

**Executive Committee Officer's Meeting**

2180 North Main Street Belton, Texas

Thursday, October 27, 2022

**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: 827 5771 8101

Passcode: 3926

**I. AGENDA**

1. Call to Order .....The Honorable Judge David Blackburn, President
2. Opportunity for Public Comment

**II. CONSENT AGENDA**

3. September 08, 2022, Meeting Minutes (pg.03-08)
4. Expenditure Report: September 2022 (pg.09-10)

**III. ACTION ITEMS**

5. Planning and Regional Services Resolutions and Proclamations (pg.11-19):
  - 10-22-PRS01 Proclamation Declaring November 15, 2022, as National Recycling Day in the Central Texas Region. (pg.11-12)
  - 10-22-PRS02 Proclamation Declaring October 31, 2022, through November 4th, 2022, as Veterans Small Business Week in the Central Texas Region. (pg.13-14)
  - 10-22-PRS03 Proclamation Declaring November 11, 2022, as Veterans Day in the Central Texas Region. (pg.15-17)
  - 10-22-PRS04 Proclamation Declaring November 26, 2022, as Small Business Saturday. (pg.18-19)
6. Housing Assistance Program Resolutions and Proclamations (pg.20-42):
  - 10-22-HAP01 Resolution Approving Housing Assistance Program Changes to Payment Standards Effective 01/01/2023. (pg.20-24)
  - 10-22-HAP02 Resolution to Approve the Central Texas Council of Government Housing Division's Changes to Utility Allowances for The Jurisdiction TX 482. (pg.25-42)

**IV. DISCUSSION ITEMS**

7. Discuss CTCOG's enrollment in TCDRS and take appropriate action. (pg.43-45)
8. Discuss On-Med installations across the Central Texas Region and take appropriate action. (pg.46-51)
9. Discuss the possible implementation of Google Fiber and take appropriate action. (pg.52)
10. Discuss CTCOG Executive Director Evaluation and take appropriate action. (pg.53-57)
11. Discuss and take action on appointing a Nominating Committee. (pg.58-63)

**V. ADJOURN**

**Executive Committee Meeting**

2180 North Main Street Belton, Texas

Thursday, September 08, 2022

**Hybrid Meeting: 12:00 PM**

**Executive Committee Officers in Attendance:**

President	Judge David Blackburn	Bell County
2 <sup>nd</sup> Vice President	Judge Steve Young	Milam County
Immediate Past-President	Judge Byron Theodosis	San Saba County
Secretary/Treasurer	Judge Roger Miller	Coryell County
Parliamentarian	Judge Randy Hoyer	Lampasas County

**Executive Committee Members in Attendance:**

Councilmember Fred Chavez, City of Copperas Cove	Commissioner Dickie Clary, Hamilton County	Mayor Rodney Craddick, City of Hamilton
Mr. Otis Evans, City of Killeen	Mayor Bill Harris, City of Cameron	Mr. Ryan Haverlah, City of Copperas Cove
Commissioner Lloyd Huggins, Hamilton County	Mayor Debbie Nash-King, City of Killeen	Councilmember Stephanie O'Banion, City of Belton
Mr. Ryan Polster, City of Hamilton	Commissioner Russel Schneider, Bell County	Mayor Spencer Smith, Harker Heights
Commissioner Bobby Whitson, Bell County	Ms. Martha Tyroch, Senator Buckingham's Office	

**CTCOG Staff Members and Guests in Attendance:**

Jim Reed, CTCOG	Jeannie Skarosi, CTCOG	George Losoya, CTCOG
Carmen Lim, CTCOG	Michael Irvine, CTCOG	Connie Quinto, CTCOG
Dominic Elizondo, CTCOG	Anna Barge, CTCOG	Anita Janke, CTCOG
Sue Jordan, CTCOG	Helen Hill Yancey, CTCOG	Louis LeDoux, Workforce Solutions of Central Texas
Ashley Johnson, HCAA	Jennifer Shidler, City of Nolanville	Ricky Tow, City of Cameron
Dawn Orange, Belton Chamber	Dean Huard, City of Nolanville	Bill Schumann, Bell County
Erin Hughley, Bell County Public Health	Judge Jett Johnson, Mills County	Jamie LaDuke, Hamilton EDC
Michelle Morgan, Milam County	Keith Sledd, HOTDA	Aubrey Huckaby, BCCC
Mr. Tom Wilkinson Jr, Consultant		

**I. AGENDA**

Judge David Blackburn, Bell County, called the meeting to order at 12:15 pm.

**Oath of Office:**

- The oath of office was administered at 12:20 pm to the following new Executive Committee members: Mayor Debbie Nash-King, City of Killeen, Councilmember Fred Chavez, City of Copperas Cove, and Councilmember Stephanie O'Banion, City of Belton. Councilmember Ramon Alvarez, City of Killeen, was not able to attend and will be sworn in at the next Executive Committee Meeting.

**Opportunity for Public Comment:**

- No public comment was made.

**II. CONSENT AGENDA**

- A motion was made by Judge Steve Young, Milam County, to pass the entirety of the Consent Agenda (Meeting Minutes from June 23, 2022, and the July 2022 Expenditure Report). Ms. Martha Tyroch, Senator Buckingham's Office second the motion. The motion passed unanimously.

**III. PRESENTATION**

- Mr. Dominic Elizondo, Central Texas Council of Governments hosted the Leadership Central Texas Graduation Ceremony. He spoke about the purpose of the program and how it provided a network of relationships amongst future leaders to ensure growth and the future well-being of the Central Texas Region. Mr. Elizondo recognized the following members of the program for their leadership qualities and completing the Leadership Central Texas program: Mr. Cameron Cochran, LTC Dean A. Huard, Ms. Erin Hughley, Ms. Jamie LaDuke, Ms. Dawn Orange, Mr. David Richardson, Ms. Jennifer Shidler, and Mrs. Connie Quinto.

#### **IV. ACTION ITEMS**

- A motion was made by Judge Steve Young, Milam County, to pass the following action items: Proclamation 09-22-PRS01 declaring September as Environmental Awareness Month in the Central Texas Region, Proclamation 09-22-PRS02 declaring September as National Emergency Preparedness Month in the Central Texas Region, Resolution 09-22-PRS03 Criminal Justice Grant Funds, Resolution 09-22-PRS03 Homeland Security Program Grant Funds, Resolution 09-22-PRS05 permitting CTCOG and KTMPO joint application under the Safe Streets for All Competitive (SS4A) Grant Program, Proclamation 09-22-PRS06 declaring August 2022 as National Water Quality Month in the Central Texas Region, Resolution 09-22-PRS07 authorizing Final Method of Distribution for Milam and Coryell County General Land Office Mitigation Projects, Resolution 09-22-HAP01 To Approve the Central Texas Council of Governments/Housing Division's Fiscal Year Ending June 30, 2022, Section 8 Management Assessment (SEMAP) Certification, and Resolution 09-22-HAP02 Housing Assistance Program Changes to Payment Standards Effective October 01, 2022. Ms. Martha Tyroch, Senator Buckingham's Office, second the motion. The motion passed unanimously.

#### **V. GUEST SPEAKER & PRESENTATIONS**

- Mr. Tom Wilkinson began the presentation by playing an informational video that explains what ONMED is and how it works. There was a large focus on indigent health care and the possibility of having ONMED stations within the county jails. The idea behind this is that having an ONMED station within the jail will allow inmates to receive efficient medical care in a timely manner and negates both the cost of transporting inmates outside the facility and the safety and security risks that accompany off-site medical care. However, if the patient in the ONMED station does require emergency medical care and transport to an outside facility, the practitioner

conducting the exam can not only call the ambulance but also remain in contact with the patient, EMS team, and even the emergency care professionals at the hospital.

This allows a seamless transition in care and provides emergency health care professionals with initial triage information and possible diagnosis.

The installation of ONMED stations around counties, not just within the jails, would allow people who previously could not go to the doctors due to long wait times or the high costs of seeking medical care to do so. Both Mr. Jim Reed, Executive Director of CTCOG, and Judge Steve Young, Milam County, shared personal testimonies of the amount of ease that the ONMED station in Milam County provides to those seeking medical attention, as well as the benefit of them being of no cost to the patient.

The conversation also detailed the billing process of ONMED stations, the mobility or lack thereof of each ONMED station, how the pharmacy/medication disbursement works, and the cleanliness of the stations.

## **VI. REPORTS**

### **Area Agency on Aging**

- George Losoya, Director of Area Agency on Aging gave an update on the opening of Bea's Kitchen, which is now expected to open on October 01, 2022. Mr. Losoya also touched base on the recent Hill County Community Action Meal Program Audit and Site visits which spanned from July 11-13, 2022, and took place at the Goldthwaite, Gatesville, and San Saba Senior Centers, as well as the following upcoming events; Community Round Table with Central Texas Housing Partners on September 14, 2022, Bell County Senior Expo on September 27, 2022, and the Caregiver Summit on November 09, 2022.

### **Housing**

- Carmen Lim, Director of Housing Division briefed on the current Landlord payments and lease up activities as well as the Fair Market Rents (FMR) that were recently

released by HUD. These increases show an approximate 10% increase over the 7 counties within the region, therefore Housing plans to maintain the 120% payment standard until December 2022 per HUD Waiver. However, FMR is set to decrease to 110% effective January 2023, which Housing will address with a resolution in during the October Executive Committee Meeting.

### Planning & Regional Services

- Uryan Nelson, Director of Planning and Regional Services was unable to attend the meeting so Jim Reed, Executive Director of CTCOG, briefed the Committee on his behalf. Mr. Reed touched on the current performance of both the Regional Planning and Emergency Planning Services departments as well as the Killeen – Temple Metropolitan Planning Organization (KTMPPO) 2023 UTP, which is a 10 – year plan that guides the development of transportation projects across the region. The current UTP is split into a total of 7 categories and reflects the potential increase of approximately 10 billion dollars in which more transportation projects **may be funded** with additional considerations for inflation and current on-going projects such as I-14.

### Workforce Development Board and Workforce Center

- Louis LeDoux, Workforce Chief Operating Officer, on behalf of himself and Mrs. Susan Kamas, gave a briefing on the July provided services, which totaled 20,000 services provided to almost 7,000 people. Mr. LeDoux also informed the Executive Committee that our Workforce Board and Workforce Solutions of Central Texas scored the highest in the state amongst employee satisfaction as well winning the competition for best companies hosted by the Texas Association of Business. Mr. LeDoux also briefly shared details of the annual Workforce Luncheon which will be on October 28, 2022.

**Executive Director**

- Jim Reed, Executive Director of CTCOG gave an update on the next Executive Committee Meeting, which is scheduled for October 27, 2022.

**VII. ADJOURN**

Judge David Blackburn, Bell County adjourned the meeting at 01:47 pm.

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**The Honorable Judge David Blackburn, President**

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**The Honorable Judge Roger Miller, Secretary/Treasurer**





**Expenditure Report**  
**Fiscal Year: 07/01/2022 – 06/30/2023**

Descriptions	September Expenditures	Cumulative Expenditures	Annual Budget	Remaining Budget
Personnel	\$ 522,773	\$ 1,476,520	\$ 5,725,408	\$ 4,248,888
Employee Benefits	256,979	864,076	3,692,300	2,828,224
Contract services	611,201	1,553,437	8,177,871	6,624,434
Travel	24,196	54,960	197,681	142,721
Housing Assistance Payments	1,314,550	3,805,926	14,765,132	10,959,206
Other	2,606,779	6,501,082	24,371,712	17,870,630
In-kind	-	-	60,648	60,648
Indirect costs	110,210	349,859	1,545,932	1,196,073
Totals	<u>\$ 5,446,688</u>	<u>\$ 14,605,860</u>	<u>\$ 58,536,684</u>	<u>\$ 43,930,824</u>

**Central Texas Council of Governments**

**Detail of Other Expenditures  
Fiscal Year: 07/01/2022 – 06/30/2023**

Descriptions	September Expenditures	Cumulative Expenditures
Participant Salaries	\$ 31,770	\$ 162,859
FICA Taxes	2,430	14,251
Workers Compensation	635	4,147
Building Expense	24,560	92,748
Consumable Supplies	37,673	54,036
Employee Development	104,812	136,863
Insurance and Bonding	675	3,525
Rent	71,240	244,274
Printing	3,902	8,043
Furniture/Equipment Rental	6,429	18,432
Maintenance and Repairs	2,078	2,910
Communications	64,277	82,564
Postage	3,105	10,040
Utilities	11,605	25,854
Public Relations	40,389	50,372
Tuition	217,165	481,465
Dues and Subscriptions	197	10,972
Quality Assurance	91,055	181,912
Other Expenditures	11,583	20,824
Work Related Expense	39,549	129,000
Gasoline	287	728
Janitorial	16,238	32,545
Client Rent Payment	3,152	7,287
Client Transportation	57,043	118,365
Client Child Care	1,694,712	4,463,554
Client Utilities/Utility Dep	935	2,846
Other Support Services	32,970	57,787
Client Auto Repairs	620	996
Inventory Furniture	1,821	3,631
Software & Software Updates	33,872	78,253
	<u>\$ 2,606,779</u>	<u>\$ 6,501,082</u>



## CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Proclamation for National Recycling Day  
**GENERAL DESCRIPTION OF ITEM:**

Proclamation celebrating National Recycling Day

**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: \$0

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 NOVEMBER 15, 2022 AS NATIONAL  
RECYCLING DAY  
IN THE CENTRAL TEXAS REGION**

**10-22-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 partner with the Texas Commission on Environmental Quality, and both support recycling initiatives across the region and state, and

**WHEREAS**, the National Recycling Coalition created America Recycles Day in 2007 and each year the President declares the day as National Recycling Day, and

**WHEREAS**, each November, we come together as a community and a nation to reduce, reuse, and recycle to better care for our homeland and the great State of Texas;

**NOW, THEREFORE, BE IT PROCLAIMED** by the Central Texas Council of Governments that the November 15, 2022 be declared as National Recycling Day in the Central Texas Region.

**PASSED AND APPROVED** this 27th Day of October, 2022 by the Central Texas Council of Governments Executive Committee.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer



## CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Proclamation for Veterans Small Business Week

**GENERAL DESCRIPTION OF ITEM:**

Proclamation celebrating veteran small businesses.

**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: \$0

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 OCTOBER 31<sup>ST</sup> THROUGH NOVEMBER 4<sup>TH</sup> 2022  
AS  
VETERANS SMALL BUSINESS WEEK  
IN THE CENTRAL TEXAS REGION  
10-22-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 is a recipient of Economic Development Administration (EDA) grants to assist with economic development across the CTCOG region, and

**WHEREAS**, each November, we come together as a community and a region to celebrate our veterans who have gave so much and continue to contribute to our region through with their entrepreneurial spirit.

**NOW, THEREFORE, BE IT PROCLAIMED** by the Central Texas Council of Governments that the week of October 31<sup>st</sup> through November 4<sup>th</sup> as Veterans Small Business Week in the Central Texas Region.

**PASSED AND APPROVED** this 27<sup>th</sup> Day of October, 2022 by the Central Texas Council of Governments Executive Committee.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer



## CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Veterans Day Proclamation

**GENERAL DESCRIPTION OF ITEM:**

This proclamation is to celebrate November 11th, 2022 as a day to recognize service members for their dedication and sacrifices to their country. Armistice Day was first proclaimed on November 11, 1919 by President Woodrow Wilson to recognize the efforts and sacrifices made by veterans of the Armed Forces in World War I, and in 1954, President and veteran Dwight D. Eisenhower signed into law the change from Armistice Day to Veterans Day to celebrate veterans of all wars.

**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:** Anna Barge/Jesse Hennage

**BUDGETARY IMPACT:**

Total estimated cost: No impact on budget

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.?

**PROCUREMENT:**

N/A

**ACTION REQUESTED:**

Approval of proclamation

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



**BACK-UP DOCUMENTS ATTACHED:**

Click or tap here to enter text.

**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 NOVEMBER 11, 2022, AS VETERANS DAY  
IN THE CENTRAL TEXAS REGION**

**10-22-PRS03**

**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 partner with agencies that assist veterans on issues such a housing and employment, and

**WHEREAS**, Armistice Day was first proclaimed on November 11, 1919 by President Woodrow Wilson to recognize the efforts and sacrifices made by veterans of the Armed Forces in World War I, and

**WHEREAS**, in 1954, President and veteran Dwight D. Eisenhower signed into law the change from Armistice Day to Veterans Day to celebrate veterans of all wars; and

**WHEREAS**, each November 11<sup>th</sup> we come together to celebrate the service of veterans and remember their sacrifices;

**NOW, THEREFORE, BE IT PROCLAIMED** by the Central Texas Council of Governments that the November 11, 2022 be declared as Veterans Day in the Central Texas Region.

**PASSED AND APPROVED** this 27th Day of October, 2022 by the Central Texas Council of Governments Executive Committee.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer



## CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Proclamation for Small Business Saturday

**GENERAL DESCRIPTION OF ITEM:**

Proclamation celebrating Nov.26, 2022 as Small Business Saturday to encourage local shopping.

**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:** Dominic Elizondo, dominic.elizondo@ctcog.org

**BUDGETARY IMPACT:**

Total estimated cost: \$0

Source of Funds: \$0

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  
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**PROCLAMATION DECLARING NOVEMBER 26, 2022, AS SMALL BUSINESS SATURDAY**

**10-22-PRS04**

**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 Economic Development Administration (EDA) grants to assist with economic development across the CTCOG region, and

**WHEREAS**, the U.S Small Business Administration has officially cosponsored Small Business Saturday since 2011, and

**WHEREAS**, each November, we come together as a community and a region to celebrate and support small businesses and all they do for their communities as well as encourage citizens to shop at their local small businesses.

**NOW, THEREFORE, BE IT RESOLVED** by the Central Texas Council of Governments that Nov.26<sup>th</sup> is Small Business Saturday for our region.

**PASSED AND APPROVED** this 27<sup>th</sup> day of October, 2022.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Resolution approving Housing Assistance Program changes to Payment Standards effective 01/01/2023

**GENERAL DESCRIPTION OF ITEM:**

The United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, annually reviews and updates Fair Market Rents and has released the 2023 Fair Market Rents for use in the administration of Federal Housing Programs in accordance with HUD requirements.

**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:** Carmen Lim, Housing Assistance Director

**BUDGETARY IMPACT:**

Total estimated cost: Click or tap here to enter text.

Source of Funds: Click or tap here to enter text.

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:**

Click or tap here to enter text.

**ACTION REQUESTED:**

Approval

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**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y



**RESOLUTION APPROVING HOUSING ASSISTANCE PROGRAM CHANGES TO  
PAYMENT STANDARDS EFFECTIVE 01/01/2023**

**10-22-HAP01**

**WHEREAS**, the United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, annually reviews and updates Fair Market Rents and has released the 2023 Fair Market Rents for use in the administration of Federal Housing Programs in accordance with HUD requirements: and

**WHEREAS**, upon review of the 2023 Fair Market Rents for the seven counties under the jurisdiction of the Central Texas Council of Governments the Central Texas Council of Governments/Housing Division has determined the changes within each county that requires an update of the payment standards to be compliant with the 2023 Fair Market Rents and recommended that this change become effective January 1, 2023, and

**WHEREAS**, the Executive Committee of the Central Texas Council of Governments, after having reviewed the changes to each county within the CTCOG jurisdiction, has determined that the change in standards complies with HUD Requirements and local policies to promote adequate and affordable housing, economic opportunity and a suitable living environment within the Central Texas Council of Governments' jurisdiction.

**NOW, THEREFORE, BE IT RESOLVED** that the Central Texas Council of Governments Executive Committee does hereby approve the change to the 2023 Payment Standards for the Central Texas Council of Governments/ Housing Division, as presented.

**PASSED AND APPROVED** this 27<sup>th</sup> day of October 2022 by the Central Texas Council of Governments Executive Committee.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer

# 2023 FMR Payment standards - 2022 Income Limits

Effective 1/1/2023

Bell/ Coryell County Median Family Income: \$63,900								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,200	\$18,310	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$46,630
<b>Very Low- 50% Of Median</b>	<b>\$25,350</b>	<b>\$28,950</b>	<b>\$32,550</b>	<b>\$36,150</b>	<b>\$39,050</b>	<b>\$41,950</b>	<b>\$44,850</b>	<b>\$47,750</b>
Low Income- 80% Of Median	\$40,500	\$46,300	\$52,100	\$57,850	\$62,500	\$67,150	\$71,750	\$76,400
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$749	\$754	\$957	\$1,360	\$1,630	\$1,874		
<b>Voucher Payment Standards</b>	<b>\$827</b>	<b>\$833</b>	<b>\$1,057</b>	<b>\$1,502</b>	<b>\$1,801</b>	<b>\$2,070</b>		
% of FMR	110%	110%	110%	110%	110%	110%		
Hamilton County Median Family Income: \$60,600								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,450	\$18,310	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$46,630
<b>Very Low- 50% Of Median</b>	<b>\$25,700</b>	<b>\$29,400</b>	<b>\$33,100</b>	<b>\$36,750</b>	<b>\$39,700</b>	<b>\$42,650</b>	<b>\$45,600</b>	<b>\$48,550</b>
Low Income- 80% Of Median	\$41,200	\$47,050	\$52,950	\$58,800	\$63,550	\$68,250	\$72,950	\$77,650
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$663	\$674	\$880	\$1,071	\$1,182	\$1,359		
<b>Voucher Payment Standards</b>	<b>\$732</b>	<b>\$744</b>	<b>\$972</b>	<b>\$1,183</b>	<b>\$1,306</b>	<b>\$1,501</b>		
% of FMR	110%	110%	110%	110%	110%	110%		
Lampasas County Median Family Income: \$64,700								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$17,050	\$19,500	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$46,630
<b>Very Low- 50% Of Median</b>	<b>\$28,450</b>	<b>\$32,500</b>	<b>\$36,550</b>	<b>\$40,600</b>	<b>\$43,850</b>	<b>\$47,100</b>	<b>\$50,350</b>	<b>\$53,600</b>
Low Income- 80% Of Median	\$45,500	\$52,000	\$58,500	\$64,950	\$70,150	\$75,350	\$80,550	\$85,750
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$681	\$685	\$902	\$1,272	\$1,536	\$1,766		
<b>Voucher Payment Standards</b>	<b>\$752</b>	<b>\$756</b>	<b>\$996</b>	<b>\$1,405</b>	<b>\$1,697</b>	<b>\$1,951</b>		
% of FMR	110%	110%	110%	110%	110%	110%		

FMR's larger than 4 BR are calculated by adding 15 percent for each additional bedroom over the 4 BR FMR.

Example1: 5 Bedroom FMR= 1.15 X 4 Bedroom FMR Example2: 6 Bedroom FMR= 1.30 X 4 Bedroom FMR

# 2023 FMR Payment standards - 2022 Income Limits

Effective 1/1/2023

Milam County Median Family Income: \$60,020								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$14,450	\$18,310	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$45,350
<b>Very Low- 50% Of Median</b>	<b>\$24,050</b>	<b>\$27,500</b>	<b>\$30,950</b>	<b>\$34,350</b>	<b>\$37,100</b>	<b>\$39,850</b>	<b>\$42,600</b>	<b>\$45,350</b>
Low Income- 80% Of Median	\$38,450	\$43,950	\$49,450	\$54,900	\$59,300	\$63,700	\$68,100	\$72,500
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$623	\$631	\$826	\$1,074	\$1,407	\$1,618		
<b>Voucher Payment Standards</b>	<b>\$688</b>	<b>\$697</b>	<b>\$912</b>	<b>\$1,186</b>	<b>\$1,554</b>	<b>\$1,787</b>		
% of FMR	110%	110%	110%	110%	110%	110%		
Mills County Median Family Income: \$59,700								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$14,350	\$18,310	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$44,950
<b>Very Low- 50% Of Median</b>	<b>\$23,850</b>	<b>\$27,250</b>	<b>\$30,650</b>	<b>\$34,050</b>	<b>\$36,800</b>	<b>\$39,500</b>	<b>\$42,250</b>	<b>\$44,950</b>
Low Income- 80% Of Median	\$38,150	\$43,600	\$49,050	\$54,450	\$58,850	\$63,200	\$67,550	\$71,900
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$623	\$658	\$826	\$1,005	\$1,215	\$1,397		
<b>Voucher Payment Standards</b>	<b>\$688</b>	<b>\$727</b>	<b>\$912</b>	<b>\$1,110</b>	<b>\$1,342</b>	<b>\$1,543</b>		
% of FMR	110%	110%	110%	110%	110%	110%		
San Saba County Median Family Income: \$52,100								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$14,350	\$18,310	\$23,030	\$27,750	\$32,470	\$37,190	\$41,910	\$44,950
<b>Very Low- 50% Of Median</b>	<b>\$23,850</b>	<b>\$27,250</b>	<b>\$30,650</b>	<b>\$34,050</b>	<b>\$36,800</b>	<b>\$39,500</b>	<b>\$42,250</b>	<b>\$44,950</b>
Low Income- 80% Of Median	\$38,150	\$43,600	\$49,050	\$54,450	\$58,850	\$63,200	\$67,550	\$71,900
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$692	\$697	\$918	\$1,117	\$1,350	\$1,552		
<b>Voucher Payment Standards</b>	<b>\$764</b>	<b>\$770</b>	<b>\$1,014</b>	<b>\$1,234</b>	<b>\$1,491</b>	<b>\$1,714</b>		
% of FMR	110%	110%	110%	110%	110%	110%		

FMR's larger than 4 BR are calculated by adding 15 percent for each additional bedroom over the 4 BR FMR.

Example1: 5 Bedroom FMR= 1.15 X 4 Bedroom FMR Example2: 6 Bedroom FMR= 1.30 X 4 Bedroom FMR



**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Resolution to approve the Central Texas Council of Government Housing Division's changes to utility allowances for the jurisdiction TX 482.

**GENERAL DESCRIPTION OF ITEM:**

All agencies administering the Section 8 Housing Choice Voucher Program funded by the United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, are required annually to review Utility Allowances provided to families receiving housing assistance.

**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:** Carmen Lim, Housing Assistance Director

**BUDGETARY IMPACT:**

Total estimated cost: [Click or tap here to enter text.](#)

Source of Funds: [Click or tap here to enter text.](#)

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:**

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

**ACTION REQUESTED:**

Approval

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**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y



**RESOLUTION TO APPROVE THE CENTRAL TEXAS COUNCIL OF GOVERNMENT HOUSING DIVISION'S  
CHANGES TO UTILITY ALLOWANCES FOR THE JURISDICTION TX 482  
10-22-HAP02**

**Whereas**, all agencies administering the Section 8 Housing Choice Voucher Program funded by the United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, are required annually to review Utility Allowances provided to families receiving housing assistance; and

**Whereas**, upon completion of the annual review for the seven counties under the jurisdiction of the Central Texas Council of Governments the Central Texas Council of Governments/ Housing Division has determined that changes are required for the CTCOG jurisdiction utility allowances and has recommended that this change become effective January 1, 2023, and

**Whereas**, the Executive Committee of the Central Texas Council of Governments, after having reviewed the changes to the Utility Allowances, has determined that the change complies with HUD Requirements and local policies to promote adequate and affordable housing, economic opportunity and a suitable living environment within the Central Texas Council of Governments' jurisdiction;

**Now, therefore, be it resolved** that the Central Texas Council of Governments Executive Committee does hereby approve the change to the 2023 Utility Allowances for the Central Texas Council of Governments/ Housing Division, as presented.

**Passed and approved** by the Central Texas Council of Governments Executive Committee on this 27th day of October 2022.

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Judge David Blackburn, President

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Judge Roger Miller, Secretary/Treasurer

# **UTILITY ALLOWANCE** **SCHEDULE**

**CENTRAL TEXAS COG**  
**HOUSING DIVISION - HCV PROGRAM**

**PREPARED BY**  
**RKB2 CONSULTANTS**  
**ROBERT K. BEIN II CEM CEA**  
**1217 CANTERBURY DRIVE**  
**ABILENE, TEXAS 79602**  
**13 SEPTEMBER, 2022**



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## **SECTION I – METHODOLOGY**

## **SECTION II – UTILITY RATE DATA**

## **SECTION III – ALLOWANCE SCHEDULES**

## **SECTION IV – CALCULATION WORKSHEETS**

## **SECTION I - METHODOLOGY**

The utility allowance calculations indicated herein are based on the following criteria:

- **Baseline monthly consumption for each category (except water) calculated using HUD Form 52667 (07/2022)**
  - **Consumption for heating and cooling adjusted based on NOAA normal weather data for Central Texas**
  - **All consumption adjusted to be representative of conservative system/household operation**
  - **Consumption for water calculated using 35 gallons per day per occupant (see below)**
  - **Rate for electricity (except for Lampasas) calculated using the aggregate average of all bundled deregulated rates offered to the cities involved by Amigo Energy, Constellation New Energy, Direct Energy, Gexa Energy, Reliant Energy, Summer Energy and TXU Retail Energy**
  - **City of Lampasas residential electric rate**
  - **Atmos Energy Mid-Tex residential natural gas rate under “ATM” tariff**
  - **Residential water, sewer and trash collection rates for each of the areas involved**
1. **Occupancies based on the following: 0 Bedroom - 1; 1 Bedroom - 2; 2 Bedroom - 4; 3 Bedroom - 6; 4 Bedroom - 8; 5 Bedroom - 10**
  2. **Single comprehensive allowance schedule provided for each location as requested by Management.**

### **Location Definitions**

**Bell County - Belton, Harker Heights, Killeen, Temple**

**Coryell County - Copperas Cove, Gatesville**

**Hamilton County - Hamilton**

**Lampasas County - Lampasas**

**Milam County - Rockdale**

**Mills County - Goldthwaite**

**San Saba County - San Saba**

### **Heating/Cooling Multipliers**

**Heating - 2200 HDD/4000 HDD = .55 (approximately 4 months annually)**

**Cooling - 2546 CDD/1000 CDD = 2.55 (approximately 5 months annually)**

## **SECTION II – UTILITY RATE DATA**

### **Electric**

**All locations except Lampasas**

**\$.187/kWh**

**Bundled electric rates include customer charge, energy charge, fuel factor charge and T&D charges.**

**City of Lampasas**

**\$.11030/kWh**

**Customer Charge - \$8.00**

### **Natural Gas**

**All locations**

**\$1.53/Ccf**

**Customer Charge - \$36.14 (rounded to \$36.00)**

**Note: Monthly customer charges as applicable are shown on Line Item "Other" on the individual allowances schedules as "ATMOS CC-36" (all areas except Lampasas) and "G & E CC-36/8" (Lampasas only gas and electric).**

### **Water/Sewer/Trash**

#### **Bell County**

**Water Base - \$13.20 first 2000 gallons**

**Volume - \$3.65/1000 gallons 2001 - over**

**Sewer Base - \$17.78 first 2000 gallons**

**Volume - \$4.75/1000 gallons 2001 - over**

**Trash - \$19.69**

#### **Coryell County**

**Water Base - \$20.88**

**Volume - \$3.50/1000 gallons**

**Sewer Base - \$15.00**

**Volume - \$4.23/1000 gallons**

**Trash - \$16.53**

#### **Lampasas County**

**Water Base - \$25.00**

**Volume - \$4.45/1000 gallons**

**Sewer Base - \$24.00**

**Volume - \$3.55/1000 gallons**

**Trash - \$21.01**

#### **Hamilton County**

**Water Base - \$40.00**

**Volume - \$6.29/1000 gallons**

**Sewer Base - \$29.99**

**Volume - \$2.95/1000 gallons**

**Trash - \$18.91**

#### **Milam County**

**Water Base - \$37.50**

**Volume Block 1 - \$4.76/1000 gallons 0 - 7000**

**Volume Block 2 - \$6.19/1000 gallons 7000 - over**

**Sewer Base - \$16.50**

**Volume - \$6.44/1000 gallons**

**Trash - \$14.65**

#### **Mills County**

**Water Base - \$26.50 first 1000 gallons**

**Volume - \$2.25/1000 gallons 1000 - over**

**Sewer Base - \$12.00 first 2000 gallons**

**Volume - \$2.35/1000 gallons 2001 - over**

**Trash - \$14.18**

#### **San Saba County**

**Water Base - \$28.11 first 2000 gallons**

**Volume Block 1 - \$2.50/1000 gallons 2001 - 6000**

**Volume Block 2 - \$3.10/1000 gallons 6001 - over**

**Sewer Base - \$35.11 first 6000 gallons**

**Volume - \$2.00/1000 gallons 6001 - over**

**Trash - \$22.54**

**Note: Where locations involve more than one city, averaging has been done with regard to water, sewer and trash rates.**

### **SECTION III - UTILITY ALLOWANCE SCHEDULES**

**SCHEDULE A - BELL COUNTY**

**SCHEDULE B - CORYELL COUNTY**

**SCHEDULE C - HAMILTON COUNTY**

**SCHEDULE D - LAMPASAS COUNTY**

**SCHEDULE E - MILAM COUNTY**

**SCHEDULE F - MILLS COUNTY**

**SCHEDULE G - SAN SABA COUNTY**

**Note: "Range/Microwave" and "Refrigerator" line items on the schedules are allowances for rental of these appliances if necessary.**



The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA <b>BELL COUNTY, TEXAS</b>			Unit Type <b>HCV PROGRAM</b>				Date (mm/dd/yyyy) <b>9-13-2022</b>	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	14	20	24	29	37	44	
	Electric – Heat Pump	8	14	18	20	25	31	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	2	4	6	8	10	12	
	Other							
Other Electric		18	34	44	54	63	78	
Air Conditioning		24	37	47	55	66	83	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	17	23	29	35	44	53	
	Fuel Oil							
Water		13	13	21	28	35	42	
Sewer		18	18	27	37	46	56	
Trash Collection		20	20	20	20	20	20	
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
Unit Address					Air Conditioning			
					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type						Date (mm/dd/yyyy)
CORYELL COUNTY, TEXAS		HCV PROGRAM						9-13-2022
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	14	20	24	29	37	44	
	Electric – Heat Pump	8	14	18	20	25	31	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	2	4	6	8	10	12	
	Other							
Other Electric		18	34	44	54	63	78	
Air Conditioning		24	37	47	55	66	83	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	17	23	29	35	44	53	
	Fuel Oil							
Water		24	38	35	42	49	56	
Sewer		19	23	32	40	49	57	
Trash Collection		17	17	17	17	17	17	
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
Unit Address					Air Conditioning			
					Water Heating			
Number of Bedrooms					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					Total			

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type						Date (mm/dd/yyyy)
HAMILTON COUNTY, TEXAS		HCV PROGRAM						9-13-2022
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	14	20	24	29	37	44	
	Electric – Heat Pump	8	14	18	20	25	31	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	2	4	6	8	10	12	
	Other							
Other Electric		18	34	44	54	63	78	
Air Conditioning		24	37	47	55	66	83	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	17	23	29	35	44	53	
	Fuel Oil							
Water		46	53	65	78	90	103	
Sewer		33	36	42	48	54	59	
Trash Collection		19	19	19	19	19	19	
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
Number of Bedrooms					Refrigerator			
					Total			

**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and**
**Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type						Date (mm/dd/yyyy)
<b>LAMPASAS COUNTY, TEXAS</b>		<b>HCV PROGRAM</b>						<b>9-13-2022</b>
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	8	11	14	17	21	25	
	Electric – Heat Pump	4	8	10	12	14	18	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	1	2	3	4	6	7	
	Other							
Other Electric		10	19	25	31	37	45	
Air Conditioning		14	21	27	32	38	48	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	10	14	17	20	25	31	
	Fuel Oil							
Water		29	34	43	52	61	70	
Sewer		28	31	38	45	52	60	
Trash Collection		21	21	21	21	21	21	
Other – specify		G & E CC-36/8	G & E CC-36/8	G & E CC-36/8	G & E CC-36/8	G & E CC-36/8	G & E CC-36/8	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type						Date (mm/dd/yyyy)
MILAM COUNTY, TEXAS		HCV PROGRAM						9-13-2022
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	14	20	24	29	37	44	
	Electric – Heat Pump	8	14	18	20	25	31	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	2	4	6	8	10	12	
	Other							
Other Electric		18	34	44	54	63	78	
Air Conditioning		24	37	47	55	66	83	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	17	23	29	35	44	53	
	Fuel Oil							
Water		42	47	57	66	77	89	
Sewer		23	29	42	55	68	81	
Trash Collection		15	15	15	15	15	15	
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type						Date (mm/dd/yyyy)
MILLS COUNTY, TEXAS		HCV PROGRAM						9-13-2022
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	12	15	18	21	
	Bottled Gas							
	Electric	14	20	24	29	37	44	
	Electric – Heat Pump	8	14	18	20	25	31	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	5	6	8	9	
	Bottled Gas							
	Electric	2	4	6	8	10	12	
	Other							
Other Electric		18	34	44	54	63	78	
Air Conditioning		24	37	47	55	66	83	
Water Heating	Natural Gas	8	11	14	18	23	26	
	Bottled Gas							
	Electric	17	23	29	35	44	53	
	Fuel Oil							
Water		27	29	33	38	42	47	
Sewer		12	14	19	24	28	44	
Trash Collection		14	14	14	14	14	14	
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ARMOS CC-36	
Range/Microwave		10	10	10	10	10	10	
Refrigerator		10	10	10	10	10	10	
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
Unit Address					Air Conditioning			
					Water Heating			
Number of Bedrooms					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					Total			

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
SAN SABA COUNTY, TEXAS		HCV PROGRAM					9-13-2022
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	6	9	12	15	18	21
	Bottled Gas						
	Electric	14	20	24	29	37	44
	Electric – Heat Pump	8	14	18	20	25	31
	Fuel Oil						
	Other						
Cooking	Natural Gas	2	3	5	6	8	9
	Bottled Gas						
	Electric	2	4	6	8	10	12
	Other						
Other Electric		18	34	44	54	63	78
Air Conditioning		24	37	47	55	66	83
Water Heating	Natural Gas	8	11	14	18	23	26
	Bottled Gas						
	Electric	17	23	29	35	44	53
	Fuel Oil						
Water		28	28	33	38	44	50
Sewer		35	35	35	35	39	43
Trash Collection		23	23	23	23	23	23
Other – specify		ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36	ATMOS CC-36
Range/Microwave		10	10	10	10	10	10
Refrigerator		10	10	10	10	10	10
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
					Range/Microwave		
					Refrigerator		
Number of Bedrooms					Total		

**SECTION IV - CALCULATION WORK SHEETS**



PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

**Electric resistance vs. electric heat pump:** The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

**Determining Allowances:** In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The Department of Housing and Urban Development (HUD) is authorized to collect the information on this form by Section 8 of the U.S. Housing Act (42 U.S.C. 1437f). Form is only valid if it includes an OMB Control Number.

**Privacy Act Statement:** The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). Collection of family members' names and unit address, and owner's name and payment address is mandatory. The information is used to provide Section 8 tenant-based assistance under the Housing Choice Voucher program in the form of housing assistance payments. The information also specifies what utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. HUD may disclose this information to Federal, State, and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. Failure to provide any of the information may result in delay or rejection of family or owner participation in the program.

# UTILITY ALLOWANCE WORKSHEET

SH

LOCATION LTLOG (BETW/ITK HQ) UNIT TYPE HLV ALL TYPES

## 0 BEDROOM HEATING

NAT GAS 400F  
BOTTLED GAS  
ELECTRIC 70 kWh  
HEAT PUMP 40 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 100F  
BOTTLED GAS  
ELECTRIC 10 kWh  
OTHER  
OTHER ELECTRIC 90 kWh  
AIR CONDITIONING 125 kWh

## WATER HEATING

NAT GAS 500F  
BOTTLED GAS  
ELECTRIC 85 kWh  
OTHER  
WATER/SEWER 1050 GAL

## 2 BEDROOM HEATING

NAT GAS 800F  
BOTTLED GAS  
ELECTRIC 125 kWh  
HEAT PUMP 90 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 300F  
BOTTLED GAS  
ELECTRIC 20 kWh  
OTHER  
OTHER ELECTRIC 225 kWh  
AIR CONDITIONING 240 kWh

## WATER HEATING

NAT GAS 900F  
BOTTLED GAS  
ELECTRIC 150 kWh  
OTHER  
WATER/SEWER 4200 GAL

## 4 BEDROOM HEATING

NAT GAS 1200F  
BOTTLED GAS  
ELECTRIC 190 kWh  
HEAT PUMP 130 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 500F  
BOTTLED GAS  
ELECTRIC 50 kWh  
OTHER  
OTHER ELECTRIC 325 kWh  
AIR CONDITIONING 340 kWh

## WATER HEATING

NAT GAS 1500F  
BOTTLED GAS  
ELECTRIC 225 kWh  
OTHER  
WATER/SEWER 8400 GAL

## 1 BEDROOM HEATING

NAT GAS 600F  
BOTTLED GAS  
ELECTRIC 100 kWh  
HEAT PUMP 70 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 200F  
BOTTLED GAS  
ELECTRIC 20 kWh  
OTHER  
OTHER ELECTRIC 175 kWh  
AIR CONDITIONING 190 kWh

## WATER HEATING

NAT GAS 700F  
BOTTLED GAS  
ELECTRIC 120 kWh  
OTHER  
WATER/SEWER 2100 GAL

## 3 BEDROOM HEATING

NAT GAS 1000F  
BOTTLED GAS  
ELECTRIC 150 kWh  
HEAT PUMP 105 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 400F  
BOTTLED GAS  
ELECTRIC 40 kWh  
OTHER  
OTHER ELECTRIC 275 kWh  
AIR CONDITIONING 2300 kWh

## WATER HEATING

NAT GAS 1200F  
BOTTLED GAS  
ELECTRIC 180 kWh  
OTHER  
WATER/SEWER 6300 GAL

## 5 BEDROOM HEATING

NAT GAS 1400F  
BOTTLED GAS  
ELECTRIC 225 kWh  
HEAT PUMP 160 kWh  
FUEL OIL  
OTHER

## COOKING

NAT GAS 600F  
BOTTLED GAS  
ELECTRIC 60 kWh  
OTHER  
OTHER ELECTRIC 400 kWh  
AIR CONDITIONING 425 kWh

## WATER HEATING

NAT GAS 1700F  
BOTTLED GAS  
ELECTRIC 270 kWh  
OTHER  
WATER/SEWER 10,500 GAL

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Discuss CTCOG's enrollment in TCDRS and take appropriate action.

**GENERAL DESCRIPTION OF ITEM:**

Recent changes have allowed COG's to participate in TCDRS. So far 60% of COG's have enrolled. CTCOG currently provides a 401K with a 3%/7% Employee/Employer match. The proposed change is initially revenue neutral.

**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:** Jim Reed

**BUDGETARY IMPACT:**

Total estimated cost: **Revenue Neutral**

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.? **N/A**

**PROCUREMENT:**

N/A

**ACTION REQUESTED:**

Authorize CTCOG staff to enroll staff in TCDRS effective 01/01/2023 with the following terms:

- 5% Employee Deposit Rate.
- 12.5% COG Deposit Rate
- 10-year vesting.

- Rule of 80.
- 30 years at any age.

**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y



## Employer Plan Comparison

### For the 2021 Plan Year

#### Report Criteria

##### Employer

Employer type: Council of Governments

Employer Name	Basic Plan Options				Retirement Eligibility			Optional Benefits		
	Employee Deposit Rate	Employer Matching	Application of Matching	Prior Service Credit	Age 60 (Vesting)	Rule of	At Any Age	Partial Lump-Sum Payment at Retirement	Group Life Term	Most Recent C OLA
Alamo Area Council of Governments	6%	200%	Past & Future	100%	8	80	30	Yes		2% FLAT
Art-Tex Council of Governments	4%	100%	Past & Future	0%	8	75	30	No		
Brazos Valley Council of Governments	5%	200%	Past & Future	0%	8	80	30	No		
Concho Valley Council of Governments	7%	250%	Past & Future	100%	10	80	30	No		
Deep East Texas Council of Governments	7%	150%	Past & Future	0%	10	80	30	No		
Heart of Texas Council of Governments	4%	250%	Past & Future	0%	10	80	30	No		
Middle Rio Grande Development Council	7%	200%	Future Only	70%	8	75	20	Yes	Active Only	
Nortex Regional Planning Commission	6%	100%	Past & Future	0%	10	80	30	No		
Permian Basin Regional Planning Commission	6%	175%	Past & Future	0%	10	75	30	Yes		
Rio Grande Council of Governments	7%	250%	Past & Future	5%	10	80	30	No		
South Plains Association of Governments	7%	200%	Past & Future	65%	8	80	30	No		
South Texas Development Council	7%	150%	Past & Future	30%	10	80	30	No		
West Central Texas Council of Governments	7%	250%	Past & Future	175%	10	75	30	No	Active Plus Retirees	60% CPI

Number of Employers: 13

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Discuss On-Med installations across the Central Texas Region and take appropriate action.

**GENERAL DESCRIPTION OF ITEM:**

CTCOG has the opportunity to acquire and deploy On-Med kiosks for use by indigent health clients, jail populations, and the general public. The cost of the product should be lower than the current budgeted amounts for indigent healthcare in each county. Additional benefits could include jail medical savings and convenient healthcare options for residents.

**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:** Jim Reed

**BUDGETARY IMPACT:**

Total estimated cost: **Variable**

Source of Funds: **Local**

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.? **Dependent on Participating Counties**

**PROCUREMENT:**

N/A, Buy Board Approved

**ACTION REQUESTED:**

Authorize the execution of non-binding letters of intent in order to secure pricing and other concessions.

**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y

Indigent Health Care Budgets Per County FY 2017-2022							
County Name	2017	2018	2019	2020	2021	2022	
Bell	\$ 4,080,500.00	\$ 4,080,500.00	\$ 4,080,500.00	\$ 3,138,931.00	\$ 3,014,282.00	\$ 3,023,913.00	
Coryell*	\$ 695,000.00	\$ 695,000.00	\$700,000	\$700,000	\$700,000	\$700,000	
Hamilton	NR	NR	\$7,500	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Lampasas**	\$ 276,248.00	\$ 251,300.00	\$ 614,300.00	\$ 241,300.00	\$ 241,300.00	\$ 241,300.00	\$ 241,300.00
Milam*	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 350,000
Mills	\$ 76,000.00	\$ 88,000.00	\$ 84,500.00	\$ 84,500.00	\$ 89,000.00	\$ 90,000.00	\$ 90,000.00
San Saba	\$ 176,136.00	\$ 192,127.00	\$ 211,823.35	\$ 238,373.68	\$ 248,125.37	\$ 267,594.42	\$ 267,594.42

* this covers IH only, no other expenses like salaries or software maintenance	**Includes hospital, doctors, lab-rays, and drugs
--	---

Single Station  
On-Med

\$354,300



## Jim Reed

---

**From:** Howard Gruverman <howard@onmed.com>  
**Sent:** Monday, October 17, 2022 1:12 PM  
**To:** Jim Reed  
**Subject:** Proposal

Jim:

We are excited to work with you and your county partners across the market. As you know we have been getting significant interest across the country with organizations like yours, universities, payors, providers, employers, and government agencies (local, state, and federal). As we discussed our ability to offer you the discounted program through PSA is a viable option and provides you with the most comprehensive offering.

In addition, we have been working with some Medicaid MCO's and there is interest in supplementing the healthcare stations you license with an additional station(s) given your timing at no additional cost to your county partners.

As we discussed, OnMed leases the Care Station to sponsors for a contract length of 36 months. The lease payments are due monthly and include license and software fees, OnMed Care Station maintenance and the provisioning of Care Visits during the scheduled hours of operation. OnMed invoices sponsors on a monthly basis and invoices are due not later than 15 days following the month in which the services were provided. Prescription costs are additional and a separate program can be tailored to your populations needs.

### Standard Retail and PSA Pricing Model:

- Single Unit Station MSRP - \$33,551.00 Monthly Lease Fee – PSA discounted rate \$29,525.
- Double Unit Station MSRP - \$44,915.00 Monthly Lease Fee – PSA discounted rate \$39,525.  
(Single Unit Payment example)
- Six month's Lease Fee payment due upon signature of agreement - \$177,150
- First year monthly payments begin with station launch at 50% of standard Monthly Lease Fee - \$14,762.50
- Second and third year monthly amounts resume at full Monthly Lease Fee

If there are any questions please feel free to call me or email.

Thank you !

Howard

Howard Gruverman – Chief Commercial Officer





## LETTER OF INTENT

This Letter of Intent ("LOI") is entered into as of October 18, 2022 ("Effective Date") between **Central Texas COG** located at 2180 North Main Street, Belton, Texas 76513 ("Client") and **MD Health RX Solutions, LLC** doing business as OnMed and located at 14105 McCormick Drive, Tampa, Florida 33626 ("OnMed").

This LOI establishes the basic terms to be used in a future definitive licensing and services agreement between OnMed and the Client for the placement of healthcare stations and virtual professional medical services (the "Agreement"). The terms contained in this LOI are not comprehensive and it is expected that additional terms may be added and existing terms may be changed or deleted.

OnMed and Client agree as follows:

1. **Non-Binding.** This LOI does not create a binding agreement between OnMed and Client and will not be enforceable. Only the Agreement, duly executed by OnMed and Client, will be enforceable. The terms and conditions of any Agreement will supersede any terms and conditions contained in this LOI.
2. **OnMed Care Stations.**
  - (a) Client will order a total of six (6) single room or double room consultation patient healthcare stations complete with all diagnostic equipment, software, hardware, calibration and field setup (the "OnMed Care Station(s)") at various locations as mutually agreed upon by Client and OnMed (the "Client Site(s)").
3. **OnMed Obligations.**
  - (a) OnMed will contract and license a total of six (6) OnMed Care Stations for use by Client employees and/or eligible dependents, members and walk-in customers for virtual health and wellness services.
  - (b) OnMed will manufacture, deliver, install, calibrate, operate, monitor and maintain the OnMed Care Stations.
  - (c) During Hours of Operation (defined in Paragraph 7 below), OnMed's medical professionals will deliver virtual medical consultations via the OnMed Care Stations for the rates described in Paragraph 5 below.

6. **Medication Cost.** All medication dispensed at the OnMed Care Stations is at an additional cost. OnMed does offer an unlimited medication service and can provide pricing at your request.
7. **Hours of Operation.** Operating hours are from 8:00 AM and 12:00 AM EST, Monday through Saturday and between 1:00 PM and 7:00 PM EST on Sunday. Expanded hours of operation are available subject to mutual written agreement. Operation of the OnMed Care Stations during holidays will be addressed annually and mutually agreed upon in writing by the Client and OnMed.
8. **Deployment Dates.** The deployment of the OnMed Care Stations will commence in the first quarter of 2023. The deployment date may be changed upon the mutual written agreement of the Client and OnMed.
9. **Confidentiality.** OnMed and Client agree that all terms and conditions of this Letter of Intent are confidential and not to be publicly disclosed.

This Letter of Intent accurately reflects the understanding between OnMed and Client and is effective as of the Effective Date written above.

**Central Texas COG**

By: \_\_\_\_\_ Date \_\_\_\_\_

Name: Jim Reed

Title: Executive Director

**MD Health RX Solutions, LLC**

By: \_\_\_\_\_ Date \_\_\_\_\_

Name: Thomas C. Vanderheyden

Title: President and Chief Executive Officer

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Discuss the possible implementation of Google Fiber and take appropriate action.

**GENERAL DESCRIPTION OF ITEM:**

CTCOG has been approached by Google to gauge potential interest in a regional fiber project. In order to make the CTCOG region more attractive, consensus on approval to place fiber in the roadway is desired.

**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:** Jim Reed

**BUDGETARY IMPACT:**

Total estimated cost: **None**

Source of Funds: **None**

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.? **Dependent upon participation.**

**PROCUREMENT:**

TBD

**ACTION REQUESTED:**

Authorize CTCOG to begin discussions with County/City entities to gauge interest.

**BACK-UP DOCUMENTS ATTACHED: Y/N?**

N

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Discuss CTCOG Executive Director Evaluation and Take Appropriate Action

**GENERAL DESCRIPTION OF ITEM:**

The attached Documents are for the annual evaluation of the CTCOG Executive Director.

**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:** Jim Reed

**BUDGETARY IMPACT:**

Total estimated cost: **None**

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.? **N/A**

**PROCUREMENT:**

N/A

**ACTION REQUESTED:**

Authorize the CTCOG President to sign the evolution matrix.

**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y

# Central Texas Council of Governments

## PERFORMANCE APPRAISAL PLAN AND REVIEW

Name: Jim Reed, AICP		SSN: 266779199	
Job Title: Executive Director			
Hire Date for This Job: 9/27/01		Period Covered: 10/1/2020 – 09/30/2021	
Appraisal Date: 11/2021			
<input type="checkbox"/> Initial Plan <input type="checkbox"/> Probation <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Transfer <input type="checkbox"/> Other			
<b>PERFORMANCE RATINGS</b>			
<b>RATING</b>	<b>DESCRIPTION</b>		
<b>1</b>	<b>UNACCEPTABLE:</b> Fails to meet minimum standards and performance is not acceptable.		
<b>2</b>	<b>NEEDS IMPROVEMENT:</b> Some improvement is necessary to meet minimum standards and performance.		
<b>3</b>	<b>MEETS STANDARDS:</b> Minimum standards and performance are met on a consistent basis.		
<b>4</b>	<b>EXCEEDS STANDARDS:</b> Regularly exceeds the minimum standards and performance.		
<b>5</b>	<b>DEMONSTRATED EXCELLENCE:</b> Minimum standards and performance <u>far</u> exceed expectations on a consistent basis.		
<b>SUMMARY PERFORMANCE RATING</b>			
Rate the employee's performance by checking the appropriate number. Ratings are 1 through 5.			
<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5			
<b>RECOMMENDATION</b>			
<input type="checkbox"/> Change to Regular Status <input checked="" type="checkbox"/> Retain at Regular Status		<b>SALARY ADJUSTMENT</b>	
<input type="checkbox"/> Extend or Place on Probation <input type="checkbox"/> Other (specify):		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Employee Comments:</b> CTCOG has made many changes during this transitional period. I believe we are currently on a path to a higher level of visibility and professionalism in the State and the region.			
I certify that I have received a copy of this performance <input type="checkbox"/> plan or <input checked="" type="checkbox"/> appraisal and that I have discussed the contents with my supervisor.			
<b>Employee Signature:</b>			<b>Date:</b>
I certify that I have presented this performance <input type="checkbox"/> plan or <input type="checkbox"/> appraisal to the employee and have discussed the contents with the employee.			
<b>Supervisor Signature:</b>			<b>Date:</b>
This review and appraisal represents the combined ratings of all current CTCOG Officers. By signing I also represent them in acknowledging the automatic renewal of our employment agreement with Jim Reed for another three years effective immediately. As agreed last year by a unanimous vote of the CTCOG Officers, we approve his Performance Incentive Payment, and make a salary adjustment based upon the federal employee rate above his current salary effective 1-1-22.			
I certify that I have reviewed this Employee Performance Appraisal.			
<b>CTCOG President's Signature:</b>			<b>Date:</b>



## Executive Director

### WORK RELATED TASKS & PERFORMANCE INDICATORS

TASK/PERFORMANCE INDICATOR (check each task and indicator if it applies)	RATING
<b>General Activities</b> <ul style="list-style-type: none"> <li>➤ Communication with all boards, Completion of projects and tasks on time, on budget, and on-schedule, Direction of the management team, Seeks opportunities for increased professional knowledge. (Last Year 4.8)</li> </ul>	5
<b>Program Oversight</b> <ul style="list-style-type: none"> <li>➤ Reviews and evaluates all materials for contractual compliance, Directs the development of procedures, operating instructions, and training, Directs the preparation of the annual budget and long-range plans, Prepares regulations and procedures, Provides corrective action in areas needing improvement, Monitors agencies. (Last Year 5.0)</li> </ul>	5
<b>Program Planning</b> <ul style="list-style-type: none"> <li>➤ Directs the preparations of plans in specific subject areas, Advises Division Directors in the preparation of budgets, interviewing job applicants, and performing other administrative duties, Directs the review and evaluation of proposals received from local, regional, and state agencies, Acts as a liaison with federal, state, and local agencies in matters concerning the coordination of plans, programs and services. (Last Year 4.6)</li> </ul>	4.83
<b>Program Outreach</b> <ul style="list-style-type: none"> <li>➤ Appropriately and professionally handles special initiatives, effectively coordinates and cooperates with community entities to maximize services, Performs outreach functions to publicize programs. (Last Year 4.6)</li> </ul>	4.83
<b>Staff Management</b> <ul style="list-style-type: none"> <li>➤ Supervises and directs the activities of staff members, Supervises the work of consulting agencies and contractors, Supervises the development of procedures for implementation, administration, and evaluation of plans or programs, Directs the preparation of proposals for grants and contracts related to assigned subject areas and assists in the implementation of administered grants and contracts. (Last Year 4.8)</li> </ul>	4.83

### DESIRED BEHAVIORS & PERFORMANCE INDICATORS

(consider each behavior & indicator)	RATING
COMMUNICATIONS (Last Year 5.0)	5
DECISION-MAKING (Last Year 5.0)	5
CUSTOMER SERVICE (Last Year 4.80)	5
INITIATIVE/INNOVATION (Last Year 5.0)	4.83
TEAMWORK (Last Year 4.8)	4.83

## EMPLOYEE'S SUMMARY OF SIGNIFICANT ACCOMPLISHMENTS & CONTRIBUTIONS

- During the past year, CTCOG has increased its budget approximately 30.0 million dollars.
- CTCOG is currently ranked **number three** with regards to size of budget, **number five** with regards to number of employees, and is **among the leaders** in the types and numbers of programs offered.
- Performed management and oversight of a multi-disciplinary organization with an annual budget of over 78 million dollars.
- Educated CTCOG legislative delegation on matters of importance to CTCOG.
- Named as a finalist for naming as a Fellow of the American Planning Association.
- Supervised and executed all actions necessary for the completion of the CTCOG Annual Membership Meeting.
- Completed all assigned reports to include the CTCOG Annual Work Program on schedule.
- Organized Executive Committee Meetings and recommended Agenda changes which have resulted in a more efficient and effective use of local elected officials time.
- Serve on the National Association of Regional Councils Executive Council representing Texas.
- Participated in all Workforce Activities.
- Served as the representative of the Central Texas region in public speaking capacity.
- Chaired numerous meetings on regional issues as requested.
- Raised the level of professional development of staff members in the organization.
- Promoted CTCOG through public speaking and Commissioner's Court appearances.

CTCOG has worked diligently to expand services and programs during this year. We have also worked to support our member governments during the COVID-19 pandemic. These activities include:

- **Wrote and was awarded over \$5 million dollars in impact grants for local governments.**
- **Administered a senior meals program that distributed an additional 85,000 meals to seniors impacted by COVID.**
- **Assisted several local governments in administering their CARES Act and ARPA funding, distributing millions of dollars in aid to local governments and citizens.**

## SUPERVISOR'S COMMENTS

(Consider work related tasks, desired behaviors, employee's self report)

## ADDITIONAL CONSIDERATIONS

(Employee's observance of work rules and standards of conduct, including adherence to work schedule and leave policy and procedures)



## Executive Director

WORK RELATED TASKS & PERFORMANCE INDICATORS	
TASK/PERFORMANCE INDICATOR (check each task and indicator if it applies)	RATING
<b>General Activities</b> ➤ Communication with all boards, Completion of projects and tasks on time, on budget, and on-schedule, Direction of the management team, Seeks opportunities for increased professional knowledge. (Last Year 4.76)	
<b>Program Oversight</b> ➤ Reviews and evaluates all materials for contractual compliance, Directs the development of procedures, operating instructions, and training, Directs the preparation of the annual budget and long-range plans, Prepares regulations and procedures, Provides corrective action in areas needing improvement, Monitors agencies. (Last Year 5.0)	
<b>Program Planning</b> ➤ Directs the preparations of plans in specific subject areas, Advises Division Directors in the preparation of budgets, interviewing job applicants, and performing other administrative duties, Directs the review and evaluation of proposals received from local, regional, and state agencies, Acts as a liaison with federal, state, and local agencies in matters concerning the coordination of plans, programs and services. (Last Year 5.0)	
<b>Program Outreach</b> ➤ Appropriately and professionally handles special initiatives, Effectively coordinates and cooperates with community entities to maximize services, Performs outreach functions to publicize programs. (Last Year 4.75)	
<b>Staff Management</b> ➤ Supervises and directs the activities of staff members, Supervises the work of consulting agencies and contractors, Supervises the development of procedures for implementation, administration, and evaluation of plans or programs, Directs the preparation of proposals for grants and contracts related to assigned subject areas and assists in the implementation of administered grants and contracts. (Last Year 5.0)	

DESIRED BEHAVIORS & PERFORMANCE INDICATORS	
(consider each behavior & indicator)	RATING
COMMUNICATIONS (Last Year 4.95)	
DECISION-MAKING (Last Year 5.0)	
CUSTOMER SERVICE (Last Year 5.0)	
INITIATIVE/INNOVATION (Last Year 4.80)	
TEAMWORK (Last Year 5.0)	

**CONSIDERATION FOR ITEM APPROVAL  
EXECUTIVE COMMITTEE MEETING**

**MEETING DATE:** 10/27/2022

**AGENDA ITEM:** Discuss an take acion on appointing a Nominating Committee.

**GENERAL DESCRIPTION OF ITEM:**

Each year the current Officers rotate to take the next position if willing/able to serve. The Nominating Committee is presented the updated list along with the potential members to fill vacancies. Every effort is made to balance city/county geography.

**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:** Jim Reed

**BUDGETARY IMPACT:**

Total estimated cost: **N/A**

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.? **N/A**

**PROCUREMENT:**

N/A

**ACTION REQUESTED:**

Appoint CTCOG Officers as the Nominating Committee.

**BACK-UP DOCUMENTS ATTACHED: Y/N?**

Y



## **Current Officers 2021**

### **President**

**David Blackburn, County Judge – Bell County**

### **1<sup>st</sup> Vice President**

**Vacant**

### **2<sup>nd</sup> Vice President**

**Steve Young, County Judge – Milam County**

### **Secretary/Treasury**

**Roger Miller, County Judge – Coryell County**

### **Parliamentarian**

**Randy Hoyer, County Judge – Lampasas County**

### **Immediate Past-President**

**Byron Theodosis, County Judge – San Saba County**



## **Proposed Officers 2022**

### **President**

**Randy Hoyer, County Judge – Lampasas County**

### **1<sup>st</sup> Vice President**

**Roger Miller, County Judge – Coryell County**

### **2<sup>nd</sup> Vice President**

-

### **Parliamentarian**

-

### **Secretary/Treasurer**

-

### **Immediate Past-President**

**David Blackburn, County Judge – Bell County**



## 2022 Executive Committee Members

### Officers

#### **President**

David Blackburn  
Bell County

#### **Secretary/Treasurer**

Roger Miller  
Coryell County

#### **1<sup>st</sup> Vice-President**

Jose Segarra  
City of Killeen

#### **Parliamentarian**

Randy Hoyer  
Lampasas County

#### **2<sup>nd</sup> Vice-President**

Steve Young  
Milam County

#### **Immediate Past-President**

Byron Theodosis  
San Saba County

### Counties

#### **Bell County**

**VACANCY**

Bobby Whitson  
John Driver (Alternate)

#### **Lampasas County**

**VACANCY**

Lewis Bridges (Alternate)  
Mark Rainwater (Alternate)

#### **Coryell County**

**VACANCY**

Kyle Matthews (Alternate)  
**VACANCY** (Alternate)

#### **Milam County**

**VACANCY**

Jeff Muegge (Alternate)  
Bill Harris (Alternate)

#### **Hamilton County**

Dickie Clary  
Lloyd Huggins (Alternate)  
Rodney Craddick (Alternate)

#### **Mills County**

Ed Smith  
Robert Lindsey (Alternate)  
Jed Garren (Alternate)

#### **San Saba County**

Rickey Lusty  
**VACANCY** (Alternate)  
**VACANCY** (Alternate)

## **Cities**

### City of Belton

David Leigh  
Dan Kirkley (Alternate)

### City of Harker Heights

Jody Nicholas  
Spencer Smith (Alternate)

### City of Copperas Cove

VACANCY  
Dan Yancey (Alternate)  
Ryan Haverlah (Alternate)

### City of Killeen

Otis Evans  
Mellisa Brown (Alternate)

### City of Gatesville

Gary M. Chumley  
William Parry, III (Alternate)

### City of Temple

Tim Davis  
VACANCY (Alternate)

### Cities Under 12,500 (2 representatives)

Michael Coggin, Salado  
VACANCY (Alternate)

## **Special Purpose Districts**

### Higher Education

Jim Yeonopolus

### WCIDs & SCDs

VACANCY

### School Districts

Jason Johnson – Killeen ISD (Waiting to be considered and approved by CTCOG, then will be sworn in after approval.)

### Military

Steven Moore

## **Citizen Representatives**

### TML

Mary Gauer

### State Senator Dawn Buckingham Representative (Ex Officio)

Martha Tyroch

End of Packet.