

## Central Colorado River Authority Self-Evaluation Report

### I. Agency Contact Information

A. Please fill in the following chart.

**Central Colorado River Authority  
Exhibit 1: Agency Contacts**

	Name	Address	Telephone & Fax Numbers	Email Address
<b>Agency Head</b>	Mathew Gaines	PO Box 964 Coleman, Texas 76834	Ph. 325-625-9001 Fax 325-625-9004	gainesland@verizon.net
<b>Agency's Sunset Liaison</b>	Sean Shurtleff		Ph. 512-463-1300	sean.shurtleff@sunset.state.tx.us

### II. Key Functions and Performance

Provide the following information about the overall operations of your agency. More detailed information about individual programs will be requested in a later section.

A. Provide an overview of your agency's mission, objectives, and key functions.

The mission of the CCRA is to control the flow of water from smaller tributaries in Coleman County that head to the Colorado River. Its primary function and objective has been to control flash flooding. Loss of life and property in the early 1900's was a problem due to flash flooding. The CCRA constructed several large retention dams to slow the water flow headed to the Colorado River. This in essence has lowered the risk of flash floods on the Colorado River as it meanders through central Texas towns on its way to the Gulf of Mexico. Today the CCRA offers heavy equipment services to the farmers & ranchers of Coleman County. The primary service is in the clearing brush on ranchland and construction and maintenance of smaller ponds. These smaller 1-3 acre ponds help the land owner in providing water for livestock and the prevention of soil erosion. These ponds also have an added benefit of providing water to the native wildlife habitat. This service is provided on a costs basis and is performed by the CCRA's full time employee who has many years of heavy equipment experience. The goal of the CCRA board of directors has been to provide these services at an affordable price to land owners and at no expense to tax payers. Today the board of directors of the CCRA are proud of the fact that it is a self-supporting state agency.

- B. Do your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed. What harm would come from no longer performing these functions?**

The CCRA board of directors feel that this agency is still meeting its objective. Without the CCRA's services the board feels that local land owners would lose the knowledgeable experience they have come to expect. Without the CCRA, local land owners could realize higher costs and less efficiency in heavy equipment operations.

- C. What evidence can your agency provide to show your overall effectiveness and efficiency in meeting your objectives?**

The effectiveness evidence would be the fact that the CCRA has a waiting list of satisfied landowners who are willing to wait sometimes months for our service. These landowners have grown to depend on the services of the CCRA and its very capable operator.

- D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions? Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted? Yes.** The CCRA has recommended no Legislative changes.

- E. Do any of your agency's functions overlap or duplicate those of another state or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?** The CCRA board is unaware of any duplication or overlapping of services.

- F. In general, how do other states carry out similar functions?** Unknown

- G. What key obstacles impair your agency's ability to achieve its objectives?** None

- H. Discuss any changes that could impact your agency's key functions in the near future (e.g., changes in federal law or outstanding court cases).** Unknown

- I. What are your agency's biggest opportunities for improvement in the future?**

Finding local volunteers to serve on the CCRA board that could dedicate their time.

- J. In the following chart, provide information regarding your agency's key performance measures included in your appropriations bill pattern, including outcome, input, efficiency, and explanatory measures. See Exhibit 2 Example.**

Central Colorado River Authority

**Exhibit 2: Key Performance Measures — Fiscal Year 2014**

Key Performance Measures	FY 2014 Target	FY 2014 Actual Performance	FY 2014 % of Annual Target
Private Projects	\$150,000	\$181,105	20% increase

**III. History and Major Events**

Provide a timeline of your agency’s history and key events, including:

- the date your agency was established;
- the original purpose and responsibilities of your agency;
- major changes in responsibilities or statutory authority;
- changes to your policymaking body’s name or composition;
- significant changes in state/federal legislation, mandates, or funding;
- significant state/federal litigation that specifically affects your agency’s operations; and
- key changes in your agency’s organization (e.g., a major reorganization of the agency’s divisions or program areas).

\*\*The Central Colorado River Authority was created in 1935 by an act of the forty-fourth Legislature.

\*\*Control flow of flood waters in Coleman County leading to the Colorado River.

\*\*n/a

\*\*Only changes in composition would be new board members.

\*\*n/a

\*\*n/a

\*\*n/a

## IV. Policymaking Structure

A. Complete the following chart providing information on your policymaking body members.

**Central Colorado River Authority  
Exhibit 3: Policymaking Body**

<b>Member Name</b>	<b>Term / Appointment Dates / Appointed by</b> <i>(e.g., Governor, Lt. Governor, Speaker)</i>	<b>Qualification</b> <i>(e.g., public member, industry representative)</i>	<b>City</b>
Herman Law	6 year / 9-13-12 / Rick Perry	Public member	Burkett, Texas
Patrick Justiss	6 year / 3-01-11 / Rick Perry	Public member	Coleman, Texas
Mathew Gaines	6 year / 2-20-13 / Rick Perry	Public member	Coleman, Texas
Bruce Pittard	6 year / 2-20-13 / Rick Perry	Public member	Novice, Texas
Andrew Young	6 year / 2-20-13 / Rick Perry	Public member	Coleman, Texas

B. Describe the primary role and responsibilities of your policymaking body.

Hold monthly meetings, pay bills, meet monthly with operator for project status.

C. How is the chair selected?

By vote

D. List any special circumstances or unique features about your policymaking body or its responsibilities.

n/a

E. In general, how often does your policymaking body meet? How many times did it meet in FY 2014? In FY 2015?

Our meetings are held the 3<sup>rd</sup> Tuesday of each month at 1:00 pm.

We met 12 times in the year of 2014. We have met 8 times in the year of 2015.

F. What type of training do members of your agency's policymaking body receive?

n/a

G. Does your agency have policies that describe the respective roles of the policymaking body and agency staff in running the agency? If so, describe these policies.

We have a set of by laws that we follow.

**H. What information is regularly presented to your policymaking body to keep them informed of your agency’s performance?**

We rely on our operations manager / equipment operator to inform directors of projects.

**I. How does your policymaking body obtain input from the public regarding issues under the jurisdiction of the agency? How is this input incorporated into the operations of your agency?**

We post locally a notice of monthly meetings at the court house and welcome input.

**J. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart. See Exhibit 4 Example.**

**Central Colorado River Authority**  
Exhibit 4: Subcommittees and Advisory Committees

**V. Funding**

**A. Provide a brief description of your agency’s funding.**

We are a self- funding agency dependent upon private projects.

**B. List all riders that significantly impact your agency’s budget. n/a**

**C. Show your agency’s expenditures by strategy. n/a**

**D. Show your agency’s sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines. See Exhibit 6 Example.**

**Central Colorado River Authority**  
Exhibit 6: Sources of Revenue — Fiscal Year 2014 (Actual)

Source	Amount
Operating Revenues	181,105.00
Interest & other	441.00
<b>TOTAL</b>	<b>181,546</b>

**E. If you receive funds from multiple federal programs, show the types of federal funding sources. See Exhibit 7 Example.**

None

**Central Colorado River Authority**  
**Exhibit 7: Federal Funds — Fiscal Year 2014 (Actual)**

Type of Fund	State / Federal Match Ratio	State Share	Federal Share	Total Funding
n/a	(Number)	(Number)	(Number)	(Number)
<b>TOTAL</b>		<b>(Number)</b>	<b>(Number)</b>	<b>(Number)</b>

F. If applicable, provide detailed information on fees collected by your agency. *See Exhibit 8 Example.*

**Central Colorado River Authority**  
**Exhibit 8: Fee Revenue — Fiscal Year 2014**

Fee Description/ Program/ Statutory Citation	Current Fee/ Statutory Maximum	Number of Persons or Entities Paying Fee	Fee Revenue	Where Fee Revenue is Deposited <i>(e.g., General Revenue Fund)</i>
n/a	(Text)	(Number)	(Number)	(Text)

**VI. Organization**

A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division. Detail should include, if possible, Department Heads with subordinates, and actual FTEs with budgeted FTEs in parenthesis.

n/a

B. If applicable, fill in the chart below listing field or regional offices. *See Exhibit 9 Example.*

**Central Colorado River Authority**  
**Exhibit 9: FTEs by Location — Fiscal Year 2014**

Headquarters, Region, or Field Office	Location	Co-Location? Yes / No	Number of Budgeted FTEs FY 2014	Number of Actual FTEs as of June 1, 2014
n/a	(Text)	(Text)	(Number)	(Number)
<b>TOTAL:</b>			<b>TOTAL:</b>	<b>TOTAL:</b>

C. What are your agency’s FTE caps for fiscal years 2014–2017? n/a

D. How many temporary or contract employees did your agency have as of August 31, 2014? None

E. List each of your agency’s key programs or functions, along with expenditures and FTEs by program.

## Central Colorado River Authority

### Exhibit 10: List of Program FTEs and Expenditures — Fiscal Year 2014

n/a

## VII. Guide to Agency Programs

Complete this section for **each** agency program (or each agency function, activity, or service if more appropriate). Copy and paste the questions as many times as needed to discuss each program, activity, or function. Contact Sunset staff with any questions about applying this section to your agency.

**A. Provide the following information at the beginning of each program description.**

*Name of Program or Function: n/a*

*Location/Division:*

*Contact Name:*

*Actual Expenditures, FY 2014:*

*Number of Actual FTEs as of June 1, 2015:*

*Statutory Citation for Program:*

- B. What is the objective of this program or function? Describe the major activities performed under this program. n/a**
- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. n/a**
- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. n/a**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. n/a**
- F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable. n/a**
- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues). n/a**

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. n/a**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. n/a**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. n/a**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2014;
  - the number of contracts accounting for those expenditures;
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- L. Provide information on any grants awarded by the program. n/a**
- M. What statutory changes could be made to assist this program in performing its functions? Explain. n/a**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. n/a**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and
  - procedures for handling consumer/public complaints against regulated entities. n/a
- P. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.**

Central Colorado River Authority  
(Regulatory Program Name)

**Exhibit 11: Information on Complaints Against Regulated Persons or Entities  
Fiscal Years 2013 and 2014**

No complaints in many years.

## VIII. Statutory Authority and Recent Legislation

- A. Fill in the following charts, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2011–2015, or earlier significant Attorney General opinions, that affect your agency’s operations.

Central Colorado River Authority  
Exhibit 12: Statutes / Attorney General Opinions

*Statutes* None

*Attorney General Opinions* None

- B. Provide a summary of recent legislation regarding your agency by filling in the charts below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation). Place an asterisk next to bills that could have a major impact on the agency. *See Exhibit 13 Example.*

Central Colorado River Authority  
Exhibit 13: 84th Legislative Session

*Legislation Enacted*                      None

*Legislation Not Passed*                      None

## IX. Major Issues

The purpose of this section is to briefly describe any potential issues raised by your agency, the Legislature, or stakeholders that Sunset could help address through changes in statute to improve your agency’s operations and service delivery. Inclusion of an issue does not indicate support, or opposition, for the issue. Instead, this section is intended to give the Sunset Commission a basic understanding of the issues so staff can collect more information during our detailed research on your agency. Some questions to ask in preparing this section may include: (1) How can your agency do a better job in

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meeting the needs of customers or in achieving agency goals? (2) What barriers exist that limit your agency's ability to get the job done?

Emphasis should be given to issues appropriate for resolution through changes in state law. Issues related to funding or actions by other governmental entities (federal, local, quasi-governmental, etc.) may be included, but the Sunset Commission has no authority in the appropriations process or with other units of government. If these types of issues are included, the focus should be on solutions which can be enacted in state law. This section contains the following three components.

- A. **Brief Description of Issue.** none
- B. **Discussion**
- C. **Possible Solutions and Impact**

**X. Other Contacts**

- A. **Fill in the following charts with updated information on people with an interest in your agency, and be sure to include the most recent email address.**

Central Colorado River Authority  
Exhibit 14: Contacts

**Interest Groups** None

*(groups affected by agency actions or that represent others served by or affected by agency actions)*

**Interagency, State, or National Associations** None

*(that serve as an information clearinghouse or regularly interact with your agency)*

**Liaisons at Other State Agencies** None

*(with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General's office)*

I. Additional Information

- A. **Texas Government Code, Sec. 325.0075 requires agencies under review to submit a report about their reporting requirements to Sunset with the same due date as the SER. Include a list of each agency-specific report that the agency is required by statute to prepare and an evaluation of the need for each report based on whether factors or conditions have changed since the statutory requirement was put in place. Please do not include general reporting requirements applicable to all agencies, reports that have an expiration date, routine notifications or notices, posting requirements, federally mandated reports, or reports required by G.A.A. rider. If the list is longer than one page, please include it as an attachment. See Exhibit 15 Example.**

Central Colorado River Authority  
Exhibit 15: Evaluation of Agency Reporting Requirements

None

- B. Has the agency implemented statutory requirements to ensure the use of "first person respectful language"? Please explain and include any statutory provisions that prohibits these changes.

None

- C. Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate. The chart headings may be changed if needed to better reflect your agency's practices.

Central Colorado River Authority  
Exhibit 16: Complaints Against the Agency — Fiscal Years 2013 and 2014

	Fiscal Year 2013	Fiscal Year 2014
Number of complaints received	None	None

- D. Fill in the following charts detailing your agency's Historically Underutilized Business (HUB) purchases. See Exhibit 17 Example.

Central Colorado River Authority  
Exhibit 17: Purchases from HUBs

*Fiscal Year 2013 n/a*

*Fiscal Year 2014 n/a*

*Fiscal Year 2015 n/a*

- E. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy? (Texas Government Code, Sec. 2161.003; TAC Title 34, Part 1, rule 20.15b)
- F. For agencies with contracts valued at \$100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of \$100,000 or more? (Texas Government Code, Sec. 2161.252; TAC Title 34, Part 1, rule 20.14)
- G. For agencies with biennial appropriations exceeding \$10 million, answer the following HUB questions.
1. Do you have a HUB coordinator? If yes, provide name and contact information. (Texas Government Code, Sec. 2161.062; TAC Title 34, Part 1, rule 20.26)
  2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Texas Government Code, Sec. 2161.066; TAC Title 34, Part 1, rule 20.27)
  3. Has your agency developed a mentor-protégé program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs to contract with

the state or to receive subcontracts under a state contract? (Texas Government Code, Sec. 2161.065; TAC Title 34, Part 1, rule 20.28)

H. Fill in the charts below detailing your agency’s Equal Employment Opportunity (EEO) statistics. See Exhibit 18 Example.

Central Colorado River Authority  
Exhibit 18: Equal Employment Opportunity Statistics

- 1. *Officials / Administration*      *n/a*
- 2. *Professional*                      *n/a*
- 3. *Technical*                              *n/a*
- 4. *Administrative Support*      *n/a*
- 5. *Service / Maintenance*      *n/a*
- 6. *Skilled Craft*                      *n/a*

I. Does your agency have an equal employment opportunity policy? No

**XII. Agency Comments**

We only have one full time employee. We are a self-supporting agency and receive no state or federal funds.

Biographical information of board members:

Bruce Pittard- Single man. Attended Texas Tech. Graduated at San Angelo State University in 1983. I am a cattle rancher and own 770 acres in Coleman County. I have also served on the Novice School ISD school board for 27 years.

Herman Law- Went to Oklahoma state tech for 2 years. Worked for Mobil oil for 16 years. Owner of an automotive tire business for 17 years. Served as president of Texas Tire Dealers Assoc for 2 years. Retired in 2006. Married and currently enjoy farming & ranching.

Andrew Young- Married. Graduated from Abilene Christian University in 2005 & majored in financial management. Work for Central Texas Farm Credit for past 12 years. Also farm and ranch on family land.

Mathew Gaines- Married. Has a degree in Drafting from TSTI. Worked at Coleman County Electric Co-op for 9 years. Real estate brokerage company for past 18 years. Also served the community as volunteer fireman and Church & library boards.