

FY25  
Open Records Time Tracking

(2160 Minutes Allowable Time Per Fiscal Year)

NR = No Responsive

Requestor	District #	Requestor #	Received	Due	Closed	Information Requested	Non-Allowable Time	Allowable Time	Time Remaining	Number of Pages
H Baker	25-001		10/08/24	10/21/24	10/10/24	all current employee/staff contact information. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record-keeping system is: 1. First Name 2. Last Name 3. Position Title 4. Department 5. Direct Phone Number (if does not exist, list main phone number with extension) 6. Business Cell Phone (if provided by Brushy Creek Municipal Utility District) 7. Email Address 8. Office Address (Address, City, State, Zip)	0	30	2130	1
R Kizer	25-002		10/16/24	10/29/24	10/22/24	Copies of public records that include Job Title, Department, Wage Rate (hourly wage or annual salary), and Work Location. We are requesting this information for all employees, both full-time and part-time, of BRUSHY CREEK MUNICIPAL UTILITY DISTRICT for the pay period covering the reference date of May 12th, 2024. We are not requesting names, Social Security numbers or any other personal information, and this information is not being sought for commercial purposes.	0	20	2110	1
R Hamilton	25-003		10/17/24	10/30/24	10/22/24	The resoulution or order showing the water rate policy	0	20	2100	10
K Balasubramanian	25-004		10/22/24	11/04/24	10/29/24	Plats of water lines around property 2503 Great Oaks Dr	0	15	2085	5
C Flores	25-005		10/23/24	11/05/24	10/29/24	water/sanitary sewer plans for 15841 Great Oaks Dr, Austin 78717	0	15	2070	12
<b>October Totals</b>	5						0	100	2070	29
B Ford	25-006		11/15/24	12/02/24	11/20/24	Copies of employee information, including First Name, Last Name, Hire Date, Gender, Race, Ethnicity, Department, Job Title, Base Salary Amount, Gross Annual Wages, Bonus Amount, Car Allowance (Annual), Cell Phone Allowance (Annual), Certification Pay (Annual)	0	40	2030	6
B Ford	25-007		11/15/24	12/02/24	11/20/24	a copy of any offer letter on file for full-time City employees hired between 8/1/2024 and 11/15/2024	0	5	2025	3
B Ford	25-008		11/15/24	12/02/24	11/20/24	a copy of the current employment contract(s) for each city official, appointed official, and/or department heads	0	5	2020	12
<b>November Totals</b>	3						0	50	2020	21
F Vences	25-009		12/26/24	01/10/25	12/27/24	Landscape and Irrigation as-builts for 1001 Zodiac Lane, University Village Townhomes	0	0	2020	0
A Riddell	25-010		12/31/24	01/14/25	12/31/24	Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials.	0	0	2020	0
<b>December Totals</b>	2								2020	0
A Quintana	25-011		01/06/25	01/17/25	01/06/25	List of properties with code violations issued by the city code enforcement department that have been on the list for the past 6 months consecutively. List of any properties that have been on the water shut off list in the past 6 months. I would also like a list of any properties that have been reported with fire damage by the fire department. Lastly, any properties that have been involved in any eviction proceedings.	0	0	2020	0
C White	25-012		01/23/25	02/05/25	01/24/25	contract or pricing from your current waste services provider	0	10	2010	52
<b>January Totals</b>	2						0	10	2010	52
J Porras	25-013		02/10/25	02/21/25	02/19/25	Utility plans for 4010 Sam Bass Road, Round Rock, TX 78681	0	10	2000	21

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H Alanis	25-014		02/13/25	02/26/25	02/20/25	Records of when CORR assumed ownership of BCMUD portion of Fern Bluff water tower	0	25	1975	8
<b>February Totals</b>	2						0	35	1975	29
A Zhu	25-015		03/03/25	02/14/25	03/04/25	Since this land falls under MUD's management, I would appreciate clarification on whether there are specific MUD policies that prohibit tree planting in this area. If such regulations exist, I kindly request documentation outlining the restrictions	0	10	1965	2
R Ramirez	25-016		03/06/25	03/19/25	03/11/25	as-builts for the water line along O'Conner for the project located at 7501 O'Conner.	0	30	1935	37
E Leeper	25-017		03/18/25	03/31/25	03/18/25	water testing reports from 2024 and any done in 2025	0	5	1930	0
P Kida	25-018		03/20/25	04/02/25	04/14/25	number of homes in the District	0	195	1735	0
<b>March Totals</b>	4						0	240	1735	39
Smart Procure	25-020		04/07/25	04/18/25	04/08/25	SmartProcure is submitting a public records request to the Brushy Creek Municipal Utility District for all current employee/staff contact information. The specific information requested from your record-keeping system is: 1. First Name, 2. Last Name, 3. Position Title, 4. Department, 5. Direct Phone Number (if does not exist, list main phone number with extension), 6. Business Cell Phone (if provided by Brushy Creek Municipal Utility District), 7. Email Address, 8. Office Address (Address, City, State, Zip)	0	15	1720	1
A Whitley-George	25-021		04/16/25	04/30/25	04/29/25	a printable notice to Buyer for the Upper Brushy Creek	0	5	1715	5
<b>April Totals</b>	2						0	20	1715	6
Lien One	25-023		05/02/25	05/15/25	05/05/25	Lein Search Request/Utility Account (Confidential Information - Request Closed)	0	0	0	0
A Demuth	25-024		05/05/25	05/16/25	05/16/25	Documents that show the policy to add water to wet ponds, Brushy Creek NOI, the documentation of notification to TCEQ to add water to wet ponds, the map that refers to section 2.2.1 of the SWMP,	0	150	1565	104
A Demuth	25-025		05/20/25	06/03/25	06/03/25	which of the wet ponds are we adding water for aesthetic purposes? Where in 30 TAC Chapter 213, Section 3.4.9 does it specify that Brushy Creek must add water to wet basins for permit compliance?	0	145	1420	1
S Dodson	25-026		05/30/25	06/11/25	05/30/25	Plats and plans of utility easements around 16823 Baily Jean Dr	0	5	1415	4
<b>May Totals</b>	4						0	300	1415	104
Rottie6509	25-027		06/16/25	06/30/25	06/23/25	When the new meters were installed in the Brushy Creek Area. Document sent to residents	0	0	1415	0
M Delgado	25-028		06/17/25	07/01/25	06/18/25	As Builts for Cedar Park Facilities	0	2	1413	0
<b>June Totals</b>	2						0	2	1413	0
K Hardin	25-029		07/28/25	08/08/25	07/28/25	Creation of MUD documents	0	5	1408	251
<b>July Totals</b>	1						0	5	1408	251
A Zreik	25-030		08/01/25	08/14/25	08/01/25	121 Archipelago Tr House Blueprints	0	5	1403	0
J Levinson	25-031		08/18/25	08/29/25						
P Shoffner	25-032		08/20/25	09/03/25	08/28/25	General Manager employment agreements (current and past) Evergreen Solutions classification/compensation study deliverables.	0	45	1358	143
T Smyth	25-033		08/21/25	09/04/25	09/02/25	copies of existing records from the past 24 months that show current subscription details from the following software manufacturers: Adobe, AWS, Cisco, CrowdStrike, Fortinet, Google, Granicus, Juniper, Microsoft, Okta, Oracle, Palo Alto Networks, Red Hat, Salesforce, ServiceNow, Splunk, Tableau, Veeam, VMware, and Zscaler.  Specifically, I am requesting records that contain the following information: •Exact product name purchased (i.e. Adobe Acrobat Pro for Business) •Number of licenses or seats •Price paid per license (or other unit) •Subscription renewal date or expiration date	0	360	998	135
P Martin	25-034		08/22/25	09/05/25	08/29/25	Utility and water lines in construction area including potention fee information and development standards and guides	0	10	988	0
<b>August Totals</b>	5						0	420	988	278
S Scott	25-035		09/03/25	09/16/25	09/05/25	Zoning verification for the 7711 and 7720 O'Connor Dr	0	5	983	0

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S Scott	25-036		09/08/25	09/18/25		any open/unresolved Building and Fire Code Violations, as well as copies of any site plans, certificates of occupancy, variances, or special/conditional use permits for the property located at 7711 and 7720 O'Connor Dr Parcel: R401771. & R402527	0	45	938	310
A Pierson	25-037		09/11/25	09/25/25	09/12/25	the Permit and Certificate of Completion for an in-ground swimming pool that was constructed at 3000 Canelo Cove, Round Rock, TX 78681	0	20	918	8
<b>September Totals</b>	3							70	918	318