

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS MEETING MINUTES

MAY 28, 2026

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, May 28, 2026. This meeting was held in a hybrid format via video conference, pursuant to Texas Government Code Section 551.127, with more than three counties in the State of Texas 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:

- Pat Sims, Mayor, City of Dumas
- Shawn Ballew, Oldham County Judge
- Cathy Bunch, Mayor, City of Hereford
- Juan Cantu, Lipscomb County Commissioner
- Michael Clawson, Swisher County Judge
- Rank Cogdell, Briscoe County Judge
- Christy Dyer, Randall County Judge
- Eddie Edwards, Canadian River Municipal Water Authority
- Chalone Hefley, Wheeler County Judge
- Dr. John Howard, Donley County Judge
- Daniel Jackson, Citizen Representative, City of Dimmitt
- Kimberly Jones, Childress County Judge
- Mitchell Locke, Roberts County Judge
- Oscar Ostos, Citizen Representative, City of Amarillo
- Wes Ritchey, Dallam County Judge
- Sal Rivera, Sheriff, Castro County
- Phillip Self, Greenbelt Municipal & Industrial Waste Authority
- Cole Stanley, Mayor, City of Amarillo
- Kerry Symons, Mayor, City of Perryton
- Nancy Tanner, Potter County Judge

MEMBERS ABSENT:

- Ronae Bunn, Citizen Representative, City of Borger
- Isabel "Izzy" Carrasco, Parmer County Judge
- Aldo Gallegos, Citizens Representative, City of Cactus
- Dan Looten, Carson County Judge
- Lt. Armando Renteria, Citizen Representative, City of Pampa
- Tobe Shields, Mayor, City of Spearman

STAFF PRESENT: Mr. Michael Peters, Executive Director; Ms. Cristy Henderson, Finance Department Accounting Manager; Mr. Alex Guerrero, Local Government Services Director; Mr. Jarian Fred, Local Government Services Manager; Mr. John Schaumburg, Regional 9.1.1 Director; Mr. Marin Rivas, Workforce Development Director; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Ms. Debra King, Area Agency on Aging Director; Ms. Melissa Whitaker, Executive Assistant.

OTHERS PRESENT:

1. CALL TO ORDER

Mayor Pat Sims called the meeting to order at 1:32 p.m. and noted that a quorum was present.

2. INVOCATION

Mayor Kerry Symons gave the invocation.

3. **PUBLIC COMMENT**

No public comments were made.

4. **MINUTES**

Judge Rank Cogdell motioned to accept the minutes from the Board of Directors meeting held on April 30, 2026. Judge Nancy Tanner seconded the motion; the motion carried by unanimous vote.

5. **PLANNING & SERVICE AREA 1 MEMBERSHIP MEETING – PRPC BOARD MEMBER**

Mr. Mike Peters informed the Board of Directors that a vacancy currently exists on the Board of Directors of the Panhandle Regional Planning Commission (PRPC) from Planning and Service Area (PSA) 1. Hartley County Judge Ronnie Gordon had held the seat, but sadly, he resigned from the Board on April 30th 2026. The Planning Commission Bylaws call for this vacancy to be filled by an election of the members of the Planning and Service Area. The seat must be filled by a local elected official (city or county) from Dallam, Hartley, Moore, Oldham, and Sherman Counties. These seats are normally filled on a three-year rotating basis at the PRPC Annual Meeting. However, given the unexpired term, it is important to ensure that PSA 1 is fully represented on the PRPC Board of Directors. The current term for this position will expire on September 30th, 2028. Local government officials from PSA 1 have been notified of this election of a new PRPC Board Member. Under this agenda item, an election will be established for PRPC Board Members and representatives of the local governments in PSA 1 to meet independently to select a new Board Member from the service area. Any representatives from cities or counties of PSA 1 will need to cast votes and formally elect a replacement for Judge Gordon to be recognized by the PRPC Board. Current PSA 1 members able to vote are the following: Oldham County Judge Shawn Ballew, Dumas Mayor Pat Sims, Cactus City Manager Aldo Gallegos. At the conclusion of the breakout session, the PSA 1 membership shall present the new Board Member to the PRPC Board of Directors.

Judge Shawn Ballew motioned for the Board of Directors to recognize the new PSA 1 PRPC Board of Directors member brought forth by the PSA 1 membership. Mayor Pat Sims seconded the motion; the motion passed by unanimous vote.

6. **PLANNING & SERVICE AREA 3 MEMBERSHIP MEETING – PRPC BOARD MEMBER**

Mr. Mike Peters informed the Board of Directors that a vacancy currently exists on the Board of Directors of the Panhandle Regional Planning Commission (PRPC) from Planning and Service Area (PSA) 3. In the City of Friona, Mayor Greg Lewellen had held the seat, but has since resigned from the Board on April 30th 2026. The Planning Commission Bylaws call for this vacancy to be filled by an election of the members of the Planning and Service Area. The seat must be filled by a local elected official (city or county) from Briscoe, Castro, Deaf Smith, Parmer, and Swisher Counties. These seats are normally filled on a three-year rotating basis at the PRPC Annual Meeting. However, given the unexpired term, it is important to ensure that PSA 3 is fully represented on the PRPC Board of Directors. The current term for this position also expires on September 30th, 2028. Local government officials from PSA 3 have been notified of this election of a new PRPC Board Member. Under this agenda item, an election will be established for PRPC Board Members and representatives of the local governments in PSA 3 to meet independently to select a new Board Member from the service area. Any representatives from cities or counties of PSA 3 will need to cast votes and formally elect a replacement for Mayor Lewellen to be recognized by the PRPC Board. Current PSA 3 members who are able to vote are the following: Briscoe County Judge Rank Cogdell, Swisher County Judge Michael Clawson, Castro County Sheriff Sal Rivera, Parmer County Judge Isabel "Izzy" Carrasco, Dimmitt City Manager Daniel Jackson. At the conclusion of the breakout session, the PSA 3 membership shall present the new Board Member to the PRPC Board of Directors.

Judge Rank Cogdell motioned for the Board of Directors to recognize the new PSA 3 PRPC Board of Directors member brought forth by the PSA 3 membership. Judge

Michael Clawson seconded the motion; the motion passed by unanimous vote.

7. LOCAL GOVERNMENT SERVICES UNIFIED SCORING COMMITTEE NOMINATION

Mr. Alex Guerrero informed the Board of Directors that PRPC has worked with Panhandle Communities to write applications and implement various projects through the Community Development Block Grant (TxCDBG) Program since 1983. The TxCDBG program has been a major funding source for the last 40-plus years for many major public infrastructure improvements throughout the Texas Panhandle region, including projects in many of the most impoverished and most rural communities. The importance of this program to the PRPC region is seen in the total volume of administrative assistance provided, over 350 TxCDBG projects, and total grant funds received, reaching \$100,000,000. The Texas Department of Agriculture (TDA), formerly housed within several agencies, has long been the funding agency for this program in the State of Texas. The Unified Scoring Committee (USC) was formed and created in 2020 and has since been responsible for the development of objective scoring factors for the entire State. While this has reduced the ability of each region to tailor the TxCDBG program to their needs and resources, it has allowed the State to provide a standard scoring process uniformly within the program. This body, back in 2024, formally nominated Joseph "Joe" Price, City Manager of Canyon, to represent the Panhandle region in establishing the objective scoring factors in reference to the TxCDBG 2025-2026 Community Development (CD) Fund cycle, historically funding water/wastewater and some road infrastructure improvements in the region. Regional funding allocation structure is still being maintained by TDA, and each Council of Government region has the ability to select and nominate a regional representative on the USC or decide to renominate their previously selected USC representative. This chosen representative will be the voice for the region in the scoring development process of the TxCDBG program and will have one vote on the 24-person board. For the upcoming TxCDBG 2027-2028 CD Fund Cycle, Mr. Price has recommended that Dustin Meyer, Assistant City Manager/Director of Planning & Development for the City of Canyon, serve as the USC representative for the PRPC region. Responsibilities to serve as a USC representative include the following: serving as an elected or appointed official of a non-entitlement community (50,000 or less for cities, 250,000 or less for counties), being able to pass a background check, and being available to travel to the Unified Scoring Committee meeting and related training held in Abilene, TX, on September 2, 2026.

Judge John Howard motioned for the Board of Directors to nominate Mr. Dustin Meyer to represent the Panhandle Region and serve on the Unified Scoring Committee for the upcoming TxCDBG 2027-2028 CD Fund Cycle. Mayor Kerry Symons seconded the motion; the motion carried with a unanimous vote.

8. PRPC VOUCHERS FOR THE MONTH OF APRIL 2026

Ms. Cristy Henderson informed the Board of Directors that 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. April Vouchers total \$5,110,068.26

Judge Mitchell Locke motioned for the Board of Directors to approve the vouchers for the month of April 2026. Mr. Juan Cantu seconded the motion; the motion carried with a unanimous vote.

9. AREA AGENCY ON AGING AREA PLAN FOR FFY2027-FFY2029

Ms. Debra King informed the Board of Directors that Section 306 of the Older Americans Act (OAA) requires each Area Agency on Aging (AAA) to prepare an Area Plan for its respective Planning and Service Area (PSA). The Panhandle AAA has completed the Area Plan for consideration to become effective on October 1, 2027, for the period FFY 2027 - FFY 2029. The Panhandle Area Plan details a comprehensive and coordinated service delivery system for the AAA's region, based on a needs assessment using a format provided by HHSC. It outlines planning, coordination, evaluation, and service activities planned for the duration of the plan, along with funding and other resources available to the AAA. Measurable objectives help the AAA use the plan as a roadmap.

The draft Area Plan has been available for a 30-day public review period, inviting community members, service providers, and the AAA Advisory Council to offer input and provide critical feedback. This review process helps ensure the final Area Plan effectively addresses the current and emerging needs of older adults throughout the Panhandle Public Service Area. After addressing all comments and suggestions, the Panhandle AAA Advisory Council reviewed and voted to adopt the Panhandle Area Plan. The Council then recommended that the PRPC Board of Directors approve the Area Plan for FFY 2027–2029.

Mr. Daniel Jackson motioned for the Board of Directors to approve the Area Agency on Aging of the Panhandle Area Plan for FFY 2027 – FFY 2029 and authorize the Board Chairman to sign the Area Plan Assurances. Judge Michael Clawson seconded the motion; the motion carried by unanimous vote.

10. OPEN DISCUSSION

11. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

A. Comments from the Executive Director. Thank you to Mayor Cathy Bunch of the City of Hereford and Judge Wes Ritchie of Dallam County for your willingness to serve on the Board. We greatly appreciate your commitment to your communities and look forward to your participation and contributions. We will need to take your photos at the next meeting. In the coming days, we will be emailing each of you regarding the required Open Meetings Act training. If you have already completed the training, please let us know. We would also appreciate receiving a copy of your certification for our records. We will need to schedule an Audit Committee meeting before the May Board meeting. We will be reaching out to identify a mutually agreeable time and anticipate holding the meeting virtually. In addition, we would like to conduct a New Board Member Orientation at 10:00 a.m. during the June meeting. This session will provide an opportunity for each department director to explain their programs and answer any questions you may have. Our next Board meeting is scheduled for June 25. Thank you again for your attendance and service. We appreciate your dedication and look forward to seeing you at our next meeting. Until then, we wish you all the best.

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

- 04/15/2026 – AAA Caregiver Info Services, APD Training Academy
- 04/16/2026 – AAA HICAP & SMP Ochiltree Lunch & Learn
- 04/17/2026 – AAA Parkinson's Disease Symposium
SW Parkinson's Society
- 04/20/2026 – AAA Advisory Council
- 04/21/2026 – AAA Senior Ambassadors Council General Meeting
- 04/23/2026 – LGS Amarillo Rideshare Voucher Stakeholder Group Meeting
- 04/23/2026 – AAA Hutchinson County Health and Safety Fair
- 04/24/2026 – AAA Dementia Live Training, SkyWest Assisted
Living, Canyon
- 04/30/2026 – AAA Hemphill Community Lunch, Senior Legal Awareness
- 05/07/2026 – LGS Amarillo Rideshare Voucher Stakeholder Group Meeting
- 05/13/2026 – LGS Region 1 Canadian Upper Red Regional Flood
Planning Group Meeting
- 05/21/2026 – LGS Amarillo Rideshare Voucher Stakeholder Group Meeting
- 05/28/2026 – PRPC Board of Directors Meeting

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

- 06/03/2026 – AAA Caregiver Support Group
- 06/09/2026 – LGS Texas Water Development Board Financial
Workshop PRPC Coordination Meeting
- 06/11/2026 – AAA Alzheimer's Association Meeting
- 06/16/2026 – AAA Destination Medicare

- 06/16/2026 – LGS Safety Action Plan – Panhandle Advisory Committee Meeting
- 06/16/2026 – AAA Senior Ambassadors Council General Meeting
- 06/17/2026 – LGS Panhandle Organization to Maximize Public Transportation Meeting
- 06/18/2026 – AAA Destination Medicare
- 06/25/2026 – PRPC Board of Directors Meeting
- 06/30/2026 – AAA Dementia Symposium

12. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:04 p.m.



Mayor Pat Sims, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Mr. Oscar Ostos, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors

