



Executive Committee Meeting

2180 North Main Street Belton, Texas

Thursday, August 24, 2023

Hybrid Meeting: 12:00 PM

Please join from your computer, tablet, or smartphone.

[CTCOG Executive Meeting Link](#)

You can also dial in on your phone.

United States: [+1\(346\) 248-7799](#)

Meeting ID: 820 1459 3715

Passcode: 0324

I. AGENDA

1. Call to Order The Honorable Judge Randy Hoyer, President
2. Oath of Office Jim Reed, Executive Director, CTCOG
 - Appointment of Mayor Michael Blomquist as the City of Harker Heights primary representative.
 - Appointment of Dr. Michele Carter, Chancellor, as the Central Texas College representative.
3. Opportunity for Public Comment

II. CONSENT AGENDA

4. Minutes: July 2023 (pg. 11- 14)
5. Expenditure Report: July 2023 (pg.15 – 16)

III. ACTION ITEMS

6. Proclamation 08-23-PRS01 Declaring September 2023 as Emergency Preparedness Month in the Central Texas Region. (pg.17 – 18)
7. Resolution 08-23-PRS02 Declaring September 2023 as Environmental Awareness Month in the Central Texas Region. (pg.19 – 21)

IV. GUEST SPEAKERS

8. Texas Department of Emergency ServicesDavid Shaw

V. REPORTS

- 9. Area Agency on Aging George Losoya, Director
- 10. Housing Carmen Lim, Director
- 11. Planning & Regional Services Uryan Nelson, Director
 - Update on Safe Streets and Roads for All (SS4A) grant.
- 12. Workforce Development Board Susan Kamas, Workforce Board Executive Director
- 13. Workforce Centers Louis LeDoux, Workforce Center Chief Operating Officer
- 14. Executive Director's Report Jim Reed, AICP, Executive Director, CTCOG

ADJOURN



OATH of OFFICE

Before entering upon the duties of their office, elected officials of the Central Texas Council of Governments shall take the following oath or affirmation:

1. Have them raise their right hand and repeat their name at the appropriate time.
2. When finished, have them say, **"I do so affirm."**

"I, _____, do solemnly swear or affirm that I will faithfully execute the duties of my office and that of the Executive Committee of the Central Texas Council of Governments and will, to the best of my ability, defend the individual integrity of the local governments of this association and I furthermore promise to promote the general co-operation between member governments of the region in the interest of the citizens of Central Texas, so help me God."

"I do so affirm."



June 27, 2023

The City Of Harker Heights
305 Miller's Crossing
Harker Heights, Texas 76548
Phone 254/953-5600
Fax 254/953-5614

Central Texas Council of Governments
Attn: Uryan Nelson
P.O. Box 729
Belton, TX 76513

Mayor
Michael Blomquist

Dear Mr. Nelson:

Mayor Protem
Lynda Nash

On behalf of the City of Harker Heights, I am writing to inform you that on Tuesday, May 16, 2023 Michael D. Blomquist was selected as our voting member of the CTCOG Executive Committee and City Manager David Mitchell will remain the Alternate member.

City Council
Jennifer McCann
Stacey L. Wilson
Tony Canterino
Sam Halabi

If you have any questions please feel free to call the City of Harker Heights City Hall at (254) 953-5600 or email jhelsham@harkerheights.gov.

Sincerely,

Julie Helsham
City Secretary

Minutes of the City of Harker Heights Special Council Meeting that was called to order on Tuesday, May 16, 2023, at 3:00 p.m., in the Kitty Young Council Chamber at the Harker Heights City Hall at 305 Miller's Crossing, Harker Heights, Texas 76548, with the following members present:

ROLL CALL: Mayor Spencer H. Smith
 Mayor Pro Tem Jennifer McCann
 Councilmember, Place 2 Michael Blomquist
 Councilmember, Place 4 Lynda Nash
 Councilmember, Place 5 Sam Halabi

City Manager David Mitchell
 City Secretary Julie Helsham

EXCUSED: Councilmember, Place 3 Tony Canterino

ELECTION BUSINESS:

1. Council canvassed the Election Returns for the May 6, 2023, General and Special Election for the City of Harker Heights, Texas.

Councilmember McCann and Councilmember Halabi canvassed the Election results.

Mayor Pro Tem Jennifer McCann stated; Let the record reflect that there came on to be, considered the returns of the General and Special Election held on the 6th day of May, 2023, for the purpose of electing the hereinafter named officials and Proposition, and it appearing from the returns, duly and legally made, that 2,301 voters cast ballots in the election; the official canvass of said General and Special Election reflects the following results:

| MAYOR CANDIDATES | TOTAL VOTES |
|----------------------------|-------------|
| DAVID M. JONES | 560 |
| MARVA SOLOMON | 78 |
| JACKELINE SORIANO FOUNTAIN | 331 |
| MICHAEL BLOMQUIST | 1217 |
| VITALIS DUBININKAS | 85 |

| COUNCIL MEMBER, PLACE 4 CANDIDATES | TOTAL VOTES |
|------------------------------------|-------------|
| MIKE AYCOCK | 968 |
| ADONIAS FRIAS (EDDY) | 166 |
| LYNDA NASH | 1116 |

| COUNCIL MEMBER, PLACE 2 CANDIDATES | TOTAL VOTES |
|------------------------------------|-------------|
| SHANE HODYNIAK | 430 |
| HAL SCHIFFMAN | 740 |
| STACEY L. WILSON | 1091 |

| PROPOSITION A | TOTAL VOTES |
|---------------|-------------|
| YES | 1134 |
| NO | 1135 |

The official canvass of the election returns reflects the following candidates which results are hereby DECLARED to be:

Michael Blomquist is elected as Mayor.

And the office title and names of candidates to be placed on the ballot for the Municipal Runoff Election to be held on Saturday, June 10, 2023, are as follows:

Council Member, Place 4

Mike Aycock

Lynda Nash

Council Member, Place 2

Hal Schiffman

Stacey L. Wilson

Early voting will begin on Tuesday, May 30th and end on Tuesday, June 6th. With the Runoff Election day on Saturday, June 10, 2023.

Councilmember, Place 5 Sam Halabi made a motion to approve and accept the completion of the Canvass for the City of Harker Heights General and Special Election held on May 6, 2023. Mayor Pro Tem Jennifer McCann seconded the motion. Carried unanimously.

2. Mayor Smith made his final closing statements as Mayor. No action taken.
3. Installation of Officer:
 - (a) Swear in Mayor of the City of Harker Heights, Texas. Three Year Term 2023-2026.

Mayor Smith presented the Certificate of Election to Michael Blomquist. Burk Roberts, Attorney at Law, administered the Oath of Office to Michael Blomquist to serve as Mayor, for a three-year term ending May, 2026.

ADJOURN CANVASS OF ELECTION AND CALL TO ORDER SPECIAL MEETING:

At 3:18 p.m. Mayor Smith adjourned the Canvass of Election and called a 15 minute recess.

At 3:36 p.m., Mayor Blomquist called to Order the Special Meeting.

ROLL CALL: Mayor Michael Blomquist
Mayor Pro Tem Jennifer McCann
Councilmember, Place 2 Vacant
Councilmember, Place 4 Lynda Nash
Councilmember, Place 5 Sam Halabi

City Manager David Mitchell
City Secretary Julie Helsham

Excused Councilmember, Place 3 Tony Canterino

CONSENT ITEMS:

1. Council discussed and considered appointing the City's Representative to the Killeen-Temple Metropolitan Planning Organization (KTMPO) Policy Board. David Mitchell, City Manager, made the presentation.

Mayor Pro Tem Jennifer McCann made a motion to appoint Mayor Blomquist as the City's representative on the KTMPO Policy Board. Councilmember, Place 4 Lynda Nash seconded the motion. Carried unanimously.

2. Council discussed and considered appointing the City's Representative and Alternate Representative to the Central Texas Council of Governments' (CTCOG) Executive Committee. David Mitchell, City Manager, made the presentation.

Mayor Pro Tem Jennifer McCann made a motion to appoint Mayor Michael Blomquist as the City's representative on the CTCOG Executive Committee. Councilmember, Place 5 Sam Halabi seconded the motion. Carried unanimously.

REGULAR BUSINESS:

1. Council discussed and considered approving a Resolution of the City Council of the City of Harker Heights, Texas, supporting the City of Harker Heights application to the Texas Department of Transportation's 2023 Transportation Alternatives Set-Aside (TA) Call for Projects. Mark Hyde, Public Works Director, made the presentation.

Councilmember, Place 5 Sam Halabi made a motion to approve a Resolution supporting the City of Harker Heights application to the Texas Department of Transportation's 2023 Transportation Alternatives Set-Aside (TA) Call for Projects. Mayor Pro Tem Jennifer McCann seconded the motion. Carried unanimously.

ADJOURNMENT:

There being no further business the City of Harker Heights City Council Meeting was adjourned at 3:46 p.m.



ATTEST:

Julie Helsham

Julie Helsham, City Secretary

CITY OF HARKER HEIGHTS, TEXAS:

Michael D. Blomquist

Michael D. Blomquist, Mayor



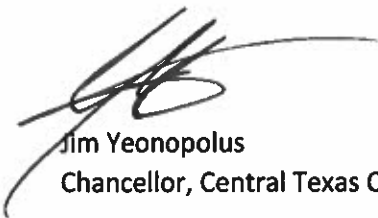
July 27, 2023

Mr. Jim Reed
Executive Director, CTCOG
2180 North Main Street
Belton, TX 76513

Mr. Reed,

Please accept this as my official letter of resignation from the CTCOG Board effective August 31, 2023. I will be retiring from Central Texas College on August 31, 2023. It has been an honor and privilege serving on the CTCOG Board for the past eight years. Please let the staff and all Board members know how much I appreciate their dedication and hard work.

Sincerely,



Jim Yeonopolus
Chancellor, Central Texas College




July 27, 2023

Mr. Jim Reed
Executive Director, CTCOG
2180 North Main Street
Belton, TX 76513

Mr. Reed,

As I come off of the CTCOG Board, August 31, 2023 I would like to nominate Dr. Michele Carter, Chancellor, Central Texas College as my replacement and the Central Texas College representative. Dr. Carter has a long and distinguished career with Central Texas College and a thorough knowledge of the CTCOG Region. Dr. Carter would make a great addition to the CTCOG Board.

Sincerely,



Jim Yeonopolus, Chancellor
Central Texas College

Executive Committee Meeting

2180 North Main Street Belton, Texas

July 27, 2023

Hybrid Meeting: 12:00 PM

MEETING MINUTES:

The April 2023 Central Texas Council of Governments Annual Executive Committee Meeting was called to order by The Honorable Roger Miller, Coryell County Judge, 1st Vice President at 12:20pm.

Executive Committee Officers in Attendance:

| | | |
|--------------------------------|----------------------------|-----------------------|
| 1 st Vice President | Judge Roger Miller | Coryell County |
| 2 nd Vice President | Councilmember Jose Segarra | City of Killeen |
| Parliamentarian | Mr. Ryan Haverlah | City of Copperas Cove |

Executive Committee Members in Attendance:

| | | |
|---|--|---|
| Councilmember Ramon Alvarez, City of Killeen | Mayor Gary Chumley, City of Gatesville | Commissioner Dickie Clary, Hamilton County |
| Mayor Tim Davis, City of Temple | Mr. Scott Albert, City of Gatesville | Councilmember Stephanie O'Banion, City of Belton |
| Commissioner Bobby Whitson, Bell County | Mayor Debbie Nash King, City of Killeen | Judge Jett Johnson, Mills County |
| Greg McGregor, San Saba County | Mayor Dan Yancey, City of Copperas Cove | Dr. Jim Yeonopolus, Central Texas College |

CTCOG Staff Members and Guests in Attendance:

| | | |
|----------------------------|-------------------------------|---|
| Jim Reed, CTCOG | Michael Irvine, CTCOG | George Losoya, CTCOG |
| Uryan Nelson, CTCOG | Ricky Tow, City of Cameron | Sunshine Martinez, CTCOG |
| Ricky Tow, City of Cameron | James McGill, CTCOG | Bill Schumann, Bell County |
| Jwana Sartor, CTCOG | Jeannie Horne, CTCOG | Diana Rodriguez, CTCOG |
| Raquel Canava, CTCOG | Louis LeDoux, WFSCT | Susan Kamas, WFBCT |
| Ashley Johnson, HCAA | Bryan Neaves, Bell County | Jordan Everhart, MRB Group |
| Kris Kebles, Texas GLO | Jason Deckman, City of Temple | Andrea Pacheco, Texas Broadband Office |

The prayer was led by Jim Reed, AICP, CTCOG Executive Director CTCOG.

The pledges to the American and Texas flags were led by Dr. Jim Yeonopolus, Chancellor, Central Texas College.

Oath of Office

The oath of office was administered to Mr. Scott A. Albert, City Manager, City of Gatesville, allowing him to take the seat of the City of Gatesville Alternate Representative.

Public Comment

There was no Public Comment.

Consent Agenda

A motion was made by Mayor Debbie Nash-King to accept the Consent Agenda, which included the June 2023 Expenditure Report and the June 2023 Meeting Minutes. Mayor Gary Chumley, City of Gatesville, second the motion. All in favor, none opposed.

Action Items

07-23-PRS01: A motion was made by Mrs. Stephanie O'Banion, Councilmember, City of Belton to accept the proclamation 07-23-PRS01 Declaring August 2023 as National Water Quality month. Mr. Tim Davis, Mayor, City of Temple, second the motion. All in favor, none opposed.

07-23-PRS02: A motion was made by Mr. Ramon Alvarez, Councilmember, City of Killeen, to accept resolution 07-23-PRS02 Authorizing State Homeland Security Program (SHSP) Central Texas Council of Governments (CTCOG) FY2024 Projects. Dr. Jim Yeonopolus, Chancellor, Central Texas College, second the motion. All in favor, none opposed.

Guest Speakers & Presentations

David Shaw, Texas Department of Emergency Services and LT. Richard Hoover, Texas Department of Public Safety were unable to present and will move their event to next month's meeting.

Andrea Pacheco, Texas Broadband Development Office, gave an in depth briefing on the needs of the region as far as broadband network coverage is concerned. Her presentation highlighted challenges such as speed differences, lack of coverage, and broadband map plan accuracy.

Reports

Area Agency on Aging: George Losoya, Director of AAA/ADVRC briefed the committee on the current state of the program, and upcoming events in the region. Mr. Losoya also briefly touched on the increase in the reimbursement rate for the Home Delivered Meal Costs, which is now \$6.46.

Housing: Carmen Lim, Director of HAP, advised the committee that the Housing Assistance Program (HAP) gave a brief summary of the previous month's activities for lease ups, inspections, and payments.

Planning and Regional Services: Uryan Nelson, Director of PRS, briefed the committee on the current performance of both the Regional Planning and Emergency Planning Services departments as well as sharing the most current updates on the Safe Streets for All (SS4A) project funding and progress.

Workforce Development Board: Susan Kamas, Executive Director of WFBCT, advised the committee of the current standings and ratings of several WFSCT programs including policy changes to the childcare program that will go into effect 10/01/2023.

Workforce Solutions Central Texas: Louis LeDoux, Chief Operating Officer of WFSCT, Louis LeDoux, Chief Operating Officer of WFSCT, briefed the committee on the standing of Texas UI claims for the region as well as the unemployment rates for the region as of 05/19/2023. The total UI claims filed for the week ending 07/01/2023 reached 16,873 and the unemployment rate rests at 4.6.

Executive Directors Report: Mr. Jim Reed, AICP, Executive Director CTCOG, briefed the committee on the need for a CTCOG representative for both state and national association events. He offered Mayor Debbie Nash-King as his choice to fill the vacant position, whom Dr. Yeonopolus, Chancellor, Central Texas College, made a motion to accept. Mrs. Stephanie O'Banion, Councilmember, City of Belton, second the motion. All in favor, none opposed. Mr. Reed also advised the committee that the next meeting will be held on July 27, 2023, at 12:00pm in the CTCOG Belton Offices.

Adjourn

The meeting was adjourned at 01:37 PM by The Honorable Roger Miller, County Judge, Coryell County.

The Honorable Judge Randall J. Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



Expenditure Report
Fiscal Year: 07/01/2023 – 06/30/2024

| Descriptions | July Expenditures | Cumulative Expenditures | Annual Budget | Remaining Budget |
|-----------------------------|----------------------|----------------------------|----------------------|----------------------|
| Personnel | \$ 560,958 | \$ 560,958 | \$ 7,040,023 | \$ 6,479,065 |
| Employee Benefits | 413,560 | 413,560 | 4,962,720 | 4,549,160 |
| Contract services | 167,433 | 167,433 | 6,971,371 | 6,803,938 |
| Travel | 24,176 | 24,176 | 313,681 | 289,505 |
| Housing Assistance Payments | 1,379,229 | 1,379,229 | 16,550,748 | 15,171,519 |
| Other | 2,066,086 | 2,066,086 | 28,563,712 | 26,497,626 |
| In-kind | - | - | 60,648 | 60,648 |
| Indirect costs | 145,465 | 145,465 | 1,745,580 | 1,600,115 |
| Totals | <u>\$ 4,756,907</u> | <u>\$ 4,756,907</u> | <u>\$ 66,208,483</u> | <u>\$ 61,451,576</u> |

Central Texas Council of Governments

**Detail of Other Expenditures
Fiscal Year: 07/01/2023 – 06/30/2024**

| Descriptions | July Expenditures | Cumulative Expenditures |
|-----------------------------|----------------------|----------------------------|
| Participant Salaries | \$ 50,911 | \$ 50,911 |
| FICA Taxes | 5,694 | 5,694 |
| Workers Compensation | 1,979 | 1,979 |
| Building Expense | 36,378 | 36,378 |
| Consumable Supplies | 12,923 | 12,923 |
| Employee Development | 32,687 | 32,687 |
| Insurance and Bonding | 2,738 | 2,738 |
| Rent | 87,017 | 87,017 |
| Printing | 1,051 | 1,051 |
| Furniture/Equipment Rental | 5,716 | 5,716 |
| Maintenance and Repairs | 844 | 844 |
| Communications | 4,819 | 4,819 |
| Postage | 5,585 | 5,585 |
| Utilities | 3,022 | 3,022 |
| Public Relations | 930 | 930 |
| Tuition | 12,107 | 12,107 |
| Dues and Subscriptions | 6,138 | 6,138 |
| Quality Assurance | 33,862 | 33,862 |
| Other Expenditures | 2,417 | 2,417 |
| Work Related Expense | 58,901 | 58,901 |
| Gasoline | 134 | 134 |
| Janitorial | 10,758 | 10,758 |
| Client Transportation | 26,948 | 26,948 |
| Client Child Care | 1,620,304 | 1,620,304 |
| Other Support Services | 12,874 | 12,874 |
| Inventory Equipment | 3,442 | 3,442 |
| Software & Software Updates | 25,907 | 25,907 |
| | <u>\$ 2,066,086</u> | <u>\$ 2,066,086</u> |



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 8/24/2023

AGENDA ITEM: Approval of Proclamation Declaring September 2023 as National Emergency Preparedness Month in the Central Texas Region.

GENERAL DESCRIPTION OF ITEM:

Proclamation for Emergency Preparedness Month.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: Jesse Hennage

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: N/A

Is item already included in fiscal year budget? ☐ Yes ☒ No

Does item represent a new expenditure? ☐ Yes ☒ No

Does item represent a pass-through purchase? ☐ Yes ☒ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

N/A

ACTION REQUESTED:

Approval of Proclamation

BACK-UP DOCUMENTS ATTACHED:

Proclamation

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

[Click or tap here to enter text.](#)

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
2180 NORTH MAIN STREET
PO BOX 729
BELTON, TEXAS 76513

Version Updated: 02/2021



**PROCLAMATION DECLARING SEPTEMBER 2023 AS
NATIONAL PREPAREDNESS MONTH
IN THE CENTRAL TEXAS REGION
08-23-PRS01**

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of multiple state funds to complete hazard mitigation and preparedness actions, and

WHEREAS, the Federal Emergency Management Agency established National Preparedness Month in 2004, and

WHEREAS, each September, we come together as a community and a nation to do our part in preparing for disasters by creating plans, communication channels, and making other preparations;

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the Month of September 2023 be declared as Emergency Preparedness Month in the Central Texas Region.

PASSED AND APPROVED this 24th Day of August 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randy Hoyer, President

Commissioners Russell Schneider, Secretary/Treasurer



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 8/24/2023

AGENDA ITEM: Approval of Proclamation Declaring September 2023 as Environmental Awareness Month in the Central Texas Region.

GENERAL DESCRIPTION OF ITEM:

Proclamation for Environmental Awareness Month.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: Connie Quinto

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: N/A

Is item already included in fiscal year budget? ☐ Yes ☒ No

Does item represent a new expenditure? ☐ Yes ☒ No

Does item represent a pass-through purchase? ☐ Yes ☒ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

N/A

ACTION REQUESTED:

Approval of Proclamation

BACK-UP DOCUMENTS ATTACHED:

Proclamation

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

[Click or tap here to enter text.](#)

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
2180 NORTH MAIN STREET
PO BOX 729
BELTON, TEXAS 76513



**PROCLAMATION DECLARING SEPTEMBER 2023 AS
ENVIRONMENTAL AWARENESS MONTH
IN THE CENTRAL TEXAS REGION
08-32-PRS02**

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments promotes environmental awareness including Keeping Texas Beautiful and similar locally led programs, partnering with Centex Sustainable Communities Partnership, participation in regional Earth Day events, and other various environmental promotion efforts including hazardous waste and tire collection programs, and

WHEREAS, each September, we come together to find paths to taking better care of the environment across our region so that future generations can continue to enjoy the place we call home;

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the Month of September 2023 be declared as Environmental Awareness in the Central Texas Region.

PASSED AND APPROVED this 24th Day of August 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randy Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer

End of Packet.