

Credit Union Department

Energy and Water Management Plan

For 914 East Anderson Lane, Austin, Texas 78752-1699

Updated October 31, 2025

1. Rules

Pursuant to State law [4 Tex. Gov. Code §447.009 \(c\) and \(e\)](#) requires each state agency and institution of higher education to set and report percentage goals for reducing its usage of water, electricity, transportation fuel and natural gas. According to [34 Tex. Admin. Code §19.14 \(2016\)](#), these goals must be included in a comprehensive energy and water management plan (EWMP) submitted by **Oct. 31** of every fiscal year to the State Energy Conservation Office (SECO). This requirement is intended to streamline and standardize the energy reporting requirements of state agencies and institutions of higher education.

Pursuant to [34 Tex. Admin. Code §19.16](#) each state agency or institution of higher education must prepare a long-range plan for the delivery of reliable, cost-effective utility services to the agency or institution. The agency or institution must update the plan at least every five years to support five-year construction and major renovation planning. The plan is due to SECO only upon request.

Consequently, the Credit Union Department is exempt from the space allocation provisions of [Government Code Section 2165.104](#), pursuant to the rules promulgated thereunder by the Texas Facilities Commission.

2. Overview

The Credit Union Department is a small agency with eleven full-time employees headquartered in our 4,182 square foot building. Utility consumption consists of electricity, water, wastewater and sewage. Electricity is the largest utility bill, as it is used for heating, cooling, lighting, and running electrical appliances and equipment. Utility costs have remained relatively steady for several years. While the Credit Union Department has always been prudent in monitoring and managing energy costs, no specific percentage reduction goals are in place. All available cost-effective measures and any subsequent reporting have been estimated to indicate no substantial change in status. Combined, electric, water and sewage bills for prior fiscal years have been consistent in average costs. There is no natural gas connected to the building and so there is no natural gas plan needed at this time for the agency.

Cost savings measures in place include motion sensing lighting, which turns off lights when not in use, conservation measures including the setting of heating and cooling temperatures to reduce usage, use of window coverings and low energy-use bulbs in light fixtures. Furthermore, the agency promptly addresses plumbing related issues to avoid excessive water flow and our landscaping is drought resistant and low maintenance.

3. Long Range Plan and Cost Reduction Summary

All available cost-effective measures to conserve electricity, water and sewage will continue as the agency continues to seek out and be open to new strategies which result in prudent utility consumption measures. Some initiatives which may be considered in the future are as follows:

- 1) reducing the total number of office computer workstations.
- 2) the installation of a smart thermostat.
- 3) turning off lights in the entry foyer during working hours; and
- 4) the continued monitoring of monthly utility bills during and compared to each bill's period and of the prior year to identify any material usage/cost variance(s) and the associated reasons for such variance(s).

4. Building Facility

Facility	Address	Year Built	Facility Type	Gross Sq. Footage	Construction Type	FTEs
1 Story Building	914 East Anderson Lane, Austin, TX	1979	Office	4182	Brick/Steel	11

5. History of Utility Use

The land that the Credit Union Department facility sits on was obtained in April 1978 and the construction of this facility was completed in February 1979. The land was purchased, and construction was accomplished using funds received from state-chartered credit unions. The land and the building were given to the State of Texas specifically for the use and benefit of the Credit Union Department.

The agency has always had very few employees located at this facility and has been exempted from the space allocation provisions of Government Code Section 2165.104, pursuant to the rules promulgated thereunder by the Texas Facilities Commission.

6. Finance Strategy

House Bill 2774, effective September 1, 2009, designated the Credit Union Department as a self-directed, semi-independent agency. The general fund is used to account for all financial resources except those required to be accounted for in another fund. The Credit Union Department operates under the authority of Title 2, Chapter 15, Texas Finance Code. The primary responsibilities of the agency are to supervise, regulate and examine all credit unions organized under the laws of the State of Texas.

The following are the financial strategies for expenditures of energy conservation processes for the Credit Union Department:

Maintenance and repairs:

Normal building maintenance to be expended from other operating expenses.

Utilities:

Electricity, water, sewage, and trash removal are expended from utilities.

Contractual:

The Credit Union Department contracts the Texas Facility Commission and WorkQuest for the maintenance of the Credit Union Department building, water, and electrical systems in or outside the building.

Capital Projects or Improvements:

Capital Projects or improvement projects costing \$25,000 or more are submitted to the Credit Union Department Commission to review and approve for the annual budget.

7. Utility Awareness Plan

Because of the small size of the agency and less than 15 employees housed at the facility the best utility awareness tool used has been word of mouth. Word of mouth or email in a small environment has quickly helped to increase employee awareness and participation in turning off lights, appliances, or equipment where or when not needed, adjusting the thermostat when needed, and quickly communicating when a bathroom may have a water leak that needs to be fixed. Outside ground water systems are also frequently inspected to verify any outside water leaks.

8. Contact

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<https://comptroller.texas.gov/programs/seco/reporting/agency.php>