

Panhandle Regional
Planning Commission
Board of Directors
Thursday,
April 24th, 2025
1:30 p.m.



NOTICE OF MEETING

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission will be held on **Thursday, April 24, 2025, at 1:30 p.m.** in the PRPC Board Room at 415 SW 8th, Amarillo, Potter County, Texas. In order to accommodate Board Members who may want to access the meeting remotely a hybrid link is provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Board. The meeting will be open to the public for comment at the date and location above.

A copy of the full agenda for this meeting can be found on the PRPC's website at <http://www.theprpc.org/About/Directors/default.html>

AGENDA

1. CALL TO ORDER

- Quorum Determination
Local Government Code Chapter 176
- Conflict Disclosures (if appropriate)*

2. INVOCATION

3. PUBLIC COMMENT

The Planning Commission invites members of the public to provide oral comment on any item included on this agenda under this item. Each person wishing to make a public comment shall be limited to 3 minutes with comments directed to the Board as a whole. Reasonable accommodation shall be made for members of the public utilizing a translator for public comment.

4. MINUTES

Consideration of the approval of the minutes from the Board of Directors' meeting held on March 31, 2025.

5. PRPC VOUCHERS FOR THE MONTH OF MARCH 2025

Review and consideration of the acceptance of the vouchers for the month of March 2025.

6. PRPC INVESTMENT FUNDS MONTHLY REPORT

Presentation and consideration of acceptance of the Planning Commission's Investment Funds Monthly Report.

7. PRPC 2025 AUDIT SERVICES ENGAGEMENT

Consideration of the Board of Directors to authorize the Executive Director to execute the engagement letter with EPF&F for fiscal year 2025.

8. AREA AGENCY ON AGING PRESENTATION OF NATIONAL VOLUNTEERS APPRECIATION MONTH

Presentation of National Volunteer Month in which the Area Agency on Aging celebrates those volunteers who give back to the vulnerable populations in our area. The staff are

raising awareness about the important part that volunteers play in our region and are also encouraging more people to become involved in order to build stronger more sustainable communities throughout the Texas Panhandle.

9. AREA AGENCY ON AGING OLDER AMERICANS MONTH HOSTING THE PRESENTATION MELISSA CARTER GRANT

Presentation by the Area Agency on Aging of the Melissa Carter Memorial grant in conjunction with the Older Americans Month Celebration on May 14th.

10. REGIONAL SERVICES FY2026 REGIONAL CRIMINAL JUSTICE GRANT PRIORITIZATION APPROVAL

Consideration of the Board of Directors to approve the CJAC's recommended Grant Prioritization List for the Truancy Prevention, Edward Byrne Justice Assistance Grant, Violence Against Women Act, and Victims of Crime Act applications and authorize their submission to PSO.

11. REGIONAL 9-1-1 PURCHASING SOLUTIONS ALLIANCE (PSA) INTERLOCAL AGREEMENT

Consideration of the Board of Directors to authorize the Executive Director to enter into an interlocal purchasing agreement with the Brazos Valley Council of Government's Purchasing Solution Alliance for cooperative purchasing.

12. REGIONAL 9-1-1 EMERGENCY CALL TRACKING SYSTEM (ECATS) RENEWAL

Consideration of the Board of Directors to authorize the Executive Director to enter into the H-GAC Buy contract with Intrado Life & Safety, Inc., for the Emergency Call Tracking System for five months, totaling \$29,935.54.

13. REGIONAL 9-1-1 FY25 Q2 QUARTERLY PERFORMANCE REPORT

Consideration of the Board of Directors to approve the FY25 Q2 Performance Report as submitted covering the months December, January, and February.

14. LOCAL GOVERNMENT SERVICES FAIR HOUSING MONTH PROCLAMATION

Consideration of the Board of Directors adopt the Fair Housing Proclamation, which designates May 2025 as Fair Housing Month and encourages equal housing opportunity to all citizens of the Panhandle.

15. LOCAL GOVERNMENT SERVICES 2025 TXDOT TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION DEVELOPMENT AND MANAGEMENT SERVICES INTERLOCAL CONTRACTS

Consideration of the Board of Directors to authorize the Executive Director of the PRPC to execute an Interlocal Agreement with the City of Spearman to provide application development services for TxDOT's 2025 Transportation Alternatives (TA) Program funding.

16. PRPC AUTHORIZATION OF AMENDMENT 1 TO PROJECT MANAGEMENT CONTRACT WITH WILEY HICKS JR., INC FOR CHILLER INSTALLATION WORK

Consideration of the Board of Directors to authorize the Executive Director to approve amendment 1 to Wiley Hicks' contract for chiller installation work.

17. OPEN DISCUSSION

18. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

A. Comments from the Executive Director.

B. Report on the following recent Planning Commission sponsored regional meetings:

- 04/10/2025 – RGS Criminal Justice Prioritization Meeting
- 04/10/2025 – AAA Senior Ambassadors Coalition Eldercare Conference
- 04/15/2025 – AAA Destination Medicare
- 04/15/2025 – AAA Senior Ambassadors Coalition General Monthly Meeting
- 04/16/2025 – AAA Senior Shopping on Amazon, Goodwill Career Resource Center
- 04/16/2025 – LGS Economic Development Advisory Committee Meeting
- 04/17/2025 – AAA Destination Medicare
- 04/23/2025 – AAA Senior Intro to Digital Wallets
- 04/24/2025 – PRPC Board of Directors Meeting
- 04/25/2025 – AAA Certified Ombudsman Volunteer Training
- 03/26/2025 – LGS Texas Panhandle Inspectors Association Meeting

C. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:

- 05/07/2025 – AAA Caregiver Educational Support Group
- 05/14/2025 – AAA Older Americans Month Celebration
- 05/15/2025 – LGS Region-1 Canadian Upper Red Flood Planning Committee Meeting
- 05/20/2025 – AAA Senior Ambassadors Coalition General Monthly Meeting
- 05/21/2025 – LGS Panhandle Regional Organization to Maximize Public Transportation Meeting
- 05/22/2025 – PRPC Board of Directors Meeting

19. ADJOURNMENT

***LOCAL GOVERNMENT CODE**
TITLE 5. MATTERS AFFECTING PUBLIC OFFICERS AND EMPLOYEES
CHAPTER 176. DISCLOSURE OF CERTAIN RELATIONSHIPS WITH LOCAL GOVERNMENT OFFICERS; PROVIDING PUBLIC ACCESS TO CERTAIN INFORMATION

Sec. 176.003. CONFLICTS DISCLOSURE STATEMENT REQUIRED. (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (1) the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering in to a contract with the vendor; and
- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, that exceeds \$2,500 during the 12-month period preceding the date that the officer become aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor; or

(C) has a family relationship with the local government officer.

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties) and Section 551.127 (Videoconference Call). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this 18th day of April, 2025 at 415 West Eighth Avenue, Amarillo, Texas, at 4:30 p.m.

Melissa T. Whitaker

Melissa T. Whitaker, Executive Assistant

ITEM 4

PANHANDLE REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS MEETING MINUTES
MARCH 31, 2025

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Monday, March 31, 2025. This meeting was held in hybrid format by videoconference pursuant Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Board. Board members and individuals from the public who desired to attend in person, attended the meeting at 415 S.W. 8th Ave., Amarillo, Potter County, Texas.

MEMBERS PRESENT:

- Buster Davis, Mayor, City of Gruver
- Dr. John Howard, Donley County Judge
- Shawn Ballew, Oldham County Judge
- Winston Sauls, Citizen Representative, City of Borger
- Ronnie Gordon, Hartley County Judge
- Pat McDowell, Wheeler County Judge
- Kimberly Jones, Childress County Judge
- Kerry Symons, Mayor, City of Perryton
- Dan Looten, Carson County Judge
- Nancy Tanner, Potter County Judge
- Cole Stanley, Mayor, City of Amarillo
- Rank Cogdell, Briscoe County Judge
- Daniel Jackson, Citizen Representative, City of Dimmitt
- Christy Dyer, Randall County Judge
- Aldo Gallegos, Citizens Representative, City of Cactus
- Mac Smith, Canadian River Municipal Water Authority
- Pat Sims, Commissioner, City of Dumas
- Juan Cantu, Lipscomb County Commissioner
- Moses Campa, Citizen Representative, City of Pampa

MEMBERS ABSENT:

- Greg Lewellen, Mayor, City of Friona
- Oscar Ostos, Citizen Representative, City of Amarillo
- Tobe Shields, Mayor, City of Spearman
- Sal Rivera, Sheriff, Castro County
- Michael Clawson, Swisher County Judge
- Yolanda Robledo, Alderwoman, City of Bovina
- Phillip Self, Greenbelt Municipal & Industrial Waste Authority

STAFF PRESENT: Mr. Michael Peters, Executive Director; Mr. Trent Taylor, Finance Director; Ms. Paige Goodell, Local Government Services Program Manager; Ms. Abby Sanders, Local Government Services Program Coordinator; Ms. Delaney Pruett, Regional

Emergency Management Planning Program Coordinator; Ms. Lori Gunn, Regional Services Director; Ms. Daphne Morcom, Regional Services Program Specialist; Mr. Marin Rivas, Workforce Development Director; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Ms. Debra King, Area Agency on Aging Director; Mr. Cullin Knutson, Regional Services Program Specialist; Ms. Melissa Whitaker, Executive Assistant

OTHERS PRESENT: Blake Vineyard, Assistant to Senator Ted Cruz; Jennifer Foster, District Director for Senator Charles Perry, Adriana Stowers, Community Relations Specialist - Texas Panhandle, Office of the Governor; Paul Fleming, CPA, Edgin, Parkman, Fleming and Fleming

1. **CALL TO ORDER**

Judge Nancy Tanner called the meeting to order at 1:35 p.m. and noted that a quorum was present.

2. **INVOCATION**

Mayor Cole Stanley gave the invocation.

3. **PUBLIC COMMENT**

No public comments were made.

4. **MINUTES**

Mayor Kerry Symons motioned to accept the minutes from the Board of Directors meeting held on February 27, 2025. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

5. **APPROVAL OF PSA-5 ELECTION TO FILL VACATED MINORITY CITIZEN REPRESENTATIVE SEAT**

Mr. Michael Peters informed the Board of Directors that the PRPC Bylaws call for representation of minority citizens on the Board of Directors. These designated minority seats are filled through a direct election process. With the resignation of Ms. Karen Price from the Board of Directors it was necessary to have an election in Planning Service Area 5 (Childress, Collingsworth, Donley, Gray, Hall and Wheeler Counties) to fill this vacated minority citizen seat. The election notice was posted in the Red River Sun, Clarendon Enterprise, Lefors News, McLean News, and the Pampa News. The PSA-5 election was held on Wednesday, March 5th at 5:05 p.m. in the Pampa City Hall and a new representative was elected to fulfill the minority citizen position for PSA-5 on the PRPC Board of Directors with a tally of five unanimous votes.

Judge John Howard motioned for the Board of Directors to approve the PSA-5 election results of Lieutenant Moses Campa to fill the vacated seat to represent minority citizens of Public Service Area 5 on the PRPC Board of Directors. Judge Rank Cogdell seconded the motion; the motion carried by unanimous vote.

6. **AUTHORIZATION TO ENTER INTO CONTRACT FOR THE INSTALLATION OF THE PRPC CHILLER AND NECESSARY ELECTRICAL, PLUMBING AND CONTROL WORK**

Mr. Michael Peters informed the Board of Directors that during the October 24th PRPC Board Meeting, the PRPC Board approved a contract with Wiley Hicks Jr. Inc. to serve as a project manager to coordinate the many necessary projects to improve the PRPC Building.

Project Overview:

- a. Applying a sealant to extend the life of our current roof.
- b. Construction of steel pedestals for the chiller.
- c. Installation of an 80-ton air-cooled chiller on the roof.
- d. Plumbing and fittings to connect the chiller to our HVAC system in the basement.
- e. Electrical and equipment to connect the chiller to our electrical system.
- f. Ceiling removal and replacement in the basement of the PRPC building.
- g. Removal of the old 80-ton water-cooled unit from the basement.
- h. Removal of two cooling towers from inside of enclosure on the roof.
- i. Other work that will be needed to make the HVAC system more reliable.

We have finally completed the necessary engineering designs for the chiller replacement. We anticipate advertising for bids within the next few weeks. As spring time is approaching, we are seeking authorization to allow the PRPC Executive Director to enter into a contract with the lowest responsible bidder for the chiller installation. Waiting for the next scheduled board meeting may delay the project. For this reason, we are seeking pre-approval to keep the project moving as quickly as possible. The accepted bid and project updates will be provided at the following meeting.

The Executive Director is seeking authorization from the Board of Directors to enter into a contract for chiller installation and necessary plumbing, electrical and control work to remedy the frequent failures of the existing system.

This item was tabled for the time being. No action was taken.

7. **AUTHORIZATION TO ENTER INTO A CONTRACT FOR INSULATION REMOVAL**

Mr. Michael Peters informed the Board of Directors that during the 1993 renovation, when PRPC acquired and moved into the PRPC building, the basement was mostly left alone. Because of this, we decided to have the pipe insulation and the plaster ceiling tested for asbestos due to the age of the space. Unfortunately, both the insulation surrounding the pipe and the plaster in the ceiling tested positive for asbestos. Prior to starting the chiller installation, it will be necessary to have a qualified asbestos abatement contractor remove any material that will be disturbed during construction. We expect the cost of this asbestos abatement could exceed

the \$40,000 that the executive director is authorized to contract for without board approval. This bid package will be published according to our procurement policy and all safety precautions will be followed to protect staff and contractors. Due to the expense and the tight schedule, we are requesting board authorization to allow the executive director to enter into a contract with the lowest and most qualified bidder to perform this work. The costs, vendors, and project updates will be provided to the Board of Directors at the next scheduled board meeting.

The Executive Director is seeking authorization from the Board of Directors to enter into a contract for asbestos abatement services to be performed on the PRPC Building. This item was tabled for the time being. No action was taken.

8. PRPC VOUCHERS FOR THE MONTH OF JANUARY 2025

Mr. Winston Sauls motioned to approve the vouchers for the month of February 2025. Mr. Pat Sims seconded the motion; the motion carried by unanimous vote.

9. PRPC INVESTMENT FUNDS MONTHLY REPORT

Mr. Trent Taylor informed the Board that pursuant to the Public Funds Investment Act which was passed by the Texas Legislature in 1987 and amended in 1995 and 1997, PRPC adopted written investment policies on April 27, 2023 for funds under our control. The following was submitted for approval.

	Balance@ <u>1/31/</u> <u>2025</u>	Balance@ <u>2/28/</u> <u>2025</u>	30-Day Avg. Rate
PRPC's Money Market Fund	\$1,339,199	\$1,193,036	3.820%
9-1-1's Money Market Fund	44,083	341,482	2.330%
	<hr/>	<hr/>	
Total MMIA Funds	<u>\$1,383,282</u>	<u>\$1,534,518</u>	
Other Investments:			
Texas Class	\$2,413,210	\$3,479,482	4.492%
Texas Class Government	1,008,438	\$1,013,470	4.274%
LOGIC	<u>1,261,527</u>	<u>\$1,416,029</u>	4.501%
Total Invested Funds	<u>\$6,066,457</u>	<u>\$7,443,499</u>	

The book value and the market value were the same for each fund listed above. The investment portfolio followed the Public Funds Investment Act and PRPC Investment Policies.

Judge Pat McDowell motioned for the Board of Directors to accept the PRPC Investment Fund Monthly Report as submitted. Judge Kim Jones seconded the motion; the motion carried by unanimous vote.

10. PRPC PRESENTATION AND ACCEPTANCE OF THE YEAR END AUDIT

Mr. Trent Taylor informed the Board of Directors that the PRPC has an audit performed annually under the required standards of the American Institute of Certified Public Accountants, the U.S. General Accounting Office, the U.S. Office of Management and Budget, and the State of Texas Uniform Grant Management Standards. The Panhandle Regional Planning Commission engages the services of an independent CPA firm, Edgin, Parkman, Fleming and Fleming to complete audit services on an annual comprehensive financial report. A copy of the 2024 ACFR report is included in this agenda packet. The auditors will formally present the report to the PRPC Audit Committee and the Board of Directors on March 31, 2025. PRPC staff anticipates no issues or problems with the audit.

Judge Pat McDowell motioned for the Board of Directors to approve the presentation and acceptance of the Panhandle Regional Planning Commission's Comprehensive Annual Financial Report for the 12-month period ending September 30, 2024. Judge Cristy Dyer seconded the motion; the motion carried by unanimous vote.

11. WORKFORCE DEVELOPMENT PROGRAM PROCUREMENT – COMPREHENSIVE GENERAL BUILDING MAINTENANCE SERVICES FOR WORKFORCE SOLUTIONS PANHANDLE

Mr. Marin Rivas informed the Board of Directors that the Last month, Workforce Development staff issued a request for proposals (RFP) for comprehensive general building maintenance services for the Workforce Solutions Panhandle (WSP) facility located at 3120 Eddy Street in Amarillo and, as an option, to additionally provide limited maintenance services for the WSP office located at 1028-B Megert Center in Borger, under PRPC's procurement policies. The intent of the RFP was to solicit qualified individuals or firms to assist the Panhandle Workforce Development Board (PWDB) with general building maintenance of these leased properties from which WSP delivers services and execute an initial contract covering April 1, 2025 through March 31, 2026, with three additional annual renewals given acceptable performance by the contractor. The RFP was sent to 16 entities with experience in commercial property maintenance, and notices were published in the Texas Register and the Amarillo Globe-News. Only one proposal was received from Mr. Brent Bralley, President of JKB Co. Inc., dba Accord Commercial Realty Services. Services requested included the following systems: roof; electrical; heating, ventilation, and air conditioning (HVAC); plumbing; walls and doors; glass; and flooring. The proposal from Accord Commercial Realty included the minimum required services on all systems and the total cost for the routine maintenance services proposed by Accord Commercial Realty is \$1,099 per month, or \$13,188 annually. The proposal also included an hourly rate for the provision of any additional major repairs, as deemed necessary by the PWDB, to be contracted at \$78.50, as needed. The PWDB's Executive Committee reviewed the results of the RFP in a meeting on March 17, 2025 and recommended the execution of an initial one-year contract, with the option for three additional annual Contract renewals, given acceptable performance, with the JKB Company, Inc. dba Accord Commercial Realty Services for comprehensive building maintenance services for the WSP facilities located in Amarillo and Borger.

Judge Cristy Dyer motioned for the Board of Directors to authorize the Executive Director to execute an initial one-year Contract, with the option for three additional annual contract renewals, given acceptable performance, with the JKB Company, Inc. dba Accord Commercial Realty Services. Mayor Buster Davis seconded the motion; the motion carried with a unanimous vote.

12. WORKFORCE DEVELOPMENT – PREPAID FUEL CARDS

Mr. Marin Rivas informed the Board of Directors that an important service which Workforce Solutions Panhandle provides to workforce development program participants is transportation assistance. Funds are primarily used to purchase gasoline to help clients search for work, retain employment and participate in training.

Every four years, as required by the Texas Workforce Commission (TWC), staff issues a solicitation seeking vendors to supply pre-loaded cards in various denominations, limited to fuel purchases only, and not redeemable for cash. Cards must be usable during normal business hours at one or more service outlets within the Panhandle Workforce Development Area that provide pay at the pump self-service, or pay inside service, both of which must provide receipts. The solicitation states that PRPC makes no guarantee regarding the number of cards to be bought or the amounts. The terms of the solicitation state that PRPC will provide letter(s) of understanding to one or more vendors that meet the stated requirements of the solicitation in the most cost-effective manner as determined by PRPC's analysis, and that best meet the needs of the area's workforce development customers. These letter(s) of understanding will have an option for annual renewals, that restate pertinent information included in the vendor's response to the solicitation. PRPC reserves the right to use alternative methods to purchase fuel when necessary to ensure the availability of fuel for Workforce Development Program Customers. In February, staff issued a new solicitation, advertising in the Texas Register and the Amarillo Globe-News, and directly mailing it to seven potential vendors.

Responses were received from four of those vendors:

- Perfect Gift;
- Royal Buying Group, Inc.;
- Toot'n Totum; and
- Valero Payment Services Company.

Evaluation of each vendor's proposal was based on four criteria:

- Per card cost to PRPC;
- Ensuring that cards are used to purchase fuel only;
- Efficient ordering process and customer service from vendor; and
- Proximity of outlet locations to individual client.

Three of the vendors, Perfect Gift, Toot'n Totum, and Valero Payment Services Company, sufficiently meet these criteria, as shown on the attached summary. Staff proposes to purchase cards from Toot'n Totum and Valero primarily due to the number of locations in Amarillo and the surrounding communities of the Panhandle. Purchasing cards from Perfect Gift would require shipping costs; therefore, this option would only

be utilized in the event that the other vendors are not able to provide cards. Staff is not recommending any purchases from Royal Performance Group as the solicitation response from this vendor indicates that no locations in Panhandle communities are available, and the cards are not limited to fuel purchases only. In the calendar year of 2024, PRPC's Workforce Development programs purchased \$78,787.50 in fuel for program participants. Funds to cover these costs have and would continue to come from existing Workforce Development grants. The Panhandle Workforce Development Board's Executive Committee reviewed the results of the solicitation in a meeting on March 17, 2025 and recommended the purchase of fuel cards as described above.

Mayor Kerry Symons motioned for the Board of Directors to authorize the Executive Director to approve the purchase of fuel cards, as needed, from the three vendors, Perfect Gift, Toot'n Totum, and Valero Payment Services Company. Mr. Juan Cantu seconded the motion; the motion carried with a unanimous vote.

13. LOCAL GOVERNMENT SERVICES COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE FUND CONTRACT FY 24-25

Ms. Paige Goodell informed the Board of Directors that Since 2004, the Panhandle Regional Planning Commission (PRPC) has partnered with the Texas Department of Agriculture (TDA) to support non-entitlement cities and counties in our region through the Texas Community Development Block Grant (TxCDBG) Program. This collaboration enables PRPC to access Community and Economic Development Assistance Fund (CEDAF) funds, which are used to provide general assistance on TxCDBG-related matters. For the 2024 fiscal year, TDA has allocated \$14,777 in CEDAF funds to PRPC. These funds will support non-project-specific activities, including:

- Dissemination of Program Information
- Facilitation of a Grant Kickoff Meeting
- Fair Housing & Outreach Events

TDA formally notified PRPC of the 2024 CEDAF funding award on February 10, 2025 and requested an immediate response. Given the time-sensitive nature of the request, the Executive Director provided a provisional indication of acceptance to TDA, with the understanding that the final decision remains subject to the Board of Directors' approval.

Mayor Kerry Symons motioned for the Board of Directors to authorize the Executive Director to execute a contract between PRPC and the Texas Department of Agriculture for the FY24/25 Community and Economic Development Assistance Fund Contract. Mr. Pat Sims seconded the motion; the motion carried with a unanimous vote.

14. LOCAL GOVERNMENT SERVICES PANHANDLE REGIONAL ORGANIZATION TO MAXIMIZE PUBLIC TRANSPORTATION (PROMPT) COMMITTEE APPOINTMENT

Ms. Abby Sanders informed the Board of Directors that On January 26, 2006, the PRPC Board of Directors adopted Administrative Regulation Number 37 authorizing

the creation of the Panhandle Regional Transportation Advisory Group (RTAG). Subsequently, in 2011 the group's name was modified to the Panhandle Regional Organization to Maximize Public Transportation (PROMPT) to better reflect the group's mission. PROMPT serves as the guiding body for the Regional Transportation

Coordination effort conducted by PRPC with TXDOT funding. Since 2006, TxDOT has funded the development of four (4) five-year regional transportation plans and many area-specific studies ranging from voucher programs to veteran's needs. Currently, the PROMPT Committee is providing PRPC with input and guidance on the Ride-Share Voucher program and assisting PRPC in updating the current 5-year transportation plan, as well as participating in the development of the next 5-year transportation plan for the region. The PROMPT Board has traditionally been comprised of members representing the following agencies and populations:

- Texas Department of Transportation
- Urban Transit Provider
- Rural Transit Provider
- Medicaid Transportation Provider
- Other Public Transportation Providers
- Persons with Disabilities
- Workforce Services
- Health and Human Services Commission
- Local Elected Officials
- Public at Large
- Amarillo Metropolitan Planning Organization
- Veterans
- Elderly Persons

In recent years, several members have left their positions, cycled off of the PROMPT Committee, or have otherwise left the group. The PROMPT by-laws state that the members of the advisory group be appointed by the PRPC Board of Directors. In order to ensure that the PROMPT Committee has all positions filled and that the filling of those positions is done in an appropriate manner, PRPC Staff has prepared the attached slate of members for the PRPC Board of Directors to consider.

Mayor Buster Davis motioned for the Board of Directors approve the PROMPT membership slate with member terms beginning in 2024 and ending in 2026. Mr. Juan Cantu seconded the motion; the motion carried with a unanimous vote.

15. **LOCAL GOVERNMENT SERVICES REGIONAL PUBLIC TRANSPORTATION COORDINATION PLANNING CONTRACT**

Ms. Abby Sanders informed the Board of Directors that Since 2006, the Panhandle Regional Organization to Maximize Public Transportation (PROMPT) has been dedicated to regional public transportation planning and coordination among transit providers across the Texas Panhandle. As part of this effort, PROMPT conducts a comprehensive Regional Transportation Plan Update every five years to assess regional transit needs and establish priorities. In the 2011 plan update, key priorities

were identified, including improved access to higher education, veterans' and Medicaid transportation, and other critical transit services. The most recent plan, adopted in 2022, continues to reflect these priorities. As we approach the next planning cycle for 2027-2031, PRPC is preparing to initiate the update process. To support this effort, PRPC intends to submit an application for funding under the 2027-2031 Regionally Coordinated Transportation Planning Program.

PRPC staff will request up to \$275,000 over an 18-month period to facilitate the development of the updated plan. The application is due March 28, 2025, with TxDOT expected to begin negotiations soon thereafter. The updated regional plan will include the following key components:

1. Inventory of Regional Public Transportation Assets – Comprehensive assessment of existing transit resources.
2. Identification of Public Transportation Needs – Evaluation of gaps and areas for improvement.
3. Development of a Regional Public Transportation Plan – Formulation of strategies to enhance regional transit services.
4. Adoption & Implementation of the Plan – Finalization and integration of the plan into regional and local transportation strategies.

These deliverables align with previous planning efforts, including the 2022-2026 Regionally Coordinated Transportation Plan. The updated plan will incorporate new data collection, reassessment of transit assets, and identification of emerging regional transit needs. With growing practical and financial significance, this regional planning effort is essential to securing future transportation funding and improving mobility for Panhandle residents.

Judge John Howard motioned for the Board of Directors to authorize the Executive Director to submit the funding application and, if awarded, enter into a project grant agreement for the 2027-2031 Regionally Coordinated Transportation Planning grant. Mr. Pat Sims seconded the motion; the motion carried with a unanimous vote.

16. REGIONAL SERVICES PANHANDLE REGIONAL BREACHING TRAINING PROJECT RESOLUTION

Ms. Daphne Morcom informed the Board of Directors that Each year, the Office of the Governor's Criminal Justice Division (CJD) contracts with PRPC to facilitate the distribution of funds under the following funding blocks for the Panhandle Region:

- Edward Byrne Justice Assistance Grant (JAG)
- Juvenile Justice & Delinquency Prevention Act (JJDP)
- Victims of Crime Act of 1984 (VOCA)
- Violence Against Women Act of 2013 (VAWA)

On December 16, 2024 the Funding Announcement for these funding blocks was sent to all eligible entities. During stakeholder and law enforcement academy meetings, the need for breaching training doors, training on how to breach the doors and use of the

breaching tools has come up numerous times. PRPC staff is proposing to address this

particular regional training need for our law enforcement officers through the Panhandle Regional Breaching Training Project. PRPC will contract with Amarillo College's Criminal Justice Department to coordinate the purchase of the breaching training doors and breaching tools to add to the Panhandle Regional Law Enforcement Academy In-Service training program. Amarillo College will also secure professional trainers to provide the necessary training for breaching doors.

Mr. Pat Sims motioned for the PRPC Board of Directors to favorably consider the attached resolution which authorizes PRPC staff to submit a grant application to the Criminal Justice Division of the Governor's Office under JAG for the Panhandle Regional Breaching Training Project, along with authorizing the PRPC Executive Director to execute a contract with Amarillo College for the delivery of training under the Panhandle Regional Breaching Training Project upon approval of the grant. Mr. Winston Sauls seconded the motion; the motion carried with a unanimous vote.

17. **REGIONAL SERVICES 2025 PREP CONFERENCE REGISTRATION MEMORANDUM OF AGREEMENT WITH TEEX**

Ms. Delaney Pruett informed the Board of Directors that the Panhandle Regional Emergency Preparedness (PREP) Conference is an annual conference hosted by the Panhandle Regional Planning Commission's Panhandle Regional Emergency Management Advisory Committee (PREMAC). The purpose is to help our various disciplines evolve their current mission and explore affordable methods to become more resilient. Over these last 15 years of the conference; first responders, elected officials/city management, medical personnel, emergency managers, industry partners, volunteers, and many other disciplines have attended this conference. Speakers from all over the country have presented a variety of topics that aid in the all-hazard planning needed to help our communities in times of disasters. This year PRPC is partnering with the Panhandle Regional Advisory Council (RAC) in an effort to meet the training needs of more first responders. The RAC has a long-standing relationship with EMS providers, the region's hospitals and healthcare personnel. The conference will be moving to a two day format. Additionally, we are looking at more break-out sessions to provide more specific first responder training along with CEUs. The planning committee is working through the new format but we are confident that this will make the PREP Conference more beneficial for the region's first responders. Since FY22, PRPC has worked with Texas A&M Engineering Extension Service (TEEX) to provide registration and payment assistance for the PREP conference. TEEX has streamlined the process giving one website for registrants. TEEX will take payments, print name badges and work with PRPC staff on marketing the conference.

In addition to managing the online registration portal, TEEX will provide personnel to assist with conference registrants the day of the conference. Under this memorandum of agreement, PRPC will invoice TEEX for all student fees collected minus four percent (4%) for each paying participant. The 4% covers TEEX costs from credit card transactions. These fees are in place to cover the cost of food and speakers and their travel. As with previous years, volunteer responders are free. Included with this agenda item is a draft of the Memorandum of Agreement with TEEX for the PREP Conference scheduled for September 17th and 18th.

Mayor Kerry Symons motioned for the PRPC Board of Directors to consider the authorization of the Memorandum of Agreement with Texas A&M Engineering Extension Service to administer registration services for PRPC's Panhandle Regional Emergency Preparedness Conference (PREP), by authorizing the PRPC Executive Director to execute the document. Judge Kim Jones seconded the motion; the motion carried by a unanimous vote.

18. **REGIONAL SERVICES IPAWS UPDATE FOR THE PARIS WENS MASS NOTIFICATION SYSTEM**

Ms. Delaney Pruet informed the Board of Directors that In October 2023, we moved the PARIS mass notification system to a new vendor, Inspiron Logistics, and since then, we have implemented their software (WENS) across the region. With this change, we also applied for IPAWS permissions for 20 of the 26 counties in our region. The remaining 6 counties, Sherman, Hutchinson, Carson, Armstrong, Potter, and Randall were utilizing other mass notification systems outside of the PARIS system. Now, Armstrong County is moving to the WENS system, and with that, requires IPAWS permissions. So, we are updating our Public Alerting Agreement (PAA) with FEMA to include them.

IPAWS stands for the Integrated Public Alert and Warning System, and its FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts (WEA), to radio and television via the Emergency Alert System (EAS), and on the NOAA Weather Radio. To obtain the permission to send IPAWS messages, you need to have a system capable of sending these messages, take a training course to learn how to send messages effectively, and execute a Memorandum of Agreement (MOA) with FEMA (federal) and TDEM (state) authorities.

Since we are going through this update, I reached out to Sherman, Hutchinson, Carson, and Amarillo Area Offices of Emergency Management to see if they would like us to apply for permissions in their counties to be used as a secondary warning system. They all said yes! This update will allow PRPC Staff to send IPAWS messages to residents in those counties should their primary system fail. FEMA IPAWS refers to this as cross-jurisdictional alerting and recommends that every jurisdiction have a back-up plan. PRPC Staff will not send an alert unless it's authorized by the EMC and/or County Judge.

This is an informational item only updating Board members about the IPAWS WENS system. The updated Public Alerting Agreement does not require updated signatures since PRPC is still in the original three-year MOU term with FEMA. No action was taken.

19. **OPEN DISCUSSION**

20. **MISCELLANEOUS NON-ACTION INFORMATION ITEMS**

- A. Comments from the Executive Director: Director Peters thanked everyone for their continued membership and attendance today. He thanked Lieutenant Moses Campa with the Pampa Police Department for being willing to serve. He explained that due to the end of ARPA, American Rescue Plan Act, funding we have a reduction to the Area

Agency on Aging. This has led us to reduce staff by two. John Atchison was managing the nutrition and transportation voucher programs. Michelle Surace was helping with the Ombudsman project by monitoring and handling complaints for long-term care facilities. These duties will be shifted to other staff or volunteers. He also announced the retirement of David Landis, who has served 42 years in the City of Perryton. His retirement is on Thursday April 10th from 2-5 at the newly reconstructed Perryton City Hall. You will find the announcement at your table. I have already discussed the chiller project but the current costs are at \$129,099. The Trane Chiller is currently in Amarillo with cost of \$107,099 for the 80 ton chiller that will be mounted on the roof. Forte Engineering for Ryan Huseman for structural Engineering services cost \$9,500 for the design of roof mounting structure. Mechanical and Electrical Engineering from BSA Consulting Engineers in Lubbock is a total of \$12,500. These were used to help develop an RFP for bidding. The new Boiler Project will cost approximately \$25,500 when finished. The boiler itself is \$20,348.90. We have arranged for tours of the newly opened Amarillo City Hall with Mayor Stanley, Ms. Coggins, and Ms. Glick at the City of Amarillo. We will all meet there at 623 S. Johnson St, directly East of the Sodpoodles Stadium and East of the Old City Hall.

- B. Report on the following recent Planning Commission sponsored regional meetings:
- 02/20/2025 – Senior Planet Lecture – Protecting Your Personal Information, Ochiltree
 - 03/06/2025 – AAA Services Information Outreach, Mariposa Apartment Homes
 - 03/26/2025 – Texas Panhandle Inspectors Association Meeting
- C. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:
- 03/20/2025 – Region-1 Canadian Upper Red Flood Planning Group Committee Meeting

21. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:17 pm.

Commissioner Pat Sims, Vice Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:

Judge Kimberly Jones, Treasurer/Secretary
Panhandle Regional Planning Commission
Board of Directors

ITEM 5

MEMORANDUM

DATE: April 24, 2025
TO: PRPC Board of Directors
FROM: Trent Taylor, Finance Director
THROUGH: Michael J. Peters, Executive Director
SUBJECT: Agenda Item 5
PRPC Vouchers for the month of March 2025

BACKGROUND

The PRPC vouchers serve as tangible evidence of financial transactions, allowing review of all expenditures. This transparency builds trust and acts as a deterrent against fraudulent activities within our organization by requiring supporting documentation for every expenditure. March Vouchers total \$2,939,756.85

RECOMMENDATION

Staff recommends that the Board of Directors approve the vouchers for the month of March 2025.

Panhandle Regional Planning Commission
Check/Voucher Register
From 3/1/2025 Through 3/31/2025

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
	9-1-1 Management Plan	AMAZON CAPITAL SERVICES	INV #1HQ7-GHFP-K744 - 2 SWITCH STACKING MODULES - 9-1-1	820.00	3/6/2025
	Intern. Service - Accounting	AMAZON CAPITAL SERVICES	INV #1NJW-KFPQ-RPLT & 1YYQ-Z1VM-9MXF - 2 PRINTERS & TONER	1,102.94	3/6/2025
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #1NLL-DX3R-9DNG - CATALYST STACK KITS - PAMPA/PRPC	850.53	3/6/2025
219092	Aging - HHSC	CITY OF AMARILLO	RES REPAIRS 2/20/25 - AAA CLIENT	3,000.00	3/6/2025
219093	PRPC Building Fund	CITY OF AMARILLO	WATER 1/27-2/25/25 - PRPC	296.46	3/6/2025
	PRPC Building Fund	CITY OF AMARILLO	PRPC/DRIP IRRIGATION - 1/24-2/25/25	18.24	3/6/2025
	PRPC Building Fund	CITY OF AMARILLO	2/28/25 - PRPC/DRAINAGE FEE	14.90	3/6/2025
	PRPC Building Fund	CITY OF AMARILLO	2/28/25 - PRPC/DRAINAGE FEE	14.78	3/6/2025
219094	9-1-1 Management Plan	AMERICAN AIRLINES	STATEMENT NO. 25022624256 - 2/26/25	339.63	3/6/2025
219095	Cost Pool	MR FRANCISCO APODACA	IRT MILEAGE 2/26/25 - WDB MTG	78.54	3/6/2025
219096	9-1-1 Management Plan	AT&T	INTERNET 2/21-3/20/25 - E911 PRPC PAMPA HOST	90.47	3/6/2025
219097	PRPC Indirect Costs	JUDGE SHAWN BALLEW	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	48.89	3/6/2025
219098	Cost Pool	MR HEATH BENTLEY	IRT MILEAGE 2/26/25 - WDB MTG	78.54	3/6/2025
219099	Cost Pool	MR KEVIN CADDELL	IRT MILEAGE 2/26/25 - WDB MTG	113.22	3/6/2025
219100	WIA Adult	CLARENDON COLLEGE	T/F SP-25 - RN - ADULT	7,551.00	3/6/2025
219101	PRPC Indirect Costs	JUDGE MICHAEL CLAWSON	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	68.01	3/6/2025
219102	PRPC Indirect Costs	MAYOR BUSTER DAVIS	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	126.87	3/6/2025
219103	Cost Pool	MR EDWARD DOMINGUEZ	IRT MILEAGE 2/26/25 - WDB MTG	66.81	3/6/2025
219104	PRPC Indirect Costs	JUDGE CHRISTY DYER	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	25.56	3/6/2025
219105	PRPC Indirect Costs	EDGIN, PARKMAN, FLEMING &	INV #3560 - FY24 AUDIT - PROGRESS BILLING	33,500.00	3/6/2025
219106	PRPC Building Fund	FORTE STRUCTURAL ENGINEERING	INV #2448-1 - STRUCTURAL EVALUATION FOR ROOFTOP CHILLER	3,000.00	3/6/2025
219107	Regional Project Administrations	GANNETT TEXAS/NEW MEXICO LOCAL IQ	LN 2/25 - GENERATORS & WFC MAINT, FUEL CARDS	2,894.00	3/6/2025
219108	Cost Pool	MS MICHELLE GRIFFIN	IRT MILEAGE 2/26/25 - WDB MTG	69.51	3/6/2025
219109	PRPC Indirect Costs	JUDGE JOHN HOWARD	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	82.05	3/6/2025
219110	Child Care Quality Improvement	HUXFORD GROUP LLC	1/16-2/14/25 - REIMB FOR EXPENSES	20,271.48	3/6/2025
219111	PRPC Building Fund	JKB COMPANY	INV #3907 - PRPC BLDG MGMT FEE - 3/25	1,050.00	3/6/2025
219112	PRPC Indirect Costs	JUDGE KIMBERLY JONES	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	162.36	3/6/2025
219113	9-1-1 Management Plan	LANGUAGE LINE SERVICES	INV #11551744 - LANGUAGE LINE SVCS 2/25 - 9-1-1	228.14	3/6/2025
219114	PRPC General Fund	LIFE INSURANCE CO OF N AMERICA	BILLING REF #207624_030125 - SURVIVORS INS 3/25	340.20	3/6/2025
219115	Communication Towers	LIGHTHOUSE ELECTRIC COOPERATIVE INC	VALL TOWER - 1/21-2/19/25	59.12	3/6/2025
219116	PRPC Indirect Costs	JUDGE DAN LOOTEN	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	20.26	3/6/2025
	Cost Pool	JUDGE DAN LOOTEN	IRT MILEAGE 2/27/25 - WDBCGB MTG	20.26	3/6/2025
219117	Cost Pool	LUNCH MONY LLC	INV #AMA77846 & AMA77847 - 2/26 & 2/27/25 WDB LUNCHES	459.77	3/6/2025
219118	PRPC Building Fund	MAYFIELD PAPER COMPANY	INV #4238254 - TOILET PAPER, CAN LINERS, MFOLD TOWELS	291.24	3/6/2025
219119	PRPC Indirect Costs	JUDGE PAT McDOWELL	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	136.88	3/6/2025
219120	9-1-1 Management Plan	MID PLAINS RURAL TELEPHONE	SWISHER NW 3/25	272.68	3/6/2025
219121	SNAP E&T	CHARLES NOBLES	RENT 2/1-2/28/25 - WF CLIENT	875.00	3/6/2025
219122	Communication Towers	NORTH PLAINS ELECTRIC COOP	INV #3829 - OCHL & LIPN TOWERS - 2/1-3/1/25	109.59	3/6/2025
219123	PRPC Indirect Costs	ODP BUSINESS SOLUTIONS LLC	INV #410478013001 - 2/19/25 BINDING COMBS, BATTERIES	53.63	3/6/2025
	PRPC Indirect Costs	ODP BUSINESS SOLUTIONS LLC	INV #412502912001 - 2/18/25 TONER, POST IT NOTES, TAPE	256.78	3/6/2025
219124	Homeland Security Grant Division	OMEGA ELECTRONICS	INV #201000056-1, 57-1, 58-1 - SVCE CALLS 2/25	1,436.86	3/6/2025
219125	Intern. Service - Reception	PATHWAYZ COMMUNICATIONS INC	PRPC LINE CHGS 3/25	812.71	3/6/2025
219126	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	39.00	3/6/2025
	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	39.00	3/6/2025
	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	39.00	3/6/2025
	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	30.18	3/6/2025

Panhandle Regional Planning Commission
Check/Voucher Register
From 3/1/2025 Through 3/31/2025

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	39.00	3/6/2025
	9-1-1 Management Plan	PLATEAU	NW PARMER - 2/22-3/21/25	39.00	3/6/2025
219127	Communication Towers	RITA BLANCA ELECTRIC COOP INC	DALN TOWER - 1/31-2/28/25	210.39	3/6/2025
219128	Intern. Service - Automobile	ROGERS CAR CARE	INV #19198 - 2/28/25 CAR #3 OIL CHANGE & DETAIL	91.50	3/6/2025
219129	PRPC Indirect Costs	MR PHILLIP SELF	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	162.36	3/6/2025
219130	PRPC Indirect Costs	THE HONORABLE PAT SIMS	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	67.24	3/6/2025
219131	PRPC Indirect Costs	MR MAC SMITH	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	78.54	3/6/2025
219132	Cost Pool	STATERS ACRES RV STORAGE & MORE	MOBILE UNIT STORAGE 3/25	138.00	3/6/2025
219133	CD Project Admin	STATE LINE TRIBUNE	LN 1/23/25 - BOVINA FINAL PUBLIC HEARING	68.70	3/6/2025
219134	Communication Towers	SOUTHWESTERN ELECTRIC POWER CO	DONL TOWER 2/4-3/4/25	94.89	3/6/2025
219135	PRPC Indirect Costs	THE HONORABLE KERRY SYMONS	IRT MILEAGE 2/27/25 - PRPC BOARD MTG	161.28	3/6/2025
219136	Intern. Service - Copy	UCI DOCUMENTS	INV #38694187 - KYOCERA COPIER LEASE 3/25	256.28	3/6/2025
219137	Cost Pool	THE HONORABLE DJ WAGNER	IRT MILEAGE 2/27/25 - WDBCGB MTG	66.81	3/6/2025
219138	9-1-1 Management Plan	WEST TEXAS RURAL TELEPHONE COOP	INV #2166S111401.096 - NW PARMER 3/25	78.00	3/6/2025
219139	9-1-1 Management Plan	WT SERVICES INC	INV #7809S111401.096 - NW PARMER 3/25	156.00	3/6/2025
219140	9-1-1 Management Plan	XIT COMMUNICATIONS	INV #10255987 - DALLAM/HARTLEY CLEC 3/25	156.00	3/6/2025
219141	Aging - HHSC	15RX PHARMACY	INV #021325-DK - HEALTH MAINT SUPPLIES 2/25	256.12	3/13/2025
	Aging - HHSC	15RX PHARMACY	INV #022725-LH - HEALTH MAINT SUPPLIES 3/25	263.11	3/13/2025
219142	CD Project Admin	AMAZON CAPITAL SERVICES	INV #1QMD-V6L3-6RG3 - TAB DIVIDERS & OMB SUPPLIES	149.17	3/13/2025
	PRPC Building Fund	AMAZON CAPITAL SERVICES	INV #1XP4-QG9L-3WTC - 2 FAUCET LOCKS FOR BLDG	21.53	3/13/2025
219143	Aging - HHSC	AMARILLO CITY TRANSIT	INV #ACT2025-02 - TRANSPORTATION 2/25	1,799.13	3/13/2025
219144	Aging - HHSC	CITY OF AMARILLO	RES REPAIRS 2/25 - AAA CLIENT	3,000.00	3/13/2025
219145	SNAP E&T	ATMOS ENERGY	UTILITY PMT 1/28-2/24/25 - WF CLIENT	128.29	3/13/2025
219146	Cost Pool	CARAHSOFT TECHNOLOGY CORP	INV #IN1902336 - THE WORK NUMBER 1/25	147.88	3/13/2025
219147	PRPC Indirect Costs	COUNTY STAR-NEWS	INV #116600 - LN 2/27/25 PAMPA MINORITY REP ELECTION	40.40	3/13/2025
219148	Aging - HHSC	GOODCARE HEALTH SERVICES	PERSONAL ASSISTANCE - 2/25	756.00	3/13/2025
	Aging - HHSC	GOODCARE HEALTH SERVICES	RESPIRE IN HOME - 2/25	337.50	3/13/2025
219149	Cost Pool	THE GROUNDS GUYS OF AMARILLO	INV #INV-7071 - BI-WEEKLY SVCS 2/25 - AMA WFC	1,093.90	3/13/2025
219150	Aging - HHSC	HEROES HOME CARE	IN HOME RESPIRE 2/25	288.00	3/13/2025
219151	Cost Pool	JKB COMPANY	INV #3900 - MGMT FEE 2/25 & OTHER MAINT REPAIRS - AMA WFC	5,670.68	3/13/2025
	Cost Pool	JKB COMPANY	INV #3910 - MGMT FEE 3/25 - AMA WFC	1,050.00	3/13/2025
219152	PRPC General Fund	AMANDA JONES	ORT 1/12-1/17/25 - McALLEN/SAN ANTONIO	247.63	3/13/2025
219153	PRPC General Fund	AMANDA JONES	ORT 2/2-2/4/25 - AUSTIN	73.73	3/13/2025
219154	Aging - HHSC	LANGUAGE LINE SERVICES	INV #11539368 - TRANSLATION SVCS 2/28/25 - AGING	10.08	3/13/2025
219155	Aging - HHSC	LATITUDE USA	EMERGENCY RESPONSE - 2/25	116.00	3/13/2025
219156	PRPC Building Fund	LOWES BUSINESS ACCT/SYNCB	2/11/25 - FORMICA REPAIR SUPPLIES	13.73	3/13/2025
	PRPC Building Fund	LOWES BUSINESS ACCT/SYNCB	2/9/25 - STAIN FOR CABINET DOORS	10.91	3/13/2025
219157	Cost Pool	LUX PROPERTY SOLUTIONS LLC	INV #1294 - JANITORIAL 1/25 - AMA WFC	1,650.00	3/13/2025
219158	PRPC Building Fund	NLSLC INC	INV #19739 - BI-WEEKLY GROUNDS MAINT - 2/25	451.50	3/13/2025
219159	PRPC General Fund	OFFICE OF THE ATTORNEY GENERAL	CHILD SUPPORT PAYMENT - 3/15/25	629.00	3/13/2025
219160	PRPC Building Fund	ORKIN INC	INV #275330723 - PEST CONTROL 3/10/25	139.20	3/13/2025
219161	PRPC Indirect Costs	PAMPA NEWS	LN 2/27/25 - PAMPA MINORITY ELECTION	51.48	3/13/2025
219162	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES LTD	INV #514074 - 2/1-2/15/25 MAIL HANDLING	457.70	3/13/2025
219163	Cost Pool	PATHWAYZ COMMUNICATIONS INC	LINE CHGS 3/25 & LONG DIST 2/25 - AMA WFC	2,553.99	3/13/2025
219164	Amarillo MSA Micro Loan Program	SELL GRIFFIN MCLAIN PC	SGM NO: 40889 - SLICKS FABWORKS - CLOSING DOCUMENTS	689.14	3/13/2025
219165	Aging - HHSC	SENTIDO HEALTH	INV #779273 & 772086 - CG HEALTH MAINT SUPPLIES 2/25	553.75	3/13/2025
219166	Amarillo MSA Micro Loan Program	4E VENTURES LLC	SLICKS FABWORKS - LOAN PROCEEDS	37,800.00	3/13/2025

Panhandle Regional Planning Commission
Check/Voucher Register
From 3/1/2025 Through 3/31/2025

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
219167	WIA Adult	STACY'S UNIFORMS	1/8-2/24/25 - TOOLS/UNIFORMS/WORK RELATED ITEMS	1,845.29	3/13/2025
219168	9-1-1 Management Plan	SYNTRIO	INV #10010331 - NW CHILDRESS 3/25	156.00	3/13/2025
219169	Cost Pool	TML - IRP	FY25 GEN LIABILITY INS INCREASE - TWC	32.34	3/13/2025
219170	Choices	TOOT'N TOTUM	INV #304 - 3/5/25 - 500 FUEL CARDS	12,500.00	3/13/2025
219171	Child Care	TRANSFR INC	INV #INV1791 - 4/1/25-3/31/26 CAREER EXPL VR GOGGLES RENEWAL	20,000.00	3/13/2025
219172	PRPC Indirect Costs	UNDERWOOD LAW FIRM PC	4/8/25 - REG FEES WHITAKER/PETERS - MUNICIPAL LAW SEMINAR	60.00	3/13/2025
219173	Aging - HHSC	VISITING ANGELS	IN HOME RESPITE - 2/25	4,163.25	3/13/2025
	Aging - HHSC	VISITING ANGELS	PERSONAL ASSISTANCE - 2/25	1,926.75	3/13/2025
219174	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HUTCHINSON 3/7-4/6/25	93.90	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	SWISHER 3/4-4/3/25	134.17	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	LIPSCOMB 3/7-4/6/25	387.04	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	PARMER 3/7-4/6/25	198.86	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	DALLAM 3/7-4/6/25	359.39	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	ARMSTRONG 3/7-4/6/25	129.78	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HALL 3/7-4/6/25	43.52	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	OLDHAM 3/7-4/6/25	47.07	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	SHERMAN 3/7-4/6/25	47.49	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	OCHILTREE 3/7-4/6/25	41.73	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	COLLINGSWORTH 3/7-4/6/25	239.46	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	CASTRO 3/7-4/6/25	138.80	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HANSFORD 3/7-4/6/25	46.88	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	WHEELER 3/7-4/6/25	130.39	3/13/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	MOORE 3/7-4/6/25	51.14	3/13/2025
219175	Amarillo MSA Micro Loan Program	WT ENTERPRISE CENTER	SLICKS FABWORKS - LOAN ORINATION FEE	1,200.00	3/13/2025
219176	SNAP E&T	XCEL ENERGY	UTILITY PMT 11/24/24-1/28/25 - WF CLIENT	202.42	3/13/2025
219177	Various Grants	XCEL ENERGY	ELECTRICITY 1/12-2/11/25 - PRPC, AMA & BOR WFC, TOWER SITES	6,155.95	3/13/2025
219178	Aging - HHSC	ACTS COMMUNITY	REIMBURSEMENT 2/25 - CM & HDM	8,474.78	3/20/2025
219179	Aging - HHSC	ACTS COMMUNITY	REIMBURSEMENT 2/25 - BINGOCIZE - TITLE III-D EBI	1,539.71	3/20/2025
219180	Aging - HHSC	AMARILLO WESLEY COMMUNITY CENTER	TRANSPORTATION - 2/25	2,036.43	3/20/2025
219181	Aging - HHSC	AMARILLO WESLEY COMMUNITY CENTER	CONGREGATE MEALS - 2/25	3,509.54	3/20/2025
219182	Aging - HHSC	AMARILLO WESLEY COMMUNITY CENTER	CONGREGATE MEALS - 2/25 - SOUTH CAMPUS	826.22	3/20/2025
219183	Cost Pool	AMERICAN AIRLINES	STATEMENT NO. 25031224256 - 3/12/25	142.97	3/20/2025
219184	9-1-1 Management Plan	AMARILLO NATIONAL BANK	1/16 & 1/17/25 - REG FEES MANDI JONES - TNT & 911 PUBLIC ED MTG	90.00	3/20/2025
	Cost Pool	AMARILLO NATIONAL BANK	1/20-2/19/25 - WASABI.COM CLOUD STORAGE	7.22	3/20/2025
	CD Project Admin	AMARILLO NATIONAL BANK	2/16/25 - INV #00755437 - TANGLEWOOD CoP JOB AD ON INDEED	511.56	3/20/2025
	Cost Pool	AMARILLO NATIONAL BANK	2/18-3/17/25 - TIME TRAK GO - 37 USERS	111.00	3/20/2025
	Local Water	AMARILLO NATIONAL BANK	2/18/25-2/17/26 - GOOGLE ONE SUBSCRIPTION FOR WATER PLNG	19.99	3/20/2025
	CD Project Admin	AMARILLO NATIONAL BANK	2/21/25 - INDEED.COM CREDIT MEMO FOR TANGLEWOOD COP JOB AD	(700.00)	3/20/2025
	PRPC General Fund	AMARILLO NATIONAL BANK	2/26/25 - EMPLOYEE RETIREMENT GIFT	204.94	3/20/2025
	CD Project Admin	AMARILLO NATIONAL BANK	2/28/25 - INV #00972473 - TANGLEWOOD CoP JOB AD ON INDE	122.39	3/20/2025
	Intern. Service - Information	AMARILLO NATIONAL BANK	2/5/25 - CREDIT 1/1-1/31/25 FOR MS365 EMAIL ENCRYPTION	(42.90)	3/20/2025
	PRPC General Fund	AMARILLO NATIONAL BANK	ORT 2/4-2/5/25 - AUSTIN/TARC - TAYLOR LODGING/FOOD	327.84	3/20/2025
	PRPC General Fund	AMARILLO NATIONAL BANK	ORT 2/6-2/7/25 - AUSTIN/TARC - SHIELDS LODGING/FOOD	252.41	3/20/2025
219185	PRPC Building Fund	ATMOS ENERGY	PRPC 2/14-3/14/25	1,733.24	3/20/2025
219186	9-1-1 Management Plan	AT&T	E911 PRPC 3/5-4/4/25	1,476.56	3/20/2025
219187	Cost Pool	CITY OF BORGER	BORGER WFC 2/12-3/12/25	115.98	3/20/2025

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219188	Intern. Service - Copy	CANON FINANCIAL SERVICES INC	INV #39437470 - COPIER LEASE 3/25 - FLOOR 1 & 3	428.92	3/20/2025
219189	Aging - HHSC	MARK CHRISTY	CG INC SUPP/RENT 3/25 - AAA CLIENT	561.00	3/20/2025
219190	Aging - HHSC	COLLINGSWORTH COUNTY HDM	REIMBURSEMENT 2/25 - CM & HDM	8,149.74	3/20/2025
219191	Aging - HHSC	DONLEY CO SR CITIZENS ASSN	REIMBURSEMENT 2/25 - CM & HDM	9,061.83	3/20/2025
219192	Aging - HHSC	HALL COUNTY HOME DELIVERY MEALS	HOME DELIVERED MEALS - 2/25	1,866.94	3/20/2025
219193	Aging - HHSC	HEDLEY SR CITIZENS ASSN	REIMBURSEMENT 2/25 - CM & HDM	1,386.84	3/20/2025
219194	Aging - HHSC	HEREFORD SR CITIZENS ASSN	REIMBURSEMENT 2/25 - CM & HDM	16,306.62	3/20/2025
219195	PRPC General Fund	ISOLVED INC	INV #1143681011 - FSA ADMIN FEES 2/25	70.00	3/20/2025
219196	Solid Waste Regional Coord. 24-25	KB RECYCLING LLC	INV #69505 - RECYCLING SVCS 3/25	85.00	3/20/2025
219197	Aging - HHSC	MOORE CO SENIOR CENTER INC	CONGREGATE MEALS - 2/25	7,658.46	3/20/2025
219198	Aging - HHSC	OPPORTUNITIES INC	REIMBURSEMENT 2/25 - CM & HDM	6,353.58	3/20/2025
219199	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES LTD	INV #514221 - 2/17-2/28/25 MAIL HANDLING	1,051.62	3/20/2025
219200	Intern. Service - Automobile	ROGERS CAR CARE	INV #19255 - 3/13/25 - CAR #4 DETAIL	50.00	3/20/2025
219201	Amarillo MSA Micro Loan Program	SELL GRIFFIN MCLAIN PC	INV #4196 - LEGAL FEES 2/25 - JOURNEY COFFEE - UCC CONTINUATION	105.64	3/20/2025
219202	Aging - HHSC	SHAMROCK MEALS ON WHEELS INC	HOME DELIVERED MEALS - 2/25	1,149.88	3/20/2025
219203	Aging - HHSC	SIR SPEEDY OF AMARILLO	INV #159449 - CG NEWSLETTERS 3/25	150.57	3/20/2025
219204	Homeland Security Grant Division	SOUTH PLAINS COMMUNICATIONS	INV #0127704-IN - SVCE CALL ROBERTS 3/25 (TOWER)	1,362.00	3/20/2025
219205	Vocational Rehab Cost	SUMMIT FIRE & SECURITY LLC	INV #3082728 - ANNUAL FIRE EXT INSPECTION/SERVICE - AMA WFC	183.56	3/20/2025
219206	Aging - HHSC	SWISHER CO SR CITIZENS ASSN	REIMBURSEMENT 2/25 - CM & HDM	7,688.82	3/20/2025
219207	Intern. Service - Copy	TASCOSA OFFICE MACHINES	INV #550313 - 1ST & 3RD FLOOR COPIES - 2/25	719.20	3/20/2025
219208	Cost Pool	TASCOSA OFFICE MACHINES	INV #550314 - COPIER LEASE 3/25 - AMA WFC	1,214.97	3/20/2025
219209	Aging - HHSC	TRANSFORMATION PARK	REIMBURSEMENT 2/25 - CM & HDM	21,240.96	3/20/2025
219210	Aging - HHSC	TRI COUNTY MEALS	HOME DELIVERED MEALS - 2/25	2,761.20	3/20/2025
219211	Intern. Service - Automobile	WEX BANK	VEHICLE FUEL 2/14-3/13/25 - PRPC CARS, MU, PC UNIT	908.76	3/20/2025
219212	PRPC Indirect Costs	THE WHEELER TIMES INC	LN 2/27/25 - PAMPA MINORITY REP ELECTION	36.00	3/20/2025
219213	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	CARSON 3/13-4/12/25	393.18	3/20/2025
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	DONLEY 3/10-4/9/25	44.82	3/20/2025
219214	SNAP E&T	XCEL ENERGY	UTILITY PMT 1/20-2/19/25 - WF CLIENT	147.68	3/20/2025
219215	SNAP E&T	ZIA 3 PROPERTIES	RENT 3/1-3/31/25 - WF CLIENT	750.00	3/20/2025
219216	Aging - HHSC	4IMPRINT INC	INV #13616930 - LOGO BAGS FOR OAM CELEBRATION	653.34	3/27/2025
219217	CJD - LEA	AMARILLO COLLEGE - LEA	BILL NO: 5020 - IN-SERVICE TRAINING 2/25	5,915.12	3/27/2025
219218	Aging - HHSC	STEPHEN C AKEROYD	IRT MILEAGE 2/25 - FACILITY VISITS	47.18	3/27/2025
219219	9-1-1 Management Plan	AMAZON CAPITAL SERVICES	INV #1HLH-KVDN-9WQ9 - PSAP SUPPLIES	36.98	3/27/2025
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #1MJT-JYGP-7L4G - SUPPLIES	121.32	3/27/2025
219220	MAXIMUS	AMARILLO SCREEN GRAPHICS	INV #E79957 - OMBUDSMAN SHIRTS	367.80	3/27/2025
219221	9-1-1 Management Plan	AMA COMMUNICATIONS LLC	TOWER LEASE PMT 4/1-4/30/25	217.82	3/27/2025
219222	Cost Pool	CITY OF AMARILLO	2/13-3/14/25 - EDDY ST IRRIGATION	202.86	3/27/2025
	Cost Pool	CITY OF AMARILLO	2/11-3/13/25 - AMA WFC EDDY ST	256.99	3/27/2025
219223	PRPC Building Fund	ARVERNAS CLEANING SERVICE	INV #0011 - PRPC CLEANING SVCS 3/25	1,700.00	3/27/2025
219224	9-1-1 Management Plan	AT&T	CHILDRESS CO ADMIN 3/15-4/14/25	63.62	3/27/2025
219225	CD Project Admin	THE BELLSNYDER GROUP	INV #208225 - LN 1/16/25 FINAL HEARING GRUVER CDBG	70.80	3/27/2025
219226	PRPC General Fund	BLUE CROSS BLUE SHIELD OF TEXAS	MEDICAL INSURANCE PMT 4/25	47,867.13	3/27/2025
219227	9-1-1 Management Plan	CHARLES L BOEDEKER	TOWER LEASE PMT 4/1-4/30/25	760.44	3/27/2025
219228	Cost Pool	MR KEVIN CADDELL	IRT MILEAGE 3/17/25 - WDB EXECUTIVE COMM MTG	113.22	3/27/2025
219229	9-1-1 Management Plan	CCATT LLC	TOWER LEASE PMT 4/1-4/30/25	3,229.85	3/27/2025
219230	Cost Pool	DAVES FRESH CLEANING LLC	INV #1606 - JANITORIAL 3/25 - BORGER WFC	345.00	3/27/2025

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219231	9-1-1 Management Plan	DEPT OF INFORMATION RESOURCES	INV #25020362N - DIR NW COST 2/25 - 9-1-1	38,730.91	3/27/2025
219232	PRPC Indirect Costs	EDGIN, PARKMAN, FLEMING &	INV #3572 - FY24 AUDIT - FINAL BILLING	4,500.00	3/27/2025
219233	Cost Pool	ED TURNER PROPERTY MANAGEMENT	RENT 4/25 - BORGER WFC	1,000.00	3/27/2025
219234	PRPC Indirect Costs	FASTSIGNS	INV #175-107693 - PRPC BOD NAMEPLATES	30.00	3/27/2025
219235	9-1-1 Management Plan	JIM FISCHBACHER	TOWER LEASE PMT 4/1-4/30/25	127.31	3/27/2025
219236	Communication Towers	GREENBELT ELECTRIC COOPERATIVE INC	BOWR/COLL - 2/15-3/15/25	99.40	3/27/2025
219237	Child Care Quality Improvement	HUXFORD GROUP LLC	2/8-2/21/25 - REIMB FOR EXPENSES	21,200.00	3/27/2025
219238	9-1-1 Management Plan	INSITE TOWERS LLC	TOWER LEASE PMT 4/1-4/30/25 - SILVERTON 2 & MEMPHIS	935.00	3/27/2025
219239	Aging - HHSC	VIRGINIA KEYS	IRT MILEAGE 2/17/25 - FACILITY VISIT	11.34	3/27/2025
219240	9-1-1 Management Plan	SINCLAIR BROADCAST GROUP	TOWER LEASE PMT 4/1-4/30/25	431.25	3/27/2025
219241	Vocational Rehab Cost	LUX PROPERTY SOLUTIONS LLC	INV #1367 - JANITORIAL 3/25 - AMA WFC	1,650.00	3/27/2025
219242	Homeland Security Grant Division	OMEGA ELECTRONICS	INV #201000068-1 & 69-1, 102001619-1 - SVCE CALLS 3/25	955.00	3/27/2025
219243	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES LTD	INV #514359 - 3/3-3/13/25 MAIL HANDLING	356.23	3/27/2025
219244	PRPC General Fund	PRINCIPAL LIFE INSURANCE COMPANY	INSURANCE PMT - 4/25	6,174.42	3/27/2025
219245	9-1-1 Management Plan	PTCI	PERRYTON NW 3/20-4/19/25	43.51	3/27/2025
219246	9-1-1 Management Plan	PTI US TOWERS II LLC	TOWER LEASE PMT 4/1-4/30/25	1,303.14	3/27/2025
219247	Intern. Service - Automobile	ROGERS CAR CARE	INV #19283 - 3/20/25 CAR #9 DETAIL	80.00	3/27/2025
219248	Aging - HHSC	SENIOR AMBASSADORS COALITION	2025 PARTICIPATION FEES SHARP/CAMPBELL	50.00	3/27/2025
219249	CD Project Admin	SAM'S CLUB MC/SYNCB	3/19/25 - FOLDING TABLE FOR LGS	59.98	3/27/2025
219250	Homeland Security Grant Division	SCHAFFER SERVICES	INV #33357 - SVCE CALL 2/17/25 - ROB4 (RADIO)	175.00	3/27/2025
219251	Communication Towers	SOUTH PLAINS ELECTRIC COOPERATIVE	PAR4 TOWER - 2/15-3/16/25	83.98	3/27/2025
219252	Communication Towers	SOUTHWESTERN ELECTRIC POWER CO	WHES TOWER 2/21-3/21/25	49.29	3/27/2025
219253	CD Project Admin	TEXAS STATE UNIVERSITY	INV #JFRED_TARC62025 - CPM TRACK #6 - J. FRED - 4-6/25	695.00	3/27/2025
219254	Intern. Service - Copy	UNA COPY INC	#INV124517 - 2ND FL COPIES 2/25-3/24/25	369.06	3/27/2025
219255	Cost Pool	UNITED SUPERMARKETS LLC	2/25/25 - WDB & CGB MTG SUPPLIES	39.95	3/27/2025
	PRPC General Fund	UNITED SUPERMARKETS LLC	2/26/25 - FOOD FOR EE RETIREMENT CELEBRATION	119.20	3/27/2025
	PRPC General Fund	UNITED SUPERMARKETS LLC	2/26/25 - PRPC BOARD MTG SUPPLIES	53.25	3/27/2025
	PRPC General Fund	UNITED SUPERMARKETS LLC	2/27/25 - SODAS FOR MEETINGS	60.00	3/27/2025
	MAXIMUS	UNITED SUPERMARKETS LLC	3/5/25 - LUNCH FOR CG EDUCATIONAL SUPP GROUP	114.50	3/27/2025
31457	Child Care CCF	ELENA MCGLAUN	PMT DUE FOR MONITORING FINDINGS IN CHILDCARE	112.56	3/13/2025
31458	Intern. Service - Accounting	MARY JULIA LYLES	INV #1023 - FINANCE TRNG HOURS - 2/25	200.00	3/13/2025
31459	PRPC General Fund	MELISSA TYE WHITAKER	2/19/25 - REIMB FOR PICTURE FRAMES (EE RETIREMENT)	29.98	3/13/2025
31460	CD Project Admin	ALEX GUERRERO	ORT 3/9-3/12/25 - WASH DC/NADO POLICY CONF	509.42	3/20/2025
31461	9-1-1 Management Plan	JOHN SCHAUMBURG	ORT 11/18-11/20/24 - AUSTIN/CSEC MTG	637.44	3/27/2025
31462	9-1-1 Management Plan	JOHN SCHAUMBURG	ORT 1/26-1/28/25 - AUSTIN/CSEC MTG	617.51	3/27/2025
31463	9-1-1 Management Plan	CRAIG WOLF	IRT MILEAGE 3/17/25 - PERRYTON/PSAP MOVE	170.38	3/27/2025
86462	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	14,488.25	3/3/2025
86463	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	10,742.92	3/3/2025
86464	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	12,863.70	3/3/2025
86465	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (0000159)	10,329.60	3/3/2025
86466	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (0000159)	4,962.70	3/3/2025
86467	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (0000159)	3,170.40	3/3/2025
86468	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (0000159)	7,036.00	3/3/2025
86469	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (0000159)	7,068.40	3/3/2025
86470	Child Care CCF	AMARILLO WESLEY COMMUNITY CENTER INC	CHILD CARE SERVICES PROVIDED (0000159)	13,830.32	3/3/2025
86471	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (0000159)	12,854.50	3/3/2025

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86472	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (0000159)	3,058.00	3/3/2025
86473	Child Care CCF	WEE CARE CHILD CENTER INC	CHILD CARE SERVICES PROVIDED (0000159)	303.50	3/3/2025
86474	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (0000159)	95.00	3/3/2025
86475	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (0000159)	202.50	3/3/2025
86476	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	7,303.78	3/3/2025
86477	Child Care CCF	POLK STREET UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (0000159)	2,037.36	3/3/2025
86478	Child Care CCF	HEREFORD DCC RUTH WARNER MEM	CHILD CARE SERVICES PROVIDED (0000159)	1,376.20	3/3/2025
86479	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (0000159)	1,434.40	3/3/2025
86480	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (0000159)	4,326.74	3/3/2025
86481	Child Care CCF	Bright Beginnings	CHILD CARE SERVICES PROVIDED (0000159)	200.00	3/3/2025
86482	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	607.70	3/3/2025
86483	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (0000159)	437.50	3/3/2025
86484	Child Care CCF	DALHART AREA CHILD CARE CTR INC.	CHILD CARE SERVICES PROVIDED (0000159)	2,501.40	3/3/2025
86485	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (0000159)	16,108.73	3/3/2025
86486	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC.	CHILD CARE SERVICES PROVIDED (0000159)	29,870.63	3/3/2025
86487	Child Care CCF	PLEASANT VALLEY BAPTIST DISCOVERY SCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	18,508.98	3/3/2025
86488	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	4,521.78	3/3/2025
86489	Child Care CCF	DALE RIED JAMIE RIED DBA BUTTONS & BOWS	CHILD CARE SERVICES PROVIDED (0000159)	20,251.28	3/3/2025
86490	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (0000159)	32,611.76	3/3/2025
86491	Child Care CCF	SHIRLEY E ROMAINE	CHILD CARE SERVICES PROVIDED (0000159)	714.00	3/3/2025
86492	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	6,911.10	3/3/2025
86493	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (0000159)	794.00	3/3/2025
86494	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (0000159)	5,391.30	3/3/2025
86495	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (0000159)	1,952.70	3/3/2025
86496	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (0000159)	2,359.85	3/3/2025
86497	Child Care CCF	INGLANTINA FLORES	CHILD CARE SERVICES PROVIDED (0000159)	2,189.20	3/3/2025
86498	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (0000159)	37,921.70	3/3/2025
86499	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (0000159)	9,158.80	3/3/2025
86500	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC.	CHILD CARE SERVICES PROVIDED (0000159)	35,148.64	3/3/2025
86501	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL INC.	CHILD CARE SERVICES PROVIDED (0000159)	6,995.00	3/3/2025
86502	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (0000159)	4,093.50	3/3/2025
86503	Child Care CCF	CHILDREN'S LEARNING CENTER OF AMARILLO	CHILD CARE SERVICES PROVIDED (0000159)	10,760.60	3/3/2025
86504	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (0000159)	7,466.00	3/3/2025
86505	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (0000159)	4,168.70	3/3/2025
86506	Child Care CCF	FIRST BAPTIST DIMMITT PRESCHOOL & DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	824.50	3/3/2025
86507	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (0000159)	533.40	3/3/2025
86508	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	1,119.60	3/3/2025
86509	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (0000159)	22,685.96	3/3/2025
86510	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	9,396.70	3/3/2025
86511	Child Care CCF	CECYS DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	5,885.72	3/3/2025
86512	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (0000159)	258.50	3/3/2025
86513	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	6,837.70	3/3/2025
86514	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	1,865.30	3/3/2025
86515	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (0000159)	5,295.76	3/3/2025
86516	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (0000159)	3,472.20	3/3/2025
86517	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (0000159)	13,360.30	3/3/2025

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86518	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (0000159)	9,381.74	3/3/2025
86519	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (0000159)	1,022.50	3/3/2025
86520	Child Care CCF	KAREN SMITH	CHILD CARE SERVICES PROVIDED (0000159)	2,704.20	3/3/2025
86521	Child Care CCF	PAULA COOK	CHILD CARE SERVICES PROVIDED (0000159)	536.00	3/3/2025
86522	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	3,078.06	3/3/2025
86523	Child Care CCF	RANGER ROUNDUP LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	2,320.20	3/3/2025
86524	Child Care CCF	KS HOME DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	588.00	3/3/2025
86525	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (0000159)	16,047.84	3/3/2025
86526	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	10,989.84	3/3/2025
86527	Child Care CCF	STEPPING STONES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	3,386.60	3/3/2025
86528	Child Care CCF	SUNRAY INDEPENDENT SCHOOL DISTRICT	CHILD CARE SERVICES PROVIDED (0000159)	560.00	3/3/2025
86529	Child Care CCF	K4B LEARNING DEPOT 6 LLC	CHILD CARE SERVICES PROVIDED (0000159)	10,588.94	3/3/2025
86530	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (0000159)	21,759.40	3/3/2025
86531	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (0000159)	13,887.09	3/3/2025
86532	Child Care CCF	UNDER THE SONS HANDS DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	7,395.90	3/3/2025
86533	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	16,609.86	3/3/2025
86534	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	1,260.00	3/3/2025
86535	Child Care CCF	SHUSHAN DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	255.30	3/3/2025
86536	Child Care CCF	BRIGHT MINDS ACADEMY AT BUSHLAND	CHILD CARE SERVICES PROVIDED (0000159)	536.70	3/3/2025
86537	Child Care CCF	TREEHOUSE CHILDRENS ACADEMY	CHILD CARE SERVICES PROVIDED (0000159)	2,138.00	3/3/2025
86538	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE CTR	CHILD CARE SERVICES PROVIDED (0000159)	8,648.26	3/3/2025
86539	Child Care CCF	LITTLE FEET BIG STEPS	CHILD CARE SERVICES PROVIDED (0000159)	3,215.64	3/3/2025
86540	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (0000159)	824.50	3/3/2025
86541	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (0000159)	1,135.94	3/3/2025
86542	Child Care CCF	BRIGHT MINDS ACADEMY LLC	CHILD CARE SERVICES PROVIDED (0000159)	3,557.80	3/3/2025
86543	Child Care CCF	CREATIVE LEARNING TREE 2	CHILD CARE SERVICES PROVIDED (0000159)	1,995.32	3/3/2025
86544	Child Care CCF	STEAMBOAT STATION	CHILD CARE SERVICES PROVIDED (0000159)	12,050.40	3/3/2025
86545	Child Care CCF	MARTIAL ARTS ATHLETIC CENTER NORTH	CHILD CARE SERVICES PROVIDED (0000159)	14,900.08	3/3/2025
86546	Child Care CCF	HEARTS AND HANDS	CHILD CARE SERVICES PROVIDED (0000159)	1,670.62	3/3/2025
86547	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	19,041.70	3/3/2025
86548	Child Care CCF	ROCK STAR DAYCARE	CHILD CARE SERVICES PROVIDED (0000159)	1,528.00	3/3/2025
86549	Child Care CCF	LITTLE TROOPERS LEARNING CENTER	CHILD CARE SERVICES PROVIDED (0000159)	1,681.75	3/3/2025
86550	Child Care CCF	HAPPY TRIBE ACADEMY	CHILD CARE SERVICES PROVIDED (0000159)	3,116.85	3/3/2025
86551	Child Care CCF	CHILDRESS LITTLE STARS LLC	CHILD CARE SERVICES PROVIDED (0000159)	4,252.00	3/3/2025
86552	Child Care CCF	AMARILLO WESLEY COMM CENTER - SOUTH	CHILD CARE SERVICES PROVIDED (0000159)	4,294.00	3/3/2025
86553	Child Care CCF	BECCAS BABIES DAYCARE CENTER	CHILD CARE SERVICES PROVIDED (0000159)	19,052.90	3/3/2025
86554	Child Care CCF	MELISSAS CHILD CARE AND PRESCHOOL	CHILD CARE SERVICES PROVIDED (0000159)	2,289.10	3/3/2025
86555	Child Care CCF	SHAYLEE CONNELLY	CHILD CARE SERVICES PROVIDED (0000159)	1,968.30	3/3/2025
86556	Child Care CCF	TWO LITTLE FEET	CHILD CARE SERVICES PROVIDED (0000159)	5,032.00	3/3/2025
86557	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CHILD DEV	CHILD CARE SERVICES PROVIDED (0000159)	3,508.50	3/3/2025
86558	Child Care CCF	NIKKIES CARE CLUB	CHILD CARE SERVICES PROVIDED (0000159)	1,491.30	3/3/2025
86559	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (0000159)	3,566.60	3/3/2025
86560	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (1251244)	4,069.04	3/4/2025
86561	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (00001591)	3,566.60	3/7/2025
86562	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	14,823.60	3/12/2025
86563	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	10,735.04	3/12/2025

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86564	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	14,266.94	3/12/2025
86565	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (2012821)	11,486.20	3/12/2025
86566	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (2012821)	5,856.80	3/12/2025
86567	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (2012821)	3,529.45	3/12/2025
86568	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (2012821)	7,188.97	3/12/2025
86569	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (2012821)	6,926.74	3/12/2025
86570	Child Care CCF	AMARILLO WESLEY COMMUNITY CENTER INC	CHILD CARE SERVICES PROVIDED (2012821)	6,251.80	3/12/2025
86571	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (2012821)	12,424.70	3/12/2025
86572	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (2012821)	3,362.00	3/12/2025
86573	Child Care CCF	WEE CARE CHILD CENTER INC	CHILD CARE SERVICES PROVIDED (2012821)	455.25	3/12/2025
86574	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (2012821)	63.25	3/12/2025
86575	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (2012821)	101.25	3/12/2025
86576	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	7,938.18	3/12/2025
86577	Child Care CCF	POLK STREET UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (2012821)	796.88	3/12/2025
86578	Child Care CCF	HEREFORD DCC RUTH WARNER MEM	CHILD CARE SERVICES PROVIDED (2012821)	1,558.20	3/12/2025
86579	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY, INC.	CHILD CARE SERVICES PROVIDED (2012821)	1,434.40	3/12/2025
86580	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (2012821)	4,916.25	3/12/2025
86581	Child Care CCF	BRIGHT BEGINNINGS	CHILD CARE SERVICES PROVIDED (2012821)	200.00	3/12/2025
86582	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	607.70	3/12/2025
86583	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (2012821)	310.25	3/12/2025
86584	Child Care CCF	DALHART AREA CHILD CARE CTR INC.	CHILD CARE SERVICES PROVIDED (2012821)	2,616.52	3/12/2025
86585	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (2012821)	8,448.23	3/12/2025
86586	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC.	CHILD CARE SERVICES PROVIDED (2012821)	31,406.60	3/12/2025
86587	Child Care CCF	PLEASANT VALLEY BAPTIST DISCOVERY SCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	21,674.70	3/12/2025
86588	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	4,856.00	3/12/2025
86589	Child Care CCF	DALE RIED JAMIE RIED DBA BUTTONS & BOWS	CHILD CARE SERVICES PROVIDED (2012821)	21,371.14	3/12/2025
86590	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (2012821)	15,586.58	3/12/2025
86591	Child Care CCF	SHIRLEY E ROMAINE	CHILD CARE SERVICES PROVIDED (2012821)	714.00	3/12/2025
86592	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	6,827.70	3/12/2025
86593	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (2012821)	794.00	3/12/2025
86594	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (2012821)	5,424.30	3/12/2025
86595	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (2012821)	2,592.70	3/12/2025
86596	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (2012821)	2,649.70	3/12/2025
86597	Child Care CCF	DEEDEES DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	110.00	3/12/2025
86598	Child Care CCF	INGLANTINA FLORES	CHILD CARE SERVICES PROVIDED (2012821)	2,189.20	3/12/2025
86599	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (2012821)	40,052.81	3/12/2025
86600	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (2012821)	8,894.22	3/12/2025
86601	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (2012821)	37,864.66	3/12/2025
86602	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL INC	CHILD CARE SERVICES PROVIDED (2012821)	9,691.85	3/12/2025
86603	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (2012821)	4,089.50	3/12/2025
86604	Child Care CCF	CHILDREN'S LEARNING CENTER OF AMARILLO	CHILD CARE SERVICES PROVIDED (2012821)	11,577.72	3/12/2025
86605	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (2012821)	8,223.60	3/12/2025
86606	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (2012821)	4,004.40	3/12/2025
86607	Child Care CCF	FIRST BAPTIST DIMMITT PRESCHOOL & DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	612.80	3/12/2025
86608	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (2012821)	533.40	3/12/2025
86609	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	1,289.34	3/12/2025

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86610	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (2012821)	26,552.20	3/12/2025
86611	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	10,232.10	3/12/2025
86612	Child Care CCF	CECYS DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	7,198.28	3/12/2025
86613	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (2012821)	230.00	3/12/2025
86614	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	7,550.10	3/12/2025
86615	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	1,581.86	3/12/2025
86616	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (2012821)	6,492.63	3/12/2025
86617	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (2012821)	3,472.20	3/12/2025
86618	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (2012821)	13,263.66	3/12/2025
86619	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (2012821)	7,942.38	3/12/2025
86620	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (2012821)	1,022.50	3/12/2025
86621	Child Care CCF	KAREN SMITH	CHILD CARE SERVICES PROVIDED (2012821)	1,756.40	3/12/2025
86622	Child Care CCF	PAULA COOK	CHILD CARE SERVICES PROVIDED (2012821)	698.00	3/12/2025
86623	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	3,321.76	3/12/2025
86624	Child Care CCF	RANGER ROUNDUP LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	2,226.03	3/12/2025
86625	Child Care CCF	KS HOME DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	568.80	3/12/2025
86626	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (2012821)	14,942.96	3/12/2025
86627	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	10,576.13	3/12/2025
86628	Child Care CCF	STEPPING STONES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	3,074.90	3/12/2025
86629	Child Care CCF	SUNRAY INDEPENDENT SCHOOL DISTRICT	CHILD CARE SERVICES PROVIDED (2012821)	560.00	3/12/2025
86630	Child Care CCF	K4B LEARNING DEPOT 6 LLC	CHILD CARE SERVICES PROVIDED (2012821)	11,224.70	3/12/2025
86631	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (2012821)	23,045.80	3/12/2025
86632	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (2012821)	13,224.07	3/12/2025
86633	Child Care CCF	UNDER THE SONS HANDS DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	5,672.63	3/12/2025
86634	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	17,749.34	3/12/2025
86635	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	1,260.00	3/12/2025
86636	Child Care CCF	SHUSHAN DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	255.30	3/12/2025
86637	Child Care CCF	BRIGHT MINDS ACADEMY AT BUSHLAND	CHILD CARE SERVICES PROVIDED (2012821)	536.70	3/12/2025
86638	Child Care CCF	TREEHOUSE CHILDRENS ACADEMY	CHILD CARE SERVICES PROVIDED (2012821)	5,058.00	3/12/2025
86639	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE CTR	CHILD CARE SERVICES PROVIDED (2012821)	8,903.30	3/12/2025
86640	Child Care CCF	LITTLE FEET BIG STEPS	CHILD CARE SERVICES PROVIDED (2012821)	3,458.00	3/12/2025
86641	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (2012821)	824.50	3/12/2025
86642	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (2012821)	1,439.84	3/12/2025
86643	Child Care CCF	BRIGHT MINDS ACADEMY LLC	CHILD CARE SERVICES PROVIDED (2012821)	3,526.30	3/12/2025
86644	Child Care CCF	CREATIVE LEARNING TREE 2	CHILD CARE SERVICES PROVIDED (2012821)	2,004.20	3/12/2025
86645	Child Care CCF	STEAMBOAT STATION	CHILD CARE SERVICES PROVIDED (2012821)	8,537.64	3/12/2025
86646	Child Care CCF	MARTIAL ARTS ATHLETIC CENTER NORTH	CHILD CARE SERVICES PROVIDED (2012821)	14,835.07	3/12/2025
86647	Child Care CCF	HEARTS AND HANDS	CHILD CARE SERVICES PROVIDED (2012821)	1,666.62	3/12/2025
86648	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	18,540.10	3/12/2025
86649	Child Care CCF	ROCK STAR DAYCARE	CHILD CARE SERVICES PROVIDED (2012821)	1,950.30	3/12/2025
86650	Child Care CCF	LITTLE TROOPERS LEARNING CENTER	CHILD CARE SERVICES PROVIDED (2012821)	1,697.25	3/12/2025
86651	Child Care CCF	HAPPY TRIBE ACADEMY	CHILD CARE SERVICES PROVIDED (2012821)	3,163.02	3/12/2025
86652	Child Care CCF	CHILDRRESS LITTLE STARS LLC	CHILD CARE SERVICES PROVIDED (2012821)	4,339.00	3/12/2025
86653	Child Care CCF	AMARILLO WESLEY COMM CENTER - SOUTH	CHILD CARE SERVICES PROVIDED (2012821)	2,475.00	3/12/2025
86654	Child Care CCF	BECCAS BABIES DAYCARE CENTER	CHILD CARE SERVICES PROVIDED (2012821)	19,072.20	3/12/2025
86655	Child Care CCF	MELISSAS CHILD CARE AND PRESCHOOL	CHILD CARE SERVICES PROVIDED (2012821)	2,744.78	3/12/2025

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86656	Child Care CCF	SHAYLEE CONNELLY	CHILD CARE SERVICES PROVIDED (2012821)	1,962.30	3/12/2025
86657	Child Care CCF	TWO LITTLE FEET	CHILD CARE SERVICES PROVIDED (2012821)	4,975.20	3/12/2025
86658	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CHILD DEV	CHILD CARE SERVICES PROVIDED (2012821)	3,826.50	3/12/2025
86659	Child Care CCF	NIKKIES CARE CLUB	CHILD CARE SERVICES PROVIDED (2012821)	1,485.00	3/12/2025
86660	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (2012821)	3,687.16	3/12/2025
86661	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	12,292.60	3/24/2025
86662	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	13,558.68	3/24/2025
86663	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	13,865.30	3/24/2025
86664	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (320321)	9,608.88	3/24/2025
86665	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (320321)	4,993.70	3/24/2025
86666	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (320321)	3,152.40	3/24/2025
86667	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (320321)	6,712.25	3/24/2025
86668	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (320321)	6,842.34	3/24/2025
86669	Child Care CCF	AMARILLO WESLEY COMMUNITY CENTER INC	CHILD CARE SERVICES PROVIDED (320321)	12,941.56	3/24/2025
86670	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (320321)	11,267.30	3/24/2025
86671	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (320321)	3,102.00	3/24/2025
86672	Child Care CCF	WEE CARE CHILD CENTER INC	CHILD CARE SERVICES PROVIDED (320321)	303.50	3/24/2025
86673	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (320321)	77.00	3/24/2025
86674	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (320321)	202.50	3/24/2025
86675	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	7,009.73	3/24/2025
86676	Child Care CCF	POLK STREET UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (320321)	1,975.60	3/24/2025
86677	Child Care CCF	HEREFORD DCC RUTH WARNER MEM	CHILD CARE SERVICES PROVIDED (320321)	1,376.20	3/24/2025
86678	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (320321)	1,434.40	3/24/2025
86679	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (320321)	4,290.80	3/24/2025
86680	Child Care CCF	BRIGHT BEGINNINGS	CHILD CARE SERVICES PROVIDED (320321)	200.00	3/24/2025
86681	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	607.70	3/24/2025
86682	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (320321)	437.50	3/24/2025
86683	Child Care CCF	DALHART AREA CHILD CARE CTR INC	CHILD CARE SERVICES PROVIDED (320321)	2,430.80	3/24/2025
86684	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (320321)	15,576.95	3/24/2025
86685	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC	CHILD CARE SERVICES PROVIDED (320321)	27,610.24	3/24/2025
86686	Child Care CCF	PLEASANT VALLEY BAPTIST DISCOVERY SCHOOL	CHILD CARE SERVICES PROVIDED (320321)	25,127.31	3/24/2025
86687	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (320321)	4,309.41	3/24/2025
86688	Child Care CCF	DALE RIED JAMIE RIED DBA BUTTONS & BOWS	CHILD CARE SERVICES PROVIDED (320321)	19,203.45	3/24/2025
86689	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (320321)	31,039.66	3/24/2025
86690	Child Care CCF	SHIRLEY E ROMAINE	CHILD CARE SERVICES PROVIDED (320321)	714.00	3/24/2025
86691	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	7,571.10	3/24/2025
86692	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (320321)	794.00	3/24/2025
86693	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (320321)	5,566.60	3/24/2025
86694	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (320321)	1,952.70	3/24/2025
86695	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (320321)	2,626.70	3/24/2025
86696	Child Care CCF	INGLANTINA FLORES	CHILD CARE SERVICES PROVIDED (320321)	2,189.20	3/24/2025
86697	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (320321)	37,820.70	3/24/2025
86698	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (320321)	8,436.52	3/24/2025
86699	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (320321)	31,052.52	3/24/2025
86700	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL INC	CHILD CARE SERVICES PROVIDED (320321)	8,810.71	3/24/2025
86701	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (320321)	3,640.99	3/24/2025

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86702	Child Care CCF	CHILDREN'S LEARNING CENTER OF AMARILLO	CHILD CARE SERVICES PROVIDED (320321)	15,059.53	3/24/2025
86703	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (320321)	7,317.40	3/24/2025
86704	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (320321)	4,306.70	3/24/2025
86705	Child Care CCF	FIRST BAPTIST DIMMITT PRESCHOOL & DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	824.50	3/24/2025
86706	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (320321)	533.40	3/24/2025
86707	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	1,049.60	3/24/2025
86708	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (320321)	24,183.67	3/24/2025
86709	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	9,614.72	3/24/2025
86710	Child Care CCF	CECYS DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	5,604.93	3/24/2025
86711	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (320321)	251.90	3/24/2025
86712	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	3,927.61	3/24/2025
86713	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (320321)	1,721.62	3/24/2025
86714	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (320321)	5,569.94	3/24/2025
86715	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (320321)	3,472.20	3/24/2025
86716	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (320321)	13,157.22	3/24/2025
86717	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (320321)	8,737.20	3/24/2025
86718	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (320321)	1,022.50	3/24/2025
86719	Child Care CCF	PAULA COOK	CHILD CARE SERVICES PROVIDED (320321)	657.00	3/24/2025
86720	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	3,078.06	3/24/2025
86721	Child Care CCF	RANGER ROUNDUP LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	2,283.25	3/24/2025
86722	Child Care CCF	KS HOME DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	568.80	3/24/2025
86723	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (320321)	13,751.35	3/24/2025
86724	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	9,668.14	3/24/2025
86725	Child Care CCF	STEPPING STONES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	3,386.60	3/24/2025
86726	Child Care CCF	SUNRAY INDEPENDENT SCHOOL DISTRICT	CHILD CARE SERVICES PROVIDED (320321)	560.00	3/24/2025
86727	Child Care CCF	K4B LEARNING DEPOT 6 LLC	CHILD CARE SERVICES PROVIDED (320321)	8,730.46	3/24/2025
86728	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (320321)	22,010.40	3/24/2025
86729	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (320321)	12,662.34	3/24/2025
86730	Child Care CCF	UNDER THE SONS HANDS DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	7,061.60	3/24/2025
86731	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (320321)	17,091.03	3/24/2025
86732	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (320321)	1,260.00	3/24/2025
86733	Child Care CCF	SHUSHAN DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	255.30	3/24/2025
86734	Child Care CCF	BRIGHT MINDS ACADEMY AT BUSHLAND	CHILD CARE SERVICES PROVIDED (320321)	536.70	3/24/2025
86735	Child Care CCF	TREEHOUSE CHILDRENS ACADEMY	CHILD CARE SERVICES PROVIDED (320321)	3,977.80	3/24/2025
86736	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE CTR	CHILD CARE SERVICES PROVIDED (320321)	8,832.56	3/24/2025
86737	Child Care CCF	LITTLE FEET BIG STEPS	CHILD CARE SERVICES PROVIDED (320321)	2,807.45	3/24/2025
86738	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (320321)	824.50	3/24/2025
86739	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (320321)	1,135.94	3/24/2025
86740	Child Care CCF	BRIGHT MINDS ACADEMY LLC	CHILD CARE SERVICES PROVIDED (320321)	4,112.70	3/24/2025
86741	Child Care CCF	CREATIVE LEARNING TREE 2	CHILD CARE SERVICES PROVIDED (320321)	2,004.20	3/24/2025
86742	Child Care CCF	STEAMBOAT STATION	CHILD CARE SERVICES PROVIDED (320321)	9,822.40	3/24/2025
86743	Child Care CCF	MARTIAL ARTS ATHLETIC CENTER NORTH	CHILD CARE SERVICES PROVIDED (320321)	14,807.40	3/24/2025
86744	Child Care CCF	HEARTS AND HANDS	CHILD CARE SERVICES PROVIDED (320321)	1,777.20	3/24/2025
86745	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (320321)	16,132.59	3/24/2025
86746	Child Care CCF	ROCK STAR DAYCARE	CHILD CARE SERVICES PROVIDED (320321)	1,532.90	3/24/2025
86747	Child Care CCF	LITTLE TROOPERS LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	861.45	3/24/2025

Panhandle Regional Planning Commission
Check/Voucher Register
From 3/1/2025 Through 3/31/2025

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
86748	Child Care CCF	HAPPY TRIBE ACADEMY	CHILD CARE SERVICES PROVIDED (320321)	2,597.00	3/24/2025
86749	Child Care CCF	CHILDRESS LITTLE STARS LLC	CHILD CARE SERVICES PROVIDED (320321)	4,235.00	3/24/2025
86750	Child Care CCF	AMARILLO WESLEY COMM CENTER - SOUTH	CHILD CARE SERVICES PROVIDED (320321)	4,288.00	3/24/2025
86751	Child Care CCF	BECCAS BABIES DAYCARE CENTER	CHILD CARE SERVICES PROVIDED (320321)	19,842.80	3/24/2025
86752	Child Care CCF	MELISSAS CHILD CARE AND PRESCHOOL	CHILD CARE SERVICES PROVIDED (320321)	1,638.50	3/24/2025
86753	Child Care CCF	SHAYLEE CONNELLY	CHILD CARE SERVICES PROVIDED (320321)	1,914.30	3/24/2025
86754	Child Care CCF	TWO LITTLE FEET	CHILD CARE SERVICES PROVIDED (320321)	4,361.20	3/24/2025
86755	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CHILD DEV	CHILD CARE SERVICES PROVIDED (320321)	4,653.30	3/24/2025
86756	Child Care CCF	NIKKIES CARE CLUB	CHILD CARE SERVICES PROVIDED (320321)	1,485.00	3/24/2025
86757	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (320321)	3,152.82	3/24/2025
86758	Child Care CCF	LITTLE LAMBS CHRISTIAN CHILDCARE CENTER	CHILD CARE SERVICES PROVIDED (320321)	654.00	3/24/2025
86759	Child Care CCF	THE BIG RED BARN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (320321)	617.60	3/24/2025
		AMARILLO NATIONAL BANK	H.S.A. EMPLOYEE & EMPLOYER PAID CONTRIBUTIONS - 3/25	2,428.40	
		AMARILLO NATIONAL BANK	WFD - INCENTIVE PAYMENTS - 3/25	2,110.00	
		FSA ISOLVED PLAN FUND	FSA EMPLOYEE FLEX DRAFTS 3/25	2,176.14	
		HUXFORD GROUP	WIRE TRANSFERS 3/25	346,547.93	
		TOOT'N TOTUM FOOD STORES LLC (FLEETCOR)	VEHICLE FUEL 3/25 & OIL CHANGE - PANCOM UNIT	220.25	
		VANTAGEPOINT T. AGENTS - 401	WIRE TRANSFERS 3/25	61,438.29	
		VANTAGEPOINT T. AGENTS - 457	WIRE TRANSFERS 3/25	6,145.72	
		VANTAGEPOINT T. AGENTS - ROTH IRA	WIRE TRANSFERS 3/25	1,533.92	
			TOTAL AMOUNT:	\$ 2,939,756.85	
			TOTAL NUMBER OF ELECTRONIC FUND TRANSFERS:	306	
			TOTAL NUMBER OF CHECKS WRITTEN:	165	
			TOTAL NUMBER OF WIRE TRANSFERS:	8	
			TOTAL NUMBER OF ANB BANK CARDS:	10	

ITEM 6

MEMORANDUM

DATE: April 24, 2025
TO: PRPC Board of Directors
FROM: Trent Taylor, Finance Director
THROUGH: Michael J. Peters, Executive Director
SUBJECT: Agenda Item 6
PRPC Investment Funds Report

BACKGROUND

Pursuant to the Public Funds Investment Act which was passed by the Texas Legislature in 1987 and amended in 1995 and 1997, PRPC adopted written investment policies on April 27, 2023 for funds under our control. I submit the following for your approval.

	Balance@ 2/28/2025	Balance@ 3/31/2025	30-day Ave. Rate
PRPC's Money Market Fund	\$1,193,036	\$745,259	3.040%
9-1-1's Money Market Fund	<u>341,482</u>	<u>172,773</u>	2.530%
Total MMIA Funds	<u>\$1,534,518</u>	<u>\$918,032</u>	
Other Investments			
Texas Class	\$3,479,482	\$3,492,620	4.438%
Texas Class Government	1,013,470	1,017,138	4.254%
LOGIC	<u>1,416,029</u>	<u>1,421,397</u>	4.464%
Total Invested Funds	<u>\$7,443,499</u>	<u>\$6,849,187</u>	

The book value and the market value were the same for each fund listed above. The investment portfolio followed the Public Funds Investment Act and PRPC Investment Policies.

RECOMMENDATION

Staff recommends that the Board of Directors accept this report as submitted.

ITEM 7

M E M O R A N D U M

DATE: April 24, 2025
TO: PRPC Board of Directors
FROM: Trent Taylor, Finance Director
THROUGH: Michael J. Peters, Executive Director
SUBJECT: Agenda Item 7
PRPC 2025 Audit Services Engagement

BACKGROUND

The PRPC has an audit performed annually under the required standards of the American Institute of Certified Public Accountants, the U.S. General Accounting Office, the U.S. Office of Management and Budget, and the State of Texas Uniform Grant Management Standards.

In 2021, the PRPC issued a request for proposal for audit services for fiscal years ending September 30, 2021, 2022, and 2023 with the option of two one year extensions for fiscal years 2024 and 2025. This procurement resulted in the selection of Edgin, Parkman, Fleming & Fleming (EPF&F) which the Board approved.

Because of new auditing standards, the engagement letter from EPF&F for fiscal year 2025 is now requiring signature from PRPC's governance. Therefore, we are asking for the Board to approve our option year 2025 with EPF&F.

RECOMMENDATION

The PRPC staff recommends that the Board of Directors authorize the Executive Director to execute the engagement letter with EPF&F for fiscal year 2025.



EDGIN, PARKMAN, FLEMING & FLEMING, PC

CERTIFIED PUBLIC ACCOUNTANTS

1401 HOLLIDAY ST., SUITE 216 ▪ P.O. Box 750
WICHITA FALLS, TEXAS 76307-0750
PH. (940) 766-5550 ▪ FAX (940) 766-5778

MICHAEL D. EDGIN, CPA
DAVID L. PARKMAN, CPA
A. PAUL FLEMING, CPA
JOSHUA R. HARMAN, CPA

April 16, 2025

Members of the Audit Committee and
Michael J. Peters, Executive Director
Panhandle Regional Planning Commission
P.O. Box 9257
Amarillo, Texas 79105

Audit Committee Members and Mr. Peters:

We are pleased to confirm our understanding of the services we are to provide Panhandle Regional Planning Commission (Commission) for the year ended September 30, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Commission as of and for the year ended September 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economical, or historical context. As part of our engagement, we will apply certain limited procedures to the Commission's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

We have also been engaged to report on supplementary information other than RSI that accompanies Panhandle Regional Planning Commission's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Schedule of Expenditures of Federal and State Awards
2. Combining Fund Financial Statements

Page Two

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report:

1. Introductory Section
2. Supporting Schedules
3. Statistical Section.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on –

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 *U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)* and the Texas Single Audit Circular.

Auditor's Responsibilities for the Audit of the Financial Statements and the Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance and the Texas Single Audit Circular, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance and the Texas Single Audit Circular, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures - Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and the Texas Single Audit Circular.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance and the Texas Single Audit Circular.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Commission's compliance with the provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and the Texas Single Audit Circular require that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Commission's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Commission's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the Single Audit Circular.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers) and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

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Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance and the Texas Single Audit Circular, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal and state awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review at the completion of the audit fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance and the Texas Single Audit Circular; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits or other engagements or studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address

Members of the Audit Committee and
Michael J. Peters, Executive Director
Panhandle Regional Planning Commission
April 16, 2025

Page Six

significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal and state awards, and related notes of Panhandle Regional Planning Commission in conformity with accounting principles generally accepted in the United States of America, the Uniform Guidance, and the Texas Single Audit Circular based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we may provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and state awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal and state awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Commission; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Edgin, Parkman, Fleming & Fleming, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a grantor agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Edgin, Parkman, Fleming & Fleming, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Members of the Audit Committee and
Michael J. Peters, Executive Director
Panhandle Regional Planning Commission
April 16, 2025

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The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a grantor agency or federal agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Mr. Paul Fleming is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our year end work is tentatively scheduled to begin in mid-February 2026 and anticipate issuance of your reports in mid-March 2026. The exact dates for the fieldwork will be coordinated with you at a later date.

Bills for services are due when rendered, and interim billings may be submitted as work progresses and expenses are incurred. Our fee for this engagement will be \$42,000. This fee includes additional time required for the implementation of GASB statement 101 - Compensated Absences. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs.

If any dispute, controversy, or claim arises, either party may, upon written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Rules of the American Arbitration Association or such other neutral facilitator acceptable to both parties. Both parties will exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy.

Each party may disclose any facts to the other party or to the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation against the disclosing party. Except as agreed by both parties, the mediator will keep confidential all information disclosed during negotiations. The mediator may not act as a witness for either party in any subsequent arbitration between the parties.

The mediation proceedings will conclude within sixty days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

If any dispute, controversy, or claim cannot be resolved by mediation, then the dispute, controversy, or claim will be settled by arbitration in accordance with the Rules of the American Arbitration Association (AAA) for the Resolution of Accounting Firm Disputes. No pre-hearing discovery will be permitted unless specifically authorized by the arbitration panel. The arbitration hearings will take place in the city closest to the place where this agreement was performed in which the AAA maintains an office, unless the parties agree to a different locale.

The award issued by the arbitration panel may be confirmed in a judgment by any federal or state court of competent jurisdiction. All reasonable costs of both parties, as determined by the arbitrators, including (1) the fees and expenses of the AAA and the arbitrators and (2) the costs, including reasonable attorneys' fees, necessary to confirm the award in court, will be borne entirely by the non-prevailing party (to be designated by the arbitration panel in the award) and may not be allocated between the parties by the arbitration panel. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

Members of the Audit Committee and
Michael J. Peters, Executive Director
Panhandle Regional Planning Commission
April 16, 2025

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Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Directors of Panhandle Regional Planning Commission. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the Texas Single Audit Circular. Both reports will state that the report is not suitable for any other purpose.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2021 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the Panhandle Regional Planning Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Respectfully submitted,



EDGIN, PARKMAN, FLEMING & FLEMING, PC
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of the Panhandle Regional Planning Commission.

Governance Signature: _____

Title: _____

Date: _____

Management Signature: _____

Title: _____

Date: _____

BOLINGER, SEGARS, GILBERT & MOSS, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

PHONE: (806) 747-3806

FAX: (806) 747-3815

8215 NASHVILLE AVENUE

LUBBOCK, TEXAS 79423-1954

Report on the Firm's System of Quality Control

May 25, 2022

To the Shareholders of
Edgin, Parkman, Fleming & Fleming, PC
and the Texas Society of CPA's Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Edgin, Parkman, Fleming & Fleming, PC (the firm) in effect for the year ended December 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Edgin, Parkman, Fleming & Fleming, PC in effect for the year ended December 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Edgin, Parkman, Fleming & Fleming, PC has received a peer review rating of *pass*.

Bolinger, Segars, Gilbert & Moss LLP

Certified Public Accountants

ITEM 8

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: Debbie King, Area Agency on Aging Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 8
Area Agency on Aging Presentation on the National Volunteer
Appreciation Month

BACKGROUND

Presentation of National Volunteer Month, in which the Area Agency on Aging celebrates volunteers who give back to the vulnerable populations in our area. The staff is raising awareness about the important part that volunteers play in our region and are also encouraging more people to become involved in building stronger, more sustainable communities throughout the Texas Panhandle.

The purpose and hope for National Volunteer Month are to encourage people to reach outside of themselves and consider ways they can be of help or service to others who might be in need. Donated time is a critical way that many non-profit organizations can do the work they do on a larger scale without needing a large payroll. The AAA volunteers donate their time serving seniors as Volunteer Ombudsman, who advocate for residents in long-term care facilities to help protect them from abuse, neglect, and exploitation. There are also volunteer Medicare Benefit Councilors who assist older adults in choosing the best Medicare options for their needs.

The most helpful types of volunteers are the ones who can be relied upon to serve regularly, whether weekly or monthly. The Area Agency on Aging has Ombudsman volunteers who have served over 800 hours to seniors and the most vulnerable populations in our region. Volunteers with other programs within the AAA have accounted for an additional 100 hours. We greatly appreciate all of their contributions to the vulnerable populations that we serve.

RECOMMENDATION:

No action is necessary; this is an informational item.

ITEM 9

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: Debbie King, Area Agency on Aging Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 9
Area Agency on Aging Older Americans Month hosting the presentation of the Melissa Carter Grant

BACKGROUND

Melissa Carter served as the Director of the Area Agency on Aging of the Panhandle, AAA, for fifteen years before her passing on June 29, 2021. Melissa was a passionate advocate for seniors. She led by example and with the heart of a servant. Her kindness and compassion have had a lasting impact on her family, friends, coworkers, those in the field of aging, and the older adults whose lives she touched. As one of her last wishes, she asked for donations in her name to be made to the Area Agency on Aging of the Panhandle.

The first Melissa Carter Grant was awarded on the anniversary of her passing in 2022 after receiving \$8000 in donations from the community. The AAA opened the first Melissa Carter Memorial Grant application to award the donated amount of \$8,000 to entities with programs benefiting older adults. Eight organizations received \$1,000 in Melissa's memory to meet the needs of older adults across the Texas Panhandle.

Again in 2024, the grant was offered for a second time, and an additional eight organizations received awards for their efforts in serving older individuals in need. The AAA aspires to sustain this grant annually, contingent upon the availability of funding through contributions received throughout the year.

2025 Melissa Carter Grant Details

As part of the AAA's Older Americans Month (OAM) Celebration event on May 14, 2025, grants will be awarded to organizations for projects that benefit residents over the age of 60 living in the Panhandle. These projects must align with the year's theme guidelines outlined below. Each organization may submit only one application and may receive up to \$1,500 if chosen as a grant recipient for this year's opportunity.

This year's OAM theme is *Flip the Script on Aging*, which focuses on transforming how society perceives, talks about, and approaches aging. It encourages individuals and communities to challenge stereotypes and dispel misconceptions. Projects that

highlight opportunities for staying active and engaged as we age and that promote purpose, exploration, and connection will be prioritized.

The AAA will assess the merit of grant applications based on the project's description, its focus on the target population, the potential community impact, and any elements relevant to the OAM theme.

Successful applicants will be notified before the event on May 14, 2025.

RECOMMENDATION:

No action is necessary; this is an informational item.

FLIP THE SCRIPT ON AGING



This May, we're flipping the script on aging — and you're invited to be part of the movement!

OLDER AMERICANS MONTH CELEBRATION

MAY 14 9:00 AM - 3:30 PM

Region 16 Education Service Center 5800 Bell St. Amarillo, TX 79109

Join the **Area Agency on Aging of the Panhandle** for a **free community celebration** to honor the voices, value, and vibrancy of older adults.

- Keynote Panel addressing misconceptions about aging
- Community Resource Fair featuring organizations serving older adults
- Free lunch provided
- Door prizes and giveaways
- Interactive sessions and activities - art, chair yoga, and more!

Register to attend by May 7 - call Anna Ojeda at 806-331-2227



AMARILLO

EST 2009



ASSISTED LIVING CENTERS BY SHAW



Older Americans Month Celebration

Flip the Script on Aging

Every May, the Area Agency on Aging of the Panhandle (AAA) leads the region’s observance of Older Americans Month (OAM), a time to recognize older Americans' contributions, highlight aging trends, and reaffirm our commitment to serving older adults.

The 2025 theme, *Flip the Script on Aging*, focuses on transforming how society perceives, talks about, and approaches aging. It encourages individuals and communities to challenge stereotypes and dispel misconceptions. This year, the AAA is holding their annual Older Americans Month Celebration on May 14, 2025 to honor older adults’ contributions, explore the many opportunities for staying active and engaged as we age, and highlight the opportunities for purpose, exploration, and connection that come with aging.

Below is the order of events for the free, community celebration:

9:00 AM – 10:00 AM Continental Breakfast and Vendor Social Hour

- Community resource fair featuring local organizations and businesses which offer services to older adults and their caregivers

10:00 AM – 10:15 AM Opening Ceremony

- Proclamation read by local government official designating May as Older Americans Month

10:15 AM – 11:00 AM Keynote – Panel Discussion

- Panel discussion featuring local leaders and community members representing the diverse perspectives of older adults – conversation and discussion will highlight ways older adults are staying active, connected, and dispelling stereotypes around aging

11:00 AM – 11:15 AM Break

11:15 AM – 12:00 PM Interactive Breakout Session One

- Four Breakout Rooms: Art, Mental Health, Chair Yoga, Hearing Tests

12:00 PM – 1:15 PM Lunch [Sponsor Feature]

1:15 PM – 2:00 PM Interactive Breakout Session Two

- Three Breakout Rooms: Spanish-language session, Texas A&M AgriLife – Better Living for Texans, Technology

2:00 PM – 2:15 PM Break

2:15 PM – 3:00PM Closing Session

- City of Amarillo Parks and Recreation Department Senior Services – interactive discussion exploring ways to understand and overcome ageism
- Presentation of Melissa Carter Grant Awardees - \$10,000 donation to local social service organizations

Event Partners, Sponsors, and Planning Committee Members:

Mary E. Bivins Foundation	2-1-1 United Way of Amarillo and Canyon	Adult Protective Services
Advanced Pain Care	Aging and Disability Resource Center	Amarillo Public Library
Amarillo Senior Citizens Association	City of Amarillo – Parks and Recreation	Education Credit Union
Family Medical Centers	High Plains Food Bank	High Plains Senior Care Hospice
Jan Werner Adult Day Care	Oceans Behavioral Hospital of Amarillo	Panhandle Breast Health
Park Central	Senior Ambassadors Coalition	Skywest Assisted Living Centers by Shaw
Texas A&M AgriLife Extension	The Hearing Haven	Texas RSVP

ITEM 10

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: Daphne Morcom, Regional Services Program Specialist

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 10
Regional Services FY2026 Regional Criminal Justice Grant
Prioritization Approval

BACKGROUND:

Each year, the Office of the Governor's, Public Safety Office (PSO) contracts with the PRPC to facilitate the distribution of the following Criminal Justice Assistance grant funds:

- **JAG (Edward Byrne Memorial Justice Assistance Grant Program)**
 - US Congressionally Appropriated through the US Department of Justice; and
- **JJ – (Juvenile Justice)**
 - Texas State 421 Funds; and
- **TP – (Truancy Prevention)**
 - Texas State 421 Funds; and
- **VOCA – (Victims of Crime Act of 1984 & 2005)**
 - US Congressionally Appropriated; and
- **VAWA – (Violence Against Women Act of 2005)**
 - US Congressionally Appropriated

In October 2024, the CJAC met to review, discuss and amend their bylaws to begin the FY 2026 grant making process.

In December of 2024, the Public Safety Office (PSO) of the Governor's Office solicited applications for criminal justice projects during the state fiscal year 2026 grant cycle. On December 16th, PRPC staff distributed a Notice of Fund Availability to 497 eligible entities in the Panhandle Region. Workshops were on January 7th and 13th to assist applicants with their application composition and submission. Virtual make-up workshops were also held on January 13th, 15th, 22nd, 27th and February 10th for those who were unable to attend the in-person workshops. There were 37 attendees combined between the workshops. PSO set the application deadline on February 13, 2025.

The PSO received eight grant applications under the VOCA and one grant application under the VAWA category. The CJAC met on March 21st to hear oral presentations and prioritize applications for the Victim Services categories. The PSO received eight grant

applications under the JAG and one grant application under the TP category from the Panhandle region. There were no applications received under the JJ category. The CJAC met on April 10th to hear oral presentations and prioritize applications under the TP and JAG categories. Attached, you will find the recommended funding amounts for each of the funding opportunities as decided by the CJAC at their meetings.

In addition to the recommended amount is an alternative funding recommendation for each funding opportunity. The alternative funding opportunity is based on the Regional Budget Estimate (RBE) received from the Office of the Governor's Criminal Justice Division. Historically, the RBE gives the CJAC a reasonable idea of how much the region will be allocated from the state. It has also been extremely close to the actual amounts awarded. Knowing the RBE allows the CJAC and Board of Directors to ensure that the recommendations on funding are for projects that will assist us with filling the gaps for the region. The alternate funding provides for a proportional trim for all grantees under VOCA. Because of the one application under Truancy Prevention, this project would be allocated all of the available funds in this opportunity. JAG was a bit more complicated as projects tend to be more difficult to trim. In the end, the CJAC decided to trim PRPC's Specialized CJ Gap Training over lower ranking projects because we may be able to obtain cheaper trainers or go from three courses down to two. If awarded at the alternative amount, PRPC will work with Amarillo College on trying to get the biggest return for the region.

Final appropriations and grant funding determinations will be made by PSO and should be announced before September 1, 2025.

RECOMMENDATION:

PRPC staff recommends the Board of Directors approve of the CJAC's recommended Grant Prioritization List for the Truancy Prevention, Edward Byrne Justice Assistance Grant, Violence Against Women Act, and Victims of Crime Act applications and authorize their submission to PSO.

FY 2026 VAWA Grant Applications

Regional Budget Expectation (RBE) - \$ 140,789.00

	Applicant	Project Title	Funds Requested	Funds Recommended
#1	Randall County DA's Office	Felony Domestic Violence Prosecutor	<u>\$105,599.97</u>	<u>\$105,599.97</u>
		Total FY 2026, Funding Requested	\$105,599.97	
		TOTAL FY 2026 FUNDING RECOMMENDED:		\$105,599.97
		Difference between Funds Recommended and RBE:		\$35,189.03

FY 2026 VOCA Grant Applications

Regional Budget Expectation (RBE) - \$1,602,359.51

	Applicant	Project Title	Funds Requested	Funds Recommended	Alternate Funding Recommendation
#1	Freedom Center	Victims Assistance	\$249,854.87	\$249,854.87	\$228,429.11
#2	Family Support Services	Victim Assistance Program	\$349,972.09	\$349,972.09	\$319,961.00
#3	Panhandle Crisis Center	Intervention & Support for Victims of Violence	\$259,441.00	\$259,441.00	\$237,193.21
#4	Tralelee Crisis Center	Victims Assistance Project	\$196,603.00	\$196,603.00	\$179,743.74
#5	Potter County/47 th DA's Office	Victim Assistance Program	\$204,619.00	\$204,619.00	\$187,072.35
#6	Randall County DA's Office	Victim Assistance Program	\$74,868.60	\$74,868.60	\$68,448.41
#7	Hutchinson County Crisis Center	Victim Assistance Program	\$210,000.00	\$210,000.00	\$191,991.91
#8	Deaf Smith County Crisis Center	Advocacy 2025-2026	<u>\$207,296.00</u>	<u>\$207,296.00</u>	<u>\$189,519.79</u>
		Total FY 2026 Funding Requested	\$1,752,654.56		
		TOTAL FY 2026 FUNDING RECOMMENDED:		\$1,752,654.56	\$1,602,359.51
		Difference between Funds Recommended and RBE:		(\$150,295.05)	\$0.00

FY 2026 TP Grant Applications

Regional Budget Expectation (RBE) - \$ 89,539.86

Applicant	Project Title	Funds Requested	Funds Recommended
#1 Dalhart ISD	Truancy Prevention – Intervention	<u>\$119,739.97</u>	<u>\$119,739.97</u>
Total FY 2026, Funding Requested		\$119,739.97	
TOTAL FY 2026 FUNDING RECOMMENDED:			\$119,739.97
Difference between Funds Recommended and RBE:			(\$30,200.11)

FY 2026 JAG Grant Applications

Regional Budget Expectation (RBE) - \$370,864.31

Applicant	Project Title	Funds Requested	Funds Recommended	Alternate Funding Recommendation
#1 Moore County/69 th DA's Office	Crimes Against the Family Unit	\$57,035.47	\$57,035.47	\$57,035.47
#2 PRPC	Specialized CJ GAP Training	\$45,790.00	\$45,790.00	\$43,421.03
#3 City of Pampa	Active Attack Training	\$25,500.00	\$25,500.00	\$25,500.00
#4 City of Canyon	Police Hiring Project	\$63,311.00	\$63,311.00	\$63,311.00
#5 Moore County	Evidence Storage Expansion	\$18,988.81	\$18,988.81	\$18,988.81
#6 City of Cactus	Investigator	\$36,710.00	\$36,710.00	\$36,710.00
#7 Donley County	Highway Safety Program	\$70,398.00	\$70,398.00	\$70,398.00
#8 PRPC	Panhandle Regional Breaching Training Project	\$55,500.00	\$55,500.00	\$55,500.00
#9 City of Cactus	Detective Position	<u>\$65,375.16</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total FY 2026 Funding Requested		\$438,608.44		
TOTAL FY 2026 FUNDING RECOMMENDED:			\$373,233.28	\$370,864.31
Difference between Funds Recommended and RBE:			(\$2,368.97)	\$0.00

ITEM 11

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: John Schaumburg, Regional 9-1-1 Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 11
Regional 9-1-1 Purchasing Solutions Alliance (PSA)
Interlocal Agreement

BACKGROUND

The Brazos Valley Council of Government (BVCOG) established the Purchasing Solutions Alliance (PSA) as a purchasing cooperative for public agencies with the purpose of identifying qualified vendors' pricing through a state-compliant competitive bidding process. All contracts offered through PSA are compliant with Title 2 of the Code of Federal Regulations part 200 (2 CFR part 200).

PSA contracts allow member agencies access to competitive pricing for goods and services, streamlining the procurement process by building on established frameworks rather than duplicating efforts. PSA utilizes formal Request for Proposals (RFP) process which allows them to negotiate to ensure quality and pricing. The RFP process and awarding of contracts can be tracked at www.psabuy.org. There you will find the required documentation from solicitation to the finalized contract.

Numerous local governments across the state and nation, including the Texas Association of Regional Councils (TARC) and several other Councils of Governments (COGs), proudly participate as members of PSA. In order for the PRPC to have access to the cooperative purchasing pricing through PSA, both agencies must enter into an interlocal purchasing agreement. Attached is the Purchasing Solutions Alliance (PSA) Interlocal Purchasing Agreement.

RECOMMENDATION:

Staff recommends that the PRPC Board of Directors authorize the Executive Director to enter into an interlocal purchasing agreement with the Brazos Valley Council of Government's Purchasing Solution Alliance for cooperative purchasing.

Purchasing Solutions Alliance

a purchasing cooperative for public agencies



INTERLOCAL PURCHASING AGREEMENT

THIS INTERLOCAL AGREEMENT (“ILA”), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code and Chapter 271, Subchapter F of the Texas Local Government Code (together, the “Acts”), and other similar, applicable laws of other states, by and between the Purchasing Solutions Alliance, hereinafter referred to as “PSA,” having its principal place of business in Bryan, Texas, and _____, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as “Cooperative Member,” having its principal place of business in _____(city), _____(state).

WHEREAS, PSA is a cooperative purchasing program of the Brazos Valley Council of Governments, a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code and as such is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, PSA is duly authorized to contract with eligible entities under the Acts; and

WHEREAS, Cooperative Member has represented that it is an eligible entity under the applicable laws of its state, that its governing body has authorized this Agreement and that it desires to contract with PSA on the terms set forth below;

NOW, THEREFORE, PSA and the Cooperative Member do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Cooperative Member represents and warrants to PSA that it is eligible to contract with PSA under the Acts for the purposes recited herein because it is one of the following: a local government, as defined in the Acts (a county, a municipality, a special district, or other political subdivision of its state, or a combination of two or more of those entities, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, and it possesses adequate legal authority to enter into this Agreement.

ARTICLE 2: APPLICABLE LAWS

PSA and the Cooperative Member agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Agreement.

ARTICLE 3: WHOLE AGREEMENT

This Agreement and any attachments, as provided herein, constitute the complete agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

This Agreement shall be effective when signed by the last party whose signing makes the Agreement fully executed and will remain in full force and effect for one (1) year. This Agreement shall automatically renew for successive one-year terms unless sooner terminated in accordance with the

provisions of this Agreement. The conditions set forth below shall apply to the initial term and all renewals. Notwithstanding this provision, any party may modify or terminate this Agreement as provided in Article(s) 7 or 8.

ARTICLE 5: SCOPE OF SERVICES

The Cooperative Member appoints PSA its true and lawful purchasing agent for the purchase of certain products and services. All purchases hereunder shall be in accordance with federal statutes and procedures governing competitive bids and competitive proposals as denoted in 2 CFR Part 200 and in accordance with specifications and contract terms established by PSA, and at the prices available and published by PSA. Ownership (title) to products purchased through contracts awarded pursuant to the PSA program shall transfer directly from the contractor to the Cooperative Member. Nothing in this Agreement shall prevent the Cooperative Member from purchasing and/or accepting and awarding bids, proposals and contracts subject to this Agreement on its own behalf.

ARTICLE 6: PAYMENTS

Upon delivery of goods or services purchased and presentation of a properly documented invoice, the Cooperative Member shall promptly, and in any case within thirty (30) days, pay the vendor and/or contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall PSA have any financial liability to the Cooperative Member for any goods or services Cooperative Member procures through the PSA program.

ARTICLE 7: CHANGES AND AMENDMENTS

This Agreement may be amended only by a written amendment executed by both parties, except that any alternations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation. PSA reserves the right to make changes in the scope of products and services to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

PSA or the Cooperative Member may cancel this Agreement at any time upon thirty (30) days written notice by certified mail to the other party to this Agreement. The obligations of the Cooperative Member, including obligations to pay any vendor or contractor for all goods and/or services purchased under this Agreement, shall survive such cancellation, as well as any other obligation incurred under this Agreement, until performed or discharged by the Cooperative Member.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be

suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds.

ARTICLE 11: CONSENT TO SUIT

Nothing in this Agreement will be construed as a waiver or relinquishment by either party of its right to claim such exemptions, privileges and immunities as may be provided by law.

ARTICLE 12: MISCELLANEOUS

a. This Agreement has been made under and shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under, or in connection with, this Agreement shall lie exclusively in Brazos County, Texas.

b. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entities.

c. This Agreement and the rights and obligations contained herein may not be assigned by either party without the prior written approval of the other party to this Agreement.

THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

**Purchasing Solutions Alliance
Brazos Valley Council of Governments
3991 East 29th St.
Bryan, Texas 77802**

Name of Cooperative Member

Mailing Address

City, State, ZIP Code

Brazos Valley Council of Governments,
Executive Director or Designee

Name & Title of Primary Contact Person

Signature of Executive Director or Designee

Telephone

Date: _____

E-mail Address

Susan Lightfoot
Attest: PSA Program Manager

Authorized by (Printed Name and Title)

Attest: _____
Signature of PSA Program Manager

Authorized by (Signature)

Date: _____

Date: _____

ITEM 12

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: John Schaumburg, Regional 9-1-1 Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 12
Regional 9-1-1 Emergency Call Tracking System (ECaTS) Renewal

BACKGROUND

The Panhandle Regional 9-1-1 Network is required to track 9-1-1 call data throughout the region's 21 Public Safety Answering Points (PSAPs). Currently, the Regional 9-1-1 Network uses Intrado Life & Safety, Inc. as the call-handling equipment (CHE) solution. In order to track the call data within the Intrado environment, the Regional 9-1-1 Network has used Intrado's analytics suite, ECaTS to generate call volumes, statistics, summaries, details, etc. for reporting purposes.

The Regional 9-1-1 Network is currently transitioning to a new CHE solution, but until the transition is complete, the Intrado call data must continue to be tracked. Intrado has provided a five-month H-GAC Buy Contract Pricing Quote of \$29,935.54 (H-GAC Buy Contract #EC07-23). The quote states that it will be billed monthly and as PSAPs are transitioned off of the Intrado CHE, they can be removed from the ECaTS bill. Attached is the ECaTS Renewal Quote #77953

RECOMMENDATION:

Staff recommends that the PRPC Board of Directors authorize the Executive Director to enter into the H-GAC Buy contract with Intrado Life & Safety, Inc., for the Emergency Call Tracking System for five months, totaling \$29,935.54.



Company Name: Intrado Life & Safety, Inc.

ECaTS Renewal: June 1, 2025 - October 31, 2025

for

Panhandle Regional Planning Commission (PRPC), TX

(Direct. All Intrado products and services are on H-GAC Buy EC07-23.)

Quote Number: 77953

Version: 1

February 05, 2025

The terms and conditions available at <https://www.intrado.com/legal-privacy/terms/call-handling> as of the date of this Quote will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information of Intrado, and such information may not be used or disclosed without prior written consent.

Summary All Sites

Item	Price
PRPC Host	\$1,491.05
Pampa PD Host	\$1,491.05
Borger PD	\$1,605.59
Carson County SO	\$1,491.05
Castro County SO	\$1,491.05
Childress Law Enforcement Center	\$1,491.05
Collingsworth County SO	\$1,491.05
Dallam County Jail	\$1,491.05
Donley County SO	\$1,491.05
Hall County SO	\$1,491.05
Hansford County SO	\$1,491.05
Hemphill County SO	\$1,491.05
Hereford PD	\$1,491.05
Lipscomb County SO	\$1,491.05
Moore County SO	\$1,491.05
Oldham County SO	\$1,491.05
Parmer SO	\$1,491.05
Sherman County SO	\$1,491.05
Tulia PD	\$1,491.05
Wheeler County SO	\$1,491.05
Total:	\$29,935.54

Year	Systems	Professional Services	Recurring Services	Maintenance Services	Totals
5 Month Renewal			\$29,935.54		\$29,935.54
Totals			\$29,935.54		\$29,935.54

Summary - PRPC Host

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Pampa PD Host

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Borger PD

Item#	Description	Qty	List Price	Pro-rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T2	ECATS MIS Tier 2: 3-4 Pos per PSAP - 5 Month Renewal	1	\$3,830.33	\$1,605.59	\$1,605.59
				Subtotal	\$1,605.59

Summary - Carson County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Castro County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Childress Law Enforcement Center

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Collingsworth County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Dallam County Jail

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Donley County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Hall County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Hansford County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Hemphill County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Hereford PD

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Lipscomb County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Moore County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Oldham County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Parmer SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Sherman County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Tulia PD

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Summary - Wheeler County SO

Item#	Description	Qty	List Price	Pro-Rated Selling Price	Total
ECATS Recurring Services					
ECATS-MISU-A-T1	ECATS MIS Tier 1: 1-2 Pos per PSAP - 5 Month Renewal	1	\$3,557.09	\$1,491.05	\$1,491.05
				Subtotal	\$1,491.05

Notes

- 1** This quote provides pricing for 5 month renewal of ECaTS at PSAPS within the Panhandle Regional Planning Commission (PRPC), TX.

The coverage period is 1 JUN 2025 - 31 OCT 2025.

Intrado will bill monthly. With 30 day cancellation notice, Intrado will adjust the final invoice for only the service used.

	Site	Pos#
	PRPC HQ Host	0 pos, 1 MapFlex Server
1	Pampa PD - Host	2
2	Armstrong County SO	2
3	Borger PD	3
4	Carson County SO	2
5	Castro County SO	2
6	Childress Law Enforcement Center	2
7	Collingsworth County SO	2
8	Dallam County Jail	2
9	Donley County SO	2
10	Hall County SO	2
11	Hansford County SO	2
12	Hemphill County SO	2
13	Hereford PD	2
14	Lipscomb County SO	2
15	Moore County SO	2
16	Oldham County SO	2
17	Parmer SO	2
18	Perryton PD	2
19	Sherman County SO	2
20	Tulia PD	2
21	Wheeler County SO	2
		43

2 ECaTS VIPER Module

Billing and the term commencement for the services will begin when the Services are first made available for Customer's use, and will continue for the designated number of years as stated in this Quote.

ECATs services will be provided in accordance with the applicable Service Guide at <https://www.intrado.com/legal-privacy/terms/call-handling>.

Terms

VENDOR NAME	Intrado Life & Safety, Inc. Include quote number and customer EIN/Tax Identification Number on P.O.
SUBMIT P.O.	erd-ordermanagementteam@intrado.com
PRICING	All prices are in USD Taxes, if applicable, are extra. Handling and Shipping charges are extra unless specified on the quote.
SHIPPING TERMS	FCA (Montreal), INCOTERMS 2023
INVOICING	<p>If Intrado is not performing Installation, software and equipment will be deemed accepted when Intrado has completed its shipping obligations. If Intrado is performing Installation, then Customer will provide Intrado with a written notice of acceptance or rejection, based on a Severity Level 1 or 2 failure (as defined in the Maintenance and Support terms), within ten calendar days after Intrado's notice of System Cutover ("Notification Date"), which acceptance will not be unreasonably withheld or conditioned. If Customer does not accept software and equipment, it will notify Intrado in writing within ten calendar days of the Notification Date, and will specify the Severity Level 1 or 2 failure. Intrado will use commercially reasonable efforts to promptly diagnose and correct all identified failures, and the acceptance process will be repeated until acceptance occurs. If Customer fails to provide written notice of rejection as stated above within the time stated above, acceptance will be deemed to have occurred. "System Cutover" will mean the first date that software and equipment is used for live call-taking or dispatching. If software and/or equipment are being installed at multiple sites, the above acceptance process will apply to each site. The date of acceptance of the first site will be referred to as "Final Acceptance." Services will be deemed accepted when performed. If installation is not purchased, then all fees will be invoiced on shipment. If installation is purchased, Customer will be invoiced according to the following terms:</p> <ul style="list-style-type: none">• 30% on acceptance of Customer's Order• 30% on shipment• 30% on System Cutover• 10% on Final Acceptance
DELIVERY	TBD
VALIDITY	Quote expires on August 05, 2025. However, part numbers beginning with Q, such as QXXXXX, constitute unique third-party components. These components, including model and price, (i) may be subject to change at any time; and (ii) are non-cancellable, non-refundable, and non-exchangeable at any time.
COPYRIGHT	The information contained in this document is proprietary to Intrado Life & Safety, Inc. and is offered solely for the purpose of evaluation.

Optional Signature Page

Customer can purchase the products and services in this Quote by:

- Issuing a purchase order for the Total Amount of the quote
- OR
- By signing below

Intrado Quote Number: 77953 Version: 1 Date Issued: February 05, 2025

Total Purchase Amount (Not including Optional Products or Services): \$29,935.54

ACCEPTED AND AGREED:

Customer is committing to the Total Purchase Amount listed above.

Customer Entity Name: Panhandle Regional Planning Commission (PRPC), TX

Signature: _____

Printed Name: _____

Title: _____

Date Signed: _____

By signing above, Customer acknowledges and agrees with the terms of the box checked below:

A customer purchase order is required to pay any invoice relating to this quote. Customer acknowledges that Intrado will not ship any equipment or software, or commence any services, until it has received customer's corresponding purchase order.

A customer purchase order is NOT required to pay any invoice relating to this quote. The signature above authorizes Intrado to ship, provide services, and invoice customer.

The terms and conditions available at <https://www.intrado.com/legal-privacy/terms/call-handling> as of the date of this Quote will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information of Intrado, and such information may not be used or disclosed without prior written consent.

ITEM 13

MEMORANDUM

DATE: April 24, 2025
TO: PRPC Board of Directors
FROM: John Schaumburg, Regional 9-1-1 Director
THROUGH: Michael J. Peters, Executive Director
SUBJECT: Agenda Item 13
Regional 9-1-1 FY25 Q2 Quarterly Performance Report

BACKGROUND

As stipulated in the agreement between Panhandle Regional Planning Commission and the Commission on State Emergency Communications (CSEC), the Panhandle 9-1-1 Network must establish and accomplish certain goals and objectives. In order to check progress throughout the year, we are required to submit to CSEC a quarterly performance report that includes 9-1-1 call volumes, monitoring results, network outage reports, system testing, and the status of equipment replacement. The following items make up the key points of the FY25 Q2 performance report covering December, January, and February. Attached is the FY25 Q2 Performance Report, QPR-00797

- There were 20,299 9-1-1 calls received from the 21 regional call centers of with 15,441 being wireless (76.07 percent).
- Staff monitored Public Service Answering Points (PSAPs) 22 times with no findings.
- PSAP staff and PRPC staff performed 1,790 Network test calls.
- There were 2 outages during this quarter.
- The region received 1,622 text messages during this period, with the vast majority as test texts.

RECOMMENDATION:

Staff recommends that the PRPC Board of Directors approve the FY25 Q2 Performance Report as submitted covering the months December, January, and February.



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QPR-00797

Quarterly Performance Report Name	QPR-00797	Record Type	Current QPR
Strategic Plan	Panhandle Regional Planning Commission - 2024-2025 - Strategic Plan	Status	Approved
Due Date	3/10/2025	Budget	BDG-000496
Released Date		Biennium	2024-2025
Period	Year 2 - Q2	Biennium Year	2025
Number of PSAPs Target			
Submitted Date			
Approved Date			

Total Number of 9-1-1 Calls Received by PSAPs

Total # of 9-1-1 calls Target	24,000	Total # of 9-1-1 calls Actual	20,299
Variance Explanation (Calls Received)			

Total Number of Wireless 9-1-1 Calls received by PSAPs

Number of Wireless Calls Target	18,000	Number of Wireless Calls Actual	15,441
Variance Explanation (Wireless)			

Number of Equipment Installations

# Equipment Installations Target	0	# Equipment Installations Actual	20
Variance Explanation (Equipment)			

Number of Reported 9-1-1 Network Outages that equal or exceed two hours

Number of Reported Outages Target	0	Number of Reported Outages Actual	2
Variance Explanation (Network Outage)			

Percentage of Total dollar value of purchasing and contracts awarded to HUBs

Target Percentage	0.01%	Actual Percentage	0.00%
Variance Explanation (Percentage Total)			

Number of PSAP Monitoring Visits

Number of PSAPs 11

Number of PSAPs Visits Actual 22

Variance Explanation (PSAP Monitoring)

Number of Texts Received

Number of Texts Received Target 1,500

Number of Texts Received Actual 1,622

Variance Explanation (Texts Received)

Amount of Time 9-1-1 System is Operational

Target Amount of Minutes - Month 1 44,640

Amount of Minutes Actual - Month 1 44,640

Target Amount of Minutes - Month 2 44,640

Amount of Minutes Actual - Month 2 44,640

Target Amount of Minutes - Month 3 40,320

Amount of Minutes Actual - Month 3 40,320

Total Amount of Minutes Target 129,600.00

Total Amount of Minutes Actual 129,600

% of GIS Errors

Total Features Month 1 144,044

Total Error Month 1 1,603

Total Features Month 2 144,152

Total Error Month 2 1,553

Total Features Month 3 144,177

Total Error Month 3 1,518

Total Features for the Quarter 432,373

Total Error for the Quarter 4,674

Total GIS% Error for the Quarter 1.08%

Infosec

Completed Assessment in last 12 Months No

Enter Date of Assessment

Network Testing

of Network Tests Performed by PSAP 1,724

of Network Tests Performed by RPC 66

Narrative

Additional Narrative SB8 info:
1. PRPC CHE: All hardware is at the PRPC Cog Office, awaiting installation. Carbyne faced delays with the ESI-net migration due to issues with ATT. As of 02/28/2025, the ORT date has been pushed back into May of 2025, with scheduled installations beginning in June.
2. PRPC currently has 5 routers left to install at remote locations and the router replacement project will be complete.

Created By Jessyka McLemore, 2/25/2025, 9:08 AM

Last Modified By Heather Barnes, 3/13/2025, 1:15 PM

Notes & Attachments

FY2025-Q2 Service Availability

Type **File**
Last Modified **John Schaumburg**
Description
[Download](#)

FY2025-Q2 Total Calls & Wireless

Type **File**
Last Modified **John Schaumburg**
Description
[Download](#)

FY2025-Q2 Text to 9-1-1

Type **File**
Last Modified **John Schaumburg**
Description
[Download](#)

FY25 Q2 GIS Data

Type **File**
Last Modified **Madison Powell**
Description
[Download](#)

Approval History

3/13/2025, 1:15 PM

Status **Approved**
Assigned To **9-1-1 Director of Programs**
Actual Approver **Heather Barnes**
Comments

3/11/2025, 3:31 PM

Status **Approved**
Assigned To **9-1-1 Program Manager**
Actual Approver **Jessyka McLemore**
Comments

3/11/2025, 12:55 PM

Status **Submitted**
Assigned To **John Schaumburg**
Actual Approver **John Schaumburg**
Comments **Added all sites delivery of CHE to host.
Added Oldham router retroactively
Fixed Childress from "Routers" to "Power"**

3/11/2025, 8:28 AM

Status **Rejected**
Assigned To **9-1-1 Program Manager**
Actual Approver **Jessyka McLemore**
Comments **Add equipment performance categories**

3/7/2025, 11:25 AM

Status **Submitted**
Assigned To **John Schaumburg**
Actual Approver **John Schaumburg**
Comments **Here you go. Let me know if you need anything else. Thanks!**

Performance Categories

PC-0030358

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Perryton Police Department**
Date of Visit
Was there a finding?
Type of Finding

Resolution
Was this a Repeat Finding?

PC-0030349

Record Type **Outages**
Account **Panhandle Regional Planning Commission**
PSAP **Oldham County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution **Repaired/Resolved**
Was this a Repeat Finding?

PC-0030345

Record Type **Outages**
Account **Panhandle Regional Planning Commission**
PSAP **Pampa Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution **Repaired/Resolved**
Was this a Repeat Finding?

PC-0030356

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Childress County Sheriff's Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030355

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Collingsworth County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030357

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Wheeler County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030443

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Childress County Sheriff's Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030446

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Parmer County Sheriffs Office**
Date of Visit **1/30/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030439

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Perryton Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030431

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Pampa Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030437

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Parmer County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030448

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**

PSAP **Borger Police Department**
Date of Visit **2/14/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030432

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hansford County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030433

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Moore County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030434

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Dallam County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030435

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Lipscomb County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030441

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Donley County Sheriffs Office**
Date of Visit
Was there a finding?

Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030438

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hereford Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030430

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **PRPC Host**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030429

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Armstrong County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030442

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hall County Jail**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030436

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hemphill County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030440

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Borger Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030444

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Collingsworth County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030449

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Collingsworth County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030445

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Lipscomb County Sheriffs Office**
Date of Visit **1/17/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030447

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Perryton Police Department**
Date of Visit **2/14/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030450

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**

PSAP **Donley County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030451

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Hall County Jail**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030452

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Carson County Sheriffs Office**
Date of Visit **2/21/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030505

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Hemphill County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030501

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Hereford Police Department**
Date of Visit **2/24/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030494

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Oldham County Sheriffs Office**
Date of Visit **2/24/2025**
Was there a finding? **No**

Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030510

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Borger Police Department**
Date of Visit **2/26/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030509

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Hansford County Sheriffs Office**
Date of Visit **2/26/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030496

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Sherman County Sheriffs Office**
Date of Visit **2/24/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030491

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Armstrong County Sheriffs Office**
Date of Visit **2/21/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030497

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Moore County Sheriffs Office**
Date of Visit **2/24/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030499

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Dallam County Sheriffs Office**
Date of Visit **2/24/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030503

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Carson County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030504

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Hemphill County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030506

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Lipscomb County Sheriffs Office**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030507

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**
PSAP **Pampa Police Department**
Date of Visit **2/25/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030508

Record Type **PSAP Monitoring**
Account **Panhandle Regional Planning Commission**

PSAP **Perryton Police Department**
Date of Visit **2/26/2025**
Was there a finding? **No**
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030561

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Carson County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030566

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hereford Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030577

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Parmer County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030562

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Castro County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030578

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Sherman County Sheriffs Office**
Date of Visit
Was there a finding?

Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030576

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Oldham County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030564

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Collingsworth County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030575

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Perryton Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030565

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Dallam County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030559

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Oldham County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030571

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hemphill County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030573

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Lipscomb County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030560

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Armstrong County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030563

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Childress County Sheriff's Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030567

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Donley County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030568

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**

PSAP **Pampa Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030569

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hall County Jail**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030570

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Hansford County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030572

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Borger Police Department**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030574

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Moore County Sheriffs Office**
Date of Visit
Was there a finding?
Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030580

Record Type **Capital Equipment Purchases**
Account **Panhandle Regional Planning Commission**
PSAP **Wheeler County Sheriffs Office**
Date of Visit
Was there a finding?

Type of Finding
Resolution
Was this a Repeat Finding?

PC-0030579

Record Type	Capital Equipment Purchases
Account	Panhandle Regional Planning Commission
PSAP	Tulia Police Department
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

ITEM 14

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: Alex Guerrero, Local Government Services Director

THROUGH Michael J. Peters, Executive Director

SUBJECT: Agenda Item 14
Local Government Services Fair Housing Month Proclamation

BACKGROUND

The Panhandle Regional Planning Commission (PRPC) is under contract with the Texas Department of Agriculture to provide community and economic planning activities for the Texas Panhandle. Through the Community and Economic Development Assistance Fund (CEDAF) contract, PRPC receives a grant to provide technical assistance to communities in the Panhandle regarding community and economic development programs.

Under the requirements of the contract, PRPC is required to conduct a Fair Housing Activity in the region. Title VIII of the Civil Rights Act of 1968, The Fair Housing Act, prohibits discrimination in the sale or rental of units in the private housing market against any person on the basis of race, color, religion, sex, national origin, age, physical/mental handicap, or familial status (i.e. children under 18) and provides for relief including the award of monetary damages where discriminatory housing practices are found.

The attached proclamation will support the fulfillment of PRPC's requirement to conduct a Fair Housing Activity and will raise the awareness of the importance of equal housing opportunities in the Panhandle.

RECOMMENDATION

Staff recommends that the Board of Directors adopt the Fair Housing Proclamation, which designates May 2025 as Fair Housing Month and encourages equal housing opportunity to all citizens of the Panhandle.

**Proclamation of May 2025
As Fair Housing Month**

WHEREAS, *Title VIII of the Civil Rights Act of 1968*, as amended, prohibits discrimination in housing and declares it a national policy to provide, within constitutional limits, fair housing in the United States; and

WHEREAS, while the principles of *Fair Housing* are a matter of national policy and law, *Fair Housing* is also a basic human concept that provides fairness in equal housing opportunity to citizens of the United States; and,

WHEREAS, recognizing May as *Fair Housing Month* provides an opportunity for citizens to be aware that achieving success in equal housing opportunity is accomplished with the help and cooperation of all citizens.

NOW, THEREFORE, WE HEREBY PROCLAIM the month of May 2025, as *Fair Housing Month* in the Panhandle region of the State of Texas and do hereby urge all the citizens of this region to become aware of and support *Fair Housing*.

Adopted this 24th day of April, 2025, by the Board of Directors of the Panhandle Regional Planning Commission, meeting in regular session with a quorum present.

The Honorable Nancy Tanner Chair
Panhandle Regional Planning Commission
Board of Directors

ATTEST:

Melissa Whitaker, Executive Assistant
Panhandle Regional Planning Commission

ITEM 15

MEMORANDUM

DATE: April 24, 2025
TO: PRPC Board of Directors
FROM: Abby Sanders, Local Government Services Coordinator
THROUGH: Michael J. Peters, Executive Director
SUBJECT: Agenda Item 15
Local Government Services 2025 TxDOT Transportation
Alternatives Program Application Development and Management
Services Interlocal Contracts

BACKGROUND

The Texas Department of Transportation's (TxDOT) Transportation Alternatives Program was established as a way to distribute federal funds for pedestrian and bicycle improvements throughout the State of Texas. This program was previously known as the Transportation Set-Aside Program (TASP) and the Safe Routes to Schools (SRTS) Program. The program funds infrastructure projects for pedestrian and bicycle improvements such as sidewalks, shared use paths, designated bike lanes, beacons, and other similar projects.

The 2025 Transportation Alternatives (TA) Call for Project application process consists of two steps which includes a short form and long form application. The City of Spearman submitted the short form application in March, 2025 and has been selected to participate in the long form application process. PRPC staff have offered application development services to Spearman, which includes public involvement, map preparation, data collection, extensive coordination with the City, and miscellaneous development services. Unlike the CDBG program, this grant program does not provide for administration of grant funds if an application is selected for funding. The projects range from the reconstruction of pedestrian sidewalks to the construction of sidewalks where no sidewalks existed previously. This application is in the Amarillo TxDOT District Office and may potentially bring over \$1,000,000 grant dollars into the region for pedestrian improvements. TxDOT received 311 preliminary applications and only a portion are advancing, including Spearman's project.

Due to the nature of the program and the lack of administration costs, an interlocal agreement has been cooperatively drafted that will allow PRPC staff to develop the long form application for the City of Spearman. The interlocal agreement for the City of Spearman reflects a floor of \$2,500 and a ceiling of \$5,000. The interlocal agreement will be considered by the City Council of Spearman for their regularly scheduled meeting in May.

RECOMMENDATION

PRPC staff recommends that the Board of Directors authorize the Executive Director of the PRPC to execute an Interlocal Agreement with the City of Spearman to provide application development services for TxDOT's 2025 Transportation Alternatives (TA) Program funding.

INTERLOCAL COOPERATION CONTRACT
FOR APPLICATION DEVELOPMENT SERVICES
TRANSPORTATION ALTERNATIVES PROGRAM - TXDOT

THE STATE OF TEXAS
COUNTY OF POTTER

§
§
§

AGREEMENT FOR SERVICES

WHEREAS, this Contract is made and entered into this the ___ day of _____, 2025 by and between the City of Spearman, acting by its duly authorized City Manager, after obtaining a resolution of its governing body authorizing this contract and the PANHANDLE REGIONAL PLANNING COMMISSION (PRPC), a political subdivision of the State of Texas organized under Chapter 391 of the Texas Local Government Code, acting by its duly authorized executive director.

WHEREAS, both parties to this Contract are local governments as defined in Chapter 791 of the Texas Government Code, and this Contract is entered into pursuant to the provisions of said Code which is commonly referred to as The Interlocal Cooperation Act.

WHEREAS, PRPC is agreeable to provide grant application preparation needed by the City of Spearman for the 2025 Transportation Alternatives Program under the terms and conditions found in this contract.

NOW, THEREFORE PRPC agrees to provide the following described application development services to the City of Spearman, to-wit:

A. Application Development

1. Provide general advice and technical assistance to the City of Spearman on application development and regulatory matters.
2. Provide data collection and analysis regarding safety, planning connectivity, property ownership, and other associated topics.
3. Preparation and coordination of all required attachments including preparation of maps, typical sections, photographs, and other items.
4. Coordination of public involvement activities as required for the grant application.
5. Assist the City in application preparation and development meeting all grant application requirements.
6. Coordinate with project engineer to development and include required service area maps, project layouts, cost estimates and other documentation as required by the grant application process.
7. Final determination on the submission of an application under the 2025 Transportation Alternatives program will be at the City's discretion as noted in their resolution authorizing a local official to submit said application.

B. Compensation

In consideration of the services described in the foregoing paragraphs to be rendered by PRPC to the City, the City of Spearman agrees to make the following payment to PRPC:

1. Application Development Services: The PRPC will invoice the City of Spearman in a final lump sum based on hours of service accrued over the life of this Contract provided at the rate of \$65.00 per hour.
 - a. A minimum of \$2,500 shall be charged for services accrued regarding application development services.
 - b. A ceiling of \$5,000 shall be charged for services accrued regarding application development services.
 - c. The minimum and ceiling may be modified by mutual action of the City of Spearman and PRPC Board of Directors as necessary.

2. Additional Services - Additional services may be arranged through the mutual consent and approval of the City of Spearman and the PRPC to provide services which are in addition to those detailed in Section A. Such services will be available at an hourly rate of \$65.00 or at an agreed upon lump-sum cost. In no case will the PRPC undertake additional services without the consent and approval of the City of Spearman.

It is expressly understood and agreed by the parties hereto that they are independent contractors; and that nothing contained herein should be construed as giving rise to a partnership or joint venture.

TERMS AND CONDITIONS

Modification/Amendment:

The City of Spearman and PRPC may, upon mutual agreement, modify or amend this contract. Modifications, including any increase or decrease in the amount of compensation or scope of services, will be incorporated into this contract and finalized through a signed, written amendment.

Assignability:

The City of Spearman and PRPC may assign interest in this Contract (whether by assignment or novation) with the written consent of the other.

Termination of Contract for Cause:

If, through any cause, PRPC shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if PRPC shall violate any of the covenants, conditions, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to PRPC of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by PRPC under this Contract shall, at the option of the City, become its property and PRPC shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, PRPC shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the Contract by PRPC, and the City may withhold any payments to PRPC for the purpose of set off until such time as the exact amount of damages due the City from PRPC is determined.

Termination for Convenience of the City:

The City may terminate this Contract at any time by giving at least ten (10) days notice in writing to PRPC. If the Contract is terminated by the City as provided herein, PRPC will be paid for the time provided and expenses incurred up to the termination date.

Termination for Convenience of PRPC:

PRPC may terminate this Contract at any time by giving at least ten (10) days notice in writing to the City. If the Contract is terminated by PRPC as provided herein, the City will be provided all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by PRPC under this Contract.

Waiver of Extra-contractual Liability

The PRPC shall not be held liable or responsible for the funding selection and project performance determinations by the Texas Department of Transportation. It is the City's final responsibility to meet all TxDOT application requirements and project administration requirements (contingent upon funding) associated with the program.

Severability

Should any one or more of the provisions of this agreement be held to be null, void, voidable, or for any reason whatsoever, of no force and effect, such provision(s) shall be construed as severable from the remainder of this agreement and shall not affect the validity of all other provisions of this agreement, which shall remain in full force and effect.

Interest of Members of a City:

No member of the governing body of the City and no other officer, employee, or agent of the City, who exercises any functions or responsibilities in connection with the administration, construction, engineering or implementation of the Transportation Alternatives Program award between TxDOT and the City, shall have any personal financial interest, direct or indirect, in this Contract. PRPC shall take appropriate steps to assure compliance.

Interest of Other Local Public Officials:

No member of the governing body of the Grant Recipient and no other public official of such Grant Recipient, who exercises any functions or responsibilities in connection with the administration, construction, engineering or implementation of the Transportation Alternatives Program award between TxDOT and the City, shall have any personal financial interest, direct or indirect, in this Contract; and PRPC shall take appropriate steps to assure compliance.

Interest of PRPC and Employees:

PRPC covenants that it presently has no interest and shall not acquire interest, direct or indirect, with the Transportation Alternatives Program award between TxDOT and the City, or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. PRPC further covenants that in the performance of this Contract, no person having any such interest shall be employed,

EXECUTED this ____ day of _____, 2025

PANHANDLE REGIONAL PLANNING COMMISSION

By _____

Michael J. Peters, Executive Director

City of Spearman

By _____

Tobe Sheilds, Mayor



ITEM 16

MEMORANDUM

DATE: April 24, 2025

TO: PRPC Board of Directors

FROM: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 16
PRPC Authorization of Amendment 1 to Project Management
Contract with Wiley Hicks Jr., Inc for Chiller Installation Work

BACKGROUND

During the October 24th PRPC Board Meeting, the PRPC Board approved a contract with Wiley Hicks Jr. Inc. to serve as a project manager to coordinate the many necessary projects to improve the PRPC Building.

Project Overview:

- a. Construction of steel pedestals for the chiller.
- b. Installation of an 80-ton air-cooled chiller on the roof.
- c. Plumbing and fittings to connect the chiller to our HVAC system in the basement.
- d. Electrical and equipment to connect the chiller to our electrical system.
- e. Ceiling removal and replacement in the basement of the PRPC building.
- f. Removal of the old 80-ton water-cooled unit from the basement.
- g. Removal of two cooling towers from inside of enclosure on the roof.
- h. Other work that will be needed to make the HVAC system more reliable.

Wiley Hicks advertised for a majority of the work to be performed with the exception of asbestos abatement and monitoring. Attached to this item is a letter requesting an amendment to his contract for a guaranteed maximum price of \$339,986. We anticipate one more amendment near \$60,000 for the asbestos work to be reviewed next month.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the Executive Director to approve amendment 1 to Wiley Hicks' contract for chiller installation work.

WILEY HICKS, JR., INC.

GENERAL CONTRACTOR

P.O. Box 10150 • 1301 West Third • Amarillo, Texas 79116-0150 • 806/376-5941 • FAX 806/376-4252

April 17, 2025

Mr. Mike Peters
Panhandle Regional Planning Commission
415 SW 8th Ave.
Amarillo, TX 79101

RE: CHILLER REPLACEMENT

Dear Mike,

We propose to furnish the labor, equipment and materials required to complete the installation of the chiller as per drawings by BSA Engineering and Forte Engineering for the Guaranteed Maximum Price of \$339,986.00.

In addition, to remove to existing panel "P" and replace with a new panel please add \$19,712.00.

Our proposal includes the following:

- Structural steel and erection
- Required demolition of mechanical equipment and piping
- Required demolition of electrical
- Installation of the owner furnished chiller
- Installation of piping and pipe insulation
- Installation of pumps and controls
- Electrical as required
- New acoustical ceilings and lighting at removed plaster and acoustical ceilings
- Building permit
- Bonding and insurance as required

We do not include:

- Asbestos abatement
- Asbestos monitoring




Member of Associated General Contractors
of America

I have attached a copy of our proposal breakdown and copies of all proposals received for your records.

Asbestos abatement proposals are due to be received on April 28, 2025. Prior to any actual onsite work, the abatement of asbestos will have to be completed. During this time all materials will be ordered, and work can begin immediately after.

If you have any questions, or if we can provide additional information, please feel free to contact me.

Yours Truly,



Wiley Hicks III

WHIII/cr

attachments: as stated