Joy Simonton

Submitted By: Joy Simonton, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Receive a report with an update and insights into the Purchasing Department, discuss and take appropriate action on proclaiming the month of March 2026 as Procurement Month and recognize the Purchasing Department as a recipient of the 2025 Achievement of Excellence in Public Procurement Award by the National Procurement Institute (NPI).

Public Background

The National Institute of Governmental Purchasing (NIGP) has proclaimed the month of March as Procurement Month for the awareness of the purchasing professional's role in supporting government officials. Please see the proclamation as attached. In addition, the Williamson County Purchasing Department received the Achievement of Excellence in Procurement Award for 2025, recognizing the department as one of the top organizations at all levels of public purchasing (city, county, school district, state, higher education, and non-profits) in the country, being one of 48 agencies in Texas and one of 45 counties in the nation. The Achievement of Excellence in Procurement Award is nationally and internationally recognized as the gold standard for the achievement of customer service, innovation and best practices in the profession of public procurement. The 2025 award represents the 26th consecutive year that Williamson County has achieved this prestigious honor and recognition. Additionally, the Purchasing Department takes this moment to recognize those county employees who went the extra mile this past year and strive to uphold the integrity and trust in local government by demonstrating due diligence in all aspects of the Local Government Code's purchasing requirements. The Purchasing Department is also hosting its fifth annual Vendor Forum on April 30th, 2026, from 2:00 – 3:00 PM. This year's session will be hosted virtually and will inform vendors on How to Do Business with Williamson County. A flyer is attached.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

- Proclamation
- AEP Notice of Award 2025
- Presentation 2026
- Vendor Forum Flyer 2026

Form Review

Inbox	Reviewed By	Date
County Judge Exec Asst.	Delia Colon	03/25/2026 08:38 AM
Form Started By: Joy Simonton		Started On: 03/24/2026 02:44 PM
Final Approval Date: 03/25/2026		



Williamson County Purchasing Department
100 Wilco Way, Suite P101, Georgetown, TX 78626
512.943.3553
Wilco.org
[Log in or Register \(bonfirehub.com\)](http://bonfirehub.com)

PROCUREMENT MONTH PROCLAMATION MARCH 2026

WHEREAS the Williamson County procurement professionals help make it possible for the county to provide maximum use of available resources in support of county residents and county departments by obtaining the goods and services needed to provide services in an efficient and economical manner; and

WHEREAS in addition to the purchase of goods and services, procurement teams add value to the organization by performing functions such as executing and administering contracts, developing procurement strategies, and cultivating working relationships with suppliers and departments within the organization.

NOW THEREFORE BE IT RESOLVED that the Commissioners Court of Williamson County, Texas hereby proclaims the month of March 2026 as Purchasing Month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the SEAL of Williamson County to be affixed this 31st day of March 2026.

Williamson County Judge

Date

From: National Procurement Institute AEP Program <aep@npiconnection.org>
Sent: Wednesday, June 25, 2025 3:15 PM
To: Kerstin Hancock <Kerstin.Hancock@wilcotx.gov>
Subject: 2025 NPI Achievement of Excellence In Procurement® Award Results

EXTERNAL email: Exercise caution when opening.

Dear Kerstin Hancock,

Congratulations! I am pleased to inform you that your agency's procurement department has earned the **2025 Achievement of Excellence in Procurement® Award**.

This prestigious recognition honors your organization's dedication to procurement excellence and reflects your commitment to innovation, professionalism, e-procurement, productivity, and leadership. Your achievement demonstrates the highest standards in public and non-profit procurement practices.

We encourage you to share this milestone with your organization's leadership and governing body. To help celebrate your success, media graphics, email signature graphic and sample press releases are available at <https://www.npi-aep.org/media-library>.

The prestigious Achievement of Excellence in Procurement Award® will be shipped to your organization soon.

You're also invited to join us for **NPI's Annual Conference, October 5-8, 2025, in Orlando, FL**. All AEP-recognized agencies are eligible to receive the member registration rate using the code **NPI2025AEP** at checkout. To register, visit <https://www.npi-aep.org/conference-registration>.

On behalf of the National Procurement Institute, congratulations again on this outstanding accomplishment and your continued commitment to **Achievement of Excellence in Procurement®**.

Sincerely,

Carrie Mathes, MPA, CFCM, NIGP-CPP, CPPO, C.P.M., CPPB, APP, FCCM
Achievement of Excellence in Procurement® Award Officer

This email is a service from National Procurement Institute.



Overview and Insights

2026

Joy Simonton, Purchasing Agent

PURCHASING DEPARTMENT UPDATE

Achievement of Excellence in Procurement
Award Recognition

How Artificial Intelligence May Affect Public
Procurement

By The Numbers

Vendor Support

Job Order Contracting Initiative

On Our Horizon



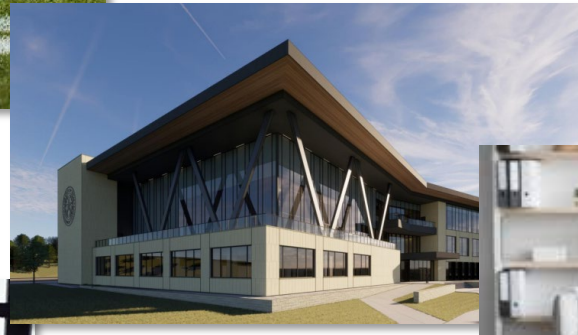
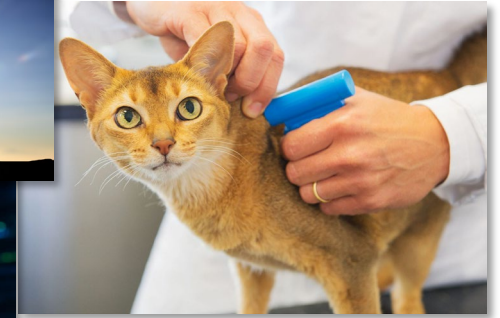
ACHIEVEMENT OF EXCELLENCE AWARD



26
CONSECUTIVE YEARS



GOODS, SERVICES AND PROFESSIONAL SERVICES



HOW ARTIFICIAL INTELLIGENCE (AI) MAY AFFECT PUBLIC PROCUREMENT



AI INFLUENCE ON PUBLIC PROCUREMENT

Short-term (1–2 years):

- Vendors will use AI to create a solicitation response document in minutes generating more responses for evaluation by public agencies.
- More competitive pricing.
- Prices may “flatten” as vendors will have access to real time cost data.
- Evaluating people and customer service in vendor finalist interviews will become even more important.
- Wilco staff specification writing will become faster and easier.

Mid-term (2–5 years):

- Predictive analytics for forecasting on costs.
- AI-enhanced oversight and compliance tools will be available.
- Embed AI procurement considerations into policies (e.g., LGC compliance).



BY THE NUMBERS



SOLICITATION PORTAL



Has been acquired by:



RESPONSES PER SOLICITATION



FY 25 AVERAGED
6
RESPONSES PER SOLICITATION

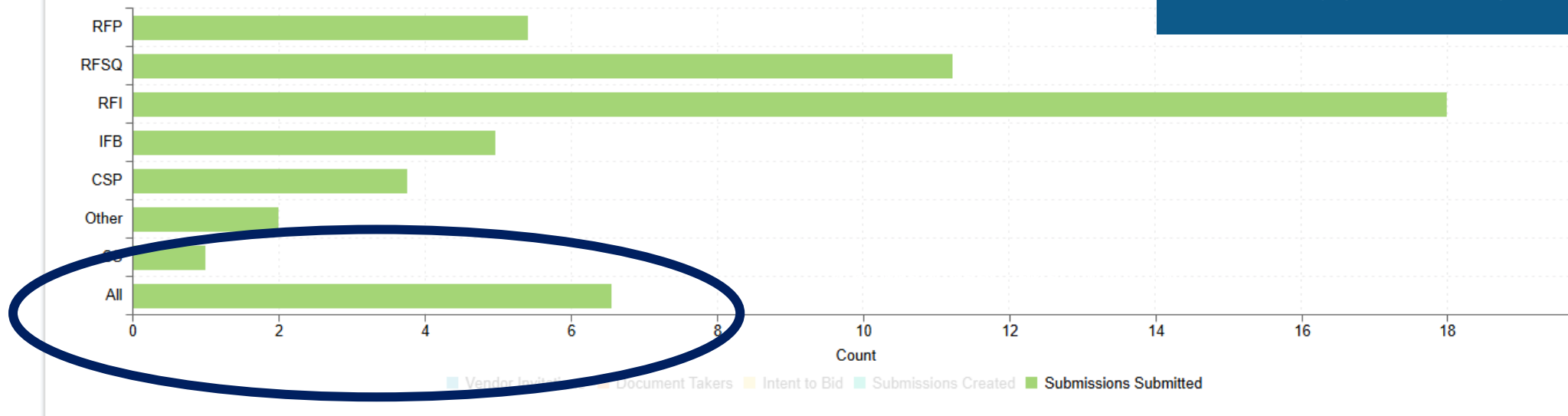
Average Opportunity Funnel

The average number of proponents engaged throughout the stages of responding to a bid opportunity

Chart

Data

Group By: Project Type Project Owner Department Display: Stack Columns



RESPONSES PER SOLICITATION

FY 24 AVERAGE

5

RESPONSES PER
SOLICITATION

FY 25 AVERAGE

6

RESPONSES PER
SOLICITATION

20%

Increase



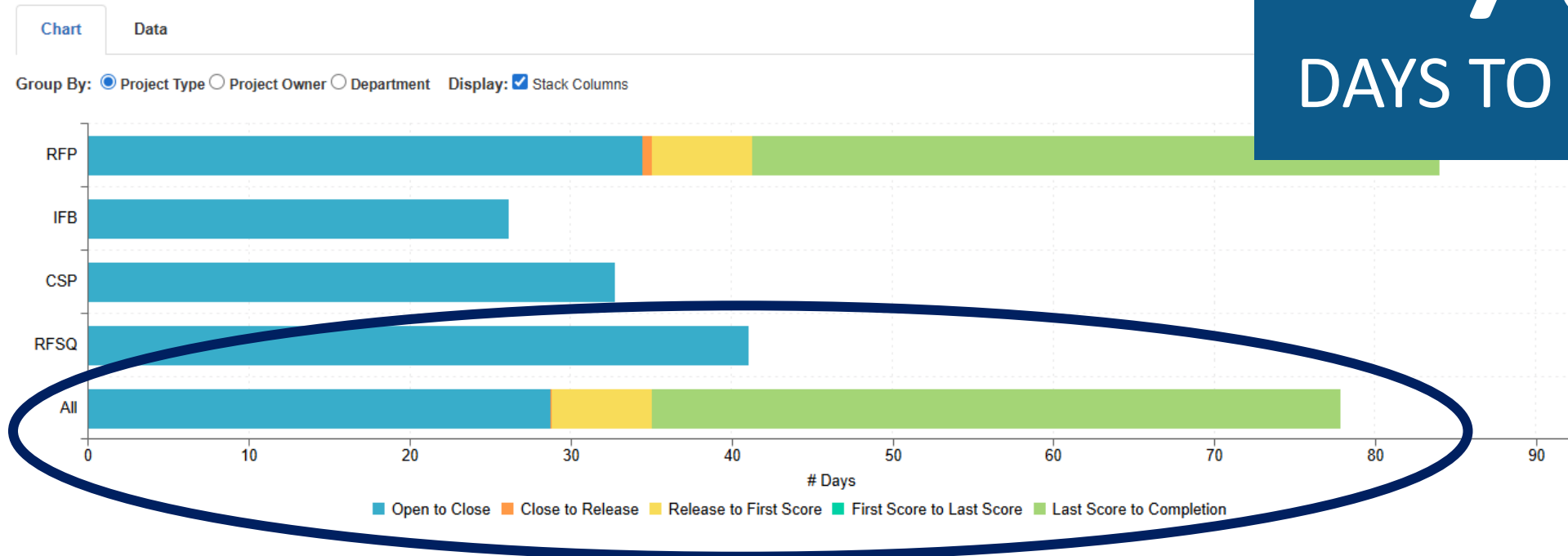
FORMAL SOLICITATION COMPLETION TIMES



CURRENTLY AVERAGING
78
DAYS TO AWARD

Average Time in each Project Stage

The average amount of time projects spend in each stage.



DEPARTMENTS AND VOLUME SUPPORTED

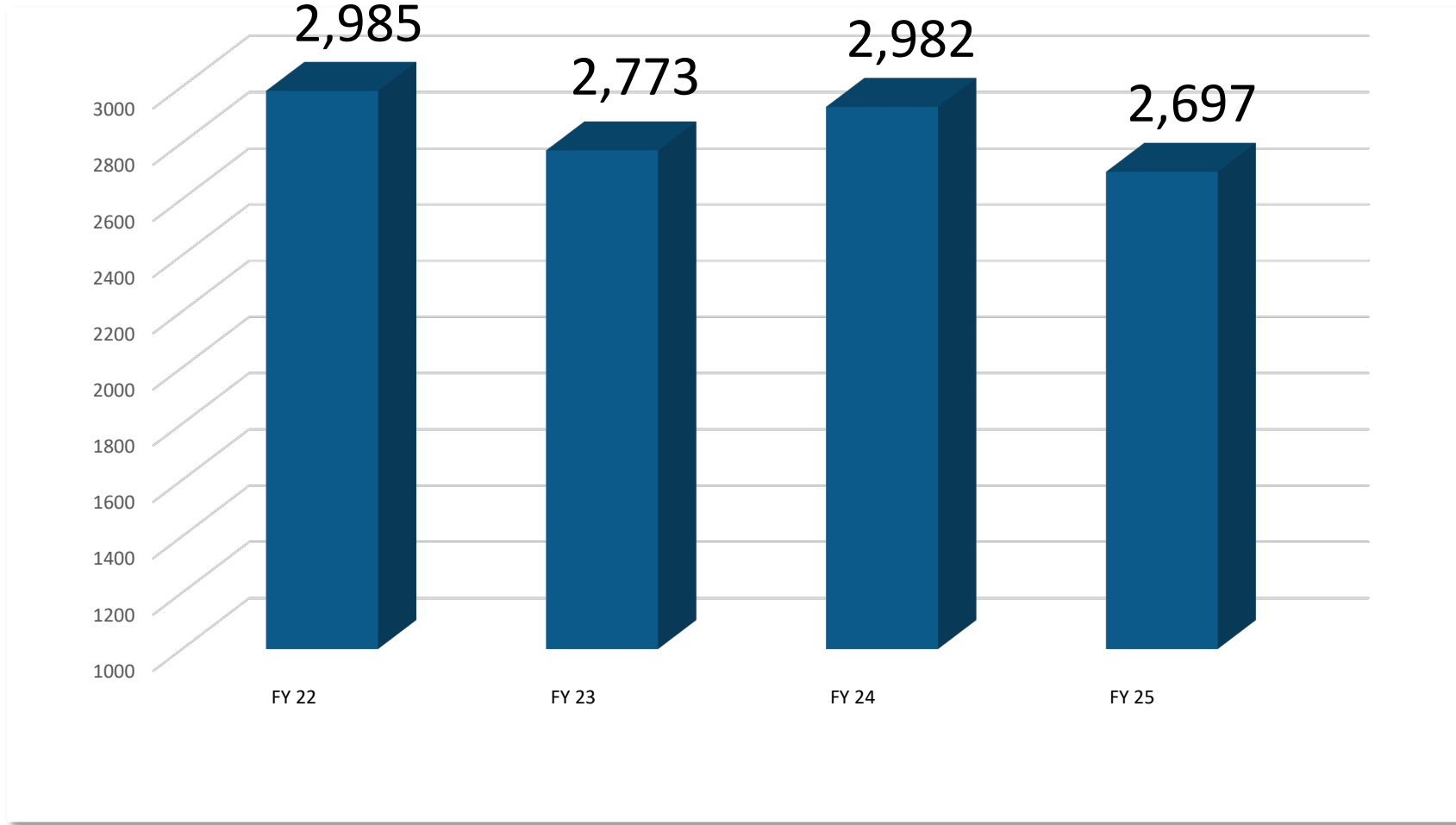
67

In FY 2025 the Purchasing Department provided oversight on over \$434 million dollars in spending, processed 2,697 purchase orders and added dozens of new vendors to the county's operation.

Departments and Elected Officials

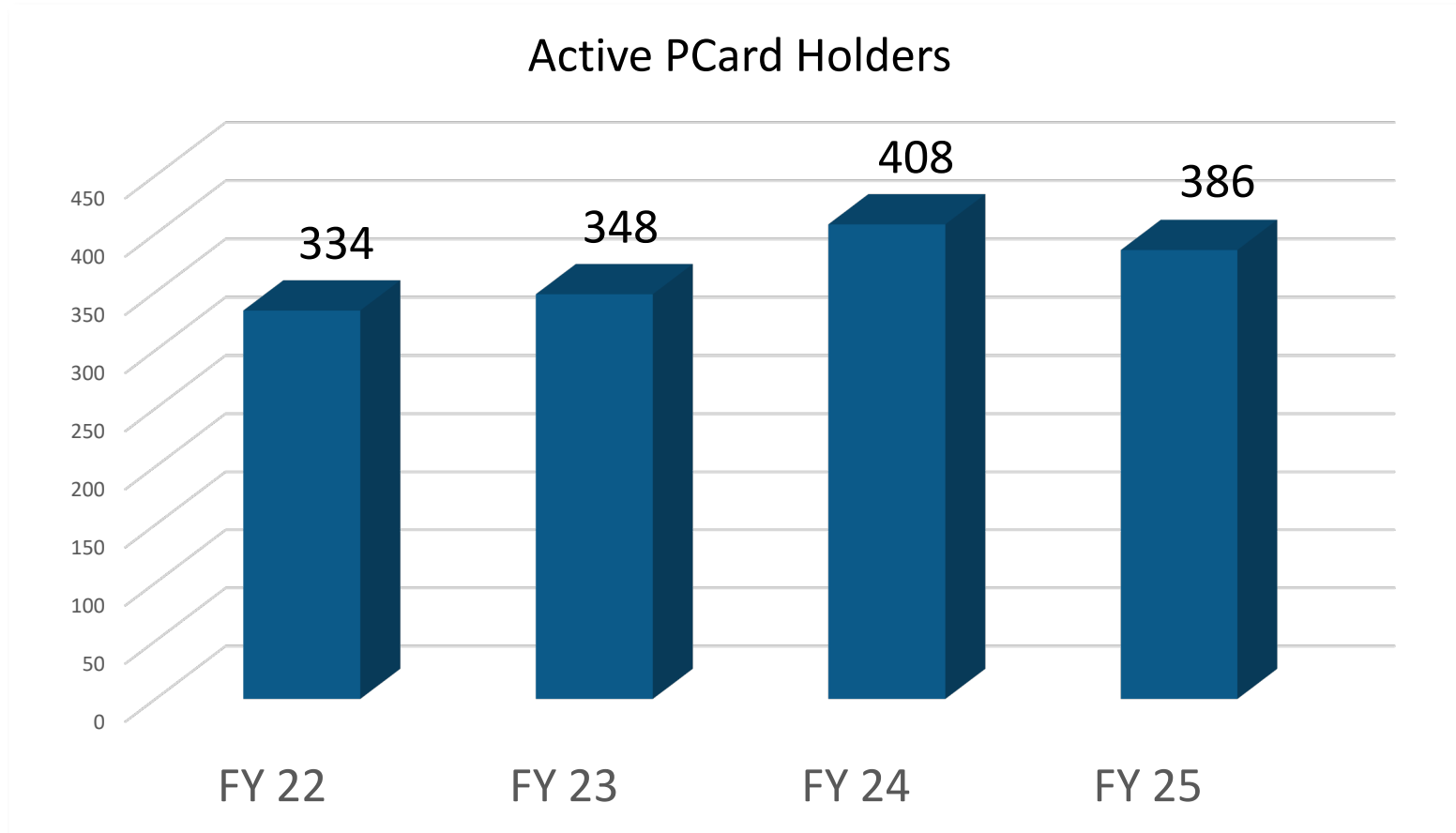


PURCHASE ORDER VOLUME



PCARD PLATFORM

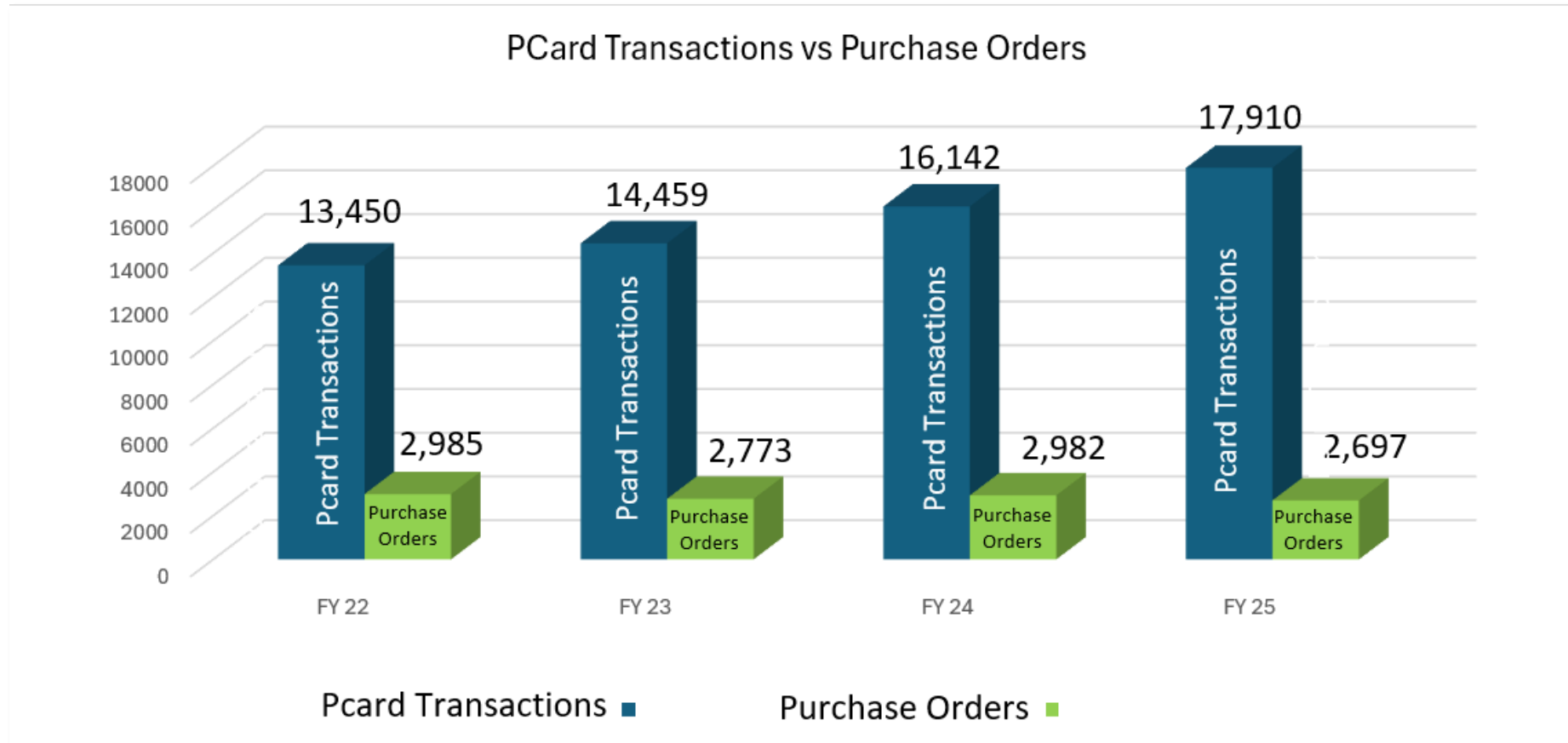
Pcards reduce the cost of high volume, low dollar transactions. This program helps reduce the use of check requests, and small dollar purchase orders. This program was launched at Williamson County in 2003.



PURCHASE ORDER VS. PCARD

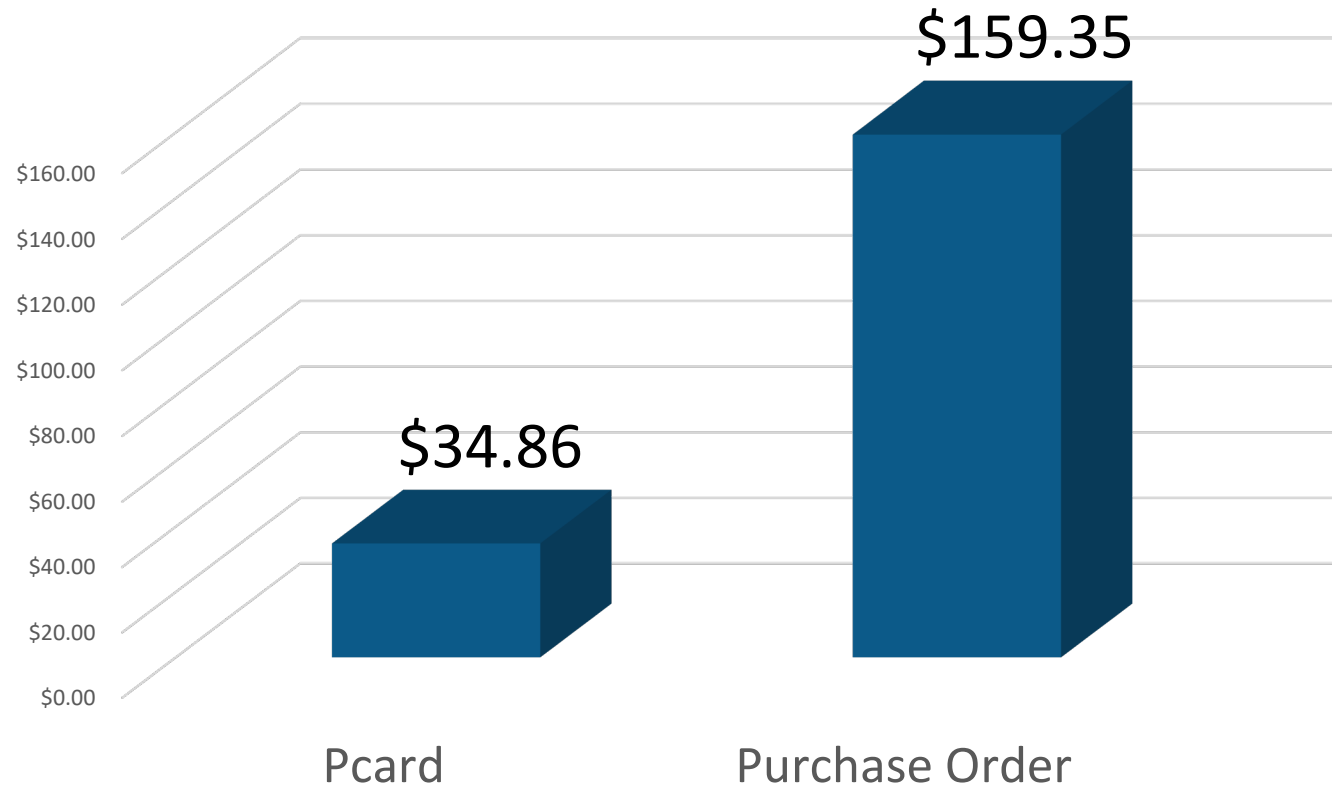
Pcard Purchases: Ideal for purchases less than \$5,000 made at the time of purchase.

Purchase Orders: Used for purchases \$5,000 or higher or those purchases that are not ideal for a Pcard.



ADMINISTRATIVE COST OF PURCHASING

Cost of PCard Transaction vs Purchase Order



Administrative cost of staff time associated with the purchase-to-pay cycle to include:

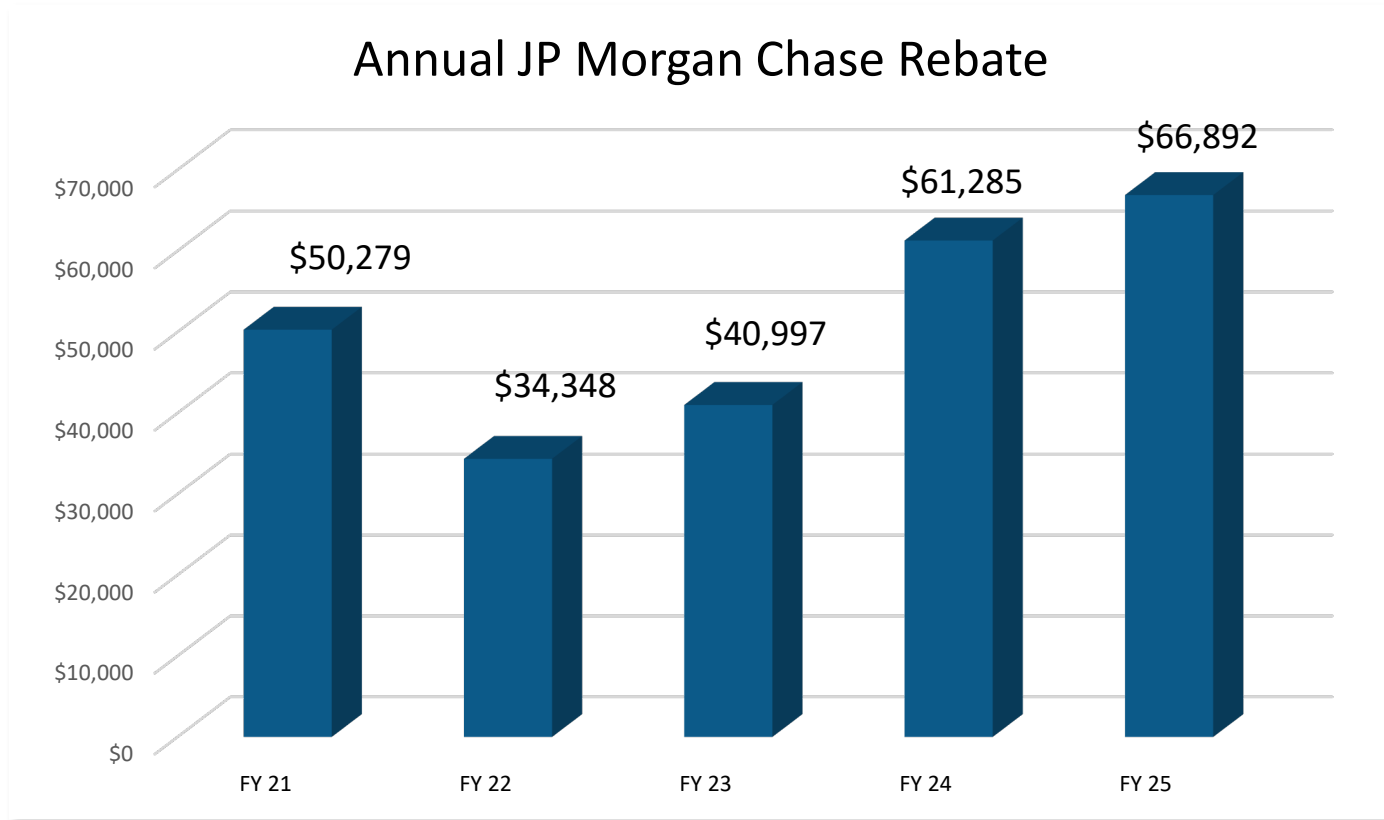
- End Users
- Purchasing
- AP

Reference: naccp.org/processcosts 2012. Adjusted for inflation.



JP MORGAN CHASE REBATE

Williamson County utilizes JP Morgan Chase for its Pcard platform. The contract offers a rebate paid each year based on the total spend amount for the organization.



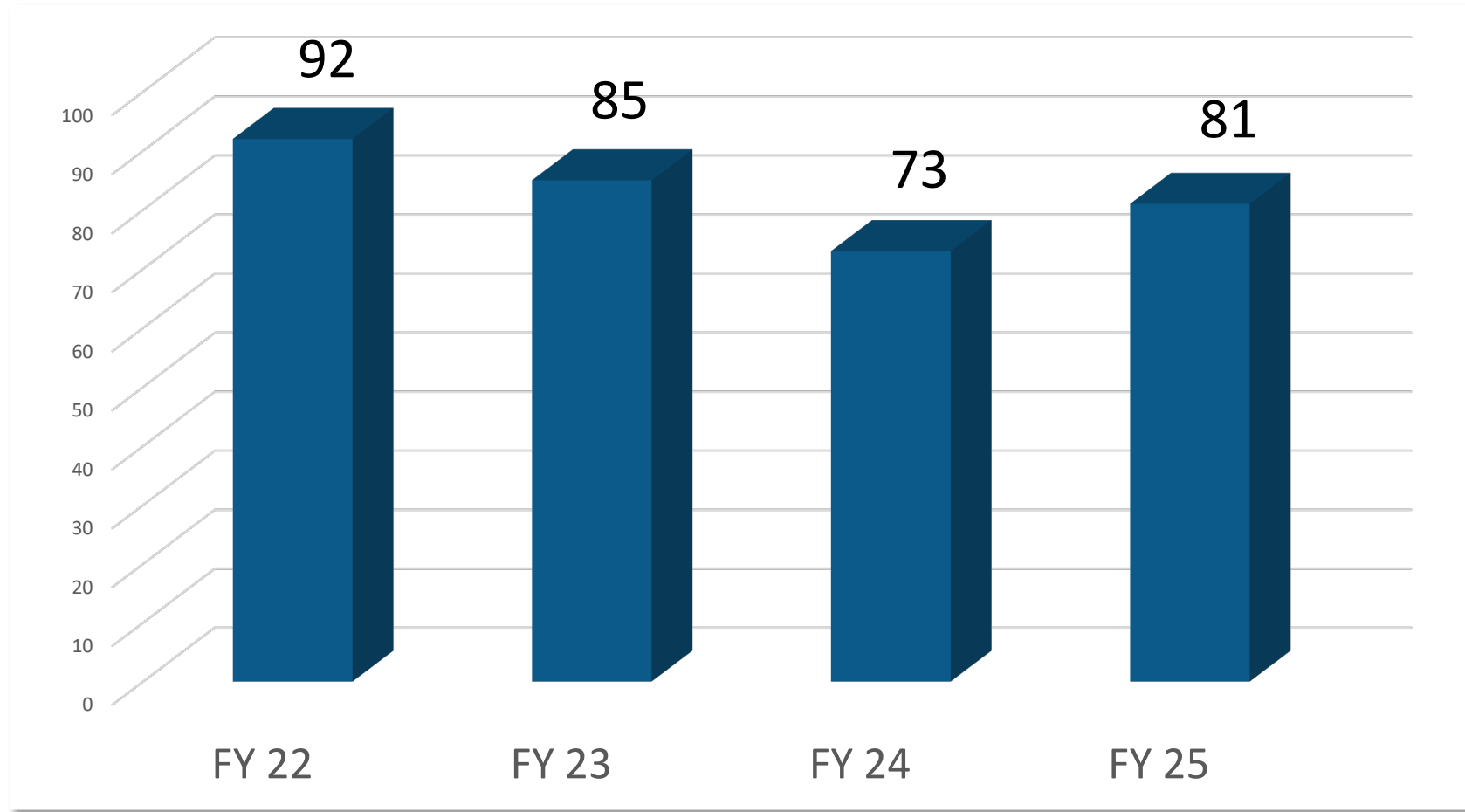
Rebate Percentage

1.22% - 1.54%

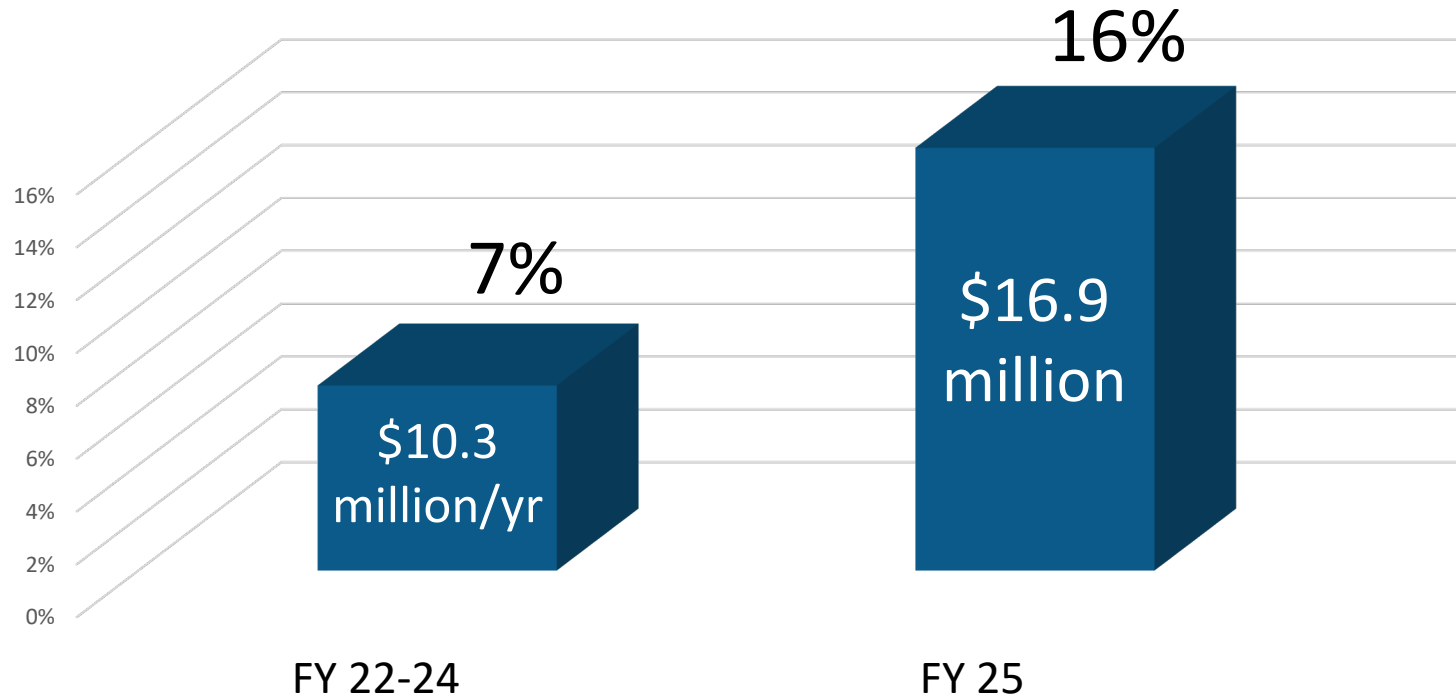
JPMorganChase 



FORMAL SOLICITATIONS - \$100K AND HIGHER



SAVINGS THROUGH SOLICITATIONS

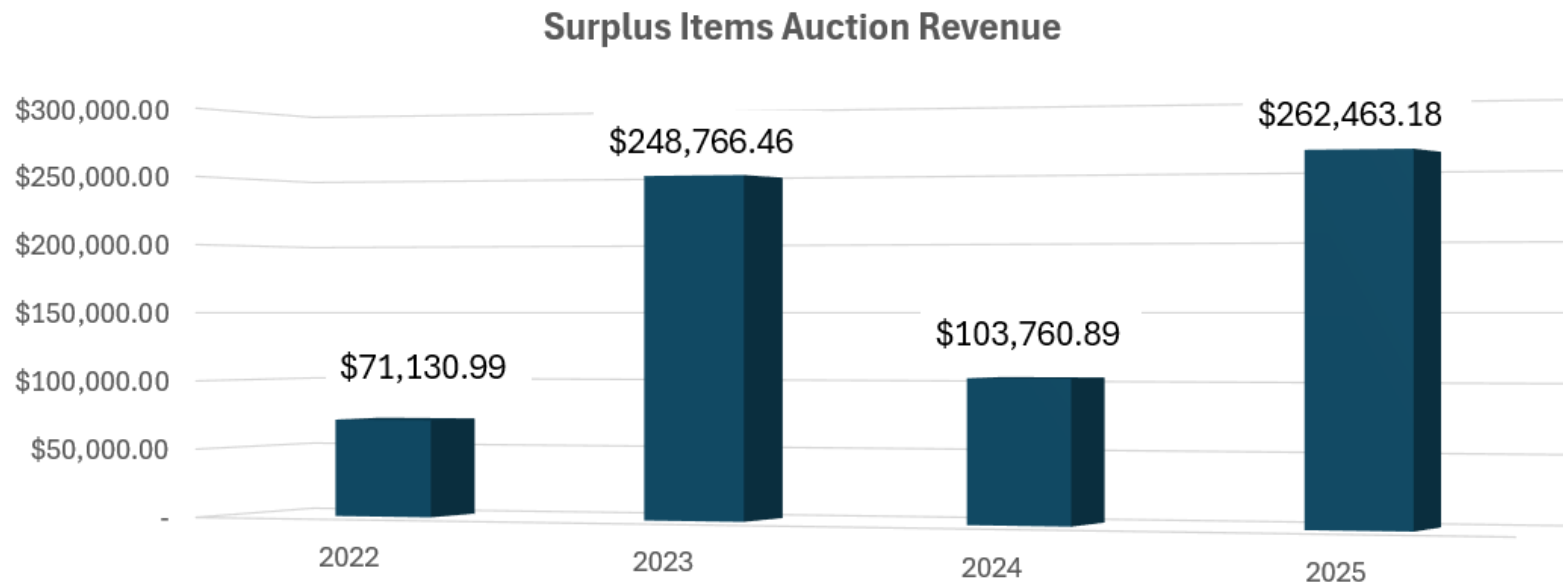


Average savings achieved through the solicitation process.
Data compiled from operational solicitations and Road Bond solicitations. Budget compared to actual contract and Engineers Estimate compared to contracted amount.

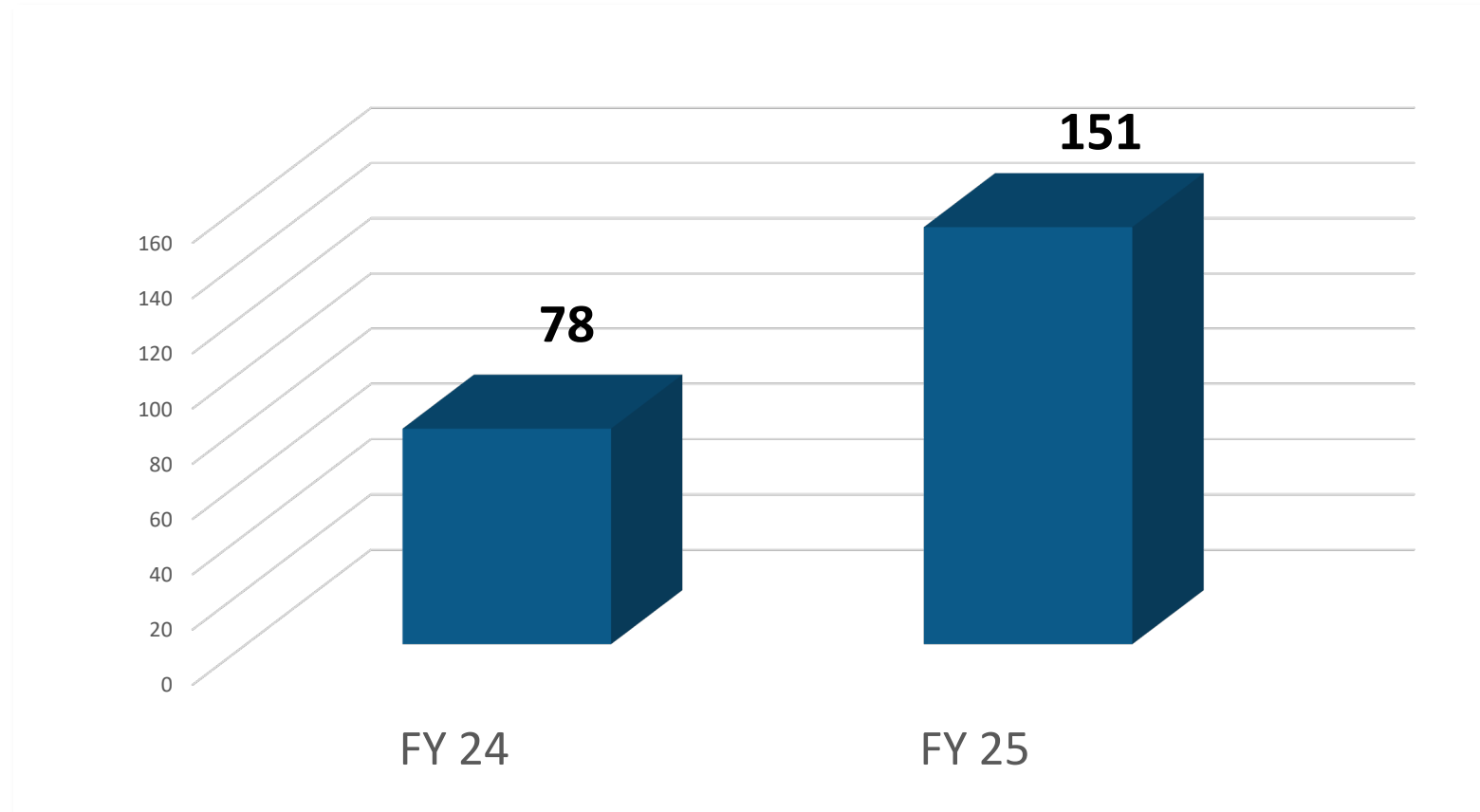


SURPLUS AUCTION REVENUE

Williamson County utilizes GovDeals and Gaston & Sheehan as online auctioneers to sell surplus and obsolete items.



PUBLIC INFORMATION REQUESTS



ADDITIONAL UPDATES



COUNTYWIDE CONTRACTS

- 1) Countywide Temporary Labor Contract
- 2) Equipment Rental
- 3) Pre-positioned Emergency Contracts

Debris Removal

Debris Monitoring

Generator Purchase and Rental

Facilities contracts with FEMA addendum

- Creates a go-to resource
- Master Services Agreement for quick transactions



AS-NEEDED PROFESSIONAL SERVICES POOL

Solicitations 24RFSQ32, 24RFSQ53, 24RFSQ74, 25RFSQ7 established prequalified pools of consultants for As-Needed Design and/or Engineering Services for Road and Bridge Projects and Minor County Building Projects for the Facilities Department. This approach to soliciting for professional services resulted in **41 contracts being awarded** from four (4) solicitations that otherwise would be individual solicitations.

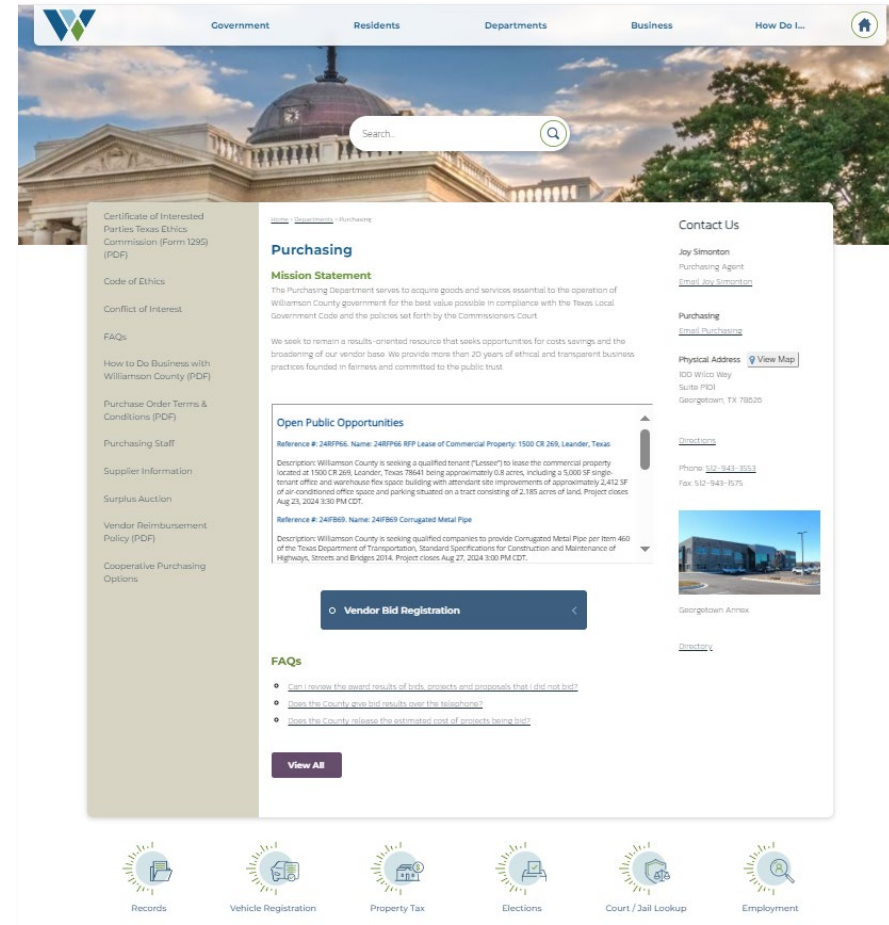
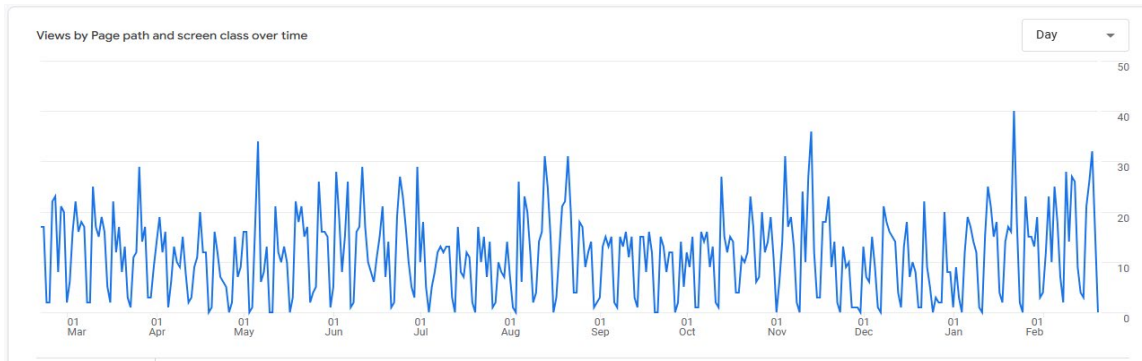
41 Consulting Contracts awarded from Pre-Qualified Pool

Architectural
Civil Engineering
Landscape Architecture
Mechanical, Electrical and Plumbing Engineering
Environmental Engineering
Fire Protection Engineering
Roofing Consulting
Building Envelope Analysis
HVAC Testing and Balancing (TAB) Engineering



PURCHASING WEBSITE TRAFFIC

Unique page visits in the past 12 months.



1,351 FY 24

4,161 FY 25



JOB ORDER CONTRACTING FOR FACILITY MANAGEMENT



CONSTRUCTION CONTRACTING VOLUME

In FY 25, Williamson County Facilities Management worked to support 100 operational locations that provide services to Williamson County residents. This required issuance of:

- 566 Purchase Orders
- 32 Master Service Agreements
- 53 Contracts
- 21 Professional Services Agreements
- 6 Solicitations

100

Buildings Maintained



MASTER SERVICE AGREEMENTS (MSA)

Utilizes established contracts approved by the Williamson County Commissioners Court

- 95+ MSAs currently in use by the Facility Maintenance Department;
- Ideal for building **maintenance**;
- MSAs typically provide service for one licensed trade such as HVAC;
- Pricing is pre-determined and established at the time of contract;
- Work is let through a Work Order
 - **Under \$100,000: Facility Management Director may authorize Work Order, commence work and ratify the contract through the Commissioners Court;**
 - **\$100,000 and over: Commissioners Court must authorize of Work Order prior to commencement of work.**



JOB ORDER CONTRACTS (JOC)

Contracts will be competitively procured through a Wilco solicitation, and the contracts will be approved by the Commissioners Court.

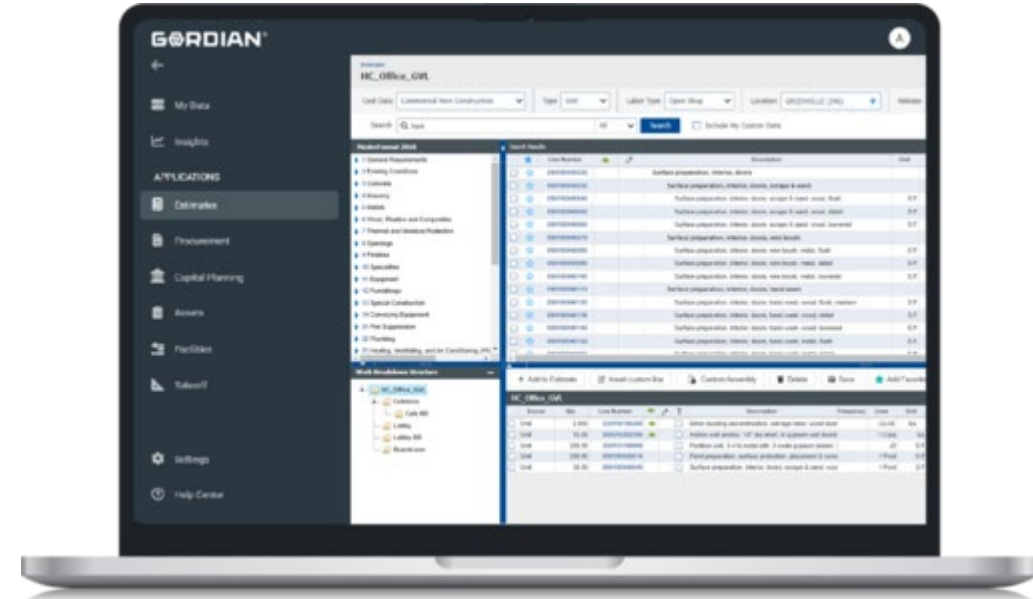
- Ideal for **construction projects**;
 - Texas Govt Code Section 2269.401: is a procurement method maintenance, repair, alteration, renovation, remediation, or minor construction of a facility when the work is of a recurring nature but the delivery times, type, and quantities of work required are indefinite.
 - JOCs will involve one or more license trades and related contractors, supervised by a GC
- Work is let through a Task Order
 - Under \$100,000: Facility Management Director may authorize Task Order, commence work and ratify the contract through the Commissioners Court;
 - \$100,000 and over: Commissioners Court must authorize of Task Order prior to commencement of work.



RS MEANS DATA ONLINE

- Index used for planning, budgeting or estimating construction projects.
- Fast way to find reliable cost data on construction materials, equipment and labor in 970 US markets.
- Construction professionals access RSMeans Data Online to build estimates, find and validate construction costs, compare local costs against national averages, or get quick, conceptual estimates for a variety of building types.
- Database contains 85,000 unit prices, 25,000 building assemblies and 42,000 facilities repair and remodeling costs covering every category of construction.

RSMeans
FROM THE GORDIAN GROUP®



MSA VS. JOC APPROACH

Master Services Agreement

Job Order Contracting

Wilco Solicitation Issued
 Cooperative Contract
 Construction Services
 Building Maintenance
 Not to Exceed Amount on Contract
 Under \$100,000 FMcan Authorize
 Over \$100,000 CC Must Approve

✓	✓
✓	
	✓
✓	
✓	✓
✓	✓
✓	✓



PROPOSED JOB ORDER CONTRACTING PROCESS

1) CIP Request and FM Budget Request

Williamson County Department Head or Elected Official makes request during the budget cycle.

2) Estimate Provided by JOC Contractor

Awarded JOC Contractor provides detailed scope and estimate for project.

Estimates under \$100,000 Facility Management Director may approve the estimate, create a Task Order and commence with the work. Task Order shall be submitted to the Commissioners Court for ratification.

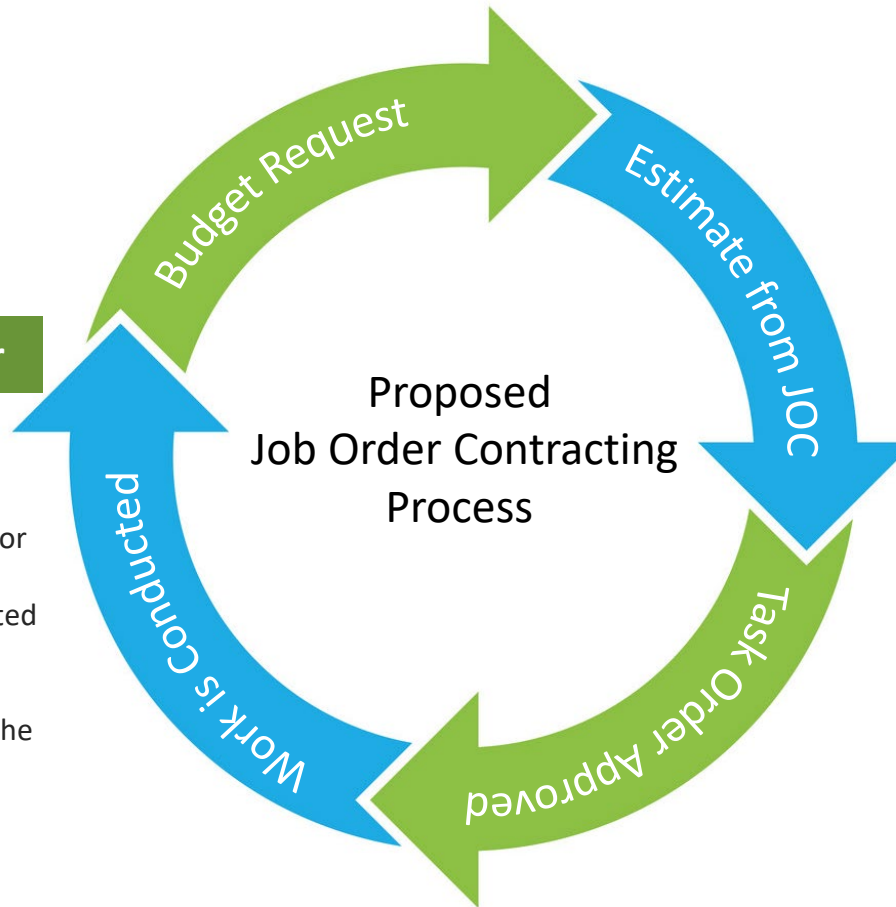
Estimates \$100,000 and higher must be presented to the Commissioners Court for review and approval or Task Order prior to commencement of work.

3) Task Order Created and Approved

Awarded JOC Contractor provides detailed scope and estimate for project through. Task Order created.

4) Work Commences

With approved Task Order work on the project will commence.



VENDOR SUPPORT



ANNUAL VENDOR FORUM AND REGISTRATION GUIDE



WILCO TEXAS April 30, 2026 • 2 p.m. - 3 p.m.

VENDOR FORUM

DOING BUSINESS WITH WILLIAMSON COUNTY

INFO WILL INCLUDE:

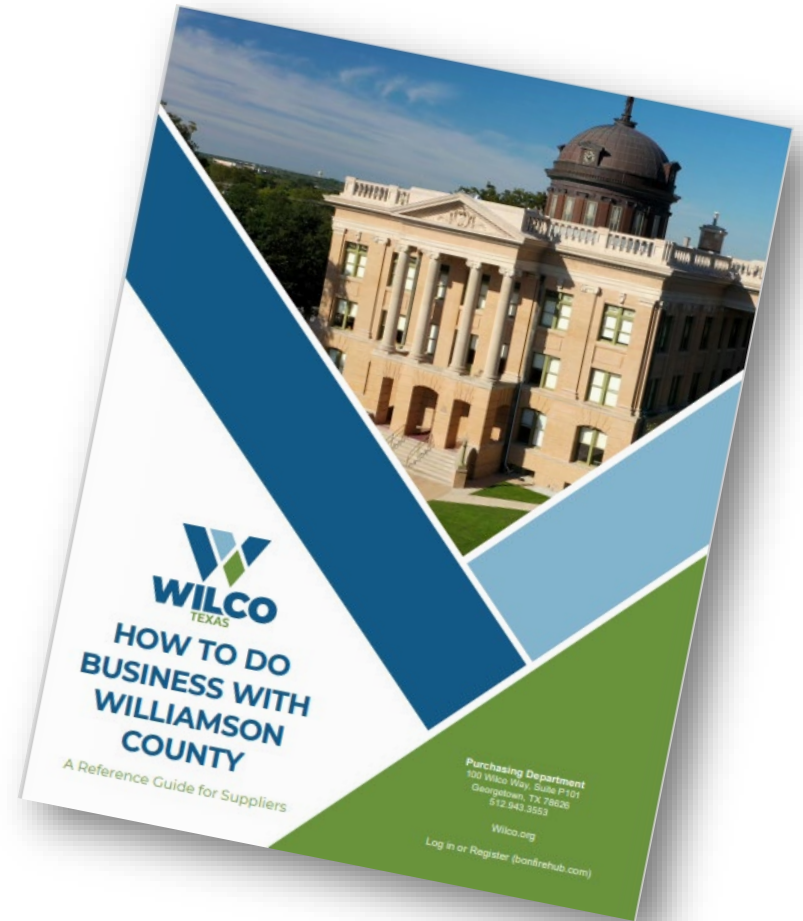
- Competitive bidding
- Joining vendor databases
- Ethics and standards
- Billing and payments
- Types of goods & services

MICROSOFT TEAMS VIRTUAL MEETING

Meeting ID: 212 637 018 848 5
Passcode: j2Xm2km7
Call in (audio only): +1 940-304-2814
Conference ID: 392 969 098#

HOW TO DO BUSINESS WITH WILLIAMSON COUNTY

Suppliers are encouraged to review *How to do business with Williamson County* for detailed instructions on vendor registration, terms and conditions and other guidelines.



WILCO TEXAS

HOW TO DO BUSINESS WITH WILLIAMSON COUNTY

A Reference Guide for Suppliers

Purchasing Department
100 Wilco Way, Suite P101
Georgetown, TX 78626
512.943.3553

Wilco.org
Log in or Register (bonfirehub.com)



ON THE HORIZON



TRANSACTION WORKFLOW





WILCO
PURCHASING





April 30, 2026 • 2 p.m. - 3 p.m.

VENDOR FORUM

DOING BUSINESS WITH WILLIAMSON COUNTY

INFO WILL INCLUDE:

- Competitive bidding
- Joining vendor databases
- Ethics and standards
- Billing and payments
- Types of goods & services



Meeting ID: 212 637 018 848 5

Passcode: j2Xm2km7

Call in (audio only):

+1 940-304-2814

Conference ID:

392 969 098#

**MICROSOFT TEAMS
VIRTUAL MEETING**

Commissioners Court - Regular Session

Meeting Date: 03/31/2026

Succession Planning Request for EMS

Submitted By: Ashlie Holladay, Budget Office

Department: Budget Office

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on a line item transfer for Succession Planning dollars for the EMS (Emergency Medical Services) department.

Public Background

The Budget Policy document as approved by the Court provides for "Succession Planning" or dollars to be utilized by departments when an existing employee resigns, and it is necessary to bring in a replacement prior to the departure of the existing employee. A snip of the policy has been included below. The EMS department has been notified that PCN0780, will be retiring, and the last day worked will be 4/30/26. EMS is requesting two weeks of pay for shadowing and four weeks (160 hours) of pay for vacation pay out as allowed by policy. While this PCN does not fall directly under a position "directly supervised by an elected official, appointed official, senior director or the commissioner's court", it does fall directly under the EMS Director himself. The exception being requested lies in the fact that this role requires communication with the Texas Department of Insurance, the Centers for Medicare and Medicaid, and the Office of the Inspector General and has a huge auditing and compliance component that not just anyone can fill. It also requires knowledge of EMS operations and the rules associated with billing EMS claims as compared to hospital claims. The salary for this PCN is \$120,922.88 annually. Based on the two weeks of shadowing and four weeks of leave time, for a total of six weeks, funds needed are \$13,952.64 or \$17,112.92 to include FICA and retirement. This money is budgeted each year in the Non-Departmental budget or 0409 and is available for transfer.

1. Funding may be requested via the budget process for known "Succession Planning." In the event an existing FTE submits a letter of intent to separate employment with Williamson County and funding is necessary to bring in a replacement prior to the departure of the existing FTE, funding may be available. Succession planning/funding applies as follows:

Applies to any position directly supervised by an elected official, appointed official, senior director or the commissioner's court

- Official letter of intent to depart/resign/retire must be received from/by the above
- Maximum funding of 2 weeks (80 hours, five 8-hour days per week) for shadowing/training prior to the current FTE departure.
- Maximum funding of 4 additional weeks (160 hours, five 8-hour days per week) to allow for accrual payouts (only if funding is not already available in the salary line due to attrition). Vacancy dollars will be applied first
- Maximum total funding of 6 weeks' pay (240 hours, five 8-hour days per week)
- Funding will be based on the current rate of pay for the current FTE and will include fringe/benefits as applicable.
- Once a new hire is in place, he/she will move into the existing FTE slot while the current FTE will move into the succession slot.
- Succession funding/dollars may not be transferred for any other purpose.
- Internal candidates/promotions are not eligible for succession planning funding.

Fiscal Impact

From/To	Acct No.	Description	Amount
FROM	0100-0409-001100	NonDept/FT Salary	\$13,952.64

FROM	0100-0409-002010	NonDept/FICA	\$1,067.38
FROM	0100-0409-002020	NonDept/Retirement	\$2,092.90
TO	0100-0540-001100	EMS/FT Salary	\$13,952.64
TO	0100-0540-002010	EMS/FICA	\$1,067.38
TO	0100-0540-002020	EMS/Retirement	\$2,092.90

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.
 Form Started By: Ashlie Holladay
 Final Approval Date: 03/19/2026

Reviewed By

Delia Colon

Date

03/19/2026 11:24 AM
 Started On: 03/13/2026 12:23 PM

Commissioners Court - Regular Session

25.

Meeting Date: 03/31/2026

FY2026 Capital Improvement Program

Submitted By: Karen Knightstep, County Auditor

Department: County Auditor

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action to update, allocate, and approve projects, real property purchases, and budgets from the 2026 Capital Improvement Program remaining balance and other possible sources of funds.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Karen Knightstep

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:37 AM

Started On: 03/24/2026 10:36 AM

Commissioners Court - Regular Session

26.

Meeting Date: 03/31/2026

Approval of Service and Goods Contract #2026-183 with Kofile Technologies Inc. for preservation services of historical records for the County Clerk's Office

Submitted For: Joy Simonton

Submitted By: Jesel Vigil, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Service and Goods Contract #2026-183 between Williamson County and Kofile Technologies Inc. for the preservation and restoration of historical records for the County Clerk's Office in the amount of \$646,882.42 and authorizing the execution of the agreement pursuant to an Interlocal Agreement (ILA) with Denton County.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Jesel Vigil
Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:17 AM
Started On: 03/16/2026 01:55 PM

Commissioners Court - Regular Session

27.

Meeting Date: 03/31/2026

Approval of Agreement for Services and Goods #2026-180 with Data Projections, Inc. for Audio Visual system upgrade at the Sheriff's Office Training Center for Information Systems Department

Submitted For: Joy Simonton

Submitted By: Jesel Vigil, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on approving Agreement for Services and Goods #2026-180 between Data Projections, Inc. and Williamson County for Audio-Visual system upgrades to multiple rooms at the Williamson County Sheriff's Training Academy located in Hutto, Texas, in the amount of \$134,914.39, and authorizing the execution of the service contract pursuant to TIPS contract #230105.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Jesel Vigil

Final Approval Date: 03/23/2026

Reviewed By

Delia Colon

Date

03/23/2026 01:42 PM

Started On: 03/03/2026 03:10 PM

Commissioners Court - Regular Session

28.

Meeting Date: 03/31/2026

IT Capital Project Updates

Submitted By: Richard Semple, Information Technology

Department: Information Technology

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on an update on major projects by Technology Services.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Richard Semple

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 08:30 AM

Started On: 03/23/2026 05:01 PM

Commissioners Court - Regular Session

29.

Meeting Date: 03/31/2026

Approval of Renewal #3 for Contract #23RFP11, Renewal #3, between Williamson County and Doyle Electric LLC for Electrical Infrastructure Maintenance and Installation Services for the Facilities Management Department.

Submitted For: Joy Simonton

Submitted By: Cheryl Johnson, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on authorizing Renewal No. 3 for Contract No. 23RFP11 for Electrical Infrastructure Maintenance and Installation Services with Doyle Electric LLC, under the same terms and conditions as the existing contract, for a 12-month term beginning October 1, 2026, through September 30, 2027, and authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Cheryl Johnson

Final Approval Date: 03/24/2026

Reviewed By

Delia Colon

Date

03/24/2026 10:53 AM

Started On: 03/06/2026 02:52 PM

Commissioners Court - Regular Session

30.

Meeting Date: 03/31/2026

Approval of Renewal #3 for Contract #23RFP11 between Williamson County and Allied Electric Services, Inc. for Electrical Infrastructure Maintenance & Installation Services for the Facilities Management Department.

Submitted For: Joy Simonton

Submitted By: Cheryl Johnson, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on authorizing Renewal No. 3 for Contract No. 23RFP11 for Electrical Infrastructure Maintenance and Installation Services with Allied Electric Services, Inc. for Electrical Infrastructure Maintenance & Installation Services, under the same terms and conditions as the existing contract, for a 12-month term beginning October 1, 2026, through September 30, 2027, and authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Cheryl Johnson

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:35 AM

Started On: 03/16/2026 11:31 AM

Commissioners Court - Regular Session

31.

Meeting Date: 03/31/2026

Approval of the Professional Services Agreement with Halff Associates, Inc. for the Design Services for the R&B Training Building utilizing 24RFSQ53 for Facilities Management

Submitted For: Joy Simonton

Submitted By: Michelle McKinney, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on awarding RFSQ #24RFSQ53 to Halff Associates, Inc. for the Architectural and Design Services for the Road and Bridge Training Building, in the amount of One Hundred Twenty-Seven Thousand Two Hundred and No/100 Dollars (\$127,200.00) authorize execution of the agreement.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Michelle McKinney

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:35 AM

Started On: 03/20/2026 03:25 PM

Commissioners Court - Regular Session

32.

Meeting Date: 03/31/2026

Cross Creek Road Assignment and Assumption Agreement

Submitted For: Adam Boatright

Submitted By: Misti Schulz, Infrastructure

Department: Infrastructure

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on an Assignment and Assumption Agreement with Cross Creek Commercial Park, LLC, and Cross Creek Commercial Park Association.

Public Background

This Agreement would assign all the rights, duties and obligations under the Development Agreement that was approved in item 63 of the Commissioners Court agenda on September 16, 2025, to Cross Creek Commercial Park Association.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Misti Schulz

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:35 AM

Started On: 03/17/2026 05:14 PM

Commissioners Court - Regular Session

33.

Meeting Date: 03/31/2026

CR 175 – Aguirre & Fields – PSA Amendment #2

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Contract Amendment No. 2 to the CR 175 contract executed March 19, 2024, between Williamson County and Aguirre & Fields, LP relating to the 2023 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 11:03 AM

Commissioners Court - Regular Session

34.

Meeting Date: 03/31/2026

CR 175 – Aguirre & Fields – WA #2

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Work Authorization No. 2 to the CR 175 contract executed March 19, 2024, between Williamson County and Aguirre & Fields, LP relating to the 2023 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 11:07 AM

Commissioners Court - Regular Session

35.

Meeting Date: 03/31/2026

North Barker – JMT – PSA Amendment #3

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Contract Amendment No. 3 to the North Barker Street contract executed March 19, 2024, between Williamson County and Johnson, Mirmiran & Thompson, Inc. relating to the 2023 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 11:11 AM

Commissioners Court - Regular Session

36.

Meeting Date: 03/31/2026

North Barker – JMT – Work Authorization #3

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Work Authorization No. 3 to the North Barker Street contract executed March 19, 2024, between Williamson County and Johnson, Mirmiran & Thompson, Inc. relating to the 2023 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 11:13 AM

Commissioners Court - Regular Session

37.

Meeting Date: 03/31/2026

Pond Springs – STV – PSA Amendment #3

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Contract Amendment No. 3 to the Pond Springs Road Drainage Improvements contract executed March 19, 2019, between Williamson County and STV Incorporated as successor in interest to CP&Y, Inc dba STV Infrastructure relating to the 2019 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 10:47 AM

Commissioners Court - Regular Session

38.

Meeting Date: 03/31/2026

Pond Springs – STV – Work Authorization #3

Submitted By: Ragan Riggs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on Work Authorization No. 3 to the Pond Springs Road Drainage Improvements contract executed March 19, 2019, between Williamson County and STV Incorporated as successor in interest to CP&Y, Inc dba STV Infrastructure relating to the 2019 Road Bond Program.

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ragan Riggs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:36 AM

Started On: 03/23/2026 10:54 AM

Commissioners Court - Regular Session

39.

Meeting Date: 03/31/2026

CR 255 Agreed Final Judgment and Rule 11 Settlement

Submitted For: Don Childs

Submitted By: Don Childs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on a Rule 11 settlement agreement and Agreed Final Judgment with County Road 255, a Series of Lane Commercial to acquire 0.723 AC needed as right of way on the CR 255 roadway project (Parcel 12).

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Don Childs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:38 AM

Started On: 03/24/2026 02:27 PM

Commissioners Court - Regular Session

40.

Meeting Date: 03/31/2026

Bagdad Rd. @ CR 279 Agreed Final Judgment

Submitted For: Don Childs

Submitted By: Don Childs, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on an Agreed Final Judgment with Roger Doyle Bonnet and Patricia Lynn Bonnet, Trustees of the Roger D. and Patricia L. Bonnet trust under instrument dated October 1, 2020, to acquire 0.109 AC needed as right of way on the Bagdad Rd. @ CR 279 project (parcel 23).

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Don Childs

Final Approval Date: 03/25/2026

Reviewed By

Delia Colon

Date

03/25/2026 08:38 AM

Started On: 03/24/2026 02:32 PM

Commissioners Court - Regular Session

41.

Meeting Date: 03/31/2026

Bickerstaff engagement agreement (cruz)

Submitted By: Shannon Francis, General Counsel

Department: General Counsel

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider, and take appropriate action on the engagement of the law firm of Bickerstaff Heath Delgado Acosta LLP to represent Williamson County and Williamson County individually named defendants in relation to Civil Action No. 1:25-cv-01377-RP; Rogelio Cruz, Jr. v. Williamson County, Texas, et al.; In the United States District Court for the Western District of Texas, Austin Division; and exemption of these services from the competitive bid/proposal requirements of the County Purchasing Act pursuant to the discretionary exemption for personal or professional services, as set forth under Texas Local Government Code § 262.024(a)(4).

Public Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

ENGAGEMENT AGREEMENT

Form Review

Inbox

County Judge Exec Asst.

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Delia Colon

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Bickerstaff Heath Delgado Acosta LLP

Two Barton Skyway 1601 S. MoPac Expy., Suite C400, Austin, TX 78746

ENGAGEMENT AGREEMENT

This agreement sets forth the standard terms of our engagement as your attorneys. Unless modified in writing by mutual agreement, these terms will be an integral part of our agreement with you. Therefore, we ask that you review this agreement carefully and contact us promptly if you have any questions. Please retain this agreement in your file.

Identity of Client. We will be representing the interests of Williamson County, including the Williamson County Sheriff's Office and County employees Trivon Martin, Katie Lentz, Allen Frederick, and Audrea Hutson, in their individual and official capacities.

Attorneys. Bickerstaff Heath Delgado Acosta LLP is engaged by you as your attorneys, and I, Gunnar P. Seaquist, will be the partner who will coordinate and supervise the services we perform on your behalf. We routinely delegate selected responsibilities to other persons in our Firm when, because of special expertise, time availability or other reasons, they are in a better position to carry them out. In addition, we will try, where feasible and appropriate, to delegate tasks to persons who can properly perform them at the least cost to you.

The Scope of Our Work. You should have a clear understanding of the legal services we will provide. We will provide services related only to matters as to which we have been specifically engaged. Although in the future we may from time to time be employed on other matters, our present relationship is limited to representing the above-named client in the matters described in Exhibit A. We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed. We cannot guarantee the success of any given matter, but we will strive to represent your interests professionally and efficiently.

Fees for Legal Services. Our charges for professional services are customarily based on the time devoted to the matter, the novelty and difficulty of the questions presented, the requisite experience, reputation and skill required to deal with those questions, time limitations imposed by the circumstances, and the amount involved and the results obtained. Unless otherwise indicated in writing, our fees for legal services are determined on the basis of the hourly rates of the respective lawyers and other timekeepers who perform the services. These rates vary depending on the expertise and experience of the individual. We adjust these rates annually, increasing them to reflect experience, expertise, and current economic conditions. We will notify you in writing if this fee structure is modified. The initial agreed billing rates for attorneys and other timekeepers engaged on your work are attached as Exhibit B.

Other Charges. All out-of-pocket expenses (such as copying charges, travel expenses, messenger expenses, filing and other court costs, and the like) incurred by us in connection with our representation of you will be billed to you as a separate item on your statement. A description of the most common expenses is included as Exhibit C and agreed to as part of this agreement.

Billing Procedures and Terms of Payment. Our billing period begins on the 16th of the month and ends on the 15th of the following month. We will render periodic invoices to you for legal services and expenses. We usually mail these periodic invoices on or before the last day of the month following the latest date covered in the statement. Each invoice is due upon receipt, must be paid in U.S. Dollars, and is considered delinquent if not paid in full within 30 days of its stated date. Payment must be made to the Firm at Two Barton Skyway 1601 S. MoPac Expy., Suite C400, Austin, TX 78746. We will include all information reasonably requested by you on all invoices and will reference any purchase order number provided by you. Payment and interest, if any, will comply with the Prompt Payment Act (Texas Government Code Chapter 2251), if applicable, for any final invoices. If you have any question or disagreement about any invoice that we submit to you for payment, please contact me at your earliest convenience so that we can resolve any problems without delay. Typically, such questions or disagreements can be resolved to the satisfaction of both sides with little inconvenience or formality.

Termination of Services. You have the right at any time to terminate our employment upon written notice to us, and if you do we will immediately cease to render additional services. We reserve the right to discontinue work on pending matters or terminate our attorney-client relationship with you at any time that payment of your account becomes delinquent, subject to Court approval if necessary. In the event that you fail to follow our advice and counsel, or otherwise fail to cooperate reasonably with us, we reserve the right to withdraw from representing you upon short notice, regardless of the status of your matter. No termination, whether by you or by us, will relieve you of the obligation to pay fees and expenses incurred prior to such termination.

Retention of Documents. Although we generally attempt to retain for a reasonable time copies of most documents in the possession of this Firm related to the matter(s) described in Exhibit A, we are not obligated to do so indefinitely, and we hereby expressly disclaim any responsibility or liability for failure to do so. We generally attempt to furnish copies of all documents and significant correspondence to you at the time they are created or received, and you agree to retain all originals and copies of documents you desire among your own files for future reference. This document serves as notice to you that we will destroy such materials in accordance with the Firm's record retention policy, which may be amended from time to time and a copy of which will be provided at your request. It is our Firm's policy to destroy all copies, whether in paper or electronic form, of materials in connection with the representation seven (7) years after the completion of our work relating to this engagement or the completion of a particular project under this engagement, unless and to the extent an exception recognized in our document retention policy or other legal requirement applies to some or all of the subject materials and requires retention for a longer period of time. The Firm also reserves the discretion to retain its records of pertinent documents relating to its ongoing representation of a client, e.g. in a general counsel capacity. If you would like to obtain copies of materials in the Firm's possession related to this matter prior to the scheduled destruction of the materials, please notify the Firm. Because you will have been furnished with copies of all relevant materials contained in our files during the course of the active phase of our representation, if you later ask us to retrieve and deliver materials contained in a file that has been closed, you agree that we will be entitled to be paid a reasonable charge for the cost of retrieving the file, and identifying, reproducing, and delivering the requested materials to you.

Fee Estimates. We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Our attorneys do their best to estimate fees and expenses for particular matters when asked to do so. However, an estimate is just that, and the fees and expenses required are ultimately a function of many conditions over which we have little or no control, especially in litigation or negotiation situations where the extent of necessary legal services may depend to a significant degree upon the tactics of the opposition. Unless otherwise agreed in writing with respect to a specific matter, all estimates made by us will be subject to your agreement and understanding that such estimates do not constitute maximum or fixed-fee quotations and that the ultimate cost is frequently more or less than the amount estimated.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, United States of America, without giving effect to its choice of laws provisions. Venue of any case or controversy arising under or pursuant to this Agreement will be exclusively in Travis County, Texas, United States of America.

Standards of Professionalism and Attorney Complaint Information. Pursuant to rules promulgated by the Texas Supreme Court and the State Bar of Texas, we hereby advise you that the State Bar of Texas investigates and prosecutes complaints of professional misconduct against attorneys licensed in Texas. Information on the grievance procedures is available from the State Bar of Texas, and any questions you have about the disciplinary process should be addressed to the Office of the General Counsel of the State Bar of Texas, which you may call toll free at 1-800-932-1900.

Questions. If you have any questions from time to time about any aspect of our arrangements, please feel free to raise those questions. We want to proceed in our work for you with your clear and satisfactory understanding about every aspect of our billing and payment policies; and we encourage an open and frank discussion of any or all of the matters addressed in this agreement.

Acceptance of Terms. If this arrangement is acceptable to Williamson County, please sign the enclosed duplicate original of this agreement and return it to us at your earliest convenience. We truly appreciate the opportunity to be of service to you and look forward to working with you in a mutually beneficial relationship.

AGREED TO AND ACCEPTED

WILLIAMSON COUNTY

BICKERSTAFF HEATH DELGADO ACOSTA LLP



By: _____

By: _____

Gunnar P. Seaquist

[Printed name]

Title: _____

Date: _____

By: _____

[Printed name]

Title: _____

Date: _____

cc: Billing Department

Exhibit A – Scope of Services
Bickerstaff Heath Delgado Acosta LLP

While we agree that in the future we may from time to time be employed on other matters, this agreement provides that our relationship is limited to representing and counseling you in connection with the following:

- Representation of Williamson County, including the Williamson County Sheriff's Office and County employees Trivon Martin, Katie Lentz, Allen Frederick, and Audrea Hutson, in their individual and official capacities, in Case No. 1:25-cv-1377-RP, *Rogelio Cruz, Jr. v. Williamson County, et al.*, in the United States District Court for the Western District of Texas – Austin Division, well as any appeals or proceedings ancillary thereto.
- Other legal services assigned or requested, only if the scope of which is confirmed by you in writing at the time of assignment.

Other legal services not assigned or requested, and confirmed in writing, are specifically not within the scope of our representation.

Exhibit B – Billing Rates
Bickerstaff Heath Delgado Acosta LLP

TIMEKEEPER	Billing Rate
Albright, Stefanie	\$390
Arnold, Philip	\$390
Caputo, Cobby	\$440
Gonzalez, Vanessa	\$405
Heath, Bob	\$515
Katz, Joshua	\$400
Kimbrough, Chuck	\$360
Miller, Gregory	\$390
Rogers, Emily	\$405
Russell, Claudia	\$400
Seaquist, Gunnar	\$400
Than, Catherine	\$405
Weller, Steven	\$400
Labashosky, Sara	\$325
Robinson, Lori	\$385
Hill, Canon	\$300
Legal Assistants/Specialists	\$215
McCall, Sherry	\$265

Exhibit C—Client Costs Advanced

Bickerstaff Heath Delgado Acosta LLP

The firm incurs expenses on behalf of clients only when required by the legal needs of the clients. Some cases or matters require extensive use of outside copy facilities, and other cases may not be so paper-intensive. Standard services handled within the firm are not charged, and client specific expenses are billed to the client needing those services. An explanation of the billing structure is as follows:

Not Charged

Secretarial and word processing time, routine postage, file setup, file storage, local or ordinary long distance charges, fax charges, and computerized legal research data charges.

Delivery Services

Outside delivery services are used for pickup and delivery of documents to the client as well as to courts, agencies, and opposing parties. Outside delivery fees are charged to the client at the rate charged to the firm. Overnight delivery services are also charged at the rate charged to the firm. Firm Office Services Department personnel may provide delivery service in urgent situations and charges for such in-house service will not exceed the charge that would be made by an outside service in a similar situation.

Postage

Our postal equipment calculates exact U.S. postage for all sizes and weights of posted material. The rate charged for postage is the same as the amount affixed to the material that is mailed. We will not charge clients for postage on routine correspondence; however, the cost of large-volume mail, certified mail, or other additional mail services will be charged to the client.

Copies and Prints

Our standard rate for black and white copies and prints made by firm personnel is \$0.15 per page. Color copies and prints are charged at a standard rate of \$0.55 per page. These charges cover paper, equipment costs, and other supplies. If savings can be realized within the required time frame by sending copy jobs to subcontractors, the firm uses only qualified legal services copiers and the cost charged to the client is the same as the amount billed to the firm.

Phone Charges

Only charges for conference calls or international calls are charged, and charges are billed at the same amount billed to the firm by the outside provider.

Travel

Attorney and other timekeeper time spent traveling on behalf of a client is billed to the client. Hotel, meals, local transportation, and similar expenses are charged based on receipts and travel expense forms submitted by the attorney. Documentation is available to the client if requested.

Maps

Maps produced in conjunction with a project will be billed at \$50 for each 34 x 44 inch map and \$20 for each smaller map, plus cost (time fees) for preparation.

Other Expenses

Expenses incurred with outside providers in connection with the client's legal services will be paid by the client directly to the outside provider unless specifically arranged in advance. If the firm agrees to pay outside providers, the cost charged to the client is the same as the amount billed to the firm. Examples of such charges include: court reporter fees, filing fees, newspaper charges for publication notices, expert witness fees, consultants and other similar expenses.

EXHIBIT D—VERIFICATIONS
Bickerstaff Heath Delgado Acosta LLP

By signing below, Bickerstaff Heath Delgado Acosta LLP hereby verifies the following:

1. Pursuant to Texas Government Code Chapter 2271, as amended, the Firm verifies that at the time of execution and delivery of this Agreement and for the term of this Agreement, the Firm does not currently boycott or will boycott Israel. The term “boycott Israel” as used in this paragraph has the meaning assigned to the term “boycott Israel” in Section 808.001 of the Texas Government Code, as amended; and
2. Pursuant to Texas Government Code, Chapter 2252, as amended, the Firm represents and verifies that at the time of execution and delivery of this Agreement and for the term of this Agreement, the Firm does not (i) engage in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 2270 or 807 of the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code, or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 2270.0201 or 2252.153 of the Texas Government Code.
3. Pursuant to Chapter 2276 of the Texas Government Code the Firm certifies that it is not a Company that boycotts energy companies and agrees it will not boycott energy companies during the term of this Agreement. The terms “boycotts energy companies” and “boycott energy companies” have the meaning assigned to the term “boycott energy company” in Section 809.001, Texas Government Code. For purposes of this paragraph, “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations, that exists to make a profit, but does not include a sole proprietorship.
4. Pursuant to Chapter 2274 of the Texas Government Code, the Firm certifies that it is not a Company that has a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and agrees they will not discriminate against a firearm entity or firearm trade association during the term of this Agreement. The terms “discriminates against a firearm entity or firearm trade association” and “discriminate against a firearm entity or firearm trade association” have the meaning assigned to the term “discriminate against a firearm entity or firearm trade association” in Section 2274.001(3), Texas Government Code. For purposes of this paragraph, “Company” is defined in Section 2274.001(2), Texas Government Code.



SIGNED BY:

_____ **GUNNAR P. SEAQUIST**

This Verification is incorporated and made a part of the Engagement Agreement between Bickerstaff Heath Delgado Acosta LLP and Client.