

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS

Minutes

January 22, 2009

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Thursday, January 22, 2009, at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Judge Jay Mayden, Chairman, presided.

MEMBERS PRESENT:

- Don Allred, Oldham County Judge
- Mr. Tom Bailliff, Greenbelt Municipal & Industrial Water Authority
- Juan Cantu, Lipscomb County Commissioner
- Vernon Cook, Roberts County Judge
- Bob Gober, North Rolling Plains RC&D
- Ronnie Gordon, Hartley County Judge
- David Hale, Mayor, City of Perryton
- Jack Hall, Donley County Judge
- Mark Irwin, Mayor, City of Gruver
- John James, Collingsworth County Judge
- Zelda Lang, Councilwoman, City of Dalhart
- David Logan, Commissioner, City of Canyon
- Jay Mayden, Childress County Judge
- Wayne Nance, Briscoe County Judge
- Gene Parker, Randall County Commissioner
- Harvey Perez, Hart
- Tom Simons, Deaf Smith County Judge
- Arthur Ware, Potter County Judge

MEMBERS ABSENT:

- Pete DeSantiago, Perryton
- Harold Keeter, Swisher County Judge
- Debra McCartt, Mayor, City of Amarillo
- Martha Rincon, Commissioner, City of Hereford
- Tom Velasquez, Wheeler
- Tresa Whaley, Vega

OTHERS PRESENT: Mr. Paul Simpson, U.S. Representative Mac Thornberry's Office; Mr. Alan Abraham, League of Women Voters

STAFF PRESENT: Ms. Cindy Boone, Finance Director; Mr. Kyle Ingham, Local Government Services Director; Mr. Scott Caldwell, Local Government Services Coordinator; Mr. Sean Hardman, Regional Services Assistant Director; Mr. Greg Green, Regional 9-1-1 Network Director; Mr. Mike Peters, Regional 9-1-1 Network Coordinator; Ms. Rebecca Rusk, Executive Assistant; Mr. Gary Pitner, Executive Director

1. CALL TO ORDER

Judge Jay Mayden, Chairman, called the meeting to order and noted that a quorum was present.

2. INVOCATION

Judge Don Allred gave the invocation.

3. MINUTES

Judge Ronnie Gordon moved to approve the minutes from the meeting held on December 11, 2008, as received. Judge Vernon Cook seconded the motion; the motion carried by unanimous vote.

4. FAIR HOUSING MONTH PROCLAMATION

Mr. Kyle Ingham stated that the Planning Commission is under contract with the Office of Rural Community Affairs to provide community and economic planning activities for the Texas Panhandle. Through the contract, the 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.

Judge Don Allred moved to pass a proclamation designating March, 2009 as Fair Housing Month in the Texas Panhandle. Commissioner Gene Parker seconded the motion; the motion carried by unanimous vote.

5. PRPC INVESTMENT FUNDS QUARTERLY REPORT

Ms. Cindy Boone, CPA, stated 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 August 23, 1996 for funds under our control. In accordance with this Act, the investment officer of PRPC, which is the Finance Director, is required to submit to the Board of Directors a quarterly report of investment transactions. Ms. Boone presented the report for the period of October 1 through December 31, 2008.

Judge John James moved to accept the report as presented. Mr. Bob Gober seconded the motion; the motion carried by unanimous vote.

7. PANHANDLE REGIONAL 9-1-1 NETWORK QUARTERLY PERFORMANCE REPORT

Mr. Greg Green stated that as stipulated in the agreement between Panhandle Regional Planning Commission and the Commission on State Emergency Communications (CSEC), we 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 equipment replacement status. Mr. Green discussed the following items which make up the key points of the FY09 Q1 performance report.

- The Network delivered 20,210 9-1-1 calls to region 9-1-1 call centers.
- Wireless 9-1-1 calls made up 61.13% of total call volume.
- All Public Service Answering Points (PSAPs) were monitored with no findings.
- 6,071 Network test calls were made by PSAP staff and PRPC employees.
- The Program experienced two network outages and two equipment outages.
- Wireless Phase 2 level of service certified at all 23 Program PSAPs.

Judge Jack Hall moved to accept the performance report as presented for the first quarter of FY09. Mayor David Hale seconded the motion; the motion carried by unanimous vote.

8. TEXAS COMMUNITY DEVELOPMENT PROGRAM – DISASTER RELIEF PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACTS

Mr. Scott Caldwell stated that in June of 2008, the City of Childress and Childress County were struck with a "wet macro-burst" that inflicted significant damage to many structures and key pieces of infrastructure in the community. Fortunately, only minor injuries were reported from the event, but both the County and the City suffered damages and incurred significant expenses to get local infrastructure back running at normal capacity as quickly as possible. In both the City and County, debris collection and disposal posed a significant challenge and cost. Both the City and County did an excellent job of documenting the cost of labor, supplies, and equipment associated with the handling of debris and other waste.

Additionally, damages to the City Golf Course, roads, and water/sewer infrastructure were well documented. The City, with the assistance of the County, was able to get everything back up and running in a matter of days so that residents could resume normal daily activities.

The strong documentation of expenses associated with the June 2008 Wet Macro-burst along with a Governor's Disaster Declaration enabled both entities to request disaster relief funding to recover some of the expenses incurred in responding to the disaster. The Office of Rural Community Affairs (ORCA) has awarded a Disaster Relief Grant to both the City and the County. Childress County will receive \$68,000 to cover its contribution to debris disposal and emergency response efforts immediately following the event. The City of Childress will receive \$350,000 to reimburse the expenses they incurred from debris disposal, infrastructure repair, and emergency response. The City of Childress has also

applied for fiscal assistance through the Hazard Mitigation Grant Program (HMGP) for \$70,000 for the construction of an outdoor warning system.

If funds are not made available through the HMGP program, the cost of the sirens will be paid out of the ORCA funds at no cost to the City. Both entities have requested that the PRPC administer their Disaster Relief Grants. PRPC will be compensated a total \$31,500 for the administration of both the City of Childress and Childress County's Disaster Relief projects.

Commissioner Juan Cantu moved to authorize the Executive Director to execute Interlocal Cooperation Contracts with the City of Childress and Childress County to provide Texas Community Development Program – Disaster Relief Project Management Services. Judge Vernon Cook seconded the motion; the motion carried by unanimous vote.

9. **2011 PANHANDLE REGIONAL WATER PLAN DEVELOPMENT PROFESSIONAL SERVICES CONTRACT**

Mr. Kyle Ingham reminded the Board that since 1998, the PRPC has served as the designated political subdivision for the purposes of administering the work of the Panhandle Water Planning Group (PWPG). The water planning area encompasses 21 counties in the panhandle region. Through this relationship, the 2001 Panhandle Regional Water Plan and the 2006 Panhandle Regional Water Plan were developed. In the last year, the PRPC Board of Directors has approved the submission of the PWPG's application for funding for the 2011 Panhandle Regional Water Plan and allowed the PRPC Executive Director to enter into contract with the Texas Water Development Board for \$510,030 for the development of that plan.

In the 2001 Water Planning Cycle, the 2006 Water Planning Cycle, and the 2008 Interim Ogallala Recharge Study funded by the Texas Water Development Board, the PWPG and PRPC have contracted with Freese and Nichols Inc. of Fort Worth, Texas to provide technical assistance to the planning process. The work that has resulted in previous projects from Freese and Nichols has been timely and of the highest quality. Their inclusion in the 2011 Water Planning Cycle will provide an opportunity for both continuity and a high quality end product.

On December 15, 2008 the PWPG unanimously voted to recommend to the PRPC Board of Directors that Freese and Nichols be contracted for a fee not to exceed \$450,030 to develop the 2011 Panhandle Regional Water Plan as funded by the Texas Water Development Board. Mr. Ingham reviewed the key points of the contract with the Board.

Judge Tom Simons moved to authorize the Executive Director to execute a professional services contract with Freese and Nichols, Inc. related to the development of the 2011 Panhandle Regional Water Plan. Commissioner Gene Parker seconded the motion; the motion carried by unanimous vote.

10. **REGIONAL JUVENILE SERVICES GRANT RESOLUTION**

Mr. Sean Hardman stated that the Juvenile Justice and Delinquency Prevention (JJDP) Act provides funding to Texas annually. The federal funding agency is the Office of Juvenile Justice and Delinquency Prevention (OJJDP), within the U.S. Department of Justice. The Criminal Justice Division (CJD), Office of the Governor, is responsible for administering the distribution of JJDP funds in Texas. The funds may be used for a variety of juvenile justice and preventive initiatives. Therefore, the Panhandle Regional Planning Commission's (PRPC) Purchase of Juvenile Justice Alternatives Grant Program is eligible under the JJDP Act fund-specific criteria.

For many years, the PRPC has written and administered this application on behalf of the region's 13 juvenile probation departments. Through this grant program, we contract with each department for the purchase secure juvenile detention services on their behalf. The amount subsequently allotted to each department is based on that juvenile probation district's juvenile population as a percentage of the region's total juvenile population. Last year's application provided for a 5% increase in funds. We were fortunate enough to receive the increase in funding and this year we are applying for \$58,701.00 which is the same as last year.

Judge Ronnie Gordon moved to authorize the Executive Director to submit a grant application to the Office of the Governor, Criminal Justice Division for Juvenile Justice and Delinquency Prevention Act Funds to purchase juvenile detention services on behalf of the region's Juvenile Probation Departments. Judge Arthur Ware seconded the motion; the motion carried by unanimous vote.

11. PANHANDLE REGIONAL LAW ENFORCEMENT ACADEMY GRANT RESOLUTION

Mr. Sean Hardman stated that in 1970, the PRPC helped to establish the Panhandle Regional Law Enforcement Academy (PRLEA) with the assistance of grant funds through the Criminal Justice Division (CJD), Office of the Governor. The continued operation of the Law Enforcement Academy has been supported by funding from CJD which must be requested annually.

At this time, the PRPC anticipates continuing to contract with Amarillo College to operate the PRELA. Amarillo College will also offer basic certification courses and a multitude of topics for in-service and specialized training courses required by the PRELA contract. Except for the City of Amarillo, all law enforcement agencies in the Panhandle use the PRELA to train new officers and provide in-service training to existing officers. Furthermore, funds are set aside in an Out-of-Region Training fund (ORT) to assist officers traveling outside our region to courses which cannot be feasibly offered in the region.

Continued funding from CJD will be required to make sure that our region's law enforcement officers receive adequate training to meet the growing demands placed upon peace officers and their departments. PRPC staff is suggesting that the FY10 grant request be \$92,966. This is the same amount that was applied for in last year's grant cycle.

Judge Arthur Ware moved to authorize the Executive Director to submit a grant application to the Office of the Governor, Criminal Justice Division for funds to support the continuing operation of the Panhandle Regional Law Enforcement Academy. Judge Wayne Nance seconded the motion; the motion carried by unanimous vote.

12. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

- A. Mr. Greg Green gave a report to the Board on the PRPC's recent request for additional Equalization Surcharge Funding from the Commission on State Emergency Communications to allow for upgrades to the Panhandle Regional 9-1-1 Network.
- B. Mr. Gary Pitner presented and discussed the Panhandle Regional Planning Commission's FY08 Productivity and Performance Report as submitted to the Office of the Governor, State Auditor, the Comptroller of Public Accounts and the Legislative Budget Board.
- C. Mr. Gary Pitner announced the Planning Commission's receipt of the Certificate for Excellence in Financial Reporting from the Government Finance Officers Association for the PRPC's FY07 Comprehensive Annual Financial Report for the 22nd consecutive year.
- D. Mr. Gary Pitner reported on the recent and upcoming Planning Commission sponsored regional meetings.

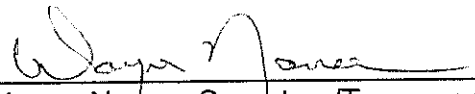
13. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:15 p.m.



Zelda Lang, Vice Chair
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Wayne Nance, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors