

**AGENDA ITEM 31**

Consider approving revised service agreement with Leo Wood & Associates.

Leo Wood addressed the court and answered questions regarding the status of \$90,538.00, of which, he believes, \$28,000.00 is currently due.

Moved: **Judge Doerfler**

Seconded: **Commissioner Limmer**

Motion: To approve the revised service agreement with Leo Wood & Associates contingent upon the Auditor's Office being satisfied with what was presented and contingent upon any major changes that the court should know about being brought back before the court.

Vote: 2 – 2. The Motion died. **Commissioner Boatright** and **Commissioner Hays** were opposed.

This item is moved to the meeting of Tuesday, November 4, 2003. Julie Kiley addressed the court in her capacity as Finance Manager for the County Auditor stating that a fee schedule, against which she could audit, is not in place for the invoice which has been submitted by Leo Wood & Associates.

< Attachment >

PO Box 90696  
Austin, TX 78709-0696

512.791.6685 (O/M)  
512.443.4101 (Fax)

# Future Link Technologies

*An Environmental and Technology Consulting Company*

October 23, 2003

The Honorable John C. Doerfler  
County Judge  
Williamson County  
710 Main  
2<sup>nd</sup> Floor  
Georgetown, TX 78626

RE: Proposed Williamson County HUD Consolidated Planning Budget

Dear Judge Doerfler:

Leo Wood and I would like to thank you and the County Commissioner's Court for approving our contract regarding the HUD Urban County program at your County Commissioner's Meeting on October 21, 2003. We are happy to continue our efforts to develop the best possible consolidated plan for Williamson County.

In accordance with the County Commissioner's Court request to provide the budget for the HUD Consolidated Plan work specified in the contract for Leo Wood & Associates, I am attaching a copy of the proposed budget document.

If you have questions or need additional information, please feel free to contact Leo or me any time.

Respectfully,

  
Latrice Hertzler  
Consultant

Enc.

HUB & QISV  
CERTIFIED

[www.future-link.biz](http://www.future-link.biz)

**LEO WOOD ASSOCIATES  
PROPOSED WILLIAMSON COUNTY  
HUD CONSOLIDATED PLANNING BUDGET**

| HUD Planning Process (10 mos)<br>August 2003 - May 2004 |                                   |          |                               |                 |             |             |
|---|-----------------------------------|----------|-------------------------------|-----------------|-------------|-------------|
| Item  | Unit (Avg<br>Miles/Hrs/<br>Staff) | Rate     | Trips<br>(Avg 2-3<br>per mo.) | Mileage         | Cost        | Total       |
| <b>Travel</b>   |                                   |          |                               |                 |             |             |
| San Antonio*  | 200                               | 0.365    | 3                             | 600             | \$219.00    |             |
| 8 Cities & County**                                     | 170                               | 0.365    | 180                           | 30,600          | \$11,169.00 |             |
|   |                                   |          |                               | <b>Subtotal</b> |             | \$11,388.00 |
| <b>Per Diem</b>   |                                   |          |                               |                 |             |             |
|   | 3                                 | \$15.00  | 70                            |                 | \$3,150.00  |             |
|   |                                   |          |                               | <b>Subtotal</b> |             | \$3,150.00  |
| <b>Supplies &amp; Copies***</b>                         |                                   |          |                               |                 |             |             |
| Binders & Materials                                     |                                   |          |                               |                 | \$1,500.00  |             |
| Copies  |                                   |          |                               |                 | \$2,500.00  |             |
|   |                                   |          |                               | <b>Subtotal</b> |             | \$4,000.00  |
| <b>Salaries</b>   |                                   |          |                               |                 |             |             |
| Jr. Analyst   | 400                               | \$60.00  |                               |                 | \$24,000.00 |             |
| (Jean and/or Beverly)                                   |                                   |          |                               |                 |             |             |
| Sr. Analyst   | 480                               | \$100.00 |                               |                 | \$48,000.00 |             |
| (Leo and/or Latrice)                                    |                                   |          |                               |                 |             |             |
|   |                                   |          |                               | <b>Subtotal</b> |             | \$72,000.00 |
|   |                                   |          |                               |                 |             |             |
|   |                                   |          |                               | <b>Total</b>    |             | \$90,538.00 |

\* Necessary trips to San Antonio to deliver project plan and attend meetings

\*\*Based upon 3 to 3.5 monthly trips per city to facilitate the development of plans

\*\*\*Supplies for meetings held at cities and county -  
includes development of publications and public information.

**PROPOSED WILLIAMSON COUNTY  
HUD CONSOLIDATED PLANNING BUDGET**

| <b>HUD Planning Process (10 mos)<br/>August 2003 - May 2004</b> |  |             |                                      |                 |             |                    |
|---|--|-------------|--------------------------------------|-----------------|-------------|--------------------|
| <b>Item</b>   | <b>Unit (Avg<br/>Miles/Hrs/<br/>Staff)</b> | <b>Rate</b> | <b>Trips<br/>(Avg 1<br/>per mo.)</b> | <b>Mileage</b>  | <b>Cost</b> | <b>Total</b>       |
| <b>Travel</b>   |  |             |                                      |                 |             |                    |
| San Antonio   | 200  | 0.365       | 3                                    | 600             | \$219.00    |                    |
| 8 Cities & County   | 150  | 0.365       | 100                                  | 15,000          | \$5,475.00  |                    |
|   |  |             |                                      | <b>Subtotal</b> |             | <b>\$5,694.00</b>  |
| <b>Per Diem</b>   |  |             |                                      |                 |             |                    |
|   | 3  | \$15.00     | 70                                   |                 | \$3,150.00  |                    |
|   |  |             |                                      | <b>Subtotal</b> |             | <b>\$8,844.00</b>  |
| <b>Supplies &amp; Copies</b>                                    |  |             |                                      |                 |             |                    |
| Binders & Materials   |  |             |                                      |                 | \$1,500.00  |                    |
| Copies  |  |             |                                      |                 | \$2,500.00  |                    |
|   |  |             |                                      | <b>Subtotal</b> |             | <b>\$4,000.00</b>  |
| <b>Salaries</b>   |  |             |                                      |                 |             |                    |
| Jr. Analyst   | 400  | \$60.00     |                                      |                 | \$24,000.00 |                    |
| (Jean and/or Beverly)   |  |             |                                      |                 |             |                    |
| Sr. Analyst   | 480  | \$100.00    |                                      |                 | \$48,000.00 |                    |
| (Leo and/or Latrice)  |  |             |                                      |                 |             |                    |
|   |  |             |                                      | <b>Subtotal</b> |             | <b>\$72,000.00</b> |
|   |  |             |                                      | <b>Total</b>    |             | <b>\$90,538.00</b> |

**AGENDA ITEM 32**

Discuss and take appropriate action on permitting Bousquet Restaurant to utilize County parking lot (Hewlett lot) up to 35 spaces except on Mondays.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve Bousquet Restaurant to utilize the County parking lot (Hewlett lot) up to 35 spaces except on Mondays.

Vote: 3 – 0. **Commissioner Hays** was absent from the dais.

< Attachment >