

AGENDA

CITY OF TAYLOR, TEXAS
CITY COUNCIL MEETING
CITY HALL, COUNCIL CHAMBERS, 400 PORTER STREET

OCTOBER 23, 2014, 6:00 P.M.

CALL TO ORDER AND DECLARE A QUORUM

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATION/RECOGNITION

1. Proclamation: Veterans Day is November 11, 2014. (Mayor)

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Registration forms are available at the sign in table.)

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. The Mayor or any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

2. Approve minutes for October 9, 2014. (Susan Brock)

PUBLIC HEARING

3. Conduct a Public Hearing and consider introducing Ordinance 2014-17 regarding a request from the SPJST to rezone a 15.735 acre tract of land from the John Pharrass Survey, Abstract no. 495, in Williamson County from Single Family (R-1) to Multi Family (MF-1). (Bob van Til; Laura Rouse-DeVore)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

4. Consider agreement regarding Hotel/Motel Occupancy Tax with the Taylor Chamber of Commerce. (Isaac Turner)
5. Consider appointing a committee to review the RFQ's received for the 7th Street Campus facilities project and discuss future strategy regarding this project. (Isaac Turner)
6. Consider introducing Ordinance 2014-20 renewing the Drought Contingency Plan. (Danny Thomas)
7. Consider approving Resolution R14-16 amending the 2009 Water Conservation Plan as required by the Texas Commission on Environmental Quality (TCEQ). (Danny Thomas)
8. Receive update on future disposition of West End School campus. (Bob van Til)
9. Consider appointments of two council members to the Capital Area Council of Governments (CAPCOG) General Assembly. (Susan Brock)
10. Consider appointment to Williamson County and Cities Health District Board of Health. (Susan Brock)
11. Consider accepting donation from Pfennig Estate to Taylor Public Library and approve request for use of funds. (Karen Ellis)
12. Consider proposed future agenda topics and items for discussion. (Mayor)

ADJOURN

The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the including: Section 551.071 (Consult with attorney); Section

551.072 (Real Property); Section 551.073 (Gifts and Donations); Section 551.074 (Personnel Matters); Section 551.076 (Security Devices); and Section 551.087 (Economic Development). Items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 pm on October 20, 2014 and remained posted for at least 72 hours continuously before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

In compliance with the ADA the City Hall and Council Chambers is wheelchair accessible. Reasonable accommodations will be provided for persons attending city council meetings in need of special assistance. Please contact Susan Brock, City Clerk, at least 24 hours prior to the meeting for special assistance.

Posted By: Susan Brock Date 10/20/14
Susan Brock, City Clerk



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 1
Agenda Title: Proclamation: Veterans Day is November 11, 2014
Council Action to be taken: Mayor to present
Initiating Department: City Administration
Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

This proclamation recognizes November 11th as Veterans Day.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

1a. [Proclamation](#)

PROCLAMATION

Whereas, November 11 is known as Veterans Day when we have the opportunity to extend our appreciation to all American veterans; and

Whereas, millions of men and women have served in our military branches performing countless acts of bravery, serving with honor and making sacrifices for all of us; and

Whereas, Veterans Day is a time to remember these heroes and to honor the memories of those who lost their lives; and

Whereas, Veterans Day is also a time to thank all of the men and women of our armed forces who continue to fight for freedom throughout the world today. Their service reminds each of us to celebrate the many liberties we enjoy today. Let us honor the heroes we have lost and dedicate ourselves to support the next generation of veterans as they return home from duty.

NOW, therefore, as the Mayor of the City of Taylor, I do hereby honor our veterans and proclaim November 11, 2014 as

Veterans Day
in
Taylor, Texas

Proclaimed this 23rd day of October, 2014.

Jesse Ancira, Jr., Mayor



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 2
Agenda Title: Approve minutes for October 9, 2014.
Council Action: Approve by consent or approve with corrections
Initiating Department: City Management/City Clerk
Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

Pursuant to the Open Meetings Law, Chapter 551, Local Government Code and in accordance with the authority contained in Section 551.021 and the City Charter, the "Minutes" of each City Council must be recorded, compiled and approved by the City Council in subsequent meetings. The purpose of this item is to conform to these legal requirements.

2. DESCRIPTION/ JUSTIFICATION

N/A

3. FINANCIAL/BUDGET

N/A

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. REFERENCE FILES

2a [Minutes, October 9, 2014.](#)

The City Council of the City of Taylor met on October 9, 2014, at City Hall, 400 Porter St., Taylor, Texas. In the absence of Mayor Jesse Ancira, Jr. Mayor Pro Tem Chris Gonzales declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Council Member Scott Green
Council Member Brandt Rydell

Isaac Turner, City Manager
Ted Hejl, City Attorney
Susan Brock, City Clerk

INVOCATION

Mr. Danny Thomas led the group in prayer.

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

1. PROCLAMATION: OCTOBER 11, 2014 IS TAYLOR ARBOR DAY.
Mr. Mike De Vito, Recreation Superintendent, accepted the proclamation from the Mayor Pro Tem and encouraged citizens to come out and support this event.
2. PROCLAMATION: OCTOBER IS "JUST DRIVE: DON'T BE DISTRACTED" MONTH.
Ms. Deilla Abbott with Scott and White Healthcare accepted the proclamation and invited citizens to participate in this national event by encouraging teens not to be distracted by cell phones and texting while driving.
3. PROCLAMATION: UNITED WAY IS CELEBRATING 75 YEARS IN WILLIAMSON COUNTY.
Ms. Leann Powers accepted the proclamation from the Mayor Pro Tem and invited citizens to attend a special event in Taylor on Friday, October 10 at the 120 ART building.

CITIZENS COMMUNICATION

Mayor Pro Tem Gonzales offered those who had signed up to address the Council an opportunity to speak at this time or, if their concern was regarding a specific agenda item, to speak when that item was under discussion. Mr. John Jones, 1010 Cecelia Street, came forward during this time to speak about an issue he has encountered with the Permit and Development office. Ms. Martha Mahan, 500 W. Commerce, Apt. 23, Granger, spoke in support of saving the Senior Center during the review of proposals regarding the 7th Street Facility. The remaining individuals requested time to speak during their respective agenda items.

CONSENT AGENDA

4. APPROVE MINUTES FOR SEPTEMBER 25, 2014.
5. APPROVE ORDINANCE 2014-16 SETTING FEES FOR CITY SERVICES.

ORDINANCE NO. 2014-16

AN ORDINANCE AMENDING ORDINANCE NO. 2013-18 ADOPTED ON OCTOBER 24, 2013 BY CHANGING CERTAIN RATES AND OTHER SERVICES PROVIDED BY THE CITY.

6. APPROVE ORDINANCE 2014-18 AMENDING THE BUDGET FOR THE 2013/2014 FISCAL YEAR.

ORDINANCE NO. 2014-18
AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS AMENDING ORDINANCE NO. 2013-19 ADOPTED ON OCTOBER 10, 2013, MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014; BY AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING EXPENSES AND CAPITAL OUTLAY AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY.

Council Member Rydell moved to approve the consent agenda as presented and Council Member Green seconded the motion. VOTE: Three voted AYE. Motion passed.

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

7. CONSIDER APPOINTING A COMMITTEE TO REVIEW RFQ'S RECEIVED FOR THE 7TH STREET CAMPUS FACILITIES PROJECT.

Mr. Turner asked Council to consider appointing three members to a committee responsible for reviewing the proposals received regarding the 7th Street Campus facility. He stated that the school district has already appointed three members and were ready to meet once the committee is fully seated. Council Member Green asked to delay any action until the full council was in attendance. Ms. Janetta McCoy, 819 Hackberry, urged council to move forward with the process and appoint at least one member from the Task Force to the review committee. Ms. Nancii Maloney, 905 Davis, and Mr. Ed Hile, 106 E. 2nd St., issued their support for the Task Force appointee as well.

Council Member Green expressed concern for having a plan as to what the city's role will be in moving the project forward. Council Member Rydell moved to appoint three members to the review committee: Isaac Turner, City Manager, Ms. Janetta McCoy, and one council member. He stated that he would accept the appointment of council as the interim until the next meeting when all council members are present. Mayor Pro Tem Gonzales seconded the motion. VOTE: Two voted Aye; One vote NO. Motion was lost. Council members agreed to bring this item back at the October 23rd meeting for further discussion.

8. CONSIDER REQUEST FROM PARKS AND RECREATION ADVISORY COMMITTEE TO RECOMMEND RENAMING THE WILLIAMSON COUNTY EVENTS CENTER IN HONOR OF BILL PICKETT.

Mr. De Vito presented a request from the Parks and Recreation Advisory Committee to have the City Council submit a request to Judge Gattis to name the Arena at the Williamson County Events Center in honor of Bill Pickett. Mr. Gerald Anderson, member of the Pickett family, entered his support for this effort and offered his assistance if needed to help present the request to the county commissioners.

Council Member Rydell moved to request the renaming of the Williamson County Events Center Arena in honor of William Pickett; however, if the Commissioners choose to do differently the City Council requests that some significant venue at the events center be name in honor of Mr. Pickett and that on behalf of the Taylor City Council the Mayor convey this request to the Williamson County Commission. Council Member Green seconded the motion. VOTE: Three voted AYE. Motion passed.

9. UPDATE ON CURRENT FIRE SUPPRESSION SYSTEM REGULATIONS.

Chief Ekiss presented an update to council regarding current regulations in place for fire suppression or sprinkler systems in commercial buildings. Information included comparisons of other cities and how our requirements are generally consistent with their codes. Mr. Albert Janecka, 301 CR 404, expressed his concern for enforcing these regulations and the effect it may have on existing businesses interested in expanding their facilities. No formal action was taken on this item and it was received as an informational report.

10. CONSIDER FUTURE OF COFFEE CHAT PROGRAM.

Ms. Esther Walton, Assistant to the City Manager, presented a report on the weekend Coffee Chat program. Low attendance was a concern and the fact that several other programs may be meeting the same needs. The general consensus was that the program might need some changes to the format and/or frequency. Council Member Green moved to discontinue the program for the remainder of 2014 and to reconsider the format for 2015. Council Member Rydell seconded the motion. VOTE: Three voted AYE. Motion passed.

11. CONSIDER PROPOSED FUTURE AGENDA TOPICS AND ITEMS FOR DISCUSSION.

Mayor Pro Tem Gonzales asked council members for any items to bring back for further discussion. Council Members Rydell and Green were concerned about the 7th Street review process and the need to develop a strategy for the process. Mayor Pro Tem Gonzales asked for an update on the West End School and Council Member Green would like to see an update on the Hospital on 7th Street.

Mayor Pro Tem Gonzales and council members retired to closed session at 7:26 pm.

12. EXECUTIVE SESSION. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Local Government Code, and the authority contained in Section 551.087 to discuss or deliberate regarding commercial and/or financial information on a business prospect that the City of Taylor, Texas, seeks to have locate, stay, or expand in or near the City of Taylor, Texas, and with which the City of Taylor, Texas, is conducting economic development negotiations and/or deliberate the offer of financial or other incentives to the business prospect.

- Project Blimp
- Project Hydra

13. CONSIDER ACTION FROM EXECUTIVE SESSION.

Mayor Pro tem Gonzales resumed the open meeting at 7:45 p.m. and stated that there was no action taken during Executive Session.

ADJOURN

With no further business, Mayor Pro Tem Gonzales expressed his appreciation to all veterans for their service to our country and adjourned the meeting at 7:45 p.m.

Christopher Gonzales, Sr., Mayor Pro Tem

ATTEST:

Susan Brock, City Clerk



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 3

Agenda Title: Conduct a Public Hearing and consider introducing Ordinance 2014-17 to rezone property located at 1810 Old Granger Road from R-1 Single Family to MF-1 Multi-Family, described as a 15.735 acre tract or parcel of land out of the John Pharrass Survey, Abstract No. 495, situated in City of Taylor, Williamson County, Texas

Council Action to be taken: Conduct a Public Hearing and Consider introducing Ordinance 2014-17.

Initiating Department: Planning and Development

Staff Contact: Laura Rouse-DeVore,
Deputy Building Official

1. INTRODUCTION/PURPOSE

The owners of SPJST Rest Home has submitted an application to Rezone the 15.735 acre property to the North of their existing facility for a future expansion of their existing Rest Home use. The property is currently zoned R-1, but SPJST has requested to rezone the property to MF-1 Multi-Family in order to better serve the proposed use of a Rest Home and to be consistent with their existing property.

The purpose of this item is to conduct a public hearing and consider introduction of the ordinance rezoning the property.

The petitioners/applicant have also submitted a Final Plat for the property, which was approved by the Planning and Zoning Commission on September 9, 2014, subject to the successful rezoning of the property.

2. DESCRIPTION/ JUSTIFICATION

Date of the Public Hearing
October 23, 2014

Location and Acres of the Property

Located East of Old Granger Rd, and South of Grace Lane, consisting of approximately 15.735 acres.

Property Owner and Applicant

Property owner and applicant is SPJST Rest Home.

Applicant's intentions for the property (development objective)

Petitioner is seeking to rezone a 15.735 acre parcel adjacent to their existing property for possible future expansion of existing use.

Existing Zoning

Single-Family Residential (R1)

Proposed Zoning

Multi-Family (MF-1)

Existing Conditions on the Property

The property currently has an existing pond and no structures.

Existing Thoroughfares and Traffic Volumes

The lot is bordered by Granger Road on the West and by Grace Ln. on the North.

Existing Zoning Surrounding the Property (land use/zoning)

North: Single-Family/R-1

South: Multi-Family/MF-1

East: Local Business/B-1

West: Light Industrial/M-1

Future Land Use Map

Agriculture/Open Space/Institutional/Commercial

ROW Issues:

None

Anticipated Traffic Volumes

Applicant submitted a Traffic Impact Study which indicates that the approximate number of PM Peak Hour trips based upon the project size is 41. The stipulated threshold in the City of Taylor Engineering Manual is 50 vehicular trips in the peak hour.

Platting Information

The applicant is seeking approval of the final plat in anticipation of future construction of an approximately 55,000 square foot nursing/rest home facility.

Other Information

- Aerial
- Zoning Map
- Future Land Use Map

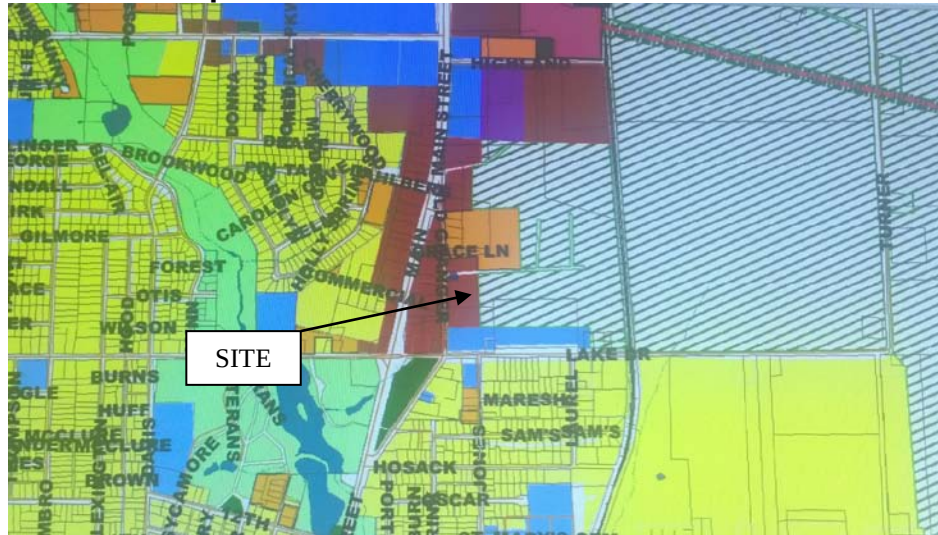
Aerial Photo:



Current Zoning is R-1:



Future Land Use Map shows Semi-Public/Institutional:



Discussion:

The Future Land Use Map shows the designation of this land as “Agriculture/Open Space”, “Institutional”, and “Commercial”. While the proposed zoning change is somewhat inconsistent with the Future Land Use Map, staff feels that the proposed zoning change from Single-Family Residential (R-1) to a Multi-Family (MF-1) is contextually consistent with the zoning of the surrounding properties and would allow for an expansion of a use that already exists on a property adjacent to the parcel.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

The Planning and Zoning Commission held a public hearing and forwarded a favorable recommendation during their September 9, 2014 regular meeting. The vote was 11-0 in favor of the rezoning from R-1 to MF-1 for a possible future expansion of the existing SPJST Rest Home.

Staff recommends approval of the Rezone from R-1 to MF-1.

6. REFERENCE FILES

3a. Ordinance 2013-21

ORDINANCE NO. 2014-17

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP ADOPTED BY ORDINANCE NO. 2001-17 BY THE CITY OF TAYLOR, TEXAS ON APRIL 24, 2001 AS HERETOFORE AMENDED, BY CHANGING THE CLASSIFICATION OF PROPERTY DESCRIBED AS A 15.735 ACRE TRACT OR PARCEL OF LAND OUT OF THE JOHN PHARRASS SURVEY, ABSTRACT NO. 495, SITUATED IN WILLIAMSON COUNTY, FROM SINGLE-FAMILY (R1) TO MULTI-FAMILY (MF-1) DISTRICT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:

SECTION 1.0 That after a public hearing held by the Planning and Zoning Commission on September 9, 2014 and a public hearing held on October 23, 2014 before the City Council of the City of Taylor for the purpose of considering a zoning change application submitted by the City of Taylor for owners Woody Richards, representing S.P.J.S.T. Rest Home, the official zoning map of the City of Taylor adopted by Ordinance No. 2001-17 on April 24, 2001, is heretofore amended, so as to change the classification and designation of a parcel of land legally known as a 15.735 acre tract out of the John Pharrass Survey, Abstract no. 495 (see Exhibit A), from the present Single-Family Residential (R-1) District to Multi-Family (MF-1) District. The Planning and Zoning Commission, following the public hearing held September 9, 2014, recommended approval.

The zoning map of this city is hereby further amended so as to correctly set out and show the change in the character of the property as hereinabove set forth.

SECTION 2.0 All other terms and conditions contained in said official zoning map, except as amended herein and hereby, shall continue and remain in full force and effect.

SECTION 3.0 Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional

SECTION 4.0 In accordance with Article 8 of the City Charter, Ordinance No. 2014-17 was introduced before the Taylor City Council on the 23rd day of October, 2014.

PASSED, APPROVED, and ADOPTED on the ____ day of _____, 2014.

Jesse Ancira, Jr., Mayor

ATTEST:

Susan L. Brock, City Clerk

CERTIFICATE

THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Susan L. Brock, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2014-17, passed and approved by the City Council of the City of Taylor, Texas, on the _____ day of _____, 2014, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office this _____ day of _____, 2014.

Susan L. Brock
City Clerk



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 4

Agenda Title: Consider agreement regarding Hotel/Motel Occupancy Tax with the Taylor Chamber of Commerce.

Council Action to be taken: Approve, deny or table

Initiating Department: City Management

Staff Contact: Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

The City's contract/agreement with the Chamber of Commerce for the distribution of a portion of the City's Hotel/Motel Occupancy Tax expired September 30, 2014. The Chamber Board requested that staff consider some changes to the contract prior to renewing the contract.

2. DESCRIPTION/ JUSTIFICATION

This is an annual agreement and requires council review and approval each year.

3. FINANCIAL/BUDGET

The current agreement stipulates that the City will pay the Chamber seventy-five percent (75%) of the Hotel/Motel taxes collected by the City, but the amount collected shall exclude the amounts derived from sporting events during the term of the contract.

Changes seeking Council consideration are attached for your review and/or action.

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

- 4a. [Current Agreement](#) with the Taylor Chamber of Commerce
- 4b. [Revised agreement](#) incorporating changes requested by the Chamber Board
- 4c. [Marketing Budget](#)

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON §

PUBLICITY AND TOURISM AGREEMENT

This Publicity and Tourism Agreement ("Agreement") is made by and between the City of Taylor, Texas, a Texas Home Rule Municipal Corporation, (referred to herein as the "City") and the Taylor Chamber of Commerce, a Texas non-profit corporation organized and existing under the laws of the State of Texas, (referred to herein as "Chamber of Commerce"). The City and the Chamber of Commerce are also referred to collectively in this Agreement as the "Parties" and singularly as "Party". The Parties have entered into other Publicity and Tourism Agreements prior to the date of this Agreement. However, the Parties intend that this Agreement will supersede and replace all previously adopted and finalized Publicity and Tourism Agreements in their entirety.

RECITALS

WHEREAS, V.A.T.S. Tax Code, Chapter 351, entitled Local Hotel Occupancy Tax, provides that a hotel/motel sleeping room tax of seven percent (7%) may be collected by cities, and that the proceeds from such tax may be used for promotion of tourism, in support of the arts, historical preservations and other purposes as set out in the statute as now written and as may be amended, and the City has been and is collecting the tax; and

WHEREAS, the City, acting under the authority granted to it under state statutes and its Home-Rule Charter, has theretofore enacted a local hotel/motel occupancy tax on occupants of hotels and motels within the City and it's extraterritorial jurisdiction; and

WHEREAS, the City desires to use a portion of the revenue generated from the hotel/motel occupancy tax to promote tourism in the City and to publicize activities and special events occurring in and around the City; and

WHEREAS, the Chamber of Commerce has expressed a desire to establish ongoing programs to promote tourism in and around the City, and desires to work with the City to accomplish this goal; and

WHEREAS, the City, has determined that it desires to work with the Chamber of Commerce toward the mutual goal of promoting tourism in and around the City; and

WHEREAS, the City has determined the Chamber of Commerce is an organization that is able to receive information from the public concerning promotion of tourism in the Taylor area, and that the Chamber of Commerce is able to summarize the input received from the public in this regard and to present that information to the City Council for its consideration; and

WHEREAS, the City desires to periodically receive from the Chamber of Commerce information concerning requests of local businesses and organizations so that the City may evaluate the information when budgeting for expenditures related to publicity for the City, and for promoting tourism in and around the City; and

WHEREAS, in consideration of their mutual desire to promote tourism and to attract visitors to the City, the Parties desire to contract for the management and supervision by the Chamber of Commerce for programs and activities funded with revenue from the hotel/motel occupancy tax.

NOW, IN CONSIDERATION OF THE MUTUAL COVENANTS TO BE PERFORMED BY THE PARTIES AND OTHER VALUABLE CONSIDERATION HEREBY ACKNOWLEDGED THE PARTIES AGREE TO THE FOLLOWING:

I.

GENERAL TERMS

As more specifically detailed herein, the Parties generally agree to the following basic terms:

- 1) In conformity with the Texas Tax Code, Chapter 351 and the City ordinances pertaining thereto, the City shall collect the hotel/motel occupancy tax. The City shall provide to the Chamber of Commerce seventy-five per cent (75%) of hotel/motel taxes collected by the City, but the amount collected shall exclude the amounts derived from sporting events. The remaining twenty five (25%) per cent and all amounts collected from sporting events held by City owned facilities shall be retained and used by the City as determined by the City in its sole discretion. The payments to the Chamber of Commerce

shall be made monthly within fifteen (15) days of receipt of the tax by the City.

- 2) The Chamber of Commerce shall expend the tax revenue disbursed under this Agreement for the exclusive purpose of advertising and conducting solicitations and programs to attract tourists and visitors to the City and its vicinity, as provided by the Texas Tax Code Chapter §351.101(a)(3). All such revenues shall be expended in a manner directly enhancing and promoting tourism and the hotel industry in the City and the immediate vicinity.

II.

SERVICES TO BE PERFORMED BY THE CHAMBER OF COMMERCE

Section 2.1 LOCAL ORGANIZATIONS'/BUSINESSES' REQUESTS FOR FUNDING:

The Parties agree that the Chamber of Commerce shall meet with members of the Taylor community to receive information from them, related to their requests for assistance from the City for promotion of business and/or publicity related to various local events and activities. Subsequently, on a quarterly basis, the Chamber of Commerce will coordinate with the City Manager to attend a regularly scheduled City Council meeting to present a written update on the information the Chamber of Commerce has gathered from the Taylor community and with year-to-date budget, income and expenditure information. The Parties agree that if and when entities, businesses or individuals in the Taylor community request an audience for presentation of information to the City concerning promotion of tourism or special events or activities, the City may refer these entities, businesses, and individuals to the Chamber of Commerce and the Chamber of Commerce shall schedule a time for presentation to the Chamber of Commerce.

Section 2.2 PROMOTION OF TOURISM:

The Chamber of Commerce shall perform services related to advertising and promoting tourism for the visitor market, from which the City derives direct tourist income benefit.

The Chamber of Commerce agrees to conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists, and meetings/conventions to the City and the local area by: publishing and distributing

brochures and community information packets; advertising in various tourists publications and general media publications as appropriate; representing the City at travel shows and other such events; participating with state and regional agencies in tourist development programs of benefit to the local area and to the City; and, using all appropriate means to increase the traveling public's awareness of the resort and recreational advantages of the local area and the City.

The Chamber of Commerce further agrees that it will: seek to achieve economic benefits for the City through all such activities; provide tourist-related information about the City, upon request; and serve as an advisory body to the City, on request, in matters related to expanding the tourist-derived economy.

Section 2.3 STAFFING:

The Chamber of Commerce shall use its best efforts to secure sufficient numbers of employees and volunteers to accomplish the responsibilities set forth in this Agreement. The Chamber of Commerce shall further provide office space, equipment, supplies and other materials necessary to accomplish the purposes of this Agreement.

It is expressly understood and agreed by and between the Parties that the Chamber of Commerce is hired and engaged as an independent contractor and is not an officer, agent or employee of the City.

III.

BUDGET AND PERFORMANCE REVIEW

Section 3.1 BUDGET PROCESS:

During the fourth quarter of this Agreement term,, the Chamber of Commerce shall provide to the City a proposed budget for the upcoming year outlining the amount of hotel/motel occupancy tax revenue it expects to receive and how it will be expended. The proposed budget will then be considered and either rejected or approved by the City Council, in writing, in advance of the release of any local hotel/motel occupancy tax funds. It is understood and agreed by and between the Parties that, upon budget approval by the City, a fiduciary duty is created in the Chamber of Commerce with respect to expenditures of revenue provided.

The Chamber of Commerce shall maintain complete and accurate financial record of each expenditure of local hotel/motel occupancy tax revenue it has received and, upon request of the City Council or other person acting on behalf of the City Council, shall make the records available for inspection and review. The Chamber of Commerce shall maintain the revenue provided from the local hotel/motel occupancy tax in a separate account established for that purpose and shall not commingle that revenue with any other monies of the Chamber of Commerce.

It is understood and agreed by and between the Parties that hotel/motel occupancy tax funds may be spent by the Chamber of Commerce for day-to-day operations including supplies, salaries, office rental, travel expenses, and other administrative costs, if the expenses have been previously approved in the budget and if directly related to the promotion of tourism. The portion of the total administrative costs for which hotel/motel occupancy tax revenues are expended may not exceed the actual administrative costs for the activities, nor may the administrative expense exceed thirty (30%) per cent of the hotel/motel occupancy tax paid by the City to the Chamber of Commerce. The administrative cost, once approved in the budget as provided herein, may be transferred into a separate Chamber of Commerce account.

Section 3.2 PERFORMANCE EVALUATION/STANDARDS:

Twice a year, during the term of this Agreement, the Chamber of Commerce shall conduct limited polling of the local businesses (i.e., restaurants, hotel/motels and specialty shops) to evaluate the benefit to the community derived from Chamber of Commerce expenditures of hotel/motel tax funds provided by the City and the economic impact, if any, of the City and Chamber of Commerce support of advertising and promoting the City and of various community events. The Chamber of Commerce shall provide the results of the polls to the City Council in its April and October reports to the City Council (required in Section 3.3 below). The reports will indicate, for example, what increase, if any, has occurred in revenues generated for local hotel/motels, as a result of specific publicity and promotion campaigns. The reports shall compare the increase and/or decrease in the hotel/motel tax collection for that period with the proceeding periods. The Parties agree, however, that should any state, local, or national circumstances beyond the control of the Chamber of Commerce negatively effect the Chamber of

Commerce performance under this Agreement, the City Council shall take the factors into consideration in evaluating the Chamber of Commerce annual performance under this Agreement. In addition, the Chamber of Commerce shall conduct a survey and generate a report of the survey as a result of all events held on Taylor regional Park and Sports Complex facilities. The survey shall be a regular and ongoing survey to sufficiently allocate all hotel/motel tax derived from such sporting events from other hotel/motel tax.

Section 3.3 REPORTING:

The Chamber of Commerce shall prepare written reports for submission to the City Council on a quarterly basis, during the months of January, April, July and October. The quarterly reports shall include, but are not limited to, the following information:

- 1) a description of the activities undertaken by the Chamber of Commerce to benefit the City during the preceding quarter which shall include a Post Event Report Form for each activity receiving Hotel Motel Funds in the form attached hereto as Exhibit "A" and incorporated by reference herein;
- 2) an updated financial statement that indicates how the Chamber of Commerce has expended hotel/motel occupancy tax funds provided by the City on the development of tourism and promotion of local events and on activities, businesses, and organizations, pursuant to the Chamber of Commerce's annual tourism budget as previously approved by the City Council; and,
- 3) Other information the City Council may request after reviewing the reports presented to ensure City Councils' understanding of the activities undertaken by the Chamber of Commerce in performance of the terms of the Agreement.

All reports and records related to hotel/motel occupancy tax funds shall be maintained and available to the City for a period of five (5) years after receipt of approval from the City.

IV.

TERM AND TERMINATION

This Agreement shall begin the 1st day of October 2012, and shall terminate at midnight on the 30th day of September 2013. In the event either Party fails to abide by any of the terms of this Agreement the non-defaulting party shall furnish a thirty (30) day prior written notice of the default and opportunity to cure to the defaulting Party. The defaulting Party shall have thirty (30) days from the date of the notice to cure the default and if the default is cured within the thirty (30) day cure period this Agreement shall remain in full force and effect. Failure of the defaulting Party to cure the default within the thirty (30) day cure period shall result in termination of this Agreement ninety (90) days from the date of the default notice was given by the non-defaulting Party to the defaulting Party or September 30, whichever occurs first.

V.

NOTICES

Any notice necessary or appropriate relative to this Agreement shall be effective when deposited in the United States mail, either certified and/or registered mail, postage prepaid and addressed to:

City of Taylor
Attn: City Manager
400 Porter Street
Taylor, Texas 76574

Taylor Chamber of Commerce
Attn: President
P. O. Box 231
Taylor, Texas 76574

With a copy to:
Taylor Chamber of Commerce
Attn: Chairman-Board of Directors
P. O. Box 231
Taylor, Texas 76574

VI.

ASSIGNMENT

No part of this Agreement may be assigned or delegated without the prior written consent of the other party, and any attempted assignment of benefits or rights or delegation of duties or obligations shall be a breach of this Agreement. However, nothing in this Agreement shall prohibit the Chamber of Commerce from participating with regional or state tourism programs or contracting for joint promotion with other agencies.

VII.

VENUE AND JURISDICTION

This Agreement shall be subject to the laws and statutes of the State of Texas, and venue, jurisdiction and performance shall be in Williamson County, Texas.

VIII.

INDEMNITY

The Chamber of Commerce agrees to and shall indemnify and hold harmless and defend the City, its officers, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability for negligence and willful misconduct of the Chamber of Commerce, including without limitation, all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or from damage to any property, arising from or in connection with the operations of the Chamber of Commerce, its officers, agents, and employees carried out in furtherance of this Agreement. The Chamber of Commerce shall carry or cause to be carried public liability insurance in the amount(s) of: THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00) for each person; THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00) for each occurrence; and ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) property damage liability insurance for each occurrence. The insurance policies for the coverage shall name the City as an additional insured and the policies, or duplicate originals thereof, must be filed with the City before any operations contemplated by this Agreement are begun by the Chamber of Commerce.

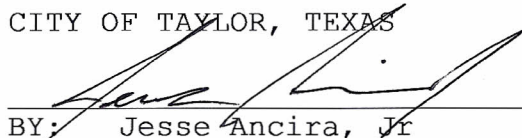
IX.

INDEPENDENT CONTRACTOR

It is understood and agreed that the Chamber of Commerce shall not in any manner be considered a partner or joint venturer with the City, nor shall the Chamber of Commerce be considered or hold itself out as an agent or official representative of the City. The Chamber of Commerce shall be considered an independent contractor for the purposes of the Agreement and shall in no manner incur any expenses or liability on behalf of the City.

Dated this the ^{10th} day of ~~October~~^{December}, 2013.

CITY OF TAYLOR, TEXAS


BY: Jesse Ancira, Jr.
ITS: Mayor

Attest:


Susan Brock, City Clerk

TAYLOR CHAMBER OF COMMERCE


BY: Karlin Olle
ITS: Board Chairman


BY: Thomas Martinez
ITS: President

POST EVENT REPORT FORM

HOTEL OCCUPANCY TAX FUNDING

By law of the State of Texas, the City _____ (fill in name of your city or entity overseeing use of hotel tax) collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfast inns. The revenue from the HOT may be used only to directly promote tourism and the convention and hotel industry. The use of HOT funds is limited to:

- i) the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing operation and maintenance of convention center facilities or visitor information centers, or both;
- ii) the furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
- iii) advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
- iv) the encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms, and
- v) historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.
- vi) Sporting related expenses if the majority of the participants are tourists and if the event substantially increases economic activity at area hotels.

The _____ (fill in name of your city or entity overseeing use of hotel tax) accepts applications from groups and businesses meeting the above criteria and wishing to receive HOT funds. **All entities that are approved for such funds must submit a Post Event Report Form within 60 days of each funded event.** The report will be reviewed by the _____ (FILL IN NAME OF YOUR CITY OR ENTITY OVERSEEING USE OF HOTEL TAX) to determine how well the entity met its goals and be used in consideration of future hotel occupancy tax funding requests. Priority will be given to those events that demonstrate an ability to generate overnight visitors to _____ (fill in name of your city or entity overseeing use of hotel tax).

Post Event Report Form

ORGANIZATION INFORMATION

Date: _____

Name of Organization: _____

Address: _____

City, State, Zip: _____

Contact Name: _____

Contact Phone Number: _____

PROJECT OR EVENT

Name of Event or Project: _____

Date of Event or Project: _____

Primary Location of Event or Project: _____

Primary Purpose of Funded Event/Project: _____

Amount Received from Hotel Occupancy Tax Funds: _____

Amount Used from Hotel Occupancy Tax Funds: _____

How Were the Funds Actually Used? _____

Actual percentage of funded Event costs covered by hotel occupancy tax: _____

Actual percentage of Facility costs covered by hotel occupancy tax (if applicable): _____

Actual percentage of Staff costs covered by hotel occupancy tax (if applicable): _____

If staff costs were covered, estimate of actual hours staff spent on funded Event: _____

How many years have you held this Event or Project: _____

How many people did you predict would attend this Event? (number submitted in application for hotel occupancy tax funds): _____

What would you estimate was the actual attendance at the Event? _____

How many room nights were generated at _____ (fill in name of your city or entity overseeing use of hotel tax) hotels, motels or bed & breakfasts by attendees of this Event or Project? _____

If this Event has been funded by hotel occupancy tax in the last three years, how many room nights were generated at _____ (fill in name of your city or entity overseeing use of hotel tax) hotels, motels, or bed & breakfasts by attendees of this Event or Project?

Last Year _____

Two Years Ago _____

Three Years Ago _____

What method did you use to determine the number of people who booked rooms at _____ (fill in name of your city or entity overseeing use of hotel tax) hotels, motels, or bed & breakfasts (e.g., room block usage information, survey of hoteliers, etc.)?

Was a room block established for this Event at an area hotel (hotels), and if so, did the room block fill? _____
If the room block did not fill, how many rooms were picked up? _____

Please check all efforts your organization actually used to promote this Event and how much was actually spent in each category:

_____ Newspaper - \$ _____

_____ Radio - \$ _____

_____ TV - \$ _____

_____ Press Releases - \$ _____

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON §

PUBLICITY AND TOURISM AGREEMENT

This Publicity and Tourism Agreement ("Agreement") is made by and between the City of Taylor, Texas, a Texas Home Rule Municipal Corporation, (referred to herein as the "City") and the Taylor Chamber of Commerce, a Texas non-profit corporation organized and existing under the laws of the State of Texas, (referred to herein as "Chamber of Commerce"). The City and the Chamber of Commerce are also referred to collectively in this Agreement as the "Parties" and singularly as "Party". The Parties have entered into other Publicity and Tourism Agreements prior to the date of this Agreement. However, the Parties intend that this Agreement will supersede and replace all previously adopted and finalized Publicity and Tourism Agreements in their entirety.

RECITALS

WHEREAS, V.A.T.S. Tax Code, Chapter 351, entitled Local Hotel Occupancy Tax, provides that a hotel/motel sleeping room tax of seven percent (7%) may be collected by cities, and that the proceeds from such tax may be used for promotion of tourism, in support of the arts, historical preservations and other purposes as set out in the statute as now written and as may be amended, and the City has been and is collecting the tax; and

WHEREAS, the City, acting under the authority granted to it under state statutes and its Home-Rule Charter, has theretofore enacted a local hotel/motel occupancy tax on occupants of hotels and motels within the City and it's extraterritorial jurisdiction; and

WHEREAS, the City desires to use a portion of the revenue generated from the hotel/motel occupancy tax to promote tourism in the City and to publicize activities and special events occurring in and around the City; and

WHEREAS, the Chamber of Commerce has expressed a desire to establish ongoing programs to promote tourism in and around the City, and desires to work with the City to accomplish this goal; and

WHEREAS, the City, has determined that it desires to work with the Chamber of Commerce toward the mutual goal of promoting tourism in and around the City; and

WHEREAS, the City has determined the Chamber of Commerce is an organization that is able to receive information from the public concerning promotion of tourism in the Taylor area, and that the Chamber of Commerce is able to summarize the input received from the public in this regard and to present that information to the City Council for its consideration; and

WHEREAS, the City desires to periodically receive from the Chamber of Commerce information concerning requests of local businesses and organizations so that the City may evaluate the information when budgeting for expenditures related to publicity for the City, and for promoting tourism in and around the City; and

WHEREAS, in consideration of their mutual desire to promote tourism and to attract visitors to the City, the Parties desire to contract for the management and supervision by the Chamber of Commerce for programs and activities funded with revenue from the hotel/motel occupancy tax.

NOW, IN CONSIDERATION OF THE MUTUAL COVENANTS TO BE PERFORMED BY THE PARTIES AND OTHER VALUABLE CONSIDERATION HEREBY ACKNOWLEDGED THE PARTIES AGREE TO THE FOLLOWING:

I.

GENERAL TERMS

As more specifically detailed herein, the Parties generally agree to the following basic terms:

- 1) In conformity with the Texas Tax Code, Chapter 351 and the City ordinances pertaining thereto, the City shall collect the hotel/motel occupancy tax. The City shall provide to the Chamber of Commerce seventy-five per cent (75%) of hotel/motel taxes collected by the City, but the amount collected shall exclude the amounts derived from sporting events. The remaining twenty five (25%) per cent and all amounts collected from sporting events held by City owned facilities shall be retained and used by the City as determined by the City in its sole discretion. The payments to the Chamber of Commerce shall be made

monthly within fifteen (15) days of receipt of the tax by the City.

- 2) The Chamber of Commerce shall expend the tax revenue disbursed under this Agreement for the exclusive purpose of advertising and conducting solicitations and programs to attract tourists and visitors to the City and its vicinity, as provided by the Texas Tax Code Chapter §351.101(a)(3). All such revenues shall be expended in a manner directly enhancing and promoting tourism and the hotel industry in the City and the immediate vicinity.
- 3) During the term of this Agreement, the Chamber of Commerce may request additional Hotel/Motel tax revenue funds for special projects in excess of the funds allocated to it in this Agreement. The City shall retain sole discretion in granting or denying additional funds requested by the Chamber of Commerce.

II.

SERVICES TO BE PERFORMED BY THE CHAMBER OF COMMERCE

Section 2.1 LOCAL ORGANIZATIONS'/BUSINESSES' REQUESTS FOR FUNDING:

The Parties agree that the Chamber of Commerce shall meet with members of the Taylor community to receive information from them, related to their requests for assistance from the City for promotion of business and/or publicity related to various local events and activities. Subsequently, on a quarterly basis, the Chamber of Commerce will coordinate with the City Manager to attend a regularly scheduled City Council meeting to present a written update on the information the Chamber of Commerce has gathered from the Taylor community and with year-to-date budget, income and expenditure information. The Parties agree that if and when entities, businesses or individuals in the Taylor community request an audience for presentation of information to the City concerning promotion of tourism or special events or activities, the City may refer these entities, businesses, and individuals to the Chamber of Commerce and the Chamber of Commerce shall schedule presentation to the requesting entity.

Section 2.2 PROMOTION OF TOURISM:

The Chamber of Commerce shall perform services related to advertising and promoting tourism for the visitor market, from which the City derives direct tourist income benefit.

The Chamber of Commerce agrees to conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists, and meetings/conventions to the City and the local area by: publishing and distributing brochures and community information packets; advertising in various tourists publications and general media publications as appropriate; representing the City at travel shows and other such events; participating with state and regional agencies in tourist development programs of benefit to the local area and to the City; and, using all appropriate means to increase the traveling public's awareness of the resort and recreational advantages of the local area and the City.

The Chamber of Commerce further agrees that it will: seek to achieve economic benefits for the City through all such activities; provide tourist-related information about the City, upon request; and serve as an advisory body to the City, on request, in matters related to expanding the tourist-derived economy.

Section 2.3 STAFFING:

The Chamber of Commerce shall use its best efforts to secure sufficient numbers of employees and volunteers to accomplish the responsibilities set forth in this Agreement. The Chamber of Commerce shall further provide office space, equipment, supplies and other materials necessary to accomplish the purposes of this Agreement.

It is expressly understood and agreed by and between the Parties that the Chamber of Commerce is hired and engaged as an independent contractor and is not an officer, agent or employee of the City.

III.

BUDGET AND PERFORMANCE REVIEW

Section 3.1 BUDGET PROCESS:

During the fourth quarter of this Agreement term,, the Chamber of Commerce shall provide to the City a proposed budget for the upcoming year outlining the amount of hotel/motel

occupancy tax revenue it expects to receive and how it will be expended. The proposed budget will then be considered and either rejected or approved by the City Council, in writing, in advance of the release of any local hotel/motel occupancy tax funds. It is understood and agreed by and between the Parties that, upon budget approval by the City, a fiduciary duty is created in the Chamber of Commerce with respect to expenditures of revenue provided.

The Chamber of Commerce shall maintain complete and accurate financial record of each expenditure of local hotel/motel occupancy tax revenue it has received and, upon request of the City Council or other person acting on behalf of the City Council, shall make the records available for inspection and review. The Chamber of Commerce shall maintain the revenue provided from the local hotel/motel occupancy tax in a separate account established for that purpose and shall not commingle that revenue with any other monies of the Chamber of Commerce.

It is understood and agreed by and between the Parties that hotel/motel occupancy tax funds may be spent by the Chamber of Commerce for day-to-day operations including supplies, salaries, office rental, travel expenses, and other administrative costs, directly related to the promotion of tourism. The portion of the total administrative costs for which hotel/motel occupancy tax revenues are expended may not exceed the actual administrative costs for the activities, nor may the administrative expense exceed thirty percent (30%) of a fifty-five thousand dollar (\$55,000.00) per annum revenue cap of hotel/motel occupancy tax paid by the City to the Chamber of Commerce. Payments received beyond this cap shall not be eligible for any additional administrative cost offset. The limit of Chamber administrative cost expenditures utilizing hotel/motel occupancy tax revenues may not exceed sixteen thousand, five hundred dollars (\$16,500.00) per annum. The administrative cost, once approved in the budget as provided herein, may be transferred into a separate Chamber of Commerce account.

Section 3.2 PERFORMANCE EVALUATION/STANDARDS:

Twice a year, during the term of this Agreement, the Chamber of Commerce shall conduct limited polling of the local businesses (i.e., restaurants, hotel/motels and specialty shops) to evaluate the benefit to the community derived from Chamber of Commerce expenditures of hotel/motel tax funds provided by the City and the economic impact, if any, of the City and Chamber of

Commerce support of advertising and promoting the City and of various community events. The Chamber of Commerce shall provide the results of the polls to the City Council in its April and October reports to the City Council (required in Section 3.3 below). The reports will indicate, for example, what increase, if any, has occurred in revenues generated for local hotel/motels, as a result of specific publicity and promotion campaigns. The reports shall compare the increase and/or decrease in the hotel/motel tax collection for that period with the proceeding periods. The Parties agree, however, that should any state, local, or national circumstances beyond the control of the Chamber of Commerce negatively effect the Chamber of Commerce performance under this Agreement, the City Council shall take the factors into consideration in evaluating the Chamber of Commerce annual performance under this Agreement.

Section 3.3 REPORTING:

The Chamber of Commerce shall prepare written reports for submission to the City Council on a quarterly basis, during the months of January, April, July and October. The quarterly reports shall include, but are not limited to, the following information:

- 1) a description of the activities undertaken by the Chamber of Commerce to benefit the City during the preceding quarter which shall include a Post Event Report Form for each activity receiving Hotel Motel Funds in the form attached hereto as Exhibit "A" and incorporated by reference herein;
- 2) an updated financial statement that indicates how the Chamber of Commerce has expended hotel/motel occupancy tax funds provided by the City on the development of tourism and promotion of local events and on activities, businesses, and organizations, pursuant to the Chamber of Commerce's annual tourism budget as previously approved by the City Council; and,
- 3) Other information the City Council may request after reviewing the reports presented to ensure City Councils' understanding of the activities undertaken by the Chamber of Commerce in performance of the terms of the Agreement.

All reports and records related to hotel/motel occupancy tax funds shall be maintained and available to the City for a period of five (5) years after receipt of approval from the City.

IV.

TERM AND TERMINATION

This Agreement shall begin the 1st day of October 2014, and shall terminate at midnight on the 30th day of September 2015. In the event either Party fails to abide by any of the terms of this Agreement the non-defaulting party shall furnish a thirty (30) day prior written notice of the default and opportunity to cure to the defaulting Party. The defaulting Party shall have thirty (30) days from the date of the notice to cure the default and if the default is cured within the thirty (30) day cure period this Agreement shall remain in full force and effect. Failure of the defaulting Party to cure the default within the thirty (30) day cure period shall result in termination of this Agreement ninety (90) days from the date of the default notice was given by the non-defaulting Party to the defaulting Party or September 30, whichever occurs first.

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Taylor Chamber of Commerce
Attn: President
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With a copy to:
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No part of this Agreement may be assigned or delegated without the prior written consent of the other party, and any attempted assignment of benefits or rights or delegation of duties or obligations shall be a breach of this Agreement. However, nothing in this Agreement shall prohibit the Chamber of Commerce from participating with regional or state tourism programs or contracting for joint promotion with other agencies.

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This Agreement shall be subject to the laws and statutes of the State of Texas, and venue, jurisdiction and performance shall be in Williamson County, Texas.

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It is understood and agreed that the Chamber of Commerce shall not in any manner be considered a partner or joint venturer with the City, nor shall the Chamber of Commerce be considered or hold itself out as an agent or official representative of the City. The Chamber of Commerce shall be considered an independent contractor for the purposes of the Agreement and shall in no manner incur any expenses or liability on behalf of the City.

Dated this the 1th day of October, 2014.

CITY OF TAYLOR, TEXAS

BY: Jesse Ancira, Jr
ITS: Mayor

Attest:

Susan Brock, City Clerk

TAYLOR CHAMBER OF COMMERCE

BY:
ITS: Board Chairman

BY: Thomas Martinez
ITS: President

Chamber Tourism Budget - 2015

	TOURISM		MARKETING	TOTALS
	HOT FUNDS	HOT FUNDS	CAT/SUM	
GRANT FUNDING (actual 2014 + 10%)				
Taylor Regional Park	\$ 1,155			\$ 1,155
Zest Fest	\$ 1,993			\$ 1,993
Taylor Car Show	\$ 4,400			\$ 4,400
JPJST BBQ	\$ 992			\$ 992
Tractor Pull	\$ 3,620			\$ 3,620
Taylor Rodeo	\$ 5,093			\$ 5,093
Taylor BBQ	\$ 1,500			\$ 1,500
Tex Avery Festival	\$ 4,500			\$ 4,500
			\$ 23,253	
MARKETING/COMMUNICATIONS				
Branding - Arsenal		\$ 7,000		\$ 7,000
Print Advertising (2014 actual + 10%)				
Impressions Magazine		\$ 1,100		\$ 1,100
Community Advertising Folders		\$ 220		\$ 220
FYI Magazine		\$ 1,400		\$ 1,400
BBQ Trail Brochure		\$ 2,256		\$ 2,256
TX Festival Brochure		\$ 2,723		\$ 2,723
Austin Relocation Guide		\$ 314		\$ 314
TX Hill Country Map Ad		\$ 715		\$ 715
Shopping Guide - Shop Taylor		\$ 220		\$ 220
			\$ 15,948	
Web Site & App \$4228 p/a (50% Marketing/Tourism)		\$ 2,114		\$ 2,114
Direct Marketing - Tourism Committee	\$ 3,000			\$ 3,000
Marketing Membership Dues (2014 + 10%)				
Rural Texas Tourism Center		\$ 55		\$ 55
TX Assoc of CVB		\$ 413		\$ 413
TX Hotel & Lodging Assoc		\$ 275		\$ 275
Event Poster Promotions (Lobby Display)		\$ 200		\$ 200
Updated Business Cards / Letter Head, Etc.				\$ -
New/Updated Signage (city entryways)		\$ 2,000		\$ 2,000
Training and Conventions		\$ 2,000		\$ 2,000
			\$ 10,057	
NEW INITIATIVES				
Downtown Kiosk & Setup	\$ 7,000			\$ 7,000
Tourism Staff (1040 hrs (\$10ph) + FICA)	\$ 2,802	\$ 2,802		\$ 5,604
Expanded Print Media (TX Hwys/Monthly etc.)		\$ 10,000		\$ 10,000
Downtown Tourism Office Space	\$ 12,000			\$ 12,000
Sports Complex Kiosk & Setup	\$ 15,000			\$ 15,000
			\$ 49,604	
TOTALS	\$ 63,055	\$ 35,807	\$ 98,862	\$ 98,862
HOT FUNDS TOTALS	\$ 98,862			



City Council Meeting October 23, 2014 Agenda Item Transmittal

Agenda Item #: 5

Agenda Title: Consider appointing a committee to review RFQ's received for the 7th Street Campus facilities project.

Council Action to be taken: Consider appointing a small team to review RFQ documents.

Initiating Department: City Manager's Office

Staff Contact: Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

Four responses to the request for qualifications documents were received on September 19. The next step in the process is for the Partners (the city and the school district) to select a review committee.

2. DESCRIPTION/ JUSTIFICATION

The review committee's purpose is to assess the strength and weaknesses of each response and ultimately determine which company should be selected to develop an agreement for formal consideration by the partners' boards. The review committee is to evaluate each submission based on the following categorical areas:

- Development team summary
- Proposed site or sites and project concepts
- Relevant development experience and development capacity
- Demonstration of financial capacity and related information.
- References

(Note: the school district picked up copies of the RFQ's Friday, October 3 and has since selected their review committee members at their last meeting.

3. FINANCIAL/BUDGET

To be determined.

4. TIMELINE CONSIDERATIONS

This item was on the October 9th council agenda but only three council members were present and this item is being brought back with a full council to continue the discussion.

The “development request for qualifications”, dated June 25, 2014 includes a schedule which has Partners boards’ consideration of an agreement by June 2015. The school district desires to have a conclusion to this agreement by the end of the calendar year.

5. RECOMMENDATION

Appoint 3 members to the review committee. The independent school district should also appoint members. Determine a desired time schedule for completion of an agreement with the desired entity.

6. REFERENCE FILES

- 5a. [Proposals received](#)
- 5b. [RFQ document](#) (see Sect.7.B.2 on page 16 for details on Development Team; and Sect. 8. Evaluation Criteria and Selection Process)

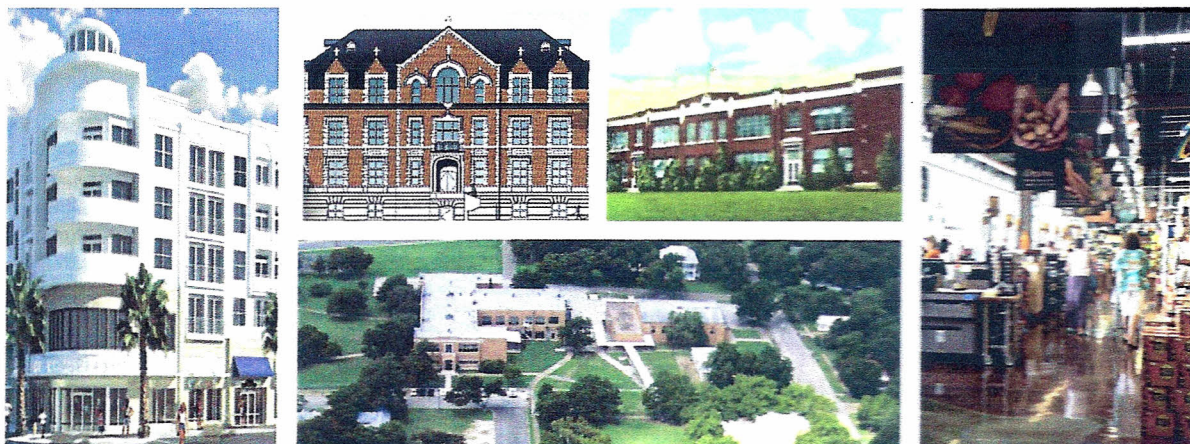


STATEMENT OF QUALIFICATIONS

CITY OF TAYLOR

*7TH STREET CAMPUS
DEVELOPMENT*



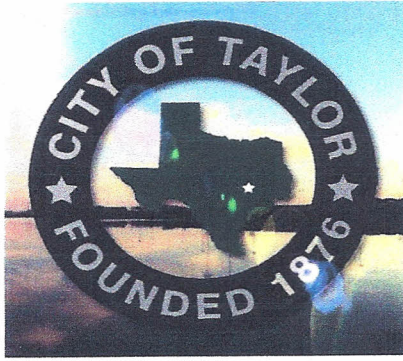


THS 7th Street Center
A Mixed-Use Development
Taylor, Texas

STATEMENT OF QUALIFICATIONS

Submitted by
Realtex Development Corporation
Strategic Development Partners

September 19, 2014

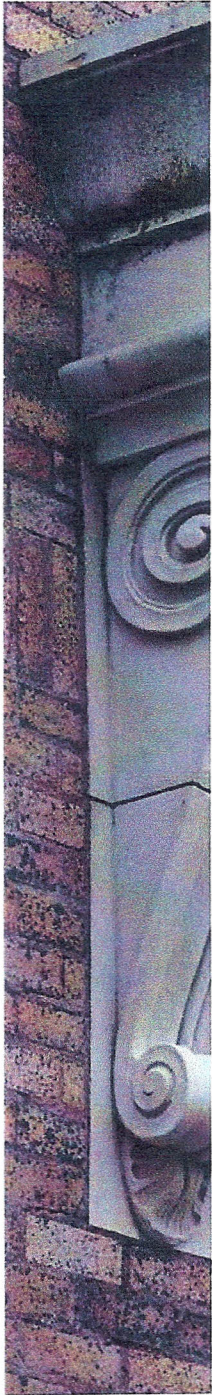


DEVELOPMENT REQUEST FOR QUALIFICATIONS



**Interagency Support Council of
East Williamson County, Inc.**

September 19, 2014



Williamson County

INVESTMENTSCORPORATION

8004 Two Coves Drive
Austin, Texas 78730
Tel 512.476.6900
Fax 512.345.8100
williamsoncounty@austin.rr.com

7th Street Campus – Taylor, Texas



DEVELOPMENT REQUEST FOR QUALIFICATIONS

Release Date: June 25, 2014



Figure 1 – Aerial View of Campus

Submittals due: September 19th, 2014, 5:00 pm CDT

Send Submittals (ten (10) hard copies and one (1) CD electronic copy) to:

City Manager's Office, City of Taylor, 400 Porter Street, Taylor, TX 76574

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I. SUMMARY OF OFFERING

The City of Taylor (City) and the Taylor Independent School District (TISD) (the “Partners”) are seeking qualifications from interested parties interested in an innovative adaptive reuse of the former Taylor High School/Middle School Campus (7th Street Campus) located at 410 West Seventh Street in Taylor, Texas. This adaptive reuse will include design, redevelopment, repurposing and financing a mixed-use project or projects utilizing the structures and land area of the former campus, consistent with the recommendations of the 7th Street Task Force’s Final Report. This report is available at <http://www.taylortx.gov/taskforcereport>.

The 7th Street Campus consists of:

- Total: 48,000 sf
- Annex Building: 18,000sf
- Auditorium: 6,900 sf
- Senior Center: 6,500 sf
- Gym: 6,500 sf
- Basement: 2,000 sf
- Main Building: 30,500 sf

The Main Building square footage contains the current Senior Center and the Basement but does not include the Auditorium. Hence, the Main Building is about 21,900 sf total, or about 10,950 sf on each floor when the Senior Center and Basement are not included in the total.

- 5.6 Acres of Land

The City of Taylor has taken steps to create a positive, pro-active development environment including:

- Flexible zoning
- Discounted or Waived Permitting Fee
- Discounted or Waived Impact Fees

For projects within the Plan’s parameters, expedited permitting can be expected once site control has been secured. Developers should therefore anticipate reduced predevelopment risk and costs as well as increased certainty as to project time-to-market.

MINIMUM SUBMISSION REQUIREMENTS

The Partners have attempted to minimize the submittal requirements in order to maximize the prospect of receiving your submittal. Only basic information concerning the Development Team, Proposed Site and Project Concept, Relevant Experience and Capacity, Financial Capacity, and References are required. This Request for Qualification (RFQ) does not require submittal of detailed information such as a site plan, floor plans, elevation studies and renderings, financial proformas or a completely defined development team.

The Partners look forward to receiving your response to this RFQ.

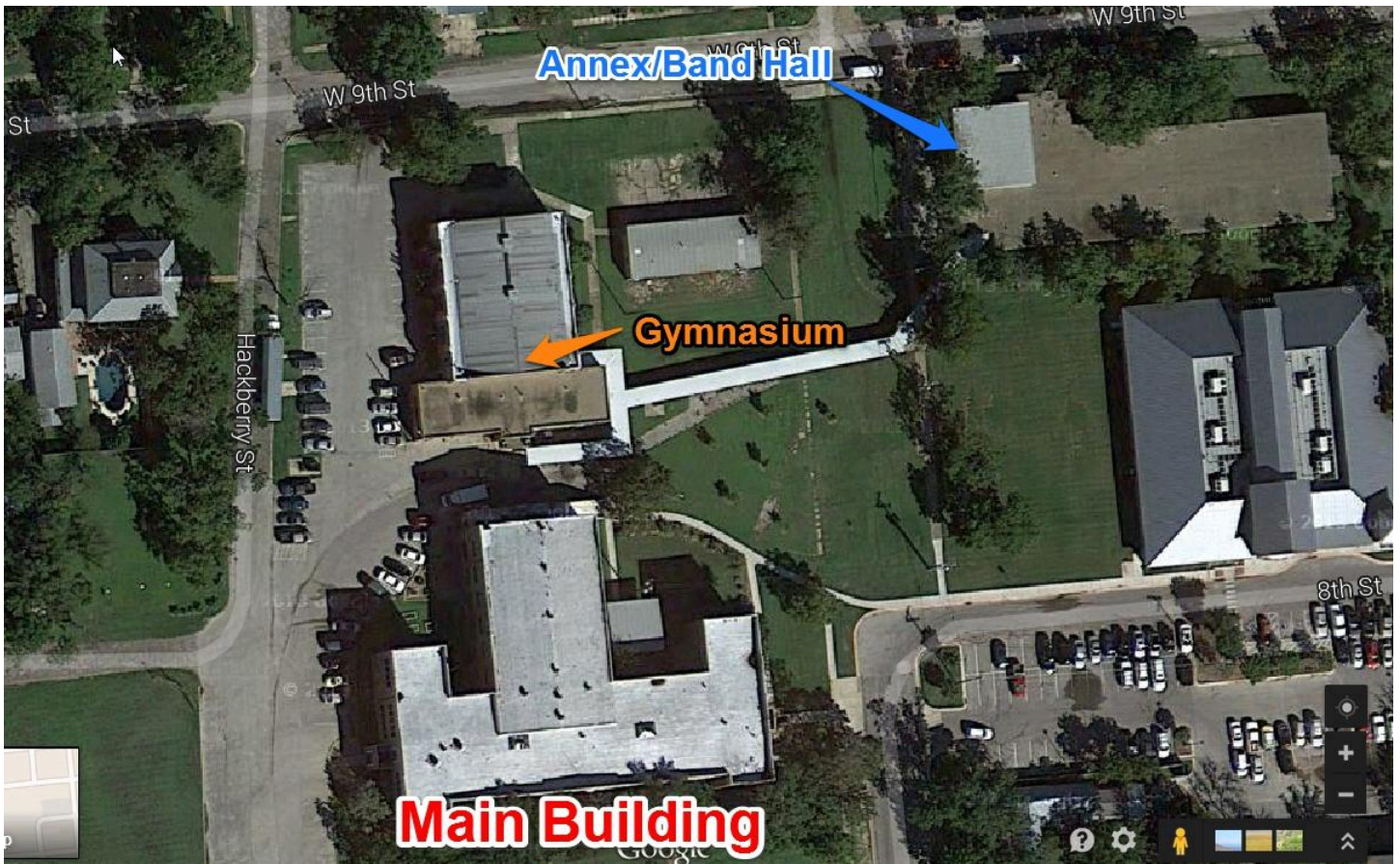


Figure 2 – Campus Site Map 1

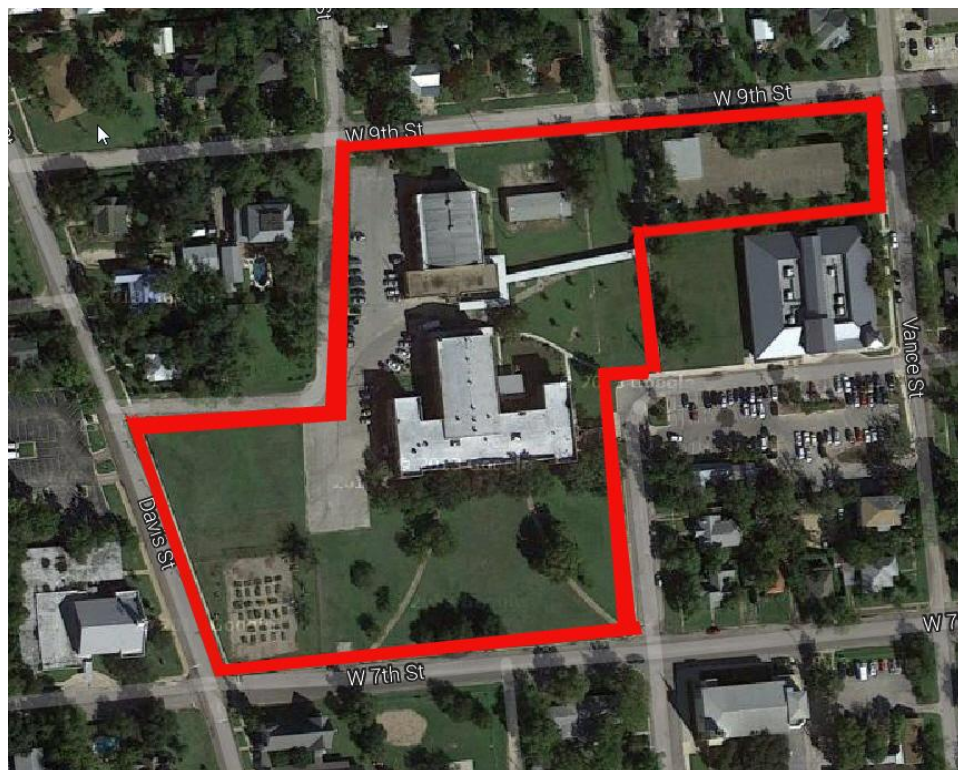


Figure 3 – Property Map

II. INTRODUCTION

A. The Opportunity

The RFQ process invites prospective developer teams to submit their qualifications as well as a summary of their vision and implementation strategy for development of this site. The Partners are seeking feedback through this RFQ process as to what mixed-use components may be most feasible and a vision of how a proposed mix of uses (retail, entertainment, office, residential, parking) would look and function in conjunction with other neighborhood land uses.

Following receipt, the responses of all applicants will be reviewed for completeness and analyzed based upon the criteria described in the RFQ. Depending upon the number of submittals, the Partners may request some or all developer respondents to make one (1) or more presentations as part of the selection process.

If there are a sufficient number of responses, the Partners will consider undertaking the additional step of a Request for Proposals (RFP) process prior to selecting a developer candidate. The RFQ process will allow the Partners to select a short list of responding developers, who will then be invited to submit more detailed proposals.

The selected developer candidate will then be presented to the Partners' Boards for approval for a subsequent sale or transfer of the property to the developer.

B. Area Goals and Objectives

The City of Taylor has worked diligently to reinvigorate its downtown area. These efforts have included a Downtown Rental Assistance Program (which has resulted in 16 new businesses in the district), Tax Increment Fund Grants and abatement partnerships with the City. The area is also beginning to experience substantial private investor work and redevelopment. While the 7th Street Campus is not technically a part of the Downtown District, it is within easy walking distance and could be a tremendous asset to downtown.

It is the City's desire to invigorate the entire area as a venue where people can shop, work, meet, and gather so as to stimulate economic vitality in a way that supports existing businesses as well as adds new businesses that meet the needs of both residents and visitors. A key objective is to further invigorate Taylor's downtown into a more vibrant, identifiable area with a diverse mix of uses emphasizing specialty retail, restaurant, entertainment, residential and commuter serving uses. An additional important companion objective is to capture more local dollars that now are spent in retail businesses outside Taylor. This fact was documented in a recent study conducted by The Retail Coach, LLC. This information is available at <http://www.taylortx.gov/retailstudy>.

The vision for downtown is a district that boasts an active, pedestrian scene and festive atmosphere that attracts both tourists and locals, provides a destination and gathering place for the community, offers a diversity of housing opportunities, preserves existing viable businesses as an integral part of the downtown, and provides a compact and pedestrian friendly streetscape. Renovation and repurposing of the 7th street Campus should support the efforts of the adjacent historic downtown area.

The key focus of the project is creation of a vital presence that supports community development while preserving the distinct, historic elements of these buildings.

The 7th Street Task Force has recommended this campus be redeveloped into a healthy living complex for seniors, incorporating the auditorium and gymnasium into this use. There is a desire to continue to accommodate the senior center, food pantry and other non-profit entities currently located on the Campus, though this is not a requirement.

C. Community Engagement

The City of Taylor has a tradition of an actively engagement by its residents. They are interested in the future of the 7th Street Campus and the community at large. The City will work with the selected developer to implement a community outreach program to solicit input and consensus on the project.

D. Recent Milestones

In September, 2013, Mayor Jesse Ancira, Jr. asked that a Task Force be spearheaded by Councilman Brandt Rydell to work with concerned citizens to find a solution regarding potential occupancy and ownership of the 7th Street Campus.

Previously, a study was conducted by (and subsequently updated by) Komatsu Architects to determine the potential layout and costs for potentially repurposing the Main Building into a city hall. While this concept is no longer under consideration, these studies make substantial building data available. These studies are available in two parts, at <http://www.taylortx.gov/komatsu7thstreet1> and <http://www.taylortx.gov/komatsu7thstreet2>.

The 7th Street Task Force was formed and conducted several public meetings to gauge the community's vision for the campus property. The Task Force came to the conclusion that a Healthy Senior Living complex would be the optimum use of the property,

The Campus is owned by the Taylor Independent School District (TISD). Because there are no longer school district activities occurring on the site, TISD wishes to liquidate this building as soon as practicable. The Partners will work with the selected developer to effect transfer of ownership.

E. Developer Role

The selected developer will participate in negotiations with the Partners for completion of agreements to redevelop the campus, engage the necessary design and other consultants necessary to define the project, complete the design and secure the necessary permits, secure equity and debt financing, contract for and construct the project, and own and manage the project after completion.

F. Partners' Role

Subject to the terms of a development agreement, the City of Taylor is prepared to consider offering incentives to assist in the redevelopment and operation of this site. These incentives may include, but not necessarily be limited to, expedited permitting and permit fee waivers, impact fee waivers, ad valorem tax abatement or rebates, and sales tax rebates and use of Local Government Code Chapter 380 Agreements.

A transfer or sale of the property to the developer is possible. A sales agreement is preferred.

III. OVERVIEW

A. Regional

The City of Taylor is located approximately 29 miles northeast of Austin, about 15 miles east of Round Rock and 8 miles east of Hutto.

The City is centered on U.S. Highway 79, which is the major north-south regional transportation corridor and State Highway 95. Taylor is about 10 miles east of the State Highway 130 toll road and features Chandler Road: a new direct connection to IH 35. Downtown Taylor is located about 41 miles northeast of the Austin Bergstrom Airport.

Taylor is located in Williamson County, one of the fastest growing counties in the nation.

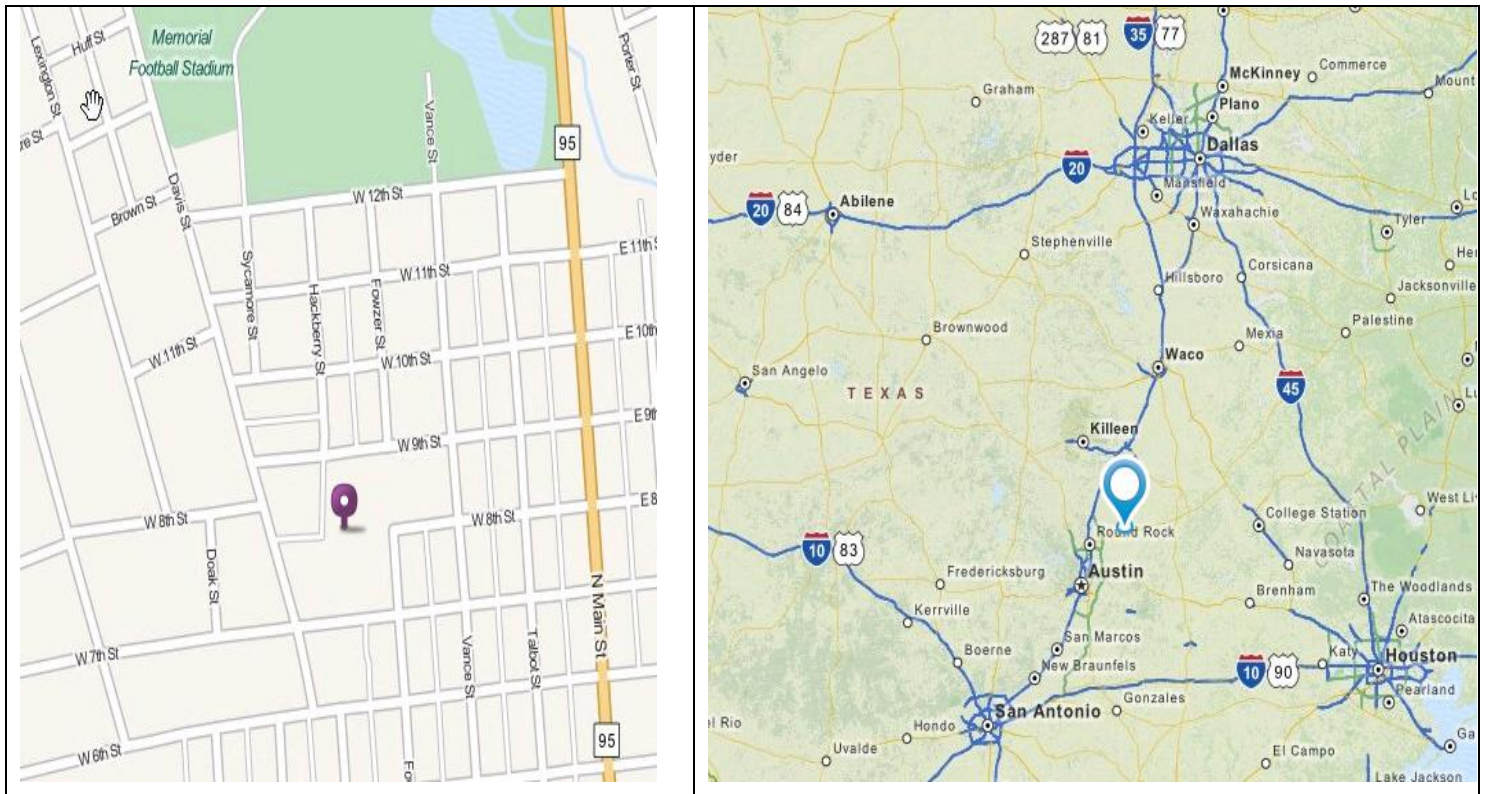


Figure 4 – Regional and Local Maps

B. Local

Downtown Taylor features several historic buildings constructed as early as 1883. The city features a wonderful mixture of historic homes, mid-century homes and modern construction. Taylor also features a tremendous amount of parkland per capita with three (3) parks containing lakes.

C. Downtown Revitalization

In 2013, the City of Taylor, in partnership with its Main Street Program embarked upon a concerted effort to revitalize Historic Downtown Taylor. (Taylor's downtown is listed on the National Register of Historic Places.) The City initiated a Downtown Rental Assistance Program which has resulted in 16 new businesses locating to the downtown area. Tax Increment Fund Grants may also be awarded to assist with façade or other building improvements. The City's Planning and Development Department also partners with business owners to accomplish asbestos abatement and similar projects.

During this time there have also been substantial private investments made. Currently, three of the four historic structures at 2nd and Main Streets (the former crossing of Business 79 and Highway 95) undergoing major renovations, one of which is a 30,000 sq foot former department store and textiles factory.

D. Market Demographics

Taylor's population is approximately 17,000 within Williamson County, a county of approximately 488,168 residents. Taylor borders the Greater Austin MSA which has a population of approximately 1,883,051.

Notwithstanding Taylor's close proximity to Austin, with many residents commuting south each day, Taylor has a significant, growing and diverse mixture of businesses and industries. Taylor is the home of the Electric Reliability Council of Texas (ERCOT), which manages the power flow to 23 million Texas customers representing 85 percent of the state's electric load.

Taylor has a primary retail trade area of about 38,000 residents and a secondary retail trade area of about 62,000.

More detailed demographic information is available by request.

IV. POTENTIAL INCENTIVES

A. Tax Rebates or Abatement

To enhance economic development efforts, the City of Taylor may offer ad valorem tax rebates or abatements. The percentages offered are dependent on the type of project and the calculated potential return on the City's investment. Sales tax and Hotel Occupancy Tax rebates are also possible for an advantageous project.

B. City Permit Fee Reduction or Waiver

The City of Taylor will offer expedited permitting for this project. Fee reduction or waivers are possible for this project.

C. City Processing and Impact Fees

This project could qualify for Impact Fee reduction or waiver.

V. DEVELOPMENT CRITERIA

A. Design

Design that preserves and enhances the historic character of the 7th Street Campus will be a critical component of development. The selected developer will create design standards consistent with this goal. Examples of past work in rehabilitating facilities similar to the 7th Street Campus are desired.

Plans that accommodate and permit the Switzer Senior Center, Shepherd's Heart Food Pantry and other non-profit organizations currently housed on the Campus to remain in place will be deemed preferable, but this is not a requirement.

B. Auditorium

The 7th Street Task Force has identified the second story auditorium as a potential major asset to the community. The auditorium seats approximately 900 people and could be utilized for community theater, concerts and other such performances.



Figure 5 - Auditorium

C. Parking

The campus is located on 5.6 acres where ample parking could be available.

D. Affordable Housing

This RFQ does not mandate that any new Campus development designate any new dwelling units as affordable and it is possible that both rental and for-sale units may be “affordable by design”. The Partners are nevertheless open to proposals that provide various levels of affordability as part of a development financing program. While the Partners are not encouraging deed restricted affordable housing, the Partners are open to proposals that might include affordable units in their development financing.

E. Green Building

The Partners desire that Green Building principles be utilized as much as possible in this project.

VI. OPPORTUNITY SITES

A. Summary

The Campus contains at least four (4) components/opportunity sites (see Figure 6) which should be considered in a Master Plan for this project.

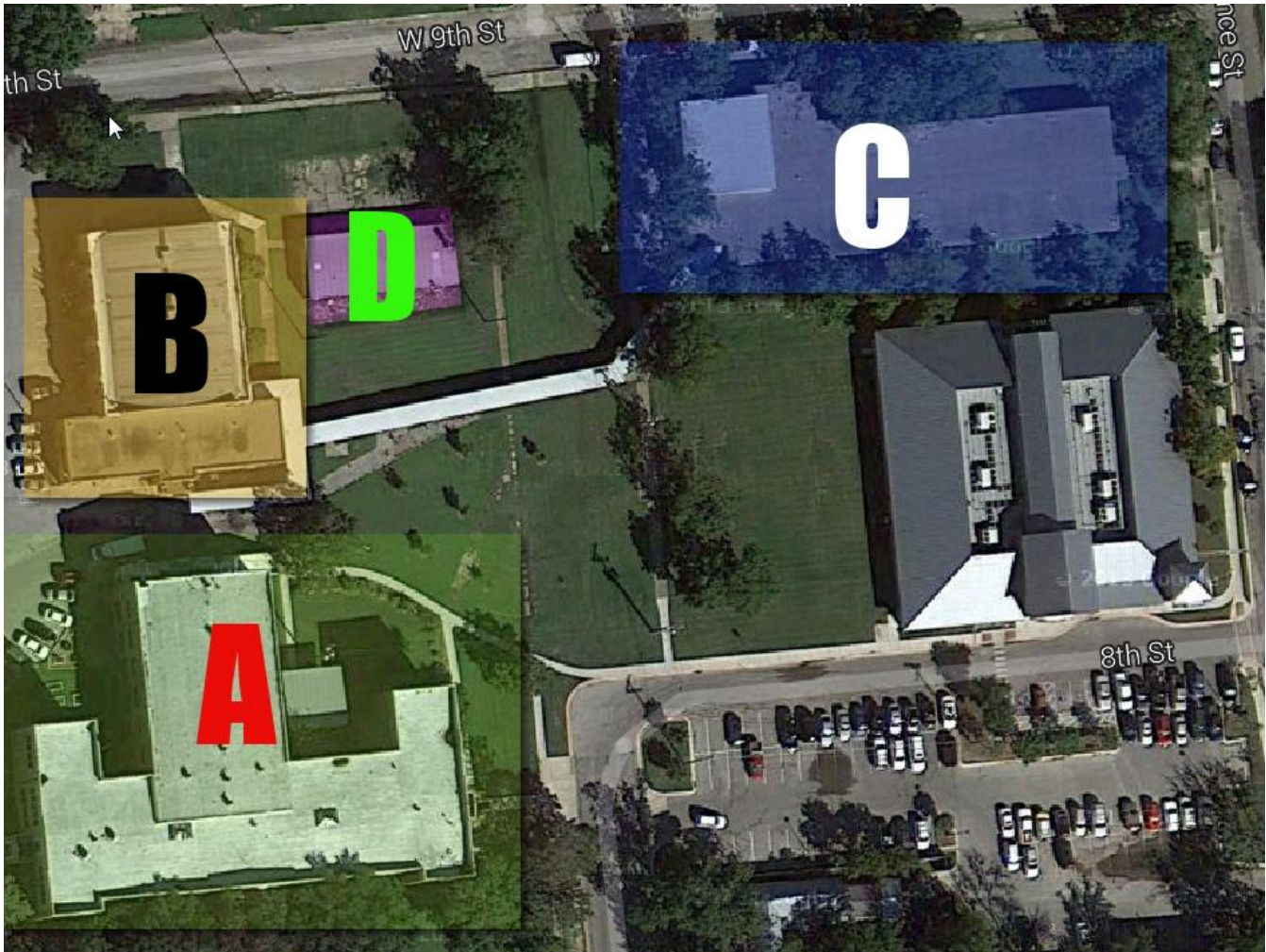


Figure 6 – Opportunity Sites

Responding developers are encouraged to consider all four (4) sites to be included in a Master Plan. TISD is currently the owner of these properties. The Partners have expressed a desire to see all four (4) sites developed, but the primary focus of their interest is Site A—the main campus building.

B. Site A

The Main Building was constructed and opened in 1923 and served as a high school until 1970. The building was then utilized as a Middle School through 2000. Since that time, various non-profits have utilized space in the building and a senior center was constructed and still operates

(with a food pantry) in the former cafeteria. The Main Building is approximately 30,500 square feet including the basement and current Senior Center. This does not include the area of the auditorium.



Figure 7 – Campus Main Building

The City and TISD are seeking a redevelopment plan for the adaptive re-use of the building that will be consistent with its vision for sustainable development and the preservation of this historical site.

The 30,500 square foot Main Building contains an ornate period auditorium upstairs that seats approximately 900.

A variety of uses for these buildings are possible. These uses include but are not limited to those centered on education, spiritual outreach, health and elder care, environmental study, sustainable agriculture, tourist and recreational endeavors and mixed income housing. A local citizens' task force has recommended that the site be converted into a healthy senior living complex, retaining the currently housed non-profit organizations in place if possible. Up to 5.6 acres of land are available.

C. Site B

Site B is a 6,500 square foot, fully functional gymnasium with hard wood floors, basketball goals and bleachers. The building also contains two former locker room areas, and coaches' offices. The building is not currently climate controlled.

There is a desire among the Partners that the gym be utilized for healthy lifestyle activities for either the potential residents of Site A (The Main Campus building) and/or perhaps be open or available to the community for such uses.

Currently, the Shepherd's Heart Food Pantry utilizes the former locker room space for storage. TISD has also permitted local youth basketball leagues to practice in the gym.

There are no existing leases on this property at this time. The current tenants are only utilizing this area with the permission of the school district.



Figure 8 - Gym



D. Site C

Site C is approximately 18,000 square feet and is located just southeast of the Main Campus building and gym. It contains a large room that formerly functioned as a band hall. The building currently contains numerous classroom type spaces and has functioning restrooms. This building had been utilized up until the end of this past school year as an alternative school for TISD. TISD will not utilize this building in the future.



Figure 9 – “Band Hall” Annex Building – Site C

E. Site D

Site D is an approximately 2,100 square foot metal building. It had served as a welding training classroom.



Figure 10- Former Welding Shop – Site D

VII. SUBMITTAL PROCESS: DEADLINE, REQUIREMENTS & REVIEW

A. Deadline for Submissions

All submissions must be received at the address below no later than 5:00 p.m CDT, September 19, 2014. Only hard copies will be accepted. Electronic or fax copies will be rejected. RFQ submittals are to be delivered to:

**City of Taylor
City Manager's Office
400 Porter Street
Taylor, Texas 76574**

Please provide ten (10) complete sets plus one (1) electronic CD version of the information requested below. Please organize your submittals into sections separated by identification tabs with the same titles as those provided below. The Partners reserve the right to request additional information from responders following review of the information submitted.

B. Requirements for Submissions

The following is requested in order for the Partners to evaluate the experience and capacity of the developer to undertake the proposed project.

1. Transmittal Cover Letter

Please address the letter to:

**Jeff Straub
Interim City Manager
City of Taylor
400 Porter Street
Taylor, Texas 76574**

The transmittal letter should include the following information:

- Name, address, telephone and fax numbers, etc. for the lead development company.
- Name, title, address, telephone number, fax number and email address of the person designated as the primary contact for the lead development company.
- Legal structure of lead development company or anticipated entity (e.g., corporation, joint venture, limited partnership, etc.) and date of legal establishment.

2. Development Team Summary

The development team could consist solely of a developer and the Partners do not expect that respondents can at this time identify all the professionals that might eventually be involved in the project. However, to the extent that a more comprehensive set of team members can be identified (e.g., architect, consultants), please do so by providing the following information on each member of your team.

- If the lead development company has already identified outside consultants or advisors to assist in the planning, design, negotiations, or other aspects of the project, please identify these consultants/advisors and briefly describe the nature and type of service to be provided and a description of the roles of key team members plus one-to-two page

resumes of relevant staff assigned to this project.

- Description of core business activities
- Number of years in business
- Number of full-time employees
- Supplemental materials, such as company brochures, etc.
- List of any commercial properties or development sites currently owned or controlled by developer or any of its identified team members.

3. Proposed Site or Sites and Project Concept

The Partners are interested in an RFQ response that provides a project concept that meets the Partners' goals and criteria in unique and innovative ways. The Partners expect that the developer's concept would not need to include any detailed design drawings (e.g., site plan, floor plans, elevations or renderings).

Responders are nevertheless encouraged to submit as much detail as they deem appropriate in order for the Partners to clearly understand the project.

The Partners have identified the following items that responders may want to incorporate, to the extent possible and appropriate at this RFQ stage. The Partners acknowledge that responders may not be able to provide all or complete descriptions for all of the points listed below:

- Overall project narrative that identifies the proposed site or sites and gross value of proposed development
- A summary of the proposed process for community engagement and involvement
- List types of uses (e.g., office, retail, residential, etc.) including building area (gross) by uses and how the project relates to Plan objectives and supports Partners goals
- Describe the scale of any additional development including building heights and massing, articulation of ground-level retail spaces and relationship to the public sidewalk
- Provide an estimate of total square feet of residential uses, leasable square feet of retail space, leasable square feet of entertainment/cinema space (if applicable), and leasable square feet of office space (if applicable)
- Articulate the marketing focus of the residential units and how that market focus might be reflected in unit type, project features and price point
- Articulate a retail development strategy, including location of key uses, size/distribution of tenant spaces, interrelationship with parking resources, identification of illustrative tenancies, and related factors
- Provide an estimate of the number of housing units (if applicable) and if possible a breakdown of the mix of units with number of bedrooms and bathrooms, plus amenities
- Provide an estimate of the number of on-site private and on-site public parking spaces and their location
- Describe potential green building features that might be incorporated into the project
- If applicable, describe potential phasing issues/concerns, and construction staging

4. Relevant Development Experience and Development Capacity

Please provide a description of no more than three (3) similar projects completed or in process by the development team. Members of the proposed development team for the proposed project should have had a significant role in these past projects. For each project, please include the following, as applicable and to the extent possible and appropriate:

- Project name, location and type of real estate product
- Description of the real estate product, its quality and amenities
- Experience in developing community consensus and securing community support for the project
- Current status of the project (i.e., construction status or number of years since completion)
- Photos and site plans of the project
- Names and roles of other companies, organizations, or partners involved in the project
- Development cost and financing summary
- Primary sources of equity and debt
- Primary sources of cash or cash equivalents employed during pre-development
- List of lenders for the project including contact name, phone number and email address
- Indication of whether the project involved a ground lease
- Indication of whether the project involved a business relationship with a public partner and a description of the nature of any such relationship

5. Demonstration of Financial Capacity and Related Information

Please provide the following information to demonstrate the financial capacity to undertake and complete the development proposed in the Proposed Site or Sites and Project Concept section. Developers shall mail or deliver one (1) bound original of the Evidence of Financial Capacity, Section 5 of the RFQ (which shall remain confidential) under separate cover by the same date and time to:

**Jeff Straub
Interim City Manager
City of Taylor
400 Porter Street
Taylor, Texas 76574**

This information will be used solely by them for purposes of evaluation under the RFQ and will be treated as confidential to the extent allowed by law. This one (1) original will be returned at the conclusion of the selection process with no copies retained by the City / RDA.

- Financial Statements for the previous three (3) fiscal years for the lead development or team members (as applicable). Certified statements are preferred
- Most recent annual report(s)
- List of any current non-performing loans or loan defaults in the past five (5) years
- Description of instances in which a member of the development team or any named individual has been involved in litigation or other legal dispute regarding a real estate

venture during the past five (5) years. Include information regarding the outcome of the litigation or dispute

- Information about instances in which any member of the development team has ever filed for bankruptcy, or any projects that have been lost to foreclosure
- Past history of raising capital
- Composition of real estate portfolio by type and occupancy percentage
- Any available evidence that demonstrates that the development team has the financial capacity to engage in the planning and development of the site or sites, specifically: (1) balance sheets detailing cash or cash equivalent funds sufficient to fund necessary pre-development activities pursuant to an ENA; and (2) evidence of financial capacity to carry out the development of the proposed site or sites

6. References

Provide references with sufficient information to ensure easy contact. This should include company/organization, names, titles, telephone numbers, and email addresses for individual who can provide information relating to the following items:

- **Financial Contacts** – Identify at least three (3) contacts that have provided members of the development team with debt or equity financing of at least the magnitude likely to be required for the proposed project.
- **Public or Government** – Identify at least two (2) redevelopment Partners, county, city or other public officials who have been involved with a project completed by members of the development team (e.g., city managers, redevelopment staff, Planning directors, economic development directors, etc.).
- **General** – Provide the names of up to two (2) other contacts that could provide information about the experience and capability of members of the development team for a program of the magnitude proposed.

C. Submittal Schedule

- June 25, 2014 – Release of this RFQ
- July 15, 2014– Site Visit (optional); Deadline to submit questions / clarifications
- July 22, 2014 – Question responses distributed
- August 4-6, 2014– Second Site Visit (possible – to be confirmed)
- August 11-13, 2014 – Informational meetings with individual proposers (optional) as requested.
- September 19, 2014, 5:00 pm CDT – Deadline to submit responses to RFQ

VIII. EVALUATION CRITERIA AND SELECTION PROCESS

A. Evaluation Criteria

The submittals will be analyzed based upon, but not limited, to the following criteria:

1. Direct relevant qualifications and experience of the development team
 - General qualifications of team members
 - Compatibility of proposed sponsor and project with Partners objectives

- Quality and financial performance of past projects
 - Experience with similar high-profile mixed-use (retail/office/residential) public-private projects with significant community input conducted in partnership with a redevelopment Partners
 - Demonstrated successful experience of the development entity (not consultants to that entity) in negotiating complex real estate transactions with public Partners
2. Financial capability of development team including lender references
- Demonstrated ability to raise debt and equity for a project of the magnitude that is being proposed
 - Strength of relationships with financial institutions
 - Overall financial track record and capacity
 - Litigation and bankruptcy disclosures

B. Selection Process

The Partners intend to form a Review Committee prior to conclusion of the submittal deadline in September 2014. The Community Review Committee will identify any additional information that might be requested of responders as well as comment on the strengths and weaknesses of a short list of proposals. The Committee and Partners staff may conduct interviews of selected responders including presentations of the materials submitted, but the Partners do not currently expect that responders will be required to make a public presentation.

The Partners may consider undertaking the additional step of a Request for Proposals (RFP) process prior to selecting a developer candidate. The RFP process will allow the Partners to select a short list of responding developers, who will be invited to submit a more detailed proposal.

The Review Committee's comments will be forwarded to the Partners Board for its consideration along with the Partners Executive Director's recommendation for the selection of the preferred developer. Final developer selection will be subject to approval by the Partners Board.

IX. POST SELECTION PROCESS AND FUTURE MILESTONES

Upon Partners' Boards' selection of a preferred developer partner, Partners staff will begin the process to complete a transfer of the property to the selected entity and/or craft other development agreements. The selected developer will be responsible for all costs and expenses that the developer incurs during this period, except as the Partners may agree otherwise, in writing.

A development agreement will be crafted to identify and describe all responsibilities of the developer and the Partners and finalize all business terms between the Partners and the developer concerning the proposed development. The agreement will include detailed Milestone Time Frames for project phases including, but not limited to, design development, entitlement, permitting, financing, and start and completion of construction.

FUTURE MILESTONES (preliminary target dates subject to change)

These are the steps in our process, which may be modified as required, at the sole discretion of the Partners. These timeframes assume that the intermediate RFP process is not required.

- October/November 2014 – Partners' Boards' preliminary consideration of recommended preferred developer

- November 2014 – Partners’ Boards’ final consideration of potential agreements.
- April 2015 – Partners’ Boards to tentatively approve conceptual design, development program and business terms, including Partners’ financial role
- June 2015 – Design Review permit submitted
- June 2015 – Partners’ Boards’ final consideration of development agreements.
- Fall/Winter 2015 – construction start
- Fall/Winter 2016 – construction end

X. DISCLAIMERS, LIMITATIONS AND WAIVER OF PROTEST

By responding to this RFQ, each proposer voluntarily and knowingly agrees as follows:

- All numbers in this RFQ are approximate. Although deemed to be secured from reliable sources, responders will independently confirm any and all numbers to their satisfaction.
- Selection is at the sole discretion of the Partners.
- It is conceivable that different developers could be selected for different buildings.
- The Partners may amend or terminate selection procedures at any time at its sole discretion.
- The Partners are not obligated to enter into any agreement with any entity as a result of this process or provide any assistance (financial or otherwise) to any entity.
- The Partners are not, under any circumstances, responsible for costs borne by proposers for preparing responses to this solicitation, or any costs associated with the selection process. Each proposer shall bear its own such costs. Each proposer shall hold the Partners harmless from any and all liability, damage, claim, loss and/or expense incurred by or on behalf of such proposer in connection with or relative to this RFQ.
- The Partners will not pay a finder’s fee / brokerage fee to any entity representing or purporting to represent proposers. Each proposer shall hold the Partners harmless from any and all liability, damage, claim, loss and/or expense incurred in connection with or relative to any such fee.
- All materials submitted in response to this solicitation will become the property of the Partners. The Texas Open Records Act/ Public Information Act (Texas Government Code Chapter 552) mandates public access to government records. Therefore, unless the information is exempt from disclosure by law, the material submitted may be made available to the public. Any material that responders wish to be maintained as confidential must be clearly marked “CONFIDENTIAL”.
- The Partners assume no responsibility for delays caused by delivery service. Postmarking by the due date will not substitute for actual receipt by the designated due date and time.
- By submitting a response to this RFQ, each proposer expressly waives any and all rights that it may have to object, protest or seek legal remedies whatsoever regarding any aspect of this RFQ, including without limitation, the Partners’ selection of a developer, the Partners’ rejection of any or all submittals and any subsequent agreement that might be entered into as a result of this RFQ.

Proposers are cautioned not to contact members of the Partners Board during this selection process, apart from interface that is structured by Partners staff; doing otherwise may result in disqualification of proposer.

The Partners reserve the right to modify, suspend, or terminate at its sole discretion any and all aspects of the RFQ process. The Partners also reserve the rights to obtain further information from any and all responders submitting qualifications and to waive any defects as to form or content of any responses.

XI. CITY CONTACT FOR QUESTIONS

For questions pertaining to this RFQ, please contact:

Jeff Straub
Interim City Manager
City of Taylor
400 Porter Street
Taylor, Texas 76574

E-mail: jeff.straub@taylortx.gov
Phone: (512) 352-3677

Send ten (10) hard copies and one (1) electronic CD copy of submittal to the above address.

*The proposal packages must be received no later than **September, 19, 2014.***

Submittals received after 5:00 PM CDT on that date will not be accepted.

Faxes or emails will not be accepted.

We thank you for your participation!



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 6

Agenda Title: Considering introducing Ordinance 2014-20 revising Ordinance 2002-04 for the Drought Contingency Plan in accordance with TCEQ Rules.

Council Action to be taken: Approve, Deny or Table

Initiating Department: Public Works Department/Water Division

Staff Contact: Danny Thomas, Director of Public Works

1. INTRODUCTION/PURPOSE

To introduce Ordinance 2014-20 to adopt the renewed 2014 Drought Contingency Plan without changes, as is.

2. DESCRIPTION/ JUSTIFICATION

The TCEQ requires a Drought Contingency Plan to be accepted and in place for the City of Taylor in accordance to provisions of this ordinance to meet and comply with state regulatory agency's regarding drought and emergency planning. This determination is made through reviewing the applicant's Drought Contingency Plan and in order to conserve the available water supply and protect the integer of the water supply facilities., through water use, sanitation and Fire protection.

3. TIMELINE CONSIDERATIONS

The previous Plan was adopted in 2002 and must be renewed in 2014.

4. RECOMMENDATION

Staff respectfully requests that this Plan be accepted and the Ordinance introduced.

5. REFERENCE FILES

6a [Ordinance 2014-20](#) containing the Drought Contingency Plan

ORDINANCE NO. 2014-20

DROUGHT CONTINGENCY PLAN

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, REGULATING THE USE AND DISTRIBUTION OF WATER SUPPLY RESOURCES IN RESPONSE TO DROUGHT AND EMERGENCY SHORTAGE CONDITIONS; ADDRESSING RETAIL AND WHOLESALE CUSTOMERS; PRESCRIBING COORDINATION WITH REGIONAL WATER PLANNING GROUPS; PROVIDING DEFINITIONS; PRESCRIBING CRITERIA FOR THE INITIATION AND TERMINATION OF DROUGHT RESPONSE STAGES, INCLUDING SUPPLY REDUCTIONS, PRODUCTION/DISTRIBUTION SYSTEM LIMITATIONS, SUPPLY SOURCE CONTAMINATION, AND SYSTEM OUTAGE; PRESCRIBING NOTIFICATION PROCEDURES; PRESCRIBING SUPPLY/DEMAND MANAGEMENT RESPONSE MEASURES IMPLEMENTED DURING EACH STAGE TO INCLUDE CURTAILMENT OF NON-ESSENTIAL WATER USES; PRESCRIBING FOR ALTERNATIVE WATER SOURCES IN RESPONSE TO EMERGENCY SHORTAGE CONDITIONS; PRESCRIBING ALLOCATION PROCEDURES INCLUDING PRO RATA CURTAILMENT; CONTAINING ENFORCEMENT PROVISIONS; PRESCRIBING CRITERIA FOR THE GRANTING OF VARIANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING FOR PUBLICATION.

WHEREAS, it is deemed necessary to meet, and be in full compliance with, state regulatory agency(s) requirements regarding drought and emergency contingency planning; and

WHEREAS, it is deemed in the best interest of the City of Taylor for the health, safety, and welfare of its citizens and wholesale customers that an ordinance be established to regulate the use and distribution of water supply resources; and

WHEREAS, this Ordinance shall be known and cited as the “Drought Contingency Plan” for the City of Taylor, Texas. The provisions of this ordinance shall apply to all customers of the City of Taylor, both retail and wholesale.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:

Section 1.0 Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Taylor hereby adopts the following regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this Drought Contingency Plan (the Plan) are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section X of this Plan.

Section 2.0 Public Involvement

Provisions were made by the City of Taylor to inform the public and thereby to actively involve the public in the preparation of the Drought Contingency Plan. Opportunity for input was affirmatively provided by means of a public meeting at a time and location convenient to the public, and written notice was provided to the public concerning the proposed Plan and the meeting.

Section 3.0 Public and Wholesale Water Customer Education

The City of Taylor will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of press releases, utility bill inserts, general mailings, City of Taylor web-site, etc.

The City of Taylor will periodically provide wholesale water customers with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. A copy of this Plan will be provided to each wholesale customer and periodic updates will be provided.

Section 4.0 Coordination with Regional Water Planning Groups

Located within the Brazos River Region Planning Area (Region G), the City of Taylor has provided a copy of this Plan to the Brazos Regional Planning Group. A copy of the transmittal letter to the planning group is provided.

Section 5.0 Authorization

The City Manager, Director of Public Works, or his/her designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The City Manager, Director of Public Works, or his/her designee, shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan.

Section 6.0 Application

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by the City of Taylor. The terms “person” and “customer” as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

Section 7.0 Definitions

For the purposes of this Plan, the following definitions shall apply:

Aesthetic water use: water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and institutional water use: water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied by the City of Taylor.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Industrial water use: the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Non-essential water use: water uses that are not essential nor required for the protection of public, health, safety, and welfare, including:

- 1) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- 2) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- 3) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- 4) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- 5) flushing gutters or permitting water to run or accumulate in any gutter or street;

- 6) use of water to fill, refill, or add to any indoor or outdoor swimming pools or jacuzzi-type pools;
- 7) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- 8) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- 9) use of water from hydrants for construction purposes or any other purposes other than fire fighting.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Section 8.0 Criteria for Initiation and Termination of Drought Response Stages

The City Manager, Director of Public Works, or his/her designee shall monitor water supply and/or demand conditions on a daily basis and shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified “triggers” are reached.

The triggering criteria described below are based on a statistical analysis of the vulnerability of the water system relative to the system’s production/distribution capacity limitations.

Stage 1 Triggers -- MILD Water Shortage Conditions

Requirements for initiation - Customers will be requested to voluntarily comply with the requirements and restrictions on certain non-essential water uses for Stage 1 of this Plan when the average daily water consumption reaches seventy (70%) percent of production/distribution capacity for a period of three (3) consecutive days.

Requirements for termination - Stage 1 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days.

Stage 2 Triggers -- MODERATE Water Shortage Conditions

Requirements for initiation - Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in Section IX of this Plan when the average daily water consumption reaches eighty (80) percent of production/distribution capacity for a period of three (3) consecutive days.

Requirements for termination - Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of 3 consecutive days. Upon termination of Stage 2, Stage 1 becomes operative.

Stage 3 Triggers -- SEVERE Water Shortage Conditions

Requirements for initiation - Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 3 of this Plan when the average daily water consumption reaches eighty-five (85%) percent of production/distribution capacity for a period of three (3) consecutive days.

Requirements for termination - Stage 3 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days. Upon termination of Stage 3, Stage 2 becomes operative.

Stage 4 Triggers – CRITICAL Water Shortage Conditions

Requirements for initiation - Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for Stage 4 of this plan when the average daily water consumption reaches ninety (90%) percent of production/distribution capacity for three (3) consecutive days.

Requirements for termination - Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days. Upon termination of Stage 4, Stage 3 becomes operative.

Stage 5 Triggers -- EMERGENCY Water Shortage Conditions

Requirements for initiation - Customers shall be required to comply with the requirements and restrictions for Stage 5 of this Plan when the City Manager, Director of Public Works, or his/her designee, determines that a water supply emergency exists based on:

1. Major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service.
2. Natural or man-made contamination of the water supply source(s),
3. There is detection of water systems failure from acts of God (tornadoes, hurricanes, etc.) ,or man,
4. System demand exceeds available high service pump capacity, or
5. Any situation or circumstance in which the City Manager, Director of Public Works, or his/her designee determines an emergency to exist.

Requirements for termination - Stage 5 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days, or the emergency condition no longer exists.

Stage 6 Triggers -- WATER ALLOCATION

Requirements for initiation - Customers shall be required to comply with the water allocation plan prescribed in Section IX of this Plan and comply with the requirements and restrictions for Stage 6 of this Plan when the average daily water consumption reaches ninety-five (95%) percent of production/distribution capacity for a period of three (3) consecutive days.

Requirements for termination - Water allocation may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days.

Section 9.0 Drought Response Stages

The City Manager, Director of Public Works, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section VIII of this Plan, shall determine that a mild, moderate, severe, critical, emergency or water shortage condition exists and shall implement the following notification procedures:

9.1 Notification

Notification of the Public - The City Manager, Director of Public Works, or his/ her designee shall notify the public by means of:

- publication in a newspaper of general circulation,
- direct mailings to customers and concerned parties,
- public service announcements,
- signs posted in public places, and/or
- City of Taylor web-site,
- etc.

Additional Notification - The City Manager, Director of Public Works, or his/ her designee shall notify directly, or cause to be notified directly, the following individuals and entities:

- Mayor and Council members,
- Fire and Police Chiefs,
- Utility, Streets, and Parks Superintendents,
- County Judge and Commissioners,
- City and County Emergency Management Coordinators,
- Major and Critical water users, and/or
- Texas Natural Resource Conservation Commission, when required,
- etc.

The City of Taylor shall notify the executive director of the Texas Natural Resource Conservation Commission within five (5) business days of the implementation of any mandatory provisions of the Drought Contingency Plan.

Stage 1 Response -- MILD Water Shortage Conditions

Goal - Achieve a voluntary five (5) percent reduction in average daily water use.

Supply Management Measures - The city will reduce or discontinue flushing of water mains and will reduce or discontinue irrigation of public landscaped lands. The city will comply with the voluntary water use restrictions for Stage 1 when Stage 1 is implemented.

Voluntary Water Use Restrictions:

1. Water customers are requested to voluntarily limit the irrigation of landscaped areas to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of 12:00 midnight and 10:00 a.m. and 8:00 p.m. to 12:00 midnight on designated watering days.
2. All operations of the City of Taylor shall adhere to water use restrictions prescribed for Stage 1 of the Plan.
3. Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

Stage 2 Response -- MODERATE Water Shortage Conditions

Goal - Achieve a 10 percent reduction in average daily water use.

Supply Management Measures - The city will reduce or discontinue flushing of water mains and reduce or discontinue irrigation of public landscaped areas. The city will comply with the water use restrictions for Stage 2 when Stage 2 is implemented.

Water Use Restrictions - Under threat of penalty for violation, the following water use restrictions shall apply to all persons:

1. Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 12:00 midnight until 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated watering days. However, irrigation of landscaped areas is permitted at anytime if it is by means of a hand-held hose, a faucet filled bucket or watering can of five (5) gallons or less, or drip irrigation system.
2. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rises. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon

frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.

3. Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or jacuzzi-type pools is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight.
4. Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
5. Use of water from hydrants shall be limited to fire fighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City of Taylor.
6. (Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated watering days between the hours 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight. However, if the golf course utilizes a water source other than that provided by the City of Taylor, the facility shall not be subject to these regulations.
7. All restaurants are prohibited from serving water to patrons except upon request of the patron.
8. The following uses of water are defined as non-essential and are prohibited:
 - a. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
 - b. use of water to wash down buildings or structures for purposes other than immediate fire protection;
 - c. use of water for dust control;
 - d. flushing gutters or permitting water to run or accumulate in any gutter or street; and
 - e. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

Stage 3 Response -- SEVERE Water Shortage Conditions

Goal - Achieve a fifteen (15) percent reduction in average daily water use.

Supply Management Measures - The city will reduce or discontinue flushing of water mains and reduce or discontinue irrigation of public landscaped areas. The city will comply with the water use restrictions for Stage 3 when Stage 3 is implemented.

Water Use Restrictions - All requirements of Stage 2 shall remain in effect during Stage 3 except:

1. Irrigation of landscaped areas shall be limited to designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, drip irrigation, or permanently installed automatic sprinkler system only. The use of hose-end sprinklers is prohibited at all times.
2. The watering of golf course tees is prohibited unless the golf course utilizes a water source other than that provided by the City of Taylor.
3. The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued.

Stage 4 Response -- CRITICAL Water Shortage Conditions

Goal - Achieve a 20 percent reduction in average daily water use.

Supply Management Measures - The city will reduce or discontinue flushing of water mains and reduce or discontinue irrigation of public landscaped areas. The city will comply with the water use restrictions for Stage 4 when Stage 4 is implemented.

Water Use Restrictions - All requirements of Stage 2 and 3 shall remain in effect during Stage 4 except:

1. Irrigation of landscaped areas shall be limited to designated watering days between the hours of 6:00 a.m. and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight and shall be by means of hand-held hoses, hand-held buckets, or drip irrigation only. The use of hose-end sprinklers or permanently installed automatic sprinkler systems are prohibited at all times.
2. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety, and welfare is prohibited. Further, such vehicle washing at commercial car washes and commercial service stations shall occur only between the hours of 6:00 a.m. and 10:00 a.m. and between 6:00 p.m. and 10:00 p.m.
3. The filling, refilling, or adding of water to swimming pools, wading pools, and jacuzzi-type pools is prohibited.
4. Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
5. No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage or a higher-numbered stage shall be in effect.

Stage 5 Response -- EMERGENCY Water Shortage Conditions

Goal - Achieve a seventy-five (75%) percent reduction in average daily water use.

Supply Management Measures - The City, if deemed necessary by the City Manager, Director of Public Works, or his/her designee, may utilize an alternative water source(s) to include, but not to be limited to:

1. The purchase, delivery, and distribution of bottled waters,
2. The use and delivery/distribution of waters from City wells.

The city will reduce or discontinue flushing of water mains and reduce or discontinue irrigation of public landscaped areas. The city will comply with the water use restrictions of Stage 5 when Stage 5 is implemented.

Water Use Restrictions - All requirements of Stage 2, 3, and 4 shall remain in effect during Stage 5 except:

1. Irrigation of landscaped areas is absolutely prohibited.
2. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is absolutely prohibited.

Stage 6 Response -- WATER ALLOCATION

In the event that water shortage conditions threaten public health, safety, and welfare, the City Manager, Director of Public Works, or his/her designee is hereby authorized to allocate water according to the following water allocation plan:

9.2 Single-Family Residential Customers

The allocation to residential water customers residing in a single-family dwelling shall be as follows:

<u>Persons per Household</u>	<u>Gallons per Month</u>
1 or 2	6,000
3 or 4	7,000`
5 or 6	8,000
7 or 8	9,000
9 or 10	10,000
11 or more	12,000

“Household” means the residential premises served by the customer’s meter.

“Persons per household” includes only those persons currently physically residing at the premises and expected to reside there for the entire billing period. It shall be assumed that a particular customer’s household is comprised of two (2) persons unless the customer notifies the City of Taylor of a greater number of persons per household on a form prescribed by the City Manager, Director of Public Works, or his/her designee. The City Manager, Director of Public Works, or his/her designee shall give his/her best effort to see that such forms are mailed, otherwise provided, or made available to every residential customer. If, however, a customer does not receive such a form, it shall be the customer’s responsibility to go to the City of Taylor offices to complete and sign the form claiming more than two (2) persons per household. New customers may claim more persons per household at the time of applying for water service on the form prescribed by the City Manager, Director of Public Works, or his/her designee.

When the number of persons per household increases so as to place the customer in a different allocation category, the customer may notify the City of Taylor on such form and the change will be implemented in the next practicable billing period. If the number of persons in a household is reduced, the customer shall notify the City of Taylor in writing within two (2) days. In prescribing the method for claiming more than two (2) persons per household, the City Manager, Director of Public Works, or his/her designee shall adopt methods to insure the accuracy of the claim. Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of persons in a household or fails to timely notify the City of Taylor of a reduction in the number of person in a household shall be fined not less than fifty (\$50.00) dollars.

Residential water customers shall pay the following surcharges:

- \$25.00 for the first 1,000 gallons over allocation.
- \$50.00 for the second 1,000 gallons over allocation.
- \$75.00 for the third 1,000 gallons over allocation.
- \$100.00 for each additional 1,000 gallons over allocation.

Surcharges shall be cumulative.

9.3 Master-Metered Multi-Family Residential Customers

The allocation to a customer billed from a master meter which jointly measures water to multiple permanent residential dwelling units (e.g., apartments, mobile homes) shall be allocated 6,000 gallons per month for each dwelling unit. It shall be assumed that such a customer’s meter serves two dwelling units unless the customer notifies the City of Taylor of a greater number on a form prescribed by the City Manager, Director of Public Works, or his/her designee. The City Manager, Director of Public Works, or his/her designee shall give his/her best effort to see that such forms are mailed, otherwise provided, or made available to every such customer. If, however, a customer does not receive such a form, it shall be the customer’s responsibility to go to the City of Taylor offices to complete and sign the form claiming more than two (2) dwellings. A dwelling unit may be claimed under this provision whether it is occupied or not. New customers may claim more dwelling units at the time of applying for water service on the form prescribed by the City Manager, Director of Public Works, or his/her designee. If the number of dwelling units served by a master meter is reduced, the customer shall notify the City of Taylor in writing within two (2) days. In prescribing the method for

claiming more than two (2) dwelling units, the City Manager, Director of Public Works, or his/her designee shall adopt methods to insure the accuracy of the claim. Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of dwelling units served by a master meter or fails to timely notify the City of Taylor of a reduction in the number of person in a household shall be fined not less than five hundred (\$500.00) dollars. Customers billed from a master meter under this provision shall pay the following monthly surcharges:

- \$25.00 for 1,000 gallons over allocation up through 1,000 gallons for each dwelling unit.
- \$50.00, thereafter, for each additional 1,000 gallons over allocation up through a second 1,000 gallons for each dwelling unit.
- \$75.00, thereafter, for each additional 1,000 gallons over allocation up through a third 1,000 gallons for each dwelling unit.
- \$100.00, thereafter, for each additional 1,000 gallons over allocation.

Surcharges shall be cumulative.

9.4 Commercial Customers

A monthly water allocation shall be established by the City Manager, Director of Public Works, or his/her designee, for each nonresidential commercial customer other than an industrial customer who uses water for processing purposes. The non-residential customer's allocation shall be approximately seventy-five (75%) percent of the customer's usage for corresponding month's billing period for the previous 12 months. If the customer's billing history is shorter than twelve (12) months, the monthly average for the period for which there is a record shall be used for any monthly period for which no history exists. Provided, however, a customer, seventy-five (75%) percent of whose monthly usage is less than six (6,000) thousand gallons, shall be allocated six (6,000) thousand gallons.

The City Manager, Director of Public Works, or his/her designee shall give his/her best effort to see that notice of each non-residential customer's allocation is mailed to such customer. If, however, a customer does not receive such notice, it shall be the customer's responsibility to contact the City of Taylor to determine the allocation. Upon request of the customer or at the initiative of the City Manager, Director of Public Works, or his/her designee, the allocation may be reduced or increased if,

- (1) the designated period does not accurately reflect the customer's normal water usage,
- (2) one nonresidential customer agrees to transfer part of its allocation to another nonresidential customer, or
- (3) other objective evidence demonstrates that the designated allocation is inaccurate under present conditions.

A customer may appeal an allocation established hereunder to the City Manager, Director of Public Works, or his/her designee, or to any special water allocation review committee that may have been established. Nonresidential commercial customers shall pay the following surcharges:

Customers whose allocation is zero (0) gallons through ten (10,000) thousand gallons per month:

- Fifty dollars (\$50.00) per thousand gallons for the first one (1,000) thousand gallons over allocation.
- Seventy-five dollars (\$75.00) per thousand gallons for the second one (1,000) thousand gallons over allocation.
- One hundred dollars (\$100.00) per thousand gallons for the third one (1,000) thousand gallons over allocation.
- One hundred twenty-five dollars (\$125.00) per thousand gallons for each additional one (1,000) thousand gallons over allocation.

Customers whose allocation is ten thousand one (10,001) gallons per month or more:

- Seventy-five dollars (\$75.00) per one (1,000) thousand gallons in excess of the allocation up through five (5%) percent above allocation.
- One hundred fifty dollars (\$150.00) per one (1,000) thousand gallons from five (5%) percent through ten (10%) percent above allocation.
- Two hundred twenty-five dollars (\$225.00) per one (1,000) thousand gallons from ten (10%) percent through fifteen (15%) percent above allocation.
- Three hundred dollars (\$300.00) per one (1,000) thousand gallons more than fifteen (15%) percent above allocation.

The surcharges shall be cumulative.

9.5 Industrial Customers

A monthly water allocation shall be established by the City Manager, Director of Public Works, or his/her designee, for each industrial customer, which uses water for processing purposes. The industrial customer's allocation shall be approximately ninety (90%) percent of the customer's water usage baseline. Ninety (90) days after the initial imposition of the allocation for industrial customers, the industrial customer's allocation shall be further reduced to eighty (80%) percent of the customer's water usage baseline. The industrial customer's water use baseline will be computed on the average water use for the twelve (12) month period ending prior to the date of implementation of Stage 2 of the Plan. If the industrial water customer's billing history is shorter than twelve (12) months, the monthly average for the period for which there is a record shall be used for any monthly period for which no billing history exists. The City Manager, Director of Public Works, or his/her

designee, shall give his/her best effort to see that notice of each industrial customer's allocation is mailed to such customer. If, however, a customer does not receive such notice, it shall be the customer's responsibility to contact the City of Taylor to determine the allocation, and the allocation shall be fully effective notwithstanding the lack of receipt of written notice. Upon request of the customer or at the initiative of the City Manager, Director of Public Works, or his/her designee, the allocation may be reduced or increased,

- (1) if the designated period does not accurately reflect the customer's normal water use because the customer had shutdown a major processing unit for repair or overhaul during the period,
- (2) the customer has added or is in the process of adding significant additional processing capacity,
- (3) the customer has shutdown or significantly reduced the production of a major processing unit,
- (4) the customer has previously implemented significant permanent water conservation measures such that the ability to further reduce water use is limited,
- (5) the customer agrees to transfer part of its allocation to another industrial customer, or
- (6) if other objective evidence demonstrates that the designated allocation is inaccurate under present conditions.

A customer may appeal an allocation established hereunder to the City Manager, Director of Public Works, or his/her designee, or to any special water allocation review committee that may have been established. Industrial customers shall pay the following surcharges:

Customers whose allocation is zero (0) gallons through twenty thousand (20,000) gallons per month:

- Fifty dollars (\$50.00) per thousand gallons for the first one (1,000) thousand gallons over allocation.
- Seventy-five dollars (\$75.00) per thousand gallons for the second one (1,000) thousand gallons over allocation.
- One hundred dollars (\$100.00) per thousand gallons for the third one (1,000) thousand gallons over allocation.
- One hundred twenty-five dollars (\$125.00) per thousand gallons for each additional one (1,000) thousand gallons over allocation.

Customers whose allocation is twenty thousand one (20,001) gallons per month or more:

- Seventy-five dollars (\$75.00) per one (1,000) thousand gallons in excess of the allocation up through five (5%) percent above allocation.

- One hundred fifty dollars (\$150.00) per one (1,000) thousand gallons from five (5%) percent through ten (10%) percent above allocation.
- Two hundred twenty-five dollars (\$225.00) per one (1,000) gallons from ten (10%) percent through fifteen (15) percent above allocation.
- Three hundred dollars (\$300.00) per one (1,000) thousand gallons more than fifteen (15%) percent above allocation

The surcharges shall be cumulative.

9.6 Wholesale Customers

All new, renewed, or extended wholesale supply contracts entered into after official adoption of this plan, including contract extensions, shall include a provision that in case of a shortage of water resulting from a drought, or shortage due to any emergency condition, the water to be distributed shall be divided on a pro rata curtailment basis in accordance with Texas Water Code §11.039.

Section 10.0 Pro Rata Water Allocation

In the event that the triggering criteria specified in Section VIII of the Plan for Stage 6-Water Allocation conditions have been met, the City Manager, Director of Public Works, or his/her designee is hereby authorized to initiate allocation of water supplies on a pro rata basis in accordance with Texas Water Code Section 11.039 and according to the following water allocation policies procedures:

- (1) A wholesale customer's monthly allocation shall be a percentage of the customer's water usage baseline. The percentage will be set by resolution of the City Council based on the City Manager's, Director of Public Work's, or his/her designee's assessment of the severity of the water shortage condition and the need to curtail water diversions and/or deliveries and may be adjusted periodically by resolution of the City Council as conditions warrant. Once pro rata allocation is in effect, water diversions by or deliveries to each wholesale customer shall be limited to the allocation established for each month.
- (2) A monthly water usage allocation shall be established by the City Manager, Director of Public Works, or his/her designee, for each wholesale customer. The wholesale customer's water usage baseline will be computed on the average water usage by the month for the 1996-2000 period. If the wholesale water customer's billing history is less than five (5) years, the monthly average for the period for which there is a record shall be used for any monthly period for which no billing history exists.
- (3) The City Manager, Director of Public Works, or his/her designee shall provide notice, by certified mail, to each wholesale customer informing them of their monthly water usage allocations and shall notify the news media and the executive director of the Texas Natural Resource Conservation Commission upon initiation of pro rata water allocation.

- (4) Upon request of the customer or at the initiative of the City Manager, Director of Public Works, or his/her designee, the allocation may be reduced or increased if, (a) the designated period does not accurately reflect the wholesale customer's normal water usage; (b) the customer agrees to transfer part of its allocation to another wholesale customer; or (c) other objective evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the City Council of the City of Taylor.

Section 11.0 Enforcement

No person shall knowingly or intentionally allow the use of water from the City of Taylor for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by the City Manager, Director of Public Works, or his/her designee, in accordance with provisions of this Plan.

Any person who violates this Plan is guilty of a Class C misdemeanor and, upon conviction shall be punished by a fine of not less than one dollar (\$1.00) and not more than five-hundred dollars (\$500.00). Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense. If a person is convicted of three or more distinct violations of this Plan, the City Manager, Director of Public Works, or his/her designee shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of a re-connection charge, hereby established twenty-five dollars (\$25.00), and any other costs incurred by the City of Taylor in discontinuing service. In addition, suitable assurance must be given to the City Manager, Director of Public Works, or his/her designee that the same action shall not be repeated while the Plan is in effect. Compliance with this plan may also be sought through injunctive relief in the district court.

Any person, including a person classified as a water customer of the City of Taylor, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this Plan and that the parent could not have reasonably known of the violation.

Any employee of the City of Taylor, police officer, or other City of Taylor employee designated by the City Manager, Director of Public Works or his/her designee, may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to appear in the City of Taylor municipal court on the date shown

on the citation for which the date shall not be less than three (3) days nor more than five (5) days from the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over fourteen (14) years of age who is a member of the violator's immediate family or is a resident of the violator's residence. The alleged violator shall appear in City of Taylor municipal court to enter a plea of guilty or not guilty for the violation of this Plan. If the alleged violator fails to appear in City of Taylor municipal court a warrant for his/her arrest may be issued. A summons to appear may be issued in lieu of an arrest warrant. These cases shall be expedited and given preferential setting in the City of Taylor municipal court before all other cases.

Section 12.0 Variances

The City Manager, Director of Public Works, or his/her designee may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- (1) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
- (2) Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the City of Taylor within five (5) days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the City Manager, Director of Public Works, or his/her designee, and shall include the following:

- 1) Name and address of the petitioner(s).
- 2) Purpose of water use.
- 3) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- 4) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Ordinance.
- 5) Description of the relief requested.
- 6) Period of time for which the variance is sought.
- 7) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.

8) Other pertinent information.

Variances granted by the City of Taylor shall be subject to the following conditions, unless waived or modified by the City Manager, Director of Public Works, or his/her designee:

- 1) Variances granted shall include a timetable for compliance.
- 2) Variances granted shall expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements.

No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

Section 13.0 Severability Clause

If any provision, word, sentence, paragraph, clause, phrase, or section of this Ordinance or its application to any person or circumstances is adjudged or held invalid, void or unconstitutional, the invalid, void or unconstitutional portion shall not affect the validity of the remaining portions of this Ordinance which shall remain in full force and effect.

Section 14.0 Repealing Clause

All provisions in conflict with the provisions of this Ordinance shall be, and the same are hereby repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 15.0 Publication

The City Clerk is hereby authorized and directed to publish the caption of this Ordinance in the manner and for the length of time prescribed by law.

Section 16.0 Introduction

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council on the 23rd day of October, 2014.

PASSED, APPROVED and ADOPTED on the ____ day of _____, 2014.

Jesse Ancira, Jr., Mayor
City of Taylor, Texas

ATTEST:

Susan Brock, City Clerk



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 7
Agenda Title: Consider approving Resolution R14-16 amending the 2009 Water Conservation Plan as required by the Texas Commission on Environmental Quality (TCEQ).

Council Action to be taken: Approve, deny or table

Initiating Department: Public Works Department/Water Division

Staff Contact: Danny Thomas, Director of Public Works

1. INTRODUCTION/PURPOSE

To amend the 2009 Water Conservation Plan as required by the Texas Commission on Environmental Quality (TCEQ).

2. DESCRIPTION/ JUSTIFICATION

The 2014 Water Conservation Plan Amendment is to identify the progress made on the initial Water Conservation Plan adopted in 2009. The Texas Commission on Environmental Quality (TCEQ) requires all Wholesale Public Water Suppliers to have an approved Water Conservation Plan and to make the necessary amendments every Five (5) years. This plan covers a utility profile of the water distribution system for the last 5 and 10 years of history along with presenting data on water consumption. The plan is designed to assist in achieving the stated targets and goals for future water conservation.

The TCEQ is required to determine whether requested appropriations of state water are reasonable and necessary for the proposed use(s) and that water right applicants will conserve and avoid wasting water. This determination is made through reviewing the applicant's water conservation plan and is considered in the decision to approve or deny a water right application.

3. TIMELINE CONSIDERATIONS

The previous Plan was adopted in 2009 and must be renewed in 2014.

4. RECOMMENDATION

To approve Resolution R14-16 Amending the Water Conservation Plan.

5. REFERENCE FILES

- 7a. [Resolution R14-16](#)
- 7b. [Updated Draft version](#) of Plan

Adoption of 2014 Water Conservation Plan

RESOLUTION NO. R14-16

AN RESOLUTION ADOPTING THE 2014 WATER CONSERVATION PLAN FOR THE CITY OF TAYLOR TO PROMOTE RESPONSIBLE USE OF WATER AND TO ESTABLISH SPECIFIC GOALS AND TARGETS FOR WATER CONSUMPTION REDUCTION AS REQUIRED BY 2007 HOUSE BILL 4 OF THE TEXAS STATE LEGISLATURE.

WHEREAS, the City of Taylor, Texas (City), recognizes that the amount of water available to its citizens and customers is limited; and

WHEREAS, the City desires to conserve water resources; and

WHEREAS, the City desires to comply with Section 11.1271 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality which require these plans for all public water supply systems; and

WHEREAS, the City desires to comply with the rules of the Texas Water Development Board should it decide to avail itself of various financial assistance programs found in Title 31, Texas Administrative Code Chapter 363; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code and in the best interests of its citizens, the City is authorized to adopt Resolutions it deems are necessary and expedient to preserve and conserve its water resources;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS THAT:

Section 1. The City Council does hereby find and declare that sufficient and timely written notice of place and subject matter of this meeting adopting this Resolution was posted. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

Section 2. The City Council adopts the 2014 Water Conservation Plan attached to this resolution. All resolutions that are in conflict with the provisions of this Resolution are hereby repealed.

Section 3. Should any paragraph, sentence, clause, phrase or word of this Resolution be declared unconstitutional or invalid for any reason, the remainder of this Resolution shall not be affected.

Section 4. The City Clerk is hereby authorized and directed to publish this Resolution.

Section 5. The City Manager or chief administrative officer or his designee is hereby directed to file a copy of the Plan and this Resolution with the Texas Water Development Board in accordance with Title 31, Chapter 363 of the Texas Administrative Code.

Section 6. This Resolution shall take effect after passage and publication.

Passed and Approved by the City council on this 23rd day of October, 2014.

Jesse Ancira, Jr., Mayor

Attest:

Susan Brock, City Clerk



CITY OF TAYLOR

WATER CONSERVATION PLAN

City of Taylor
400 Porter Street
Taylor, Texas 76574
Phone: 512.342.3675
Fax: 512.342.8483

2014 Water Conservation Plan Amendment

September 2014

Prepared by:



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Attachments

Appendix A.	Correspondence, Coordination, and Notification
Appendix B.	Adoption Resolution
Appendix C.	Water Conservation Utility Profile (TWDB Form WRD-264)
Appendix D.	Water and Sewer Rates (Excerpt from City Fee Schedule Ordinance)
Appendix E.	Plumbing Ordinance
Appendix F.	Water Conservation Implementation Report (TCEQ-20159)
Appendix G.	2013 Water Loss Assessment

Exhibit A.	Certificate of Convenience and Necessity and Service Area Map
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SECTION I INTRODUCTION

This Water Conservation plan update amends the 2009 Water Conservation Plan. The amendments are shown in italicized font.

The 2014 Water Conservation Plan Amendment is intended to identify the progress made on the initial Water Conservation Plan (WCP) adopted in 2009. This amendment presents the activities completed from 2009 to 2013 along with presenting data on water consumption.

The largest changes to this plan come from changes in recent legislation. In 2011 the 82nd Texas Legislature passed Senate Bill 181 (relating to the calculation and reporting of water usage by municipalities and water utilities for state water planning and other purposes) and Senate Bill 660 (relating to the review and functions of the Texas Water Development Board). These bills improve conservation reporting procedures as well as establish a consistent method for reporting water use data.

Senate Bill 181 requires the Board and the Commission, in consultation with the Water Conservation Advisory Council, to develop a uniform, consistent methodology for calculating water use and a guidance document for reporting on water conservation. Municipalities or water utilities are to use them in their efforts to develop water conservation plans and prepare annual reports and five-year implementation reports.

The 2009 WCP uses a per capita water usage figure to determine a daily consumption per person. The challenge with the methodology used in the 2009 WCP is that all water usage by the City is lumped into the daily consumption per person figure. The changes in recent legislation recommend dividing water consumption into the following 6 retail customer categories:

- 1. Residential Single Family*
- 2. Residential Multi-Family*
- 3. Industrial*
- 4. Commercial*
- 5. Institutional*
- 6. Agricultural*

In working on this WCP Amendment, the City was able to divide customers into these categories using the utility billing software for 2013. The largest customer class by number of connections and consumption is residential single family. The City also has significant water

usage in all other categories with minor agricultural water usage. Table 1 details customer class while data Figure 1 and 2 present the consumption and connections for each customer class.

Table 1. 2013 Water Consumption by Customer Category

Customer Category	Number of Connections	Gallons Metered	Gallons Metered (MG)	Annually Consumption Per Connection (gallons)
Residential Single Family	5,041	360,268,100	360.3	71,468
Residential Multi-Family	31	24,245,200	24.2	782,103
Industrial	33	23,059,800	23.1	698,782
Commercial	327	53,214,800	53.2	162,736
Institutional	182	70,324,900	70.3	386,401
Agricultural	13	554,000	0.6	42,615
Wholesale	2	33,022,300	33.0	16,511,150
Total	5,629	564,689,100	564.7	100,318

Figure 1. Number of Connections by Customer Category (2013)

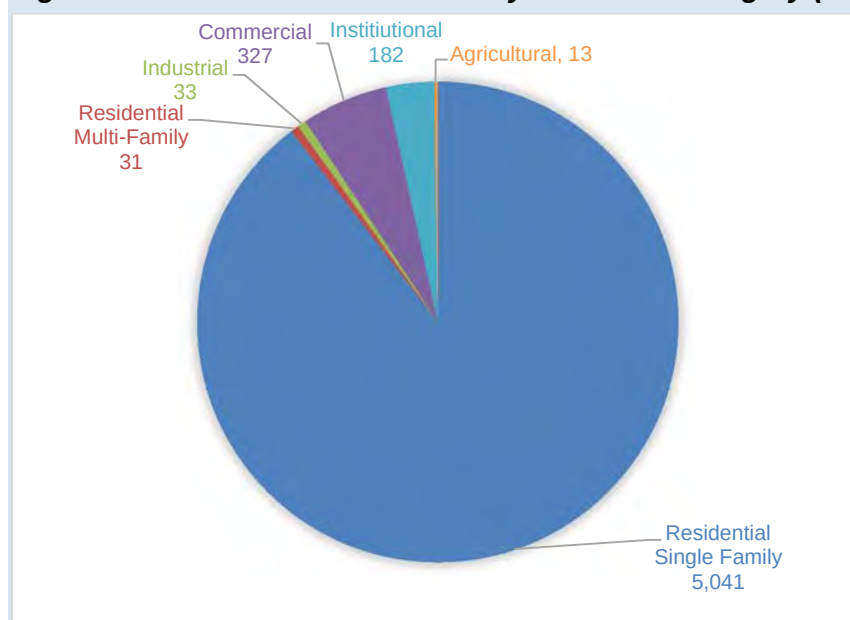
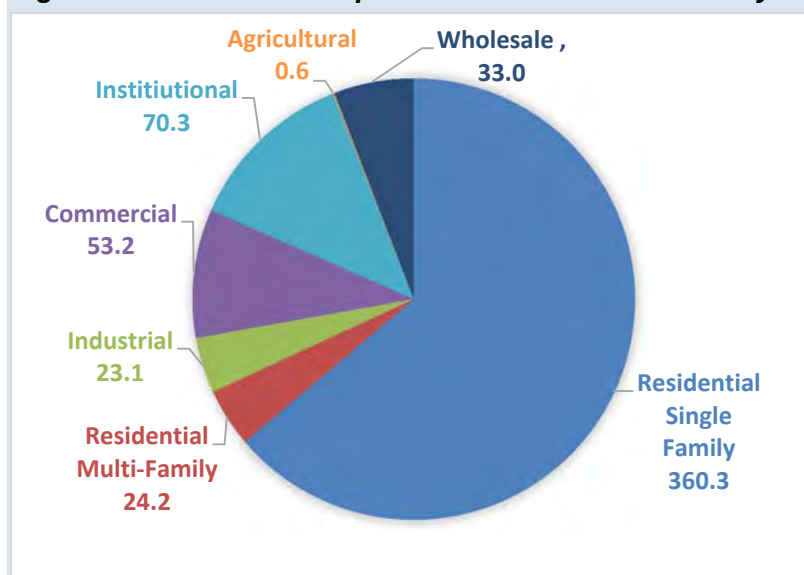


Figure 2. Water Consumption in Millions of Gallons by Customer Category (2013)

This Amendment investigates the water consumption from 2009 to 2013 as shown in Tables 2 and 3 and Figures 3 and 4. These figures outline that the City has the ability to experience significant water consumption peaks during the summer. In 2011, the City experienced the largest peak due to low rainfall. Appendix C Utility Profile further outlines water usage.

Table 2. Water Delivered to Taylor by BRA

Month	Water Delivered by BRA (Millions of Gallons)				
	2009	2010	2011	2012	2013
January	50.2	54.1	51.6	50.0	50.2
February	46.1	45.3	48.1	44.2	46.1
March	54.0	50.0	55.8	47.3	54.0
April	54.2	52.7	71.9	63.0	54.2
May	66.1	74.1	84.6	70.1	66.1
June	102.5	79.7	103.0	92.0	102.5
July	111.7	70.8	124.3	84.0	111.7
August	101.4	88.1	140.9	94.2	101.4
September	67.6	58.5	119.4	78.2	67.6
October	56.2	71.4	94.5	60.5	56.2
November	51.7	62.4	67.8	62.1	51.7
December	51.4	58.3	56.0	57.6	51.4

Table 3. City of Taylor Water Consumption Patterns

Item	Water Delivered by BRA (Millions of Gallons)				
	2009	2010	2011	2012	2013
Total Annual BRA Purchase (MG)	813	765	1,018	803	813
Average Daily Consumption (MG)	2.23	2.10	2.79	2.20	2.23
Maximum Daily Consumption (MG)	4.60	3.77	5.78	4.21	3.95
Date of Maximum Consumption	7/15/2009	6/9/2010	8/5/2011	9/5/2012	7/12/2013
Max:Avg Ratio	2.06	1.80	2.07	1.91	1.77

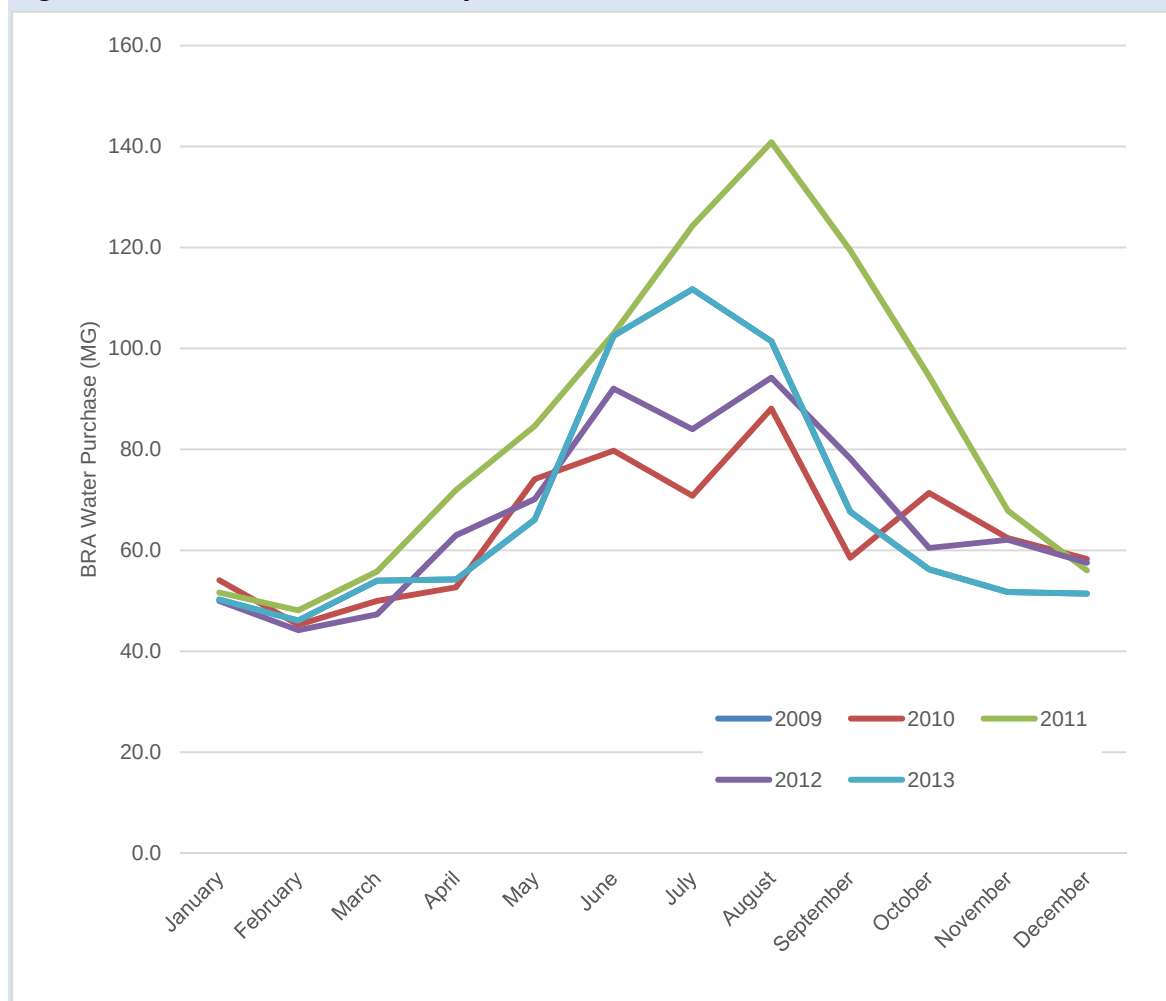
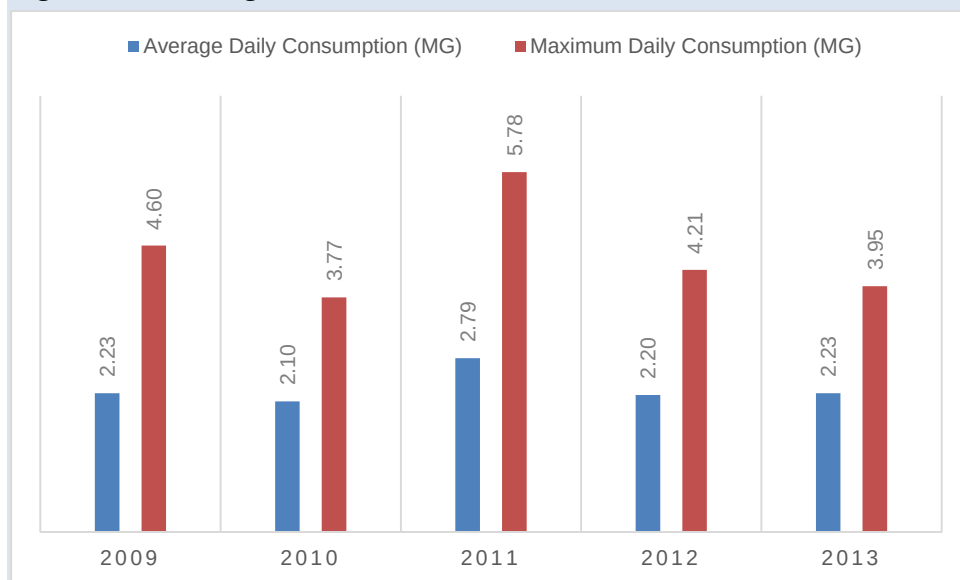
Figure 3. Annual Water Consumption 2009-2013

Figure 4. Peaking from 2009-2013

Throughout this amendment details are provided on activities that have been completed. This 2014 Water Conservation Plan Amendment has been adopted via council resolution.

The City of Taylor is located in Williamson County, Texas at the intersection of U.S. Highway 79 and State Highway 95. According to the 2000 Census, Taylor had a population of 13,575. The City not only provides water and sewer service to persons within the city limits but also certain population centers in the surrounding area. Exhibit A shows the Certificate of Convenience and Necessity (CCN) and Service Area Map.

The City of Taylor purchases treated water from the Brazos River Authority (BRA) Granger Lake Regional Water System (PWS #2460155) via a long-term water purchase contract. BRA supplies water through treated surface water from Granger Lake which is located approximately 7 miles north of Taylor. The City delivers this treated water via their distribution system (PWS #2460004) to Taylor's citizens and to the Noack Water Supply Corporation (PWS #2460020).

The wastewater treatment plant and collection system are owned and operated by the City. The current plant was constructed in 1997 and is permitted with the TCEQ (TPDES Permit No. 10299-001). The plant has a capacity of 4.0 MGD, a permitted average daily flow of 4.0 MGD, and a peak two hour flow of 6,944 gpm (10 MGD). The wastewater collection system provides service for approximately 95% of the City's retail water customers.

The City currently has a Drought Contingency Plan adopted via Ordinance No. XX, dated XX. This document only addresses reduction in water use during emergency conditions. It is not

intended to encourage on-going reduction in water use through conservation efforts. To aid the City in its efforts to conserve water and remain in compliance with the Texas Commission on Environmental Quality (TCEQ) requirements for Water Conservation Plans set forth by the amendment of the Texas Administrative Code, Title 30, Chapter 288 in January 2008, the City of Taylor finds that a stand-alone document outlining the water conservation efforts, goals, and updated water system data is needed.

The information found herein represents the Water Conservation Plan developed for and implemented by the City of Taylor. This document has been developed, in part, in accordance with the guidelines and direction of the Texas Water Development Board (TWDB) and through consultation with City officials and KSA Engineers, Inc.

A. Utility Evaluation Data

The Water Conservation Utility Profile has been updated as a part of the 2014 Amendment and is included in Appendix C. An updated CCN map is shown in Exhibit A.

In order to develop a comprehensive and effective water conservation plan, the conditions of the existing water and wastewater systems must be evaluated. The Water Conservation Utility Profile (TWDB Form WRD-264) was completed with the most updated information available. This profile is included as Appendix C. This form refers to the Certificate of Convenience and Necessity (CCN) and Service Area Map which is included as Exhibit A to this Plan.

B. Program Goals

As a part of the 2014 Amendment, the City continues to be committed to the established goals. Throughout this 2014 Amendment, the specific goals are outlined for water conservation.

The City of Taylor recognizes the importance of developing an effective water conservation plan. Proper planning will help all users in the system conserve water and reduce the City's contribution to the water needs of Texas today and in the future.

The City of Taylor is committed to conservation to avoid waste, save costs, and conserve Texas's natural resources. The City has already accomplished many goals in its efforts to conserve water. These include adopting a water conservation-oriented rate structure, installing meters at all City facilities, implementing a plan for meter replacement, and providing information on non-wasteful uses of water and techniques

that can be employed to conserve water to all customers. The City has also adopted standard construction details and specifications which require proper embedment of all water lines and provides standards for all services and meters.

To further the City's progress, Taylor proposes to establish the following goals for its long-term water conservation plan:

- 1) Promote water conservation, non-wasteful uses of water, and techniques that can be employed to conserve water through education and information efforts that will be provided on a yearly basis.
- 2) Reduce unaccounted-for water (from the metered purchase amounts from BNA to the metered sales) in the system from the current levels of 22% to 15%. This water loss percentage should be obtained within the next 10 years.
- 3) Maintain water meters and a water meter testing program and expand the Automatic Meter Reading (AMR) System to accurately account for water sold by the City.
- 4) Establish and maintain water rate structures that promote conservation of water.

C. Coordination with Regional Water Planning Group

An update to the Brazos G Regional Water Planning Group is included in Appendix A.

The water service area of the City of Taylor is located within the Brazos G Regional Water Planning Group. The City of Taylor actively participates in the regional water planning effort and has provided a copy of this Plan to the Brazos G Regional Water Planning Group to seek comment and insure consistency with the approved regional water plan. A copy of this correspondence is provided in Appendix A.

D. Public Involvement

The 2014 Water Conservation Plan Amendment adoption resolution is contained in Appendix B while correspondence is contained in Appendix A.

Opportunity for public and wholesale customers to provide input into the preparation of this Plan will be provided by the City of Taylor in the form of:

- City Council meeting seeking public comment before adoption of the Plan (see Appendix B for adoption resolution)
- Correspondence with the City's wholesale supplier – Brazos River Authority Granger Lake Regional Water System (see Appendix A)

- Correspondence with the City's wholesale water customer – Noack WSC (see Appendix A).

In addition, this Plan will be continually available for public review during normal business hours of the City at the City Hall located at 400 Porter Street, Taylor, Texas 76574. Any comments received should be considered for inclusion in a revision or amendment to the Water Conservation Plan.

E. Plan Implementation

The 2014 Water Conservation Plan Amendment adoption resolution is contained in Appendix B.

This Plan and subsequent Plan elements discussed in this document were adopted by City Resolution of the City of Taylor (see attached Resolution in Appendix B).

SECTION II

LONG-TERM WATER CONSERVATION PLAN

The main goals associated with the long-term water conservation planning for the City of Taylor involve maintaining a non-wasteful water rate structure, reducing unaccounted for water, maintaining City meters through testing and replacement, and providing education and information to all customers. These long-term water conservation goals can only be achieved through adherence to the following plan elements and methods.

A. Education and Information

According to the document titled "Guidelines for Municipal Water Conservation and Emergency Water Demand Management" prepared by the TWDB (November 1991), statistics for municipal water uses in Texas indicate many areas in which water can be conserved or better utilized. Some of the facts about municipal water use include:

- Seasonal use (primarily for landscape irrigation) averages 20-30% of the total annual municipal use.
- Single family homes often use half of the water purchased in the summer months for exterior purposes such as lawn watering and car washing.
- Residential in-home water consumption indicates that 40% is used for toilet flushing, 35% for bathing, 14% for laundry, and 11% for kitchen needs.

As can be seen from these water use facts, a great potential exists for reducing water consumption if the public is informed about water conservation practices. In fact, a municipality can employ low cost investments to educate the public on how to save water inside homes, with landscaping practices, and in recreational activities. The focus of public education, therefore, relies on proper communication.

Various media outlets exist for effectively communicating water conservation information. Some of these methods include television, radio, and newspaper announcements and advertisements; posters and public displays; exhibits at fairs, contests and school programs; bill inserts, brochures, pamphlets, and newsletters; and speaker's programs. The vehicle by which information is distributed is dependent on the changing availability of these media types. It is also dependent on the future approaches taken by City officials in educating the public. At a minimum, the City of Taylor will provide education and information on a yearly basis to all customers presenting non-wasteful uses of water and techniques that can be employed to conserve water through the following vehicles:

1. Annual Educational Water Conservation Activity

The City of Taylor provides a monthly newsletter to residents. This monthly newsletter will contain a Water Smart Tip to promote water conservation.

The City can provide annual water conservation education through media advertisements in the local newspaper or other local publication. Publication materials could include selected material from the TWDB giving water conservation strategies for residential, commercial, and industrial customers. Providing City water use data concerning variations in seasonal consumption and yearly/monthly changes in per capita use can illustrate time periods where water conservation is the most important. Timely publication of these conservation tips during peak seasons can help initiate conservation when per capita consumption is the highest.

2. Water Conservation Literature for Customers

The City of Taylor will provide a billing stuffer once a year for each customer.

The City can maintain water conservation materials available to customers at all times. General water conservation brochures (such as those available through the TWDB) can be mailed to each customer on an annual or biannual basis. New customer packets can also be developed to deliver the water conservation message. Various literatures are available for distribution to current and future customers, and Taylor specific documents can be developed as deemed appropriate and necessary by City officials. The City maintains an up-to-date website containing useful information for residents, and water conservation materials can be published online to help reach a wider audience of water users.

The public education program can also include information about techniques and practices that can be employed to conserve water. Specific consideration should be given to the following:

1. Water-Conserving Landscaping (Xeriscape)

Public education on Xeriscape should include landscaping and irrigation procedures which reduce water consumption while lowering water bills. The City can strive to provide an example by applying these procedures to public property whenever and wherever practical.

2. Retrofit Program

Through the education and information program, plumbers and water consumers can be encouraged to retrofit old fixtures (such as interior plumbing fixtures, lawn watering equipment, and water-using appliances) with water saving devices. The educational process should focus on the advantages of installing water conservation devices as well as the availability of these items.

B. Conservation-Oriented Water and Wastewater Rate Structures

The City of Taylor water rates have increased in 2013 and are included in the table below. The City still maintains a flat-rate structure. The City will give consideration to using multiple blocks the next time a rate study is completed.

Table 4. City of Taylor Water Rate Structure

Single-Family, Commercial, & Industrial	Size of Meter	Base Rate + 2000 Gallons	Rate Per 1000 Gallons Thereafter
	¾"	\$24.54	\$5.01
	1"	\$33.79	\$5.01
	1 ½"	\$56.71	\$5.01
	2"	\$84.33	\$5.01
	3"	\$148.80	\$5.01
	4"	\$240.89	\$5.01
	6"	\$470.90	\$5.01
Multi-Family Base Rate +\$7.99 per LUE	Size of Meter	Base Rate + 2000 Gallons	Rate Per 1000 Gallons Thereafter
	¾"	\$24.54	\$9.67
	1"	\$33.79	\$9.67
	1 ½"	\$56.71	\$9.67
	2"	\$84.33	\$9.67
	3"	\$148.80	\$9.67
	4"	\$240.89	\$9.67
	6"	\$470.90	\$9.67

Table 5. City of Taylor Sewer Rate Structure

	Base Rate + 2000 Gallons	Rate/1000 Gallons
Residential Sewer	\$16.40	\$5.31
Multi-Family / Commercial Sewer	\$16.40	\$5.31

The City maintains a rate structure as shown in Table 1, and a copy of the utility rate ordinance is found in Appendix D. Such a structure is a step towards maintaining a rate that promotes water conservation.

The flat-rate water structure used by the City applies a base charge by meter type and size for the first 2,000 gallons of water use and a flat charge for each 1,000 gallons thereafter. Wastewater is billed in a similar manner dependent on water use. This rate structure is more conducive to water conservation than a regressive rate structure since increasing water and sewer use is charged at a flat rate instead of a declining rate.

However, the City's current rate structure is not as water conservation oriented as a progressive rate structure, where increasing water and sewer use is charged at an increasing rate. It remains the responsibility of the future City government to maintain a water conservation-oriented rate structure for their water and wastewater utilities and consider the adoption of progressive rate structures as a further step to advance the City's goal of reduced water use. Maintaining a water conservation oriented rate structure and evaluating its effectiveness is an ongoing task.

Table 1. City of Taylor Water Rate Structure

Single-Family, Commercial, & Industrial	Size of Meter	Base Rate + 2000 Gallons	Rate Per 1000 Gallons Thereafter
	¾"	\$20.28	\$4.14
	1"	\$23.08	\$4.14
	1 ½"	\$46.86	\$4.14
	2"	\$69.69	\$4.14
	3"	\$122.97	\$4.14
	4"	\$199.08	\$4.14
	6"	\$389.17	\$4.14
Multi-Family Base Rate + \$7.99 per LUE	Size of Meter	Base Rate + 2000 Gallons	Rate Per 1000 Gallons Thereafter
	¾"	\$15.00	\$4.14
	1"	\$21.00	\$4.14
	1 ½"	\$33.00	\$4.14
	2"	\$52.00	\$4.14
	3"	\$122.97	\$4.14

	4"	\$199.08	\$4.14
	6"	\$389.17	\$4.14

Table 2. City of Taylor Sewer Rate Structure

	Base Rate + 2000 Gallons	Rate/1000 Gallons
Residential Sewer	\$14.91	\$4.83
Multi-Family / Commercial Sewer	\$14.91	\$4.83

C. Universal Metering and Meter Repair and Replacement

Unaccounted-for water is water that is supplied to the system but not metered. An example of unmetered water is flushing of water distribution mains. Unaccounted for water also involves any losses to the system through faulty meter readings or distribution line leaks. These losses to the system should be calculated and reported on an annual basis. To meet this objective, the following concepts should be included in a water loss audit program:

1. Universal Metering of Customer Uses

City has added new meters to ensure that all City facilities are now metered. There are no longer any connections that do not have a meter.

It is essential that all customers and water users be metered. In addition to installing new meters on previously unmetered connections, the City can also implement a meter replacement program whereby old and faulty meters are replaced with new ones and connected to an automatic meter reading system. This generally improves the accuracy of the meter system and therefore reduced the potential for unaccounted-for water.

2. Periodic Meter Testing and Repair

The City of Taylor completed a Water Loss Assessment in April 2013 that is contained in Appendix G. The recommendations outlined in that report should be completed.

A maintenance program of meter testing and repair is essential in gathering accurate data on the water system. To ensure problems are detected on a consistent and

methodical basis, all meters owned by the City should be tested according to the following schedule:

- o Master Meters – test annually
- o Customer Meters (larger than 1 ½”) – test every 5 years.
- o Customer Meters (smaller than 1 ½”) – test sample group of meters of similar age every 10 years

To avoid testing every customer meter in one year, stagger testing should be utilized to ensure that an equal number of meters are tested each year. Monthly meter readings should also be checked versus previous readings to determine if there is a dramatic change in water use. A large variation would indicate that the meter is not operating properly and should be investigated further.

D. Leak Detection and Repair Programs

The City of Taylor continues to perform leak detection through observing visible water leaks and being proactive to repair any reported leaks. The Water Loss Assessment completed in April 2013 outlines recommendations for leak detection and repairs.

A leak detection, location, and repair program is an important part of reducing water losses in the system. Such a program will tend to finance itself from savings in water purchased by the City.

A monthly accounting of the amount of water purchased from BRA versus the water metered to the consumers should be maintained and updated on a continual basis. Unaccounted-for water can be monitored by examining these records and reduced as sources are located and eliminated. These sources could include defective hydrants, abandoned services, unmetered water used for fire fighting or other municipal uses, inaccurate meters, illegal hookups, unauthorized use of fire hydrants, and leaks in mains and services.

E. Plumbing Codes

According to the TWDB, “the single most effective method of conserving water inside the home is to replace older, inefficient plumbing fixtures with modern, efficient fixtures”. A strong plumbing ordinance is, therefore, essential in meeting water conservation goals. The City of Taylor has adopted the 2003 International Plumbing Code via City ordinance. A copy of this ordinance is located in Appendix E. Enforcement of this ordinance is vital to achieving the City’s water conservation goals. Additionally, future plumbing code

modifications must include the most current Texas Legislature regulations and additional standards as appropriate.

Table 3. Plumbing Minimum Standards

Fixture	Standard
Texas Legislature (January 1, 1992)	
Shower Heads	No more than 2.75 gpm at 80 psi
Lavatory & Sinks Faucets and Aerators	No more than 2.2 gpm at 60 psi
Wall-mounted, Flushometer Toilets	No more than 2.0 gallons per flush
All other Toilets	No more than 1.6 gallons per flush
Urinals	No more than 1.0 gallons per flush
Drinking Water Fountains	Must be self-closing
Additional Requirements	
All Hot Water Lines	Must be insulated
New Swimming Pools	Must have recirculating filtration equipment

F. Recycling and Reuse

Recycling or reuse of waters is currently not practiced in Taylor. The effluent from the wastewater treatment plant is available for reuse by an authorized entity. Although it is possible to use the treated effluent for some industrial purposes or for irrigation, the City of Taylor does not practice this currently. The City will evaluate and consider possible implementation of a reuse program to help achieve the water conservation goals outlined in this Plan.

G. Pressure Reduction

Excessive pressures in water distribution systems and customer connections are directly related to the mechanical wear experienced on plumbing fixtures and the quantities of water lost through system leaks. With lower pressures in a system, line and valve breaks occur less frequently and less water is lost when breaks do occur.

It is essential that an updated water distribution system model be maintained to examine impacts of new lines to the existing variations in pressures. At such time that pressures exceed 80 psi in certain portions of the City, installation of pressure reducing valves (PRV) will be warranted to reduce the potential for increases in unaccounted-for water

through system leaks. Furthermore, the City is currently conducting improvements to help alleviate pressure differentials found within the distribution system.

H. Targeted Goals for Municipal Water Use Conservation

The City of Taylor water loss goals are updated as shown in Tables 5 to 7. The City of Taylor consumption patterns indicate that the per capita usage has remained stable from 2009 to 2013. Therefore the long range and short range per capita water usage goals only indicate a slight decline in water consumption.

Table 5. Per Capita Water Consumption

	2009	2010	2011	2012	2013
Population	14,990	14,990	14,990	14,990	14,990
Residential Connections	5,035	5,048	4,988	5,073	5,081
Residential Usage	396,193,100	352,079,400	369,997,800	412,728,300	390,899,400
Residential Water Usage (GPCD)	72.41	64.35	67.62	75.43	71.44
Avg Residential Usage Per Month	6,557	5,812	6,181	6,780	6,411
Commercial Connections	537	533	535	526	536
Commercial Usage	135,961,900	125,633,600	124,878,500	114,692,100	127,054,100
Avg Commercial Usage per Month	21,099	19,643	19,451	18,170	19,753
Total Connections	5,623	5,634.00	5,576.00	5,657.00	5,677.00
Total Water Usage	606,370,600	557,897,300	564,326,900	588,233,400	577,728,200
Per capita Water Usage (GPCD)	110.83	101.97	103.14	107.51	105.59

Table 6. Long Term Water Conservation and Projections

Year	Population	Per Capita Water Usage(GPCD)	Usage (MG)	Usage (acft/year)
2020	7,935	107	700.5	2,150
2030	20,613	105	790.0	2,424
2040	23,797	103	894.6	2,746
2040	23,797	101	877.3	2,692
2050	31,025	99	1,121.1	3,440
2060	5,065	97	1,241.5	3,810

Table 7. 5 and 10 year Water Conservation Plan Goals

Goal	Average Annual Per Capita Use (gpcpd)	Water Savings (gpcpd)
Current	107	-
2019 (5 Year Goal) Most Likely	105	2
2019 (5 Year Goal) Advanced	100	7
2024 (10 Year Goal) Most Likely	103	4
2024 (10 Year Goal) Advanced	99	8

In order to advance water conservation efforts, the City has established 5-year and 10-year target goals for reduction in municipal use including a schedule for implementing the Plan to achieve the targeted reductions and a method of tracking its implementation and effectiveness.

The TWDB provides a tool for use in estimating the targeted goals for municipal water use conservation. The Water Conservation Utility Profile (TWDB Form WRD-264) was completed with updated information from the original plan. This profile is included as Appendix C. This form refers to the Certificate of Convenience and Necessity (CCN) and Service Area Map which is included as Exhibit A to this Water Conservation Plan. The City of Taylor has made great strides in accomplishing water use reduction before the statement of the following targeted goals, and the TWDB estimates for water savings have been adjusted to reflect local conditions. The estimated water savings from the previously described long term goals are as follows:

1. Education and information will be provided on a yearly basis to all customers presenting non-wasteful uses of water and techniques that can be employed to conserve water. Based on the TWDB “most likely” scenario, a 2% savings in the average annual per capita use can be realized through education programs and for the “advanced” scenario, a 5% savings can be realized. To reflect for education efforts already taken by the City, these estimated savings are adjusted to be 1% for the “most likely” scenario and 2.5% for the “advanced” scenario. The “most likely” scenario equates to 1.4 gallons per capita per day (gpcpd) reduction (5-year average annual gpcpd of 137.8 multiplied by 1%), and the “advanced” scenario equates to a 3.5 gallons per capita per day (gpcpd) reduction (5-year average annual gpcpd of 137.8 multiplied by 2.5%).
2. As part of education measures, customers will be encouraged to retrofit old plumbing fixtures with water-conserving units. The TWDB has set a “most-likely” goal of 20.5 gpcpd and an “advanced” goal of 21.7 gpcpd by replacing old plumbing fixtures. The

- City of Taylor has already realized some savings from the retrofit and new installation of water-conserving plumbing fixtures. Substantial new development in the City utilizes water efficient plumbing fixtures required by the City's building code. These existing local conditions allow for an estimated 4.1 gpcpd for a "most-likely" goal and an estimated savings of 4.3 gpcpd for an "advanced" goal.
3. Education will also help in reduction of summer usage. Seasonal water uses from June to August have represented approximately 30% of the total annual production over the last 5 years. This seasonal peak can be offset with an increasing water charge as the usage rises and increased public awareness of water-conserving activities. The seasonal per capita usage contributes 41.3 gpcpd (5-year average per capita use of 137.8 multiplied by 30%). With consideration for existing local conditions, the "most likely" conservation scenario can achieve a 3% reduction in this use and the "advanced" can achieve a 10% reduction. The resulting gpcpd seasonal use reduction provides approximately 1.2 gpcpd in water savings (41.3 multiplied by 3%) for the "most likely" scenario and 4.1 gpcpd in water savings (41.3 multiplied by 10%) for the "advanced" scenario.
 4. Unaccounted for water from water production to the consumers on the system should be reduced from the previous 5-year average of 22% (average calculated from water losses for 2004 through 2008). This loss should be reduced to no more than 15%. The associated potential savings by reducing unaccounted for water loss is 9.6 gpcpd (137.8 gpcpd multiplied by difference between 22% and 15%) for the "advanced" scenario and 50% of the potential savings for the "most likely" scenario. This goal will require on-going metering and operational adjustments as well as continual repair of old lines and meters in the distribution system. The result will be a decrease in per capita water consumption thus reducing water demands on the system.

These goals provide a total potential for reducing water usage in the most likely scenario by 11.5 gpcpd. This would reduce the average year annual per capita use from 137.8 to 126.3 gpcpd. An advanced scenario gives a maximum reduction in water usage of 21.5 gpcpd. This would reduce the average year annual per capita use from 137.8 to 116.3 gpcpd. The City intends to meet one-half of this goal within 5 years of plan adoption (2014) and the second-half of this goal within 10 years of plan adoption (2019). The following table summarizes the targeted goals.

Table 4. Targeted 5 and 10 Year Goals

	Average Annual Per Capita Use (gpcpd)	Water Savings (gpcpd)
Current	137.8	-
2014 (5 Year Goal) Most Likely	132.1	5.7
2014 (5 Year Goal) Advanced	127.1	10.7
2019 (10 Year Goal) Most Likely	126.3	11.5
2019 (10 Year Goal) Advanced	116.3	21.5

It is important to note that the 2006 *Region G Water Plan* adopted by the Brazos G Regional Water Planning Group and accepted by the TWDB estimates the per capita use for Taylor in 2020 to be 142 gpcpd. This per capita use is actually slightly higher than the previous 5-year average used in this Plan as the starting point for water use reduction. Therefore, the City believes these targeted 5 and 10 year goals are aggressive but representative of the City's desire to conserve the State's vital and limited water resources.

These stated targeted 5 and 10 year goals do not account for possible future changes in the makeup of the City's water users. For example, additional heavy water users are expected to be added to the system, including new educational facilities and regional parks currently under construction. Changes to the makeup and usage patterns of the City's water users will affect the per capita water usage, but the water conservation strategies outlined in this Plan will still apply to all the City's water users, and the City will make every effort to accommodate new heavy water users while maintaining its goals for water use reduction.

It is also important that updates to the Region G Water Plan be coordinated with the City so that water use demand and projections accurately reflect the trends in Taylor's water use. The City believes that historical production volumes from years as far back as a decade provide a better representation of the City's historical water use, and this data coupled with current and future water use trends would provide greater accuracy for modeling future water use projections.

I. Schedule of Program

The City of Taylor will continue to implement the water loss program as outlined in the 2009 Water Conservation Plan and this 2014 Amendment.

In order to maintain a schedule for its program, the City must consider a wide variety of tasks in order to successfully meet the goals of its Plan. The City has made significant progress on many conservation efforts before the adoption of this Plan. Programs to inform the public about water conservation exist, new water conservation oriented rates have been adopted, and most meters have been replaced. However, many of these programs have ongoing steps that will need to be performed consistently in order to maintain effectiveness. The following is a schedule of tasks for the City's Water Conservation Plan.

1. The City of Taylor should complete a Public Information Plan encompassing all aspects of information and education programs already mentioned within 6 months of adopting the 2009 Water Conservation Plan. In the second year after the Public Information Plan is complete, the City of Taylor should revise the Public Information Plan and conduct a survey of its customers to measure the effectiveness of its plan. For each subsequent year, a revision of the Public Information Plan should be completed. Every other year after the first survey has been completed, the City should survey its customers or determine some method to measure the effectiveness of its information campaign.
2. Once a year, the City of Taylor should review consumption patterns and its income and expense levels and evaluate whether or not the current water rates are effective and appropriate. Adjustments should be made as needed, and consideration should be given to the adoption of a progressive water and sewer rate structure.
3. The City of Taylor should provide information regarding the water rate structure to each of its customers once a year. Also, every five years, or when the billing software is changed, the City of Taylor should provide customers with historical water use for the previous 12 months.
4. Meters will be tested according to Periodic Meter Testing and Repair on page 10 of this plan.
5. A leak detection and repair program will be maintained as mentioned previously. Accounting data of the water purchased from BRA versus the measured consumption from the City water meters should be maintained on a continual basis. These records can be monitored to determine water loss and unaccounted-for water. In addition, the City should also consider implementing surveys of the water system once a year to find possible leaks in the system.

6. Replacement of old and leaking water lines should be completed as soon as practical when a leak is identified. Even when leaks are not apparent, a schedule for replacement of old water lines should be maintained and updated as needed.
7. The City should consider adopting provisions to require the installation of pressure reducing valves for areas with pressure greater than 80 psi. A water distribution system model should be updated on a periodic basis and can be used to determine information about the City's water system and where pressure problems can be alleviated.

In order to track the progress of the Water Conservation Plan, the City will need to collect a variety of information with regards to each program. The following information will be useful in tracking the progress of the Water Conservation Plan.

J. Method of Tracking

Appendix F contains the Water Conservation Implementation report that outlines the activities and water consumption from 2009-2013.

1. For information programs, the City should collect information about its programs and conduct surveys of the population to evaluate the effectiveness of the program. For literature pieces, the number of such pieces and topics covered should be documented. The number of news programs or advertisements should be documented and the total population of the service area should be tracked. After this information is collected, surveys should be conducted and recorded to evaluate the effectiveness of the program.
2. The billing structure should be evaluated annually. Several pieces of information are required to evaluate this structure effectively. A copy of the rate ordinance should be documented. Billing and customer records should be kept and water consumption by each customer class at the beginning and end of the reporting period should be recorded.
3. In order to evaluate the meter installation program, guidelines of meter installation based upon customer usage should be written and available, a meter repair and replacement policy should be documented, and meter number, size, make, and model should be recorded for each meter repair and replacement.

4. To track the progress of the City's Leak Detection and Repair Program, the City should maintain a water distribution model, records of water consumption of its customers, and accounting information of water bought from BRA. This information will also be helpful in evaluating the City's Pressure Reduction Program.
5. The effectiveness of the City's Water Conservation Plan can be measured by tracking information similar to that found in the Utility Profile in Attachment C. The Water Conservation Implementation Report, found in Appendix F, should be completed periodically to gauge the effectiveness of the City's water conservation efforts. Accounting data of water purchased from BRA and records of water consumption by the City's customers can be used to monitor water usage and demand. It is recommended that this be performed annually to measure progress toward the 5 and 10 year goals in water usage reduction. If no progress is apparent, the City may want to consider alternate water conservation programs.

K. Means of Implementation and Enforcement

The City Manager of Taylor or his/her duly appointed representative will act as the Administrator of the Water Conservation Plan. The Administrator will oversee the execution and implementation of all elements of the plan and be responsible to oversee the keeping of adequate records for program verification.

As a means of implementing and enforcing this plan, all plan elements discussed in this document were adopted by City Resolution of the City of Taylor (see attached Resolution in Appendix B).

L. Periodic Reviews and Evaluations

Appendix F contains the Water Conservation Implementation report that outlines the activities and water consumption from 2009-2013.

The TCEQ requires (under 30 TAC §288.30) that the Water Conservation Implementation Report located in Appendix F be completed every 5 years and whenever this Plan is updated or amended.

When under financial obligation to the TWDB, the City is required (under 31 TAC §363.71) to submit an annual report describing the implementation, status, and quantitative effectiveness of the water conservation program. This annual report can be completed in the form of the Water Conservation Implementation Report, which is found in Appendix F, and is due within 60 days after the anniversary date of the loan closing for each year that the City is under financial obligation to the TWDB. The Administrator will undertake the task of completing this annual report.

M. Contracts With Other Entities

The adoption of this plan does not affect the water contracts with BNA or the City's wholesale customers. The City will require, through contractual agreements, that any political subdivision or utility contracting with the City in the future for treated water adopt a water conservation plan acceptable to the TWDB and TCEQ.

2014 Water Conservation Plan Amendment

Appendix A Correspondence, Coordination, and Notification

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



October 24, 2014

Texas Commission on Environmental Quality
Resource Protection Team, MC-160
P.O. Box 13087
Austin, Texas 78711-3087

**RE: City of Taylor Water Conservation Plan
2014 Amendment**

TCEQ Resource Protection Team:

With this letter, the City of Taylor is submitting their Updated Water Conservation Plan. This Plan has been completed to incorporate the TCEQ requirements and most recently passed legislation.

To this end and on behalf of the City of Taylor, transmitted herewith please find one (1) copy of the *2014 City of Taylor Water Conservation Plan Amendment*.

If you have any questions please feel free to contact me or Robert Walla, City of Taylor Utilities Director.

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

Enclosures:
2014 City of Taylor Water Conservation Plan Amendment

cc: Isaac Turner, City Manager, City of Taylor (w/o Enclosure)
Danny Thomas, Director of Public Works, City of Taylor (w/o Enclosure)
Casey Sledge, P.E., City Engineer, City of Taylor (w/o Enclosure)
File: TAY.029

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



October 24, 2014

Texas Water Development Board
1700 North Congress Avenue
P.O. Box 13231
Austin, Texas 78711-3231

**RE: City of Taylor Water Conservation Plan
2014 Amendment**

Texas Water Development Board:

The City of Taylor adopted the 2014 Amendment to the Water Conservation Plan on October 23, 2014. This Plan has been completed to incorporate the TCEQ requirements and most recently passed legislation.

To this end and on behalf of the City of Taylor, transmitted herewith please find one (1) copy of the *2014 City of Taylor Water Conservation Plan Amendment*.

If you have any questions please feel free to contact me.

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

Enclosures:

2014 City of Taylor Water Conservation Plan Amendment

cc: Isaac Turner, City Manager, City of Taylor (w/o Enclosure)
Danny Thomas, Director of Public Works, City of Taylor (w/o Enclosure)
Casey Sledge, P.E., City Engineer, City of Taylor (w/o Enclosure)
File: TAY.029

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



October 24, 2014

Attention: Curtis Smalley
Brazos River Authority Granger Lake Regional Water System
102 W Morrow Street, Suite 202
Georgetown, TX 78626-4310

**RE: City of Taylor - 2009 Water Conservation Plan
Review and Comment Requested**

Mr. Smalley:

The City of Taylor adopted the 2014 Amendment to the Water Conservation Plan on October 23, 2014. This Plan has been completed to incorporate the TCEQ requirements and most recently passed legislation.

To this end and on behalf of the City of Taylor, transmitted herewith please find one (1) copy of the *2014 City of Taylor Water Conservation Plan Amendment*.

If you have any questions please feel free to contact me.

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

Enclosures:

2014 City of Taylor Water Conservation Plan Amendment

cc: Isaac Turner, City Manager, City of Taylor (w/o Enclosure)
Danny Thomas, Director of Public Works, City of Taylor (w/o Enclosure)
Casey Sledge, P.E., City Engineer, City of Taylor (w/o Enclosure)
File: TAY.029

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



October 24, 2014

Attention: Ralph Bachmayor
Noack Water Supply Corporation
12105 FM 619
Coupland, TX 78615-4973

**RE: City of Taylor Water Conservation Plan
2014 Amendment**

Mr. Bachmayor:

The City of Taylor adopted the 2014 Amendment to the Water Conservation Plan on October 23, 2014. This Plan has been completed to incorporate the TCEQ requirements and most recently passed legislation.

To this end and on behalf of the City of Taylor, transmitted herewith please find one (1) copy of the *2014 City of Taylor Water Conservation Plan Amendment*.

If you have any questions please feel free to contact me.

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

Enclosures:

2014 City of Taylor Water Conservation Plan Amendment

cc: Isaac Turner, City Manager, City of Taylor (w/o Enclosure)
Danny Thomas, Director of Public Works, City of Taylor (w/o Enclosure)
Casey Sledge, P.E., City Engineer, City of Taylor (w/o Enclosure)
File: TAY.029

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



October 24, 2014

Mr. Wayne Willson, Chair
Region G Brazos Water Planning Group
Jones County Judge
P.O. Box 148
Anson, TX 75901

**RE: City of Taylor Water Conservation Plan
2014 Amendment**

Mr. Wilson:

The City of Taylor adopted the 2014 Amendment to the Water Conservation Plan on October 23, 2014. This Plan has been completed to incorporate the TCEQ requirements and most recently passed legislation.

To this end and on behalf of the City of Taylor, transmitted herewith please find one (1) copy of the *2014 City of Taylor Water Conservation Plan Amendment*.

If you have any questions please feel free to contact me.

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

Enclosures:
2014 City of Taylor Water Conservation Plan Amendment

cc: Isaac Turner, City Manager, City of Taylor (w/o Enclosure)
Danny Thomas, Director of Public Works, City of Taylor (w/o Enclosure)
Casey Sledge, P.E., City Engineer, City of Taylor (w/o Enclosure)
File: TAY.029

2014 Water Conservation Plan Amendment

Appendix B Adoption Resolution

Adoption of 2014 Water Conservation Plan Amendment

RESOLUTION NO. _____

AN RESOLUTION ADOPTING THE 2014 WATER CONSERVATION PLAN AMENDMENT FOR THE CITY OF TAYLOR TO PROMOTE RESPONSIBLE USE OF WATER AND TO ESTABLISH SPECIFIC GOALS AND TARGETS FOR WATER CONSUMPTION REDUCTION AS REQUIRED BY 2007 HOUSE BILL 4 OF THE TEXAS STATE LEGISLATURE.

WHEREAS, the City of Taylor, Texas (City), recognizes that the amount of water available to its citizens and customers is limited; and

WHEREAS, the City desires to conserve water resources; and

WHEREAS, the City desires to comply with Section 11.1271 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality which require these plans for all public water supply systems; and

WHEREAS, the City desires to comply with the rules of the Texas Water Development Board should it decide to avail itself of various financial assistance programs found in Title 31, Texas Administrative Code Chapter 363; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code and in the best interests of its citizens, the City is authorized to adopt Resolutions it deems are necessary and expedient to preserve and conserve its water resources;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS THAT:

Section 1. The City Council does hereby find and declare that sufficient and timely written notice of place and subject matter of this meeting adopting this Resolution was posted. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

Section 2. The City Council adopts the 2014 Water Conservation Plan Amendment attached to this resolution. All resolutions that are in conflict with the provisions of this Resolution are hereby repealed.

Section 3. Should any paragraph, sentence, clause, phrase or word of this Resolution be declared unconstitutional or invalid for any reason, the remainder of this Resolution shall not be affected.

Section 4. The City Clerk is hereby authorized and directed to publish this Resolution.

Section 5. The City Manager or chief administrative officer or his designee is hereby directed to file a copy of the Plan and this Resolution with the Texas Water Development Board in accordance with Title 31, Chapter 363 of the Texas Administrative Code.

Section 6. This Resolution shall take effect after passage and publication.

Passed and Approved by the City council on this ____ day of ____, 2014.

Jesse Ancira, Mayor

Attest:

SUSAN BROCK, City Clerk

2014 Water Conservation Plan Amendment

Appendix C Water Conservation Utility Profile (TWDB Form WRD-264)



Texas Commission on Environmental Quality

UTILITY PROFILE AND WATER CONSERVATION PLAN REQUIREMENTS FOR MUNICIPAL WATER USE BY RETAIL PUBLIC WATER SUPPLIERS

This form is provided to assist retail public water suppliers in water conservation plan development. If you need assistance in completing this form or in developing your plan, please contact the conservation staff of the Resource Protection Team in the Water Availability Division at (512) 239-4691.

Name: City of Taylor

Address: 1201 N. Main Taylor, Texas 76574

Telephone Number: (512) 352-3251 Fax: (512) 352-8483

Water Right No.(s): None

Regional Water Planning Group: G

Form Completed by: Robert Walla

Title: Utility Superintendent

Person responsible for implementing conservation program: Robert Walla Phone: (512) 352-3251

Signature: *Robert Walla* Date: 09/30/2014

NOTE: If the plan does not provide information for each requirement, include an explanation of why the requirement is not applicable.

UTILITY PROFILE

I. POPULATION AND CUSTOMER DATA

A. Population and Service Area Data

1. Attach a copy of your service-area map and, if applicable, a copy of your Certificate of Convenience and Necessity (CCN).

See Exhibit A for CCN map and service area as shown by the Public Utility Commission GIS online viewer.

2. Service area size (in square miles): 14
(Please attach a copy of service-area map) – See Exhibit A
3. Current population of service area: 16,233, 2013 Population Estimate as of July 1, 2013 According to American Fact Finder, US Census Bureau
4. Current population served for:
 - a. Water 16,233
 - b. Wastewater 16,233

5. Population served for previous five years:
6. Projected population for service area in the following decades:

<i>Year</i>	<i>Population</i>
2009	14,990
2010	15,191
2011	15,392
2012	16,080
2013	16,233

<i>Year</i>	<i>Population</i>
2020	17,935
2030	20,613
2040	23,797
2050	31,025
2060	35,065

7. List source or method for the calculation of current and projected population size.

The population estimates from 2009 to 2013 were taken from American Fact Finder, US Census Bureau. The 2020 to 2060 population estimates were taken from 2011 Brazos G Regional Water Plan, Volume I (page 2-9).

B. Customers Data

Senate Bill 181 requires that uniform consistent methodologies for calculating water use and conservation be developed and available to retail water providers and certain other water use

sectors as a guide for preparation of water use reports, water conservation plans, and reports on water conservation efforts. A water system must provide the most detailed level of customer and water use data available to it, however, any new billing system purchased must be capable of reporting data for each of the sectors listed below. http://www.tceq.texas.gov/assets/public/permitting/watersupply/water_rights/sb181_guidance.pdf

- Current number of active connections. Check whether multi-family service is counted as ☒ Residential or ☐ Commercial?

<i>Treated Water Users</i>	<i>Metered</i>	<i>Non-Metered</i>	Totals
Residential	5,072	0	5,072
Single-Family	5,041	0	5,041
Multi-Family	31	0	31
Commercial	327	0	327
Industrial/Mining	33	0	33
Institutional	182	0	182
Agriculture	13	0	13
Other/Wholesale	3	0	3

- List the number of new connections per year for most recent three years.

<i>Year</i>	2011	2012	2013
<i>Treated Water Users</i>	5,702	5,714	5,661
Residential	4,995	5,064	5,072
Single-Family			5,041
Multi-Family			31
Commercial	543	526	327
Industrial/Mining			33
Institutional			182
Agriculture			13
Other/Wholesale	4	4	4

Note: Due to water billing system accounting, the City of Taylor was not able to divide the number of new connection by types listed above for 2011 and 2012. Instead the total number of connection is shown. As of 2013, the City has divided accounts into these groups. Therefore future reports will be able to show these billing groupings. For 2011 and 2012 commercial connections include all meters 1 inch and larger. Residential connections are those classified under the residential billing class for 3/8" and 1" meters.

3. List of annual water use for the five highest volume customers.

	<i>Customer</i>	<i>Use (1,000 gal/year)</i>	<i>Treated or Raw Water</i>
1.	City of Thrall (wholesale)	23,166	Treated
2.	City of Taylor Park (Institutional)	16,656	Treated
3.	Corrections Company of America (institutional)	8,819	Treated
4.	TISD High School (Institutional)	8,153	Treated
5.	Lone Star Linen (Commercial)	5,706	Treated

II. WATER USE DATA FOR SERVICE AREA

A. Water Accounting Data

1. List the amount of water use for the previous five years (in 1,000 gallons).
Indicate whether this is ☐ diverted or ☒ treated water.

<i>Year</i>	2009	2010	2011	2012	2013
<i>Month</i>					
January	50,232	54,060	51,633	49,959	50,232
February	46,071	45,257	48,121	44,178	46,071
March	53,979	49,975	55,822	47,298	53,979
April	54,228	52,659	71,942	62,957	54,228
May	66,075	74,101	84,617	70,122	66,075
June	102,493	79,746	102,953	92,032	102,493
July	111,705	70,809	124,271	83,996	111,705
August	101,427	88,065	140,850	94,181	101,427
September	67,641	58,548	119,411	78,199	67,641
October	57,208	71,373	94,476	60,459	56,208
November	51,729	62,410	67,831	62,099	51,729
December	51,408	58,277	56,024	57,566	51,408
Totals	813,196	765,280	1,017,951	803,046	813,196

Describe how the above figures were determine (e.g, from a master meter located at the point of a diversion from the source, or located at a point where raw water enters the treatment plant, or from water sales).

The totals listed above is the total purchased water from BRA for the month. The totals were calculated from spreadsheets that state the daily total water consumption.

2. Amount of water (in 1,000 gallons) delivered/sold as recorded by the following account types for the past five years.

<i>Year</i>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<i>Account Types</i>					
Residential	<u>396,193</u>	<u>352,079</u>	<u>369,997</u>	<u>412,728</u>	<u>384,513</u>
Single-Family					<u>360,268</u>
Multi-Family					<u>24,245</u>
Commercial	<u>135,962</u>	<u>125,634</u>	<u>124,878</u>	<u>114,692</u>	<u>53,214</u>
Industrial/Mining					<u>23,059</u>
Institutional	<u>11,102</u>	<u>21,682</u>	<u>13,723</u>	<u>10,717</u>	<u>70,234</u>
Agriculture					<u>554</u>
Other/Wholesale	<u>63,114</u>	<u>585,02</u>	<u>55,727</u>	<u>50,095</u>	<u>33,022</u>

Note:

- (1.) From 2009-2012 the Institutional water usage just includes water used by the City and Fire Department.
 - (2.) In reviewing water consumption data from the City, no accounting information was available in August and September 2011.
3. List the previous records for water loss for the past five years (the difference between water diverted or treated and water delivered or sold).

<i>Year</i>	<i>Amount (gallons)</i>	<i>Percent %</i>
<u>2009</u>	<u>206,825,400</u>	<u>25.4%</u>
<u>2010</u>	<u>207,382,700</u>	<u>27.1%</u>
<u>2011</u>	<u>453,624,100</u>	<u>44.6%</u>
<u>2012</u>	<u>214,812,600</u>	<u>26.7%</u>
<u>2013</u>	<u>235,467,800</u>	<u>29.0%</u>

Note:

- (1.) In reviewing water consumption data from the City, no accounting information was available in August and September 2011. Therefore, the lack of records for those months is reflected in the water loss numbers.

B. Projected Water Demands

If applicable, attach or cite projected water supply demands from the applicable Regional Water Planning Group for the next ten years using information such as population trends, historical water use, and economic growth in the service area over the next ten years and any additional water supply requirements from such growth.

Year	Population	Per Capita Water Usage(GPCD)	Usage (MG)	Usage (acft/year)
2020	17,935	107	700.5	2,150
2030	20,613	105	790.0	2,424
2040	23,797	103	894.6	2,746
2040	23,797	101	877.3	2,692
2050	31,025	99	1,121.1	3,440
2060	35,065	97	1,241.5	3,810

Note: These population projections were taken from the 2011 Brazos G Regional Water Plan, Volume I (page 2-9). Per Capita water usage assume a 10 GPCD decrease in water usage over the 50 year planning period.

III. WATER SUPPLY SYSTEM DATA

A. Water Supply Sources

List all current water supply sources and the amounts authorized (in acre feet) with each.

<i>Water Type</i>	<i>Source</i>	<i>Amount Authorized</i>
Surface Water		
Groundwater		
Contracts	BRA	8,525 acft/year
Other		

B. Treatment and Distribution System

1. Design daily capacity of system (MGD):

38 MGD Per BRA Contract

Note: The City of Taylor is under contract with the BRA for an annual purchase of 8,525 acre-feet. Delivery of water is stated to not exceed 5 times the average daily rate based off the amount made available for purchase.

2. Storage capacity (MG):
 - a. Elevated 2.65
 - b. Ground 2.00
3. If surface water, do you recycle filter backwash to the head of the plant? **N/A**
☐ Yes ☐ No If yes, approximate amount (MGD):

IV. WASTEWATER SYSTEM DATA

A. Wastewater System Data (if applicable)

1. Design capacity of wastewater treatment plant(s) (MGD): 4.0 MGD
2. Treated effluent is used for ☒ on-site irrigation, ☐ off-site irrigation, for ☒ plant wash-down, and/or for ☐ chlorination/dechlorination.

If yes, approximate amount (in gallons per month): 150,000 gallons/month
3. Briefly describe the wastewater system(s) of the area serviced by the water utility. Describe how treated wastewater is disposed. Where applicable, identify treatment plant(s) with the TCEQ name and number, the operator, owner, and the receiving stream if wastewater is discharged.

The wastewater servers approximately 95% of Taylor's water customers, with only a handful of water customers still on septic sewer. The wastewater is treated at the Mustang Creek WWTP (TPDES Permit No. 10299-001) and finished effluent is discharged into Mustang Creek, thence to Brushy Creek in Segment No. 1244 of the Brazos River Basin.

B. Wastewater Data for Service Area (if applicable)

1. Percent of water service area served by wastewater system: 95 %

2. Monthly volume treated for previous five years (in 1,000 gallons):

<i>Year</i>	2009	2010	2011	2012	2013
<i>Month</i>					
January		56,472	45,027	49,699	48,258
February		69,110	42,473	63,964	40,359
March		70,462	40,123	67,725	45,921
April		57,026	35,757	43,578	46,895
May		47,699	35,215	46,362	43,402
June		44,276	36,080	37,860	39,067
July		42,067	35,885	39,128	43,080
August		37,248	35,742	36,329	38,359
September		43,018	33,410	37,895	41,631
October		34,828	34,267	37,098	47,856
November		35,063	36,409	37,240	58,617
December		37,566	53,982	35,819	
Totals		574,835	464,370	532,697	493,445

V. ADDITIONAL REQUIRED INFORMATION

In addition to the utility profile, please attach the following as required by Title 30, Texas Administrative Code, §288.2. Note: If the water conservation plan does not provide information for each requirement, an explanation must be included as to why the requirement is not applicable.

A. Specific, Quantified 5 & 10-Year Targets

The water conservation plan must include specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for municipal use in gallons per capita per day. Note that the goals established by a public water supplier under this subparagraph are not enforceable

Response: *The updated goals are included in Section II(H).*

B. Metering Devices

The water conservation plan must include a statement about the water suppliers metering device(s), within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply.

Response: *This statement is included in Section II(C).*

C. Universal Metering

The water conservation plan must include and a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement.

Response: *This item is addressed in Section II(C).*

D. Unaccounted- For Water Use

The water conservation plan must include measures to determine and control unaccounted-for uses of water (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to determine illegal connections; abandoned services; etc.).

Response: *This item is addressed in Section II(D).*

E. Continuing Public Education & Information

The water conservation plan must include a description of the program of continuing public education and information regarding water conservation by the water supplier.

Response: *This item is addressed in Section II(A).*

F. Non-Promotional Water Rate Structure

The water supplier must have a water rate structure which is not “promotional,” i.e., a rate structure which is cost-based and which does not encourage the excessive use of water. This rate structure must be listed in the water conservation plan.

Response: *This item is addressed in Section II(B).*

G. Reservoir Systems Operations Plan

The water conservation plan must include a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin. The reservoir systems operations plan shall include optimization of water supplies as one of the significant goals of the plan.

Response: *This requirement is non-applicable to the City of Taylor.*

H. Enforcement Procedure and Plan Adoption

The water conservation plan must include a means for implementation and enforcement, which shall be evidenced by a copy of the ordinance, rule, resolution, or tariff, indicating official adoption of the water conservation plan by the water supplier; and a description of the authority by which the water supplier will implement and enforce the conservation plan.

Response: *This item is discussed in Section I(D) and the adoption resolution is included in Appendix B.*

I. Coordination with the Regional Water Planning Group(s)

The water conservation plan must include documentation of coordination with the regional water planning groups for the service area of the wholesale water supplier in order to ensure consistency with the appropriate approved regional water plans.

Response: *This item is discussed in Section I(C) and the adoption resolution is included in Appendix B.*

J. Plan Review and Update

A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan not later than May 1, 2009, and every five years after that date to coincide with the regional water planning group. The revised plan must also include an implementation report.

Response: *An Amendment to the Water Conservation Plan has been completed and is titled “2014 Amendment to the Water Conservation Plan.”*

VI. ADDITIONAL REQUIREMENTS FOR LARGE SUPPLIERS

Required of suppliers serving population of 5,000 or more or a projected population of 5,000 or more within ten years

A. Leak Detection and Repair

The plan must include a description of the program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system in order to control unaccounted for uses of water.

Response: *This item is addressed in Section II(D).*

B. Contract Requirements

A requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.

Response: *This item is included in the Water Conservation Plan in Section II(M).*

VII. ADDITIONAL CONSERVATION STRATEGIES

A. Conservation Strategies

Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements of this chapter, if they are necessary in order to achieve the stated water conservation goals of the plan. The commission may require by commission order that any of the following strategies be implemented by the water supplier if the commission determines that the strategies are necessary in order for the conservation plan to be achieved:

1. Conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;

2. Adoption of ordinances, plumbing codes, and/or rules requiring water conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;
3. A program for the replacement or retrofit of water-conserving plumbing fixtures in existing structures;
4. A program for reuse and/or recycling of wastewater and/or graywater;
5. A program for pressure control and/or reduction in the distribution system and/or for customer connections;
6. A program and/or ordinance(s) for landscape water management;
7. A method for monitoring the effectiveness and efficiency of the water conservation plan; and
8. Any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan.

Best Management Practices

The Texas Water Developmental Board's (TWDB) Report 362 is the Water Conservation Best Management Practices (BMP) guide. The BMP Guide is a voluntary list of management practices that water users may implement in addition to the required components of Title 30, Texas Administrative Code, Chapter 288. The Best Management Practices Guide broken out by sector, including Agriculture, Commercial, and Institutional, Industrial, Municipal and Wholesale along with any new or revised BMP's can be found at the following link on the Texas Water Developments Board's website: <http://www.twdb.state.tx.us/conservation/bmps/index.asp>

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact 512-239-3282.

2014 Water Conservation Plan Amendment

Appendix D Water and Sewer Rates (Excerpt from City Fee Schedule Ordinance)

City of Taylor - Fee Schedule for City Services 2013-14

Four X s Per week pick up	\$	261.54	Base Fee/month
Five X s Per week pick up	\$	339.68	Base Fee/month
6 Cubic Yards (additional pick up is \$55):			
One X Per week pick up	\$	107.31	Base Fee/month
Two X s Per week pick up	\$	177.13	Base Fee/month
Three X s Per week pick up	\$	262.91	Base Fee/month
Four X s Per week pick up	\$	295.88	Base Fee/month
Five X s Per week pick up	\$	361.27	Base Fee/month
8 Cubic Yards (additional pick up is \$65):			
One X Per week pick up	\$	130.57	Base Fee/month
Two X s Per week pick up	\$	216.40	Base Fee/month
Three X s Per week pick up	\$	304.03	Base Fee/month
Four X s Per week pick up	\$	374.34	Base Fee/month
Five X s Per week pick up	\$	472.40	Base Fee/month
10 Cubic Yards (additional pick up is \$75):			
One X Per week pick up	\$	159.17	Base Fee/month
Two X s Per week pick up	\$	250.40	Base Fee/month
Three X s Per week pick up	\$	346.96	Base Fee/month
Four X s Per week pick up	\$	448.89	Base Fee/month
Five X s Per week pick up	\$	591.98	Base Fee/month

Roll Offs - include the following: (Delivery Charge + Daily Rental + Haul Cost)

Delivery Charge:

Delivery Charge is calculated at **Fee per delivery + Franchise Fee (10%) + Sales Tax (8.25%)**

20 yd Roll-Off	\$	125.00	Fee per delivery
30 yd Roll-Off	\$	125.00	Fee per delivery
40 yd Roll-Off	\$	125.00	Fee per delivery

Daily rental:

Daily Rental is calculated at **Rate/day + Franchise Fee (10%) + Sales Tax (8.25%)**

20 yd Roll-Off	\$	1.93	Rate/day
30 yd Roll-Off	\$	1.93	Rate/day
40 yd Roll-Off	\$	1.93	Rate/day

Haul cost:

Haul Cost is calculated at **Cost per haul + Franchise fee (10%) + Sales Tax (8.25%)**

20 yd Roll-Off	\$	384.61	Cost per haul
30 yd Roll-Off	\$	461.52	Cost per haul
40 yd Roll-Off	\$	538.45	Cost per haul

One time collection of Bulky wastes on call for 2 cu yd, 3 cu yd, 4 cu yd, 6 cu yd, 8 cu yd or 10 Cubic yards

Delivery Charge	\$	71.86	Fee/delivery
Daily Rental	\$	4.31	Rate/day
Haul cost	\$	71.86	Cost per haul

Industrial Solid Waste Collection Services - collected by service provider

Spring and Fall cleanup

Per Standard pick-up truck load	\$	10.00
Trailer (16' to 18')	\$	20.00

Assessments

Lot clean up	Actual cost + 10% admin fee
Paving assessment	n/a

Lien Fees

Filing of Lien with Williamson County	Per current County rate
Release of Lien with Williamson County	Per current County rate

UTILITIES

Deposits for all single family, commercial, industrial, irrigation accounts per connection.

Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

Meter Size	Avg. Gallons consumption/month**	Deposit Amount
5/8" x 3/4"	<10,000	\$ 100.00
3/4"	<10,000	\$ 120.00

City of Taylor - Fee Schedule for City Services 2013-14

1"	<10,000	\$ 130.00
1½"	<15,000	\$ 175.00
2"	<15,000	\$ 225.00
3"	<15,000	\$ 275.00
4"	<25,000	\$ 425.00
6"	<25,000	\$ 625.00
8"	<50,000	\$ 1,025.00
10"	<75,000	\$ 1,525.00
12"	<150,000	\$ 2,525.00

**If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

Deposits for all multi-family dwelling accounts per connection.

Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

Meter Size	Avg. Gallons consumption/month**	Deposit Amount calculated as follows:
5/8" x 3/4"	<10,000	\$100 + (((# units -1) x 0.7)x\$100)
3/4"	<10,000	\$120 + (((# units -1) x 0.7)x\$100)
1"	<10,000	\$130 + (((# units -1) x 0.7)x\$100)
1½"	<15,000	\$175 + (((# units -1) x 0.7)x\$100)
2"	<15,000	\$225 + (((# units -1) x 0.7)x\$100)
3"	<15,000	\$275 + (((# units -1) x 0.7)x\$100)
4"	<25,000	\$425 + (((# units -1) x 0.7)x\$100)

**If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

Tap Fees

Water Taps		
1"	\$ 1,048.00	per tap
1½"	\$ 1,480.00	per tap
2"	\$ 1,668.00	per tap
Sewer Taps		
2"	\$ 800.00	per tap
4"	\$ 929.00	per tap
6"	\$ 993.00	per tap

Backflow Prevention

Initial Permit	\$ 25.00
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Water Rates

Rates for all single family, commercial, industrial and irrigation accounts per connection.

Total Month Charges include monthly minimum charge + \$5.01 per 1,000 gallons in excess of 2,000 gallon minimum per billing period.

Meter Size	For the First 2,000 gallons in billing period	Monthly Minimum Charge
5/8" x 3/4"		\$ 24.54
1"		\$ 33.79
1½"		\$ 56.71
2"		\$ 84.33
3"		\$ 148.80
4"		\$ 240.89
6"		\$ 470.90

Rates for all multi-family dwelling accounts per connection.

Total monthly charge includes monthly minimum plus \$5.01 per 1,000 gallons in excess of 2,000 gallon minimum per billing period plus \$9.67 LUE charge per unit minus 1.

Meter Size	For the First 2,000 gallons in billing period	Monthly Minimum Charge
5/8" x 3/4"		\$ 24.54 + \$9.67 for each LUE
1"		\$ 33.79 + \$9.67 for each LUE
1½"		\$ 56.71 + \$9.67 for each LUE
2"		\$ 84.33 + \$9.67 for each LUE
3"		\$ 148.80 + \$9.67 for each LUE
4"		\$ 240.89 + \$9.67 for each LUE
6"		\$ 470.90 + \$9.67 for each LUE

City of Taylor - Fee Schedule for City Services 2013-14

Bulk Water Rate \$ 5.00 per 1,000 gallons

Sewer Rates

Rates for all Single Family Dwelling accounts per connection.

Total "charge" includes monthly minimum **plus \$5.31** per 1,000 gallons in excess of 2,000 gallon minimum. Excess usage (above the 2,000 gallon minimum) is based on three consecutive months average water billing during low use period (December, January and February).

Meter Size	For the First 2,000 gallons in billing period	Monthly Minimum Charge
5/8" x 3/4"		\$ 16.40
1"		\$ 16.40
1½"		\$ 16.40
2"		\$ 16.40
3"		\$ 16.40
4"		\$ 16.40
6"		\$ 16.40

Rates for all multi- family dwelling, commercial and industrial accounts per connection.

Total monthly charge includes monthly minimum **plus \$5.31** per 1,000 gallons in excess of 2,000 gallon minimum per billing period.

Meter Size	For the First 2,000 gallons in billing period	Monthly Minimum Charge
5/8" x 3/4"		\$ 16.40
1"		\$ 16.40
1½"		\$ 16.40
2"		\$ 16.40
3"		\$ 16.40
4"		\$ 16.40
6"		\$ 16.40

Additional Utility Service Fees:

Administrative/Processing Fee	\$ 25.00
After Hours Connection Fee	\$ 50.00
Connect Fees	\$ 25.00
Fire Hydrant Meter-Base Fee (no consumption included)	\$ 100.00
Fire Hydrant Meter-Deposit	\$ 600.00
Late Fee (Applied to balance of account if not paid by due date indicated on bill)	10%
Lock Fee	\$ 25.00
Meter Fees	\$ 200.00
Meter Flow Test-In-House	\$ 40.00
Plugged/Pulled Meter Fee	\$ 75.00
Reconnect Fee	\$ 25.00
Reread Fees	\$ 20.00
Return Check & NSF Electronic Draft Fees	\$ 30.00
Return Trip Fee	\$ 20.00
Third Party Meter Flow Test-Commercial	\$ 175.00
Third Party Meter Flow Test-Residential	\$ 95.00
Transfer Fee	\$ 20.00
Unauthorized Usage Fee (customer turns water back on to avoid the after charge)	\$ 75.00

Municipal Drainage Utility System

Equivalent Residential Unit (ERU)	Monthly Rate
Residential (includes multi-family) = 1 ERU/Unit	\$ 2.00 Per ERU
Non-residential= \$2.00 per 2,500 sq ft of impervious area	\$ 2.00 minimum fee

Appendix E

Plumbing Ordinance

ORDINANCE NO. 2006 - 16

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS ADOPTING THE 2003 INTERNATIONAL RESIDENTIAL CODE, THE 2003 INTERNATIONAL BUILDING CODE, THE 2003 NATIONAL ELECTRIC CODE; 2003 EXISTING BUILDING CODE; 2003 INTERNATIONAL FIRE CODE; 2003 INTERNATIONAL MECHANICAL CODE; 2003 INTERNATIONAL PLUMBING CODE; 2003 INTERNATIONAL FUEL GAS CODE; 2003 PROPERTY MAINTENANCE CODE; 2003 ENERGY CONSERVATION CODE; 2003 INTERNATIONAL ELECTRICAL CODE; AMENDING THE 2003 INTERNATIONAL RESIDENTIAL CODE AND THE INTERNATIONAL PLUMBING CODE TO ADD THE PROVISIONS SET FORTH IN THIS ORDINANCE; ADOPTING A REPEALER CLAUSE; ADOPTING A SAVINGS CLAUSE; ADOPTING A PENALTY CLAUSE PROVIDING THAT ANY PERSON VIOLATING THE PROVISIONS OF THIS ORDINANCE SHALL BE DEEMED GUILTY OF A MISDEMEANOR AND, UPON CONVICTION IN THE MUNICIPAL COURT OF THE CITY OF TAYLOR, TEXAS, OR ANY OTHER COURT OF PROPER JURISDICTION, SHALL BE SUBJECT TO A FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE, EXCEPT HOWEVER, WHERE A DIFFERENT PENALTY HAS BEEN ESTABLISHED BY STATE LAW FOR SUCH OFFENSE FOR SUCH OFFENSE THE PENALTY SHALL BE THAT FIXED BY STATE LAW, AND FOR ANY OFFENSE THAT GOVERNS FIRE, SAFETY, ZONING, OR PUBLIC HEALTH AND SANITATION, INCLUDING DUMPING OF REFUSE, THE PENALTY SHALL BE A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2000.00) FOR EACH OFFENSE; AND REQUIRING PUBLICATION.

BE IT ORDAINED BY THE CITY OF TAYLOR:

SECTION 1.0 ADOPTION OF THE INTERNATIONAL CODES.

The City of Taylor, Texas hereby adopts the 2003 International Residential Code, the 2003 International Building Code, the 2003 National Electric Code, the 2003 International Existing Building Code, the 2003 International Fire Code, the 2003 International Mechanical Code, the 2003 International Plumbing Code, the 2003 International Fuel gas Code, the 2003 International Property Maintenance Code, the 2003 International Energy Conservation Code, and the 2003 ICC Electrical Code.

SECTION 2.0 AMENDMENT TO THE INTERNATIONAL RESIDENTIAL CODE.

The International Residential Code adopted by this Ordinance is amended to include and to require the following:

In dwellings and dwelling units a smoke detector shall be mounted on the ceiling or wall at a point centrally located in the corridor or area giving access to each group of rooms used for sleeping purposes and a smoke detector shall also be mounted in all rooms used for sleeping purposes. Where the dwelling unit contains more than one story, detectors are required on each story including basements, but not including unfinished attics, and shall be located in close proximity to the stairway leading to the floor above.

In dwelling, dwelling units, and sleeping rooms smoke detectors shall be hardwired into an AC electrical power source and shall be equipped with a monitored battery backup in all new construction. A monitored battery power source shall be permitted in existing construction.

Ordinance No. 2002-36 relating to residential foundations is not repealed and the provisions contained within Ordinance No. 2002-36 shall be requirements in addition to the requirements of the International Building Code adopted by this Ordinance.

SECTION 3.0 AMENDMENT TO THE INTERNATIONAL PLUMBING CODE.

The International Plumbing Code adopted by this Ordinance is amended to include and to require the following:

"Cross-Connection Control Program"

A. General.

1. No water service connection shall be made to any establishment where a potential or actual contamination hazard exists unless the water supply is protected in accordance with the Texas Commission on Environmental Quality (TCEQ) Rules and Regulations for Public Water Systems and the provisions contained in this Ordinance. The water purveyor shall discontinue water service if a required backflow prevention assembly is not installed, maintained, and tested in accordance with the TNRCC Rules and this Ordinance.

B. Backflow Prevention Assembly Installation, Testing and Maintenance.

1. All backflow prevention assemblies shall be tested upon installation by a recognized backflow prevention assembly tester and certified to be operating within specifications. Backflow prevention assemblies which are installed to provide protection against health hazards must also be tested and certified to be operating within specification at least annually by a recognized backflow prevention assembly tester.

2. All backflow prevention assemblies shall be installed and tested in accordance with the manufacturer's instructions, the American Water Work Association's Recommended Practice for Backflow Prevention and Cross-Connection Control (Manual M14) or The University of Southern California Manual of Cross-Connection Control.

3. Assemblies shall be repaired, overhauled, or replaced at the expense of the customer whenever assemblies are found to be defective. Original forms of such test, repair, and overhaul shall be kept and submitted to the City of Taylor within five (5) working days of the test, repair, or overhaul of each backflow prevention assembly.

4. No backflow prevention assembly or device shall be removed from use, relocated, or other assembly or device substituted without the approval of the City of Taylor. Whenever the existing assembly or device is moved from the present location or cannot be repaired, the backflow assembly or device shall be replaced with a backflow prevention assembly or device that complies with this section, the American Water Works Association's Recommended Practice for Backflow Prevention and Cross-Connection Control Manual (M14), current addition, the University of Southern California Manual of Cross-Connection Control, Current addition, or the current plumbing code of the City of Taylor, whichever is more stringent.

5. Test gauges used for backflow prevention assembly testing shall be calibrated at least annually in accordance with The American Water Works Association's Recommended Practice for Backflow Prevention and Cross-Connection Control (Manual M14), current addition, or The University

of Southern California's Manuel of Cross-Connection, current addition. The original calibration form must be submitted to the City of Taylor within five (5) working days after calibration.

6. A recognized backflow prevention assembly tester must hold a current endorsement form the Texas Commission on Environmental Quality (TCEQ).

SECTION 4.0 SAVINGS CLAUSE.

In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Taylor, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

SECTION 5.0 REPEALER CLAUSE.

All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

SECTION 6.0 PUBLICATION.

The City Clerk is hereby authorized and directed to publish the caption of this Ordinance, together with the penalty provision contained therein, in the manner and for the length of time prescribed by law.

SECTION 6.0 PENALTY.

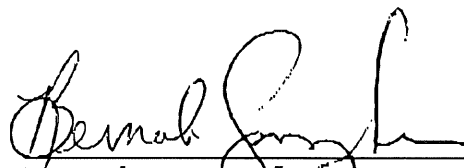
Any person violating the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Taylor, Texas, or any other Court of proper jurisdiction, shall be subject to a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense, except however, where a different penalty has been established by state law for such offense the penalty shall be that fixed by state law,

and for any offense which is a violation of any provision of law that governs fire safety, zoning, or public health and sanitation, including dumping of refuse, the penalty shall be a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense.

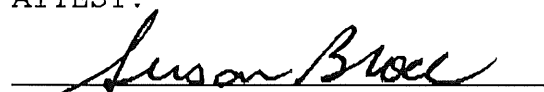
SECTION 7.0 INTRODUCTION.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council on the 13th day of July, 2006.

PASSED, APPROVED and ADOPTED on this the 22nd day of August, 2006.


Bernabe Gonzalez, Mayor
Taylor City Council

ATTEST:


Susan Brock, City Clerk

APPROVED AS TO FORM:

Ted W. Hejl, City Attorney

2014 Water Conservation Plan Amendment

Appendix F Water Conservation Implementation Report (TCEQ-20159)

Water Conservation Plan Annual Report Retail Water Supplier

CONTACT INFORMATION

Name of Entity: City of Taylor

Public Water Supply Identification Number (PWS ID): 2460004

Certificate of Convenience and Necessity (CCN) Number: _____

Surface Water Rights ID Number: _____

Wastewater ID Number: _____

Check all that apply:

- ☒ Retail Water Supplier
☐ Wholesale Water Supplier
☐ Wastewater Treatment Utility

Address: 1201 N. Main City: Taylor Zip Code: 76574

Email: robert.walla@taylortx.gov Telephone Number: 512-352-3251

Regional Water Planning Group: Brazos G [Map](#)

Groundwater Conservation District: _____ [Map](#)

Form Completed By: Robert Walla Title: Utility Superintendent

Date: _____

Reporting Period (check only one):

- ☐ Fiscal Period Begin (mm/yyyy) _____ Period End (mm/yyyy) _____
☒ Calendar Period Begin (mm/yyyy) 01/2013 Period End (mm/yyyy) 12/2013

Check all of the following that apply to your entity:

- ☐ Receive financial assistance of \$500,000 or more from TWDB
☒ Have 3,300 or more retail connections
☐ Have a water right with TCEQ

Water Use Accounting

	Total Gallons During the Reporting Period
Water Produced: Water from permitted sources such as rivers, lakes, streams, and wells. <i>Same as line 14 of the water loss audit.</i>	
Wholesale Water Imported: Purchased wholesale water transferred into the system. <i>Same as line 15 of the water loss audit.</i>	777,824,000
Wholesale Water Exported: Wholesale water sold or transferred out of the system. <i>Same as line 16 of the water loss audit.</i>	117,519,000
System Input: Total water supplied to system and available for retail use.	660,305,000
	Produced + Imported – Exported = System Input
Total Retail Water Metered	531,576,800
Other Authorized Consumption: Water that is authorized for other uses such as the following: This water may be metered or unmetered. <i>Same as the total of lines 19, 20, and 21 of the water loss audit.</i> - back flushing - line flushing - storage tank cleaning - municipal golf courses/parks - fire department use - municipal government offices	16,769,044
Total Authorized Use: All water that has been authorized for use.	548,345,844
	Total Retail Water + Other Authorized Consumption = Total Authorized Use
Apparent Losses: Water that has been consumed but not properly measured or billed. <i>Same as line 28 of the water loss audit.</i> <i>(Includes losses due to customer meter accuracy, systematic data discrepancy, unauthorized consumption such as theft)</i>	27,755,438
Real Losses: Physical losses from the distribution system prior to reaching the customer destination. <i>Same as line 29 of the water loss audit.</i> <i>(Includes physical losses from system or mains, reported breaks and leaks, or storage overflow)</i>	21,312,819
Unidentified Water Losses: Unreported losses not known or quantified.	62,890,899
	System Input - Total Authorized Use - Apparent Losses - Real Losses = Unidentified Water Losses
Total Water Loss	111,959,156
	Apparent + Real + Unidentified = Total Water Loss

Water Conservation Programs and Activities

As you complete this section, review your utility's water conservation plan to see if you are making progress towards meeting your stated goals.

1. What year did your entity adopt or revise the most recent Water Conservation Plan? 2009
2. Does The Plan incorporate [Best Management Practices](#)? ☐ Yes ☒ No
3. Using the table below select the types of Best Management Practices or water conservation strategies actively administered during this reporting period and estimate the savings incurred in implementing water conservation activities and programs. Leave fields blank if unknown.

Methods and techniques for determining gallons saved are unique to each utility as they conduct internal effective cost analyses and long-term financial planning. Texas Best Management Practices can be found at TWDB's Water Conservation Best Management Practices [webpage](#). The [Alliance for Water Efficiency Water Conservation Tracking Tool](#) may offer guidance on determining and calculating savings for individual BMPs.

Best Management Practice	Check if Implemented	Estimated Gallons Saved
Conservation Analysis and Planning		
Conservation Coordinator	☐	
Cost Effective Analysis	☐	
Water Survey for Single Family and Multi-family Customers	☐	
Financial		
Wholesale Agency Assistance Programs	☐	
Water Conservation Pricing	☐	
System Operations		
Metering New Connections and Retrofitting Existing Connections	☒	100,000
System Water Audit and Loss Control	☒	5,000,000
Landscaping		
Landscape Irrigation Conservation and Incentives	☐	
Athletic Fields Conservation	☒	200,000
Golf Course Conservation	☐	
Park Conservation	☐	
Education and Public Awareness		
School Education	☐	
Public Information	☒	100,000
Rebate, Retrofit, and Incentive Programs		
Conservation Programs for ICI Accounts	☐	
Residential Clothes Washer Incentive Program	☐	
Water Wise Landscape Design and Conversion Programs	☐	

6. During this reporting period, did your rates or rate structure change? ☐ Yes ☒ No

Select the type of rate pricing structures used. Check all that apply.

☐	Uniform Rates	☐	Water Budget Based Rates	☐	Surcharge - seasonal
☒	Flat Rates	☐	Excess Use Rates	☐	Surcharge - drought
☐	Inclining/Inverted Block Rates	☐	Drought Demand Rates	Other, please describe:	
☐	Declining Block Rates	☐	Tailored Rates		
☐	Seasonal Rates	☐	Surcharge - usage demand		

7. For this reporting period, select the public awareness or educational activities used.

	Implemented	Number/Unit
<i>Example: Brochures Distributed</i>	√	10,000/year
<i>Example: Educational School Programs</i>	√	50 students/month
Brochures Distributed	☐	_____
Messages Provided on Utility Bills	☒	_____
Press Releases	☐	_____
TV Public Service Announcements	☐	_____
Radio Public Service Announcements	☐	_____
Educational School Programs	☐	_____
Displays, Exhibits, and Presentations	☐	_____
Community Events	☐	_____
Social Media campaigns	☐	_____
Facility Tours	☐	_____
Other :	☐	_____

Leak Detection and Water Loss

1. During this reporting period, how many leaks were repaired in the system or at service connections? 437

Select the main cause(s) of water loss in your system.

- ☒ Leaks and breaks
☐ Un-metered utility or city uses
☐ Master meter problems
☐ Customer meter problems
☒ Record and data problems
☐ Other: _____
☐ Other: _____

2. For this reporting period, provide the following information regarding meter repair:

Type of Meter	Total Number	Total Tested	Total Repaired	Total Replaced
Production Meters	1	1		
Meters larger than 1 ½"	108	10		5
Meters 1 ½ or smaller	5,663	5		350

3. Does your system have automated meter reading? ☒ Yes ☐ No

Program Effectiveness and Drought

1. In your opinion, how would you rank the effectiveness of your conservation activities?

Customer Classification	Less Than Effective	Somewhat Effective	Highly Effective	Does Not Apply
Residential Customers	☐	☒	☐	☐
Industrial Customers	☐	☒	☐	☐
Institutional Customers	☐	☐	☐	☐
Commercial Customers	☒	☐	☐	☐
Agricultural Customers	☒	☐	☐	☐

2. During the reporting period, did you implement your Drought Contingency Plan?

☐ Yes

☒ No

If yes, how many days were water use restrictions in effect? _____

If yes, check the reason(s) for implementing your Drought Contingency Plan.

☐
☐
☐

Water Supply Shortage
 High Seasonal Demand
 Capacity Issues

☐
☐
☐

Equipment Failure
 Impaired Infrastructure
 Other:

3. Select the areas for which you would like to receive more technical assistance:

☐
☐
☐
☐
☐
☐

Best Management Practices
 Drought Contingency Plans
 Landscape Irrigation
 Leak Detection and Equipment
 Rainwater Harvesting
 Rate Structures

☐
☐
☐
☐
☐
☐

Educational Resources
 Water Conservation Annual Reports
 Water Conservation Plans
 Water IQ: Know Your Water
 Water Loss Audits
 Recycling and Reuse

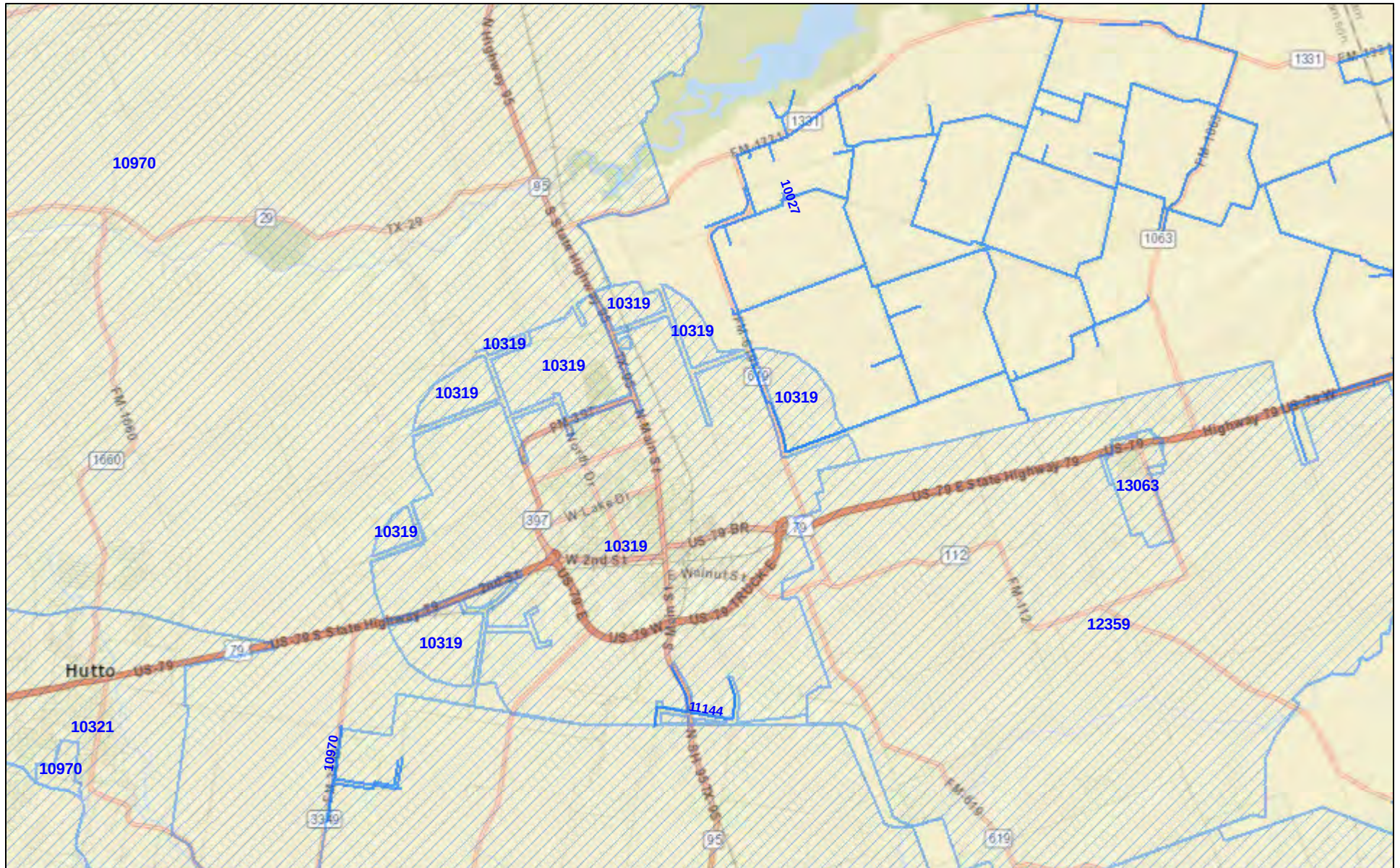
SUBMIT

2014 Water Conservation Plan Amendment

Exhibit A Certificate of Convenience and Necessity and Service Area Map

Note: Downloaded from Public Utility Commission website on September 29, 2014.

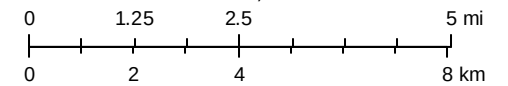
Water and Sewer CCN Viewer



September 29, 2014

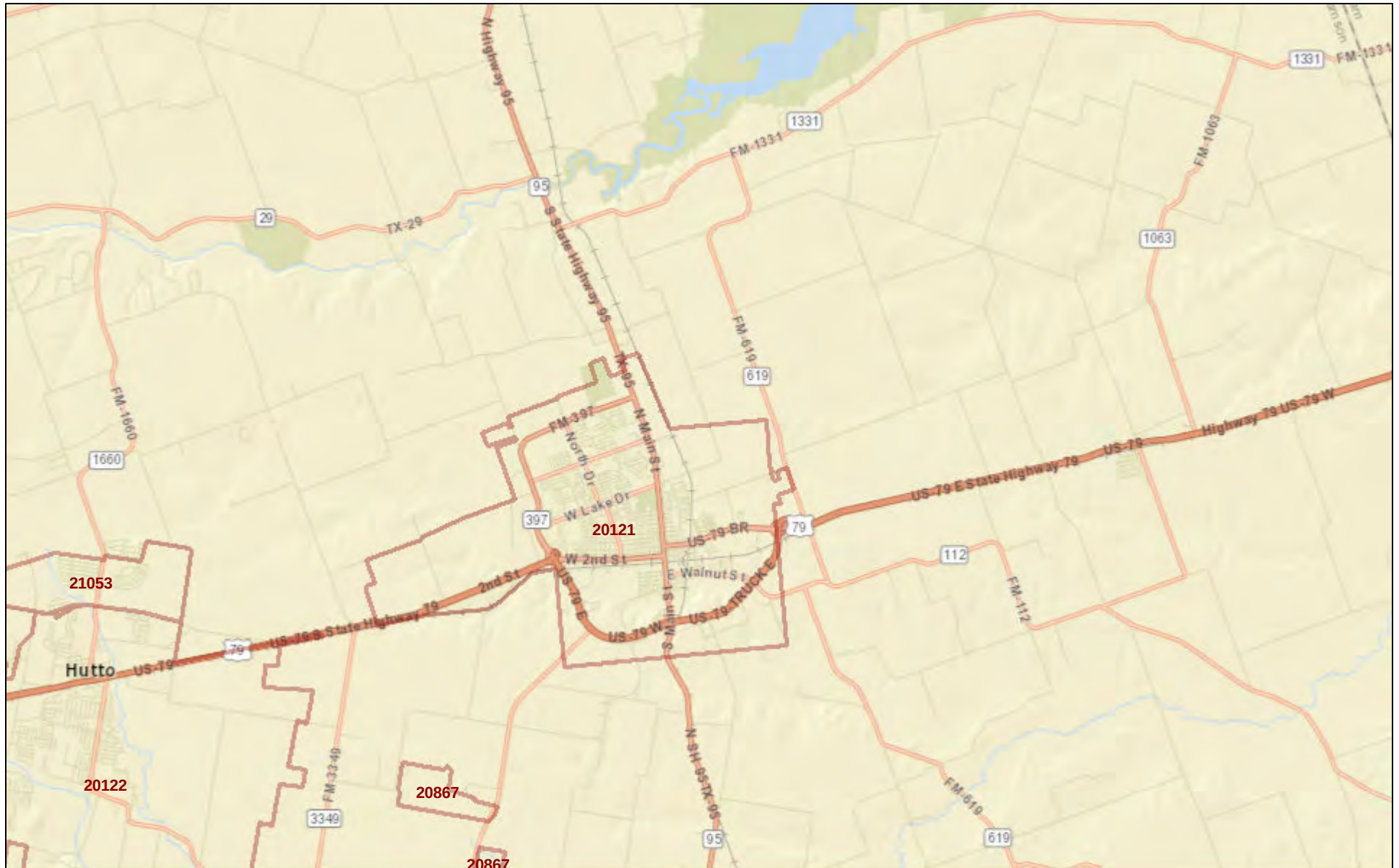
 Water CCN Facility Lines
 Water CCN Service Areas

1:144,448



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand),

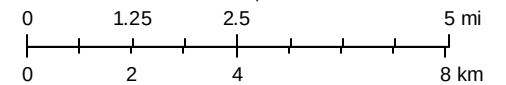
Water and Sewer CCN Viewer



September 29, 2014

 Sewer CCN Service Areas

1:144,448



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand),

2014 Water Conservation Plan Amendment

Appendix G 2013 Water Loss Assessment

Water Loss Assessment

Prepared for

City of Taylor, Texas

Public Works Department

April 2013



Prepared by

SHARP CONSULTING SERVICES, LLC

7203 N. Ute Trail, Austin, Texas 78729

(512) 247-8609



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Introduction

In an effort to improve the City of Taylor's accountability for their water resources, Sharp Consulting Services, LLC (SCS) has completed an assessment of the water system's annual water loss. The goal of this assessment is to quantify water loss in terms of gallons lost, rather than a simple percentage, and quantify the financial impact to the City in terms of annual revenue loss. The beneficial use of the information compiled during this assessment can help to improve the water system's operational efficiencies and recapture lost revenue.

SCS has completed a review of the City of Taylor's water loss, following similar ideology as is applied by the Texas Water Development Board (TWDB) to the annual Water Loss Audit (WLA). As a result, SCS has developed recommendations for the City to further develop cost-effective solutions for eliminating or minimizing their water loss.

In an effort to compile the most meaningful assessment and provide the most beneficial recommendations, this report utilizes water system data for the period of January 1, 2012 through January 31, 2013.

Overview

Service Connections

The City of Taylor (City) currently provides water and wastewater services to a population of approximately 15,200 residents through approximately 5,610 residential, retail and commercial connections. The City also serves customers outside their immediate service area via three (3) wholesale connections.

Water Supply

Water is provided to the City of Taylor, and Jonah SUD, by the East Williamson County (Granger Lake) surface water treatment plant (WTP) which is owned and operated by the Brazos River Authority (BRA or Authority). The City and BRA have a long-term contract in which BRA is required to deliver a "Minimum Annual Quantity of Treated Water" of no less than 4.8 million gallons per day (MGD) as set forth in section 4.4B of the Treated Water Services & Acquisition contract dated April, 2004.

Raw water is taken from Granger Lake and treated before being pumped approximately 6 miles to Taylor through a 27" reinforced concrete steel cylinder pipeline installed in or around 1992. All of the treated water is metered through a 24" Rosemont model 3051 venturi tube (differential pressure) flow meter located at the East Williamson County WTP, which is calibrated annually by an outside technician selected by the Authority. This meter is integrated into the WTP's supervisory control and data acquisition (SCADA) system and daily flow readings are provided to the City by BRA. The City of Taylor however does not have direct access to the SCADA flow meter readings at this time.

Treated Water Storage and Distribution

The treated water is delivered to Taylor where it is stored and distributed to the City's two pressure planes. Water for the high (north & west) pressure plane is delivered to the city's "North Pump Station" ground storage tank (GST) prior to being pumped to the West (Hutto) elevated storage tank (EST). Treated water for the lower (south & east) pressure plane is delivered to the Murphy, Mallard and Southwood Hills EST's which work in conjunction with one another.

The treated water is then distributed throughout the city via approximately 119 miles of water mains ranging in size from 1 1/2" to 24" and made of various materials including cast iron, ductile iron, PVC, asbestos-cement (AC) and reinforced concrete cylinder pipe (RCCP). The age of some of the water distribution main lines now exceeds 70 years.

Treated water for the Noack Water Supply Corporation via a 3" turbine meter located on E. Walnut Street and a 4" turbine meter located along east Hwy. 79. This 4" meter on east Hwy. 79 also serves as the point of delivery for the City of Thrall water system.

Taylor's water system has a combined booster pump capacity of over 8 MGD. The "Ford Pump Station" consists of a 1.0 MG GST and 2 booster pumps with a capacity of 1.44 MGD to serve the lower pressure plane. The "North Pump Station" consists of a 1.0 MG GST and three booster pumps with a capacity of 6.77 MGD to serve the high pressure plane and the West (Hutto) EST.

Customer Metering

Of the approximately 15,200 customers served by the city's water system, at the time of this report the system reported a total of 5,610 active accounts, including temporary meter accounts.

Meter sizes range from five-eighths inch (5/8") to six inch (6") and are categorized by use including: Residential, Commercial, Sprinkler (Irrigation), Temporary Fire Hydrant and Wholesale. Of the total meters, approximately 94.5% are 5/8" in size, 2.5% are 1" in size and the remainder are 1 1/2" to 4" in addition to one 6" commercial meter.

For meters up to 1" in size, the City utilizes an Automated Meter Reading (AMR) system. This system utilizes the radio read technology provided by Neptune and the Neptune E-Coder R900 registers. The AMR technology was implemented in 2006, however records of the total number of meters that were replaced at that time cannot be located. According to staff, it is believed that 1,500 to 2,000 meters may not have been replaced and are now 15 to 17 years old. Since the replacing the meters in 2006, meters that have stopped registering or found to be substantially under-registering have been replaced with a new meter and AMR register.

As it relates to testing and repair of the smaller meters, the City has an independent testing firm perform the standard low, medium and high flow tests on an as-needed or requested basis. If the meter is found to be inaccurate beyond the industry standards the meter is then replaced. For the water meters that are 1 1/2" and larger the City continues to manually read consumption on a monthly basis. There is currently no routine testing of meters in this range of sizes and repairs are completed only when a problem is detected.

Related to new customer meter sizing, the City currently bases the meter size on the plumbing fixture count relative the building and/or proposed use. Types of meters are relative to the anticipated rate of flow by the end user.

Utility Billing System

The Utility Billing Department utilizes the Incode billing system software which is configured into four billing cycles. The Incode billing system allows the City to automatically identify any extraordinary usage, either high or low consumption, and quickly investigate these situations and alert the customer to potential problems.

Authorized Water Use Accountability

As the demand for water for municipal uses varies, it is not always reasonable, nor practical to meter every use. For instance, water used for fire-fighting can vary greatly from day to day and can only be estimated by the Fire Department based on the capacity of their equipment and the duration of the fire event, or estimated through the city's pumping records. In contrast to this, water used by the city to flow test or flush fire hydrants can be more accurately measured either by the use of a meter or the use of flow testing equipment. At the current time flushing and/or testing of fire hydrants is not accounted for consistently.

It is believed that not all active service connections are currently metered, including some city and public facilities. City facilities that are metered are not currently billed for their consumption and some are not currently included in the utility billing system. What can be considered as a major water consumer, the Taylor Regional Park and Athletic Complex, is currently metered but that consumption has not been previously reported. Other city facilities that are not currently metered include: the city cemetery, the public works wash rack, and the water utility maintenance building.

There are also other city functions such as sewer cleaning activities and street maintenance activities that are not currently metered or adequately accounted for. In addition, records of the manual flushing of the 23 routine flush points identified as critical to maintaining water quality throughout the distribution system are insufficient to accurately report actual annual usage. There are also 9 automated flushing points that are measured appropriately, but not currently accounted for in the monthly consumption report.

Water Loss Accountability

The City has recently implemented the practice of estimating the water loss due to water main breaks and service line leaks based on their best available knowledge of the break/leak size, the distribution system pressure and the duration of the event. This however is a difficult task at best, but must be continually practiced in order to more accurately account for this loss.

The City however has no active leak detection program at this time. The City last performed a leak detection survey, performed by Samco Leak Detection, in 2003. Prior to that, other leak detection surveys were performed but this information is no longer valid for quantifying physical water loss within the system.

Evaluation Approach

To evaluate the water use and loss within the City of Taylor's water system, SCS utilized the American Water Works Association's Water Balance approach. This approach measures the "system input volume", or the amount of water delivered into the system, against the volume that is exported or leaving the system. This Water Balance assessment also looks at the financial impact to a utility by placing a value on the "non-revenue" water, which includes unbilled authorized uses, metering inaccuracies, unauthorized consumption and unreported or unknown losses, as well as the leaks and breaks.

In the evaluation process, SCS conducted a number of interviews with City staff to better understand the operation of the water system. This included site visits to the water treatment plant and review of the water distribution system. Staff from the water department, public works, utility billing and BRA assisted with the compilation of the data and offered their input for improvements.

Water Balance

The following table, from the AWWA Water Audit Methodology, provides specific definitions for each component of the water balance assessment.

<i>Water Balance Component</i>	<i>Definition</i>
<i>System Input Volume</i>	<i>The annual volume input to the water supply system</i>
<i>Authorized Consumption</i>	<i>The annual volume of metered and/or unmetered water taken by registered customers, the water supplier and others who are authorized to do so</i>
<i>Water Losses</i>	<i>The difference between System Input Volume and Authorized Consumption, consisting of Apparent Losses plus Real Losses</i>
<i>Apparent Losses</i>	<i>Unauthorized Consumption, all types of metering inaccuracies and data handling errors</i>
<i>Real Losses</i>	<i>The annual volumes lost through all types of leaks, breaks and overflows on mains, service reservoirs and service connections, up to the point of customer metering.</i>
<i>Revenue Water</i>	<i>Those components of System Input Volume which are billed and produce revenue</i>
<i>Non-Revenue Water (NRW)</i>	<i>The difference between System Input Volume and the Apparent Loss plus Real Loss plus the Total Unbilled Metered and Unbilled Unmetered</i>

System Input Volume

As mentioned previously, the treated water that is exported from BRA to Taylor, and Jonah SUD, is metered through a 24" Rosemont model 3051 venturi tube flow meter located at the East Williamson County WTP. The total amount of water delivered to Jonah SUD is then metered at the Jonah pump station located approximately 1/4 mile north of the intersection of FM 1331 and Hwy. 95 and deducted from the totals recorded by the 24" venturi tube. Daily readings are provided by BRA to the City of Taylor from the BRA SCADA system however, the City does not have direct access to these meter readings.

The 24" venturi tube is calibrated annually. The range of flow for which this meter is currently calibrated is from zero to 15.5 MGD. Currently normal flows through this meter range from 2 MGD to 3.5 MGD with peak, summer time flows increasing to approximately 7.5 MGD. The differential pressure within the meter, read in inches of water, is converted to MGD and reported to the BRA SCADA system.

Although this meter is calibrated regularly, the flows currently experienced through the meter are in the lowest 15% to 20% of the accuracy range and substantial fluctuations of the differential pressures can be observed.

Authorized Consumption

To analyze the total water lost, the data contained in Appendix A compares the "Treated Water Input to Distribution" (column 1) to the "Total Gallons Billed to Customers" (column 2) plus the unbilled City meter usage (column 3). As shown in Appendix A, the total authorized consumption consists of columns 2 through 6. However, only the total gallons billed to customers and unbilled city usage is accounted for in this spreadsheet. Table 1 below illustrates a summary of this comparison for the period of January 1, 2012 through January 2013.

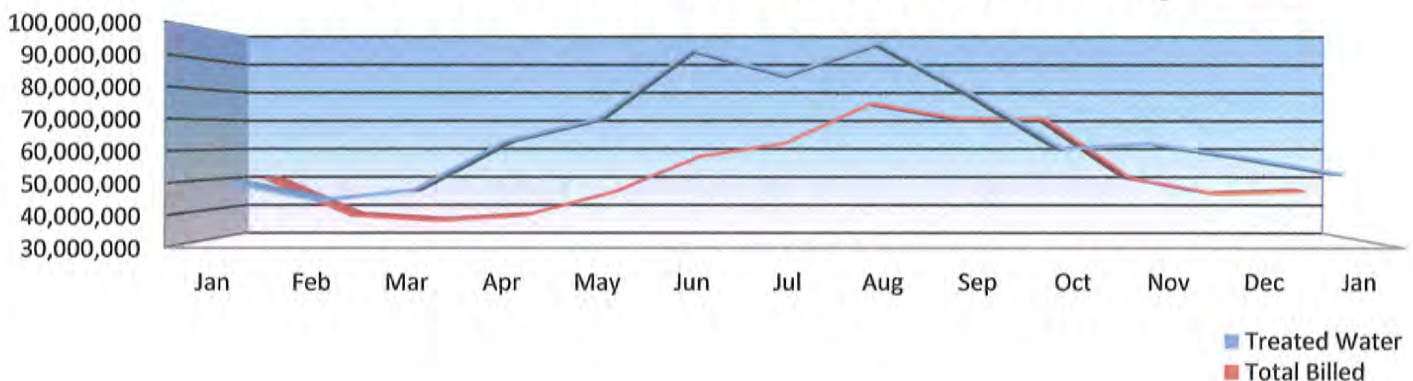
Table 1

<i>Treated Water Pumped</i>	<i>855,619,000</i>
<i>Minus Total Billed plus "Authorized Consumption" of Treated Water</i>	<i>692,959,334</i>
<i>Equals Total Treated Water Loss</i>	<i>162,659,666</i>
<i>Avg. Daily Loss</i>	<i>410,757</i>

During this reporting period, BRA reportedly delivered over 855.5 million gallons of water to the City of Taylor and of that volume the City billed customers and accounted for other "authorized consumption" a total of approximately 693 million gallons. The monthly totals for treated water as compared to the total billed are illustrated below in Figure 1.

Figure 1

Treated Water vs. Billed Consumption



Water Loss

As illustrated previously in this report, water losses can be categorized in two basic forms: *Apparent* or non-physical losses and *Real* or actual losses.

Apparent Losses

Apparent water loss can be attributed to several factors including metering inaccuracies, data handling errors, billing system errors and unauthorized consumption. While it is difficult, time consuming and somewhat impractical to pinpoint all variables that could contribute to the apparent water loss, SCS has applied the following criteria to complete this water loss assessment.

Due to the type of flow measuring device utilized to measure the treated water flows from BRA, the low to mid-range flows currently measured by this “venturi tube” type difference pressure meter, and the design of this meter to measure considerably more flow than what is being delivered at this time, the accuracy of the “system input volume” is questionable. For the sake of comparison, SCS has analyzed the water loss and resulting revenue loss using multiple percentages of accuracy. First, we estimated the accuracy to be 100% to define a baseline comparison. Secondly, we estimated the accuracy of the system input volume to be “under-registering” by 10%.

For the customer meter accuracy, SCS applied 95% accuracy given that the City has an estimated 1,500 to 2,000 smaller meters that are apparently 15 years of age or older and the testing and repair of all 1 1/2” and larger meters is only randomly performed.

For unauthorized consumption, or theft, an estimate of water taken illegally from fire hydrants, illegal taps/connections and meter tampering has been included. Being difficult to quantify this loss, the water balance approach applies a 0.25% factor to the system input volume.

SCS also included a data handling error of 0.25% in the calculations of the apparent losses so as to reflect any potential meter reading or billing system discrepancies as a part of the total “retail” cost of the overall water loss.

Table 2A below summarizes the Total Apparent Losses utilizing 100% system input volume.

Table 2A Apparent Losses

<i>Customer Meter Inaccuracies (as 5 % of Total Volume Input)</i>	<i>35,996,853</i>
<i>Data Handling Discrepancies (as 0.25% of Total Authorized</i>	<i>1,732,398</i>
<i>Unauthorized Consumption (as 0.25% of Total Volume Input)</i>	<i>2,139,048</i>
<i>Total Apparent Losses</i>	<i>39,868,298</i>

Table 2B below summarizes the Total Apparent Losses utilizing a correction for 10% “under-registration” of the system input volume.

Table 2B Apparent Losses

<i>Customer Meter Inaccuracies (as 5 % of Total Volume Input)</i>	<i>35,996,853</i>
<i>Data Handling Discrepancies (as 0.25% of Total Authorized</i>	<i>1,732,398</i>
<i>Unauthorized Consumption (as 0.25% of Total Volume Input)</i>	<i>2,352,952</i>
<i>Total Apparent Losses</i>	<i>40,082,203</i>

Real Losses

Real water loss from the distribution system are a result of primarily water line breaks and leaks. During this reporting period the City reported an estimate for water main breaks and leaks of 3.0 MG. While it is difficult to estimate the amount of water lost from system leakage without the proper resources and knowledge, the City has in the past identified numerous sources of system leakage by having a leak detection survey completed. However, these surveys have not been performed over the last 10 years. Although the amount of system leakage has not been specifically estimated, it is believed this amount will be accounted for in the “unreported loss” category.

Table 3A below summarizes the Total Real Losses utilizing 100% system input volume.

Table 3A Real Losses

<i>Reported Loss from Leaks/Breaks</i>	<i>3,000,000</i>
<i>Unreported Loss (treated water loss minus apparent loss and leaks/breaks)</i>	<i>119,791,368</i>
<i>Total Real Losses</i>	<i>122,791,368</i>

Table 3B below summarizes the Total Real Losses utilizing a correction for 10% “under-registration” of the system input volume.

Table 3B Real Losses

<i>Reported Loss from Leaks/Breaks</i>	<i>3,000,000</i>
<i>Unreported Loss (treated water loss minus apparent loss and leaks/breaks)</i>	<i>205,139,363</i>
<i>Total Real Losses</i>	<i>208,139,363</i>

Revenue Impact

As illustrated previously in this report, the water balance approach compares the water input volume to the authorized consumption to then determine the overall water loss. Furthermore, this approach provides the opportunity to quantify the revenue impact to the City because of the losses.

As illustrated in Table 4 below, the City of Taylor is experiencing a fairly significant impact to potential revenue relative to their (treated) water loss. This table derives the financial impact of the apparent losses by taking the retail cost of water, at \$6.40 per thousand gallons of water consumed, and applying that to the apparent loss volume. The table also calculates the financial impact of the real losses at the purchased water rate of \$2.56 per thousand gallons.

Table 4A below summarizes the loss of revenue impact utilizing 100% system input volume.

Table 4A Treated Water Loss Revenue Impact

<i>Apparent Water Loss</i>	<i>\$255,157.11</i>
<i>Real Water Loss</i>	<i>\$314,345.90</i>
<i>Total Cost Impact of Apparent and Real Water Losses</i>	<i>\$569,503.01</i>

Table 4B below summarizes the loss of revenue impact utilizing a correction for 10% “under-registration” of the system input volume.

Table 4B Treated Water Loss Revenue Impact

<i>Apparent Water Loss</i>	<i>\$256,526.10</i>
<i>Real Water Loss</i>	<i>\$532,836.77</i>
<i>Total Cost Impact of Apparent and Real Water Losses</i>	<i>\$789,362.87</i>

Revenue Impact

For the non-revenue water quantified in Attachment 1 and Attachment 2 (total water lost plus the unbilled/unmetered and unbilled metered consumption), once again the retail rate for water was applied to the apparent losses and the authorized consumption and then added to the real water loss to quantify the full financial impact.

Table 5A below summarizes the loss of revenue impact utilizing 100% system input volume.

Table 5A Treated & Non-Revenue Water Loss Revenue Impact

<i>Apparent Water Loss</i>	<i>\$312,879.57</i>
<i>Real Water Loss</i>	<i>\$314,345.90</i>
<i>Total Cost Impact of Apparent and Real Water Losses</i>	<i>\$627,225.47</i>

Table 5B below summarizes the loss of revenue impact utilizing a correction for 10% “under-registration” of the system input volume.

Table 5B Treated & Non-Revenue Water Loss Revenue Impact

<i>Apparent Water Loss</i>	<i>\$314,248.56</i>
<i>Real Water Loss</i>	<i>\$532,836.77</i>
<i>Total Cost Impact of Apparent and Real Water Losses</i>	<i>\$847,085.33</i>

Conclusions

After reviewing the water system data and working closely with the Taylor staff to better understand the water system operations, SCS believes our analysis of the water loss has revealed several opportunities for improvements that will be discussed in the following section of this report.

To summarize total water lost, the City of Taylor is experiencing 20% to 27% loss of treated water loss (total of which includes all authorized uses) as illustrated in table 6 below. As discussed previously, these figures are based on the variable accuracy rates of the system input volume as measured by the differential pressure type venturi meter utilized by BRA.

Table 6 Percentage Loss

<i>Total Water Lost as Percent by Volume of 100% System Input Volume</i>	<i>19.01%</i>
<i>Total Water Lost as Percent by Volume of 90% Measured Input Volume</i>	<i>26.37%</i>
<i>Non-Revenue Water as Percent by Volume of 100% System Input</i>	<i>20.06%</i>
<i>Non-Revenue Water as Percent by Volume of 90% Measured Input Volume</i>	<i>27.33%</i>

Recommendations for Improvements

The volume of the City of Taylor's water loss is a result of various factors. While no water system is capable of accounting for 100% of their water pumped or delivered, nor is it practical to apply the resources necessary to account for every gallon of water, there are opportunities for improvements that SCS suggests the City consider as "next steps" to minimizing water loss and recapturing lost revenues.

Review Treated Water Delivery Point and Metering Point. Critical to any purchase water system's ability to effectively account for the water delivered to their system (system input volume) are the locations at which that water is metered and the "take point" into the system. Taylor has a somewhat unique situation whereby their "system input volume" is measured at the BRA East Williamson County WTP, yet the point of delivery is some 3.5 miles away at the intersection of Hwy. 95 and FM 1331. This condition is a result of the City having owned and operated the WTP prior to BRA taking over the plant and treated water transmission line in 2004.

As a result of this assessment, questions as to the condition of the 20+ year old treated water transmission line and any resulting water loss, up to and beyond Taylor's defined point of delivery, have been raised. In addition, the manner in which the treated water is measured/metered raises doubts as to the accuracy of the water being reported as the "system input volume" for the City.

Due to the questionable condition of the treated water transmission main, and the criticality of this line to the City as the primary means of providing potable water, it is recommended the City and BRA engage in a condition assessment of this line beginning with a leak detection analysis. Beneficial information as to the integrity of this line can be gained by coordinating the isolation of this line to monitor pressures along the line and acoustically "sound" all points of access along the line to detect potential leakage. If this analysis indicates possible leakage further assessment may be necessary to pinpoint the cause of the leaks and make repairs accordingly.

Furthermore, it is believed the City and BRA would benefit from replacing the existing venturi type meter with a Magnetic Flowmeter to improve treated water metering accuracy. While the venturi meter is calibrated annually, this meter is apparently operating in the lower end of its accuracy range and flow readings through the BRA SCADA system seem to indicate fairly significant fluctuations. Taylor should also work with BRA to incorporate the flow readings to the City's SCADA system so flow may be monitored more closely and meter readings are accessible at any given point in time.

Perform Distribution System Leak Detection Surveys. Due to the age and type of materials of much of the existing water mains in the distribution system, it is strongly recommended that the City once again performing leak detection surveys to identify and quantify leaks within the system as was done some 10 years ago. This may be accomplished through several different methodologies including contracting for the services, procuring the necessary equipment and providing the proper training for staff to perform surveys, or utilizing the equipment available free of charge through the Texas Water Development Board.

For the best results, SCS recommends Taylor initially consider out-sourcing the performance of leak surveys to a "professional" leak detection company with focus on critical areas of the system that are prone to experiencing pipe failures. This would give the City an opportunity to establish an on-going leak detection program and reduce water loss over time. Developing a plan for surveying the water distribution system in its entirety over a 3-5 year period is recommended so the City can appropriately fund these services through the annual operating and maintenance budgets.

A leak survey of the City's ground storage tanks would be also beneficial at this time.

Recommendations for Improvements (continued)

Develop Comprehensive Meter Change Out and Testing Program. While the City has changed out a substantial number of the 1 1/2" and smaller meters, many have not been changed out and are approaching the end of their expected useful life (15+ years old and older).

Having approximately 1,500 to 2,000 5/8" x 3/4" meters that are 15 years old or older in the system, a replacement program should be considered. However, this may not be prudent without first performing a series of flow tests to a representative portion of these meters. It is recommended the City solicit proposals from qualified water meter testing firms to engage in performing low, medium and high flow rate testing to 5%-10% of this size of meter to determine the overall average accuracy. Once the average accuracy is known the City can then determine if it is practical and cost-effective to undertake a change out program.

A similar assessment of the 1" meters may be considered, however, with less than 150 of this size meter in the system random testing may conclude the change out of all 1" could prove to be cost-effective.

For all meters 1 1/2" and larger, the City should consider establishing an on-going testing program, especially for those wholesale customers and the approximately 15 meters that are in the 3" to 6" range. Again, the City could solicit for proposals from qualified water meter testing firms to perform low, medium and high flow rate testing of these meters. Meters found to be functioning outside of acceptable accuracy ranges could then be repaired.

SCS recommends the AMR technology the City is currently utilizing be applied to all meters in the system as soon as may be physically and financially practical.

Reporting of All "Authorized" Water Uses. Although not every use can be accurately measured, the City should implement measures to account for as much "authorized" use as possible. This includes water used for fire hydrant and dead-end flushing, engineering inspections, sanitary sewer and street cleaning equipment, tank cleanings and inspections. While water usage for some of these activities may not have a significant impact to the overall water loss, SCS recommends as much routine usage as possible be metered for more accurate accountability. SCS strongly recommends the Taylor Regional Park water usage be reported as an "unbilled/metered" account along with all the other city uses.

For the routine flushing the City performs to insure adequate water quality, SCS recommends the use of automatic flushing devices for the 23 current "routine" locations. These units are readily available for use for various applications, can be installed permanently or be completely portable, and have the ability to monitor chlorine residuals while recording flow rates and volumes.

SCS recommends accounting for all "authorized" water uses in the format similar to Appendix A herein so this information can be added to the billed consumption and be easily compared to the system input volume in order that water loss can be continually monitored.

Periodically Analyze Billing and Accounting Procedures. Random analysis of the utility billing and accounting procedures should be performed to identify water losses that may be a result of procedural errors. By simply selecting a random sample of accounts, water meter readings can be compared to total water use and total amounts billed to provide a percentage error that can then be applied to the total water billed to obtain an estimate of the water loss through billing and accounting procedures errors.

Recommendations for Improvements (continued)

Closely Monitor Top 20 Users. The consumption of the “top 20” users should be closely monitored to ensure meter accuracy is continually acceptable. If any unusual consumption is detected the customer’s meter should be promptly analyzed for inaccuracy and any issues addressed immediately.

Furthermore, it is suggested that the meters for the “top 20” be analyzed for the appropriate size and type of meter and that they are installed properly. Portable flow monitoring equipment could be used to evaluate the flow characteristics and accuracy to ensure water usage is being appropriately accounted for.

Sizing and Typing of Meters. As is being practiced, SCS recommends continuing the practice of evaluating each and every meter request to ensure the appropriate type and size of meter is being utilized for the particular application. The City may consider utilizing the following size and type of meters for particular applications:

<i>Size</i>	<i>Use</i>	<i>Type</i>
<i>3/4" & 1"</i>	<i>Domestic or Irrigation</i>	<i>Positive Displacement</i>
<i>1 ½"</i>	<i>Irrigation</i>	<i>Positive Displacement</i>
<i>1 ½"</i>	<i>Domestic</i>	<i>Turbine</i>
<i>2", 3" & 4"</i>	<i>Irrigation</i>	<i>Turbine</i>
<i>2" & Larger</i>	<i>Domestic</i>	<i>Dual Body Compound</i>
<i>Larger than 4"</i>	<i>Domestic</i>	<i>Varies by Use**</i>

***For meters larger than 4", the type of meter utilized is dependent upon the use and application which should be reviewed on a case-by-case basis through the City's permitting process.*

APPENDIX A
Monthly Water Loss Report
January 2012 through January 2013

			BM	UM&M/UB	UM/UB	UM/UB	UM/UB	UM/UB		
MONTH	YEAR	1. Treated Water Input to Distribution (Gallons)	2. Total Gallons Billed To Customers (Gallons)	3. City Meters** Unbilled (Gallons)	4. Water Used for Fire Suppression Fire Department (Gallons)	5. Water Used to Flush & Sample Water Department (Gallons)	6. Water used for Sewer & Storm Drain Cleaning (Gallons)	7. Water Lost from Leaks & Breaks (Gallons)	Total Water Accounted For as Percent of System Input	Total Gallons Billed to Customer (Acre-Ft)
Jan	2012	49,959,000	50,255,900	400,300	0				101.40%	154.23
Feb	2012	44,178,000	37,594,800	442,000	0				86.10%	115.37
Mar	2012	47,298,000	35,763,200	429,800	0				76.52%	109.75
Apr	2012	62,957,000	37,548,800	277,900	0				60.08%	115.23
May	2012	70,122,000	45,281,900	585,400	0				65.41%	138.96
June	2012	92,032,000	57,517,900	981,400	0				63.56%	176.52
July	2012	83,996,000	62,083,400	824,800	0				74.89%	190.53
Aug	2012	94,181,000	75,750,200	1,224,500	0				81.73%	232.47
Sept	2012	78,199,000	70,608,400	1,264,900	0				91.91%	216.69
Oct	2012	60,459,000	70,517,200	729,300	0				117.84%	216.41
Nov	2012	62,099,000	50,337,500	1,001,800	0				82.67%	154.48
Dec	2012	57,566,000	44,877,200	740,134	0				79.24%	137.72
Jan	2013	52,573,000	45,803,800	116,900	0				87.35%	140.57
		855,619,000	683,940,200	9,019,134	0	0	-	3,000,000	81.34%	2,098.93

Assumes 100% Production Meter Accuracy

Table 1	Treated Water Input Volume	855,619,000
	Minus Total "Authorized Consumption" (total of columns 2-6)	692,959,334
	Equals Total Treated Water Loss	162,659,666
	Avg. Daily Loss	410,757

Apparent Loss (calculated from audit worksheet)	39,868,298
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Table 3A	Total Reported Loss from Leaks/Breaks (columns 7)	3,000,000
	Unreported Loss (treated water loss minus apparent & leaks/breaks)	119,791,368
	Total Real Loss	122,791,368

Total Apparent & Real Treated Water Loss	162,659,666
--	-------------

Total Water Loss as % by Volume of Water Input	19.01%
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Total UB/M & UB/UM other than Leaks/Breaks (columns 3-6)	9,019,134
Total Real Loss from Leaks/Breaks	3,000,000
Total Unbilled/Metered & Unbilled/Unmetered plus Leaks (col. 3-7)	12,019,134

Total Non-Revenue Water (Total Water Loss + UB/M & UB/UM)	171,678,800
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Non-Revenue Water as % by Volume of Treated Water Supplied	20.06%
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Assumes 90% Production Meter Accuracy

Treated Water Input Volume	941,180,900
Minus Total "Authorized Consumption" (total of columns 2-6)	692,959,334
Equals Total Treated Water Loss	248,221,566
Avg. Daily Loss	626,822

Apparent Loss (calculated from audit worksheet)	40,082,203
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Table 3B	Total Reported Loss from Leaks/Breaks (columns 7)	3,000,000
	Unreported Loss (treated water loss minus apparent & leaks/breaks)	205,139,363
	Total Real Loss	208,139,363

Total Apparent & Real Treated Water Loss	248,221,566
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Total Water Loss as % by Volume of Water Input	26.37%
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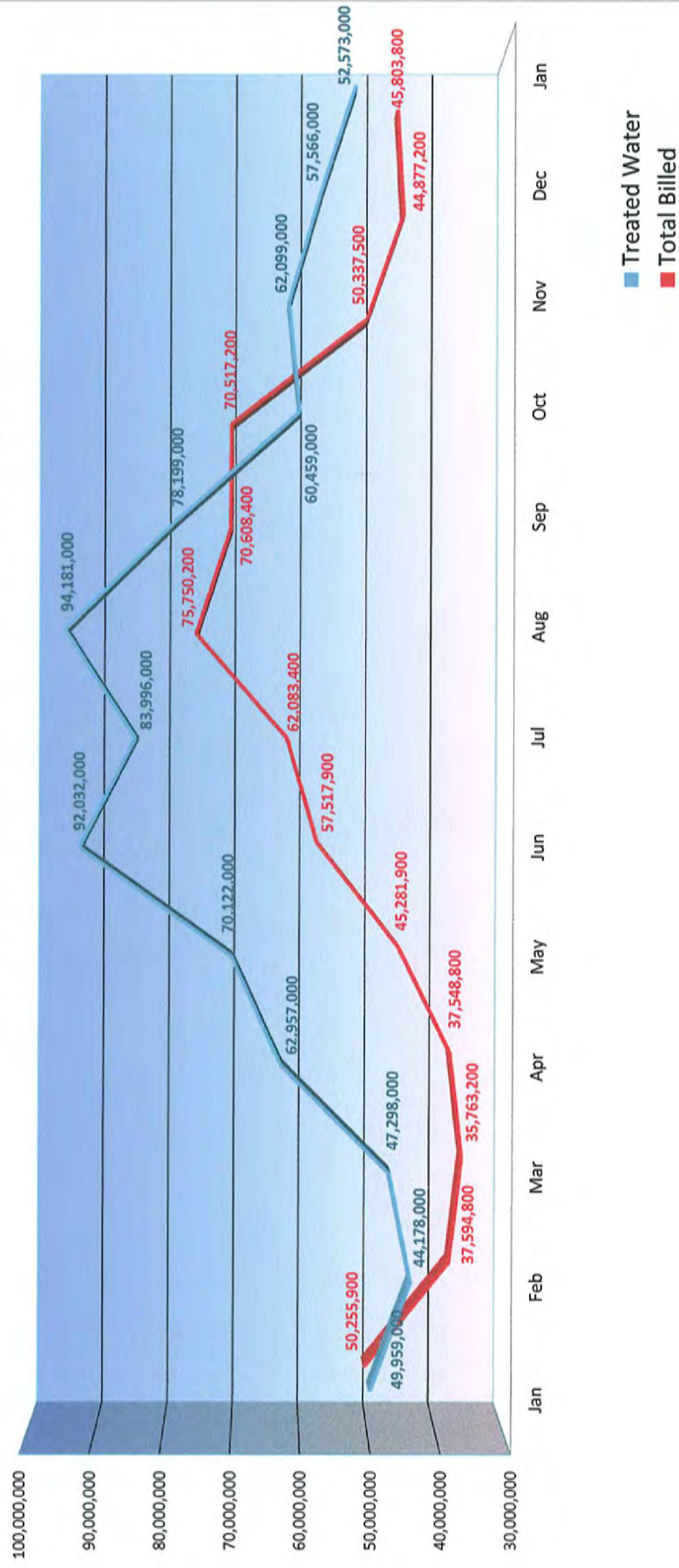
Total UB/M & UB/UM other than Leaks/Breaks (columns 3-6)	9,019,134
Total Real Loss from Leaks/Breaks	3,000,000
Total Unbilled/Metered & Unbilled/Unmetered plus Leaks (col. 3-7)	12,019,134

Total Non-Revenue Water (Total Water Loss + UB/M & UB/UM)	257,240,700
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Non-Revenue Water as % by Volume of Treated Water Supplied	27.33%
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** Does not include Taylor Regional Park, parts of City Cementary, PW wash rack, Water Utility maintenance facility and other meters not currently in Utility Billing system or not reported

FIGURE 1 **Treated Water vs. Billed Consumption**



ATTACHMENT 1

2012-13 Water Loss Assessment

CITY OF TAYLOR

Reporting Period: From 1/1/2012 To 2/1/2013

Source Water Utilization, percentage: Surface Water 100 % Ground Water 0 %

Population Served:

Retail Population Served	<u>15,200</u>
Wholesale Population Served	<u>4,676</u>

Utility's Length of Main Lines, miles	<u>119</u>
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Number of Wholesale Connections Served	<u>3</u>
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Number of Retail Service Connections Served	<u>5,605</u>
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Service Connection Density (Number of retail service connections / Miles of main lines)	<u>47.10</u>
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Average Yearly System Operating Pressure (psi)	<u>45</u>
--	-----------

Volume Units of Measure:	<u>Gal</u>
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System Input Volume

Produced Water - Reported As Treated Water	855,619,000
Production Meter Accuracy (enter percentage)	<u>100.00 %</u>
Corrected Input Volume	<u>855,619,000</u>
Water Imported	<u>0.00</u>
Water Exported	<u>0.00</u>
Adjusted System Input Volume (Corrected input volume, plus imported water, minus exported water)	<u>855,619,000</u>

Authorized Consumption

Billed Metered - As Reported in Spreadsheet Data Column 2	<u>683,940,200</u>
Billed Unmetered	<u>0.00</u>
Unbilled Metered - As Reported in Spreadsheet Data Column 3	<u>9,019,134</u>
Unbilled Unmetered	<u>0.00</u>
Total Authorized Consumption	<u>692,959,334</u>

Water Losses

Water Losses	<u>162,659,666</u>
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Apparent Losses

Average Customer Meter Accuracy (Enter percentage)	95.00 %
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Customer Meter Accuracy Loss	35,996,853
Systematic Data Handling Discrepancy	1,732,398
Unauthorized Consumption	2,139,048
Total Apparent Losses	39,868,298

Real Losses

Reported Breaks and Leaks - From TWDB 2012 WLA (Estimated volume of leaks & breaks repaired during the audit period)	3,000,000
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Unreported Loss (Includes all unknown water loss)	119,791,368
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Total Real Losses	122,791,368
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Water Losses (Apparent + Real)	162,659,666
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Non-revenue Water (Water Losses + Unbilled Authorized Consumption)	171,678,800
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Financial Performance Indicators

Total Apparent Losses	39,868,298
Retail Price of Water	\$0.00640
Cost of Apparent Losses (Apparent loss volume multiplied by retail cost of water)	\$255,157.11

Total Real Losses	122,791,368
Variable Production Cost of Water*	\$0.00256
(Real Loss multiplied by production cost of water)	\$314,345.90

Total Cost Impact of Apparent and Real Losses	\$569,503.01
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ATTACHMENT 2

2012-13 Water Loss Assessment

CITY OF TAYLOR

Reporting Period: From 1/1/2012 To 2/1/2013

Source Water Utilization, percentage: Surface Water 100 % Ground Water 0 %

Population Served:

Retail Population Served	<u>15,200</u>
Wholesale Population Served	<u>4,676</u>

Utility's Length of Main Lines, miles	<u>119</u>
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Number of Wholesale Connections Served	<u>3</u>
--	----------

Number of Retail Service Connections Served	<u>5,605</u>
---	--------------

Service Connection Density (Number of retail service connections / Miles of main lines)	<u>47.10</u>
--	--------------

Average Yearly System Operating Pressure (psi)	<u>45</u>
--	-----------

Volume Units of Measure:	<u>Gal</u>
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System Input Volume

Produced Water - Reported As Treated Water	<u>855,619,000</u>
Production Meter Accuracy (enter percentage)	<u>110.00</u> %
Corrected Input Volume	<u>941,180,900</u>
Water Imported	<u>0.00</u>
Water Exported	<u>0.00</u>
Adjusted System Input Volume (Corrected input volume, plus imported water, minus exported water)	<u>941,180,900</u>

Authorized Consumption

Billed Metered - As Reported in Spreadsheet Data Column 2	<u>683,940,200</u>
Billed Unmetered	<u>0.00</u>
Unbilled Metered - As Reported in Spreadsheet Data Column 3	<u>9,019,134</u>
Unbilled Unmetered	<u>0.00</u>
Total Authorized Consumption	<u>692,959,334</u>

Water Losses

Water Losses	<u>248,221,566</u>
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Apparent Losses

Average Customer Meter Accuracy (Enter percentage)	95.00 %
Customer Meter Accuracy Loss	35,996,853
Systematic Data Handling Discrepancy	1,732,398
Unauthorized Consumption	2,352,952
Total Apparent Losses	40,082,203

Real Losses

Reported Breaks and Leaks - From TWDB 2012 WLA (Estimated volume of leaks & breaks repaired during the audit period)	3,000,000
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Unreported Loss (Includes all unknown water loss)	205,139,363
--	-------------

Total Real Losses	208,139,363
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Water Losses (Apparent + Real)	248,221,566
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Non-revenue Water (Water Losses + Unbilled Authorized Consumption)	257,240,700
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Financial Performance Indicators

Total Apparent Losses	40,082,203
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Retail Price of Water	\$0.00640
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Cost of Apparent Losses	\$256,526.10
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(Apparent loss volume multiplied by retail cost of water)

Total Real Losses	208,139,363
--------------------------	--------------------

Variable Production Cost of Water*	\$0.00256
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(Real Loss multiplied by production cost of water)	\$532,836.77
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Total Cost Impact of Apparent and Real Losses	\$789,362.87
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***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 8

Agenda Title: Receive update on future disposition of West End School campus.

Council Action to be taken: Provide direction to Staff

Initiating Department: Planning and Development

Staff Contact: Bob van Til, Director

1. INTRODUCTION/PURPOSE

The purpose of this item is to review the information received from the public meeting held on June 24, 2014, and to provide direction to staff on how to proceed.

The purpose of the public meeting in June was to obtain public input about possible uses of the building.

Following the public meeting, staff set out to evaluate the structural integrity of the building, but have not been able to secure an engineering proposal to accomplish that yet.

We have also contacted a local realtor for a ‘broker’s opinion’ to determine the potential value of the building and property. However, the structural evaluation needs to be done first before we can assess the value. A broker’s opinion is not an appraisal, but does give the City an idea of what the potential value of the property and building is.

2. DESCRIPTION/ JUSTIFICATION

The West End School is located on W 4th Street; on the south west corner of Ferguson and W. 4th. The building was built in 1920 and was deeded to the City in 1992 by the School District. The Fire Department used the facility for training. It was also used occasionally as a spook-house on Halloween.

West End School

- 1301 Ferguson
- Built in 1920
- 9,022 SF; two stories
- 1983 –School District stopped using the building

- City acquired the property in 1992 from the TISD
- Zoning: MF-2 (multi-family) with MH (Mobile Home) Overlay – mobile homes will require a specific use permit first.
- Future land use map shows this land as institutional
- Block is platted (Block 64 of Doaks Addition) and consists of ~1.6 acres (City owned land)
- Asbestos survey done August 2009

Other Buildings/Uses:

1. Head Start (Williamson-Burnett County Opportunities) – built in 1998(?); leasing the land from the City.
2. Quonset hut on Ferguson Street: Reglue (non-profit that rehabs old computers and gives them to underprivileged youth; including training) – was ‘Helios’, same purpose, leased since about 2007. Formerly the Neighborhood Center and Senior Center (Meals on Wheels) – In 2007, the Meals on Wheels and Senior Center moved to the 7th Street Campus.
3. City Basketball court.

Past Efforts to Dispose of the Building:

1. Most recent (2014): David Alarid (Williamson Investment Group, or CTRA Property Holdings Corporation) - Has proposed a similar project for the W 7th Street Campus.
2. Late last year - Craig’s List – a preservation group in California was interested but did not follow through.
3. 2010 – Mrs. Self wanted the building
4. 2008 or 2009 – Mr. Toback.
5. 2005 or 2006 – Mr. Lauderdale wanted the building. We resurveyed the land to carve out a parcel for the building (~0.35 acres).

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Staff requests direction from the Council.

6. REFERENCE FILES

- 8 a. [Summary of the June 24, 2014 public meeting](#)
- 8b. [History of the building](#)
- 8c. [Survey map](#)

SUMMARY

WEST END SCHOOL PUBLIC MEETING

JUNE 24, 2014, 6:30 P.M., 307 FERGUSON STREET (REGLUE BUILDING)

Purpose of the meeting

Receive comments and opinions of what people thought should happen to the 1920 West End School (property and the building).

Number public in attendance:

23

Also in attendance:

Council Members Hill, Rydell, Gonzales, and Green.

Interim City Manager Jeff Straub

Public Information Officer, Jean Johnson

City Clerk, Susan Brock

Director of Planning and Development, Bob van Til

Administrative Assistant, Carrie Orts

Comments received:

Verbal responses at the meeting:

- Parking problem (possible, for future uses)
- High end condo's only
- No affordable housing
- Youth venue/use for youth
- Historical marker – maintain or raise value (of the building)
- Pocket park with fantastic amenities; skate park
- Basket ball court – heavy use – keep
- Use the building for overflow for the ISD – educational use
- Trade school
- (Ensure) positive impact on property taxes in the neighborhood and city wide
- Mixed use: residential on second floor; commercial on first floor; incubator for new businesses.

Written (eight handed in at the meeting):

I would like to let you know what I think should happen to this property. My opinions are:

1. Keep the old building and the City renovate it for:
 - a. Boys and Girls club (2 X); no low end housing, no more junk; No;
 - b. School,
 - c. Senior center
 - d. Small events center
 - e. Activity center/youth center
 - f. Housing for young professionals
 - g.

2. Demolish the building and build:
 - a. Make a pocket park with water (7X);
 - b. No, don't demolish it
 - c. Expand Head Start
 - d. Skate park
 - e. Community Events Center
 - f. Boys and Girls Club
 - g. Boy and Girl Scout Center
 - h. Splash Pad
3. Let the private sector redevelop the property. My suggested uses are:
 - a. Apartment/store to small business;
 - b. High end condominiums (2X); test market to see if value is in property; private housing; private housing – get it back on the tax rolls;
 - c. mixed use – housing above offices or shops below
 - d. Generate tax revenue; send out RFQ and test market; mixed use of retail/housing; mixed use.
 - e. Raise property values; no low income housing
 - f. Encourage more rehab in surrounding neighborhoods; enhance value to the neighborhood;
 - g. Clothing store
 - h. Affordable housing
 - i. High end condos/lofts
 - j. Temple College
4. I have a different idea. I think this is what should happen to the property:
 - a. City park – see drawing;
 - b. Use the proceeds from the sale of the 7th Street campus and fix up west End School and move the services in the 7th Street Campus to West End School
 - c. Mixed use residential above artisan stores or studios;

Miscellaneous written comments:

- Health club
- Plants
- Civic club
- Support of ex. Neighborhood
- Keeping the building is not feasible given the building condition

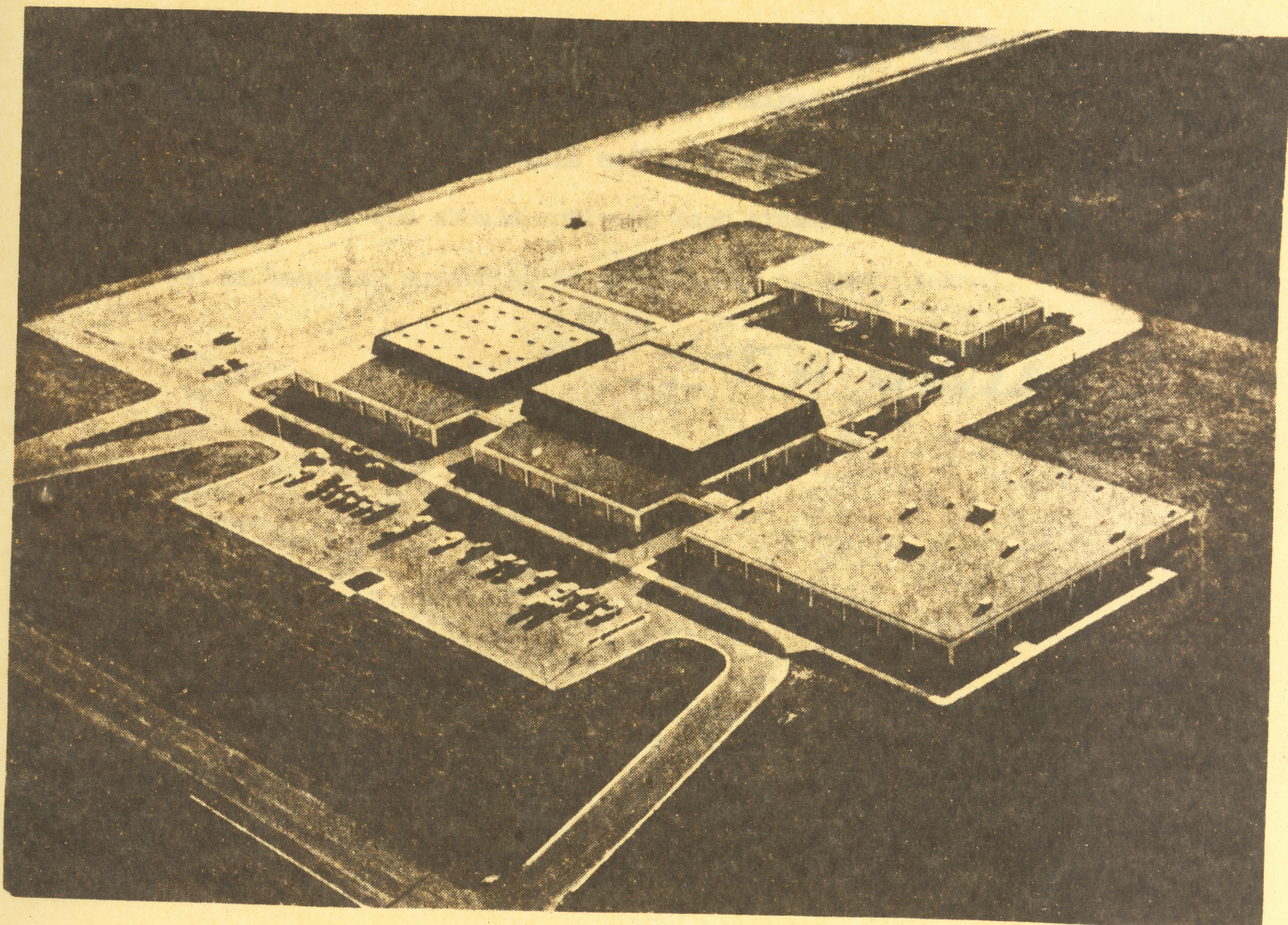
Drawn (one from the meeting):

- Shows: remove the building and build a park with a toddler pool, seating, and skate park, and on the site of the WBCO play ground the Reglue Building build a gazebo for community activities.

Observation:

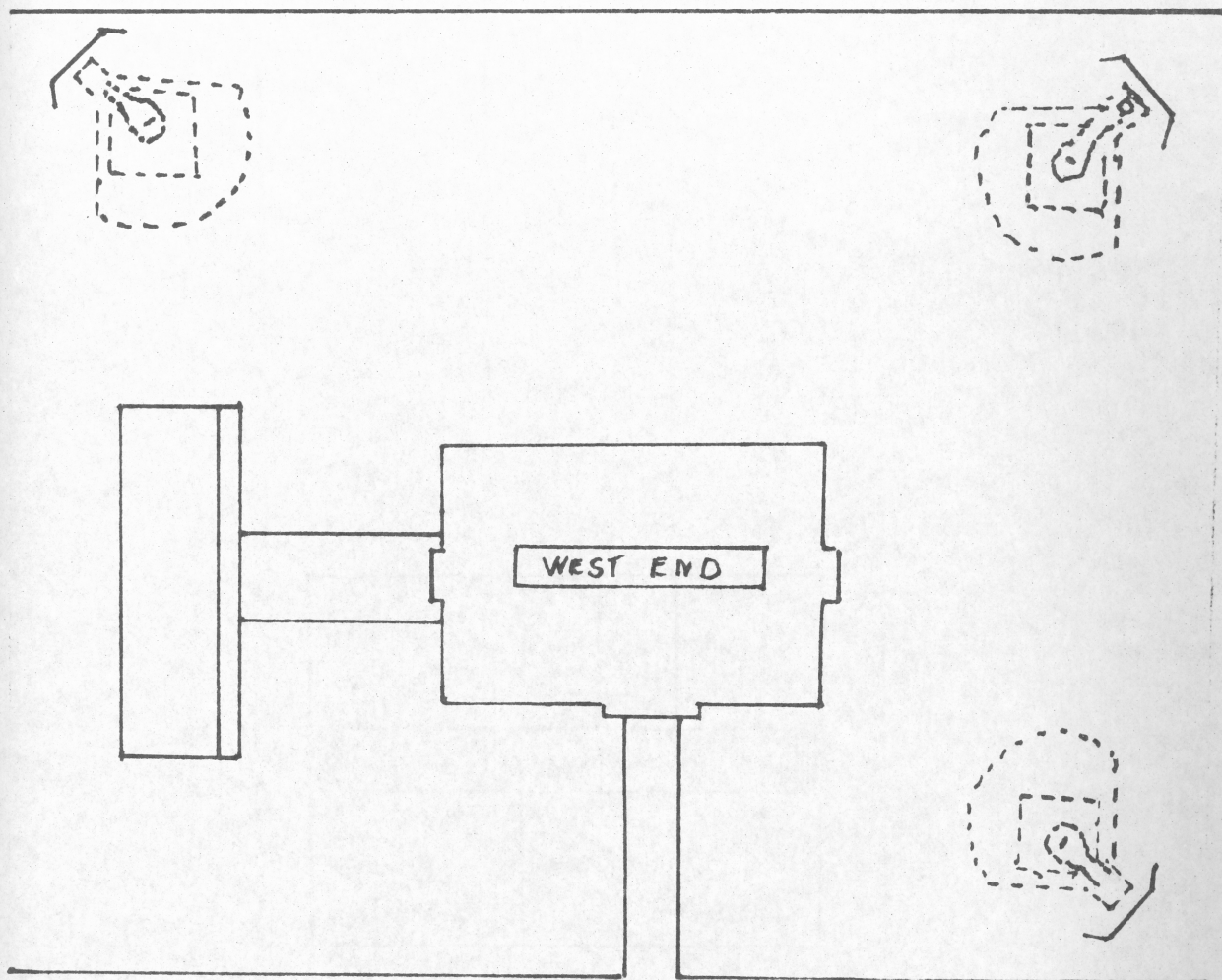
From all the comments received, it appeared that the option of low to moderate income housing was the least preferable.

Your Schools

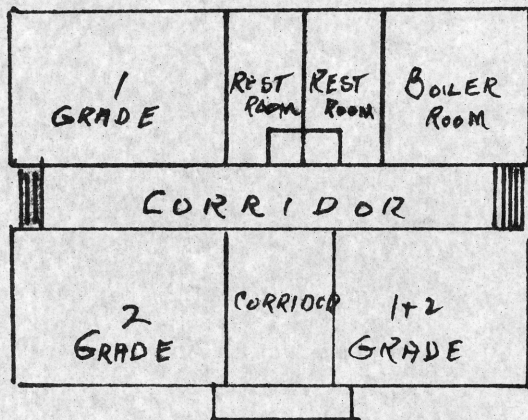


ARCHIVES
373
YOU

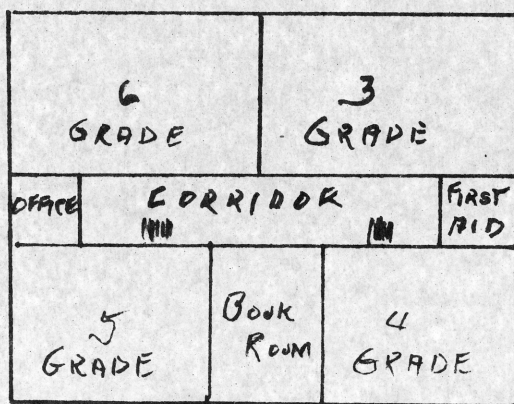
TAYLOR PUBLIC SCHOOLS
1884-1975



1. Location - 1301 West 4th. Street.
2. Area of school site - 1.7 acres.
3. Construction and cost:
 - Brick and concrete - 1920 - \$50,000.
 - Lunchroom building - 1953 - \$2,500.
4. Type of building:
 - Brick, concrete - rectangle shape, basement floor and second floor. Wood floors, plaster walls, metal ceiling, wood frame windows. Lunchroom in a reconditioned surplus building secured from Camp Swift in 1948. Also used for music and visual aids.
5. Contents of the building: 7 classrooms, lunchroom, 2 restrooms, office, first aid room, boiler room, covered passage way from main building to the lunchroom.
6. Maximum capacity 210.
7. Condition of facilities: Building is old and outmoded and should be replaced. Portion of building is in a basement, part of which is used for classrooms which do not conform to present standards of teaching environment.



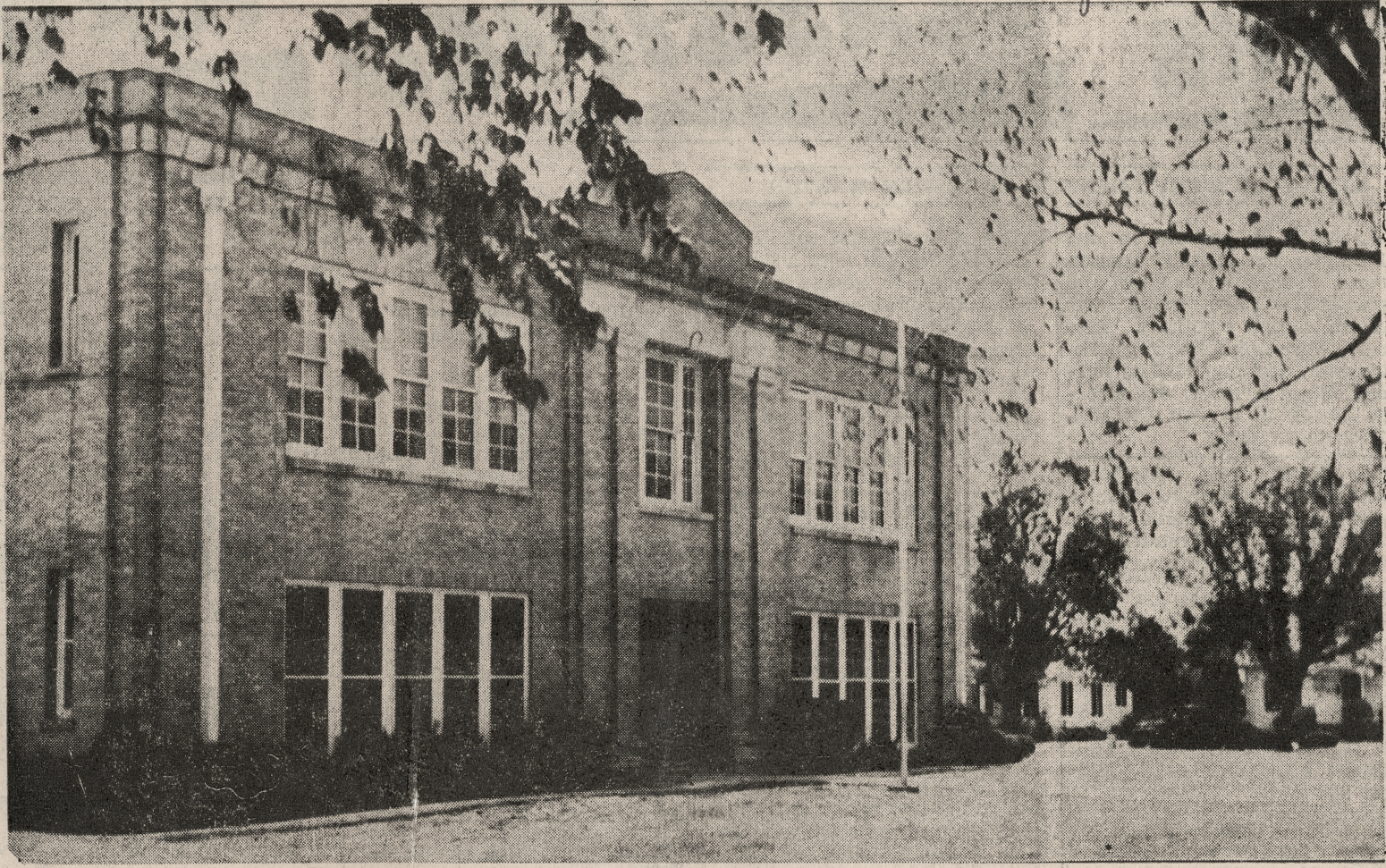
FIRST FLOOR (BASEMENT FLOOR)



SECOND FLOOR

West End School

Aug. 19, 1951

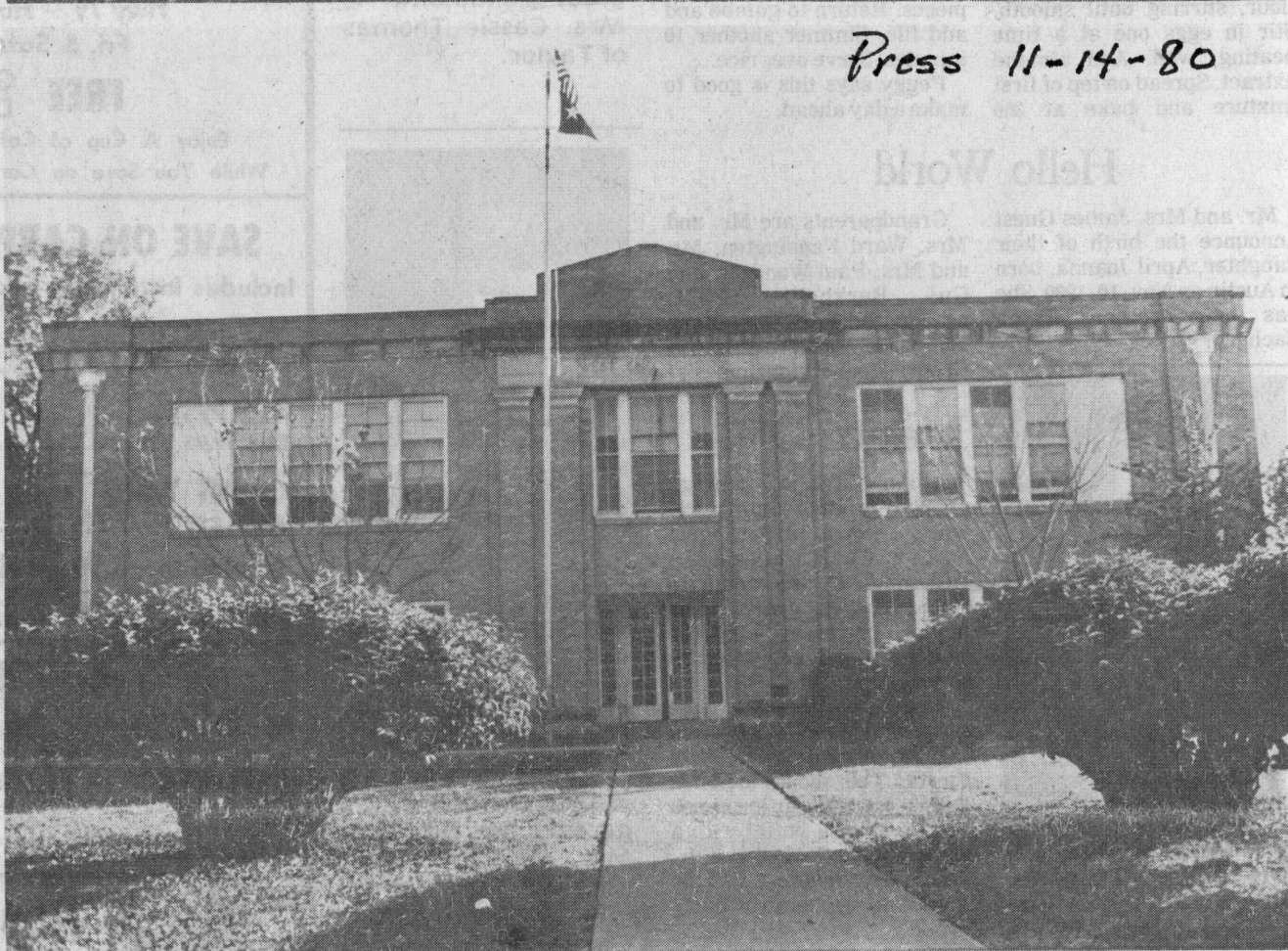


—Taylor Press Staff Photo

The West End School was constructed in 1920 after the Twelfth Street School, which was built eight years earlier, had served all first, second, and third graders in the town during that time. The census shows that a total of 1,500 students are eligible to attend all of Taylor's public schools this year. The average attendance last year was 1,365.



Press 11-14-80



ON THEIR WAY OUT — These two Taylor schools received their destruction notices Tuesday as Taylor voters overwhelmingly approved a bond issue to build a new elementary school to replace Twelfth Street elementary and West End elementary. Ivan

Leschber, principal at Twelfth Street, said that the school apparently knew that its death knell had sounded, because the switch breaker box refused to cooperate on Wednesday following the election.

(Staff photo by David Sharpe)



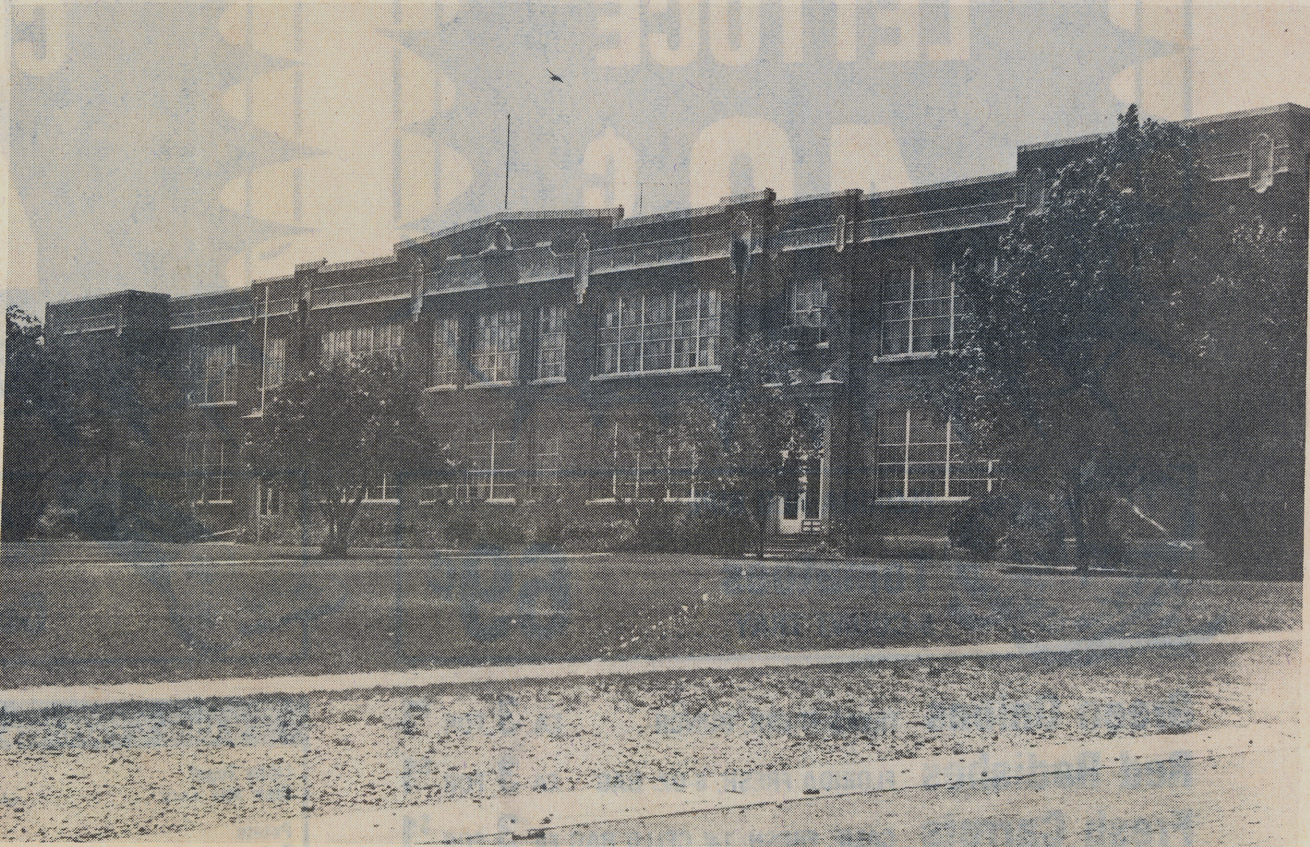
O. L. PRICE, or Eastside School, along with other buildings on the complex between Gym St. and Dolan St., housed the Negro school facilities before integration was accomplished. This building, used for homemaking and the school's cafeteria, was built in 1957.



KINDERGARTEN BUILDING, on the site now occupied by the school administration building, housed kindergarten pupils and the high school homemaking department during its years of service.



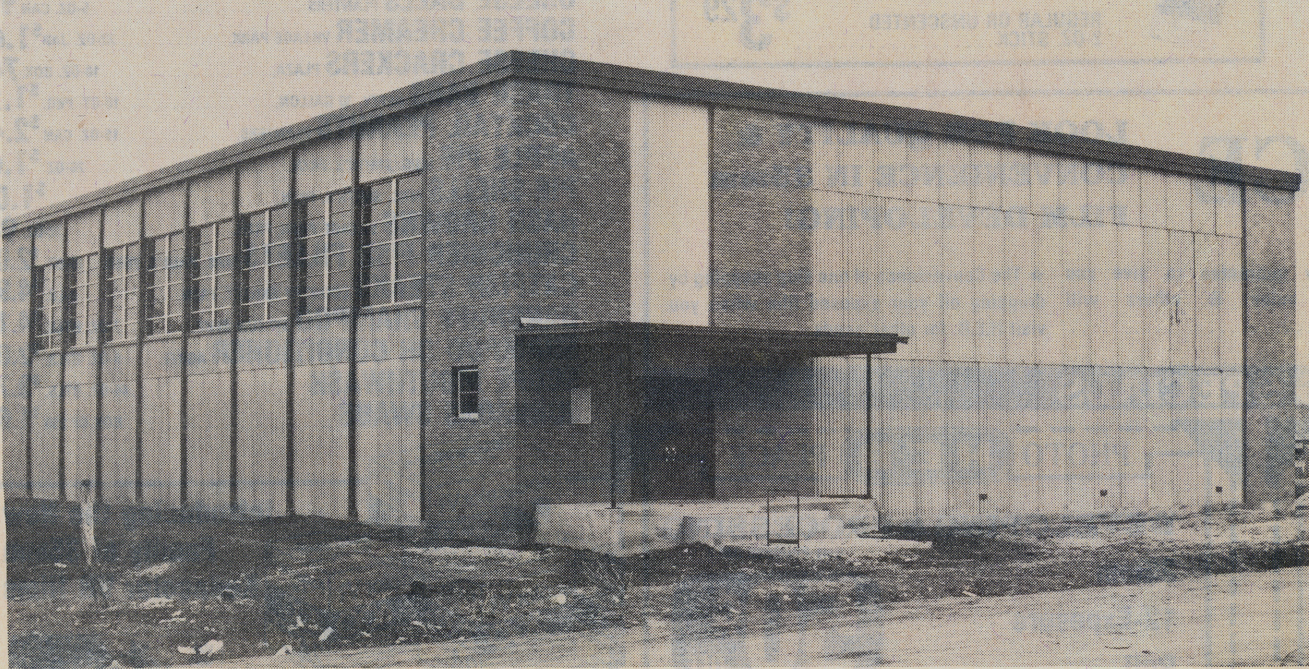
NORTHSIDE PRIMARY school, built in 1954, and added to on two occasions, will have all kindergarten and first grade classes when school begins in late August of this year. The latest building added to the school this year includes the first teachers' lounge the building has ever had.



MIDDLE SCHOOL on West Seventh street was built for the Taylor High school in 1922 and 1923. It is now used for Middle School, with grades 6, 7, and 8 to have their classes there next year. Grade 5 is being moved to the new T. H. Johnson School.



WEST END SCHOOL building will escape the razing ball this summer, but it is scheduled for destruction next year. Since the new addition to Northside, completed about Christmas time, it has housed only kindergarten pupils.



EASTSIDE GYMNASIUM was also built in 1957. It was well equipped, but has fallen into disuse in recent years. It is on Gym St. on the 7 acre campus originally purchased for the Negro Schools.

Through Growth, Integration, Curricula

Eleven Superintendents Have Guided Taylor Schools

By ALMA LEE HOLMAN
Staff Writer

Eleven superintendents have guided the Taylor school system since it was organized in 1883. Their tasks have extended through growth problems, integration plans, changing curricula requirements, and increased demands for more and more funds to provide the type of education the citizens of Taylor want for their children.

A. E. Hill guided the school through the initial period from 1883 to 1900, a 16-year span that encompassed a bond issue for \$35,000 with which to build the handsome brick building that housed the primary grades on the first floor, the grammar school students on the second floor, and high school on the third floor.

No additions to the buildings in the school system were made during the administration of W. M. Williams who was superintendent from 1900 to 1909.

BUT THE original building began to "bulge at the seams," particularly with primary school students during the nine years when John F. O'Shea was superintendent, from 1909 to 1918.

A bond issue of \$16,000 was passed in 1911 and one for \$10,000 in 1912. Twelfth Street School was built with these funds, and grades 1, 2, and 3 were moved to that school. Construction cost was reported at \$20,000, plus cost of the site.

Growing pains were again experienced, but nothing definite was done until 1916 when a small kindergarten building of four rooms was built for \$10,000 on the site where the school administration office now stands, on Eighth and Fowzer Streets.

J. E. Watts served as superintendant from 1918 to 1922, with West End School being built during that time, along with purchase of a site for a high school building destined to replace the 1890 school.

TWO BOND issues were passed with Watts as the spearhead for the new construction. The 1920 issue was \$84,000 for West End and the high school site; the 1921 issue was for \$150,000 for the new high school building, now housing the Middle School, on a seven acre site between Seventh and Ninth Streets on the north and south, and between Fowzer and Hackberry, east and west.

That high school building was not completed until 1923, during the administration of R. H. Brister who was superintendent from 1922 to 1935. No plans had been made to include an auditorium in the new high school, and in 1923 another bond issue for \$32,000 was voted to add the auditorium to the school. Total cost of that school, according to figures presented by T. H. Johnson, was \$182,000.

The Blackshear School burned in 1930, and a new school was built to replace it in 1931, paid for by a \$20,000 bond issue voted in 1931. That school was renamed O. L. Price School, honoring the popular principal.

E. T. Robbins assumed the superintendency in 1935, serving until 1947. The need for a gymnasium became more and more apparent during his term of service, and in 1936 a bond issue of \$35,000 was passed and the gym back of the Middle School (then high school) was constructed.

MORE ROOM was needed for primary school students, and in 1945, it was decided that 12th Street School would be renovated and that four new classrooms would be added. The original cost of the building was about \$20,000. The four-room addition and renovation cost \$75,000. The bond issue was for \$125,000, but those funds included improvements to the athletic field which had been purchased several years before, and a site for a new primary school, to be known as Northside.

T. H. Johnson was named superintendent in 1947. He served until 1966.

Another segment of Taylor's population was in a fast-growing period, and the old, small Alamo School where Mexican-Americans attended, became too small and too antiquated. In 1948, a bond issue of \$150,000 was passed. Part of the money was used to build Southside School to replace Alamo; part to add classrooms at Price School; part to build a vocational agriculture building; and part to refurbish other buildings in the system.

In 1955, Northside School and a junior high school, presently Middle School annex, were constructed with proceeds from a \$250,000 bond issue.

IN 1957, another bond issue of \$75,000 was approved with construction of an Eastside gymnasium as its purpose. That was the last bond issue under Johnson's tenure.

Integration processes started during the latter part of Johnson's administration.

He resigned in 1966, and John F. Townley became superintendent, remaining here until 1969, when total integration was accomplished. It was in 1967, after two attempts, that a bond issue of \$1,500,000 was passed with which to build the new high school on Highway 95 North. That building was occupied in 1969, and Joe Scrivner was named superintendent in that same year. He headed the schools until 1979.

Mervyn Greer came as superintendent in 1979 and remained until 1982. During the time he was in Taylor, a bond issue of \$4,300,000 was passed and plans got underway to build the T. H. Johnson Elementary School to be dedicated in August of this year.

BILL BORGERS replaced Greer in the summer of 1982, and is directing the move into the new elementary building.

When that move is completed this summer, there will be four basic schools.

Northside school, added to several times, will house kindergarten and first grade students. T. H. Johnson School will house grades 2 through 5. Middle School will house grades 6, 7, and 8, plus some special classes in the annex building. High school classes and most of the vocational classes will be based, as they are now, at the building east of the new school on a part of the 70 acre plot purchased when the building was planned in 1967.

During the tenures of the 11 superintendents, 14 bond issues in the amount of \$6,782,000 have been approved by the citizens of Taylor to provide the facilities for the education of their children.

The cost of supporting the school system has risen from the one-half of one percent on \$100 valuations to the present \$1.32 per \$100 assessed value.



WEST END SCHOOL building will escape the razing ball this summer, but it is scheduled for destruction next year. Since the new addition

to Northside, completed about Christmas time, it has housed only kindergarten pupils.

Taylor Daily Press, June 29, 1983



SAN PEDRO PARK.

Texas Historian

MARCH 1984



West End School was built in 1920 for \$50,000. The school now holds the kindergarten, first, and second grades. All photographs courtesy of author.

THE HISTORY OF TAYLOR SCHOOLS

by ELIZABETH DLUGOS
Taylor High School

THE HISTORY OF TAYLOR schools extends over a one-hundred year period. The schools have been continuously enlarged and improved to fill the growing need for education and to keep the schools the best available.

Until 1880 all of Taylor's schools were private. The first school was opened in 1877 by Professor Aten and his wife. One year later Professor John McMurray opened a school on Sixth Street, immediately east of the Baptist Church. He later abandoned this building for a new school. The structure, a one-story, box building with a belfry and bell over the entrance, sat on block 28 on the corner of Sixth and Tabot streets in front of what is now the

Presbyterian Church. In the late 1870s or early 1880s, Mrs. Hutchinson started a kindergarten. It may have become a school for girls. The school was located at 408 Washburn where the Catholic rectory stands today. In 1882 a Professor Green, who shared the old Odd Fellows building, conducted classes. The building stood approximately where the present H.E.B. grocery store now stands on 516 North Main Street. In 1884 the Lone Star Institute opened a school in the northwestern part of Taylor on Victoria Street. In the 1880s a Stock Company School existed which the Taylor School District may have later purchased.

The Taylor Public School system, which

began in 1883, remained segregated until the early 1970s. The first public school for whites, built in 1880, was a building that the city bought from the Stock Company. The school stood across the street from the present administration building. The three-room wooden structure served the educational needs of Taylor's Anglo population with a ten-grade system until 1890. The east room housed the high school, the middle room was the grammar school, and the primary department occupied the west room. The courses taught included reading, spelling, writing, grammar, composition, literature, general history, civics, economics, arithmetic, algebra, geometry, physics, chemistry, Latin, and bookkeeping.

The first public school for Negroes, built in 1881, had no name, but was called "Blackshear" or "The Little Red School." This two-story, wooden red schoolhouse served the black community until it burned down in 1931. "Blackshear," located at 317 Dolan Street, had eight rooms for the first through the ninth grades and an auditorium. The only subjects taught were reading, writing, arithmetic, and spelling. One classroom held anywhere from one to five or six grades depending on the number of teachers available. In 1923 the addition of three high school years to the curriculum met state requirements. A fourth year was added in 1929. A former student described the school as "very primitive" compared to modern standards.

After "Blackshear" burned down, construction began on a new school for blacks. O. L. Price was built on a nine-acre site at 317 Dolan Street for \$20,000. The school had seventeen rooms. In 1940 it adopted the twelve-grade system. A heating system added in 1947 cost \$4,482. The curriculum at O. L. Price expanded from the original four subjects to include Texas history, art, journalism, part-time cooperative training, choral music, band, crafts, home arts, speech, and biology. Later additions increased the size and curriculum of the school: a Vocational Agriculture building was built in 1956 for \$22,000; in 1957 a lunchroom and home economics department were added for \$20,000 and a gymnasium constructed for \$75,000. 1957 also brought special education to the curriculum and in 1958 chemistry was added and the school acquired an athletic

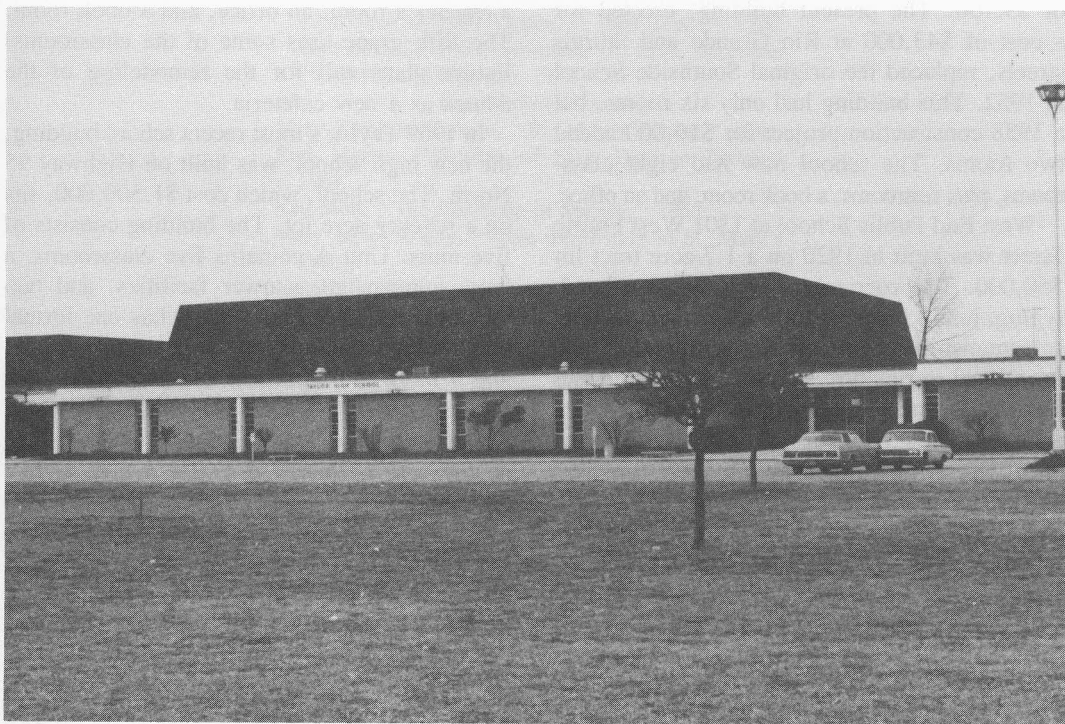
department. A former teacher related that "the home economics section consisted of a full house including a bedroom, kitchen, and dining room." Desegregation caused the closing and abandonment of O. L. Price School in the early 1970s.

Taylor built a second public high school in 1890. The three-story brick building, located on Vance and Fowzer streets where the Middle School Annex stands today, cost \$35,000 and remained in service until 1923. The building had six rooms to each floor and a basement which contained a manual training room and a chemistry laboratory. The northern portion of the third floor had an auditorium and a study hall. There were separate lunchrooms for boys and girls and outdoor restrooms. Around the building stood hitching posts for horses. A belfry later required removal because it was too heavy. The school consisted of grades eight, nine, and ten. Instructors taught the subjects of reading, spelling, writing, grammar, composition, literature, general history, civics, economics, arithmetic, algebra, geometry, physics, chemistry, Latin, and bookkeeping. In 1902 the subjects of language, drawing, oral lessons, physiology, and geography were added with the addition of manual training, German, ancient history and modern history in 1904. The school system added two more grades to make a total of twelve grades. An enlarged curriculum in 1910 included music, home economics, and physical geography, plus four years of the subjects of Latin, mathematics, German, English, and physics. This high school was torn down in 1925.

St. Mary's Catholic Church established the first parochial school in 1896 when a wood frame building built in 1878 as Taylor's first Catholic Church was moved to 520 Washburn. In 1907 four rooms and a small music room were added to the building. A porch encircling the building was added later. St. Mary's Parochial School taught ten grades with up to three grades per classroom. The present St. Mary's school building of brick and stone replaced the old wooden structure in 1932 at the approximate cost of \$25,000. In 1942 the addition of two years to the curriculum made St. Mary's a twelve-year school. Required studies included two years of Latin, music, and



*Above: The O. L. Price School, the abandoned Negro school, was built in 1931.
Below: The current high school was built in 1969.*



physical education. The school acquired a gymnasium in 1955. In 1966 St. Mary's dropped the upper four grades and became an eight-year school.

Initially the first, second, and third public school grades used the Twelfth Street School, built in 1912. Later, the school was used for the third and fourth grades. The original building, constructed on a 1.7-acre plot at 501 West Twelfth Street, cost \$20,000. The 1947 addition of four rooms and building repairs cost \$70,000. In 1951 a teacher's room and a music room built at the cost of \$6,000. Twelfth Street School then consisted of twelve classrooms, restrooms, a lunchroom, a teacher's room, a first aid room, a book room, a boiler room, a music room, and a storage room.

In 1916 the school system erected a kindergarten and home economics building of four rooms at 712 Fowzer Street for \$10,000. It later served the first and second grades. The building was torn down in 1945 and replaced by a surplus building from Camp Swift that serves as the administration building.

Two years after the initiation of the kindergarten, construction commenced on Southside School on a 0.8-acre plot, at a cost of \$3,100. The present building, erected for a cost of \$43,000 at Rio Grande and Sturgis streets, replaced the original Southside School in 1952. This building had only six rooms, but a 1958 construction project for \$16,000 added two rooms. The school now had eight classrooms, plus restrooms, a book room, and an office.

West End Public School at 1301 West Fourth Street was built in 1920 on a 1.7-acre tract for \$50,000. The curriculum included shorthand, typing, junior business training, office practice, salesmanship, commercial arithmetic, and vocational agriculture courses. It held classes for grades one through six in a building with six classrooms, a lunchroom, a book room, and an office. It now holds the kindergarten, first and second grades with an additional classroom, two restrooms, and a first aid room. A reconditioned surplus building from Camp Swift served as the cafeteria in 1953.

In 1921 Taylor purchased seven acres of land for \$24,000 to build a new high school. References indicate the land was an old Indian battle site. The two-story junior-senior high

school, built in 1923 and located at 410 West Seventh Street, cost \$182,000. It had twenty-three classrooms, three shop rooms, three laboratories, a lunchroom, and an auditorium. The construction of a gymnasium in 1936 at a cost of \$45,000 was aided by a \$10,000 government grant. In 1956 distributive education and driver's education were added to the curriculum. This school remained the high school until 1969 when it became the middle school, now housing the fifth, sixth, seventh, and eighth grades.

In 1955 Taylor built Northside Public School on 9.6 acres at the intersection of North Drive and Dellinger Drive. It cost \$101,524 and contained ten classrooms, four restrooms, a lunchroom, and a book room.

In 1956 the Taylor *Daily Press* printed "The School system had advanced from a three-room school in 1884 to seven schools consisting of twenty-two separate buildings. . . ." This shows the growth and needs of education during that seventy-two year period.

The present junior high annex, erected in 1956 at 305 West Ninth on a 1.2-acre plot, cost \$103,000. The school has eight classrooms, a library, a band hall, a choral music room, a teacher's room, an office, and a book room. The fifth grade uses some of the classrooms. Future plans call for the remodeling of the Annex as a new cafeteria.

In 1969 Taylor's most recent school building, the new high school, was built on Highway 95 North. The school, which cost \$1,500,000, sits on a seventy-acre lot. The building consists of five units. Unit A contains five classrooms, a large gymnasium, shower facilities, and two varsity dressing rooms. Unit B has one formal classroom, an auditorium, book storage rooms, and a large multi-purpose entrance hall. Unit C consists of twenty-three classrooms, a library, teachers' office spaces, work and storage rooms, and rooms used by the school annual and newspaper. Unit D consists of two classrooms and lunchroom-study area. Unit E, west of the main building has five classrooms and three shops. With the completion of the new high school, the curriculum as of 1981 added Spanish, trigonometry, elementary analysis, computer math, advanced science, government, math of consumer education, health,

speech, theatre arts, drafting, flag corps, rifle corps, furniture repair, reading improvement, fundamentals of free enterprise, occupational investigation, Mexican American studies, Black American studies, Hi-Steppers, advanced English, accounting, and vocational studies, courses which may be taken if a sufficient number of students enroll for them.

Looking to the future, a new elementary school is in the process of being built on the lot west of the High School to replace Twelfth Street Elementary and West End Elementary. This new elementary school should improve the facilities available and consolidate transportation needs. Hopefully, this carries with it improved educational qualities. Northside is

also improving by adding to and repairing its existing buildings.

The new addition will have seven rooms. . . . There will be a lounge with a restroom and janitorial closet, a special education room, a speech therapy room, a library that is the size of a double classroom, a room for the counselor and nurse, and a room for pre-school children ages one through four.

Plans are that this school will house all of Taylor's kindergarten and first grade students.

Since the Taylor Public School system was formed in 1884, Taylor has continuously and earnestly improved the educational facilities and the future outlook for all of its citizens.

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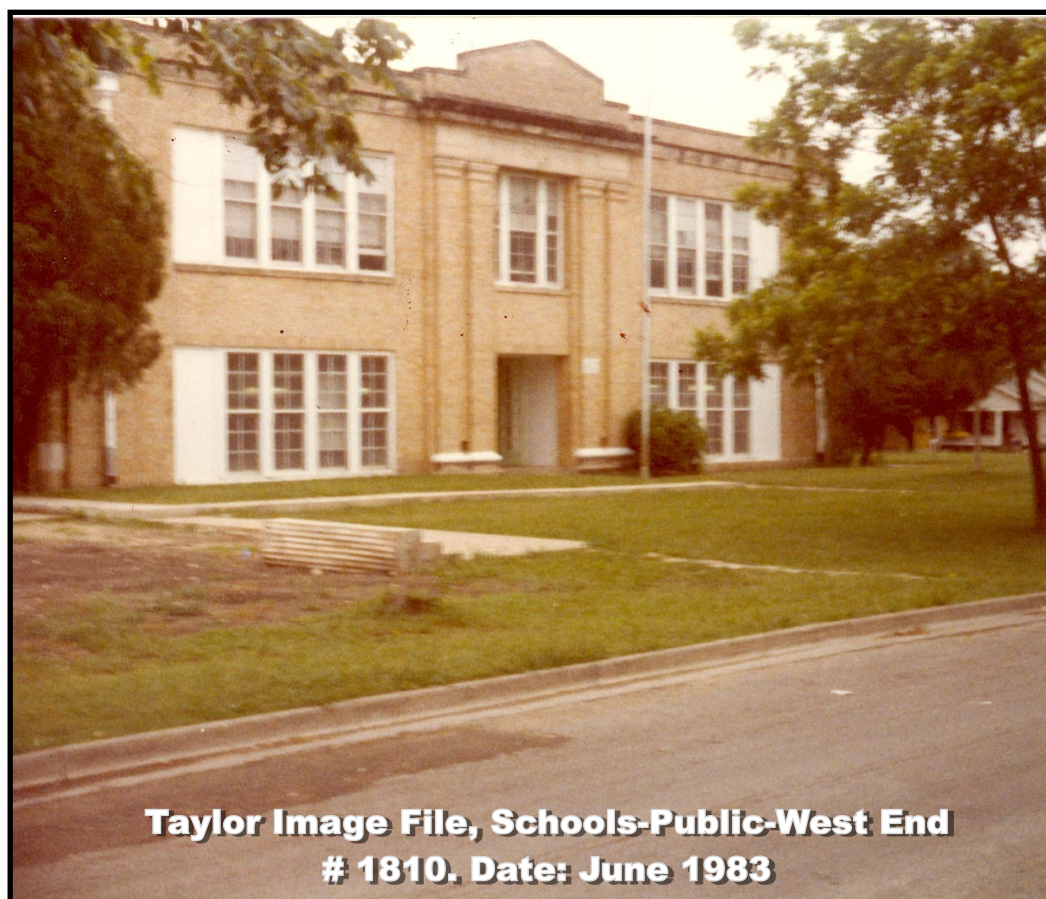
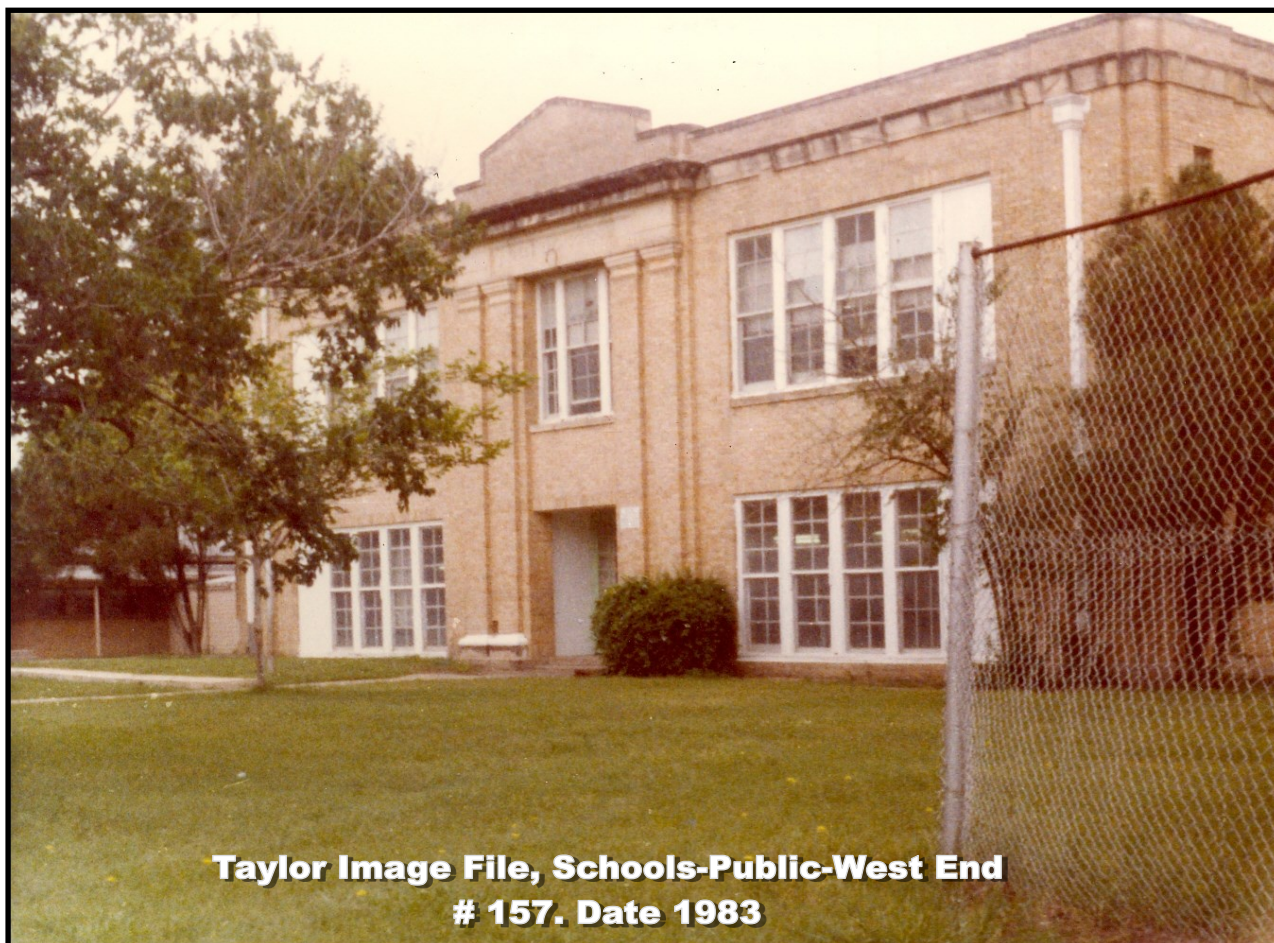
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Lee Vann to Elizabeth Dlugos, February 13, 1982.
Mrs. V. A. Anthony to Elizabeth Dlugos, February 14.
T. H. Johnson to Elizabeth Dlugos, February 14, 1982.







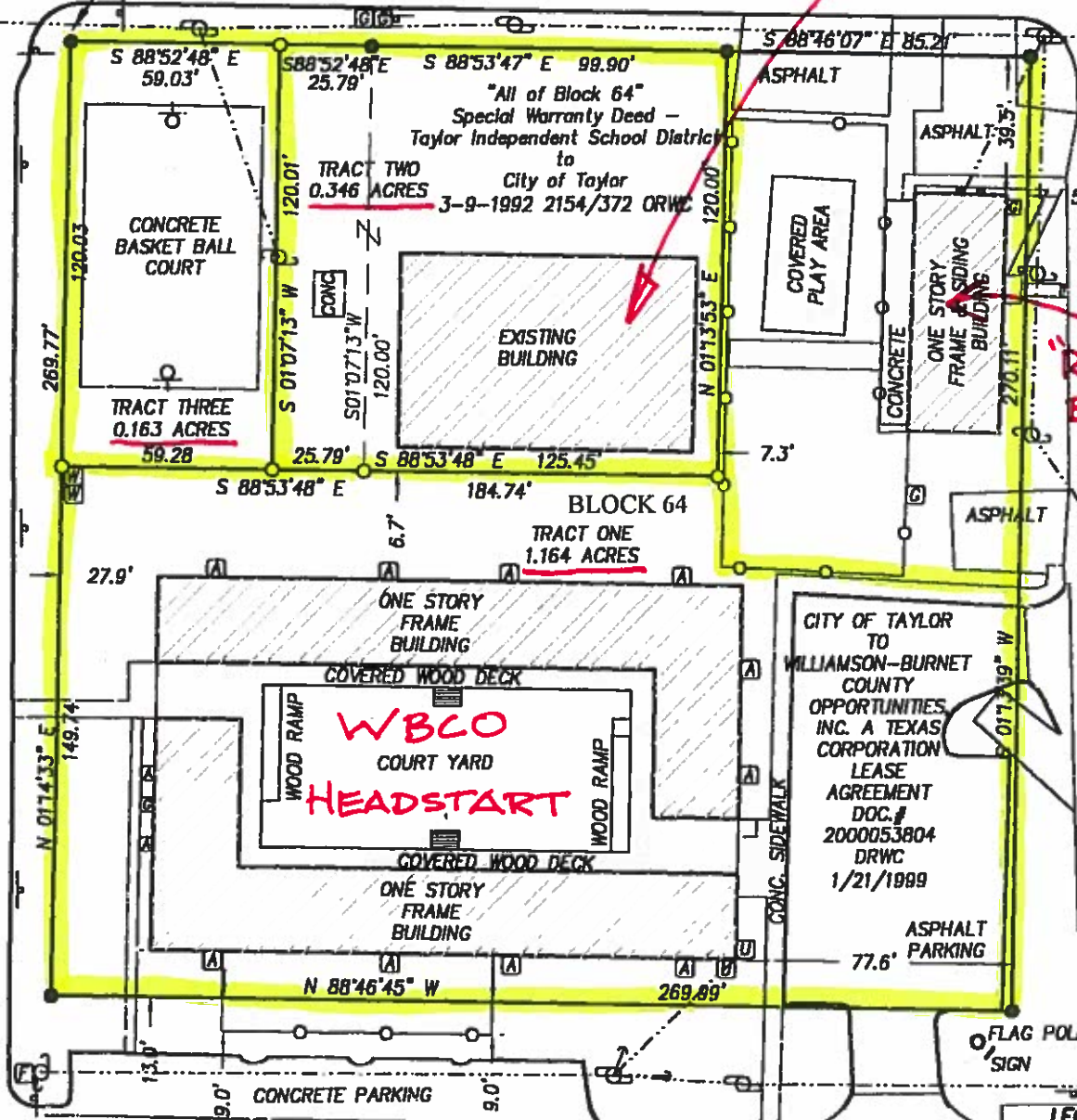
POB TR. 3
POC TR. 1 & TR. 2

FOURTH STREET

WEST END
SCHOOL

VERNON STREET

FERGUSON STREET



"REGLUE"
BUILDING

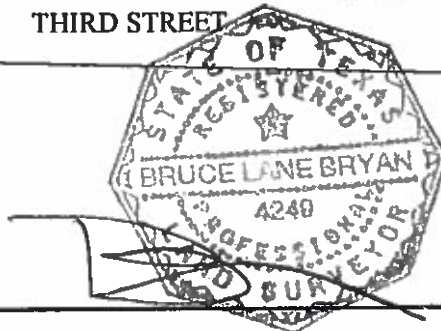
WBLO
COURT YARD
HEADSTART

CITY OF TAYLOR
TO
WILLIAMSON-BURNET
COUNTY
OPPORTUNITIES,
INC. A TEXAS
CORPORATION
LEASE
AGREEMENT
DOC. #
2000053804
DRWC
1/21/1999

LEGEND:

- IRON ROD FOUND
- IRON ROD SET
- ⊗ WATER METER
- ⊕ GAS METER
- ⊖ UTILITY
- ⊙ POWER POLE
- ⊕ FIRE HYDRANT
- ⊖ A/C UNIT
- SIGN
- OVERHEAD ELECTRIC
- CHAIN LINK FENCE

THIRD STREET



Bearings and coordinates reflected hereon are based upon City of Taylor H.A.R.N. (high accuracy reference network) and are based on Texas State Plane Coordinate System (Central Zone 4203).

THIS IS TO CERTIFY THAT, ON THIS DATE, A TRUE AND ACCURATE SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION OF PROPERTY LOCATED AT FERGUSON STREET & THIRD STREET IN WILLIAMSON COUNTY, TEXAS, DESCRIBED AS FOLLOWS: BEING PORTIONS OF BLOCK 64, OF THE DOAKS ADDITION, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN VOLUME 56, PAGE 483 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS.

FLOOD NOTE:

THE PROPERTY DEPICTED HEREON IS / IS NOT WITHIN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY: THE FLOOD AREA BEING IDENTIFIED ON F. I. R. M. PANEL NO. 48453 C0295E EFFECTIVE 6-16-93 LOCATED IN ZONE "X".

TO: CITY OF TAYLOR

RE: FERGUSON STREET & THIRD STREET, PROJ. NO. 05-846

SURVEYORS CERTIFICATE

THE PLAT SHOWN HEREON IS A TRUE, CORRECT AND ACCURATE REPRESENTATION OF THE PROPERTY AS DETERMINED BY SURVEY, THE LINES AND DIMENSIONS OF SAID PROPERTY BEING AS INDICATED BY THE PLAT; THE SIZE, LOCATION AND TYPE OF BUILDINGS ARE AS SHOWN, ALL IMPROVEMENTS BEING WITHIN THE BOUNDARIES OF THE PROPERTY, SET BACK FROM THE PROPERTY LINES THE DISTANCES INDICATED. THERE ARE NO ENCROACHMENTS, CONFLICTS OR PROTRUSIONS, EXCEPT AS SHOWN HEREON, AND SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY.

DATE: DECEMBER 27, 2005

G:\AUTOCAD\PROJECT DRAWINGS\2005 DRAWINGS\2005\05-846.dwg 12/27/2005 12:49:52 PM CST

NOTE: THIS TRACT IS SUBJECT TO EASEMENTS, COVENANTS, CONDITIONS, RESTRICTIONS AND RIGHT TO CREATE ADDITIONAL PUBLIC UTILITY EASEMENTS, IF ANY, ACROSS SUBJECT PROPERTY AS SHOWN IN VOLUME 56, PAGE 483 DRWC.

NOTE: NO TITLE COMMITMENT SUPPLIED OR REVIEWED FOR THIS PROJECT. PARTIES TO THIS TRANSACTION ARE RESPONSIBLE FOR VERIFICATION OF ALL EASEMENTS, COVENANTS AND CONDITIONS WHICH MAY AFFECT THIS TRACT BUT ARE NOT SHOWN HEREON.

BRYAN TECHNICAL SERVICES, INC.
P. O. BOX 1371
TAYLOR, TEXAS 76574
512-365-2524
512-365-2526 (Fax)
surveying@austin.rr.com



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 9
Agenda Title: Consider appointments to the Capital Area
Council of Governments (CAPCOG) General Assembly.

Council Action to be taken: Consider appointments (2)

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

The City of Taylor has two seats on the CAPCOG General Assembly which are currently held by Don Hill and Chris Gonzales. Both terms expire at the end of the year.

2. DESCRIPTION/ JUSTIFICATION

The Council may appoint new members, himself or another City Council Member. Mayor Pro Tem Gonzales has agreed to continue to serve but would also consider giving another Council Member an opportunity to serve if anyone is interested. Mayor Hill has indicated he would like to continue serving and would welcome reappointment.

The CAPCOG General Assembly meets twice a year. The next meeting is December 10.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

- 9a. [Letter and Appointment Form](#)
9b. [CAPCOG General Assembly](#) Member Roster



Capital Area Council of Governments

6800 Burleson Road, Building 310, Suite 165 Austin, Texas 78744-2306
(p) 512.916.6000 (f) 512.916.6001
www.capcog.org

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

General Assembly Representation Summary for City of Taylor

The representatives of members of the Capital Area Council of Governments are collectively the General Assembly of the Council.

According to the CAPCOG Bylaws, full members – counties and municipalities – are entitled to at least one representative on the council's General Assembly committee. The number of representatives for full members increase based on population of the entity according to the following schedule:

<i>Counties</i>	<i>Municipalities</i>	<i>No. of Representatives</i>
Under 20,000	Under 10,000	1
20,000-100,000	10,000-50,000	2
100,000+	50,000-100,000	3
-----	100,000+	4

Associate members organizations – special districts, school districts, non-profits, utilities, chambers of commerce, and other governmental agencies – also can have one representative on the General Assembly.

Sustaining members, an individual or organization with a positive interest in the welfare of the region, can have a non-voting representative on the General Assembly.

At least two-thirds of the General Assembly voting representatives must be elected officials.

City of Taylor has 2 positions available on the CAPCOG General Assembly based on the State Data Center's biennial population estimate. Its current General Assembly representatives are as follows:

Mayor Donald Hill

Council Member Chris Gonzales

If you would like to review additional information about CAPCOG General Assembly representation, membership or the invoicing process, please read the CAPCOG Bylaws at <http://www.capcog.org/about-capcog/>. Articles II, III, VII and 9.4 highlight the three topics.



APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE

CAPITAL AREA COUNCIL OF GOVERNMENTS

The governing bodies of CAPCOG's members designate General Assembly representatives.

Counties: Official appointments are made at Commissioners Court.
Cities, Towns, Villages: Official appointments are made at City Council meetings.
Organizations: Official appointments are made by the Board or other governing body.

PLEASE COMPLETE THE FOLLOWING SECTION

Governing Body:

_____ County Commissioners Court (e.g., Travis County Commissioners Court)
-OR-
_____ City Council (e.g., Austin City Council)
-OR-
_____ Other (Board or other governing body)

_____ *Name of Representative*

_____ *Position*

_____ *Address*

_____ *City, Zip Code*

() _____
Telephone Number

() _____
Fax Number

_____ *Email*

Check One:

_____ Reappointment
_____ Filling Vacancy
_____ Changing Representative _____
Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly Representative for the above entity on _____.
Date of Meeting

_____ *Signature of Chief Elected Official or Board Member*

_____ *Date*

Please fax this form to (512) 916-6001 or email to mmooney@capcog.org. Tel. 512-916-6018

CAPITAL AREA COUNCIL OF GOVERNMENTS—GENERAL ASSEMBLY MEMBER REPRESENTATIVES

BASTROP COUNTY REPRESENTATIVES

Bastrop County	Judge Paul Pape
Bastrop County	Commissioner Willie Pina
City of Bastrop	Mr. Terry Orr
City of Elgin	Mayor Marc Holm
City of Smithville	Mayor Mark A. Bunte

BLANCO COUNTY REPRESENTATIVES

Blanco County	Judge Bill Guthrie
City of Blanco	Mayor Chuck Homan
City of Johnson City	Mayor Dawn Capra
City of Round Mountain	Vacant

BURNET COUNTY REPRESENTATIVES

Burnet County	Judge Donna Klaeger
Burnet County	Commissioner Bill Neve
City of Bertram	Mr. Allen Rodgers
City of Burnet	Council Member Milton Phair
City of Cottonwood Shores	Ms. Sheila Moore
City of Granite Shoals	Mayor Dennis A. Maier
City of Highland Haven	Mayor Peter Freehill
City of Marble Falls	Mayor George W. Russell
City of Meadowlakes	Mr. Blair Feller

CALDWELL COUNTY REPRESENTATIVES

Caldwell County	Judge Tom D. Bonn
Caldwell County	Commissioner Joe Ivan Roland
City of Lockhart	Council Member John Castillo
City of Lockhart	Mayor Lew White
City of Luling	Mayor Mike Hendricks
City of Martindale	Mr. Jim Elliott

FAYETTE COUNTY REPRESENTATIVES

Fayette County	Judge Ed Janecka
Fayette County	Vacant
City of Carmine	Mayor Jerry Knox
City of Fayetteville	Mayor Ronald Pflughaupt
City of Flatonia	Mr. R. Scott Dixon
City of La Grange	Mayor Janet Moerbe
City of Round Top	Mayor Barnell Albers
City of Schulenburg	Mayor Roger Moellenberndt

HAYS COUNTY

Hays County	Judge Albert Cobb
Hays County	Commissioner Debbie Gonzales Ingalsbe
Hays County	Commissioner Will Conley
City of Buda	Council Member Eileen Altmiller
City of Dripping Springs	Mayor Todd Purcell
City of Kyle	Mayor Lucy Johnson
City of Kyle	Council Member Samantha LeMense
City of Mountain City	Mayor Tiffany Curnutt
City of Niederwald	Vacant
City of San Marcos	Council Member John Thomaidis
City of San Marcos	Mayor Daniel Guerrero
City of San Marcos	Vacant
City of Uhland	Vacant
City of Wimberley	Mr. Bob Flocke
City of Woodcreek	Council Member Michael Steinert

LEE COUNTY

Lee County	Commissioner Maurice Pitts, Jr.
City of Giddings	Mr. Charlie Brown
City of Lexington	Mr. Robert Willrich, Sr.

LLANO COUNTY

Llano County	Judge Wayne Brascom
City of Llano	Mayor Pro-Tem Mike Hazel
City of Horseshoe Bay	Mr. Stan R. Farmer, City Manager
City of Sunrise Beach Village	Council Member Fred Butler

TRAVIS COUNTY

Travis County	Judge Samuel T. Biscoe
Travis County	Commissioner Gerald Daugherty
Travis County	Commissioner Ron Davis
Travis County	Mr. Flynn Lee
City of Austin	Council Member Kathie Tovo
City of Austin	Ms. Melanie McAfee
City of Austin	Mr. DeWayne Lofton
City of Austin	Mr. Gilbert Rivera
City of Bee Cave	Mayor Caroline Murphy
City of Creedmoor	Mayor Robert Wilhite
City of Jonestown	Alderman Dave Nelsen
City of Lago Vista	Mr. Bob Bradley
City of Lakeway	Mayor David P. DeOme
City of Lakeway	Ms. Dee Ann Burns-Farrell
City of Manor	Mayor Rita Jonse

TRAVIS COUNTY Continued

	<u>REPRESENTATIVES</u>
City of Mustang Ridge	Mr. Alfred Vallejo II
City of Pflugerville	Mayor Pro Tem Victor Gonzales
City of Pflugerville	Mayor Jeff Coleman
City of Rollingwood	Vacant
City of Sunset Valley	Mayor Rose Cardona
City of West Lake Hills	Mayor Dave Claunch
Village of the Hills	Vacant
Village of Point Venture	Vacant
Village of San Leanna	Mayor Elizabeth Korts
Village of Volente	Council Member Judy Graci
Village of Webberville	Vacant

WILLIAMSON COUNTY

	<u>REPRESENTATIVES</u>
Williamson County	Judge Dan A. Gattis
Williamson County	Commissioner Cynthia Long
Williamson County	Commissioner Ron Morrison
City of Bartlett	Vacant
City of Cedar Park	Council Member Donald J. Tracy
City of Cedar Park	Council Member Stephen Thomas
City of Cedar Park	Ms. Brenda Eivens, City Manager
City of Florence	Mayor Mary Condon
City of Georgetown	Council Member Patty Eason
City of Georgetown	Council Member Rachael Jonrowe
City of Granger	Vacant
City of Hutto	Mayor Debbie Holland
City of Hutto	Council Member Melanie Rios
City of Jarrell	Mayor Pro Tem Larry Bush
City of Leander	Council Member Kirsten Lynch
City of Leander	Council Member David Siebold
City of Liberty Hill	Mr. Jack Harkrider
City of Round Rock	Mayor Alan McGraw
City of Round Rock	Mayor Pro-Tem Kris Whitfield
City of Round Rock	Mr. Russ Boles
City of Taylor	Mayor Donald Hill
City of Taylor	Council Member Chris Gonzales
City of Thrall	Mayor Troy Marx
City of Weir	Mayor Mervin Walker

ASSOCIATE MEMBERS

Austin Independent School District
Barton Springs/Edwards Aquifer Conservation District
Bastrop County Emergency Services District 2
Bluebonnet Electric Cooperative, Inc.
Buda Economic Development Corporation
Capital Area Metropolitan Planning Organization
Central Health
Dripping Springs Independent School District
Eanes Independent School District
Fayette County Central Appraisal District
Georgetown Chamber of Commerce
Georgetown Economic Development
Giddings Independent School District
Guadalupe-Blanco River Authority
Hays Central Appraisal District
Hutto Independent School District
La Grange Independent School District
Lower Colorado River Authority
Pedernales Electric Co-Op
Round Rock Chamber of Commerce
Round Rock Independent School District
Travis County Emergency Services, Dist. 2
Travis County Emergency Services, Dist. 4

REPRESENTATIVES

Mr. Joey Crumley
Mr. Kirk Holland
Commissioner Michael Norman
Mr. Mark Rose
Ms. Ann Miller
Ms. Maureen McCoy
Ms. Christie Garbe
Ms. Caroline Pekarek
Dr. Nola Wellman
Mr. Richard Moring
Mr. Mel Pendland
Mr. Mark Thomas
Mr. Allen Law
Mr. Jim Powers
Mr. David Valle
Dr. Douglas Killian
Dr. Randy Albers
Vacant
Ms. Trista L. Fugate
Mr. Writ Baese
Mr. Paul J. Tisch
Chief Ron Moellenberg
Chief Florencio D. Soliz

2014 EXECUTIVE COMMITTEE**OFFICERS:**

Judge Wayne Brascom, Chairman
Mayor Marc Holm, 1st Vice Chair
Judge Tom D. Bonn, 2nd Vice Chair
Mayor Debbie Holland, Secretary
Mayor Alan McGraw, Immediate Past Chairman

MEMBERS:

Council Member Eileen Altmiller	Council Member Samantha LeMense
Judge Samuel T. Biscoe	Commissioner Cynthia Long
Judge Bert Cobb	Mayor Caroline Murphy
Mayor Jeff Coleman	Judge Paul Pape
Commissioner Will Conley	Commissioner Maurice Pitts, Jr.
Commissioner Gerald Daugherty	Representative Eddie Rodriguez
Judge Dan A. Gattis	Mayor George Russell
Mayor Daniel Guerrero	Council Member Kathie Tovo
Judge Bill Guthrie	Mayor Pro Tem Donald Tracy
Representative Jason Isaac	Mayor Lew White
Judge Ed Janecka	Representative Paul Workman
Judge Donna Klaeger	



City Council Meeting October 23, 2014 Agenda Item Transmittal

Agenda Item #: 10

Agenda Title: Consider appointment to the Williamson County-Cities Health District Board of Health.

Council Action to be taken: Appoint candidate of your choice to Board of Health

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

Ms. Sanford was appointed to the Williamson County-Cities Health District Board of Health in July, 2006, reappointed in 2008 and again in 2011. Her term expires on December 31, 2014.

2. DESCRIPTION/ JUSTIFICATION

The Williamson County Board of Health is the administrative authority for the Williamson County & Cities Health District. The five governmental entities that form the Health District appoint citizen representatives to the Williamson County Board of Health. Each city appoints one member and the Commissioners' Court appoints two members to serve 3 year staggered terms.

You have one new application from Ms. Weiner who has expressed an interest in serving.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

The next Board of Health meeting is scheduled in November and your recommendation for appointment is requested prior to that date if possible.

5. RECOMMENDATION

Ms. Sanford has served the City of Taylor well during her terms on this Board and is agreeable to step down to let someone new accept the appointment.

6. REFERENCE FILES

- 10a. [Board of Health Roster](#)
- 10b. [Sanford Background Information](#)
- 10c. [Application from Ms. Weiner](#)



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Board of Health

The Board of Health is the administrative authority for the Health District. The governmental entities that form the Health District appoint representatives to serve as directors of the Williamson County Board of Health, that oversees the operations of the Health District. Each city with a population of 15,000 or greater appoints one director and the Commissioners' Court appoints two directors. Cities with a population of less than 15,000 appoint one representative to represent them collectively. Board directors serve without compensation for staggered three-year terms. The WCCHD Executive Director is an ex-officio non-voting participant of the Board. The Board meets every two months and meetings are open to the public.

Contact Information

Healthcare Helpline

512-248-3252 - or -
1-800-890-6296
Se Habla Español

WIC and Community Nutrition

1-800-WIC-FOR-U

After Hours Emergency Contact

512-864-8345

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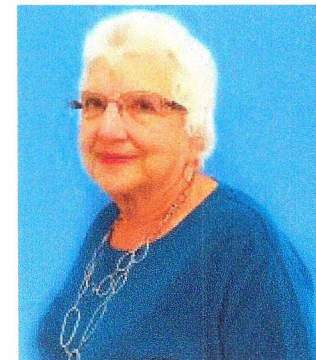


**Wayne Cavalier,
Chair**

Represents: Williamson
County

Appointed: Sep. 2012
Term Expires: Dec. 2014
Phone: 512-363-7674
Email: [Wayne Cavalier](#)

[Wayne Cavalier's Bio](#)



**Katherine M. Galloway,
Secretary**

Represents: Cedar Park

Appointed: Jan. 1999
Term expires: Dec. 2015
Phone 512-259-7350
E-mail [Katherine M.
Galloway](#)

[Katherine Galloway's Bio](#)



**Rob T. Hardy,
Vice Chair**
Represents: Georgetown

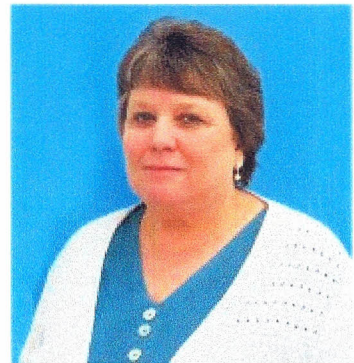
Appointed: Jun. 2010
Term Expires: Dec. 2016
Phone: 512-639-4444

Email [Rob T. Hardy](mailto:Rob.T.Hardy@wchd.org)

[Rob T. Hardy's Bio](#)

**Photo
Unavailable**

Vacant
Represents:
Liberty Hill and Hutto



Pamela Sanford
Represents: Taylor

Appointed: Jul. 2006
Term Expires: Dec. 2014

E-mail [Pamela Sanford](mailto:Pamela.Sanford@wchd.org)

[Pamela Sanford's Bio](#)



**W.S. "Chip" Riggins, Jr.,
MD, MPH**

Executive Director and
Health Authority,
Williamson County &
Cities Health District

Phone 512-943-3600

E-mail [Dr. Riggins](mailto:Dr.Riggins@wchd.org)

[Dr. Chip Riggins' Bio](#)

Selicia Sanchez-Adame
Represents: Round Rock

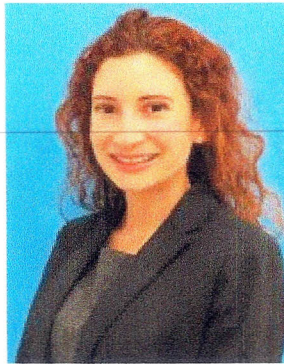
Appointed: Jan. 2013
Term Expires: Dec. 2015

Phone: 512-965-1846

Email: [Selicia Sanchez-
Adame](mailto:Selicia.Sanchez-Adame@wchd.org)

Larry Madsen
Represents:
Williamson County

Appointed: July 2014
Term Expires: Dec. 2016



[Selicia Sanchez-Adame's Bio](#)



Dr. Luis Egelsee

Represents: Leander

Appointed: Jan. 2014

Term Expires: Dec. 2015

Phone:

Email:

[Dr. Luis Egelsee's Bio](#)



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Meet Pamela Sanford



Represents:



How to contact:
E-mail [Pamela Sanford](#)

Contact Information

Healthcare Helpline

512-248-3252 - or -
1-800-890-6296
Se Habla Español

WIC and Community Nutrition

1-800-WIC-FOR-U

After Hours Emergency Contact

512-864-8345

Connect With Us



Pamela Sanford represents Taylor on the Board of Health. She was appointed in August 2006 and her current term expires December 2014.

Full name including any professional designations.

Pamela G. Sanford, MSN, RN, BC, CNS

How long you have lived in the area and what other community leadership positions have you held?

I have lived in Taylor since 1992. Active in Taylor Special Olympics until 2001. Lived in Round Rock while attending graduate school at UT Austin (1983-1984) Graduated from Round Rock High School in 1972.

**Why you are glad to serve on the WCCHD Board of Health?**

I enjoy the networking with other health professions. It is also a great way to learn about what is happening in the county. Being a member of the Board of Health is a great way to support the citizens of my town and my county.

Any other information you would like to share such as hobbies, information about your family, etc?

I retired from the Army Nurse Corps in 1992 as a Major. I am married and have 2 grown sons. Robert lives in Georgetown. Travis lives in Taylor and is a member of the Coupland Volunteer Fire Department. My husband, Johnny, is active in the Taylor local government—School Board Member, member of the Chamber of Commerce, and Zoning Board of Adjustments for the city. I am also an active member of American Nurses Association and appraiser for the ANCC Pathway to Excellence Program.

Professional experience: I have been a Registered Nurse since 1976. I began my nursing career in the US Army Nurse Corps. The majority of my career in the army was spent in Critical Care. My career moved to Nursing Education and Staff Development when I began working at Scott and White Healthcare in 1993.

Adjunct Faculty	Texas A&M University Corpus Christi	Jan 1996-present
Clinical Educator	Scott and White Healthcare	
Senior Clinical Nurse	Institute of Surgical Research Fort Sam Houston, TX	July 1990-Aug 1992
Nurse Manager	Silas B. Hayes Army Hospital Fort Ord, CA	July 1988-July 1990
Director / Instructor Critical Care Course	Brooke Army Medical Center Fort Sam Houston, TX	July 1985-July 1988



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

RECEIVED

OCT 17 2014

Name: Adriana Rodriguez-Weiner

Address: 1015 Hackberry Street
Taylor Texas, 76574

How long at this residence? Three Years

Phone (Home) 512-309-4159

Cell Phone 512-978-8817

Fax _____

Email wellempowered@gmail.com

Occupation _____

f

Health care advocacy for individuals. _____

Address: Self-employed _____

Work Phone 512-978-8817

Business owner? ☒ Yes ☐ No

Additional information?

Provided and advocated for health care of individuals in Taylor and Williamson county through my business and through the Wilco Wellness Alliance workshops. _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) :

WCCHD

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests, which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I have been a registered nurse for over fifteen years working with diverse and, underserving populations. My focus has been lack of access to health care, and the task of navigating through the system. Navigating the health care system can be an enormous task for any individual, especially for those who cannot read, speak the language, or understand health literacy. My business focuses on bridging the gap between individuals and the health care world. I am active with The Williamson's County Alliance groups. I obtained a Master of Public Health in 2011 to further understand and implement health education and health promotions to diverse communities, through health culturally sensitive programs that are sensitive to individuals' beliefs and values.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT

WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (**Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.*)

I hereby swear and affirm that the information provided above is true and correct

Signature

Adriana Rodriguez Weiner

Date

10/14/14

Adriana Rodriguez Weiner
1015 Hackberry Street
Taylor, TX 76574
(512) 309-4159-H
(512) 978-8817-C
wellempowered@gmail.com

October 17, 2014

City of Taylor
400 Porter Street
Taylor, TX 76574

Dear Mrs.: Brock

RE: Williamson County cities health district board of health appointment

This letter and the attached resume are to express my interest in the appointment. I have been a Registered Nurse for over fifteen years in different health care settings. I obtained a Master of Public Health to promote the health and safety of all individuals. I am confident that as an experienced bilingual, bicultural health care worker with a strong clinical background dovetailed with a Master of Public health degree; I will be able to assist the county's Health care appointee. I am aware of the different initiatives Williamson County & Cities Health Districts would like to move towards and feel that I could support the organizations vision, as well as kept the city of Taylor informed.

I am looking forward to have an opportunity to discuss the public health of Williamson County with the county commissioners. The Williamson County health department does a fantastic job in promoting the health to individuals through their health services, preventive services, education, along with the quality of their services. Thank you in advance for your time, and this opportunity. Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Adriana Rodriguez Weiner". The signature is written in a cursive, flowing style.

Adriana Rodriguez-Weiner

ADRIANA RODRIGUEZ WEINER

wellempowerd@gmail.com

512-948-8817 (C)

512-309-4159 (H)

1015 Hackberry Street

Taylor, TX 76574

EDUCATION

Master of Public Health

Nova Southeastern University; Davie, Florida

GPA: 3.92

Field Study: *Expanding Capacity through the Utilization of Informational Technology in Community Health Clinics.*

Bachelor of Science in Nursing (Summa cum Laude)

Florida Atlantic University; Davie, Florida

GPA: 4.0

State of Texas Nursing License 827790

PROFESSIONAL EXPERIENCE

- Collaborated alongside Emergency Preparedness strategic team on the dispensing of H1N1 vaccine in accordance to CDC regulations in Broward County.
- Independently completed the Center of Disease Control Modules on Tuberculosis, to fulfill the goal of educating patients and physicians on this communicable disease and its impact on the refugee population throughout Broward County communities.
- Ascertained completion and compliance of nine month medication regime for patient with latent TB, by using culturally sensitive health educating models to stress the importance of compliance and being careful not to stigmatize the client.
- Generated public health information on refugee population through monthly Task Force meetings in collaboration with other services providers; as well as, obtained clarifications on new federal and state regulations on policy changes pertaining to refugees.
- Provided community outreach services like HIV screenings, health education and health promotions materials on TB, Latent TB and HIV in English and Spanish through the Broward Health Department and local partners.
- Managed access and directed navigation to health care for: Refugees, asylees, parolees, victims of human trafficking, Cuban and Haitian entrants.
- Assured assess and education on appropriate immunizations for this Refugee population through the State Health Department.
- Designed educational sessions to non-profit organizations, as well as local doctors' offices regarding communicable diseases: TB, HIV, STD's and their impact on refugee populations.
- Developed a manual for community resources to serve and find medical homes through Medicaid for the refugee population in Broward County.
- Prepared monthly reports on effective outcomes and medical placements for refugee populations for the Health Department in Tallahassee.
- Provided assistance in the development of community outreach fairs for individuals with Hypertension, Diabetes and Chronic alignments through the Light of the World Clinic.
- Assisted in yearly implementation of vaccination program for uninsured children in Broward County through a public health community clinic; The Light of the World Clinic.

- Established an inventory tracking list for medication being donated to the Light of world clinic using Excel.
- Maintained accurate health data in medical charts, as well as inputted data from hard copy medical chart to new integrative system-Med-Ez.
- Implemented Med-Ez-integrative software to The Light of world Clinic, to appropriately collect statistical data for grants, the collection of health trends, race, ethnicity and epidemiological data.

CLINICAL EXPERIENCE

- Practiced according to the ANA Code of Ethics and within scope of practice for an RN.
- Use analytical skills and advanced assessment skills necessary to assess individuals and their health conditions.
- Generated a patient care plan through review of medical records, patient history and family input; related to patients' diagnosis, goals, rehabilitation potential, risk for infections, re-hospitalization, and outcomes for discharge.
- Demonstrated competency in time management, ability to multi task, organization skills, as well as critical thinking.
- Documented information clearly and completely, utilizing correct forms and in a timely manner according to hospital policy.
- Safely administered medications following the 5 Rights of Medication Administration.
- Coordinated nursing care activities in collaboration with other members of the interdisciplinary team.
- Monitored all aspects of patient care; including nutrition, environmental safety, physical activity, and potential for risks of infections.
- Assessed, measured and communicated with infectious disease specialist to properly address and coordinate care for patients with wounds following protocols and applying safety and infection disease interventions.
- Provided direction and supervision to ancillary nursing personnel, through professional judgment and positive role modeling.
- Maintained accurate, detailed records providing patients' medical information, vital signs, laboratory information, medications, and allergies.
- Interpreted and evaluated diagnostic testing to assess patient condition and report any changes to physician.
- Conducted laboratory testing; phlebotomy, EKG's, stress test, urine analysis, TB testing and Immunizations.
- Instructed patients and their families on topics such as health education, disease prevention, and developed health improvement programs.
- Supervised Certified Nurse Assistant during home visits to ensure proper care, delegated care for patients to Certified Nurses Aids and Patient care associates'.
- Supported Lead Nurse in internal chart audits.
- Assisted with staff member to obtain Joint commission Accreditation while working at Memorial Regional Hospital to improve patient safety and quality of care.

ACADEMIC EXPERIENCE

Nova Southeastern University: Department of Public Health
Student Intern; Davie, Florida

Public Health Research- Epidemiology Dr. Fleischer

- Established a core foundation of data management and statistical programming through Biostatistics, Epidemiological principles; as well as created data tables with health trends and diseases applying appropriate statistical analysis and interpreting results through the use of a Statistical analysis software-SAS.

Health Service and Planning and Evaluation

Student intern-Professor Doldren

- Generated Epidemiological data using local, state, and federal agencies to promote a poster titled: ***HIV/AIDS and the Elderly: The Silent Epidemic.***
- Synthesized The Health Belief Model and the Theory of Reasoned Action taking in consideration the cultural beliefs and value system of many Latinos, as well as collecting epidemiological data from the CDC WONDER website to create a program for a federally funded clinics following an executive order from the President giving every individual the right to have interpretive services when needing health services titled: ***Bridging the gap through a culturally linguistic program.***

Research modes and method in public health

Student Intern-Dr. Ownby

- Wrote research Proposal titled: ***Patients' Perceived Importance on the Collection of Race and Ethnicity by Their Health care Providers.***
- Constructed a cross-sectional study design, IRB approval obtained through the University and CITI certification was already obtained, bilingual interviewers and a structured survey with a Likert response format was used as an instrument of measurement.
- Statistical analysis used to interpret results: SAS; along with the use of descriptive statistics for measures of central tendency; mean, mode and median as well as their frequencies.

Public Health policy management and advocacy

Student intern- Dr. Howell

- Established a strategic plan representing Collier County Health Department's current health concerns along with their mission and vision.
- Wrote an opposing statement advocating for the right for Advance Practice Nurses to write prescriptions for controlled substance in the State of Florida.
- Wrote a Health Care Proposal: ***Providing Long Term Care for the Elderly.***; including budget and cost-effective analysis.
- Advocated for the identification of active Tuberculosis in U.S. bound Immigrants and Refugees before their arrival to the United States; for policy change allowing for follow-ups of newly arrived immigrants and refugees who were at high risk for TB, and to provide a unique opportunity to offer preventive therapy for latent Tuberculosis.

Public Health Field Experience

Student Intern at, The Light of the World Clinic

- Created a work plan for this public health community clinic; project type: Program implementation and evaluation.
- Program Titled: ***Expanding Capacity: Through the Utilization of Information Technology.***

WORK HISTORY

WE Well Empowered, Inc., Taylor, Texas	Present
Psychiatric Nurse, Austin State Hospital, Austin Texas	2012-2013
Rehabilitation Nurse, Craig Hospital, Englewood, Denver, CO	2011-2012
Community Health Nurse/Case Manager, Complete Home Health Care, Boulder, CO	2010-2011
Hospice Community Health Nurse, Catholic Hospice, Inc., Miami Lakes, FL	2010-2011
Refugee Case Manager, Broward Health Department, Fort Lauderdale FL	2009-2010
Registered Nurse/ Intern, The Light of the World Clinic, Fort Lauderdale FL	2007-2010
Cooperative Feeding Program, Volunteer, Fort Lauderdale, FL	2007-2004
Senior Companion Volunteer, Williamsburg Landing, Fort Lauderdale, FL	2004-2002
IVF Registered Nurse, Moshe Peres, Boca Raton, FL	2002-2004
Infertility/IVF RN, IVF of Florida, Margate, FL	1999-2002
Telemetry Nurse, Memorial Regional Hospital, Hollywood, FL	1998-1999
Patient care Assistant, Memorial Regional Hospital, Hollywood, FL	1988-1998

ASSOCIATION

- The Gerontological Society of America
- Texas Nurses Association
- American Nurses Association
- Florida Public Health Association
- National Coalition on Aging
- The National Honor Society

CONTINUING EDUCATION

- BLS Health Provider: 10/15/2016
- CITI Collaborative Institutional Training Initiative: Human Research Curriculum Completion; Nova Southeastern University: 5/9/09.
- Medical Error Prevention and Root Cause Analysis: HIV/AIDS: Epidemic update: /6/23/201:0
- Alzheimer's Disease : 08/30/2014
- Osteoporosis: Diagnosis and Treatment: 8/31/2014
- HIV/AIDS Epidemic Update: 6/23/2014
- Foodborne Illness: 6/23/14

Currently working on Masters in Nursing at UTA.

References For:
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City Council Meeting October 23, 2014 Agenda Item Transmittal

Agenda Item #: 11
Agenda Title: Consider accepting donation to the Taylor Public Library from the Ludine M. Pfennig Estate and approve use of those funds.

Council Action to be taken: Approve, Deny or Table

Initiating Department: Taylor Public Library

Staff Contact: Karen Ellis, Library Director

1. INTRODUCTION/PURPOSE

Mrs. Ludine Pfennig was a longtime member of the Taylor community and a fixture at the Pfennig Pharmacy, which was opened by her husband Melvin in 1963. Mrs. Pfennig passed away on December 16, 2013. She was 92 years old. The Taylor Public Library was listed as beneficiary in Mrs. Pfennig's will.

At the August 14, 2014 City Council Meeting, a bequest amount of **\$15,332.47** was accepted by City Council, and approved use of those funds to purchase library materials.

Additionally, City staff & the Library Director were notified on September 30, 2014 that further funds were bequeathed to the Taylor Public Library in the amount of **\$33,718.95**. Staff was not aware of this second check until notified by the local Edward Jones office. The Library had not anticipated this second check, though we are very grateful for the bequest.

2. DESCRIPTION/ JUSTIFICATION

Since opening the current Taylor Public Library in the spring of 2007, approximately **663,373** people have visited the building, using materials, equipment and furniture. The Library Director would like to devote these more recent funds towards facility improvements such as carpet tiles, reupholster or replacement of some soft furnishings (lounge seating, ottomans and pillows), and replace task chairs in the Computer Lab and at service stations. Pricing and availability will factor into what can be fixed or replaced and exact costs are not known at this time.

3. FINANCIAL/BUDGET

If the Taylor City Council so approves this request, these funds would be added to the Library Grant/Donation Fund.

4. TIMELINE CONSIDERATIONS

None.

5. RECOMMENDATION

1. The Library Director recommends acceptance of this second bequest from the Pfennig Estate for use by the Taylor Public Library. Furthermore, the Director and Library staff are deeply grateful to Mrs. Pfennig. Such a gift to the Library is a gift to the entire community.
2. It is the recommendation of the Library Director that funds received from the Pfennig Estate be used towards facility improvements as detailed above.

6. REFERENCE FILES

11a. Edward Jones Check from Pfennig Estate

Edward Jones
MAKING SENSE OF INVESTING

201 Progress Parkway
Maryland Heights, MO 63043

Check Number
134270978

Account Number
591-13346-1-2

00000798 01 SP 0.480 01 TR 00009 EJDCCDD21



TAYLOR PUBLIC LIBRARY
ATTN FINANCE
400 PORTER ST
TAYLOR TX 76574-0000

Account Registration

EST OF LUDINE M PFENNIG
CLARENCE W PFENNIG EXECUTOR
3730 TWISTED OAKS
SAN ANTONIO TX 78217

Don't stand in a line at the bank. Ask your Financial Advisor how you can have money sent directly to your bank account.

Date	Description	Amount
09/30/14	CHECK ISSUED AT YOUR REQUEST	33,718.95
	TOTAL CHECK ISSUED	33,718.95

S 000798 EJDCCDD21 000798 E

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A GREEN BACKGROUND PRINTED ON TRUE WATERMARK PAPER

Edward Jones
MAKING SENSE OF INVESTING

201 Progress Parkway
Maryland Heights, MO 63043

The Northern Trust Company
Oak Brook, IL

Check Number
134270978

VOID AFTER 180 DAYS

Date: 09/30/2014

70-2382
719

PAY: ***THIRTY-THREE THOUSAND SEVEN HUNDRED EIGHTEEN AND 95/100 DOLLARS*****

Pay to the order of:
TAYLOR PUBLIC LIBRARY
ATTN FINANCE
400 PORTER ST
TAYLOR TX 76574-0000

Amount \$***33,718.95

James D. Weddell

⑈ 134270978 ⑈ ⑆ 071923828 ⑆ 030178174 ⑈



***City Council Meeting
October 23, 2014
Agenda Item Transmittal***

Agenda Item #: 12
Agenda Title: Consider future agenda items.
Council Action to be taken: No action can be taken on this item
Initiating Department: City Council
Staff Contact: Mayor

1. INTRODUCTION/PURPOSE

Under this item, we will be receiving input regarding future agenda items from you. This agenda item will be added as a routine matter on each of your upcoming agendas and will not be an action item since no specific items are listed for consideration. Staff will also be bringing potential agenda items before you at this time.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

12a. Continuous list

Topics still to be addressed:

Gonzales:

- Update on the West End School: **Presentation at Oct. 23rd mtg.**
- more discussions regarding a strategic plan; 5 year plan: **discussed at May 22 meeting; additional discussion planned for upcoming mtg**
- a city facilities assessment – **Proposal requested from TASB**
- cemetery streets addressed: **added to the CIP**
- bulk or reduced water rates for home owner associations: **looking at tiered system to be brought to Council Nov. 13.**
- Revisit the recycling program proposal(s): **scheduled for the Nov 11 council mtg.**

Ancira:

- requested a joint meeting or workshop with the TEDC Board after the new city manager is in place- **Pending.**
- Discuss CARTS and AMTRAK project update – **Pending – Work in progress.**
- Corridor signage – **In committee pending branding efforts. Branding company selected and branding about to be underway.**
- Add policy to Board Handbook regarding deadline for applications. **Currently under revision and will be presented to Council at December meeting.**

Green:

- Consider a “vacant building fee” and guidelines for downtown Main Street properties; **June 26 ; to be brought back at a later meeting for further discussion**
- Update on corridor signage: **waiting for Main Street Board info**
- Update from Animal Shelter Advisory Board: **they have been invited to present an update to Council at a future meeting (their next Board mtg is Oct. 22.)**
- Update on drainage projects: **scheduled for Nov. 13 council mtg.**
- Update on 7th Street Hospital property

Rydell:

- consideration of developing an in house street program to repair, fix and rebuild when possible: **Street committee working on options.**
- Developing historic preservation ordinances – **In Progress – Main St Bd; Janetta McCoy**
- review results of the TEEX Community Strategic Plan and begin to develop City plan **June 26 meeting reviewed communications portion ; continue discussion on Nov. 13.**
- More diversity for board volunteers; Summit of leaders
- Next steps to evaluate 7th St Campus RFP’s received: **Oct. 23 council to appoint team**