



TCEQ FMT Assistance Contract

In an effort to improve the viability of public drinking water and wastewater systems throughout Texas, the Texas Commission on Environmental Quality (TCEQ) offers contracted assistance at no charge for systems needing help to solve financial, managerial and technical (FMT) operational problems. This is accomplished using contractors. Many of these water and wastewater systems may have the potential to have regulatory compliance violations if corrections are not made. As a guideline, some of the possible assistance tasks are outlined on the back of this page.

TCEQ also offers consolidation assessments for officials or owners of systems who may be looking into the possibility of getting out of the water or wastewater business by consolidating their system with a nearby system. In those circumstances, TCEQ will assign the contractor to assess the feasibility of two or more systems working together, possibly to the point of a merger. If consolidation is determined to be feasible and recommended, TCEQ will then assign the contractor to assist the parties throughout the process to completion.

Requests for assistance referrals have historically come from areas such as:

- TCEQ regional field operation staff
- Assistance requests directly from the Utilities
- Texas Rural Water Association (TRWA) staff
- Drinking Water State Revolving Fund (DWSRF)
- Receivership issues
- TCEQ Water Supply Division staff
- TCEQ Small Business & Local Government staff
- Or TCEQ staff identification from:
 - *Annual Reports
 - *Regulatory assessment fees
 - *Compliance issues
 - *Drought Contingency Plans
 - *Needs surveys
 - Asbestos referrals
 - Drought priority lists
 - Enforcement prevention efforts
 - TCEQ enforcement staff
 - Community Resource Group (CRG)
 - *Identified unregistered utilities
 - *Abandonment threats
 - *CCN or Sales, Transfer, Merger applicants
 - *Customer complaints

Water or wastewater system officials may request FMT assistance for their systems by phoning Margot Taunton at 512-239-6403 or by emailing her at (MTAUNTON@tceq.state.tx.us). Consolidation assessment or assistance requests should be made to Elizabeth Flores at 512-239-6846 (EFLORES@tceq.state.tx.us) or Stacy L. Foster at 512-239-3105 (SFOSTER@tceq.state.tx.us).

Please note: No system currently in enforcement proceedings or in the process of being referred to enforcement for violations will be assigned assistance under these guidelines without the approval and involvement of the TCEQ Enforcement Division and Regional Field Operations Office.



TCEQ FMT Assistance Contract Assignment Task List

(Please note: This list is offered as a guideline and is not all inclusive. Other tasks may be assigned as warranted and approved.)

I. FINANCIAL	
1) - Billing and Accounting	9) – Funding Information and Sources
2) - Budget	10) – Metered Rate Implementation
3) – Business Plans	11) – Rate Change Application
4) – Collection Rate	12) – Rate Restructuring Options
5) – Debt Payment	13) – Rate Study
6) – DWSRF Application Assistance	14) – Reserve Account
7) – Financial Records	15) – Tariff Completion
8) – Financial Statements	
II. MANAGERIAL	
16) – 75% - 90% Rule	34) – Operating Reports
17) – Audit Findings	35) – Petition to Cease Operations
18) - Bylaws Development and Implementation	36) – Record Keeping
19) – Capital Improvement Plan	37) – Regulatory Guidance
20) – CCN Applications and Service	38) – Restructuring
21) – Consultant Evaluation	39) – Staff and Board Training
22) – Consumer Confidence Reports	40) – STM Application
23) – Cross Connection Control Program	41) – SUD Conversion
24) – Customer Complaint Issues	42) – Tax Exempt Status
25) – Customer Service Agreements	43) – Termination Agreement
26) – Customer Service and Relations	44) – Termination Policy
27) – Drought Contingency Plan	45) – TCEQ Annual Report
28) – Emergency Planning	46) – Uncertified Utility Assistance
29) – Employee Policy Manual	47) – Unregistered Utilities
30) – Homeowner Association Formation	48) – Water Conservation Plan
31) – Meeting Requirements	49) – WSC Conversion
32) – Meeting with HOA or POA or WSC members	
III. TECHNICAL	
51) – Alternate Source Evaluation	68) – Preventive Maintenance Program
52) – Analytical Techniques	69) – Proper Meter Reading
53) – Asbestos Evaluation	70) – Sampling Techniques
54) – Certified Operator	71) – Survey Deficiency Correction
55) – Compliance Violations (Address and Prevent)	72) – Tank Maintenance Program
56) – Corrosion Control Verification	73) – Taste and Odor
57) – Disinfection	74) – Wastewater Treatment Optimization
58) – Drought Assistance	75) – Water Audit
59) – Easement Compliance	76) – Water Contracts
60) – Flushing	77) – Water Loss Tracking
61) – General Rule Compliance	78) – Water Treatment Optimization
62) – Instrument Calibration	79) – Well Head Protection
63) – Interconnection Evaluation	80) – Well Production Tracking Method
64) – Log Pump Time	81) – Well Pumping Record
65) – MCL Violations (Address and Prevent)	82) – Lead and Copper Evaluation
66) – Operation and Maintenance Manual	83) – Security Checklist
67) – Pressure Maintenance	84) – Needs Survey