



**Interlocal Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

AGENDA ITEM NO.: 5
AGENDA DATE: Thu 10/27/2005
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SUBJECT: Approve execution of Interlocal Agreements between the City and the Travis County municipalities of Jonestown, Lago Vista, Lakeway, Manor, Sunset Valley, and Volente to provide public health enforcement services, including permitting and inspection of food establishments and general environmental complaint investigation, for the period of October 1, 2005 through September 30, 2006, with automatic annual renewal options. The total cumulative payment to the City of Austin for the initial term shall not exceed \$54,170.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$54,170 in unanticipated revenues for the General Fund. A fiscal note is not required.

FISCAL NOTE: N/A

REQUESTING Health and Human
DEPARTMENT: Services

**DIRECTOR'S
AUTHORIZATION:** David Lurie

FOR MORE INFORMATION CONTACT: Shannon Jones, Asst. Director of Public Health and Community Services Division, 972-5416; David B., Manager, Environmental and Consumer Health Unit, 972-5867; Linda Terry, Agenda Coordinator, 972-5023

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

MBE / WBE: N/A

Background

Prior to 2003, Travis County had entered into agreements with various incorporated municipalities with no health department for the provision of public health enforcement services including permitting and inspection of food establishments and general environmental complaint investigation. The City of Austin provided the services through the existing interlocal agreement (ILA) with Travis County.

In 2003, the City was asked to negotiate agreements for these services directly with the municipalities. The Village of San Leanna (2003) and Rollingwood (2004) currently have approved ILAs with the City of Austin for the provision of environmental health services. Negotiation for agreements with Jonestown, Lago Vista, Lakeway, Manor, Sunset Valley and Volente, have now been completed and ready for execution. The initial term for each of the agreements is October 1, 2005 through September 30, 2006, and will be reviewed annually and renegotiated as needed.

The City of Austin will provide the following services, as applicable to each municipality, for the sum noted in the respective performance measures listed in the next section:

- Investigate complaints and administratively enforce ordinances and state laws regarding



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nuisances, including junked vehicles, and unsanitary conditions.

- Administer and enforce ordinances regulating food establishments (including plan review, permit issuance, inspections, complaint investigations, and administrative enforcement).
- Prepare and maintain case files on complaints investigated.
- Assist in the preparation of civil or criminal proceedings and make staff available for testimony in court proceedings in the event suit is brought.
- The City will have no responsibility to initiate or prosecute any civil or criminal suit on any complaint or case; or to hire contractors to clean up lots or any nuisances; nor to assess any fees, fines or liens.

Each Municipality will have the following responsibilities:

- Pay the annual contracted amount to the City of Austin in advance on an annual or semi-annual basis as agreed to by the parties.
- Authorize personnel of the Austin/Travis County Health and Human Services Department (HHSD) to act as its health officials in investigating and enforcing the municipalities' environmental health compliance ordinances.
- Provide City of Austin with certified copies of ordinances to be used to enforce the agreement.
- Be responsible for scheduling and conducting any hearings required by ordinances or by state law.
- Assess any fines or collect fees.

PERFORMANCE MEASURES

Jonestown

Annual sum of \$5,915.00 to be paid semi-annually for the following services and collection of applicable fees:

- | | |
|---|----|
| • Inspection and permitting of food establishments, including temporary vendors | 15 |
| • Inspection and permitting of public, semi-public and private swimming pools | 4 |

Lago Vista

Annual sum of \$8,170.00 to be paid semi-annually, in advance, for the following services and collection of applicable fees:

- | | |
|---|----|
| • Inspection and permitting of food establishments | 17 |
| • Inspection and permitting of public, semi-public and private swimming pools | 10 |
| • Inspection of childcare facilities for annual environmental requirements | 1 |

Lakeway

Annual sum of \$21,390.00 to be paid semi-annually, in advance, for the following services and collection of applicable fees:

- | | |
|--|----|
| • Inspection and permitting of food establishments | 56 |
| • Inspection of childcare facilities for annual environmental requirements | 2 |



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Manor

Annual sum of \$8,625.00 to be paid semi-annually, in advance, for the following services and collection of applicable fees:

- Inspection and permitting of food establishments 23

Sunset Valley

Annual sum of \$8,035.00 to be paid semi-annually, in advance, for the following services and collection of applicable fees:

- Inspection and permitting of food establishments, including mobile and temporary vendors 21
- Inspection and permitting of public, semi-public and private swimming pools 1

Volente

Annual sum of \$2,035.00 to be paid semi-annually, in advance, for the following services and collection of applicable fees:

- Inspection and permitting of food establishments 5
- Inspection and permitting of public, semi-public and private swimming pools 1

Requested Council Action

Council is requested to approve execution of Interlocal Agreements for the provision of public health enforcement services between the CITY OF AUSTIN and the Travis County municipalities of JONESTOWN (\$5,915 per year), LAGO VISTA (\$8,170 per year), LAKEWAY (\$21,390 per year), MANOR (\$8,625 per year), SUNSET VALLEY (\$8,035 per year), and VOLENTE (\$2,035 per year) for the period of October 1, 2005 through September 30, 2006, with automatic annual renewal options. The total cumulative payment to the City of Austin for the initial term shall not exceed \$54,170.