



Minutes: July 26, 2018
Executive Committee Meeting
301 W Loop 121, Belton, Texas
12:00 PM

The July 2018 Central Texas Council of Governments Executive Committee Meeting was called to Order by The Honorable Marion Grayson, President.

Executive Committee Officers in Attendance:

President	Mayor Marion Grayson	City of Belton
1 st Vice President	Commissioner Bill Schumann	Bell County
2 nd Vice President	Judge Byron Theodosis	San Saba County
Secretary/Treasurer	Mayor Frank Seffrood	City of Copperas Cove

Executive Committee Members in Attendance:

Connie Anderle, Cameron City Mayor	Dave Barkemeyer, Milam County Judge	Wayne Boultinghouse, Lampasas County Judge
Tim Brown, Bell County Commissioner	Jon Burrows, Bell County Judge	Dickie Clary, Hamilton County Commissioner
Timothy Davis, City of Temple	Otis Evans, Citizen Representative	John Firth, Coryell County Judge
John Fisher, Bell County Commissioner	Mary Gauer, Citizen Representative	Kyle Matthews, Coryell County Commissioner
William Parry III, Gatesville City Manager	Jose Segarra, Killeen City Mayor	Byron Theodosis, San Saba County Judge
Martha Tyroch, Citizen Representative	Hal Schiffman, City of Harker Heights	

CTCOG Staff Members and Guests in Attendance:

Carmen Lim, CTCOG	Jim Reed, CTCOG	Stu Mclennan, JLUS PM
Jesse Hennage, CTCOG	Keith Sledd, HOTDA	Kerry Phillip, AACT/CTADVRC
Dan Eckstrom, USAG/Fort Hood	Uryan Nelson, CTCOG	Tama Shaw, HCCAA
Carol Warlick, HCTD	Susan Kamas, Workforce	Ray Helmcamp

Ken Cox, Workforce
Jon Jaffers, CTCOG
Kolin Yancey, CTCOG
Sue Jordan, CTCOG
John Weber, CTCOG
Sandy Edwards,
Senator Cornyn's Office

Terry Reeves, HCTD
Sydnee Steelman, CTCOG
Darrell Burtner, HCTD
Helen Hill-Yancey, CTCOG
Bobby Whitson
Gary Sheffield, State
Representative JD Sheffield

Ryan Haverlah, Copperas Cove
Kendra Coufal, CTCOG
Kirby Kissinger, CTCOG
Becky Cooley, CTCOG
Bobby Whitson, Bell County

Invocation was led by Mayor Frank Seffrood of Copperas Cove and the pledge to the American flag and the Texas flag was led by Citizen Representative Otis Evans.

Consent Agenda

A motion was made by Judge Wayne Boultinghouse of Lampasas County to accept the July 26, 2018 agenda and the respective expenditure report. Citizen Representative Mary Gauer seconded the motion. All in favor, none opposed.

Action Items

A motion was made by Commissioner Dickie Clary of Hamilton County to accept Resolution #07-18-PRS01 authorizing the allocation of unexpended Homeland Security funds to Bell County for Fiscal Year 2017, 2018, and 2019. Mayor Jose Segarra of Killeen seconded the motion. All in favor, none opposed.

A motion was made by Judge Wayne Boultinghouse of Lampasas County to approve Resolution #07-18-PRS02 authorizing State Criminal Just Grants Division funding prioritization for Fiscal Year 2019 funds. Commissioner Dickie Clary of Hamilton seconded the motion. All in favor, none opposed.

A motion was made by Citizen Representative Mary Gauer to approve Resolution #07-18-PRS03 authorizing State Homeland Security Program CTCOG planning grant Fiscal Year 2019 funds. Commissioner Dickie Clary of Hamilton seconded the motion. All in favor, none opposed.

A motion was made by Judge Wayne Boultinghouse of Lampasas County to approve Resolution #07-18-PRS04 authorizing CTCOG Police Academy License. Commissioner Dickie Clary of Hamilton County seconded the motion. All in favor, none opposed.

A motion was made by Mayor Frank Seffrood of Copperas Cove to approve Resolution #07-18-PRS05 authorizing method of distribution for Texas General Land Office Community Development Block Grant – Disaster Recovery funds. Judge Wayne Boultinghouse of Lampasas County seconded the motion. All in favor, none opposed.

Reports

Area Agency on Aging

Kerry Phillip, Director of the Area Agency on Aging had a meeting with Texas Serves. She stated that Central Texas would be a great location because it is the home of Fort Hood that has a population of 53,416 alone. There is easy access to the VA Medical Center which is in Temple. Kerry stated that the area is one of three Veterans Resource Centers (ADVCRs) in the state. The other two are San Antonio and Houston. CTCOG is the oldest ADVRC in the state and had \$2 million in services in 2017. Of those separating from Fort Hood, most stay in the area due to good weather, plenty of jobs, and affordable housing. This approximates to 62,000 veterans and their families. The three counties that have the largest population who are veterans are Bell County with 21.5%, Lampasas County with 21%, and lastly Coryell County with 19.4%. Of the veterans separating from Fort Hood, 32% will stay in Central Texas, 33% of those will not stay or are undecided, and 35% will stay if they find a job. The top 4 reasons that veterans stay: the quality of life in Central Texas, their spouse is employed locally, completion of education, and lastly the veteran has found employment locally. During the meeting Kerry stated, "Why the CTCOG?" The CTCOG has over 50 years of experience helping local communities work cooperatively across regional divides. There is a strong relationship with leading politicians. The experienced staff have long-standing relationships in the community. The professional infrastructure of accounting, auditing, record retention policies, personnel policies, and government-related oversight experience. CTCOG is centrally located with easy access, ample parking, and has the facilities. The question was asked, "How soon can this be achieved?" CTCOG has office locations that are ready for use. There is furniture, computers, phones and internet to being working. The basic personnel with call-center and referral experience are on-hand and additional staff can be hired quickly. There are also agency participants who are ready. Kerry will be having another meeting with Texas Serves mid-August to further discuss the details of the program.

Planning & Regional Services

Uryan Nelson, Director of Planning & Regional Services stated that within the last three months there have been approximately 300 officers come in for at least 6,000 hours. 9-1-1 have over 25,000 calls. Currently preparing for National Night Out and are in the early stages. Lastly, Uryan stated that LUCA has been completed.

Housing

Jon Jaffers, Assistant Director of Housing stated that there are currently 2,328 families on the Section 8 program and 169 of them are VASH (Veterans Administration Supported Housing). There were 57 families that exited the program and the same amount of families came onto the program for the month of June. Staff activity included 203 required annuals along with 168 unscheduled changes. Payments to landlords went out totaling \$1,153,500 and the admin fee of \$1,037,049 was earned. Current Utilization rate is at 94.7% with Year-end projected reserves of \$359,383.

Workforce Development Board and Workforce Center

Susan Kamas, Director of Workforce Board stated that Federal money for childcare and the reimbursement rate is \$10 so it's less than average. Current rates will be going up on the first of August. The Supplemental Nutrition Assistance Program (SNAP) will be adding San Saba and Hamilton counties. The recent audit came back with no findings. 12 companies The Santa Fe Business Center is ahead of schedule. The Chamber of Commerce and EDC will be moving to the building in August.

Ken Cox, Director of the Workforce Center stated that there will be a graduation for Hiring Our Heroes. This will be the 7th group to graduate. The program is twenty-six weeks long. The next class will begin August 26, 2018. There are currently over 50 people interviewing for the program. Ken stated that anyone wanting to hire reach out to Ken to receive resumes from the graduates. The youth program, Army Futures Command will have between 600-800 youth in Austin. There will be a ribbon cutting ceremony on the 24th of August in Austin.

Hill Country Transit District

Carol Warlick, General Manager of Hill County Transit District stated that Hill County Transit District is a political subdivision of the State of Texas and was established in September of 1995. Each Federal fiscal year, the Federal Transit Administration (FTA) apportions Federal transit funds for each urbanized area based on the urbanized area's population. Such apportionments are calculated separately for urbanized areas with a population of more than 200,000 or greater (Killeen UZA) and urbanized area with a population less than 200,000 (Temple UZA). The Federal fiscal year begins October 1st, but funds cannot be accessed by HCDT until several months later. Historically, HCDT receives notification in March of the following year that approximately half of the annual apportionment is available for application, later in

the year (approximately May) HCTD receives notification that the full apportionment is available for application.

In the past, the apportionment remained available for three years which enabled HCTD to run behind on using the funds. HCTD was therefore able to increase service in the Killeen area to meet needs. In order for HCTD to remain eligible to receive Federal and State public transportation funds and to earn revenues such as Medicaid funds, it must comply with multiple regulations. In order to access Federal funds, HCTD must have other non-Federal funds.

- Operations requires a 50/50, dollar-for-dollar match.
- Preventive maintenance requires an 80/20 match.
- Since HCTD began urban service in Killeen in 2000, HCTD has provided the majority of those matching funds.

Federal and State funds can only be drawn on a reimbursement basis. HCTD must pay expenses up front, using funds it has in the bank. At the end of the month, reimbursement requests are submitted and HCTD can only request 50% of its net operating costs and 80% of its preventive maintenance costs. The funds to cover the balance of expenses must be provided by HCTD from TxDOT State funds, Medicaid and other HCTD-earned revenues, urban cities and county contributions, and HCTD's reserve. Costs that are shared between two or all three HCTD divisions (Killeen, Temple, Rural), are distributed to the applicable divisions. Costs specific to a division are charged to that division. HCTD, based upon direction from the FTA, allocates costs based on service hours provided by each division; if the service hours change, the allocation will change. After applying revenues projected to be available from FTA, TXDOT, and contract revenue, if HCTD still faces a shortfall, that amount is requested from the cities and county. Over a period of many years, HCTD built and maintained a cash reserve of approximately \$5,000,000. The reserve was to manage fluctuations and delays in funding and unexpected costs. It was also for purchase of capital assets. Current assets \$14,549,608. Balance of reserve in 2013 was \$4,937,000. Current balance of reserve is \$2,240,000. Balance projected end of SFY18 is \$1,900,000 which with costs reductions should remain at that level or greater for an indefinite time. The amount requested corresponds to the number of fixed route service hours provided within each city. HCTD's plan to reduce costs include, but is not limited to:

- Increase deductible for health insurance coverage, awaiting estimates;
- Increase deductible for property insurance, estimated \$25,000 annually;
- Cancel disability insurance coverage, estimated \$28,000 annually;

- Cancel life insurance coverage, estimated \$13,000 annually;
- Reduce contribution to 401K, estimated \$21,000 annually;
- No salary increases included in budget;
- Reduction in service.

There are a few steps that have been proposed and the first is a proposed service reduction, the second is to discontinue service during off-peak hours, to discontinue Saturday service systemwide.

Discontinuing Saturday service will save approximately 5,300 service hours per year. Although this is a more serious budget issue than HCTD has ever dealt with, HCTD considers this the time to be proactive and to make adjustments for the long-term health of the system. Over the past two decades, HCTD and the cities and counties have forged strong relationships to provide quality transit service in the region. It is our goal of HCDD to continue those relationships as we work through our mutual budget issues.

Executive Director

Jim Reed, Executive Director of CTCOG stated that due to lack of time that he would be briefing at the next Executive Committee meeting on August 16, 2018.

Joint Land Use Study (JLUS)

Jim Reed, Executive Director stated that due to lack of time Stu McLennan the JLUS Project Manager would brief at the August meeting.

Adjourn



The Honorable Marion Grayson, President



The Honorable Frank Seffrood, Secretary/Treasurer