Panhandle Regional Planning Commission Board of Directors Thursday, August 27th, 2026 1:30 p.m.

N O T I C E O F M E E T I N G

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission will be held on **Thursday, August 27th, 2026, at 1:30 p.m.** in the PRPC Board Room at 415 SW 8th, Amarillo, Potter County, Texas**.** In order to accommodate Board Members who may want to access the meeting remotely, a hybrid link is provided pursuant to Texas Government Code Section 551.127, with more than three counties in the State of Texas being represented on the Board. The meeting will be open to the public for comment on the date and location above.

A copy of the full agenda for this meeting can be found on the PRPC's website at http://www.theprpc.org/About/Directors/default.html

A G E N D A

1. CALL TO ORDER

- Quorum Determination
  Local Government Code Chapter 176
- Conflict Disclosures (if appropriate) *

2. INVOCATION

3. PUBLIC COMMENT

The Planning Commission invites members of the public to provide oral comments on any item included on this agenda under this item. Each person wishing to make a public comment shall be limited to 3 minutes, with comments directed to the Board as a whole. Reasonable accommodations shall be made for members of the public who utilize a translator for public comment.

4. MINUTES

Consideration of the approval of the minutes from the Board of Directors meeting held on July 23rd, 2026.

5. VOUCHERS

Review and consideration of the acceptance of the vouchers for the month of July 2026.

6. PRPC 2027 MEMBERSHIP DUES STRUCTURE

Review of the proposed 2027 Panhandle Regional Planning Commission dues structure and consideration of the recommendation of a dues structure to the general membership.

7. PRPC 2027 STRATEGIC WORK PROGRAM AND BUDGET

Review of the proposed 2027 Panhandle Regional Planning Commission Strategic Work Program and Budget and consideration of its recommendation to the general membership.

8. REGIONAL 9-1-1 ADVISORY COMMITTEE NOMINATIONS AND ELECTIONS

Consideration of the Board of Directors to approve the nominations as presented and officer appointments to the Panhandle Regional 9-1-1 Network Advisory Committee.

9. LOCAL GOVERNMENT SERVICES REGIONAL PUBLIC TRANSPORTATION COORDINATION TXDOT CONTINUATION PLANNING APPLICATION AND CONTRACT

Consideration of the Board of Directors to authorize the Executive Director to submit the continuation funding application and execute the grant agreement with the Texas Department of Transportation for the Public Transportation Coordination Project, supporting ongoing regionally coordinated transportation planning activities.

10. LOCAL GOVERNMENT SERVICES RECRUITMENT SERVICES INTERLOCAL CONTRACT – CITY OF STRATFORD

Consideration of the Board of Directors to authorize the Executive Director to execute an Interlocal Cooperation Contract with the City of Stratford and PRPC to conduct a formal City Manager Search.

11. LOCAL GOVERNMENT SERVICES REGION A PANHANDLE WATER PLANNING GROUP: TECHNICAL CONSULTANT SELECTION AND CONTRACT EXECUTION

Consideration of the Board of Directors to select Freese and Nichols, Inc as the Technical Consultant and authorize the Executive Director to execute a Contract to perform the TWDB-approved 2031 Panhandle Regional Water Planning efforts.

12. LOCAL GOVERNMENT SERVICES COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE FUND CONTRACT FY 26-27

Consideration of the Board of Directors to authorize the Executive Director to execute a contract between PRPC and the Texas Department of Agriculture for the FY26/27 Community and Economic Development Assistance Fund Contract.

13. LOCAL GOVERNMENT SERVICES DONLEY COUNTY HUD EDI-CPF PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACT

Consideration of the Board of Directors to authorize the Executive Director to execute an Interlocal Cooperation Contract with Donley County for PRPC staff to provide program administration services.

14. REGIONAL SERVICES REGIONAL LAW ENFORCEMENT ACADEMY CONTRACT

Consideration of the Board of Directors to authorize the Executive Director to enter into a contract with Amarillo College for the operation of the Panhandle Regional Law Enforcement Academy for FY 2027.

15. REGIONAL SERVICES REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE APPOINTMENTS

Consideration of the Board of Directors to approve the nominated individuals for appointment to serve on the FY 2027 Regional Criminal Justice Advisory Committee.

16. REGIONAL SERVICES PANHANDLE REGIONAL SOLID WASTE MANAGEMENT ADVISORY COMMITTEE APPOINTMENTS

Consideration of the Board of Directors to consider appointing and/or reappointing the individuals listed in the slate of nominations to serve on the Regional Solid Waste Management Advisory Committee.

17. REGIONAL SERVICES INTERLOCAL AGREEMENTS FOR ADMINISTRATION OF A HAZARD MITIGATION GRANT

Consideration of the Board of Directors to consider for approval the listed projects and authorize the PRPC Executive Director to execute Interlocal Agreements for Professional Services from the PRPC's Regional Services Department on the FEMA Hazard Mitigation Grant Projects.

18. REGIONAL SERVICES REGIONAL COMMUNICATION PLATFORM

Consideration of the Board of Directors to authorize the Executive Director to enter into a two-year contract with Veoci to provide the platform for use within the region.

19. REGIONAL SERVICES PUBLIC SAFETY OFFICE INTERAGENCY COOPERATION CONTRACT

Consideration of the Board of Directors to approve a motion to authorize the Executive Director to execute the FY 2027 Interlocal Agreement with the Office of the Governor, Public Safety Office upon receipt.

20. REGIONAL SERVICES NATIONAL PREPAREDNESS MONTH RESOLUTION

Consideration of the Board of Directors to consider passage of the resolution proclaiming September 2026 as National Preparedness Month in the Texas Panhandle.

21. PANHANDLE REGIONAL EMERGENCY PREPAREDNESS (PREP) CONFERENCE OVERVIEW

No action necessary; this is an informational item only.

22. OPEN DISCUSSION

23. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

A. Comments from the Executive Director.

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

- 07/23/2026 – PRPC Board of Directors Meeting
- 07/17/2026 – Region II TML Meeting, Amarillo Civic Center
- 07/28/2026 – LGS TPIA Meeting
- 07/29/2026 – LGS HMP Public Meeting
- 07/30/2026 – LGS Region A PWPG Meeting
- 08/04/2026 – RGS T-ACC 601 Course
- 08/19/2026 – LGS PROMPT Meeting
- 08/21/2026 – 9-1-1 Advisory Committee
- 08/26/2026 – LGS Water Development Board

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

- 08/27/2026 – PRPC Board of Directors Meeting
- 08/28/2026 – DRC Lunch-n-Learn
- 08/28/2026 – AAA Legal Awareness, Welcome Partner Networking Breakfast
- 08/29/2026 – AAA Walk to End Alzheimer's
- 09/02/2026 – AAA Caregiver Support Group
- 09/08/2026 – AAA Retired Teachers Inservice (Canyon)
- 09/09/2026 – AAA Medicare Information And Resources For Low-Income
- 09/14/2026 – AAA Presentation of Advance Directives
- 09/21/2026 – AAA Senior Day at the Tri-State Fair
- 09/24/2026 – AAA Destination Medicare

24. ADJOURNMENT

***LOCAL GOVERNMENT CODE**
TITLE 5. MATTERS AFFECTING PUBLIC OFFICERS AND EMPLOYEES
CHAPTER 176. DISCLOSURE OF CERTAIN RELATIONSHIPS WITH LOCAL GOVERNMENT OFFICERS: PROVIDING PUBLIC ACCESS TO CERTAIN INFORMATION

Sec. 176.003. CONFLICTS DISCLOSURE STATEMENT REQUIRED. (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(1) the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering into a contract with the vendor; and

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than $100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor; or

(C) has a family relationship with the local government officer.

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties) and Section 551.127 (Videoconference Call). The notice of a meeting of a governmental body must be posted in a place readily accessible to the general public at all times for at least three business days before the scheduled date of the meeting, except as provided by Sections 551.044, 551.045, 551.046, and 551.1281 with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission. Posted this **21st** day of **August, 2026** at 415 West Eighth Avenue, Amarillo, Texas, at 4:30 p.m.

Melissa T. Whitaker
Melissa T. Whitaker, Executive Assistant

PANHANDLE REGIONAL PLANNING COMMISSION

ITEM 4

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS MEETING MINUTES

JULY 23, 2026

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, July 23, 2026. This meeting was held in a hybrid format via video conference, pursuant to Texas Government Code Section 551.127, with more than three counties in the State of Texas represented on the Board. Board members and individuals from the public who desired to attend in person attended the meeting at 415 S.W. 8th Ave., Amarillo, Potter County, Texas.

MEMBERS PRESENT:

- Pat Sims, Mayor, City of Dumas
- Shawn Ballew, Oldham County Judge
- Michael Clawson, Swisher County Judge
- Rank Cogdell, Briscoe County Judge
- Christy Dyer, Randall County Judge
- Chalone Hefley, Wheeler County Judge
- Dr. John Howard, Donley County Judge
- Dan Looten, Carson County Judge
- Mitchell Locke, Roberts County Judge
- Oscar Ostos, Citizen Representative, City of Amarillo
- Wes Ritchey, Dallam County Judge
- Nancy Tanner, Potter County Judge
- Isabel “Izzy” Carrasco, Parmer County Judge
- Eddie Edwards, Canadian River Municipal Water Authority
- Kimberly Jones, Childress County Judge
- Tobe Shields, Mayor, City of Spearman

MEMBERS ABSENT:

- Ronae Bunn, Citizen Representative, City of Borger
- Daniel Jackson, Citizen Representative, City of Dimmitt
- Lt. Armando Renteria, Citizen Representative, City of Pampa
- Sal Rivera, Sheriff, Castro County
- Kerry Symons, Mayor, City of Perryton
- Cathy Bunch, Mayor, City of Hereford
- Juan Cantu, Lipscomb County Commissioner
- Aldo Gallegos, Citizens Representative, City of Cactus
- Cole Stanley, Mayor, City of Amarillo

STAFF PRESENT: Mr. Michael Peters, Executive Director; Mr. Trent Taylor, Finance Director/Executive Deputy Director; Ms. Jaden Eder, Accounting Administrative Assistant/Human Resources; Mr. Alex Guerrero, Local Government Services Director; Mr. Max Seymour, Local Government Services Program Specialist; Mr. Erick Garcia, Local Government Services Program Coordinator; Ms. Lori Gunn, Regional Government Services Director; Mr. Shane Brown, Regional Emergency Communications & Preparedness Program Manager; Ms. Abby Sanders, Regional Emergency Management Planning Program Coordinator; Ms. Katrena Volden, Regional Services Program Specialist; Ms. Victoria Isbell, Regional Services Program Specialist; Mr. John Schaumburg, Regional 9.1.1 Director; Ms. Khasi Campos, Regional 9.1.1 Administrative Assistant; Mr. Marin Rivas, Workforce Development Director; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Ms. Melissa Whitaker, Executive Assistant.

OTHERS PRESENT: Ms. Sina Tidwell, West Tx Regional Director & Service Academy Manager for U.S. Senator John Cornyn; Ms. Andrea Souflee, Grant Works; Mr. Phillip Thomas, TDEM District Chief; Mr. Blake Vineyard, Deputy Regional Director to Senator Ted Cruz; Ms. Adrianna Stowers, Regional Representative for Governor Greg Abbott; Ms. Jennifer Foster, District Director for Senator Charles Perry.

1. CALL TO ORDER

Mayor Pat Sims called the meeting to order at 1:30 p.m. and noted that a quorum was present.

2. INVOCATION

Mayor Tobe Shields gave the invocation.

3. PUBLIC COMMENT

No public comments were made.

4. MINUTES

Judge Christy Dyer motioned to accept the minutes from the Board of Directors meeting held on June 25, 2026. Judge Dan Looten seconded the motion; the motion carried by unanimous vote.

5. TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TXCDBG) PROGRAM PROJECT PRIORITIES

Mr. Mike Peters informed the Board of Directors that in May, the Board nominated Dustin Meyer, Canyon Assistant City Manager, to serve as the regional representative for the Texas Department of Agriculture's (TDA) United Scoring Committee (USC). The TDA rules have also tasked each Regional Planning Commission's Board of Directors with the establishment of the project priorities for the 2027 and 2028 Community Development (CD) Fund cycle. The PRPC Executive Committee held a public hearing just prior to this meeting to make a formal recommendation of priorities to the entire PRPC Board for action. These project priorities will provide up to twenty-five percent of the total available points in scoring for projects in the non-entitlement areas of the Texas Panhandle, with Amarillo being the only entitlement city in our area. Sixty-five percent of the total available points are the scoring criteria determined by the USC, and the remaining ten percent of total points will be determined by TDA through past

performance measures. Previous scoring criteria have consisted of an applicant's poverty rate, matching requirement, previous funding, and lowest median household income being a tie-breaker. The upcoming USC Meeting will be held on September 2, 2026, at 9:00 AM at the Abilene Heritage Square, 1699 S 1st, Abilene, TX, Stone Owl Classroom, 3rd Floor. All of the communities in the Panhandle were notified of the opportunity to voice their support for specific priorities and were notified of the public hearing that was held just prior to this meeting with the Executive Committee. The public hearing was also published in the Amarillo Globe News on Sunday, July 12th, 2026. As this is a public meeting, we would also like to allow the public to make any comments or suggestions related to the project priorities for the 2027-2028 CD Fund cycle.

Judge John Howard motioned for the Board of Directors to accept the recommended project priorities from the Executive Committee and submit these to the Texas Department of Agriculture for the Panhandle region for use in the upcoming 2027-2028 Community Development Fund cycle. Judge Rank Cogdell seconded the motion. Mr. Oscar Ostos abstained; the motion passed by unanimous vote.

6. PRPC VOUCHERS FOR THE MONTH OF JUNE 2026

Mr. Trent Taylor informed the Board of Directors that the PRPC vouchers serve as tangible evidence of financial transactions, allowing review of all expenditures. This transparency builds trust and acts as a deterrent against fraudulent activities within our organization by requiring supporting documentation for every expenditure. June Vouchers total $3,128,195.96

Judge Isabel Carrasco motioned for the Board of Directors to approve the vouchers for the month of June 2026. Mayor Tobe Shields seconded the motion; the motion passed by unanimous vote.

7. PRPC INVESTMENT FUNDS REPORT

Mr. Trent Taylor informed the Board of Directors that Pursuant to the Public Funds Investment Act, which was passed by the Texas Legislature in 1987 and amended in 1995 and 1997, PRPC adopted written investment policies on April 27, 2023, for funds under our control.

	Balance@ 3/31/2026	Balance@ 6/30/2026	30-day Ave. Rate
PRPC's Money Market Fund	$303,395	$28,784	1.210%
9-1-1's Money Market Fund	395	170,888	1.870%
Total MMIA Funds	$303,790	$199,672	
Other Investments			
Texas Class	$3,082,254	$1,178,829	3.769%
Texas Class Government	1,058,468	-	3.552%
Texas Class Term Series II Mat. 11/27/2026	-	1,500,000	3.990%
Texas Class Term Series II Mat. 6/30/2027	-	1,500,000	4.220%
LOGIC	1,481,982	1,642,263	3.760%
Total Invested Funds	$5,926,494	$6,020,764	

The book value and the market value were the same for each fund listed above. The investment portfolio followed the Public Funds Investment Act and PRPC Investment Policies.

Judge Christy Dyer motioned for the Board of Directors to accept this report as submitted. Judge Nancy Tanner seconded the motion; the motion passed by unanimous vote.

8. 2026-2027 PRPC PERSONNEL CLASSIFICATION, PAY PLAN AND JOB DESCRIPTION DOCUMENT ADOPTION

Mr. Trent Taylor informed the Board of Directors that the Planning Commission can trace its employee classification and pay plan system back to 1974 when the Board of Directors hired the Chicago, Illinois consulting firm of Public Administration Services, Inc., to develop a position classification plan, pay plan and model job descriptions. That work has served as the basis for all subsequent PRPC classification and pay plan documents. The Planning Commission adopted major updates to the classification pay plan and job descriptions in 1984 and again in 1996. On an annual basis since 1997, the Board has approved several relatively minor amendments to the PRPC's classification and pay plan system primarily to maintain compliance with personnel management requirements placed upon regional councils by the Texas Legislature. In order for us to keep our classification and pay plan system current, it is necessary to present an updated document to the Board of Directors on an annual basis for review and approval.

Judge John Howard motioned for the Board of Directors to adopt the 2026–2027 Integrated Personnel Classification, Pay Plan and Job Descriptions document as proposed. The Audit Committee will review the Pay Plan prior to the meeting. Judge Shawn Ballew seconded the motion; the motion carried by unanimous vote.

9. PRPC EMPLOYEE GROUP HEALTH INSURANCE RENEWAL

Mr. Trent Taylor informed the Board of Directors that the PRPC currently provides group health care coverage to its employees through two options, both utilizing the BCBS Plans as part of an overall benefit package. Regular full-time employees and regular part-time employees who work 20 or more hours per week may participate in the plan, with PRPC paying 100% of the premium cost for the employee. Employees may add dependent, spouse, or family coverage to the plan at the employee's expense. Currently, PRPC has 43 employees on the employee plan, with 5 employees electing additional coverage for family members. Staff will provide proposals and a recommendation from the audit committee during the meeting.

Mayor Tobe Shields motioned for the Board of Directors to evaluate and approve a health plan that was recommended by the audit committee. Judge Kim Jones seconded the motion; the motion passed by unanimous vote.

10. WORKFORCE DEVELOPMENT PURCHASE: HIGH-DEMAND JOB TRAINING PROGRAM – BUSHLAND, CANYON AND HIGHLAND PARK ISD'S

Mr. Marin Rivas informed the Board of Directors that In March, the Texas Workforce Commission (TWC) awarded $150,000 in dedicated Workforce Innovation and Opportunity Act (WIOA) funds to the Panhandle Workforce Development Board (PWDB),

for another High Demand Job Training (HDJT) Initiative, through the collaboration between the PWDB and the Amarillo Economic Development Corporation (AEDC), to use the funds to match local economic development sales tax funding for job training, on a dollar-for-dollar basis. Staff has been coordinating with the AEDC to facilitate occupational training at the post-secondary level at local Independent School Districts (ISDs) in the fields of Machining, Robotics, and Welding. Staff is proposing to purchase items in the grant application in partnership with the AEDC, and needed by three local ISDs, by utilizing a portion of no more than $125,000 of the awarded funding. These items are available from B&J Welding in Amarillo, on The Interlocal Purchasing System (TIPS), a governmental public entity created by the Texas Legislature to conduct competitive procurements and enable government agencies to make purchases using its purchasing contracts.

Judge John Howard motioned for the Board of Directors to authorize the Executive Director to purchase the equipment described above from B&J Welding, up to the amount of $125,000 to match the AEDC's sales tax monies for high-demand job training. Judge Christy Dyer seconded the motion; the motion passed by unanimous vote.

11. REGIONAL SERVICES MEMORANDUM OF AGREEMENT WITH TEXAS A&M ENGINEERING EXTENSION SERVICE

Ms. Abby Sanders informed the Board of Directors that the Panhandle Regional Emergency Management Advisory Committee (PREMAC) hosts the Panhandle Regional Emergency Preparedness (PREP) Conference annually in Amarillo. This conference is geared toward first responders, medical professionals, city and county administration, and disaster volunteers from the Panhandle and surrounding areas. For each PREP Conference, PRPC Staff partners with TEEX to manage attendee registration, process registration payments, and coordinate continuing education credit for conference participants. TEEX also prepares attendee name badges and provides one staff member to manage the on-site registration and check-in process during the conference. For the 2026 PREP Conference, TEEX has quoted a total cost of $970 for these services, which includes travel expenses for one TEEX staff member. TEEX will pass the 4% credit card processing fee to the PRPC, consistent with what they have done in previous years.

Judge Mitchell Locke motioned for the Board of Directors to authorize the Executive Director to execute the Memorandum of Agreement with the Texas A&M Engineering Extension Service to provide registration, payment processing, continuing education credits, and registration support for the 2026 PREP Conference. Judge Kim Jones seconded the motion; the motion carried by unanimous vote.

12. REGIONAL SERVICES INTERLOCAL AGREEMENTS FOR ADMINISTRATION OF A HAZARD MITIGATION GRANT

Ms. Victoria Isbell informed the Board of Directors that the Hazard Mitigation Grant Program is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The Unified Hazard Mitigation Assistance Grant Programs (HMA) provide grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMA is to provide a critical opportunity to reduce the loss of life and property due to natural hazards and disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. This grant program allows sub-recipient management costs to be utilized for the administration of the project. These funds are provided at a 100%

federal cost-share; there is no local match required for the administration costs. We have several jurisdictions with applications that were recently obligated.

Judge Wes Ritchey motioned for the Board of Directors to approve the Ochiltree County generator project and authorize the Executive Director to execute an interlocal agreement for professional services from the PRPC's Regional Services Department once awarded on the FEMA Hazard Mitigation Grant Project. Judge Isabel Carrasco seconded the motion; the motion passed by unanimous vote.

13. REGIONAL SERVICES PANCOM PUBLIC SAFETY COMMUNICATIONS FACILITY LAND LEASE AGREEMENT

Mr. Shane Brown informed the Board of Directors that PRPC was once again awarded funding through the Statewide Emergency Radio Infrastructure grant program to build four new Panhandle Regional Interoperable Communication System (PANCOM) Towers. In the original grant application, PRPC proposed adding a site close to Samnorwood to give better radio coverage and to close a microwave loop. PRPC initially secured land and a contract was signed for property at Samnorwood in Collingsworth County; however, after the agreement was executed, the property owner requested substantially different lease terms, making the original site no longer a viable option. While working to identify an alternative location, the local Fire Chief recommended one of his firemen who also had property in the vicinity. Mr. Stephen Coyne, a landowner in Collingsworth County, is willing to lease PRPC the land needed to build a 180-foot tower. Mr. Coyne has property just down the street from the original location that was identified. Mr. Coyne will allow us to build our tower on his land at a cost of $200.00 per month with no escalation.

Judge Dan Looten motioned for the Board of Directors to authorize the Executive Director to execute a Land Lease Agreement with Mr. Stephen Coyne, which will enable the PRPC to build a new PANCOM tower in Collingsworth County. Judge Rank Cogdell seconded the motion; the motion passed by unanimous vote.

14. REGIONAL SERVICES PANCOM FY24 TOWER PROJECT(S) CONTRACT

Mr. Shane Brown informed the Board of Directors that Last year, the PRPC applied for and received funding under the FY24 Statewide Emergency Radio Infrastructure (SERI) program to construct four new Panhandle Regional Interoperable Communication System (PANCOM) radio towers. Two of the towers will replace the two most expensive PANCOM towers currently being leased by the PRPC. The other two will fill in dead spots in communications and close a couple of microwave loops for redundancy. These towers are in Briscoe, Hall, Lipscomb and Collingsworth Counties. Replacing the two leased towers with PRPC-owned towers will save the PANCOM system around $12,750 (plus 3% per annum) in recurring lease expenses. The PRPC received $1,500,000 in SERI funding to assist in covering the costs of developing these four new towers. The PRPC issued a request for bids on the provision and installation of the four towers on June 15, 2026. The bids are due on July 15, 2026. The bids will be opened and publicly read aloud that same day. Because this memo is due to go out before the bids will be opened, staff will provide additional documentation at the board meeting outlining the results along with a staff recommendation for the Board based on the bids received.

Judge Isabel Carrasco motioned for the Board of Directors to authorize the Executive Director to execute a contract for the award recommendation for the development of PRPC's four new SERI-funded FY24 PANCOM Towers, which will be presented to you during your meeting on July 23, 2026. Judge Michael Clawson seconded the motion. Judge Rank Cogdell abstained; the motion passed by unanimous vote.

15. REGIONAL SERVICES PANHANDLE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPOINTMENTS

Ms. Lori Gunn informed the Board of Directors that PRPC Administrative Regulation #36 governs the duties, activities, and composition of the Panhandle Regional Emergency Management Committee (PREMAC). The advisory committee is comprised of 40+ PRPC Board-appointed members who geographically represent the broad spectrum of emergency management interests in the Texas Panhandle. Each year, approximately one-third of the appointed terms expire, and those members must either be replaced or reappointed, with their 3-year terms beginning in June. When the PRPC Administrative Regulation was amended in 2006, the member term limits were removed (at the PREMAC's recommendation). Each PREMAC member may now serve indefinitely, as long as they are willing to serve and as long as the PRPC Board continues to reappoint them to the committee. PRPC staff has contacted the PREMAC members whose terms expired on May 31 to see if they would be willing to serve another term. A recommendation will be made to the Board to reappoint or appoint the following eight individuals to serve on the advisory committee. If so appointed or reappointed, the terms for these individuals would run from June 1, 2026 through May 31, 2029.

Judge Shawn Ballew motioned for the Board of Directors to consider reappointing and/or appointing the individuals to serve on the Panhandle Regional Emergency Management Advisory Committee. The terms of these individuals would begin June 1, 2026, and end on May 31, 2029. Judge John Howard seconded the motion. Mayor Pat Sims abstained; the motion passed by unanimous vote.

16. REGIONAL SERVICES PANHANDLE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE 2027 GRANT PROGRAM OPERATING PROCEDURES APPROVAL

The Panhandle Regional Emergency Management Advisory Committee (PREMAC) annually reviews its operating procedures to determine whether any changes are needed for the coming year. This is a requirement of the PRPC's interlocal agreement with the Public Safety Office (PSO) of the Governor's Office, and the primary intent of the procedures is to ensure that a fair and structured process is in place for utilizing the State Homeland Security Program (SHSP) funds allocated to the region in the year to come. The PREMAC met earlier this month and, during that meeting, reviewed the procedures that had been used last year. Having considered the FY27 document, the PREMAC decided that no changes need to be made.

Judge John Howard motioned for the Board of Directors to accept the recommendation of the Panhandle Regional Emergency Management Advisory Committee and approve the committee's FY27 Operating Procedures as presented. Judge Rank Cogdell seconded the motion; the motion carried by unanimous vote.

17. LIPSCOMB COUNTY SHERIFF'S OFFICE SPECIAL CONSTRUCTION CONTRACT

Mr. John Schaumburg informed the Board of Directors that the Panhandle Regional 9-1-1 Network upgraded the Multiprotocol Label Switching (MPLS) circuit at the Lipscomb County Sheriff's Office. The upgrade increased the 1.544 Mbps T1 circuit to a 10 Mbps fiber circuit. Most telecommunications companies are migrating away from copper (T1) circuits and are more difficult to maintain than the newer fiber solutions. To accomplish the upgrade, a special construction fee was required from Windstream (now Uniti). The initial quote that was presented to the Regional 9-1-1 Network was $38,779.70, and did not include the DIR Contract markup, which added an additional $4,653.56, to bring the total amount of the additional buildout to $43,433.26.

Judge Cristy Dyer motioned for the Board of Directors to authorize the Executive Director to enter into a DIR contract with Windstream (Uniti) for special construction to the Lipscomb County Sheriff's Office not to exceed $43,433.26. Judge Michael Clawson seconded the motion; the motion carried by unanimous vote.

18. OPEN DISCUSSION

19. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

A. Comments from the Executive Director. Thank you to the City of Perryton for sponsoring the recent TML Quarterly Meeting, and thank you to everyone who attended last week. We greatly appreciate your continued support and participation. As we approach our busiest time of year, we have several important upcoming events and activities to share. Our next Board meeting is scheduled for August 27. We have also scheduled our Annual Meeting for September 17 at the Amarillo Botanical Gardens. We recognize that this date falls outside of our typical meeting schedule; however, September 17 was the closest available date that accommodated the venue's availability. As part of our Annual Meeting preparations, we will need to schedule an Awards Committee meeting to review nominations for the Beelee Goodwin Award and the Regional Service Awards, which will be presented during the Annual Meeting. Last year, Judge Tanner, Judge Jones, and Judge Ballew served on the Awards Committee. We would greatly appreciate having three volunteers serve on the committee this year. If you are interested in participating, please let us know. We are also pleased to announce that Senator Charles Perry will be joining us as our guest speaker. Attendees will have the opportunity to tour the beautiful gardens and conservatory throughout the event. The Planning Commission is pleased to sponsor attendance for each Board member and one guest. We sincerely wish we could do more to recognize and show our appreciation for each of you and for the many contributions you make to this organization. Your continued leadership, dedication, and support are truly valued. We look forward to seeing everyone at the upcoming meetings and, especially, at our Annual Meeting in September.

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

- 06/30/2026 – AAA Dementia Symposium
- 07/02/2026 – Amarillo Rideshare Voucher Stakeholder Group Meeting
- 07/07/2026 – Panhandle Regional Emergency Management Advisory

Committee (PREMAC) Meeting
- 07/08/2026 – LGS Regional Flood Planning Group Meeting
- 07/10/2026 – DRC Advisory Committee Meeting
- 07/15/2026 – Panhandle Regional Organization to Maximize Public Transportation (PROMPT) Meeting
- 07/16/2026 – Amarillo Rideshare Voucher Stakeholder Group Meeting
- 07/17/2026 – Region II TML Meeting, Amarillo Civic Center
- 07/23/2026 – PRPC Board of Directors Meeting

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

- 07/28/2026 – LGS Texas Panhandle Inspectors Association Meeting
- 07/29/2026 – RGS Hazard Mitigation Planning Meeting
- 07/30/2026 – LGS Panhandle Water Planning Group Meeting
- 08/18/2026 – Regional Solid Waste Management Advisory Committee (RSWMAC) Meeting
- 08/19/2026 – Panhandle Regional Organization to Maximize Public Transportation (PROMPT) Meeting
- 08/21/2026 – 9.1.1 Network Advisory Committee Meeting
- 08/25/2026 – Open Enrollment Meeting for Staff
- 08/26/2026 – Workforce Department Board Meeting
- 08/27/2026 – PRPC Board of Directors Meeting

20. <u>ADJOURNMENT</u>

There being no further business, the meeting was adjourned at 2:37 p.m. Judge Rank Cogdell motioned for the meeting to be adjourned. Judge Chalone Hefley seconded the motion.

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

ATTEST:

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

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 5

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Trent Taylor, Deputy Executive Director / Finance Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 5
PRPC Vouchers for the month of July 2026

BACKGROUND

The PRPC vouchers serve as tangible evidence of financial transactions, allowing review of all expenditures. This transparency builds trust and acts as a deterrent against fraudulent activities within our organization by requiring supporting documentation for every expenditure. We have added a July summary page to categorize the many expenditures so the board has a good representation of expenditures by project.
July Vouchers total $ 2,974,612.17

RECOMMENDATION

Staff recommends that the Board of Directors approve the vouchers for the month of July 2026.

Panhandle Regional Planning Commission
Check/Voucher Register
From 7/1/2026 Through 7/31/2026

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date	
	9-1-1 Management Plan Total			24,105.59		0.81%
	Aging - HHSC Total			188,629.40		6.34%
	CD Project Admin Total			5,699.88		
	Child Care Attendance Autom.			48,402.36		
	Child Care Attendance			120,831.07		
	Child Care CCF Total			1,533,918.83		57.79%
	Child Care Quality Improvement			15,810.00		
	CJD - JAG Total			19,045.00		
	CJD - LEA Total			5,716.29		
	Communication Towers Total			1,619.06		
	Cost Pool Total			21,271.70		
	DRC Total			314.53		
	EDA Public Works Asst - PROP			22,622.21		
	Hazard Mitigation Plan Update			136.00		
	Homeland Security Grant Total			419.80		
	Homeland Security Grant Divison			1,549.13	1,968.93	
	Intern. Service - Accounting Total			1,733.95		
	Intern. Service - Automobile Total			1,733.98		
	Intern. Service - Copy Total			2,840.61		
	Intern. Service - Personnel Total			106.00		
	Intern. Service - Reception Total			825.07	124,861.38	
	Local Water Total			680.57		
	MAXIMUS Total			4,657.64		
	PRPC Building Fund Total			5,921.20		
	PRPC General Fund Total			112,147.99		
	PRPC Indirect Costs Total			5,967.12		
	Regional Flood Planning Total			227,472.00		
	Safe Streets for All Total			73,695.50		
	SKILLS DEVELOPMENT Total			49,126.00		
	SNAP E&T Total			2,143.49		
	Solid Waste Reg Coord 26-27			12,000.00		
	Solid Waste Regional			85.00		
	Summer Earn & Learn Total			31,336.25		
	Texas Reg Broadband Program			1,978.29		
	TWC Unrestricted Funds Total			22.00		
	Various Grants Total			6,758.22		
	Vocational Rehab Cost			4,146.87		
	WIOA Adult Total			14,805.38		
	WIOA Youth Total			14,000.00		
	Grand Total			2,584,273.98		
		AMARILLO NATIONAL BANK	H.S.A. EMPLOYEE & EMPLOYER PAID CONTRIBUTIONS - 7/26	1,779.98		
		AMARILLO NATIONAL BANK	WFD - INCENTIVE PAYMENTS - 7/26	3,863.00		
		FSA ISOLVED PLAN FUND	FSA EMPLOYEE FLEX DRAFTS 7/26	3,622.10		

Panhandle Regional Planning Commission
Check/Voucher Register
From 7/1/2026 Through 7/31/2026

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
		HUXFORD GROUP	WIRE TRANSFERS 7/26	327,825.58	
		FLEETCOR - TNT FUEL	FUEL STATEMENT 7/15/26	54.28	
		VANTAGEPOINT T. AGENTS - 401	WIRE TRANSFERS 7/26	43,865.03	
		VANTAGEPOINT T. AGENTS - 457	WIRE TRANSFERS 7/26	8,728.22	
		VANTAGEPOINT T. AGENTS - ROTH IRA	WIRE TRANSFERS 7/26	600.00	
			TOTAL AMOUNT:	$ 2,974,612.17	
			TOTAL NUMBER OF ELECTRONIC FUND TRANSFERS:	175	
			TOTAL NUMBER OF CHECKS WRITTEN:	224	
			TOTAL NUMBER OF WIRE TRANSFERS:	9	
			TOTAL NUMBER OF ANB BANK CARDS:	13	

Description	July Totals		July 2025 Totals
Texas WorkForce	**2,194,264.78**	**73.77%**	2,086,364.77
Regional Flood Planning	**227,472.00**	**7.65%**	137,718.01
PRPC Internal	**189,921.50**	**6.38%**	142,650.86
Aging - HHSC Total	**188,629.40**	**6.34%**	103,993.00
Safe Streets for All Total	**73,695.50**	**2.48%**	-
9-1-1 Management	**24,105.59**	**0.81%**	143,787.07
EDA Public Works Asst - PROP	**22,622.21**	**0.76%**	-
CJD - JAG	**19,045.00**	**0.64%**	9,700.00
Solid Waste	**12,085.00**	**0.41%**	85.00
CJD - LEA	**5,716.29**	**0.19%**	19,970.86
Community Development	**5,699.88**	**0.19%**	8,414.41
MAXIMUS	**4,657.64**	**0.16%**	4,460.97
Texas Reg Broadband Program	**1,978.29**	**0.07%**	
Communication Towers	**1,619.06**	**0.05%**	1,180.52
Homeland Security Grant	**1,968.93**	**0.07%**	4,034.91
Local Water	**680.57**	**0.02%**	-
Dispute Resolution	**314.53**	**0.01%**	451.57
Hazard Mitigation Plan	**136.00**	**0.00%**	-
CJD - Planning			1,076.73
PANCOM			1,709.00
Waste Recycle			983.92
TOTAL AMOUNT:	**$ 2,974,612.17**	**100.00%**	$ 2,666,581.60

Panhandle Regional Planning Commission
Check/Voucher Register
From 7/1/2026 Through 7/31/2026

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
222130	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #14C9-1GMQ-93LF - HAND WIPES	35.80	7/2/2026
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #14WC-KGVL-YF3V- LIGHTS, LOCKS, TOILET SEAT COVERS	141.65	7/2/2026
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #196F-NFDT-PG3G - DIVIDERS & ROS FILTER CARTRIDGES	158.37	7/2/2026
	Homeland Security Grant	AMAZON CAPITAL SERVICES	INV #19KH-7JYN-149J - SUPPLIES - RGS	419.80	7/2/2026
	DRC	AMAZON CAPITAL SERVICES	INV #1GGD-6JVX-D4C4 - MEDIATION TRNG BOOK	15.96	7/2/2026
	Texas Reg Broadband Program	AMAZON CAPITAL SERVICES	INV #1NWN-QYJ9-3WGQ - EPSON LASER PROJECTOR - RGS	1,835.30	7/2/2026
	Cost Pool	AMAZON CAPITAL SERVICES	INV #1VLT-G94J-LG6X - WEBCAM - WFD	54.99	7/2/2026
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #1XFN-9DCK-J7FF - WALL SCONCE FOR BASEMENT	27.99	7/2/2026
222131	Aging - HHSC	CITY OF AMARILLO	RES REPAIRS 5/26 - AAA CLIENT	3,000.00	7/2/2026
222132	9-1-1 Management Plan	AMA COMMUNICATIONS LLC	TOWER LEASE PMT 7/1-7/31/26	224.36	7/2/2026
222133	Cost Pool	CITY OF AMARILLO	5/14-6/13/26 - EDDY ST IRRIGATION	80.71	7/2/2026
	Cost Pool	CITY OF AMARILLO	5/15-6/15/26 - AMA WFC EDDY ST	466.08	7/2/2026
	PRPC Building Fund	CITY OF AMARILLO	PRPC WATER 5/22-6/23/26	350.53	7/2/2026
	PRPC Building Fund	CITY OF AMARILLO	PRPC/DRIP IRRIGATION - 5/21-6/20/26	45.25	7/2/2026
	PRPC Building Fund	CITY OF AMARILLO	6/29/26 - PRPC/DRAINAGE FEE	4.92	7/2/2026
	PRPC Building Fund	CITY OF AMARILLO	6/29/26 - PRPC/DRAIN FEE	4.77	7/2/2026
222134	PRPC Building Fund	AMARILLO WINAIR CO.	INV #346343-01 - FIBERGLASS FILTERS (12)	139.19	7/2/2026
222135	CD Project Admin	AMERICAN AIRLINES	STATEMENT NO. 26062424256 - 6/24/26	896.80	7/2/2026
222136	MAXIMUS	ARMS STRETCHED WIDE FOUNDATION	2026 MELISSA CARTER MEMORIAL GRANT AWARD	1,500.00	7/2/2026
222137	PRPC Building Fund	ATMOS ENERGY	PRPC 5/15-6/12/26	107.80	7/2/2026
222138	PRPC Indirect Costs	JUDGE SHAWN BALLEW	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	50.63	7/2/2026
222139	PRPC General Fund	BLUE CROSS BLUE SHIELD OF TEXAS	COBRA INSURANCE PMT 7/26	2,113.34	7/2/2026
	PRPC General Fund	BLUE CROSS BLUE SHIELD OF TEXAS	MEDICAL INSURANCE PMT 7/26	45,186.07	7/2/2026
222140	9-1-1 Management Plan	CHARLES L BOEDEKER	TOWER LEASE PMT 7/1-7/31/26	760.44	7/2/2026
222141	PRPC Indirect Costs	MAYOR CATHY BUNCH	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	69.19	7/2/2026
222142	Intern. Service - Copy	CANON FINANCIAL SERVICES INC	INV #43350926 - COPIER LEASE 6/26 - FLOOR 1&3	428.92	7/2/2026
222143	PRPC Indirect Costs	COMMISSIONER JUAN CANTU	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	189.83	7/2/2026
222144	Cost Pool	CARAHSOFT TECHNOLOGY CORP	INV #IN2313589 - THE WORK NUMBER - 5/26	14.99	7/2/2026
222145	9-1-1 Management Plan	CCATT LLC	TOWER LEASE PMT 7/1-7/31/26	3,324.40	7/2/2026
222146	WIOA Adult	CLARENDON COLLEGE	T/F - LVN - ADN - CDL - SPRING/SUMMER 26	7,200.00	7/2/2026
222147	PRPC Indirect Costs	JUDGE MICHAEL CLAWSON	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	70.44	7/2/2026
222148	PRPC Indirect Costs	JUDGE RANK COGDELL	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	110.08	7/2/2026
222149	Aging - HHSC	DONLEY CO SR CITIZENS ASSN	REIMBURSEMENT 5/26 - CM & HDM	9,150.35	7/2/2026
222150	PRPC Indirect Costs	JUDGE CHRISTY DYER	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	26.48	7/2/2026
222151	9-1-1 Management Plan	JIM FISCHBACHER	TOWER LEASE PMT 7/1-7/31/26	127.31	7/2/2026
222152	Regional Flood Planning	FREESE AND NICHOLS INC	INV #1404370 - PROF SVCS 2028 RFP - 5/1-5/31/26	151,721.71	7/2/2026
222153	PRPC Indirect Costs	MR ALDO GALLEGOS	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	88.71	7/2/2026
222154	Communication Towers	GREENBELT ELECTRIC COOP	BOWR/COLL TOWER - 5/15-6/15/26	126.04	7/2/2026
222155	PRPC Indirect Costs	JUDGE CHALONE HEFLEY	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	141.77	7/2/2026
222156	PRPC Indirect Costs	JUDGE JOHN HOWARD	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	84.98	7/2/2026
222157	SNAP E&T	HUXFORD GROUP LLC	5/8-5/31/26 - REIMB FOR EXPENSES	847.43	7/2/2026
222158	9-1-1 Management Plan	INSITE TOWERS LLC	TOWER LEASE PMT 7/1-7/31/26 - MEMPHIS & SILVERTON 2	1,029.88	7/2/2026
222159	Vocational Rehab Cost	JKB COMPANY INC	INV #4077 - MGMT FEE 7/26 AMA WFC & FAUCET REPAIR	1,334.37	7/2/2026

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Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
222160	9-1-1 Management Plan	SINCLAIR BROADCAST GROUP	TOWER LEASE PMT 7/1-7/31/26	431.25	7/2/2026
222161	PRPC Indirect Costs	JUDGE MITCHELL LOCKE	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	113.94	7/2/2026
222162	PRPC Indirect Costs	JUDGE DAN LOOTEN	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	41.96	7/2/2026
222163	PRPC Building Fund	MAYFIELD PAPER COMPANY	INV #4473103 - MFOLD TOWELS, FOAM SOAP, TOILET PAPER	170.58	7/2/2026
222164	9-1-1 Management Plan	MID PLAINS RURAL TELEPHONE	SWISHER NW 7/26	272.68	7/2/2026
222165	PRPC General Fund	OFFICE OF THE ATTORNEY GENERAL	CHILD SUPPORT PMT - 6/30/26	629.00	7/2/2026
222166	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES	INV #518647 - 6/1-6/15/26 MAIL HANDLING	308.40	7/2/2026
222167	Hazard Mitigation Plan Update	PERRYTON HERALD	INV #PRPC-0226a - LN 2/12 & 4/9/26 - OCHILTREE CO HMP NOTICE	136.00	7/2/2026
222168	9-1-1 Management Plan	PLATEAU	NW PARMER - 6/22-7/21/26	39.00	7/2/2026
	9-1-1 Management Plan	PLATEAU	NW PARMER - 6/22-7/21/26	39.00	7/2/2026
	9-1-1 Management Plan	PLATEAU	NW PARMER - 6/22-7/21/26	39.00	7/2/2026
	9-1-1 Management Plan	PLATEAU	NW PARMER - 6/22-7/21/26	39.00	7/2/2026
	9-1-1 Management Plan	PLATEAU	NW PARMER - 6/22-7/21/26	39.00	7/2/2026
222169	Aging - HHSC	POSITIVE APPROACH LLC	INV #INV26-1597 - BOOKS FOR DEMENTIA SYMPOSIUM	3,750.00	7/2/2026
222170	PRPC General Fund	PRINCIPAL LIFE INSURANCE CO	INSURANCE PMT 7/26	6,226.03	7/2/2026
222171	9-1-1 Management Plan	PTI US TOWERS II LLC	TOWER LEASE PMT 7/1-7/31/26	1,342.24	7/2/2026
222172	PRPC Indirect Costs	JUDGE WES RITCHEY	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	117.26	7/2/2026
222173	PRPC Indirect Costs	SAM'S CLUB MC/SYNCB	6/2/26 - PAPER TOWELS, BATTERIES, CLEANING SUPPLIES	56.46	7/2/2026
	PRPC General Fund	SAM'S CLUB MC/SYNCB	6/9/26 - SUPPLIES FOR BOARD MTGS	27.94	7/2/2026
222174	PRPC Indirect Costs	THE HONORABLE PAT SIMS	IRT MILEAGE 6/25/26 - PRPC BOARD MTG	69.64	7/2/2026
222175	PRPC Building Fund	SUMMIT FIRE & SECURITY LLC	INV #4201738 - 6/23/26 ANN FIRE EXTINGUISHER INSPECTIONS	181.13	7/2/2026
222176	Communication Towers	SWEPCO	WHES TOWER 5/24-6/22/26	59.44	7/2/2026
222177	Child Care Attendance Autom.	TEACHING STRATEGIES LLC	#INV240883 - 2 CREATIVE CURRICULUM FOR FAMILY - CC	5,028.00	7/2/2026
222178	Aging - HHSC	TRANSFORMATION PARK	REIMBURSEMENT 5/26 - CM & HDM	12,119.39	7/2/2026
222179	Cost Pool	TEXAS GAS SERVICE	BORGER WFC - 5/8-6/9/26	87.29	7/2/2026
222180	Aging - HHSC	TEXAS RAMP PROJECT	RES REPAIRS 6/20/26 - AAA CLIENT - RAMP	750.00	7/2/2026
222181	WIOA Youth	TEXAS TRADE CAREERS LLC	INV #INV-001039 - T/F ELECTRICAL TECHNICIAN	7,000.00	7/2/2026
222182	Intern. Service - Copy	UNA COPY INC	#INV141830 - 2ND FL COPIES 5/25-6/24/26	128.69	7/2/2026
222183	PRPC General Fund	UNITED WAY OF AMARILLO & CANYON	EMPLOYEE DEDUCTS 6/26	583.74	7/2/2026
222184	Cost Pool	VERIZON WIRELESS	INV #6145721091 - 6/11-7/10/26 INTERNET & CELL PHONE CHGS	536.15	7/2/2026
222185	Aging - HHSC	15RX PHARMACY	CG HEALTH MAINT SUPPLIES - 6/26	9,194.45	7/9/2026
222186	MAXIMUS	7 STAR HORSE THERAPY	2026 MELISSA CARTER MEMORIAL GRANT AWARD	2,000.00	7/9/2026
222187	CJD - LEA	AMARILLO COLLEGE - LEA	BILL NO: 6348 - IN-SERVICE TRNG 5/26	2,892.12	7/9/2026
222188	Aging - HHSC	STEPHEN C AKEROYD	IRT MILEAGE 5/26 - FACILITY VISITS	49.32	7/9/2026
	Aging - HHSC	STEPHEN C AKEROYD	IRT MILEAGE 6/26 - FACILITY VISITS	77.87	7/9/2026
222189	Aging - HHSC	AMAZON CAPITAL SERVICES	INV #1GFW-V3TY-RWJH - TABLE, LAMP, CHAIRS, RUG - AGING	383.88	7/9/2026
	Texas Reg Broadband Program	AMAZON CAPITAL SERVICES	INV #1KPF-7TXR-T9GJ - 6/3/26-6/2/29 PROJECTOR WARRANTY - RGS	142.99	7/9/2026
	Aging - HHSC	AMAZON CAPITAL SERVICES	INV #1V4F-L6RP-JQVW - SUPPLIES - AGING	28.64	7/9/2026
222190	Aging - HHSC	AMARILLO CITY TRANSIT	INV #ACT2026-006 - TRANSPORTATION 6/26	7,131.58	7/9/2026
222191	Aging - HHSC	AMARILLO HEARING CLINIC	HEALTH MAINT 6/26 - HEARING AIDS	9,600.00	7/9/2026
222192	MAXIMUS	AMARILLO LINE DANCERS	2026 MELISSA CARTER MEMORIAL GRANT AWARD	500.00	7/9/2026
222193	Aging - HHSC	AMARILLO WESLEY COMMUNITY CTR	CONGREGATE MEALS - 6/26	4,979.52	7/9/2026
222194	Aging - HHSC	AMARILLO WESLEY COMMUNITY CTR	TRANSPORTATION - 6/26	2,956.47	7/9/2026

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Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
222195	9-1-1 Management Plan	AT&T	INTERNET 6/21-7/20/26 - E911 PRPC PAMPA HOST	95.50	7/9/2026
222196	CD Project Admin	BORGER NEWS HERALD	LN 6/26/26 - STINNETT TPWD PUBLIC HEARING NOTICE	214.33	7/9/2026
222197	9-1-1 Management Plan	CDW GOVERNMENT	INV #AJ9LZ5W - 8 BATTERY MODULES - 9-1-1	4,133.60	7/9/2026
222198	Cost Pool	CUMMINS SOUTHERN PLAINS LLC	INV #82-260674403 - 6/25/26 MU#2 GENERATOR SERVICE	361.57	7/9/2026
222199	Cost Pool	DAVES FRESH CLEANING LLC	INV #1857 - JANITORIAL 6/26 - BORGER WFC	350.00	7/9/2026
222200	SKILLS DEVELOPMENT	FRANK PHILLIPS COLLEGE	INV #FPC-004643 - LADERAL INVOICES	42,848.00	7/9/2026
222201	SKILLS DEVELOPMENT	FRANK PHILLIPS COLLEGE	INV #FPC-004195 - THOUGHTIUM & PMI INVOICES	6,278.00	7/9/2026
222202	Cost Pool	THE GROUNDS GUYS OF AMARILLO	INV #INV-8632 - BI-WEEKLY SVCS 6/26 - AMA WFC	1,211.30	7/9/2026
222203	Summer Earn & Learn	HUXFORD GROUP LLC	INV #1565 - 3/24-6/17/26 SEAL PROGRAM	31,336.25	7/9/2026
222204	Cost Pool	JKB COMPANY INC	INV #4080 - REPLACE COND PUMP ON MINI SPLIT AC - AMA WFC	786.40	7/9/2026
222205	Child Care Attendance Autom.	LAKESHORE LEARNING MATERIALS	CHILD CARE EDUCATION MATERIAL & SUPPLIES	43,374.36	7/9/2026
222206	9-1-1 Management Plan	LANGUAGE LINE SERVICES	INV #11975510 - LANG LINE SVCS 6/26 - 9-1-1	104.98	7/9/2026
222207	Child Care Quality Improvement	LENA FOUNDATION	INV #INV09607 - 8/1/26-7/31/27 LENA GROW SUBSCRIPTION	15,810.00	7/9/2026
222208	PRPC General Fund	LIFE INSURANCE CO OF N AMERICA	BILLING REF #207624_070126 - SURVIVORS INS 7/26	352.80	7/9/2026
222209	Communication Towers	LIGHTHOUSE ELECTRIC COOP	VALL TOWER - 5/19-6/21/26	68.63	7/9/2026
222210	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/18/26 - CG INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/18/26 - INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	PRPC Building Fund	LOWES BUSINESS ACCT/SYNCB	6/22 & 6/24/26 - PAINT/SUPPLIES FOR WOMEN'S BATHROOM	468.35	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/22/26 - INC SUPP - AIR CONDITIONER - AAA CLIENTS	956.88	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/26/26 - CG INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/26/26 - INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/29/26 - CG INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	6/29/26 - INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
	9-1-1 Management Plan	LOWES BUSINESS ACCT/SYNCB	6/30/26 - BACKUP BATTERY FOR CHILDRESS PSAP	66.48	7/9/2026
	Cost Pool	LOWES BUSINESS ACCT/SYNCB	6/4/26 - YELLOW CAUTION TAPE - AMA WFC	14.23	7/9/2026
	PRPC Building Fund	LOWES BUSINESS ACCT/SYNCB	6/8/26 - PAINTING SUPPLIES FOR WOMEN'S BATHROOM (BASEMENT)	99.66	7/9/2026
	Aging - HHSC	LOWES BUSINESS ACCT/SYNCB	7/1/26 - INC SUPP - AIR CONDITIONER - AAA CLIENT	478.44	7/9/2026
222211	CD Project Admin	LUNCH MONY LLC	INV #ATX04316 - 6/5/26 - TXCDBG LUNCH MTG	130.89	7/9/2026
222212	Cost Pool	MESSER AUTO GROUP	INV #643764 - 6/26/26 - MU#2 OIL CHANGE & FILTERS	184.47	7/9/2026
222213	PRPC Building Fund	NLSLC INC	INV #21542 - PRPC GROUNDS MAINT 6/26	903.00	7/9/2026
222214	Communication Towers	NORTH PLAINS ELECTRIC COOP	INV #3829 - OCHL & LIPN TOWERS - 6/1-7/1/26	146.32	7/9/2026
222215	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES	INV #518784 - 6/16-6/30/26 MAIL HANDLING	448.84	7/9/2026
222216	Intern. Service - Reception	PATHWAYZ COMMUNICATIONS INC	PRPC LINE CHGS 7/26	825.07	7/9/2026
222217	CD Project Admin	PERRYTON HERALD	INV #PRPC-0526 - LN 5/21/26 - HIGGINS CR & PUBLIC HOUSING	505.50	7/9/2026
222218	Communication Towers	RITA BLANCA ELECTRIC COOP INC	DALN TOWER - 5/30-6/30/26	561.90	7/9/2026
222219	Aging - HHSC	THE SENIOR ENRICHMENT CENTER	CONGREGATE MEALS - 6/26	1,203.00	7/9/2026
222220	Aging - HHSC	NELDA SMITH	IRT MILEAGE 6/26 - FACILITY VISITS	175.18	7/9/2026
222221	Communication Towers	SWEPCO	DONL TOWER 6/4-7/2/26	96.50	7/9/2026
222222	9-1-1 Management Plan	SYNTRIO	INV #10011957 - NW CHILDRESS 7/26	156.00	7/9/2026
222223	Intern. Service - Copy	UCI DOCUMENTS	INV #42395022 - KYOCERA COPIER LEASE 7/26	256.28	7/9/2026
222224	Cost Pool	UCI DOCUMENT DESTRUCTION	INV #0052372 - SHREDDING (1 BIN) - WFD	50.00	7/9/2026
222225	Local Water	USA TODAY MEDIA CORP	LN 6/16/26 - PWPG NOMINATIONS	438.00	7/9/2026

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222226	9-1-1 Management Plan	WEST TEXAS RURAL TELEPHONE COOP	INV #2166S111401.112 - NW PARMER 7/26	78.00	7/9/2026
222227	9-1-1 Management Plan	WT SERVICES INC	INV #7809S111401.112 - NW PARMER 7/26	156.00	7/9/2026
222228	Various Grants	XCEL ENERGY	ELECTRIC 5/12-6/11/26 - AMA & BOR WFC, PRPC, TOWER SITES	6,758.22	7/9/2026
222229	9-1-1 Management Plan	XIT COMMUNICATIONS	INV #10324937 - DALLAM/HARTLEY CLEC 7/26	156.00	7/9/2026
222230	Aging - HHSC	15RX PHARMACY	HEALTH MAINT SUPPLIES - 6/26	6,196.50	7/16/2026
222231	Vocational Rehab Cost	1ST ALARM	INV #212880 - 5/1/26-4/30/27 PDK ANNUAL CLOUD SUBSCRIPTION	1,080.00	7/16/2026
222232	Cost Pool	887 MEDIA & TECH REHAB	INV #72866 - 7/10-8/9/26 SERVER HOST PLAN - AMA WFC	54.95	7/16/2026
222233	Cost Pool	AMARILLO NATIONAL BANK	5/20-6/19/26 - WASABI.COM CLOUD STORAGE	7.22	7/16/2026
	EDA Public Works Asst - PROP	AMARILLO NATIONAL BANK	6/11/26 - LENOVO THINKPAD & MOUSE - RGS	2,288.99	7/16/2026
	CD Project Admin	AMARILLO NATIONAL BANK	6/15/26 - LUNCH FOR PROMPT MTG	217.96	7/16/2026
	CD Project Admin	AMARILLO NATIONAL BANK	6/16/26 - LUNCH FOR SAFE-PAC MTG	177.79	7/16/2026
	Local Water	AMARILLO NATIONAL BANK	6/16/26-6/15/29 - PANHANDLEWATER.ORG DOMAIN RENEWAL	72.57	7/16/2026
	Cost Pool	AMARILLO NATIONAL BANK	6/18-7/17/26 - TIME TRAK GO - 156 USERS	468.00	7/16/2026
	PRPC Indirect Costs	AMARILLO NATIONAL BANK	6/25/26 - NEW BOARD MEMBER ORIENTATION WORKING LUNCH	175.97	7/16/2026
	Aging - HHSC	AMARILLO NATIONAL BANK	6/30/26 - AAA PROGRAM SPEC JOB AD ON INDEED.COM	427.79	7/16/2026
	DRC	AMARILLO NATIONAL BANK	6/5-6/7/26 - DRC BASIC MEDIATION TRNG SUPPLIES	245.24	7/16/2026
	CD Project Admin	AMARILLO NATIONAL BANK	6/9-6/14/26 - TWDB WORKSHOP EXP & NADO CONF REG FEES	1,060.92	7/16/2026
	Intern. Service - Accounting	AMARILLO NATIONAL BANK	8/1/26-7/31/27 - AICPA DUES - TRENTON TAYLOR	575.00	7/16/2026
	CD Project Admin	AMARILLO NATIONAL BANK	ORT 6/2-6/4/26 - DALLAS - GUERRERO/LODGING & MEALS	428.96	7/16/2026
222234	Homeland Security Grant Divison	MR NIK BAUCOM	IRT MILEAGE 7/7/26 - PREMAC MTG	101.47	7/16/2026
222235	Intern. Service - Copy	CANON FINANCIAL SERVICES INC	INV #43526453 - COPIER LEASE 7/26 & 2025 PROP TAXES - FL 1&3	756.64	7/16/2026
222236	Aging - HHSC	CARING SENIOR SERVICE OF AMARILLO	REIMBURSEMENT 6/26 - CG RESPITE	191.25	7/16/2026
	Aging - HHSC	CARING SENIOR SERVICE OF AMARILLO	REIMBURSEMENT 6/26 - HOMEMAKER & PERS ASSIST	1,980.00	7/16/2026
222237	CD Project Admin	THE CLARENDON ENTERPRISE	LN 5/29 & 6/19/26 - DODSON CDBG	311.93	7/16/2026
222238	Aging - HHSC	MINDY FEWELL	CG VOUCHER PAYMENT 6/26 - AAA CLIENT	510.00	7/16/2026
222239	Intern. Service - Personnel	FINANCIAL PROFESSIONALS	INV #15933 - BACKGROUND CHECK - NEW EMPLOYEE	50.00	7/16/2026
222240	Homeland Security Grant Divison	MR WAYNE FLOYD	IRT MILEAGE 7/7/26 - PREMAC MTG	167.04	7/16/2026
222241	WIOA Adult	FRANK PHILLIPS COLLEGE	INV #FPC-004648 - T/F Q3-26	3,840.00	7/16/2026
222242	Aging - HHSC	GOODCARE HEALTH SERVICES	REIMBURSEMENT 6/26 - CG RESPITE	630.00	7/16/2026
	Aging - HHSC	GOODCARE HEALTH SERVICES	REIMBURSEMENT 6/26 - PERS ASSISTANCE	72.00	7/16/2026
222243	Aging - HHSC	HALL COUNTY HOME DELIVERY MEALS	HOME DELIVERED MEALS - 6/26	2,739.04	7/16/2026
222244	Aging - HHSC	HEDLEY SR CITIZENS ASSN	REIMBURSEMENT 6/26 - CM & HDM	1,570.20	7/16/2026
222245	Aging - HHSC	HEREFORD SR CITIZENS ASSN	REIMBURSEMENT 6/26 - CM & HDM	18,099.20	7/16/2026
222246	Homeland Security Grant Divison	MR ROBERT HOWELL	IRT MILEAGE 7/7/26 - PREMAC MTG	130.08	7/16/2026
222247	PRPC General Fund	ISOLVED INC	INV #I155165991 - FSA ADMIN FEES 6/26	71.10	7/16/2026
222248	Homeland Security Grant Divison	JUDGE KIMBERLY JONES	IRT MILEAGE 7/7/26 - PREMAC MTG	168.16	7/16/2026
222249	Child Care Attendance Automation	LAKESHORE LEARNING MATERIALS	CCQI EDUCATION MATERIALS & SUPPLIES - 5 & 6/26	32,943.34	7/16/2026
222250	WIOA Adult	MACINNIS PROPERTIES	RENT 6/1-6/30/26 - WF CLIENT	1,200.00	7/16/2026
222251	CD Project Admin	MIAMI CHIEF	INV #1388 & 1389 - LN 6/11 & 6/18/26 - RROF MIAMI (ENG/SPAN)	447.00	7/16/2026
222252	Aging - HHSC	MOORE CO SENIOR CENTER INC	CONGREGATE MEALS - 6/26	9,136.00	7/16/2026
222253	PRPC Indirect Costs	ODP BUSINESS SOLUTIONS LLC	INV #473944420001 - 6/22/26 - SUPPLIES	52.52	7/16/2026
222254	PRPC General Fund	OFFICE OF THE ATTORNEY GENERAL	CHILD SUPPORT PMT - 7/15/26	629.00	7/16/2026

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222255	Aging - HHSC	OPPORTUNITIES INC	REIMBURSEMENT 6/26 - CM & HDM	7,686.37	7/16/2026
222256	Homeland Security Grant Divison	MR JUSTIN PARKER	IRT MILEAGE 7/7/26 - PREMAC MTG	167.04	7/16/2026
222257	Homeland Security Grant Divison	MR HARVEY PEREZ	IRT MILEAGE 7/7/26 - PREMAC MTG	41.96	7/16/2026
222258	CD Project Admin	PERRYTON HERALD	INV #PRPC-HG702 - LN 7/2/26 RROF HIGGINS (ENG/SPAN)	750.00	7/16/2026
222259	Homeland Security Grant Divison	MR SETH PHILLEY	IRT MILEAGE 7/7/26 - PREMAC MTG	69.64	7/16/2026
222260	Aging - HHSC	PURE HEALS AMC	REIMBURSEMENT 6/26 - CG RESPITE	176.00	7/16/2026
222261	Homeland Security Grant Divison	MR JoDEE ROBISON	IRT MILEAGE 7/7/26 - PREMAC MTG	110.08	7/16/2026
222262	Intern. Service - Automobile	ROGERS CAR CARE	INV #21068 & 21074 - 7/10/26 CARS #1&7 OIL CHGE, FILTERS, DETAIL	433.42	7/16/2026
222263	Cost Pool	RX TECHNOLOGY	INV #117856 - 7/9/26-7/8/27 OFFICE 365 G3 ANN FEE - WFD	2,160.00	7/16/2026
222264	Aging - HHSC	SHAMROCK MEALS ON WHEELS INC	HOME DELIVERED MEALS - 6/26	1,130.50	7/16/2026
222265	Cost Pool	SHI GOVERNMENT SOLUTIONS INC	INV #GB00594548 - 9/14/26-9/13/27 SUPP FOR VEEAM DATA PLATFORM	1,160.66	7/16/2026
222266	Solid Waste Reg Coord 26-27	SWISHER COUNTY	FY26 SW GRANT REIMB - TRAILER RENTAL & RECYCLING COSTS	12,000.00	7/16/2026
222267	Intern. Service - Copy	TASCOSA OFFICE MACHINES	INV #657958 - 1ST & 3RD FLOOR COPIES - 5/26	522.73	7/16/2026
	Intern. Service - Copy	TASCOSA OFFICE MACHINES	INV #663937 - 1ST & 3RD FLOOR COPIES - 6/26	538.74	7/16/2026
222268	Aging - HHSC	TRANSFORMATION PARK	REIMBURSEMENT 6/26 - CM & HDM	15,067.53	7/16/2026
222269	Aging - HHSC	TRI COUNTY MEALS	HOME DELIVERED MEALS - 6/26	3,209.91	7/16/2026
222270	Aging - HHSC	VISITING ANGELS	REIMBURSEMENT 6/26 - CG RESPITE	1,311.00	7/16/2026
	Aging - HHSC	VISITING ANGELS	REIMBURSEMENT 6/26 - HOMEMAKER & PERS ASSISTANCE	2,834.75	7/16/2026
222271	Cost Pool	VITEL COMMUNICATIONS CORP	INV #3966 - FIRE ALARM MONITORING 7/26 - AMA WFC	80.00	7/16/2026
	Cost Pool	VITEL COMMUNICATIONS CORP	INV #4054 - FIRE ALARM/SMOKE DET INSP/TEST 7/26 - AMA WFC	108.75	7/16/2026
222272	Homeland Security Grant Divison	THE HONORABLE DJ WAGNER	IRT MILEAGE 7/7/26 - PREMAC MTG	69.19	7/16/2026
222273	Homeland Security Grant Divison	MR SCOTT WHITE	IRT MILEAGE 7/7/26 - PREMAC MTG	74.47	7/16/2026
222274	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HUTCHINSON 7/7-8/6/26	15.90	7/16/2026
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	OCHILTREE 7/7-8/6/26	2.78	7/16/2026
222275	CJD - LEA	AMARILLO COLLEGE - LEA	BILL NO: 6382 - IN-SERVICE TRNG 6/26	2,824.17	7/23/2026
222276	Aging - HHSC	ACTS COMMUNITY	REIMBURSEMENT 6/26 - CM & HDM	9,086.98	7/23/2026
222277	Aging - HHSC	ACTS COMMUNITY	BINGOCIZE 6/26 - TITLE III-D EBI	7,133.34	7/23/2026
222278	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #13QP-46VM-TG37 - SUPPLIES	63.60	7/23/2026
	Intern. Service - Automobile	AMAZON CAPITAL SERVICES	INV #1HJX-64GD-YXVT - CAR TOUCH UP PAINT	9.99	7/23/2026
	9-1-1 Management Plan	AMAZON CAPITAL SERVICES	INV #1M6W-VV3L-3LVT - PSAP SUPPLIES (FIBER CONDUIT)	49.99	7/23/2026
	PRPC Indirect Costs	AMAZON CAPITAL SERVICES	INV #1XNR-MMHJ-1PGL - TISSUES, MFOLD TOWELS, CLEANER	90.12	7/23/2026
222280	PRPC Building Fund	ATMOS ENERGY	PRPC 6/13-7/15/26	105.06	7/23/2026
222281	9-1-1 Management Plan	AT&T	E911 PRPC 7/5-8/4/26	843.88	7/23/2026
222282	PRPC General Fund	BLUE CROSS BLUE SHIELD OF TEXAS	COBRA INSURANCE PMT 8/26	2,113.34	7/23/2026
	PRPC General Fund	BLUE CROSS BLUE SHIELD OF TEXAS	MEDICAL INSURANCE - 8/26	45,144.28	7/23/2026
222283	Cost Pool	CITY OF BORGER	BORGER WFC 6/12-7/12/26	101.40	7/23/2026
222284	Aging - HHSC	COLLINGSWORTH COUNTY HDM	REIMBURSEMENT 6/26 - CM & HDM	8,912.89	7/23/2026
222285	Cost Pool	DAVES FRESH CLEANING LLC	INV #1866 - JANITORIAL 7/26 - BORGER WFC	350.00	7/23/2026
222286	Aging - HHSC	DONLEY CO SR CITIZENS ASSN	REIMBURSEMENT 6/26 - CM & HDM	10,322.62	7/23/2026
222287	Cost Pool	ED TURNER PROPERTY MANAGEMENT	RENT 8/26 - BORGER WFC	1,025.00	7/23/2026
222288	Aging - HHSC	ELARA CARING	INV #12448010 - CG RESPITE 6/26	213.75	7/23/2026
	Aging - HHSC	ELARA CARING	INV #12448013 - PERSONAL ASSISTANCE 6/26	223.25	7/23/2026

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222289	Local Water	ELITE ENGRAVING	INV #967100 - RETIREMENT PLAQUE - PWPG BOARD MEMBER	170.00	7/23/2026
222290	PRPC Indirect Costs	FOUST INC	INV #28305 - 500 SETS OF BUDGET DIVIDER TABS	1,760.98	7/23/2026
222291	9-1-1 Management Plan	IDEAg GROUP LLC	INV #462621747 - 12/1-12/3/26 BOOTH RENTAL @ FARM/RANCH SHOW	970.00	7/23/2026
222292	Solid Waste Regional Coordination	KB RECYCLING LLC	INV #74164 - RECYCLING SVCS 7/26	85.00	7/23/2026
222293	Vocational Rehab Cost	LUX PROPERTY SOLUTIONS LLC	INV #2376 - JANITORIAL 7/26 - AMA WFC	1,732.50	7/23/2026
222294	CD Project Admin	MOORE COUNTY NEWS PRESS	INV #02264729, 05264729 & 7164729 - LN 2/20, 5/8 & 7/10/26	544.80	7/23/2026
222295	PRPC Building Fund	ORKIN INC	INV #299542567 - PEST CONTROL 7/14/26	155.48	7/23/2026
222296	PRPC General Fund	PRINCIPAL LIFE INSURANCE COMPANY	INSURANCE PMT 8/26	6,248.25	7/23/2026
222297	9-1-1 Management Plan	RX TECHNOLOGY	INV #117855 - 7/7/26-7/6/27 MS OFFICE 365 G3 - 9-1-1	1,620.00	7/23/2026
222298	9-1-1 Management Plan	SHI GOVERNMENT SOLUTIONS INC	INV #GB00593973 - 6/19/26-6/18/27 - PROXMOX SUBSCRIPTION	2,886.18	7/23/2026
	9-1-1 Management Plan	SHI GOVERNMENT SOLUTIONS INC	INV #GB00595203 - 9/3/26-9/2/26 PALO ALTO SECURITY BUNDLE	4,756.14	7/23/2026
222299	Cost Pool	STATERS ACRES RV STORAGE & MORE	MOBILE UNIT STORAGE 8/26	144.90	7/23/2026
222300	Aging - HHSC	SWISHER CO SR CITIZENS ASSN	REIMBURSEMENT 6/26 - CM & HDM	9,800.42	7/23/2026
222301	Cost Pool	TASCOSA OFFICE MACHINES	INV #657958 & 656579 - COPIER LEASE 6/26 - AMA WFC	1,320.87	7/23/2026
	Cost Pool	TASCOSA OFFICE MACHINES	INV #663937 & 663936 - COPIER LEASE 7/26 - AMA WFC	1,368.29	7/23/2026
222302	Communication Towers	TOOT N TOTUM CAR CARE CENTER	6/29/26 - OIL CHANGE - PANCOM UNIT	149.95	7/23/2026
222303	Intern. Service - Automobile	WEX BANK	VEHICLE FUEL 6/16-7/14/26 - PRPC CARS, PC UNIT, MU#2	1,290.57	7/23/2026
222304	Cost Pool	XCEL ENERGY	ELECTRIC 6/11-7/13/26 - AMA WFC	3,914.34	7/23/2026
222305	PRPC Building Fund	TEXAS DEPT OF LICENSING & REGULATION	ELEVATOR FILING FEE	20.00	7/24/2026
222306	CJD - JAG	AMARILLO COLLEGE - LEA	BILL NO: 6381 - JAG TRNG 6/26	19,045.00	7/30/2026
222307	PRPC General Fund	AFLAC	INV #512227 - EMPLOYEE DEDUCTS 7/26	320.97	7/30/2026
222308	PRPC General Fund	ALBERTSONS/SAFEWAY	6/25/26 - PRPC BOARD MTG SUPPLIES	106.47	7/30/2026
	DRC	ALBERTSONS/SAFEWAY	7/10/26 - DRC ADVISORY BOARD LUNCH	53.33	7/30/2026
222309	Cost Pool	CITY OF AMARILLO	6/13-7/13/26 - EDDY ST IRRIGATION	80.71	7/30/2026
	Cost Pool	CITY OF AMARILLO	6/15-7/13/26 - AMA WFC EDDY ST	458.75	7/30/2026
222310	PRPC Building Fund	ARVERNAS CLEANING SERVICE	INV #0020 - PRPC CLEANING SVCS 7/26	1,700.00	7/30/2026
222311	PRPC Indirect Costs	JUDGE SHAWN BALLEW	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	50.63	7/30/2026
222312	Cost Pool	BOB JAY'S HEATING AIR CONDITIONING	INV #I10293 - INSPECT EXISTING DUCTWORK - AMA WFC	1,000.00	7/30/2026
222313	PRPC Indirect Costs	JUDGE ISABEL CARRASCO	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	138.11	7/30/2026
222314	Aging - HHSC	CARING SENIOR SERVICE OF AMARILLO	PERSONAL ASSISTANCE - 6/26	112.50	7/30/2026
222315	PRPC Indirect Costs	JUDGE MICHAEL CLAWSON	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	70.44	7/30/2026
222316	PRPC Indirect Costs	JUDGE RANK COGDELL	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	110.08	7/30/2026
222317	PRPC Indirect Costs	JUDGE CHRISTY DYER	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	26.48	7/30/2026
222318	9-1-1 Management Plan	EAN SERVICES LLC	RA #373048696 - ORT 7/19-7/21/26 - JONES/SAN ANTONIO	188.16	7/30/2026
	9-1-1 Management Plan	EAN SERVICES LLC	RA #373095749 - ORT 7/21-7/23/26 - JONES/FT WORTH	118.44	7/30/2026
222319	PRPC Indirect Costs	MR EDDIE EDWARDS	IRT MILEAGE 7/23/26	71.99	7/30/2026
222320	Intern. Service - Personnel	FINANCIAL PROFESSIONALS	INV #15946 - BACKGROUND CHECK - NEW EMPLOYEE	56.00	7/30/2026
222321	Regional Flood Planning	FREESE AND NICHOLS INC	INV #1405237 - PROF SVCS 2028 RFP - 6/1-6/30/26	75,750.29	7/30/2026
222322	Aging - HHSC	GARRISON INSTITUTE ON AGING	INV #001 - 6/30/26 - SPEAKER FEES - DEMENTIA SYMPOSIUM	1,000.00	7/30/2026
222323	MAXIMUS	GOLDEN SPREAD CENTER	2026 MELISSA CARTER MEMORIAL GRANT AWARD	500.00	7/30/2026
222324	Communication Towers	GREENBELT ELECTRIC COOPERATIVE	BOWR/COLL TOWERS - 6/15-7/14/26	131.66	7/30/2026
222325	PRPC Indirect Costs	JUDGE CHALONE HEFLEY	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	141.77	7/30/2026

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222326	PRPC Indirect Costs	JUDGE JOHN HOWARD	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	84.98	7/30/2026
222327	SNAP E&T	HUXFORD GROUP LLC	6/1-6/30/26 - REIMB FOR EXPENSES	1,296.06	7/30/2026
222328	PRPC Indirect Costs	JUDGE KIMBERLY JONES	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	168.16	7/30/2026
222329	Safe Streets for All	KIMLEY-HORN AND ASSOCIATES INC	INV #060085900-0626 - PROF SVCS 6/1-6/30/26 - SS4A-SAP	73,695.50	7/30/2026
222330	Child Care Attendance Automation	LAKESHORE LEARNING MATERIALS	CCQI EDUCATION MATERIALS & SUPPLIES - 6/26	28,955.56	7/30/2026
	Child Care Attendance Automation	LAKESHORE LEARNING MATERIALS	CCQU EDUCATION MATERIALS & SUPPLIES 5-7/26	58,932.17	7/30/2026
222331	PRPC Indirect Costs	JUDGE MITCHELL LOCKE	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	113.94	7/30/2026
222332	PRPC Indirect Costs	JUDGE DAN LOOTEN	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	41.96	7/30/2026
222333	PRPC Building Fund	MAYFIELD PAPER COMPANY	INV #4486083 - MFOLD TOWELS, CAN LINERS, TOILET TISSUE	265.48	7/30/2026
222334	Intern. Service - Accounting	MIP CHECKS AND FORMS	INV #A01516202 - 4,000 A/P CHECKS	1,158.95	7/30/2026
222335	PRPC General Fund	OFFICE OF THE ATTORNEY GENERAL	CHILD SUPPORT PMT - 7/31/26	629.00	7/30/2026
222336	EDA Public Works Asst - PROP	OFFICEWISE COMMERCIAL INTERIORS	INV #07222026-D - FURNITURE - RGS	20,333.22	7/30/2026
222337	Homeland Security Grant Divison	OMEGA ELECTRONICS	INV #201000470-1 - 6/25/26 WHEN/ROB4 - COAX	450.00	7/30/2026
222338	PRPC General Fund	PANHANDLE PRESORT SERVICES	INV #518920 - 7/1-7/15/26 MAIL HANDLING	761.07	7/30/2026
222339	Cost Pool	PATHWAYZ COMMUNICATIONS INC	LINE CHGS 7/26 & LONG DIST 6/26 - AMA WFC	2,630.09	7/30/2026
222340	PRPC Indirect Costs	JUDGE WES RITCHEY	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	117.26	7/30/2026
222341	PRPC General Fund	SAM'S CLUB MC/SYNCB	7/2/26 - FORKS, SPOONS PAPER TOWELS, CUPS	96.90	7/30/2026
	PRPC Indirect Costs	SAM'S CLUB MC/SYNCB	7/20/26-7/19/27 - MEMBERSHIP DUES	135.99	7/30/2026
	PRPC General Fund	SAM'S CLUB MC/SYNCB	7/7/26 - SODAS FOR MEETINGS	64.95	7/30/2026
222342	PRPC Indirect Costs	THE HONORABLE TOBE SHIELDS	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	130.08	7/30/2026
222343	PRPC Indirect Costs	THE HONORABLE PAT SIMS	IRT MILEAGE 7/23/26 - PRPC BOARD MTG	69.64	7/30/2026
222344	Communication Towers	SOUTH PLAINS ELECTRIC COOP	PAR4 TOWER - 6/13-7/14/26	113.47	7/30/2026
222345	WIOA Adult	STACY'S UNIFORMS	5/27-6/26/26 - TOOLS/UNIFORMS, WORK RELATED ITEMS	2,565.38	7/30/2026
222346	Communication Towers	SWEPCO	WHES TOWER 6/23-7/22/26	53.95	7/30/2026
222347	PRPC General Fund	TML REGION II	TML CASH FROM 7/16/26 MTG	260.00	7/30/2026
222348	Cost Pool	TEXAS GAS SERVICE	BORGER WFC - 6/9-7/9/26	103.22	7/30/2026
222349	WIOA Youth	TEXAS TRADE CAREERS LLC	#INV-001045 - T/F HVAC - OSY	7,000.00	7/30/2026
222350	Intern. Service - Copy	UNA COPY INC	#INV142855 - 2ND FL COPIES 6/25-7/24/26	208.61	7/30/2026
222351	PRPC General Fund	UNITED WAY OF AMARILLO & CANYON	EMPLOYEE DEDUCTS 7/26	583.74	7/30/2026
222352	Cost Pool	VERIZON WIRELESS	INV #6148225669 - 7/11-8/10/26 INTERNET & CELL PHONE CHGS	536.37	7/30/2026
222353	Communication Towers	XCEL ENERGY	HUTN TOWER 6/17-7/19/26	111.20	7/30/2026
222354	PRPC Building Fund	AP MAINTENANCE & HANDYMAN SERVICE	INV #2342 - PRPC BLDG MAINT 7/26	1,200.00	7/30/2026
31636	MAXIMUS	DANA HOYLER	6/22/26 - REIMB FOR SUPPLIES (BOOTH AT ALF)	36.37	7/9/2026
31637	CD Project Admin	BRYNNA BURNETT	7/2/26 - REIMB FOR RIDE-SHARE MTG EXPENSES	13.00	7/16/2026
31638	MAXIMUS	MAKAYLA STEWART	7/1/26 - LUNCH FOR CG SUPP GROUP	121.27	7/16/2026
31639	TWC Unrestricted Funds	LESLIE HARDIN	7/16/26 - REGISTRATION RENEWAL - FPC TRUCK IN DALHART	22.00	7/23/2026
89974	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (003022)	8,758.54	7/10/2026
89975	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (003022)	8,375.10	7/10/2026
89976	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (003022)	9,153.43	7/10/2026
89977	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (003022)	6,494.30	7/10/2026
89978	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (003022)	1,078.50	7/10/2026
89979	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	836.00	7/10/2026

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89980	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (003022)	31,671.37	7/10/2026
89981	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER 3	CHILD CARE SERVICES PROVIDED (003022)	8,284.94	7/10/2026
89982	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (003022)	10,156.80	7/10/2026
89983	Child Care CCF	CECYS DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	7,828.78	7/10/2026
89984	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (003022)	2,528.72	7/10/2026
89985	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	5,876.61	7/10/2026
89986	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (003022)	1,334.10	7/10/2026
89987	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (003022)	5,020.00	7/10/2026
89988	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (003022)	10,764.13	7/10/2026
89989	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (003022)	4,427.88	7/10/2026
89990	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (003022)	15,394.52	7/10/2026
89991	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (003022)	10,684.21	7/10/2026
89992	Child Care CCF	BRIGHT MINDS ACADEMY AT GOLDEN POND	CHILD CARE SERVICES PROVIDED (003022)	4,982.15	7/10/2026
89993	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	2,808.78	7/10/2026
89994	Child Care CCF	WEE CARE CHILD CENTER INC	CHILD CARE SERVICES PROVIDED (003022)	1,757.40	7/10/2026
89995	Child Care CCF	RANGER ROUNDUP LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	3,515.30	7/10/2026
89996	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (003022)	22,868.70	7/10/2026
89997	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER 1	CHILD CARE SERVICES PROVIDED (003022)	6,468.03	7/10/2026
89998	Child Care CCF	STEPPING STONES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	1,318.72	7/10/2026
89999	Child Care CCF	K4B LEARNING DEPOT 6 LLC	CHILD CARE SERVICES PROVIDED (003022)	8,503.60	7/10/2026
90000	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (003022)	33,854.77	7/10/2026
90001	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER	CHILD CARE SERVICES PROVIDED (003022)	11,931.60	7/10/2026
90002	Child Care CCF	UNDER THE SONS HANDS DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	4,962.39	7/10/2026
90003	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (003022)	35,206.40	7/10/2026
90004	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (003022)	1,236.00	7/10/2026
90005	Child Care CCF	SHUSHAN DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	231.90	7/10/2026
90006	Child Care CCF	BRIGHT MINDS ACADEMY AT BUSHLAND	CHILD CARE SERVICES PROVIDED (003022)	939.77	7/10/2026
90007	Child Care CCF	TREEHOUSE CHILDRENS ACADEMY	CHILD CARE SERVICES PROVIDED (003022)	18,446.80	7/10/2026
90008	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE	CHILD CARE SERVICES PROVIDED (003022)	9,510.22	7/10/2026
90009	Child Care CCF	LITTLE FEET BIG STEPS	CHILD CARE SERVICES PROVIDED (003022)	3,662.36	7/10/2026
90010	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (003022)	1,494.80	7/10/2026
90011	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (003022)	711.54	7/10/2026
90012	Child Care CCF	BRIGHT MINDS ACADEMY AT CANYON DR	CHILD CARE SERVICES PROVIDED (003022)	5,026.61	7/10/2026
90013	Child Care CCF	HEARTS AND HANDS	CHILD CARE SERVICES PROVIDED (003022)	1,795.10	7/10/2026
90014	Child Care CCF	ROCK STAR DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	1,242.10	7/10/2026
90015	Child Care CCF	HAPPY TRIBE ACADEMY	CHILD CARE SERVICES PROVIDED (003022)	2,658.46	7/10/2026
90016	Child Care CCF	CHILDRESS LITTLE STARS LLC	CHILD CARE SERVICES PROVIDED (003022)	8,368.00	7/10/2026
90017	Child Care CCF	BECCAS BABIES DAYCARE CENTER	CHILD CARE SERVICES PROVIDED (003022)	25,333.00	7/10/2026
90018	Child Care CCF	HEATHER CHAMBERS	CHILD CARE SERVICES PROVIDED (003022)	218.00	7/10/2026
90019	Child Care CCF	TWO LITTLE FEET	CHILD CARE SERVICES PROVIDED (003022)	10,546.29	7/10/2026
90020	Child Care CCF	BRIGHT BEGINNINGS	CHILD CARE SERVICES PROVIDED (003022)	1,374.40	7/10/2026
90021	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CHILD DEV	CHILD CARE SERVICES PROVIDED (003022)	5,376.80	7/10/2026

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90022	Child Care CCF	BORGER-SPRING CREEK BULLDOG ACADEMY	CHILD CARE SERVICES PROVIDED (003022)	1,295.00	7/10/2026
90023	Child Care CCF	NIKKIES CARE CLUB	CHILD CARE SERVICES PROVIDED (003022)	438.67	7/10/2026
90024	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (003022)	3,708.90	7/10/2026
90025	Child Care CCF	LITTLE LAMBS CHRISTIAN CHILDCARE CTR	CHILD CARE SERVICES PROVIDED (003022)	15,644.40	7/10/2026
90026	Child Care CCF	THE BIG RED BARN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	19,821.80	7/10/2026
90027	Child Care CCF	MARILEISY ELDER	CHILD CARE SERVICES PROVIDED (003022)	2,294.50	7/10/2026
90028	Child Care CCF	CECY'S DAYCARE	CHILD CARE SERVICES PROVIDED (003022)	3,995.00	7/10/2026
90029	Child Care CCF	GIGGLE & GROW	CHILD CARE SERVICES PROVIDED (003022)	15,466.62	7/10/2026
90030	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (003022)	13,931.00	7/10/2026
90031	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	15,938.42	7/10/2026
90032	Child Care CCF	POLK ST UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (003022)	3,630.40	7/10/2026
90033	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (003022)	1,690.40	7/10/2026
90034	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (003022)	4,903.00	7/10/2026
90035	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (003022)	5,027.36	7/10/2026
90036	Child Care CCF	WEST TEXAS A&M UNIVERSITY	CHILD CARE SERVICES PROVIDED (003022)	431.16	7/10/2026
90037	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	941.00	7/10/2026
90038	Child Care CCF	DALHART AREA CHILD CARE CTR INC.	CHILD CARE SERVICES PROVIDED (003022)	4,316.10	7/10/2026
90039	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (003022)	16,904.00	7/10/2026
90040	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC.	CHILD CARE SERVICES PROVIDED (003022)	32,768.54	7/10/2026
90041	Child Care CCF	PLEASANT VALLEY BAPTIST DISC SCHOOL	CHILD CARE SERVICES PROVIDED (003022)	22,808.15	7/10/2026
90042	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (003022)	5,800.38	7/10/2026
90043	Child Care CCF	BUTTONS & BOWS ELC	CHILD CARE SERVICES PROVIDED (003022)	19,921.19	7/10/2026
90044	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (003022)	30,196.40	7/10/2026
90045	Child Care CCF	SYBIL B HARRINGTON LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	11,152.10	7/10/2026
90046	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (003022)	1,759.40	7/10/2026
90047	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (003022)	6,801.00	7/10/2026
90048	Child Care CCF	MCLELLAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	13,924.80	7/10/2026
90049	Child Care CCF	MARY MILES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	15,659.06	7/10/2026
90050	Child Care CCF	WILL ROGERS LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	13,393.20	7/10/2026
90051	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (003022)	6,743.96	7/10/2026
90052	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (003022)	1,668.00	7/10/2026
90053	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (003022)	4,541.00	7/10/2026
90054	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003022)	14,227.32	7/10/2026
90055	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (003022)	44,668.49	7/10/2026
90056	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (003022)	7,765.22	7/10/2026
90057	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER	CHILD CARE SERVICES PROVIDED (003022)	42,295.99	7/10/2026
90058	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (003022)	5,524.30	7/10/2026
90059	Child Care CCF	TAMPATHA K. DURLEY	CHILD CARE SERVICES PROVIDED (003022)	91.00	7/10/2026
90060	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (003022)	6,345.47	7/10/2026
90061	Child Care CCF	MCLELLAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	13,027.08	7/24/2026
90062	Child Care CCF	MARY MILES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	12,914.20	7/24/2026
90063	Child Care CCF	WILL ROGERS LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	10,959.00	7/24/2026

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90064	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (003076)	11,949.00	7/24/2026
90065	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (003076)	3,333.95	7/24/2026
90066	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (003076)	6,876.80	7/24/2026
90067	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (003076)	8,835.34	7/24/2026
90068	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (003076)	6,402.35	7/24/2026
90069	Child Care CCF	COMMUNITY DAY CARE CENTER INC	CHILD CARE SERVICES PROVIDED (003076)	9,033.00	7/24/2026
90070	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (003076)	4,054.00	7/24/2026
90071	Child Care CCF	WEE CARE CHILD CENTER INC	CHILD CARE SERVICES PROVIDED (003076)	1,403.90	7/24/2026
90072	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	13,865.24	7/24/2026
90073	Child Care CCF	POLK STREET UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (003076)	2,194.65	7/24/2026
90074	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (003076)	905.20	7/24/2026
90075	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (003076)	1,777.76	7/24/2026
90076	Child Care CCF	WEST TEXAS A&M UNIVERSITY	CHILD CARE SERVICES PROVIDED (003076)	327.60	7/24/2026
90077	Child Care CCF	DALHART AREA CHILD CARE CTR INC	CHILD CARE SERVICES PROVIDED (003076)	3,443.26	7/24/2026
90078	Child Care CCF	OPPORTUNITY SCHOOL	CHILD CARE SERVICES PROVIDED (003076)	8,969.96	7/24/2026
90079	Child Care CCF	NIGHT & DAY CARE AND PLAY	CHILD CARE SERVICES PROVIDED (003076)	29,344.13	7/24/2026
90080	Child Care CCF	PLEASANT VALLEY BAPTIST DISC SCHOOL	CHILD CARE SERVICES PROVIDED (003076)	15,601.69	7/24/2026
90081	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (003076)	6,181.92	7/24/2026
90082	Child Care CCF	BUTTONS & BOWS ELC	CHILD CARE SERVICES PROVIDED (003076)	15,309.07	7/24/2026
90083	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (003076)	25,214.44	7/24/2026
90084	Child Care CCF	SYBIL B HARRINGTON LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	11,295.25	7/24/2026
90085	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (003076)	1,146.40	7/24/2026
90086	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (003076)	3,626.00	7/24/2026
90087	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (003076)	988.00	7/24/2026
90088	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (003076)	3,761.75	7/24/2026
90089	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	10,814.20	7/24/2026
90090	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (003076)	43,641.21	7/24/2026
90091	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (003076)	5,118.78	7/24/2026
90092	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER	CHILD CARE SERVICES PROVIDED (003076)	41,368.59	7/24/2026
90093	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (003076)	4,560.85	7/24/2026
90094	Child Care CCF	TAMPATHA K. DURLEY	CHILD CARE SERVICES PROVIDED (003076)	91.00	7/24/2026
90095	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (003076)	6,791.65	7/24/2026
90096	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (003076)	6,754.50	7/24/2026
90097	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (003076)	4,014.90	7/24/2026
90098	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (003076)	719.00	7/24/2026
90099	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	976.00	7/24/2026
90100	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (003076)	26,885.76	7/24/2026
90101	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER 3	CHILD CARE SERVICES PROVIDED (003076)	8,847.04	7/24/2026
90102	Child Care CCF	CECYS DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	5,162.18	7/24/2026
90103	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (003076)	1,181.00	7/24/2026
90104	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	4,840.81	7/24/2026
90105	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (003076)	183.00	7/24/2026

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90106	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (003076)	13,211.79	7/24/2026
90107	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (003076)	3,209.00	7/24/2026
90108	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (003076)	10,312.40	7/24/2026
90109	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (003076)	11,641.40	7/24/2026
90110	Child Care CCF	BRIGHT MINDS ACADEMY AT GOLDEN POND	CHILD CARE SERVICES PROVIDED (003076)	3,458.00	7/24/2026
90111	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	2,199.55	7/24/2026
90112	Child Care CCF	RANGER ROUNDUP LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	3,642.40	7/24/2026
90113	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (003076)	18,720.34	7/24/2026
90114	Child Care CCF	EMMA CANTU DBA ABC LEARNING CENTER 1	CHILD CARE SERVICES PROVIDED (003076)	6,291.70	7/24/2026
90115	Child Care CCF	STEPPING STONES LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	2,851.95	7/24/2026
90116	Child Care CCF	K4B LEARNING DEPOT 6 LLC	CHILD CARE SERVICES PROVIDED (003076)	7,004.00	7/24/2026
90117	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (003076)	34,000.35	7/24/2026
90118	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CENTER INC	CHILD CARE SERVICES PROVIDED (003076)	7,815.20	7/24/2026
90119	Child Care CCF	UNDER THE SONS HANDS DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	3,186.15	7/24/2026
90120	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (003076)	31,254.80	7/24/2026
90121	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (003076)	720.00	7/24/2026
90122	Child Care CCF	BRIGHT MINDS ACADEMY AT BUSHLAND	CHILD CARE SERVICES PROVIDED (003076)	630.80	7/24/2026
90123	Child Care CCF	TREEHOUSE CHILDRENS ACADEMY	CHILD CARE SERVICES PROVIDED (003076)	12,964.40	7/24/2026
90124	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE	CHILD CARE SERVICES PROVIDED (003076)	8,443.12	7/24/2026
90125	Child Care CCF	LITTLE FEET BIG STEPS	CHILD CARE SERVICES PROVIDED (003076)	3,486.66	7/24/2026
90126	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (003076)	786.32	7/24/2026
90127	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (003076)	458.64	7/24/2026
90128	Child Care CCF	BRIGHT MINDS ACADEMY AT CANYON DR	CHILD CARE SERVICES PROVIDED (003076)	4,612.74	7/24/2026
90129	Child Care CCF	HEARTS AND HANDS	CHILD CARE SERVICES PROVIDED (003076)	1,510.70	7/24/2026
90130	Child Care CCF	ROCK STAR DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	286.90	7/24/2026
90131	Child Care CCF	HAPPY TRIBE ACADEMY	CHILD CARE SERVICES PROVIDED (003076)	2,939.90	7/24/2026
90132	Child Care CCF	CHILDRESS LITTLE STARS LLC	CHILD CARE SERVICES PROVIDED (003076)	5,587.80	7/24/2026
90133	Child Care CCF	BECCAS BABIES DAYCARE CENTER	CHILD CARE SERVICES PROVIDED (003076)	22,988.65	7/24/2026
90134	Child Care CCF	HEATHER CHAMBERS	CHILD CARE SERVICES PROVIDED (003076)	192.60	7/24/2026
90135	Child Care CCF	TWO LITTLE FEET	CHILD CARE SERVICES PROVIDED (003076)	10,822.32	7/24/2026
90136	Child Care CCF	BRIGHT BEGINNINGS	CHILD CARE SERVICES PROVIDED (003076)	1,122.00	7/24/2026
90137	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CHILD DEV	CHILD CARE SERVICES PROVIDED (003076)	5,896.20	7/24/2026
90138	Child Care CCF	BORGER-SPRING CREEK BULLDOG ACADEMY	CHILD CARE SERVICES PROVIDED (003076)	546.60	7/24/2026
90139	Child Care CCF	NIKKIES CARE CLUB	CHILD CARE SERVICES PROVIDED (003076)	637.00	7/24/2026
90140	Child Care CCF	PURE CREATIONS	CHILD CARE SERVICES PROVIDED (003076)	4,141.70	7/24/2026
90141	Child Care CCF	LITTLE LAMBS CHRISTIAN CHILDCARE CTR	CHILD CARE SERVICES PROVIDED (003076)	14,215.20	7/24/2026
90142	Child Care CCF	THE BIG RED BARN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (003076)	17,645.80	7/24/2026
90143	Child Care CCF	MARILEISY ELDER	CHILD CARE SERVICES PROVIDED (003076)	1,778.70	7/24/2026
90144	Child Care CCF	CECY'S DAYCARE	CHILD CARE SERVICES PROVIDED (003076)	7,501.60	7/24/2026
90145	Child Care CCF	GIGGLE & GROW	CHILD CARE SERVICES PROVIDED (003076)	17,061.42	7/24/2026
		AMARILLO NATIONAL BANK	H.S.A. EMPLOYEE & EMPLOYER PAID CONTRIBUTIONS - 7/26	1,779.98	

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		AMARILLO NATIONAL BANK	WFD - INCENTIVE PAYMENTS - 7/26	3,863.00	
		FSA ISOLVED PLAN FUND	FSA EMPLOYEE FLEX DRAFTS 7/26	3,622.10	
		HUXFORD GROUP	WIRE TRANSFERS 7/26	327,825.58	
		FLEETCOR - TNT FUEL	FUEL STATEMENT 7/15/26	54.28	
		VANTAGEPOINT T. AGENTS - 401	WIRE TRANSFERS 7/26	43,865.03	
		VANTAGEPOINT T. AGENTS - 457	WIRE TRANSFERS 7/26	8,728.22	
		VANTAGEPOINT T. AGENTS - ROTH IRA	WIRE TRANSFERS 7/26	600.00	
			TOTAL AMOUNT:	$ 2,974,612.17	
			TOTAL NUMBER OF ELECTRONIC FUND TRANSFERS:	175	
			TOTAL NUMBER OF CHECKS WRITTEN:	224	
			TOTAL NUMBER OF WIRE TRANSFERS:	9	
			TOTAL NUMBER OF ANB BANK CARDS:	13	

PANHANDLE REGIONAL PLANNING COMMISSION

ITEM 6

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Trent Taylor, Deputy Executive Director / Finance Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 6
2027 PRPC Membership Dues

BACKGROUND

The bylaws of the Panhandle Regional Planning Commission require the Board of Directors to recommend a membership dues structure to the general membership for each fiscal year. The general membership will convene at the upcoming annual meeting to formally approve the membership dues structure for the 2027 Planning Commission year.

The Planning Commission's membership dues rate is presently set at 8.5¢ per capita. Using the 2020 Census, the current rate translates into approximately $69,364 in revenue to the Commission (see attached listing, which depicts each of our local government's dues amounts based on the 8.5¢ per capita dues rate).

Local dues funds are used primarily as matching dollars for various regional programs, seed money for special projects and for certain specific Commission operational expenses. The Planning Commission's proposed 2027 budget has been prepared assuming no increase in the membership dues rate and the continuing high level of local government membership participation.

The Executive Committee of the Board of Directors will be meeting prior to the Board meeting to review the staff's suggested 2027 dues structure. The committee will present recommended action to the full Board of Directors on Thursday.

Thank you for your consideration.

PANHANDLE REGIONAL PLANNING COMMISSION
PROPOSED 2027 MEMBERSHIP DUES

COUNTIES:	2020 POPULATION	ANNUAL DUES @ 0.085 PER CAPITA*
ARMSTRONG	1,848	$157.08
BRISCOE	1,435	121.98
CARSON	5,807	493.60
CASTRO	7,371	626.54
CHILDRESS	6,664	566.44
COLLINGSWORTH	2,652	225.42
DALLAM	7,115	604.78
DEAF SMITH	18,583	1,579.56
DONLEY	3,258	276.93
GRAY	21,227	1,804.30
HALL	2,825	240.13
HANSFORD	5,285	449.23
HARTLEY	5,382	457.47
HEMPHILL	3,382	287.47
HUTCHINSON	20,617	1,752.45
LIPSCOMB	3,059	260.02
MOORE	21,358	1,815.43
OCHILTREE	10,015	851.28
OLDHAM	1,758	149.43
PARMER	9,869	838.87
POTTER	118,525	10,074.63
RANDALL	140,753	11,964.01
ROBERTS	827	85.00
SHERMAN	2,782	236.47
SWISHER	6,971	592.54
WHEELER	4,990	424.15
CITIES:		
ADRIAN	128	$85.00
AMARILLO	200,393	17,033.41
BISHOP HILLS	211	85.00
BOOKER	1,437	122.15
BORGER	12,551	1,066.84
BOVINA	1,699	144.42
CACTUS	3,057	259.85
CANADIAN	2,339	198.82
CANYON	14,836	1,261.06
CHANNING	281	85.00
CHILDRESS	5,737	487.65

CITIES (CONT'D):	2020 POPULATION	ANNUAL DUES @ 0.085 PER CAPITA*
CLARENDON	1,877	$159.55
CLAUDE	1,186	100.81
DALHART	8,447	718.00
DARROUZETT	309	85.00
DIMMITT	4,171	354.54
DODSON	93	85.00
DUMAS	14,501	1,232.59
ESTELLINE	121	85.00
FARWELL	1,425	121.13
FOLLETT	373	85.00
FRIONA	4,171	354.54
FRITCH	1,859	158.02
GROOM	552	85.00
GRUVER	1,130	96.05
HAPPY	602	85.00
HART	869	85.00
HEDLEY	275	85.00
HEREFORD	14,972	1,272.62
HIGGINS	356	85.00
HOWARDWICK	370	85.00
KRESS	596	85.00
LAKE TANGLEWOOD	686	85.00
LAKEVIEW	60	85.00
LEFORS	420	85.00
MCLEAN	665	85.00
MEMPHIS	2,048	174.08
MIAMI	539	85.00
MOBEETIE	87	85.00
NAZARETH	310	85.00
PALISADES VILLAGE	268	85.00
PAMPA	16,867	1,433.70
PANHANDLE	2,378	202.13
PERRYTON	8,492	721.82
QUITAQUE	342	85.00
SANFORD	132	85.00
SHAMROCK	1,789	152.07
SILVERTON	629	85.00
SKELLYTOWN	394	85.00
SPEARMAN	3,171	269.54
STINNETT	1,650	140.25
STRATFORD	1,939	164.82
SUNRAY	1,707	145.10
TEXHOMA	258	85.00

CITIES (CONT'D):	2020 POPULATION	ANNUAL DUES @ 0.085 PER CAPITA*
TEXLINE	448	$85.00
TIMBERCREEK	430	85.00
TULIA	4,473	380.21
TURKEY	317	85.00
VEGA	879	85.00
WELLINGTON	1,896	161.16
WHEELER	1,487	126.40
WHITE DEER	918	85.00

SPECIAL DISTRICTS:	
CANADIAN RIVER MUNICIPAL WATER AUTHORITY	$85.00
GREENBELT MUNICIPAL & INDUSTRIAL WATER AUTHORITY	85.00
MACKENZIE MUNICIPAL WATER AUTHORITY	85.00
PALO DURO WATER DISTRICT	85.00
PANHANDLE GROUND WATER CONSERVATION DISTRICT	85.00
RED RIVER AUTHORITY	85.00

* MINIMUM DUES $85.00

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ITEM 7

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Trent Taylor, Deputy Executive Director / Finance Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 7
PRPC 2027 Strategic Work Program and Budget

BACKGROUND

The Bylaws of the Planning Commission require the Board of Directors to annually review and recommend a work program and budget to the general membership. The general membership then reviews and adopts the budget at each year's annual meeting.

The proposed 2027 Strategic Work Program and Budget is enclosed for your review. The document will be presented in detail to the Board's Executive Committee at their meeting prior to the Board meeting. The proposed 2027 Strategic Work Program and Budget will then be presented to the entire Board, with the Executive Committee's recommendations during the Board of Directors meeting.

Staff will be prepared to answer any questions that you might have as you consider the Panhandle Regional Planning Commission's 2027 Strategic Work Program and Budget.

Thank you for your consideration.

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ITEM 8

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Khasi Campos; Regional 9-1-1 Network Coordinator

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 8
Regional 9-1-1 Advisory Committee Nominations and Elections

BACKGROUND

The Procedures and Policies of the Panhandle Regional 9-1-1 Network Advisory Committee calls for members to serve staggered three-year terms, limited to two consecutive three-year terms.

The terms of several members have expired. In order for the committee to maintain its full membership, it is necessary to consider the nomination of individuals to serve as representatives of their respective jurisdictions.

Nominations were made for the following agencies:

- Carson County – Sheriff Tam Terry
- Castro County – Brittany Llamas
- Childress County – Kendra Egerton
- Deaf Smith County – Kirsten Williams (Continuing Membership)
- Hall County – Sheriff Thomas Heck (Continuing Membership)
- Hutchinson County – Sidney Jordan (Continuing Membership)
- Ochiltree County – Rafael Gonzalez (Continuing Membership)
- Swisher County – Neyla Braddock

Election of Officers to serve for the next year.

- Chair – Will provide updates at the Board of Directors Meeting
- Vice-Chair – Will provide updates at the Board of Directors Meeting

RECOMMENDATION:

Staff recommends the Board of Directors approve the nominations as presented and officer appointments to the Panhandle Regional 9-1-1 Network Advisory Committee.

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ITEM 9

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Brynna Burnett, Local Government Services Program Specialist

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 9
Local Government Services Regional Public Transportation Coordination TxDOT Continuation Planning Application and Contract

BACKGROUND

PRPC has led public transportation planning efforts across the Texas Panhandle since 2006 with the adoption of the region's first Regional Public Transportation Coordination Plan (RPTCP). Since then, much has been accomplished through the partnership between PRPC Staff and the Advisory Committee of the Panhandle Regional Organization to Maximize Public Transportation (PROMPT). In December of 2026, the fifth iteration of the Comprehensive Plan will be adopted, outlining new goals for another 5-year planning process.

With the anticipated adoption of the 2027-2031 Regional Public Transportation Coordination Plan, the PRPC and PROMPT will set forth planned projects to improve regional connectivity, public awareness and perception of transit options, coordination among transportation providers, transit funding and provider capacity, and data-driven planning and accountability.

Earlier this month, TxDOT informed PRPC that they would receive $40,000 to continue work on the final development of the 2027-2031 RPTCP coordinated transportation planning process for the 2027 program year based upon statewide metrics data. TxDOT notified PRPC staff of the release of the application on August 17th with an application deadline of August 31st. Local Government Services staff have prepared the application, anticipating that a project grant agreement (PGA) with TxDOT will be received in September of 2026.

These funds will allow PRPC staff to continue to hold PROMPT meetings, lead public engagement efforts, conduct plan revisions, and continually reassess the unmet transportation needs identified in the 2027-2031 Regional Public Transportation Coordination Plan.

RECOMMENDATION

PRPC staff recommends that the Board of Directors authorize the Executive Director to submit the continuation funding application and execute the grant agreement with the Texas Department of Transportation for the Public Transportation Coordination Project, supporting ongoing regionally coordinated transportation planning activities.

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ITEM 10

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Max Seymour, Local Government Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 10
Local Government Services Recruitment Services Interlocal Contract – City of Stratford

BACKGROUND

Over the past decade, PRPC Staff has assisted many cities in the Texas Panhandle with administrative services, ranging from contractual city management services to city administrator searches to master parks planning. One of the most requested services is assistance with the recruitment of professional staff by cities. Recently, the PRPC was approached by the City of Stratford to conduct a professional search for their new City Manager.

The City of Stratford has considered the PRPC's scope of services as it relates to assistance with a professional search and plans to authorize an interlocal agreement to perform these services. The inclusion of this agenda item will allow the PRPC Board of Directors to consider entering into an interlocal agreement with the City of Stratford for PRPC to continue to work with and assist them in this process.

The contract will be focused so that the services can be rendered expeditiously and in a quality manner so that the City can resume normal operations quickly. Compensation will be rated at $65.00 per hour, with job postings and travel compensated additionally with a set floor and ceiling to ensure that both parties mutually benefit from the agreement.

The following options will be made available for inclusion in contracts:

Search Services

1. Develop a Job Description
2. Post the Position notice as directed by the City.
3. Receive copies of all applications submitted to the City and review them.
4. Set up interviews with qualified candidates.
5. Check references and internet history as directed by the City.
6. Make recommendations on a short list of qualified applicants.
7. Contract negotiations with a qualified applicant.
8. On-site services as required by the City Council related to the Search.

RECOMMENDATION

PRPC staff recommends that the PRPC Board of Directors authorize the Executive Director to execute an Interlocal Cooperation Contract with the City of Stratford and PRPC staff to conduct a formal City Manager Search.

INTERLOCAL GOVERNMENTAL COOPERATION CONTRACT
FOR PROFESSIONAL SERVICES

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THE STATE OF TEXAS §
§ AGREEMENT FOR SERVICES
COUNTY OF POTTER §

WHEREAS, this Contract is made and entered into this the *27th day of August, 2026* by and between the City of Stratford, acting by its duly authorized Mayor Pro-Tem, after obtaining a vote of its governing body authorizing this contract and the PANHANDLE REGIONAL PLANNING COMMISSION (PRPC), a political subdivision of the State of Texas organized under Chapter 391 of the Texas Local Government Code, acting by its duly authorized Executive Director; and,

WHEREAS, both parties to this Contract are local governments as defined in Chapter 791 of the Texas Government Code, and this Contract is entered into pursuant to the provisions of said Code, which is commonly referred to as The Interlocal Cooperation Act; and,

WHEREAS, the City of Stratford is desirous of and the PRPC is agreeable to the provision of professional assistance in conducting a Professional Search for a City Manager and to serve under this contractual relationship to the City of Stratford in the capacity of assisting the City in identifying a suitable candidate for the above-mentioned position.

NOW, THEREFORE, PRPC agrees to provide the following described professional services to the City of Stratford. These services will be provided in accordance with the terms and conditions set forth in this agreement.

I. SCOPE OF SERVICES - Services to the City of Stratford are to be provided as follows:

A. Professional Search Services

1. Review and/or develop a job description for the City Manager position for the City.
2. Solicit qualified applicants for the position of the City Manager.
3. Review copies of all applications/resumes submitted to the City for both positions.
   - Prioritize & Group applications based on qualifications therein.
   - Provide groupings to Stratford's designated interview team.
4. Assist in the interviewing of qualified candidates for both positions.
   - Schedule interviews with candidates as requested by the City.
   - Develop and provide standard interview questions to Stratford's designated interview teams.
5. Check references on qualified candidates as directed by the City.
6. Conduct an Internet background check on the shortlist of applicants as directed by the City.
7. Make recommendation on a short list of qualified candidates for each position.
8. Contract negotiations with a qualified candidate as directed by the City.
9. On-Site services as required by the City Commission related to the Search.

B. The PRPC will provide to the City of Stratford the pro-rated services of one (1) full-time employee. This individual will be the point of contact and responsible for delivery of all contracted services to the City.

In addition to the PRPC staff person used to perform the services described above, the PRPC will support the Consulting with internal departmental resources to ensure that these services are fully provided. No additional fee will be incurred by the City of Stratford for these resources.

Posting of the job notices that may incur costs associated with this process at the request of the City will be documented by PRPC Staff and included in the final services billing issued to the City of Stratford at the City's expense.

II - Time of Performance and Commitment

This contract will begin on the ***1st of September, 2026*** and will proceed until the ***1st of December, 2026***. The time commitment from the PRPC will be on as needed basis per week/month as determined by the City of Stratford, for a total of up to three months. Additional time may be negotiated by both parties as agreed upon.

III. COMPENSATION

In consideration of the services described in the foregoing paragraphs to be rendered by PRPC to the City of Stratford, the City of Stratford agrees to make the following payment to PRPC from City funds:

A. PRPC will invoice the City of Stratford in a final lump sum based on hours of service accrued over the life of this contract provided at the rate of $65.00 per hour.
   a. A minimum of $3,000 shall be charged for service accrued.
   b. A ceiling of $10,500 shall be charged for service accrued.
   c. The minimum and ceiling may be modified by mutual action of the City Commission and PRPC Board of Directors as necessary.

B. Additional Services - Additional services may be arranged through the mutual consent and approval of the City of Stratford and the PRPC to provide services which are in addition to those detailed in Section I. Such services will be available at an hourly rate of $65.00 or at an agreed-upon lump-sum cost. In no case will the PRPC undertake additional services without the consent and approval of the City of Stratford.

C. Travel - Cost of travel to, from, and within the City resulting from the delivery of services will be borne by the City of Stratford. Travel required for service delivery identified under Section I will be billed to the City of Stratford at the current rate prescribed by the United States Internal Revenue Service under the federal income tax regulations. The invoice for travel cost reimbursement will detail the number of miles traveled for services and will be on a direct reimbursement basis. Other travel costs, if required, will be limited to only those costs which would be allowed under standard PRPC and State of Texas travel policies.

IV. TERMINATION CLAUSE

Either the City of Stratford or the PRPC may terminate this contract in its entirety by providing the other party written notice of termination thirty (30) days prior to the effective date of termination. Payment will be on a pro-rata basis up to the date of termination of this contract. The PRPC shall deliver to the City of Stratford all products, reports, and working documents developed on behalf of the City prior to the termination date.

V. SEVERABILITY CLAUSE

Should any one or more provisions of this contract be held to be null, void, or for any reason whatsoever unenforceable, such provision(s) shall be construed as severable from the remainder of this contract and shall not affect the validity of all other provisions of this contract, which shall remain in full force and effect.

VI. WAIVER OF EXTRA-CONTRACTUAL LIABILITY

The PRPC shall not be held liable or responsible for the performance or background of any individual or candidate submitting applications, being interviewed, or hired for the City of Stratford's City Manager Position. Any individual submitting an application to, being interviewed for, or hired by the City of Stratford shall be held accountable under all applicable state, federal, and local ordinances and policies by the City of Stratford and not PRPC. Authorized representatives of the City of Stratford are responsible for the final selection of the City Manager and all liability associated with this hiring process remains with the City of Stratford.

VII. GENERAL PROVISIONS

It is expressly understood and agreed by the parties hereto that they are independent contractors; and that nothing contained herein should be construed as giving rise to a partnership or joint venture.

This agreement will in no way replace or forego any existing agreements or relationships currently entered into by the City of Stratford and the PRPC.

PRPC shall maintain fiscal records and supporting documentation for all expenditures of funds made under this Contract in a manner which conforms to OMB Circular A-87, the Management Standards, and this Contract. PRPC agrees to comply with the retention and custodial requirements for records as set forth in Attachment C of OMB Circular A-102, as supplemented by Section 5.154 of the Management Standards.

PRPC shall give the Comptroller General of the United States, the Auditor of the State of Texas, the auditor of the City of Stratford, or any of their duly authorized representatives, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by PRPC or pertaining to this Contract. Such rights to access shall continue as long as the records are retained by PRPC and PRPC agrees to maintain such records in an accessible location.

PRPC shall fully comply with all relevant provisions of: Equal Employment Opportunity laws, Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act, and Section 3 requirements regarding employment, training, and business opportunities.

PRPC and no official or employee thereof shall have any personal financial interest, direct or indirect, in this Contract; and PRPC shall take steps to assure compliance.

EXECUTED this *27th day of August, 2026.*

City of Stratford, Texas

By_____
The Honorable Joe Zak, Mayor Pro-Tem
City of Stratford, Texas

PANHANDLE REGIONAL PLANNING COMMISSION

By_____
Michael J. Peters, Executive Director,
Panhandle Regional Planning Commission

PANHANDLE
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ITEM 11

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Jarian Fred, Local Government Services Program Manager

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 11
Local Government Services Region A Panhandle Water Planning Group: Technical Consultant Selection and Contract Execution

BACKGROUND

Since 1998, the PRPC has served as the political subdivision for the Panhandle Water Planning Group (PWPG), a planning area that encompasses 21 counties in the panhandle region. Through this relationship, five Panhandle Regional Water Plans have been developed and adopted since 2001. In the last year, the PRPC Board of Directors approved the submission of the PWPG's application and subsequent TWDB contract for funding for the 2031 Panhandle Regional Water Plan for $321,098 for the first phase of development of the plan.

To ensure the most qualified consultant is procured for the 2026 cycle, the PWPG conducted an extensive Request for Qualifications (RFQ) in accordance with PRPC's Procurement Policies. PRPC staff, on behalf of the PWPG, solicited qualifications from firms across the state through newspaper notices, website postings, and direct notification to over 21 firms or individuals. Five firms requested RFQ packets, but only one firm submitted a Statement of Qualification (SOQ), Freese and Nichols, Inc (FNI). The PWPG Executive Committee reviewed and interviewed FNI on June 30, 2026, and ultimately recommended awarding the contract to the full PWPG. On July 30, 2026, the full PWPG voted to accept the recommendation of utilizing Freese and Nichols for the 2026 Regional Water Planning Cycle. The PWPG recommended that the PRPC Board of Directors select and enter into a contract with FNI for the seventh planning cycle.

In the 2001 Water Planning Cycle, 2006 Water Planning Cycle, 2008 Interim Ogallala Recharge Study, 2011 Planning Cycle, 2016 Planning Cycle, 2021 Planning Cycle, and the 2026 Planning Cycle funded by the Texas Water Development Board, the PWPG and PRPC have contracted Freese and Nichols Inc. out of Fort Worth, Texas, to provide technical assistance to the planning process. The work that has resulted in all of these above-mentioned projects with Freese and Nichols has been timely and of the highest quality. Their inclusion in the 2031 Water Planning Cycle would provide continuity and a high-quality end product.

The contract with Freese and Nichols will include all planning activities outside PRPC staff's administrative responsibilities. The PRPC Board of Directors reviewed the Scope of Work for developing the regional water plan during both the application and TWDB contract development phases, and it will be included in the draft contract with Freese and Nichols Inc.

The main points of work for FNI to complete include the following:

1. Description of the Region
2. Current and Projected Population and Water Demand
3. Evaluation of Regional Water Supplies
4. Identification of Water Needs
5. Water Management Strategies
6. Impacts of the Regional Water Plan
7. Drought Response Information, Activities and Recommendations
8. Regulatory, Administrative and Legislative Recommendations
9. Water Infrastructure Funding Recommendations
10. Plan Adoption and Public Participation
11. Implementation and Comparison to Previous Regional Water Plans

At this time, $221,098.00 is budgeted for subcontractor services based on this first phase of the contract between the TWDB and PRPC. This contract amount reflects TWDB assigning only Tasks 2A – Non-Municipal Water Demand Projections, 2B - Population and Municipal Water Demand Projections, and Task 10 – Public Participation and Plan Adoption from the above list for inclusion in the contract at this time. As TWDB allocates additional funds to PRPC, the contract will be amended to further fund and detail the additional responsibilities noted above. As TWDB issues those amendments, PRPC will make mirror amendments to the contract between PRPC and FNI to ensure all deliverables align fully with the state contract.

RECOMMENDATION

Staff recommends that the Board of Directors select Freese and Nichols, Inc as the Technical Consultant and authorize the Executive Director to execute a Contract to perform the TWDB-approved 2031 Panhandle Regional Water Planning efforts.

Panhandle Water Planning Group

PO Box 9257
Amarillo, Texas 79105

P: (806) 372-3381
F: (806) 373-3268

Memorandum

To: Professional Services Providers

From: Jarian Fred, Local Government Services Program Manager

Date: May 11, 2026

Re: Region A Panhandle Water Planning Group - Request for Qualifications

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On behalf of the Region A Panhandle Water Planning Group (PWPG), I would like to take this opportunity to thank you for expressing interest in our recently issued Request for Qualifications. As noted in the publication, the RFQ is designed to identify a consultant or consultants which demonstrate the highest level of professional qualifications to assist in the development of the Scope of Work and subsequent Panhandle Regional Water Plan.

The Panhandle Water Planning Area comprises approximately 21,000 square miles in the Texas Panhandle. The area is home to a large amount of agricultural production, livestock operations, and agribusiness in general. The appropriate consultant(s) will demonstrate a high degree of expertise in both surface and groundwater issues.

Attached to this memorandum you will find a copy of the full Request for Qualifications (RFQ) regarding the PWPG's preparation of the 2031 Regional Water Plan. Please provide a response that clearly identifies your firm's qualifications in light of the posted Request for Qualification.

If you have any questions, please contact Jarian Fred, Local Government Services Program Manager, at (806) 372-3381 or jfred@theprpc.org.

Thank you,

Jarian Fred

REGION A PANHANDLE WATER PLANNING GROUP
REQUEST FOR STATEMENT OF QUALIFICATIONS
TO PREPARE REGIONAL WATER PLAN FOR REGION A WATER PLANNING GROUP
AS DEFINED BY 31 TAC CHAPTERS 355, 357, AND 358

The Region A Panhandle Water Planning Group (PWPG) acting through the Panhandle Regional Planning Commission (PRPC) invites all qualified parties to submit a statement of qualifications for preparing a Regional Water Plan (RWP) for the Region A PWPG, as defined by 31 TAC Chapters 355, 357, and 358.

BACKGROUND

The Region A Panhandle Water Planning Group (PWPG) was established following intense drought conditions in the 1990s. The 75th Texas Legislature passed Senate Bill 1 in 1997 with the vision of a regional approach to improve the centralized, state water planning process. To accomplish that goal, the Texas Water Development Board (TWDB) established sixteen regional water planning areas with their own regional water planning groups. The primary responsibility of the water planning groups is to develop a consensus-based Regional Water Plan over a five-year planning cycle that serves their entire region by accurately reflecting the diverse water interests and presenting water management strategies to meet those unique needs. The TWDB will ultimately approve and compile the RWPs to assemble and develop the State Water Plan.

The Panhandle regional water planning area (Region A) consists of twenty-one counties: Armstrong, Carson, Childress, Collingsworth, Dallam, Donley, Gray, Hall, Hansford, Hartley, Hemphill, Hutchinson, Lipscomb, Moore, Ochiltree, Oldham, Potter, Randall, Roberts, Sherman, and Wheeler.

Under the direction of the Region A Panhandle Water Planning Group, the consultant shall prepare the 2031 Regional Water Plan. The consultant shall also assist the PWPG in preparing an appropriate Scope of Work that adequately addresses all tasks and contains the elements for a scope of work as defined in 31 TAC 357, i.e. the description of tasks, responsible parties, schedule, and description of deliverables.

In addition to the technical role, the consultant shall assist the PWPG's political subdivision in the preparation of documents for financial reimbursement, design and implementation of public involvement activities, including conducting public meetings, reviewing and responding to public comments, and developing educational materials on regional water planning issues for presentation to both technical and non-technical audiences in the region.

Consultants submitting qualifications should be familiar with the rules for state and regional water planning and regional water planning grant assistance adopted by the TWDB (31 TAC Chapter 355, Subchapter C, Regional Water Planning Grants; 31 TAC Chapter 358, State Water Planning Guidelines). These rules contain procedures governing applications for financial assistance related to the development or revision of Regional Water Plans, and guidelines for the development of the State Water Plan. Particularly, the rules contain specific time frames and requirements for deadlines for the submittal of specific deliverables associated with the Scope of Work, the Initially Prepared Plan, and adopted Regional Water Plan. The schedule for completion and delivery of work products for the PWPG shall reflect these publication deadlines to the degree currently feasible.

ADDITIONAL INFORMATION

The purpose of this request for statements of qualifications is to permit the evaluation of the relative professional and technical qualifications of respondents.

The statement of qualifications should be no more than 30 pages in length, including cover letter and resumes of project team members. Responses should address the following:

1) Describe your firm's approach to executing the work associated with this project while adhering to the following guidance principles and satisfying the Regional Water Plan requirements outlined in 31 Texas Administrative Code Chapters 355, 357 and 358.

    - Draft Scope of Work: https://www.twdb.texas.gov/waterplanning/rwp/planningdocu/2031/rfa_docs.asp
    - Regional Water Planning Rules and Statutes: https://www.twdb.texas.gov/waterplanning/rwp/rules/index.asp

2) Describe your firm's experience and involvement in State and Regional Water Planning. Provide a list of at least five (5) projects similar to the scope of work discussed herein, with descriptions of the projects, members of the project teams, time schedule, and contact persons who are able to verify the information presented. All projects must have been completed within the past ten (10) years and demonstrate the following types of recent work experience:

    - Regional and State Water Planning for various sized regions and states;
    - Productive projects involving the Texas Water Development Board;
    - Familiarity and experience with TWDB grant administration and timely and comprehensive invoicing requirements;
    - Familiarity with methods and procedures normally used to project available water supplies and future needs for various water groups including agricultural (irrigation & livestock), municipal, power generation, mining/manufacturing, and livestock;
    - Development of water management strategies to address unmet, future needs;
    - Experience with environmental issues and analyses related to water supply development;
    - Knowledge of statutory and regulatory policies affecting water supply, water quality, water conservation, and drought management issues for both surface and groundwater;
    - Reviewing population forecasts and developing and gaining acceptance of alternative forecasts as necessary;
    - Understanding and experience in Texas Water Law related issues;
    - Interactions with diverse interest groups and stakeholders participating in regional water planning;
    - Facilitating consensus-building and conflict resolution among stakeholders with diverse and potentially-conflicting interests;
    - Competent management and reporting of project subcontractors.

3) Identify the project manager and team members with their professional licenses and qualifications to perform the proposed professional services. Include an organizational chart identifying the specific individuals (by name) and their role(s) within this project.

4) Resume's for team members associated with the project (Submitted as part of the Statement of Qualifications and included in the page limit). This should include a succession plan for a scenario where key project members are no longer available to the firm.

5) Your firm's resources and capabilities: including location, size, staffing, and length of local office's existence in Texas along with a plan identifying how the firm will be available in the region.

6) Indication of the number and purposes of subcontractors including a detail of the percentage of the project anticipated to utilize subcontractors.

7) A description of the Firm's ability to complete projects without significant cost escalations or overrun.

8) The capability of your firm to commit necessary resources to the project in order to meet the project schedule.

- Working Conceptual Schedule for the 7th Cycle of Regional Water Planning: https://www.twdb.texas.gov/waterplanning/rwp/planningdocu/2031/documents.asp

Any additional information you would like the PWPG to be aware of or which you feel might have a direct bearing on your firm's qualification to perform on the project.

SELECTION

The selection of the successful firm shall be accomplished by a vote of the PWPG at a public meeting. Based on the number of responses received and the preference of the members, the full membership of the Region A PWPG and/or the Region A PWPG Executive Committee may request formal presentations from a short list of selected firms.

SELECTION CRITERIA

Category	Maximum Points
Familiarity with Texas Water Planning Requirements	20
Relevant Experiences of the Firm with GAMs and WAMs	15
Relevant Experiences of the Firm with the Ogallala Aquifer	15
Capacity to Perform Services	30
Competency and Availability of Staff	20
Specific Expertise in Comprehensive Water Planning	15
Ability to Avoid Cost Escalation & Overrun	10
Project Approach	25
Total	150

TIMELINE

May 6-8, 2026	Advertise and mail notices for Request for Qualifications
June 25, 2026	Statement of Qualifications Due
June 30, 2026	Executive Committee review of SOQs and preparation of recommendation to the PWPG*; Executive Committee may recommend that short-listed consultants make a presentation (in-person, or virtually) to the Executive Committee on June 30th, and/or the PWPG at the next public meeting (July 30th).
July 30, 2026	Meeting of the PWPG and anticipated selection of a consultant; May include presentations and interviews by short-listed consultants (in-person, or virtually)**

*The Executive Committee reserves the right to hold additional review meetings regarding SOQ submittals as necessary.

**Firms submitting SOQs will be directly notified at least one week prior to the full PWPG meeting date in order to ensure that appropriate arrangements may be made.

ACKNOWLEDGEMENTS

The submittal either as part of the Statement of Qualifications or the cover letter shall provide the following acknowledgments:

- Acknowledgment that, if requested, you will prepare and make a presentation to the PWPG;
- Acknowledgment that, if selected, the key individuals of the proposed team will not be changed without the written approval of the PWPG; and

- Acknowledgment that, if selected, you will conform to TWDB rules and requirements for grant funding and timely and comprehensive invoicing to include any and all sub-consultants if utilized.

SUBMISSION

Proposals will only be accepted from firms or individuals having requested an RFQ package. RFQ Packages are available by written request from the Panhandle Regional Planning Commission. Faxed or e-mailed requests will be accepted; however, the requesting entity must verify receipt. All inquiries and requests must be directed to the attention of: Jarian Fred, Local Government Services Program Manager.

The deadline for responses to this request is 5:00 PM, Thursday, June 25, 2026.

One (1) electronic copy in PDF format and five (5) hardcopies, which shall include four (4) bound copies and one (1) unbound copy, shall be mailed or delivered to Jarian Fred, administrative agent of the PWPG, at the following address:

Jarian Fred
Panhandle Regional Planning Commission
PO Box 9257
415 SW 8th Ave.
Amarillo, TX 79105
Jfred@theprp.org, 806-372-3381

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 12

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Alex D. Guerrero, Local Government Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 12
Local Government Services Community and Economic Development Assistance Fund Contract FY 26-27

BACKGROUND

Since 2004, the Panhandle Regional Planning Commission (PRPC) has partnered with the Texas Department of Agriculture (TDA) to support non-entitlement cities and counties in our region through the Texas Community Development Block Grant (TxCDBG) Program. This collaboration enables PRPC to access Community and Economic Development Assistance Fund (CEDAF) funds, which are used to provide general assistance on TxCDBG-related matters.

TDA has allocated $14,801 in CEDAF funds to PRPC. These funds will support non-project-specific activities, including:

- Dissemination of Program Information
- Project Success Summary Submission
- Fair Housing & Other Outreach

TDA formally notified PRPC of the 2026-27 CEDAF offer of funding on August 17, 2026, and requested an immediate response. Given the time-sensitive nature of the request, the Executive Director provided a provisional indication of acceptance to TDA, with the understanding that the final decision remains subject to the Board of Directors' approval.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the Executive Director to execute a contract between PRPC and the Texas Department of Agriculture for the FY26/27 Community and Economic Development Assistance Fund Contract.

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TEXAS DEPARTMENT OF AGRICULTURE
AND
PANHANDLE REGIONAL PLANNING COMMISSION (PRPC)

CONTRACT NO. CEDAF26-17
FOR
COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE FUNDS
FOR ADMINISTRATIVE AND TECHNICAL ASSISTANCE SERVICES

SECTION 1. PARTIES TO THE CONTRACT

This contract, hereinafter referred to as "Contract," is made and entered into by and between the Texas Department of Agriculture, hereinafter referred to as the "Department," and the CEDAF26-17 (PRPC), hereinafter referred to as "Contractor." The parties agree to the mutual obligations and performance of the tasks described herein. This Contract is entered into pursuant to the authority and in compliance with the provisions of the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, for the purpose of providing administrative support staffing to the Regional Review Committee and/or related administrative assistance to the Department, and technical assistance to Texas Community Development Block Grant (TxCDBG) Program eligible localities.

SECTION 2. OBLIGATIONS OF CONTRACTOR

Contractor agrees to provide services specified in Attachment A, "Performance Statement," and to abide by certification(s) shown in Attachment C, "Certification", to this contract. Attachments A and C are attached hereto and hereby incorporated by reference into this Contract for all purposes.

SECTION 3. OBLIGATIONS OF THE DEPARTMENT; BASIS FOR COMPUTING REIMBURSABLE COSTS

In consideration of full and satisfactory performance of the activities referred to in Section 2 of this Contract, the Department will reimburse Contractor for actual and reasonable costs incurred and services performed by Contractor subject to the limitations set forth in this Section 3 and in Attachment A, "Performance Statement," to this Contract.

1. The Department shall not be liable to Contractor for any costs incurred by Contractor that are not allowable costs.

2. The Department shall not be liable to Contractor for any costs incurred by Contractor that have not been billed to the Department within thirty (30) days following expiration of this Contract.

3. The Department shall not be liable for costs incurred or performances rendered by Contractor before the commencement of this Contract or after expiration of this Contract.

SECTION 4. TERM AND EFFECTIVE DATE

The term of this Contract is from September 1, 2026 through August 31, 2027. Either party may terminate this Contract by giving the other party ninety (90) days written notice of their intent to terminate. The ninety (90) day termination period shall begin upon receipt of the written termination notice. The Department will be responsible for payment of all services delivered to it during the ninety (90) day termination notice period. Notification of termination should be mailed to the following address:

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If to Contractor	ATTN: Michael J. Peters, Executive Director P. O. Box 9257 Amarillo, TX 79105-9257
If to the Department	Texas Department of Agriculture ATTN: Suzanne Barnard, State Director Texas Community Development Block Grant Program P.O. Box 12847, Capital Station Austin, TX 78711

SECTION 5. PAYMENT

In consideration of full and satisfactory performance of the activities referred to in Attachment A "Performance Statement" of this Contract during each annual performance period, it is expressly agreed and understood that the total amount to be paid by the Department to Contractor for allowable expenses incurred under this Contract shall not exceed the amounts stated in Attachment B "Budget." Attachment B is attached hereto and hereby incorporated by reference into this Contract for all purposes.

SECTION 6. AVAILABILITY OF FUNDING

This Contract is subject to the availability of funding and may be voided by the Department at any time should funding not be available. Any increase or decrease in the state's annual allocation of CDBG funds shall result in a proportional change in the maximum, not-to-exceed amount of compensation authorized under this Contract.

SECTION 7. BREACH OF CONTRACT AND PENALTIES

Either party shall consider the other party in breach of this Contract if either fails to meet any or part of the requirements specified in this Contract. A breach of contract by either party may result in immediate termination of this Contract upon written notice to the nonperforming party.

SECTION 8. AMENDMENT

This Contract may not be amended by an oral agreement. Any revision to the terms of this Contract must be submitted in writing to the Department for prior approval and must be evidenced by the written consent of all parties through an executed amendment to this Contract.

SECTION 9. GENERAL PROVISIONS

Applicable Laws and Standards
Contractor shall perform the activities provided for in this Contract in accordance with Title 42 of the United States Code (U.S.C.) Sections 5301-5310 and the regulations promulgated thereunder at Title 24 of the Code of Federal Regulations (CFR) Part 570, and all the provisions of this Contract, including Attachment A, "Performance Statement," and Attachment C, "Certification."

The Uniform Grant and Contract Management Act (UGCMA), Texas Government Code, Chapter 783, and the Uniform Grant Management Standards (UGMS) as amended by revised federal circulars and incorporated in the Texas Grant Management Standards (TxGMS), apply as terms and conditions of the Contract and are adopted by reference in their entirety. If a conflict arises between the provisions of the Contract and the provisions of UGCMA and TxGMS, the provisions of UGCMA and TxGMS will prevail unless expressly stated otherwise.

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Assurances
Contractor shall establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

To the extent such provisions are applicable, Contractor agrees to fully comply with the following:

- Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§2000d *et seq.*, which prohibits discrimination on the basis of race, color or national origin, and includes the provision for effective communication and equal access to programs, services and activities to persons with Limited English Proficiency (LEP);
- Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794(a), which prohibits discrimination on the basis of disabilities, and the Americans with Disabilities Act of 1990, 42 U.S.C. §§12101 *et seq.*, including the provision for effective communication and equal access to programs, services and activities to persons with sensory and speech impairments;
- The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§6101-6107, which prohibits discrimination on the basis of age; and,
- The requirements of any other nondiscrimination statute(s).

Contractor further agrees to comply with all or part of the following, as applicable:

- Texas Labor Code, Chapter 21, which requires that certain employers not discriminate on the basis of race, color, disability, religion, sex, national origin, or age;
- Texas Government Code, Chapter 469, pertaining to standards which eliminate architectural barriers for persons with disabilities;
- The Hatch Political Activity Act, 5 U.S.C. §§1501-1505, which limits the political activity of employees whose principal employment activities are funded in whole or in part with federal funds; and
- The Federal Fair Labor Standards Act and the Intergovernmental Personnel Act of 1970, as applicable, concerning minimum wage and maximum hours.

Contractor shall comply with the requirements of the Texas Workers' Compensation Act, Labor Code, Chapters 401-406 and rules promulgated thereunder found at Title 28 of the Texas Administrative Code (TAC), Part 2, Chapter 41 *et seq.*, which cover compensation for employees' injuries.

Conflict of Interest
Contractor does not have nor shall it knowingly acquire any interest that would conflict in any manner with the performance of its obligations under the Contract. Contractor is subject to all applicable conflict of interest provisions in state laws and 24 CFR §570.489.

Inspections
Contractor understands that acceptance of funds under this Contract acts as acceptance of the authority of the Texas State Auditor's Office (SAO), the Department, the U. S. Department of Housing and Urban Development (HUD), the HUD Inspector General, or any successor agency, to conduct an audit or investigation in connection with Contractor's use of funds received under this Contract. Contractor further agrees to fully cooperate to facilitate its audit or investigation, including providing all records requested. Contractor will ensure that this clause concerning the authority to audit funds and the requirement to cooperate is included in any subcontract it awards.

The Department and any authorized representative(s) of the state or federal government have the right, at all reasonable times, to inspect or otherwise evaluate the work performed by Contractor and the premises on which the work is being performed. Contractor shall participate in inspections and provide reasonable access, facilities, and

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assistance to the representatives. All inspections and evaluations will be performed in such a manner as will not unduly interfere with the work.

Contractor shall give the Department, the federal government, and the SAO, or any of their duly authorized representatives, access to any pertinent books, documents, papers, and client records, if any, for the purpose of making audit, examination, excerpts, and transcripts of transactions related to the Contract. The Department will have the right to audit reimbursement-related information both before and after payment. Payment under this Contract will not foreclose the right of the Department to recover excessive or illegal payments.

Any deficiencies identified by the Department upon examination of Contractor records will be conveyed in writing to Contractor. Contractor's resolution of findings must be conveyed in writing to the Department within 30 days of receipt of the Department's findings.

Records Retention
Contractor shall retain all necessary reports, such as travel documentation, sign-in sheets, detailed logs, meeting minutes, etc. These are to be maintained for the Contract and are to be kept on file with Contractor. Contractor shall retain, preserve and make available all required records for a period of three years from the date of the last reimbursement request submitted under this Contract or, if applicable, until all audit questions are resolved, or, if applicable, until any court orders requiring record retention are dissolved, whichever time period is longer pursuant to the State of Texas Records Retention Policy and 24 CFR §570.490(d). Electronic copies of records under the Contract may be substituted for the originals in accordance with guidelines and procedures approved by the Department, provided that the procedures are reliable and are supported by an adequate retrieval system, unless otherwise ordered by a court of general jurisdiction.

Confidentiality
Contractor shall have a system in effect to protect client records and all other documents deemed confidential by law that are maintained in connection with the activities funded under the Contract. Contractor shall not disclose or transfer confidential client information, except in accordance with applicable law.

Prevailing Law
A state or federal statute, rule, regulation, or federal guideline will prevail over the provisions of this Contract unless the statute, rule, regulation, or guideline can be read together with the provision(s) of this Contract to give effect to both.

Severability
If any term or provision of this Contract is held to be invalid for any reason, the invalid section shall not affect the validity of any other section of this Contract, provided that any invalid provision is not material to the overall purpose and operation of this Contract. The remainder of the provisions of this Contract shall remain in full force and effect, and shall in no way be affected, impaired, or invalidated.

Survival of Terms
Termination or expiration of the Contract for any reason shall not release either party from any liabilities or obligations set forth in the Contract that (a) the parties have expressly agreed shall survive any such termination or expiration, or (b) remain to be performed or by their nature would be intended to be applicable following any such termination or expiration.

No Waiver of Sovereign Immunity
The parties expressly agree that no provision of this Contract is in any way intended to constitute a waiver by the Department or Contractor of any immunities from suit or from liability that the Department or Contractor may have by operation of law.

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Independent Contractor
Nothing in this Contract is intended nor shall be construed as creating between the Department and Contractor an employer/employee relationship. The sole interest and responsibility of Contractor is to assure that the services covered by this Contract shall be performed and rendered in a competent, efficient, and satisfactory manner.

SECTION 10. OTHER PROVISIONS

Neither party shall assign or transfer any rights or obligations contained in this Contract to any third parties without the written consent of the other party.

This Contract shall be governed by and construed and enforced in accordance with the laws of the State of Texas. Venue, for any action taken pursuant to any provision of this Contract, will be in Travis County, Texas.

All written or oral agreements between the parties relating to the subject matter of this agreement prior to the execution of this Contract have been reduced to writing and are contained herein.

The persons signing this Contract represent and warrant that they are authorized to sign on behalf of and bind their respective parties to this Contract.

Signed:

_____ _____

Michael J. Peters, Executive Director Date
Executive Director

Approved and accepted on behalf of Texas Department of Agriculture.

_____ _____

Terry Keel, Deputy Commissioner Date
Texas Department of Agriculture

This Contract is not effective unless signed by the Deputy Commissioner of the Texas Department of Agriculture or by the Deputy Commissioner's authorized designee.

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CONTRACT NO. (CEDAF26-17)

ATTACHMENT A
PERFORMANCE STATEMENT
FOR TECHNICAL ASSISTANCE SERVICES RELATED TO
COMMUNITY AND ECONOMIC DEVELOPMENT

Contractor shall carry out the following technical assistance activities in the Contractor's state planning region. The Contractor shall ensure that the amount of funds requested for each activity described does not exceed the amount specified for such activity in Attachment B (Budget).

Technical Assistance Activities

Contractor shall provide to TxCDBG eligible localities within its operating region technical assistance services related to the TxCDBG program and in compliance with HUD CPD Notice 99-9.

A. Dissemination of Program Information

Separate and apart from any information provided as part of the Community Development Fund Regional Scoring Priorities, Contractor shall keep TxCDBG eligible communities within its operating region informed of information provided by the Department via the CDBG listserv throughout the Contract period.

1. Contractor shall forward to TxCDBG eligible communities information regarding TxCDBG meetings, workshops, hearings, other similar activities. Contractor shall encourage local participation and attendance at such events. Contractor shall retain documentation of forwarded announcements and other communication.

2. Contractor shall maintain information on its website related to open TxCDBG application cycles, Section 3 goals and policies, policy changes, and other program announcements from the Department.

3. Contractor shall notify faith-based and community-based organizations regarding TxCDBG application opportunities, as appropriate; and especially regarding the administrative events and/or activities being accomplished and promoted under this Contract.

B. Project Success Summary Submission

Contractor shall complete and submit CEDAF TxCDBG Project Success Summary reports.

1. Contractor is responsible for identifying successful grant projects completed within the last three years within its operating region.

2. Contractor is responsible for collecting information from grant recipient communities and reporting to the Department via online form, including but not limited to:

    a. Project description,
    b. Description of project need and completed solution,
    c. Local contact information, and
    d. Project photos and / or media reports.

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3. Contractor must submit a minimum of two (2) CEDAF TxCDBG Project Success Summary reports.

4. If Contractor is unable to identify the minimum number of successful grants, Contractor shall request a meeting with Department staff to discuss potential technical assistance opportunities within the region.

C. Fair Housing and other Outreach Events

1. Contractor shall conduct at least one of the following activities to promote fair housing and/or the overall CDBG program goals:
    a. Event to promote Fair Housing Month
    b. Event to promote Community Development Week in April of each year, which includes an invitation to federal and state elected officials;
    c. Job fair or other event to promote Section 3 employment;
    d. Housing fair or other event to assist grant recipient communities in meeting their fair housing activity obligations;
    e. Media coverage of Fair Housing issues such as real-world examples of discrimination and local response, analysis of conditions that unintentionally result in fair housing issues, and local actions taken to address fair housing concerns (other than a governing body's resolution to promote fair housing) – coverage may include newspaper, magazine, television, radio, social media, or similar outlets; and/or
    f. Media coverage for a TxCDBG-funded project that has made a positive impact on the community – coverage may include newspaper, magazine, television, radio, social media, or similar outlets;

2. Contractor is encouraged to proclaim and publicize Fair Housing Month; however, such an activity is not sufficient to satisfy the Fair Housing and Other Outreach Event activity requirement.

<u>State Administration Activities</u>

D. Unified Scoring Committee (USC) Member Support

1. Contractor shall facilitate the state planning region's representation for the Unified Scoring Committee as identified in the USC Charter.

    a. Contractor shall provide staff support necessary to identify and formally nominate one member for the USC; Contractor may also identify a proxy member to serve in the event the member is unable to attend the USC meeting.
    b. Contractor shall facilitate the member or proxy member's attendance at the USC meeting on September 2, 2026, including ongoing communication regarding meeting details and logistical matters.
    c. Contractor may use some or all of the funding for this activity to reimburse the member for travel-related expenses; travel expense will be reimbursed according to the requirements of the State Travel Management Program, published by the Texas Comptroller of Public Accounts.

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2. This activity is not satisfied and no funds may be claimed for this activity if the region is not represented by the USC member or proxy member at the USC meeting.

3. This activity is limited to actions necessary to secure the region's representation at the USC meeting; actions in support of the regional governing body's selection of Regional Project Priorities for the Community Development Fund application process are explicitly excluded from this contract activity.

4. Pre-agreement Costs

    a. Work performed after May 1, 2026, and prior to the start date of this contract shall be considered eligible as pre-agreement costs. The Contractor may proceed at its own risk with this activity, acknowledging that Department shall not reimburse any costs under this agreement until an agreement is fully executed with the Contractor.
    b. Department shall not be liable for costs incurred prior to May 1, 2026, or for any activities not included in Exhibit A, Performance Statement, and Exhibit B, Budget of the executed contract associated with the grant. By execution of this contract, the Contractor knows or should know that federal funds are committed to the project, and no federal, state, or program requirements are waived during the pre-agreement period.

Reimbursement and Reporting

1. Contractor must report to the Department on its accomplishments within thirty (30) days following the end of each annual performance period.

2. Contractor shall request reimbursement under this Contract by submitting:
    a. Invoices documenting activities accomplished;
    b. Supporting documentation for each activity accomplished, including assistance logs, screenshot or website printouts, email messages, and event invitations or advertisements; and
    c. CEDAF Request for Payment Form provided by TDA staff.

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CONTRACT NO. CEDAF26-17 PRPC

ATTACHMENT B

BUDGET

Activity	Funds Awarded
Technical Assistance Activities	
Dissemination of Program Information	$4601.00
Project Success Summary Submission	$4600.00
Fair Housing and Other Outreach	$4600.00
State Administration Activities	
Unified Scoring Committee (USC) Member Support	$1000.00
Total Funds	**$14801.00**

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CONTRACT NO. CEDAF26-17

ATTACHMENT C

CERTIFICATION

REGARDING LOBBYING FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned Contractor certifies, to the best of its knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31, Section 1352 of the U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Organization:

Street Address: City, State, Zip:

Certified By: (type or print) Title:

Michael J Peters Executive Director

Signature: Date:

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 13

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Alex D. Guerrero, Local Government Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 13
Local Government Services Donley County HUD EDI-CPF Project Management Services Interlocal Contract

BACKGROUND

The U.S. Department of Housing and Urban Development (HUD), through its Office of Community Planning and Development (CPD), administers the Economic Development Initiative–Community Project Funding (EDI-CPF) Program. The program provides congressionally directed funding for projects intended to spur economic development, enhance infrastructure, and support community needs.

On April 28th, 2026, Donley County received notification from HUD that it had been awarded $1,600,000 in FY 2026 EDI-CPF funding for the Donley County Emergency Operations Center, sponsored by Congressman Ronny Jackson.

As the grantee, Donley County will be responsible for carrying out the project in accordance with HUD and federal requirements. PRPC has extensive experience assisting local governments with the administration and implementation of state and federal grant-funded projects. PRPC proposes to enter into an Interlocal Cooperation Contract with Donley County to provide program administration and project management services throughout the implementation of the EDI-CPF award. The agreement is structured similarly to PRPC's other grant administration interlocal contracts and outlines the respective responsibilities of Donley County and PRPC in carrying out the project.

PRPC's services will include, as applicable:

- Program and Project Management
- HUD Grant Package and Action Plan Coordination
- Financial Management, Reimbursement, and Drawdown Assistance
- Environmental Review Coordination
- Procurement and Federal Compliance Assistance
- Construction and Project Implementation Coordination
- Performance Monitoring and Semi-Annual Reporting
- DRGR Coordination and Grant Administration
- BABA, Section 3, and Other Applicable Federal Compliance
- Audit, Records Retention, and Project Closeout

HUD's FY 2026 implementation guidance establishes a multi-step grant lifecycle that includes grant package approval and execution of the grant agreement, completion of environmental review, approval of the Action Plan, ongoing payment requests and performance reporting, and final closeout.

The proposed Interlocal Cooperation Contract provides for $100,000 in program administration and project management services to be paid to PRPC for the administration and implementation of the grant.

Community	Program	Project	Federal Award	PRPC Administration
Donley County	FY 2026 HUD EDI-CPF	Donley County Emergency Operations Center	$1,600,000	$100,000

RECOMMENDATION

Staff recommends that the Board of Directors authorize the Executive Director to execute an Interlocal Cooperation Contract with Donley County for PRPC staff to provide program administration services.

INTERLOCAL COOPERATION CONTRACT

FOR PROJECT ADMINISTRATION SERVICES

* * * * * * * * * * * * * * * * * *

THE STATE OF TEXAS §
§ AGREEMENT FOR SERVICES
COUNTY OF POTTER §

This Interlocal Cooperation Contract ("Agreement") is entered into this 10th day of August, 2026, by and between Donley County, Texas, acting by and through its duly authorized County Judge, hereinafter referred to as the "County," and the Panhandle Regional Planning Commission (PRPC), a political subdivision of the State of Texas organized under Chapter 391 of the Texas Local Government Code, acting by and through its duly authorized Executive Director, hereinafter referred to as "PRPC."

WHEREAS, both parties to this Contract are local governments as defined in Chapter 791 of the Texas Government Code, and this Contract is entered into pursuant to the provisions of said Code which is commonly referred to as The Interlocal Cooperation Act. Pursuant to code 2 CFR 200.318(e) in an effort to foster a greater economy and promote cost efficiency, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

WHEREAS, Donley County desires to retain PRPC to provide professional grant administration, project management, environmental review coordination, procurement assistance, financial management, compliance monitoring, and related services necessary to successfully implement the HUD EDI-CPF award in accordance with all applicable federal requirements; and

NOW, THEREFORE, In consideration of the mutual covenants contained herein, PRPC agrees to provide the following professional services to Donley County under the terms and conditions of this Agreement.

AGREEMENT FOR SERVICES

NOW, THEREFORE PRPC agrees to provide the following described management services to the Donley County, HUD EDI-CPF FY 2026 EDI-CPF Award (the "HUD EDI-CPF Contract"), to-wit:

A. Project Management

1. Develop a record-keeping system consistent with program guidelines, including the establishment and maintenance of a filing system.
2. Provide general advice and technical assistance to the Donley County personnel on implementation of project and regulatory matters.
3. Assist in the procurement of professional consulting engineering services through the request for proposal process, if applicable, and as required by the HUD EDI-CPF regulations.
4. Furnish the Donley County with necessary forms and procedures required for implementation of project.
5. Assist the Donley County in meeting all special condition requirements that may be stipulated in the contract between the Donley County and the Texas Department of Housing and Urban Development (HUD).
6. Prepare and submit to HUD EDI-CPF documentation necessary for amending the HUD EDI-CPF contract, if required.

7. Conduct required re-assessment of environmental clearance for any program amendments.
8. Prepare and submit quarterly reports (progress and minority hiring).
9. Prepare Recipient Disclosure Report form for the Donley County signature and submittal.
10. Establish procedures to document expenditures associated with local administration of the project.
11. Provide guidance and assistance to the Donley County regarding acquisition of property.
    - Submit required reports concerning acquisition activities to HUD EDI-CPF
    - Establish a separate acquisition file for each parcel of real property acquired
    - Determine necessary method(s) for acquiring real property
    - Prepare correspondence to the property owners for the Donley County's signature to acquire the property or to secure an easement
    - Assist the Donley County in negotiation with property owner(s)
12. Serve as liaison for the Donley County during any monitoring visit by staff representatives from either HUD EDI-CPF or the United States Department of Housing and Urban Development.

B. Financial Management

1. Assist the Donley County in proving its ability to manage the grant funds to the State's audit division.
2. Assist the Donley County in establishing and maintaining a bank account (Direct Deposit account) and/or separate local bank account, journals and ledgers.
3. Assist the Donley County in submitting the required Accounting System Certification letter, Direct Deposit Authorization Form (if applicable), and/or Depository/Authorized Signatory form to HUD EDI-CPF.
4. Review invoices received for payment and file back-up documentation.
5. Prepare all fund drawdowns on behalf of the Donley County in order to ensure orderly, timely payments to all contracting parties within the allotted time period.
6. Provide general advice and technical assistance to the Donley County personnel on implementation of project and regulatory matters.
7. Assist the Donley County in establishing procedures to handle the use of any HUD EDI-CPF program income.

C. Environmental Review

1. Prepare environmental assessment.
2. Coordinate environmental clearance procedures with other federal or state agencies and interested parties responsible for implementing applicable laws.
3. Document consideration of any public comments.
4. Prepare any required re-assessment of environmental assessment.
5. Ensure compliance with EO 11988 projects in flood plains.
6. Prepare Request for Release of Funds and certifications to be sent to HUD EDI-CPF.

D. Acquisition

1. Prepare required acquisition reports(s).

2. Obtain documentation of ownership for the Donley County-owned property and/or ROWs.
3. Maintain a separate file for each parcel of real property acquired.
4. Determine necessary method(s) for acquiring real property.
5. Prepare correspondence with property owners.
6. Assist the Donley County in negotiations with property owner(s).
7. Prepare required acquisition reports and submit to HUD EDI-CPF.

E. Construction Management

1. Establish procedures to document expenditures associated with local construction of the project (if force account is applicable).
    - Assist the Donley County in determining whether and/or what HUD EDI-CPF contract activities will be carried out in whole or in part via force account labor.
    - Assist the Donley County in determining whether or not it will be necessary to hire temporary employees to specifically carryout HUD EDI-CPF contract activities.
    - Assist the Donley County in maintaining adequate documentation of personnel, equipment and materials expended/used and their costs.
2. Assist the Donley County in documenting compliance with all federal and state requirements related to equal employment opportunity.
3. Assist the Donley County in documenting compliance with all federal and state requirements related to minimum wage and overtime pay requirements.
4. Provide assistance to or act as local labor standards officer. Notify HUD EDI-CPF in writing of name, address, and phone number of appointed labor standards compliance officer.
5. Request wage rates from HUD EDI-CPF.
6. Provide sample HUD EDI-CPF contract documents to engineer.
7. Advertise for bids.
8. Verify construction contractor eligibility with HUD EDI-CPF.
9. Review construction contract.
10. Conduct pre-construction conference and prepare minutes.
11. Submit any reports of additional classification and rates to HUD EDI-CPF.
12. Issue Notice of Start of Construction to HUD EDI-CPF.
13. Review weekly payrolls, including compliance follow-ups. Conduct employee interviews.
14. Process and submit change orders to HUD EDI-CPF prior to execution.
15. Obtain Certificate of Construction Completion/Final Wage Compliance Report and submit to HUD EDI-CPF.

F. Fair Housing/Equal Opportunity

1. Assist the Donley County in developing, implementing and documenting new activities to affirmatively further fair housing activities during the contract period.
2. Maintain documentation of all project beneficiaries by ethnicity and gender.
3. Prepare Section 3 and Affirmative Action Plan.

4. Prepare all Section 504 requirements.
5. Provide all applicable equal opportunity provisions and certifications for inclusion in bid packet.

G. Audit/Close-out Procedures

1. Prepare the final Project Completion Report, Recipient Disclosure/Update Report, and Certificate of Construction Completion.
2. Assist the Donley County in resolving any monitoring and audit findings.
3. Assist the Donley County in resolving any third-party claims.

In consideration of the services described in the foregoing paragraph to be rendered by PRPC, to the Donley County, the Donley County agrees to make the following progress payments from current revenue totaling **$100,000.00** to PRPC:

1. **$10,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of the startup activities associated with the HUD EDI-CPF award, including execution of the HUD Grant Agreement; depository and authorized signatory designation procedures; Direct Deposit authorization procedures; establishment of financial management procedures; fair housing and equal opportunity requirements; citizen participation requirements; designation of the Labor Standards Officer; adoption of complaint procedures; and determination of compliance with all applicable federal, state, and local laws and regulations.
2. **$10,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of procuring all professional services associated with the HUD EDI-CPF project, including documentation of outreach to minority-owned, women-owned, and local businesses, as applicable.
3. **$15,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of establishing program and project files; assignment of roles and responsibilities; acquisition of any necessary real property or easements; completion of all applicable environmental review requirements; and satisfaction of all pre-construction special conditions.
4. **$15,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of procurement activities, receipt of construction bids, and execution of the construction contract.
5. **$20,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of construction compliance activities, including labor standards administration, certified payroll reviews, employee interviews, and ongoing federal compliance monitoring.
6. **$20,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon substantial completion of construction activities, final inspection and acceptance, and completion of project implementation activities.
7. **$10,000.00** of the administrative portion of the HUD EDI-CPF Grant shall be paid upon completion of all final monitoring activities, submission of all required reports, acceptance by the U.S. Department of Housing and Urban Development (HUD), and completion of grant closeout.

TERMS AND CONDITIONS

Modification/Amendment:

Donley County and PRPC may, upon mutual agreement, modify or amend this contract. Modifications, including any increase or decrease in the amount of compensation or scope of services, will be incorporated into this contract and finalized through a signed, written amendment.

Assignability:

Donley County and PRPC may assign interest in this Contract (whether by assignment or novation) with the written consent of the other.

Termination of Contract for Cause:

If, through any cause, PRPC shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if PRPC shall violate any of the covenants, conditions, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to PRPC of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by PRPC under this Contract shall, at the option of the County, become its property and PRPC shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, PRPC shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by PRPC, and the County may withhold any payments to PRPC for the purpose of set off until such time as the exact amount of damages due the County from PRPC is determined.

Termination for Convenience of the County:

The County may terminate this Contract at any time by giving at least ten (10) days notice in writing to PRPC. If the Contract is terminated by the County as provided herein, PRPC will be paid for the time provided and expenses incurred up to the termination date.

Termination for Convenience of PRPC:

PRPC may terminate this Contract at any time by giving at least ten (10) days notice in writing to the County. If the Contract is terminated by PRPC as provided herein, the County will be provided all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by PRPC under this Contract.

Waiver of Extra-contractual Liability

The PRPC shall not be held liable or responsible for the funding selection and project performance determinations by HUD. It is the County's final responsibility to meet all HUD EDI-CPF Grant requirements and project administration requirements (contingent upon funding) associated with the program.

Severability

Should any one or more of the provisions of this agreement be held to be null, void, voidable, or for any reason whatsoever, of no force and effect, such provision(s) shall be construed as severable from the remainder of this agreement and shall not affect the validity of all other provisions of this agreement, which shall remain in full force and effect.

Interest of Members of a County:

No member of the governing body of the County and no other officer, employee, or agent of the County, who exercises any functions or responsibilities in connection with the administration, construction, engineering or implementation of the HUD EDI-CPF Grant award between HUD and the County, shall have any personal financial interest, direct or indirect, in this Contract. PRPC shall take appropriate steps to assure compliance.

Interest of Other Local Public Officials:

No member of the governing body of the Grant Recipient and no other public official of such Grant Recipient, who exercises any functions or responsibilities in connection with the administration, construction, engineering or implementation of the TxCDBG Community Development Fund Grant

award between TDA and the County, shall have any personal financial interest, direct or indirect, in this Contract; and PRPC shall take appropriate steps to assure compliance.

Interest of PRPC and Employees:

PRPC covenants that it presently has no interest and shall not acquire interest, direct or indirect, with the HUD EDI-CPF Contract award between HUD and the County, or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. PRPC further covenants that in the performance of this Contract, no person having any such interest shall be employed.

Equal Employment Opportunity:

(b) Federally assisted construction contracts. Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause:

The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause:

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The Contractor will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments

under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future

compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

(c) Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts.

(d) Incorporation by reference. The equal opportunity clause may be incorporated by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Deputy Assistant Secretary may designate.

(e) Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written.

(f) Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings.

Civil Rights Act of 1964:

Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, sex, national origin or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Section 3 Contract Provisions:

Economic Opportunities for Section 3 Residents and Section 3 Business Concerns.

(a) The work to be performed under this Contract is subject to the requirements of section 3 of the Housing and Urban Development (HUD) Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(b) The parties to this Contract agree to comply with HUD's regulations in 24 CFR part 75, which implement section 3. As evidenced by their execution of this Contract, the parties to this Contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.

(c) The Contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The Contractor will not subcontract with any subcontractor where the Contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.

(d) The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the Contractor's obligations under 24 CFR part 75. Minimum expectations of effort to direct employment opportunities to such workers are identified in the TxCDBG Project Implementation Manual.

(e) Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this Contract for default, and debarment or suspension from future HUD assisted contracts.

Section 503 (if $10,000 or Over) Affirmative Action for Employment of Qualified Individuals with Disabilities (29 USC 793):

1. PRPC will not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. PRPC agrees to take affirmative action to employ, advance in employment and otherwise treat qualified individuals with disabilities without discrimination in practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. PRPC agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.
3. In the event of PRPC's non-compliance with the requirements of this clause, actions for non-compliance may be taken in accordance with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.
4. PRPC will include the provisions of this clause in every subcontract or purchase order of $10,000 or more unless exempted by rules, regulations, or orders of the Secretary issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for non-compliance.

Local Program Liaison:

For purposes of this Contract the County Judge will serve as the Local Program Liaison and primary point of contact for PRPC. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate.

Access to Information/Records:

The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, and the County, or any of their authorized representatives, shall have access to any documents, papers, or other records of the Contractor which are pertinent to the HUD CPI award, in order to make audits, examinations, excerpts, and transcripts and to close out the County's contract with HUD.

Records Retention – 3 Years

Grantees or subgrantees must retain all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed.

Debarment and Suspension:

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Resolution of Program Non-Compliance and Disallowed Costs:

In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or TxCDBG program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within 30 days of receipt of a written notice of the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within 30 days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Agreement and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. If the matter is not resolved through such mediation within 60 days of the initiation of that procedure, either party may proceed to file suit.

Byrd Anti-Lobbying Amendment:

Contractors that apply or bid for an award of $100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

IN TESTIMONY HEREOF, they have executed this INTERLOCAL COOPERATION CONTRACT, the 10th day of August, 2026.

PANHANDLE REGIONAL PLANNING COMMISSION

By_____

Michael J. Peters, Executive Director

The Donley County

By_____

John C. Howard, County Judge

By LaVerne Denison Deputy Clerk
Vicky Tunnell, County Clerk

County Court
Donley County, Texas

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 14

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Katrena Volden, Regional Services Program Specialist

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 14
Regional Services Regional Law Enforcement Academy Contract

BACKGROUND:

Each year the PRPC applies for funding through the Governor's Criminal Justice Division (CJD) to support law enforcement training activities in the region. This training is provided to regional officers through the Panhandle Regional Law Enforcement Academy (PRLEA).

PRPC has contracted with Amarillo College to operate the PRLEA since its inception. Outside of the Amarillo Police Academy, which is reserved for the training of Amarillo's police force, the PRLEA is the only other TCOLE-certified (Texas Commission on Law Enforcement) basic training academy in the region. The vast majority of officers currently employed throughout the region graduated from the PRLEA and in the course of a normal year, nearly every officer will take advantage of the Academy's in-service training opportunities.

As training requirements and liability levels increase on law enforcement, the peace officers in our region must develop and maintain a professional expertise and awareness of the law. The foundation for that expertise is built with a solid Basic Peace Officer certification and then maintained through continuing education. For the past five decades, law enforcement agencies of the Panhandle have come to rely on the training services provided through the PRLEA to meet their staffing needs and to keep their officers' policing skills and knowledge of the law current.

Earlier this month, PRPC staff met with Amarillo College (AC) to discuss the terms of this year's contract. A copy of the proposed agreement is attached for your review. As done with the previous contracts, we are going to maintain the proportional payment approach. This approach enabled the PRLEA to provide In-Service courses throughout the contract period as opposed to exhausting all the funds six months into the contract. The proposed changes made to the contract for FY 2027 are the funding amounts for the two payment categories. There is also the proposed addition of a 5% administration fee to AC for each in-service course being offered. The already established pay structure is that the PRPC will reimburse AC for each in-service course in an amount equal to the actual course costs, inclusive of instructor(s) costs, course fees, and any required course supplies. AC was previously receiving money from the State to cover the administration costs. At this

current time, AC is no longer receiving that money for Continuing Education courses that are not tied to a degree or certification. This administration fee is to cover those administration fees so that AC can continue to offer these courses and our officers continue being able to access these courses to keep their policing skills and knowledge of the law current. AC will continue to discuss the need for this funding from the State. Our hope is that this fee will be removed upon AC regaining this funding from the State. Those two payment categories include the following:

Basic Law Enforcement Training - $32,576.00: TCOLE certification is a prerequisite to becoming employed as a peace officer in the State of Texas. Through this training, students attend classes and must pass an exam, making them eligible to receive certification from the Texas Commission on Law Enforcement. Two Basic academies will be conducted in 2027, and we've allocated enough funding for scholarships to students in each academy. For FY 2027, we have at least ten (10) scholarship positions available.

In-Service Training – $29,293.00: To maintain TCOLE certification, an officer must obtain continuing education to remain current on new laws and specialized topics pertinent to criminal justice. In-Service Training covers a wide range of training topics specifically designed to achieve this goal for licensed peace officers in the region.

The contract only pays for training delivered to TCOLE-certified officers employed by a city or county in the region. However, quite often, individuals from other agencies will attend training along with the officers being covered under the PRPC's contract. The other agencies pay for their training costs separately.

RECOMMENDATION:

Staff recommends the Board of Directors authorize the Executive Director to enter into a contract with Amarillo College for the operation of the Panhandle Regional Law Enforcement Academy for FY 2027.

PANHANDLE REGIONAL LAW ENFORCEMENT ACADEMY (PRLEA)
FY 2027 LAW ENFORCEMENT TRAINING AND EDUCATION CONTRACT

STATE OF TEXAS §
§
COUNTY OF POTTER §

1. This contract is made by and between the Panhandle Regional Planning Commission (hereinafter, "PRPC"), and Amarillo College, and is intended to aid in the implementation of a grant provided to the PRPC through the Criminal Justice Division of the Governor's Office (hereinafter, "CJD") [CJD Grant Number 1426920 Law Enforcement Education and Training]. Therefore, it is understood by all parties that payment obligations created by this contract are conditioned upon the availability of Federal and/or State funds appropriated or allocated for the payment of such obligations.

2. The term of this contract will commence on September 1, 2026 and end on August 31, 2027, unless extended or terminated as otherwise provided for in this contract.

3. Unless otherwise amended in accordance with Article 4, Subpart 4.6 herein, the maximum amount to be paid by the PRPC to Amarillo College under this contract will not exceed **sixty-one thousand, eight hundred sixty-nine dollars and zero cents ($61,869.00).**

4. Amarillo College agrees that if any law enforcement training funding is carried over into this contract term from the previous year's PRLEA contract, those funds will be fully expended before any of the funds provided under this current year contract are spent. Any such carry-overs must be approved in advance by the PRPC.

5. The service area encompassed by this contract includes the 26-county area of the Texas Panhandle, referred to herein as Texas State Planning Region 1.

ARTICLE 1: MUTUAL OBLIGATIONS

1.1. The PRPC will be responsible for closely monitoring Amarillo College and for the exercise of reasonable care to enforce all terms and conditions of the CJD grant supporting this contract. Amarillo College agrees to fully cooperate in the monitoring process.

1.2. The requirements of the *Texas Grant Management Standards (TxGMS),* promulgated pursuant to Chapter 783 of the Government Code, along with the applicable rules and documents referenced in Section 3.19 of the Texas Administrative Code, are adopted by reference as part of this contract. The PRPC and Amarillo College agree to carry out their respective obligations under this contract in conformance with those standards.

1.3. The PRPC will assist Amarillo College in establishing record management procedures that comply with the requirements of the CJD grant and periodically inspect such records to ensure that they are properly kept. Amarillo College agrees to maintain those procedures.

1.4. PRPC and Amarillo College will each retain the records generated during this contract term for at least three (3) years following the closure of their most recent audit report and until any outstanding litigation, audit or claim has been resolved.

PRPC and Amarillo College both agree that these records are subject to inspection by the CJD, or any state or federal agency authorized to inspect the same.

1.5. Per the conditions of the CJD grant supporting this contract, the PRPC and Amarillo College agree:

1) Amarillo College will remain in compliance with TCOLE rules and performance standards during the contract period.

2) PRPC will immediately notify CJD if Amarillo College is placed on probationary status by TCOLE during the contract period.

3) Amarillo College's training courses provided will not duplicate TCOLE -approved online or distance learning courses unless they are expanded to include additional topics.

4) Grant funds used for scholarships and/or stipends for students will include a public acknowledgement of funding from the Office of the Governor, Criminal Justice Division.

5) Any training programs under development will be reviewed and approved by TCOLE before any students are enrolled in the program.

ARTICLE 2: AMARILLO COLLEGE'S OBLIGATIONS

2.1. Amarillo College, through its training division, the Panhandle Regional Law Enforcement Academy (hereinafter, "PRLEA"), will offer and conduct the following during the September 1, 2026 through August 31, 2027 contract term:

2.1.1 Conduct a minimum of two (2) basic law enforcement training academies consisting of at least the minimum number of accredited hours of training necessary to be in accordance with the Rules and Regulations of the Texas Commission on Law Enforcement (TCOLE). The number of basic law enforcement training academies conducted will be subject to local need.

2.1.2 Using the funds identified in Subsection 3.1.2 below, conduct an estimated Four Thousand Seven Hundred Fifty (4,750) contact hours or more of law enforcement officer in-service training. The curricula will be approved by the Panhandle Regional Law Enforcement Academy (PRLEA) Advisory Committee, Amarillo College, PRPC, TCOLE, and all courses offered will meet the guidelines as may be established by the CJD.

2.2 The PRLEA will operate for up to twelve (12) months and not less than nine (9) months during the contract term.

2.3. No minimum or maximum enrollment requirements exist for either the basic law enforcement training courses or the specialized training courses. However, the PRLEA will ensure that a minimum enrollment of ten (10) students is maintained for each of the in-service training courses conducted.

2.4. The PRLEA will coordinate and conduct the in-service training courses in satellite locations throughout Texas State Planning Region 1 as well as in Amarillo.

2.5. Each in-service training course will be open to TCOLE certified law enforcement officers employed by municipal, county, as well as certified law enforcement officers employed by primary and secondary schools in Region 1 that levy a property tax to support their operations (together "ISD").

2.6. The PRLEA will furnish the PRPC's Regional Services Program Specialist a TCOLE Form following the completion of each training course provided under this contract.

2.7. Amarillo College may invoice the PRPC for the training services provided under this contract no more than one time per month. Billing for these services will be provided in the same manner as it would be provided to institutional purchasers in the absence of a grant and will include a brief statement of the service or other items provided and the basis for the billing rate. The invoice is due to PRPC by the 15th of the following month.

2.8. The PRLEA's Director or designee's duties may include but are not limited to the following: facilitating meetings of the PRLEA Advisory Committee, meeting with the Panhandle region's law enforcement administrators and agencies about academy matters; scheduling of basic and in-service courses; registration of students; recruitment of instructors; serving as an interface between the PRLEA and TCOLE.

The PRLEA Director or designee will ensure that a current, multi-month, public access training schedule for upcoming In-Service courses is maintained at both www.plets.org and www.actx.edu/cj. The Director or designee will also remain current in training concepts of regional law enforcement academies by attending, when possible, meetings, workshops and seminars as assigned for regional training academies by TCOLE at the expense of Amarillo College.

2.9. During the performance of this contract, Amarillo College agrees as follows:

2.9.1 Amarillo College will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or disability. Amarillo College will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin or disability. Such action will include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Amarillo College agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2.9.2 Amarillo College will, in all solicitations or advertisements for employees placed by or on behalf of Amarillo College, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin or disability.

2.9.3 Amarillo College will comply with all provisions of Executive Order 11246 of September 24, 1965, as amended, and of the rules, regulations and relevant orders of the Secretary of Labor.

ARTICLE 3: PRPC'S OBLIGATIONS

3.1. Payment for the services described in Article 2, Subparts 2.1.1 - 2.1.2 will be made as follows:

3.1.1 Basic Law Enforcement Training

The PRPC will reimburse Amarillo College for scholarship students who complete the basic law enforcement training course and receive twenty-six (26) college credit hours (with a curriculum that includes, at a minimum, any current commission [TCOLE] developed course required before an individual may be licensed by the commission and which satisfies the most current revision of the TCOLE Licensee Training Mandate Guide). It's understood that required minimum basic training hours are subject to change as may be required by TCOLE.

A *scholarship* student is an individual whose Basic Law Enforcement training costs are being paid in part or in full under this contract.

PRPC will reimburse Amarillo College for tuition, supplies, and fees for a scholarship in-district student at a rate not to exceed **$2,954.00** per student and for a scholarship out-of-district student, at a rate not to exceed **$4,072.00** per student. The PRPC will not reimburse Amarillo College for out-of-state students or students from outside Texas State Planning Region 1. Unless otherwise amended in accordance with Section 4.6 below, total reimbursement for basic law enforcement training will not exceed **$32,576.**

The PRLEA will collect a co-pay tuition amount of $350.00 from each PRPC sponsored student enrolled in the basic law enforcement training course. The co-pay funds will be remitted to the PRPC and placed into an Out-Of-Region Training Fund (ORT). The ORT funds may be used in part to support the training costs of TCOLE-certified law enforcement officers employed by municipal and/or county law enforcement agencies only, in Texas State Planning Region 1 who must travel outside of the region to participate in TCOLE-sanctioned training courses or for any other purpose, as deemed appropriate by the PRPC's Executive Director, that will advance the training goals of the PRLEA.

The selection guidelines for determining candidate eligibility for a PRLEA scholarship are shown as Exhibit A to this contract.

3.1.1.1 Basic Law Enforcement Training Pre-Admission Evaluation Costs

RESERVED FOR FUTURE USE

3.1.2 In-Service Courses

The PRPC will reimburse Amarillo College for the in-service training of TCOLE-certified law enforcement officers employed by municipal, county and ISD law enforcement agencies located in Texas State Planning Region 1 provided these courses meet the guidelines of the most recent Governor's Criminal Justice Plan for Texas.

The PRPC will reimburse Amarillo College for each in-service course in an amount equal to the actual course costs, inclusive of instructor(s) costs, course fees and any required course supplies plus a five (5) percent administration fee; proportioned to the number of contract-eligible students, as defined by Section 2.5 herein, that comprise the total number of students attending the course.

For example, if 10 of 20 students attending an in-service course are contract-eligible, then the PRPC's share of the actual course costs would be 50%. The PRPC will reimburse Amarillo College for these in-service courses in an amount not to exceed **$29,293.00**.

Depending upon the length of the course taught, the PRPC will collect a tuition co-pay from the employing agency of each officer attending in-service training provided under this contract. Co-pay tuition rates will be as follows:

Less than 20-hour course - No charge
20-hour course - $ 10.00
Course of more than 20 hours - $ 20.00

In-service co-pay tuition rates will be subject to change at the discretion of the PRLEA Advisory Committee. In certain instances, the PRPC may authorize the PRLEA to collect these tuition co-pays on its behalf. These authorizations will be given in writing (an email to the PRLEA Executive Director from the PRPC's Regional Services Director will suffice); and will include the term of the authorization and instructions on the disposition of the ORT funds collected.

The In-service co-pay tuition funds will be placed into an Out-Of-Region Training Fund (ORT). The ORT funds will be used in part to cost-share the training costs of TCOLE-certified law enforcement officers employed by municipal and/or county law enforcement agencies only, located in Texas State Planning Region 1 who must travel outside of the region to participate in TCOLE-sanctioned training courses or for any other purpose, as deemed appropriate by the PRPC's Executive Director, that will advance the training goals of the PRLEA. With the prior approval of the PRPC, ORT funds may also be used to further the PRLEA's in-service training objectives.

3.1.3 Specialized Course(s)

RESERVED FOR FUTURE USE

3.2. The PRPC will pay under this contract, on no more than a monthly basis, such amounts due Amarillo College upon presentation of an invoice and supportive documentation. The invoice must be in sufficient detail to determine cost allowability. Invoices must be accompanied by class rolls and submitted to PRPC by the 15th day of the following month.

ARTICLE 4. GENERAL CONDITIONS

4.1. Amarillo College will properly maintain all licenses, certifications, facilities, equipment, or materials required for the delivery of these training services and will comply with all state, federal laws and local ordinances that apply to the operation of the PRLEA. Failure to comply with this requirement will be treated as a default.

4.2. In the event of a default by Amarillo College, the PRPC may terminate the contract and Amarillo College will be entitled to recover costs/fees for all services provided or materials delivered prior to the termination date or shall repay any funds advanced for services not yet rendered as of the termination date.

4.3. Upon receipt of a notice of termination, Amarillo College will suspend instruction under the contract as of the date and to the extent specified in the notice of termination.

4.4. Amarillo College shall submit to the PRPC its termination claims within sixty (60) days of the effective date of the termination, unless an extension in writing is allowed by PRPC.

Amarillo College and the PRPC may agree upon the whole or any part of the amount to be paid to Amarillo College, provided that such agreed amount, inclusive of settlement cost, does not exceed the total contract price as reduced by the amount of contract payments previously made.

4.5 This contract will automatically terminate on the expiration date of the CJD grant supporting this contract or any extension date thereto granted by the CJD or upon the cancellation of the grant supporting this contract by the CJD. The term established for this contract runs concurrent with the term of the CJD grant. Therefore, all services billed hereunder must be rendered within the CJD grant period.

4.6 This contract may be amended with the written approval of the PRPC's Executive Director. Amendments may be initiated with a written request from the PRLEA Executive to the PRPC's Executive Director providing a brief justification for the requested change and the impact the change will have on the contract amounts as shown in Article 3 above.

4.7 In the event that additional funding becomes available during the contract year, the PRPC may also amend the contract amount to purchase additional training services provided; the PRLEA Executive Director consents to providing those additional training services.

4.6. Officials not to benefit: No officer, member or employee of the CJD, the PRPC and Amarillo College and no member of its governing body, and no other public officials of the governing body of the locality and localities in which the project is situated or being carried out who exercise any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this contract which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this contract or the proceeds thereof.

4.7. The parties hereto agree that this Contract and any other document to be delivered in connection to it may be electronically signed, and that any electronic signatures appearing on this Contract or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility pursuant to the Electronic Commerce Act of 2000.

THIS CONTRACT IS ENTERED INTO AND WITNESSED BY THE SIGNATURES OF THE PARTIES BELOW.

BY: Panhandle Regional Planning Commission

Michael J. Peters
Executive Director

BY: Amarillo College

Mark White
Executive Vice President & General Counsel

Eric Wallace
Dean of Public Service Programs

EXHIBIT A

PANHANDLE REGIONAL PLANNING COMMISSION'S PRLEA BASIC ACADEMY SCHOLARSHIP POLICY (October 2013)

BACKGROUND:

Biennially, the Panhandle Regional Planning Commission applies for grant funding through the Criminal Justice Division of the Governor's Office to support the operation of the Panhandle Regional Law Enforcement Academy (PRLEA). This has been the tradition for the past 40+ years.

The PRLEA has become an integral asset of the region's law enforcement community. The Academy serves to keep the Panhandle's peace officers well trained and better prepared to cope with the ever-changing landscape of criminal justice. The Academy is also designed to help keep the region's law enforcement agencies at full strength. This is done by training new officer candidates who can potentially replace retiring officers or officers leaving to take positions with agencies elsewhere.

Amarillo College provides this PRLEA training under contract with the Panhandle Regional Planning Commission. In a typical year, a portion of the PRLEA contract funds are budgeted for the purpose of providing financial assistance to students enrolled in the Basic Peace Officer Training Course. Selected students will receive the majority of their tuition costs as a scholarship and their only real obligation is to successfully complete the entire training course.

In the past, the policy for awarding the available scholarships has been to give preference to individuals who were sponsored by a local law enforcement agency with the express intent that once licensed, the individual(s) would work for the sponsoring agency as a licensed peace officer. This form of training assistance has been referred to as the **Pre-Hired** scholarship. Scholarships not awarded to Pre-Hired candidates were then given on the basis of the Basic Academy entrance exam results. Individuals who scored the highest on that exam, in comparison to the others in their test group, were given consideration for a partial scholarship. This form of training assistance was referred to as the **Highest Test Score** scholarship.

Both forms of scholarships have a useful place in promoting the training of officers to meet the staffing needs of the region's law enforcement agencies. The Highest Test Score scholarship aimed to encourage individuals with a penchant for law enforcement to enter the profession, helping to create a pool of viable officer candidates that could potentially work for any local agency in the region. The Pre-Hire scholarship is intended to assist a specific agency in hiring a named individual(s) from within their community who want to work in law enforcement without having to relocate. This provides the sponsoring agency with some sense of certainty that once licensed, the individual(s) will remain on their force for a reasonable period of time.

The PRLEA Review Panel takes into consideration the financial need of recruits. Where a recruit may lack the ability to pay tuition, fees or other indirect costs that arise due to enrollment in the academy, such as childcare, travel to campus or room and board, the panel would like to take these concerns into consideration as they evaluate scholarship award(s). The PRLEA Review Panel will look at pre-hire sponsorship, high test scores, as well as financial needs of each recruit interviewed.

Over the years, as tuition costs have increased and grant funding has not, the number of scholarships available has declined. In order to get the greatest return on the grant funds being invested in the scholarship program, the PRLEA has instituted a process of interviewing all scholarship candidates, regardless of which scholarship form is applied. Based on their findings, the PRLEA Review Panel will recommend to the PRPC's Executive Director which of the individuals interviewed should be awarded a scholarship.

The Executive Director will then make the final award determinations based on the PRLEA Review Panel's recommendations. This process is further explained below.

COMPOSITION OF THE PRLEA SCHOLARSHIP REVIEW PANEL:

The PRLEA Scholarship Review Panel will be comprised of members presently serving on the Amarillo College Panhandle Regional Law Enforcement Academy (PRLEA) Advisory Committee. Each September, at the start of a new contract year, the current year PRLEA Chairman will appoint an odd number of PRLEA members to serve on the Scholarship Review Panel. Panel must consist of PRLEA members who do not have more than one (1) pre-hire sponsored recruit(s) sitting for an interview for the academy in question. The PRPC's Regional Services Program Coordinator will serve as a non-voting member of the Review Panel.

NUMBER OF SCHOLARSHIPS AVAILABLE:

The number of scholarships available during a given PRLEA contract year may fluctuate based on the amount of grant funding available to support those scholarships. Typically, two Basic Academies will be delivered during each contract year. As a general rule, the total number of scholarship slots available for the year is divided between the two Academies.

For the FY27 contract year, there are currently up to eleven (11) scholarship slots available, with tentatively four (4) scholarships to be awarded under each of the two Academies to be held during the year.

However, at its discretion, the PRLEA Review Panel may recommend that an unequal number of scholarships be awarded under each Academy. For example, the Review Panel may elect to recommend the award of six (6) scholarships under the first Academy and five (5) under the second. The objective of this discretion is to allow the Review Panel the ability to use its best judgment to help ensure that throughout the year, the scholarships are being awarded to the most deserving individuals.

IDENTIFYING THE SCHOLARSHIP CANDIDATE POOL:

Scholarship candidates will be identified one of two ways. Those are described below.

1) Entrance Assessments: Prior to the start of each Academy, students wishing to enroll in the Basic Academy must first pass an entrance exam. Each prospective student is also interviewed by Amarillo College's Coordinator of Law Enforcement Programs in an effort to gauge the student's aptitude for serving in the law enforcement profession. Based on the results of the entrance exams and on the Coordinator's student interview observations, the Coordinator will nominate a slate of students for scholarship. The slate size for each Academy will be equal to or greater than one-half the total number of slots available for the entire contract year. The nominee slate(s) will then be forwarded to the PRLEA Scholarship Review Panel for its consideration.

2) Pre-Hired Sponsorship: Panhandle agencies wishing to sponsor an individual may submit an endorsement of the individual to the PRPC's Regional Criminal Justice Coordinator. The individual's name will then be forwarded to the PRLEA Scholarship Review Panel for its consideration. Attached is a sample letter that can be used for this purpose.

Prior to the start of each Academy, the PRLEA Scholarship Review Panel will meet to conduct interviews with all candidates, those identified through the Entrance Assessments and any that may've been endorsed by a local agency, to determine how the slots available for the upcoming Academy should be awarded.

PRLEA SCHOLARSHIP REVIEW PANEL INTERVIEW PROCESS:

- Each PRLEA Scholarship Review Panel will be scheduled at a time and place of the panel's choosing.
- Each candidate for consideration of a scholarship will be notified at least one week prior to their scheduled interview.
- In cases of scheduling conflicts, the Review Panel may make exceptions to allow for some interviews to be conducted on one date, with the others held on another date.
- The interviews will be conducted with enough lead-time allowed the for results to be conveyed to the candidates/sponsoring agencies and for the candidates/sponsoring agencies to make any final decisions regarding their participation in the upcoming Academy.
- The PRLEA Scholarship Review Panel will use a 100-point rating system for critiquing the scholarship candidates, with 10 points reserved for any Pre-Hired Sponsorships. In this way, candidates that have been endorsed by a local agency will be given a preference over those candidates being interviewed on the basis of Entrance Assessments.
- At the conclusion of the interviews, the Review Panel will confer and compare the results of their individual critiques to develop a prioritized list of recommended scholarship awardees. This list will be submitted to the PRPC's Executive Director through the PRPC's Regional Services Program Coordinator.
- Acting on the recommendations of the Review Panel, the PRPC Executive Director will then finally determine which candidates will receive a scholarship for the upcoming Academy.
- The PRPC's Regional Criminal Justice Coordinator will be responsible for ensuring that all candidates are notified of the outcome of their interview process as quickly as possible thereafter.
- The PRPC's Regional Criminal Justice Coordinator will ensure that the final scholarship award decisions have been communicated with Amarillo College's Director of Criminal Justice Programs in a timely manner.

SCHOLARSHIP ELIGIBILITY REQUIREMENTS:

To be considered for a Basic Academy scholarship, candidates must meet the following criteria.

1. Must be 18 years of age or older.
2. Must demonstrate a certain degree of competence by posting an entrance exam score in the upper percentile of their test group.
3. Must be accepted by the PRLEA into the training program.
4. Must agree to complete the Basic Peace Officer Training Course. *
5. Individuals wanting to be considered for a Pre-Hired sponsorship must also receive a letter of endorsement from a County Sheriff or Chief of Police. The letter will state that the individual has been employed by the endorsing agency and that the agency fully intends to retain him/her as a peace officer once he/she has successfully completed the training course and met the TCOLE certification requirements. All endorsements for Pre-Hired sponsorships must first be received by/approved by the PRPC Executive Director.

* - *Scholarship recipients that do not complete the Basic Peace Officer Training Course may be liable for refunding the portion of their training costs covered by their scholarship to the PRPC.*

SCHOLARSHIP LIMITATIONS:

- All PRLEA scholarships are partial scholarships. Any scholarship, whether it's awarded on the basis of Entrance Assessments or by Pre-Hired Sponsorship, will require a $350.00 tuition co-pay.
- These scholarships will only be available for as long as there are funds within the PRLEA contract to support their costs.

POLICY EFFECTIVE DATE:

This policy will become effective in advance of the 108th PRLEA Basic Academy and will remain in effect until such time as it is next formally modified by the PRPC.

Mr. Michael J. Peters, Executive Director
Panhandle Regional Planning Commission
P.O. Box 9257
Amarillo, TX 79105

RE: Letter of Endorsement; PRLEA Basic Peace Officer Training Scholarship for:

_____
Name of Basic Peace Officer Training Candidate

Dear Mr. Peters:

The individual referenced above is currently employed by the _____. This person was hired with the express intent that he/she will ultimately come to serve as a licensed peace officer for this agency. However, he/she does not currently possess the TCOLE certifications necessary to serve in that capacity.

Therefore, I am requesting that he/she be given consideration for a "Pre-Hired" scholarship through the Panhandle Regional Law Enforcement Academy. I hereby certify that if this person is able to successfully complete the Basic Peace Officer Training Course and subsequently obtains his/her TCOLE certifications, it is the intent of this agency to retain this individual. The individual will then assume the full responsibilities as a licensed peace officer for this agency. I appreciate your consideration of this request. Thank you.

Sincerely,

_____
Name

_____
Title

Candidate Information:

_____ _____
Current Job Title of Individual Anticipated Title once TCOLE certified

Briefly describe the current arrangements under which the individual is employed: _____

PANHANDLE REGIONAL PLANNING COMMISSION

ITEM 15

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Katrena Volden, Regional Services Program Specialist

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 15
Regional Services Regional Criminal Justice Advisory Committee Appointments

BACKGROUND

The main duties of the Criminal Justice Advisory Committee (CJAC) are to oversee the grant programs made available through the Office of the Governor's Criminal Justice Division. Funding comes from a variety of state and federal sources, which include:

- VOCA Funds through the Victims of Crime Act;
- VAWA funds through the Violence Against Women Act;
- JAG Funds through the Edward Byrne Justice Assistance Grants and State 421 Funds; and
- JJYD Funds through the Juvenile Justice and Youth Diversion.

PRPC Administrative Regulation No. 34 establishes the size and composition of the committee and sets the member term lengths. The CJAC is comprised of at least 17 members, who serve 3-year staggered terms, with one-third of the membership being appointed or reappointed by the PRPC Board each year. Members may not serve more than two consecutive three-year terms.

PRPC Administrative Regulation No. 34 sets out the composition of the CJAC as follows:

1. The Panhandle Regional Criminal Justice Advisory Committee shall be comprised of at least 17 members and composed as follows:
    - No more than 6 individuals representing the region's Law Enforcement community.
    - At least 1 individual representing the region's Juvenile Justice System.
    - At least 1 representative of an organization involved with the provision of Victim Services or advocating the rights of victims (at least one from a non-governmental entity).

- At least 1 individual who represents the region's Mental Health Service providers.
- No more than 4 individuals who represent Prosecution or the region's Courts System.
- At least 1 individual who represents the region's Education System.
- No more than 6 individuals representing "Other" categories

This year, 3 members were up for appointment, and 3 for re-appointment. PRPC staff has contacted all of the FY 2027 recommended appointees, and all have confirmed that they are all willing and able to serve. They include the following:

Term Beginning October 1, 2026 – Expires September 30, 2029

Name	Title/Organization	Area of Interest	Committee Term
Kory Brown	Lieutenant, Potter County Sheriff	Regional Law Enforcement Community Member	Appointment to 1st Full Term
James Rawls	City Manager, City of Canadian	Other	Appointment to 1st Full Term
Hugh Piatt II	Superintendent, Pampa ISD	Education	Appointment to 1st Full Term
Landon Swan	Chief, City of Hereford	Regional Law Enforcement Community Member	Appointment to 2nd Full Term
Karen McGahen	Assistant Executive Director, Tralee Crisis Center	Victim Services	Appointment to 2nd Full Term
Sandra Garza	TCOOMMI Program Director, Texas Panhandle Centers	Mental Health	Appointment to 2nd Full Term

The other 2 slots will be provided at the board meeting, once PRPC staff confirms the nominee's willingness to serve.

Staff will provide the full composition of the CJAC at the board meeting for your review.

RECOMMENDATION:

Staff recommends that the Board of Directors approve the nominated individuals for appointment to serve on the FY 2027 Regional Criminal Justice Advisory Committee.

PANHANDLE REGIONAL PLANNING COMMISSION

ITEM 16

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Katrena Volden, Regional Planning Specialist

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 16
Regional Services Panhandle Regional Solid Waste Management Advisory Committee Appointments

BACKGROUND:

PRPC Administrative Regulation #31 governs the duties, activities and composition of the Panhandle Regional Solid Waste Management Advisory Committee (RSWMAC). The RSWMAC is comprised of 22 to 28 PRPC-appointed members, and 1 to 2 standing positions held by representatives from the Texas Commission on Environmental Quality-Region One Office. Members are appointed to three-year, staggered terms. The RSWMAC composition must maintain a cross-section of solid waste professionals from the Panhandle Region.

Each year, approximately one-third of the appointed terms expire and those members must either be replaced or re-appointed. No member may serve more than two consecutive three-year terms.

Currently, 13 individuals need to be appointed or re-appointed to the RSWMAC to meet the PRPC administrative standards. PRPC staff has contacted each nominee and determined they are willing and able to serve, if appointed by the PRPC Board. Those Individuals are:

Term Beginning August 1, 2025 – Expires July 31, 2028

James Piper	City Manager, City of Spearman	Partial term
Tim Cook	Sanitation Superintendent, City of Canadian	Partial term

Term Beginning August 1, 2026 – Expires July 31, 2029

Johnny Torres	Public Works Director, City of Hereford	Appointment to 2nd term
Isidro Renteria	Landfill Supervisor, City of Dumas	Appointment to 2nd term
Tracie Bogart	Recycling Technician, City of Stratford	Appointment to 2nd term
Kevin Gomez	Engineer in Training, Pape-Dawson	Appointment to 2nd term
Daniel Jackson	City Manager, City of Dimmitt	Appointment to 2nd term
Brian Barboza	City Manager, City of Friona	Appointment to 1st term

The other 6 slots will be provided at the board meeting, once PRPC staff confirms nominee's willingness to serve.

Staff will provide the full composition of the RSWMAC at the board meeting for your review.

RECOMMENDATION:

Staff recommends the Board of Directors consider appointing and/or reappointing the individuals listed in the slate of nominations above to serve on the Regional Solid Waste Management Advisory Committee.

PANHANDLE
REGIONAL
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COMMISSION

ITEM 17

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Lori Gunn, Regional Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 17
Regional Services Interlocal Agreements for Administration of a Hazard Mitigation Grant

BACKGROUND

The Hazard Mitigation Grant Program is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The Unified Hazard Mitigation Assistance Grant Programs (HMA) provide grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMA is to provide a critical opportunity to reduce the loss of life and property due to natural hazards and disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster.

This grant program allows sub-recipient management costs to be utilized for the administration of the project. These funds are provided at a 100% federal cost-share; there is no local match required for the administration costs.

We have two jurisdictions with applications that were recently obligated. Those include:

Jurisdiction	Project Type	Amount Requested
Application Under Review		
City of Silverton	Warning Siren	$3,427.50
City of Clarendon	Generator	$1,444.26

RECOMMENDATION:

Staff recommends that the Board of Directors consider for approval the listed projects and authorize the PRPC Executive Director to execute Interlocal Agreements for Professional Services from the PRPC's Regional Services Department on the FEMA Hazard Mitigation Grant Projects.

INTERLOCAL GOVERNMENTAL COOPERATION CONTRACT
FOR PROFESSIONAL SERVICES

* * * * * * * * * * * * * * * * * *

THE STATE OF TEXAS §
§ AGREEMENT FOR SERVICES
COUNTY OF POTTER §

WHEREAS, this Contract is made and entered into this the 23rd day of June, 2026 by and between the City of Silverton, after obtaining a vote of its governing body authorizing this contract and the PANHANDLE REGIONAL PLANNING COMMISSION (PRPC), a political subdivision of the State of Texas organized under Chapter 391 of the Texas Local Government Code, acting by its duly authorized Executive Director; and,

WHEREAS, both parties to this Contract are local governments as defined in Chapter 791 of the Texas Government Code, and this Contract is entered into pursuant to the provisions of said Code, which is commonly referred to as The Interlocal Cooperation Act; and,

WHEREAS, City of Silverton is desirous of and the PRPC is agreeable to the provision of project management and consulting and to serve under this contractual relationship to the City of Silverton in relation to the Hazard Mitigation Grant Program (HMGP) provided by the Federal Emergency Management Agency (FEMA) under DR-4781 (Texas Severe Storms) through Texas Division of Emergency Management (TDEM) received by the City.

NOW, THEREFORE, PRPC agrees to provide the following described implementation services to the City of Silverton. These services will be provided in accordance with the terms and conditions set forth in this agreement.

I. SCOPE OF SERVICES - Services to the City of Silverton are to be provided as follows:

A. Consulting Management Services

1. Perform routine administrative tasks and correspondence.

2. General Grant Management Services including but not limited to:

1. Program Set-Up
   a. Provide general advice with respect to the implementation of the project and regulatory matters.
   b. Provide technical assistance for the routine tasks to City personnel who will be directly involved in the program.
   c. Assist the City in developing a record keeping system consistent with program guidelines, including the establishment and maintenance of grant fund files.
   d. Assist the City in meeting all special condition requirements.

2. Financial Management (regarding grant fund documentation)
   a. Assist the City in documenting its ability to manage grant funds as required by the state/ U.S. Treasury.
   b. Assist the City in establishing and maintaining separate bank accounts, journals, and ledgers as necessary for this project.

c. Assist the City in establishing procedures to handle the use of any grant funding.
d. PRPC shall not be financially responsible for any audit findings or for payment for an audit.

3. Construction Management
    a. Assist the City with engineering selection (if necessary) including proper procurement methods as dictated by local, state and federal law.
    b. Assist the City with construction or vendor procurement (if necessary), including proper procurement methods as dictated by local, state and federal law.
    c. Attend pre-construction conference and prepare minutes (as needed).

4. Acquisition
    a. Assist the City in determining the necessary documentation of ownership of City-owned real estate, rights-of-way, easements, or other real property rights, if any, which may be required for grant funded projects.
    b. Assist the City with acquisition of real property or the rights of use to real property
    c. Maintain separate files for each parcel of real property acquired.

5. Environmental Review (if necessary and at an additional fee as described in Section III)
    a. Prepare an environmental assessment of the project in compliance with environmental best practices
    b. Coordinate environmental clearance procedures with state and local officials and other interested parties.
    c. Document environmental comments.
    d. Prepare any required environmental reassessment.
    e. Prepare requests for certifications.

3. On-Call Technical Assistance to City Staff.

4. Assist with the preparation, submission and processing of all U.S. Treasury reporting requirements.

B. The PRPC will provide to the City of Silverton the flat rate services of one (1) full-time employee. This individual will be the point of contact and responsible for delivery of all contracted services to the City.

In addition to the PRPC staff person used to perform the services described above, the PRPC will support the Consulting Manager with internal departmental resources to ensure that these services are fully provided. No additional fee will be incurred by the City of Silverton for these resources.

II - Time of Performance and Commitment

This contract will begin on the 23rd day of June, 2026 and will proceed through the 13th day of June, 2028 or the performance period of the DR-4781 (Texas Severe Storms) through the Texas Division of Emergency Management (TDEM) with the City of Silverton (whichever is greater).

III. COMPENSATION

In consideration of the services described in the foregoing paragraphs to be rendered by PRPC to the City of Silverton, the City of Silverton agrees to make the following payment to PRPC from City funds:

A. The PRPC will invoice the City of Silverton upon completion of services provided at the lump-sum rate of $3,427.50 under the following schedule:

1)	Establishment of Budget/Spending Plan for Grant Funds	25%
2)	Establishment of Record Keeping System	25%
3)	Filing of all Required Financial Reporting	25%
4)	Filing of Required Closeout Information	25%
	TOTAL	100%

B. Additional Environmental Review Services- Additional environmental services may be required and arranged through the mutual consent and approval of the City of Silverton and the PRPC to provide services which exceed those outlined in Section II. Such services will be available at a flat rate lump-sum cost of $10,000.00. In no case will the PRPC undertake additional services without the consent and approval of the City of Silverton. Additional Environmental Review Services shall be paid upon completion of services.

IV. TERMINATION CLAUSE

Either the City of Silverton or the PRPC may terminate this contract in its entirety by providing the other party written notice of termination thirty (30) days prior to the effective date of termination. The PRPC shall deliver to the City of Silverton all products, reports, and working documents developed prior to the termination date.

V. SEVERABILITY CLAUSE

Should any one or more provisions of this contract be held to be null, void, or for any reason whatsoever unenforceable, such provision(s) shall be construed as severable from the remainder of this contract and shall not affect the validity of all other provisions of this contract, which shall remain in full force and effect.

VI. GENERAL PROVISIONS

It is expressly understood and agreed by the parties hereto that they are independent contractors; and that nothing contained herein should be construed as giving rise to a partnership or joint venture.

This agreement will in no way replace or forego any existing agreements or relationships currently entered into by the City of Silverton and the PRPC. By signature of this agreement, the PRPC is indemnified of any responsibility for usage of grant funds.

PRPC and the City of Silverton shall maintain fiscal records and supporting documentation for all expenditures of funds made under this Contract in a manner which conforms to OMB Circular A-87, the Management Standards, and this Contract. PRPC agrees to comply with the retention and custodial requirements for records as set forth in Attachment C of OMB Circular A-102, as supplemented by Section 5.154 of the Management Standards.

PRPC and the City of Silverton shall give the Comptroller General of the United States, the Auditor of the State of Texas, the auditor of the City of Silverton, or any of their duly authorized representatives, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by PRPC or pertaining to this Contract. Such rights to access shall continue as long as the records are retained by PRPC and PRPC agrees to maintain such records in an accessible location.

A Civil Rights Requirements

1. The contractor will not discriminate against any employee or applicant for employment because of race, religion, creed, color, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, creed, color, or national origin. Such action shall include but not be limited to employment, upgrading, demotion or transfer, recruitment or retirement, advertising, layoff or termination, rates of pay or other forms of compensation, and selection training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the non-discrimination clause.

2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, creed, color, sex, or national origin.

3. The contractor will send to each labor union or representative of workers with whom he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order Number 11246, as amended in 3 CFR 169 (1974), and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4. The contractor will comply with all provisions of Executive Order Number 11246, as amended, and of the rules, regulations, and relevant orders of the Secretary of Labor.

5. The contractor will furnish all information and reports required by Executive Order 11246, as amended, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

6. In the event of the contractor's non-compliance with the non-discrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order Number 11246, as amended or by rules, regulations, or orders of the Secretary of Labor, or as otherwise provided by law.

7. The contractor will include the provisions of Paragraphs 1 and 7 in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order Number 11246, as amended, so that such provisions will be binding upon each subcontractor or purchase order, as the contracting agency may direct as a means of enforcing such provisions, including sanctions for non-compliance; provided however, that in the event the contractor becomes involved in or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States."

PRPC and the City of Silverton shall fully comply with all relevant provisions of: Equal Employment Opportunity laws, Civil Rights Act of 1964 and Section 3 requirements regarding employment, training, and business opportunities.

PRPC and the City of Silverton and no official or employee thereof shall have any personal financial interest, direct or indirect, in this Contract; and PRPC shall take steps to assure compliance.

EXECUTED this the 23rd day of June, 2026.

City of Silverton

By_____
Lane Garvin, City Mayor,
City of Silverton

PANHANDLE REGIONAL PLANNING COMMISSION

By_____
Michael J. Peters, Executive Director
Panhandle Regional Planning Commission

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 18

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Lori Gunn; Regional Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 18
Regional Services Regional Communication Platform

BACKGROUND

Regional Emergency Management has been using *WebEOC*©. At some point (maybe 2017/2018), the State took over the *WebEOC*© platform, and now it's used for a variety of state processes. Leaving the platform more cluttered and less user-friendly, which has led to lower usage. In July of 2025, the PREMAC began discussing options for County Judges and Mayors or their EMCs to take advantage of a platform to allow for better communication and easier mutual aid. PRPC staff then looked at options available, including: Slack, Veoci, or RocketChat. S

PRPC Staff presented the quotes from Slack, Veoci, and RocketChat, the three primary providers of such platforms. Slack is used by the National Weather Service for NWS Chat, and many jurisdictions use Veoci for their own communications within their jurisdiction, so many local officials are already familiar with these products. Both Slack and Veoci are cloud-based. RocketChat does a lot of work with federal agencies, including the Department of War, and allows us to host it on our servers, lessening data concerns.

Slack

- $2,025/year
- 12-month contract, pricing could change after one year.
- 75 users or licenses
- Cloud-based platform

Veoci

- $2,099/year
- Billed annually; pricing could change after one year.
- 75 users or licenses
- Cloud-based platform

RocketChat

- $3,600/year
- Billed annually; pricing could change after one year.
- 75 users or licenses
- Self-hosted on PRPC servers

October 2025, the PREMAC voted to go with Veoci as the best option for the region based on already having experience in the platform, as well as having a couple of agencies already using it themselves. This would make for a more seamless operation across the region for mutual aid purposes. Because we have agencies already using Veoci, it would allow for fewer licenses. Veoci can link all of the agencies using the platform.

As of the writing of this memo, PRPC has not yet received approval from FEMA to implement this with our SHSP funds. However, we expect the approval to occur any day. This additional platform falls in line with the goals of our PARIS project.

If approved, PRPC staff will put together Standard Operating Procedures to prevent miscommunications and self-deployment for mutual aid purposes. PRPC staff will provide the SOPs to the region during training.

Unfortunately, we are starting this at the tail end of the fiscal year, putting the first year at a partial payment of $356.00 to pay for August 1, 2026 through September 30, 2026. The second year, the payment would be $2,054 to pay for October 1, 2026 through September 30, 2027.

RECOMMENDATION:

Staff recommends that the PRPC Board of Directors authorize the Executive Director to enter into a two-year contract with Veoci to provide the platform for use within the region.

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 19

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Lori Gunn, Regional Services Director

THROUGH: Michael J. Peters, Executive Director - PRPC

SUBJECT: Agenda Item 19
Regional Services Public Safety Office Interagency Cooperation Contract

BACKGROUND

Annually, the PRPC receives funding from the Governor's Office to provide administrative services related to the implementation of the Panhandle's Regional Criminal Justice Grants Program (or CJD grants) and Regional Homeland Security Grants Program (or SHSP grants). Since 2019, the Public Safety Office of the Office of the Governor has combined the CJD and SHSP contracts under a single agreement to cover the supportive services the PRPC is being asked to provide for the implementation of both regional grant programs. Those agreements annually start on September 1 and run through August 30.

This agreement calls for the PRPC to facilitate a variety of services to agencies in the Panhandle. Services in the PSO contract include the distribution of Notices of Fund Availability to all eligible entities, a series of Grant Application Workshops, and oversight of the CJAC's and PREMAC's grant prioritization process.

Changes to the contract include the following:

HS5.1	The COG shall identify and make available a minimum of two COG personnel to assist the PSO with scoring Non-Profit Security Grant Program (NSGP) applications. Designated COG personnel shall: a. Attend an NSGP Application Scoring Webinar hosted by the PSO; b. Complete a non-disclosure agreement prior to reviewing any NSGP applications; c. Utilize a PSO-prescribed scoresheet to evaluate each application based on the scoring criteria; and d. Submit completed scoresheets to the PSO using the PSO-prescribed method by the deadline specified by the PSO.

PRPC has discussed a renewal of the previous interlocal agreement, which will include almost the same amounts as the current fiscal year. They have added $1.21 to last year's numbers. Which are as follows:

Criminal Justice	Homeland Security
$72,128.45	$23,500.76

The PSO contract program will begin on September 1, 2026. A draft copy of the interlocal is attached for your review. PSO will need to receive the signed agreements as close as possible to the start of the fiscal year. PRPC staff is recommending the Board grant the Executive Director the authority to execute the interlocal upon receipt from PSO. We do not anticipate any further changes to the interlocal from the draft in your attachment.

RECOMMENDATION:

Staff recommends the Board of Directors approve a motion to authorize the Executive Director to execute the FY 2027 Interlocal Agreement with the Office of the Governor, Public Safety Office upon receipt.

Statement of Work (Attachment A)
Public Safety Office ("PSO")
Homeland Security Services

Task #	Task Description/Deliverable	Due Date
HS1	**Local Policies or Bylaws**	
HS1.1	The COG shall ensure that written policies or bylaws concerning the COG's duties under this Agreement are developed and adopted by the COG's governing body in accordance with applicable laws and regulations. Governing policies must include guidance concerning the following: a. Applicant attendance requirements for prioritization meetings; b. Review and prioritization process of grant applications; c. COG's authorized governing body review and approval process of the priority list; d. COG's strategic vision related to homeland security issues; e. Conflicts of interest; f. Compliance with the requirements described in Chapter 551, Texas Government Code (Texas Open Meetings Act); g. Local funding recommendation limitations, including but not limited to minimum or maximum application requested amounts, competition cycles, or decreasing fund ratios, if applicable; and h. Grant application workshop attendance requirements, if applicable. The COG's policies may not require payment of membership dues to be considered for funding.	Ongoing
HS1.2	The COG shall inform applicants, current grantees, and other requestors of the availability of relevant COG policies and bylaws; provide such policies and bylaws to interested parties upon request; and post relevant policies and bylaws to the COG's website.	Ongoing
HS2	**Technical Assistance**	
HS2.1	The COG shall make available to potential applicants in the COG's region the following: a. Priorities identified by the COG related to homeland security issues;	At least 30 calendar days prior to the PSO eGrants

DRAFT

	b. How the COG reviews and prioritizes projects, including but not limited to, the region's methodology for risk-informed scoring/prioritization, scoring instruments, the criteria used in scoring/prioritizing applications, and other relevant materials that affect the COG's prioritization process; c. Information related to the availability of training materials, or other documents regarding PSO grant application creation, available on the eGrants website at: https://egrants.gov.texas.gov/; and d. Information regarding grant application workshop attendance requirements, if applicable. The COG may choose, at the COG's discretion, to conduct grant application workshops, workgroups, and/or subcommittees to provide technical assistance to potential applicants in the COG's Region for the PSO homeland security funding opportunities consistent with the COG's policies and procedures.	application submission deadline
HS2.2	The COG shall inform applicants/grantees that PSO employees are assigned to each application/grant in eGrants and that the applicant/grantee may contact these personnel, or the eGrants Help Desk, for assistance with grant-related questions and issues. The COG may inform applicants/grantees that technical assistance is available through the COG and, upon request, the COG shall coordinate with the PSO to provide technical assistance to applicants and grantees.	Ongoing
HS2.3	The COG shall make the current OOG State Homeland Security Grant Program (SHSP) funding opportunity publicly available on the COG's website by either posting the opportunity or providing a link to the eGrants funding announcements found at: https://egrants.gov.texas.gov/fundingopp.	At least 14 calendar days prior to any COG imposed application submission deadline and at least 30 calendar days prior to the PSO eGrants application submission deadline
HS3	**Oversight of the Homeland Security Advisory Committee**	
HS3.1	Each COG shall establish and maintain a Homeland Security Advisory Committee (HSAC) that consists of participants who are knowledgeable about terrorism preparedness and the threats, vulnerabilities, and consequences relevant to the COG Region. The	Ongoing

	HSAC shall advise the COG on matters related to terrorism preparedness. The COG shall ensure that the HSAC has varied participation including, but not limited to representation from various counties, municipalities, non-profit organizations, disciplines, and/or other stakeholders from within the region. Upon request from the PSO, the COG shall provide a complete list of HSAC members, and any requested information related to HSAC scoring/prioritization meetings.	
HS3.2	**Conflict of Interest:** The COG shall ensure that members of the COG's governing body, the HSAC, and COG staff abstain from scoring and voting on any grant application, other than a grant application submitted by a COG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity: a. Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded; b. Serves on any governing board that oversees the unit or division that would administer the grant, if awarded; c. Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or d. Receives any funds, or a substantial amount of tangible goods or services, from the applicant agency as a result of the grant, if awarded. If a HSAC member has a conflict of interest regarding a particular grant application, the COG will ensure that the member abstains from voting, commenting, or otherwise influencing the prioritization process for that application. If the COG learns that any applicant, HSAC member, COG personnel, or other individual has reason to believe that favoritism or inappropriate actions occurred during the scoring or prioritization of PSO homeland security projects, the COG shall notify the PSO of the concerns as soon as possible.	Ongoing
HS3.3	The COG shall actively facilitate all HSAC meetings and ensure that all HSAC members are aware of local policies and bylaws and the requirements of the COG's contract with the PSO. The COG shall document all HSAC proceedings related to PSO business by recording the HSAC proceedings or by preparing written minutes of the HSAC proceedings. If written minutes are prepared, the	Ongoing

	written minutes must be certified with the signature of an HSAC member who attended the meeting.	
HS3.4	The COG shall ensure that all COG governing board meetings and HSAC meetings at which PSO homeland security-related matters are discussed comply with the requirements of Chapter 551, Texas Government Code (Texas Open Meetings Act).	Ongoing
HS4	**Application Prioritization Process**	
HS4.1	The COG shall ensure that: a. The HSAC considers and prioritizes all grant applications received by the COG from the PSO under the SHSP; b. The HSAC prioritizes the applications utilizing a risk-informed methodology (process) informed by the region's Threat and Hazard Identification and Risk Assessment (THIRA), Stakeholder Preparedness Report (SPR), and the Texas Homeland Security Strategic Plan – Implementation Plan (HSSP-IP); c. The COG provides HSAC members with copies of the region's applications, the COG's regional methodology for risk-informed scoring and/or prioritization of projects, scoring instruments, the criteria used in scoring grant applications, and other relevant materials prior to holding the COG's prioritization meeting for any PSO homeland security funding opportunity; d. The COG tabulates scores or votes and/or compiles an accurate priority list for submission to the PSO using the format required by the PSO and, in the event of a tie, the COG will break all ties; and e. The COG's authorized governing body reviews and approves the HSAC priority listings **prior** to submitting them to the PSO in compliance with the applicable provisions of Title 1, Part 1, Chapter 3, Texas Administrative Code.	Ongoing

HS4.2	The COG shall ensure that funding recommendations on grant applications are based upon: a. Any state strategies identified by the PSO within the PSO funding announcement; b. Homeland security priorities identified through the COG's risk-informed project prioritization methodology as informed by the THIRA, capability gaps identified in the COG's regional SPR, and priorities identified in the region's HSSP-IP; c. The eligibility, reasonableness, and cost-effectiveness of the proposed project; and d. Current COG policies and bylaws.	Ongoing
HS4.3	The COG shall notify all applicants in writing of the region's approved prioritization results in HS4.1.a. The notice must state: "After the HSAC prioritizes the grant applications and the COG's authorized governing body approves the priority listing, the COG submits the priority listing to the PSO. Based upon the COG's priority listing, the PSO will verify the eligibility, reasonableness, and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The COG will notify applicants of any changes in the funding recommendations."	On or before the 14th calendar day after the authorized governing body approval
HS4.4	The COG shall submit, through eGrants, the approved priority listing for the SHSP, including recommended funding amounts. The COG's authorized governing body **must approve** the priority listing **prior to submission** to the PSO. The priority listing is the sole means of communicating COG grant allocation recommendations from the COG to the PSO. The priority listing is one element upon which the PSO bases funding decisions. The COG is responsible for ensuring the appropriateness and accuracy of the priority listing, and for correcting any inaccuracies or errors that occur on the priority listing prior to submission to the PSO.	**Approved** priority list must be submitted into eGrants on or before the 14th calendar day after the OOG batches applications to the COG
HS4.5	The COG shall upload into eGrants a signed resolution or approved meeting minutes containing the authorized governing body's approval of the SHSP priority list. The COG must label the file(s) with the relevant Task Number and a short description of the information in each file.	On or before the 45th calendar day from the date the OOG batches applications to the COG

HS4.6	Upon request, the COG shall provide current grantees and other requestors with copies of the COG's regional methodology for risk-informed scoring and/or prioritization of projects, scoring instruments, the criteria used in scoring grant applications, and other relevant materials.	Ongoing
HS5	**Cooperation with the PSO**	
HS5.1	The COG shall identify and make available a minimum of two COG personnel to assist the PSO with scoring Non-Profit Security Grant Program (NSGP) applications. Designated COG personnel shall: a. Attend an NSGP Application Scoring Webinar hosted by the PSO; b. Complete a non-disclosure agreement prior to reviewing any NPSG applications; c. Utilize a PSO-prescribed scoresheet to evaluate each application based on the scoring criteria; and d. Submit completed scoresheets to the PSO using the PSO-prescribed method by the deadline specified by the PSO.	On or before 1/30/2027 the COG will provide the PSO with scorer names and contact information The scorers must be available on an as-needed basis
HS5.2	The COG shall: a. Fully cooperate with the PSO, its authorized representatives, and PSO designated partners or contractors; b. Provide sufficient personnel, equipment, materials, supplies, and facilities to perform the duties and responsibilities listed in this Agreement, and to support the HSAC and its meetings related to PSO business; c. Ensure that all COG personnel who work on PSO homeland security-related business are qualified by their education, training, and experience to fulfill the responsibilities of the position for which they are employed; d. Prepare and submit all forms, reports, and records required by the PSO in accordance with PSO-established deadlines; and e. Provide general services and coordination activities for homeland security and related topics throughout the year. Such services may include providing feedback on, input to, or communicating the PSO's real or proposed priorities to constituents and others within the COG Region.	Ongoing

HS5.3	The COG shall notify the PSO of any Public Information Act or media request received by the COG relating to any application for PSO homeland security grant funding or PSO homeland security grant-funded program no later than one business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by the COG, and a description of the information requested. The COG shall give the PSO the opportunity to review any OOG-originated materials and information prior to release, if requested by the PSO. The COG shall also notify the PSO as to its response to any Public Information Act or media request received by the COG relating to any application for PSO funding or PSO-funded grant program no later than one business day after providing its response to the requestor. The notification shall include a description of the response (or a copy of the response, if the request was made to the requestor in writing), the date the response was provided to the requestor, and the name of the COG employee who responded to the request.	Ongoing
HS6	**Reporting**	
HS6.1	The COG shall submit **monthly** invoices to the PSO that include: a. The requested payment amount for the services provided during the prior month; b. A brief description of the activities related to this Agreement the COG completed during the billing cycle; c. The total number of COG staff hours spent on activities related to this Agreement during the billing cycle; and d. Any data necessary to understand the volume and impact of the services provided. The COG agrees to use the submission method and standard report format as may be established by the PSO.	By the 30th of each month* *e.g., Report for September services due October 30th.
HS7	**Other**	
HS7.1	**Knowledge:** The COG shall ensure that COG employees who work on PSO homeland security business have a working knowledge of the OOG's Guide to Grants; Texas Grant Management Standards; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); and the state and federal statutes, rules, regulations, documents, and forms applicable to the funding opportunities listed in HS4.1.	Ongoing

HS7.2	**Training:** The COG shall ensure that one employee who works on PSO homeland security business attends and participates in mandatory training workshops, meetings, webinars, and conference calls sponsored by the PSO. The Executive Director of the PSO or an authorized representative may waive this requirement upon receipt of a written request from the Executive Director of the COG.	Ongoing
HS7.3	**Vacancies:** The COG shall notify the PSO of a vacancy involving any staff position that provides services under this Agreement within fourteen calendar days after the vacancy. The COG shall also notify the PSO when a replacement is hired to fill a vacancy involving any staff position that provides services under this Agreement within fourteen calendar days after the replacement's hire date.	Ongoing
HS7.4	**Accounting Systems:** The COG shall have an accounting system that accounts for costs in accordance with generally accepted accounting standards or principles. The COG must propose and account for costs in a manner consistent with such standards or principles.	Ongoing
HS7.5	**Access to Records, Records Retention:** The COG shall: a. Maintain adequate record keeping procedures. b. Retain all records, regardless of format, related to the services and requirements identified in this Agreement ("Records"). c. Follow all legal requirements for maintaining the confidentiality and security of all Records. d. Provide originals or copies of all Records to the PSO upon the request of the PSO, auditors from the State of Texas, or auditors from the Department of Homeland Security (DHS). The COG shall permit the PSO or its designee, auditors from the State, or DHS auditors to audit and inspect Records related to this Agreement at any time. The COG shall provide reasonable access to all Records required to accomplish a review of activities, services, expenditures, and the accuracy of reviews and reports. The COG shall also provide reasonable access to its employees by the PSO or other designated representatives of the Office of the Governor, auditors from the State, or DHS auditors. Access to Records is not limited to the required retention periods. The PSO and any of its authorized representatives, including but not limited to auditors from the State or DHS auditors, shall have access to all Records, for any reason, upon request for as long as the records are maintained. e. Retain the Records for a period of seven years after the final payment by the PSO under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the seven-year period, the	Ongoing

	Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular seven-year period, whichever is later. At the end of the seven-year period, the COG shall request disposition instructions for the Records from the PSO, and shall dispose of the Records in accordance with the PSO's instructions. The COG shall ensure that the above requirements regarding the "Access to Records, Records Retention" are included in any subcontract it awards related to the services in this Agreement.	
HS7.6	**Audits:** Audits conducted pursuant to this Agreement shall be in accordance with generally accepted auditing standards and established procedures and guidelines for the review or audit of an agency. Where the audit concerns the COG, the auditing entity will afford the COG an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.	Ongoing

Statement of Work (Attachment B)
Public Safety Office ("PSO")
Criminal Justice Services

Task #	Task Description/Deliverable	Due Date
CJ1	**Local Policies or Bylaws**	
CJ1.1	The COG shall ensure that written policies or bylaws concerning the COG's duties under this Agreement are developed and adopted by the COG's governing body in accordance with applicable laws and regulations. Governing policies must include guidance concerning the following: a. Applicant attendance requirements for prioritization meetings; b. Prioritization process of grant applications; c. COG's authorized governing body review and approval process of the priority lists; d. COG's strategic vision related to criminal justice issues; e. Conflicts of interest; f. Compliance with the requirements described in Chapter 551, Texas Government Code (Texas Open Meetings Act); g. Local funding recommendation limitations, including but not limited to minimum or maximum application requested amounts, competition cycles, or decreasing fund ratios, if applicable; and h. Grant application workshop attendance requirements, if applicable. The COG's policies may not require payment of membership dues to be considered for funding.	Ongoing
CJ1.2	The COG shall inform applicants, current grantees, and other requestors of the availability of relevant COG policies and bylaws; provide such policies and bylaws to interested parties upon request; and post such policies and bylaws to the COG's website.	Ongoing
CJ2	**Technical Assistance**	
CJ2.1	The COG shall make available to potential applicants in the COG's region the following: a. Priorities identified by the COG related to criminal justice issues; b. How the COG reviews and prioritizes projects, including but not limited to, the region's methodology for risk-informed scoring/prioritization, scoring instruments, the criteria used in	At least 30 calendar days prior to the PSO eGrants application submission deadline

	scoring/prioritizing applications, and other relevant materials that affect the COG's prioritization process; c. Information related to the availability of training materials, or other documents regarding PSO grant application creation, available on the eGrants website at: egrants.gov.texas.gov; and d. Information regarding grant application workshop attendance requirements, if applicable. The COG may choose, at the COG's discretion, to conduct grant application workshops, workgroups, and/or subcommittees to provide technical assistance to potential applicants in the COG's Region for PSO criminal justice funding opportunities consistent with the COG's policies and procedures.	
CJ2.2	The COG shall inform applicants/grantees that PSO employees are assigned to each application/grant in eGrants and that the applicant/grantee may contact these personnel, or the eGrants Help Desk, for assistance with grant-related questions and issues. The COG may inform applicants/grantees that technical assistance is available through the COG and, upon request, the COG shall coordinate with the PSO to provide technical assistance to applicants and grantees.	Ongoing
CJ2.3	The COG shall make OOG funding opportunities listed in CJ5.1.a publicly available on the COG's website by either posting those opportunities or providing a link to the eGrants funding announcements found at: https://egrants.gov.texas.gov/fundingopp.	At least 14 calendar days prior to any COG imposed application submission deadline and at least 30 calendar days prior to the PSO eGrants application submission deadline
CJ3	**Oversight of the Criminal Justice Advisory Committee**	
CJ3.1	Each COG shall establish and maintain a Criminal Justice Advisory Committee (CJAC) that consists of participants who are knowledgeable about criminal justice related issues relevant to the COG region. The CJAC shall advise the COG on matters related to criminal justice.	Ongoing

	The COG shall ensure that the CJAC has multidisciplinary representation of members from the COG's Region. The CJAC's membership must include the following disciplines: education; juvenile justice; law enforcement; mental health; prosecution or courts; and victim services, with at least one victim services member from a non-governmental agency. Each individual member may either represent one of the required disciplines or be classified as an "other" discipline. No single discipline, including the "other" category, may constitute more than one-third (1/3) of the CJAC. Upon request from the PSO, the COG shall provide a complete list of CJAC members, and any requested information related to CJAC scoring/prioritization meetings.	
CJ3.2	**Conflict of Interest:** The COG shall ensure that members of the COG's governing body, the CJAC, and COG staff abstain from scoring and voting on any grant application, other than a grant application submitted by a COG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity: a. Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded; b. Serves on any governing board that oversees the unit or division that would administer the grant, if awarded; c. Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or d. Receives any funds, or a substantial amount of tangible goods or services, from the applicant agency as a result of the grant, if awarded. If a CJAC member has a conflict of interest regarding a particular grant application, the COG will ensure that the committee member abstains from voting, commenting, or otherwise influencing the prioritization process for that application. If the COG learns that any applicant, CJAC member, COG personnel, or other individual has reason to believe that favoritism or inappropriate actions occurred during the scoring or prioritization of PSO criminal justice projects, the COG shall notify the PSO of the concerns as soon as possible.	Ongoing
CJ3.3	The COG shall actively facilitate all CJAC meetings and ensure that all CJAC members are aware of local policies and bylaws and the requirements of the COG's contract with the PSO. The COG shall document all CJAC proceedings related to PSO business by recording the CJAC proceedings or by preparing written	Ongoing

	minutes of the CJAC proceedings. If written minutes are prepared, the written minutes must be certified with the signature of a CJAC member who attended the meeting.	
CJ3.4	The COG shall ensure that all COG governing board meetings and CJAC meetings at which PSO criminal justice-related matters are discussed comply with the requirements of Chapter 551, Texas Government Code, (Texas Open Meetings Act).	Ongoing
CJ4	**Strategic Planning**	
CJ4.1	The COG shall provide general planning and coordination activities for issues related to criminal justice, juvenile justice, delinquency prevention, victim services, and related topics throughout the year. Such services may include providing feedback on, input to, or communication of the PSO's real or proposed priorities.	Ongoing
CJ4.2	The COG shall regularly communicate with criminal justice stakeholders, including grantees, law enforcement, non-profit organizations, and other units of government, and shall engage those stakeholders when developing the region's strategic plan under CJ4.3. The COG must also inform the PSO and the CJAC of stakeholder interactions and provide additional insight into regional criminal justice needs.	Ongoing
CJ4.3	The COG shall create a strategic plan for prioritizing the criminal justice needs in the COG's Region. The criminal justice needs relevant to this plan include, but are not limited to, criminal justice system improvements, juvenile justice system improvements, direct victim services, and mental health/substance abuse treatment. The strategic plan must not exceed a five-year cycle and must describe the following: a. How local communities are engaged in the COG's planning process; b. The data used to support the plan; c. The stakeholders participating in the COG's planning process; d. The gaps in resources for criminal justice needs; e. The criminal justice priorities identified during the COG's planning process; and f. How the COG's plan will be used by the CJAC during the prioritization process. The plan must also include an executive summary, not to exceed two pages, written for a public audience that describes the following: a. The strategic planning process; and	Ongoing

	b. The top five most critical needs for the region across all criminal justice areas. Upon request from the PSO, the COG shall provide a copy of the most current strategic plan to the PSO.	
CJ5	**Application Prioritization Process**	
CJ5.1	The COG shall ensure that: a. The CJAC considers and prioritizes all grant applications received by the COG from the PSO under the following fund sources: • General Victim Assistance – Direct Services Programs (VA); • Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking (WF); • Justice Assistance Programs (DJ); • General Juvenile Justice and Delinquency Prevention Programs (SF); and • Youth Diversion (TP). b. The COG implements an application scoring instrument for use by the CJAC that evaluates specific elements of the application identified by the PSO in the funding announcement; c. The COG provides CJAC members with copies of the region's applications, scoring instruments, the criteria used in scoring grant applications, and other relevant materials prior to holding the COG's prioritization meeting for any PSO criminal justice funding opportunity; d. The COG tabulates scores and/or compiles an accurate priority list(s) for submission to the PSO using the format required by the PSO and, in the event of a tie, the COG will break all ties; and e. The COG's authorized governing body reviews and approves the CJAC priority listings listed in CJ5.1.a **prior** to submitting them to the PSO in compliance with the applicable provisions of Title 1, Part 1, Chapter 3, Texas Administrative Code.	Ongoing
CJ5.2	The COG shall ensure that funding recommendations on grant applications are based upon: a. Any state strategies identified by the PSO within the PSO funding announcement;	Ongoing

	b. Criminal justice priorities identified in the COG's most recently completed strategic plan; c. The eligibility, reasonableness, and cost-effectiveness of the proposed project; and d. Current COG policies and bylaws.	
CJ5.3	The COG shall notify all applicants in writing of the region's approved prioritization results identified in CJ5.1.a. The notice must state: "After the CJAC prioritizes the grant applications and the COG's authorized governing body approves the priority listing, the COG submits the priority listing to the PSO. Based upon the COG's priority listing, the PSO will verify the eligibility, reasonableness, and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The COG will notify applicants of any changes in the funding recommendations."	On or before the 14th calendar day after the authorized governing body approval
CJ5.4	The COG shall submit, through eGrants, the approved priority listings for the funding opportunities listed in CJ5.1a, including recommended funding amounts. The COG's authorized governing body **must approve** the priority listings **prior to submission** to the PSO. The priority listing is the sole means of communicating COG grant allocation recommendations from the COG to the PSO. The priority listing is one element upon which the PSO bases funding decisions. The COG is responsible for ensuring the appropriateness and accuracy of the priority listing, and for correcting any inaccuracies or errors that occur on the priority listing prior to submission to the PSO.	**Approved** priority lists must be submitted into eGrants on or before May 10, 2027
CJ5.5	The COG shall upload into eGrants a signed resolution or approved meeting minutes containing the authorized governing body's approval of the priority list(s) for the funding opportunities listed in CJ5.1a. The COG must label the file(s) with the relevant Task Number and a short description of the information in each file.	On or before June 10, 2027
CJ5.6	Upon request, the COG shall provide current grantees and other requestors with copies of scoring instruments, the criteria used in scoring grant applications, and other relevant materials.	Ongoing
CJ6	**Cooperation with the PSO**	
CJ6.1	The COG shall: a. Fully cooperate with the PSO, its authorized representatives, and PSO designated partners or contractors;	Ongoing

	b. Provide sufficient personnel, equipment, materials, supplies, and facilities to perform the duties and responsibilities listed in this Agreement, and to support the CJAC and their meetings related to PSO business; c. Ensure that all COG personnel who work on PSO criminal justice-related business are qualified by their education, training, and experience to fulfill the responsibilities of the position for which they are employed; d. Prepare and submit all forms, reports, and records required by the PSO in accordance with PSO-established deadlines; and e. Provide general services and coordination activities for criminal justice and topics related to juvenile justice, substance abuse prevention, law enforcement, mental health, prosecution, or courts and victim services. Such services may include providing feedback on, input to, or communicating the PSO's real or proposed priorities to constituents and others within the COG region.	
CJ6.2	The COG shall notify the PSO of any Public Information Act or media request received by the COG relating to any application for PSO criminal justice funding or PSO grant-funded program no later than one business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by the COG, and a description of the information requested. The COG shall give the PSO the opportunity to review any OOG-originated materials and information prior to release, if requested by the PSO. The COG shall also notify the PSO as to its response to any Public Information Act or media request received by the COG relating to any application for PSO funding or PSO grant-funded program no later than one business day after providing its response to the requestor. The notification shall include a description of the response (or a copy of the response, if the response was provided to the requestor in writing), the date the response was provided to the requestor, and the name of the COG employee who responded to the request.	Ongoing
CJ7	**Reporting**	
CJ7.1	The COG shall submit **monthly** invoices to the PSO that include: a. The requested payment amount for the services provided during the prior month; b. A brief description outlining the PSO criminal justice activities completed during the billing cycle; c. The total number of COG staff hours spent on activities related to this Agreement during the billing cycle; and	By the 30th of each Month* *e.g., Report for September services due October 30th.

	d. Any data necessary to understand the volume and impact of the services provided. The COG agrees to use the submission method and standard report format as may be established by the PSO.	
CJ8	**Other**	
CJ8.1	**Knowledge:** The COG shall ensure that COG employees who work on PSO criminal justice business have a working knowledge of Title 1, Part 1, Chapter 3, Texas Administrative Code; the OOG's Guide to Grants; Texas Grant Management Standards; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); and any other state and federal statutes, rules, regulations, documents, and forms applicable to the funding opportunities listed in CJ5.1.	Ongoing
CJ8.2	**Training:** The COG shall ensure that one employee who works on PSO criminal justice business attends and participates in mandatory training workshops, meetings, webinars, and conference calls sponsored by the PSO. The Executive Director of the PSO or an authorized representative may waive this requirement upon receipt of a written request from the Executive Director of the COG.	Ongoing
CJ8.3	**Vacancies:** The COG shall notify the PSO of a vacancy involving any staff position that provides services under this Agreement within fourteen calendar days after the vacancy. The COG shall also notify the PSO when a replacement is hired to fill a vacancy involving any staff position that provides services under this Agreement within fourteen calendar days after the replacement's hire date.	Ongoing
CJ8.4	**Accounting Systems:** The COG shall have an accounting system that accounts for costs in accordance with generally accepted accounting standards or principles. The COG must propose and account for costs in a manner consistent with such standards or principles.	Ongoing
CJ8.5	**Access to Records, Records Retention:** The COG shall: a. Maintain adequate record keeping procedures. b. Retain all records, regardless of format, related to the services and requirements identified in this Agreement ("Records") c. Follow all legal requirements for maintaining the confidentiality and security of all Records. d. Provide originals or copies of all Records to the PSO upon the request of the PSO, auditors from the State of Texas, or auditors from the U.S. Department of Justice (DOJ). The COG shall permit the PSO or its designee, auditors from the State, or DOJ auditors to audit and inspect Records related to this Agreement at any time. The COG shall provide reasonable	Ongoing

	access to all Records required to accomplish a review of activities, services, expenditures, and the accuracy of reviews and reports. The COG shall also provide reasonable access to its employees by the PSO or other designated representatives of the Office of the Governor, auditors from the State, or DOJ auditors. Access to Records is not limited to the required retention periods. The PSO and any of its authorized representatives, including but not limited to auditors from the State or DOJ auditors, shall have access to all Records, for any reason, upon request for as long as the records are maintained. e. Retain the Records for a period of seven years after the final payment by the PSO under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the seven-year period, the Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular seven-year period, whichever is later. At the end of the seven-year period, the COG shall request disposition instructions for the Records from the PSO, and shall dispose of the Records in accordance with the PSO's instructions. The COG shall ensure that the above requirements regarding the "Access to Records, Records Retention" are included in any subcontract it awards related to the services in this Agreement.	
CJ8.6	**Audits:** Audits conducted pursuant to this Agreement shall be in accordance with generally accepted auditing standards and established procedures and guidelines for the review or audit of an agency. Where the audit concerns the COG, the auditing entity will afford the COG an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.	Ongoing

PANHANDLE
REGIONAL
PLANNING
COMMISSION

ITEM 20

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Lori Gunn, Regional Services Director

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 20
Regional Services National Preparedness Month Resolution

BACKGROUND:

In 2004, the Federal Emergency Management Agency (FEMA) initiated a national campaign to heighten public awareness of the need to be prepared for the unexpected disaster. The campaign has since become an annual tradition, and each September is now recognized as National Preparedness Month (NPM). The goal of the program is to encourage Americans to take the steps necessary to prepare themselves, their families, their businesses, and their communities for emergencies before they occur.

The theme of the 2026 campaign is "Americans Stand Ready." FEMA wants to encourage Americans to take small steps to make a big difference in being prepared. When Americans take steps to prepare for disasters and keep their families safe, every neighborhood and community is more resilient. Throughout National Preparedness Month in September, FEMA will celebrate and encourage American resourcefulness and civic responsibility.

This year's theme will focus on several distinct ideas that capture how Americans take pride in their ability to protect themselves and their families and work together to recover from disasters:

- **Americans stand ready to uphold our patriotic duty**: When individuals are prepared and self-reliant, we can bolster the work our brave first responders do to help people on their worst day.
- **Americans stand ready to protect our family and friends**: We know best how to keep our loved ones safe when things go wrong.
- **Americans stand ready to help our communities**: Taking a proactive approach to get your community ready contributes to the nation's resilience.

Every year since the NPM program began, the PRPC Board has elected to endorse the National Preparedness Month program in the Panhandle with the passage of a resolution.

PRPC staff is recommending that the Board consider maintaining this tradition in 2026. The Panhandle is vulnerable to a variety of natural hazard threats.

The ***Ready.gov/September*** website is a content-rich resource that will support individual, family, business, and community planning efforts. There are a number of toolkits and social media graphics available on this site that can help communities become better prepared to deal with whatever disasters they might encounter. The whole purpose of the NPM program is to help people help themselves by becoming more attuned to the disasters they are subject to and to learn what they can do to mitigate the impacts of those events on their lives.

If the Board approves this resolution, it will be distributed to the region's cities and counties, and they'll be encouraged to follow suit by declaring NPM in their own jurisdictions. This will also provide staff that opportunity to promote another Panhandle-based preparedness activity that has become an annual staple, the Panhandle Regional Emergency Preparedness (PREP) Conference, which will be held this year on September 10th.

RECOMMENDATION:

Staff recommends that the Board of Directors consider passage of the resolution proclaiming September 2026 as National Preparedness Month in the Texas Panhandle.

RESOLUTION

26-08-27-0

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE PANHANDLE REGIONAL PLANNING COMMISSION RECOGNIZING SEPTEMBER 2026 AS BEING NATIONAL PREPAREDNESS MONTH AND ENCOURAGING COMMUNITIES, ORGANIZATIONS AND INDIVIDUALS ACROSS THE PANHANDLE TO DO THE SAME.

WHEREAS, the Federal Emergency Management Agency is encouraging Americans across the country to recognize September 2026 as National Preparedness Month (NPM); and

WHEREAS, the goal of this nationwide campaign is to inspire Americans to prepare for disasters in advance of those events so as to minimize the potential threat to their safety and well-being; and

WHEREAS, the Board of Directors likewise supports the NPM 2026 theme, "Americans Stand Ready" to focus on several distinct ideas that capture how Americans take pride in their ability to protect themselves and their families and work together to recover from disasters; and

WHEREAS, in general, preparedness and awareness are key to the survival of communities, organizations, and individuals in any type of disaster situation.

NOW THEREFORE, be it resolved by the Board of Directors of the Panhandle Regional Planning Commission that:

1. The PRPC Board officially recognizes its support of September 2026 as being National Preparedness Month.
2. The PRPC Board encourages other local governments and organizations in the region to recognize September 2026 as being National Preparedness Month.
3. The PRPC Board encourages residents of the region to become informed about what they can do to reduce the impact of disasters on their lives by visiting FEMA's NMP website at: https://www.ready.gov/september.
4. The PRPC Board encourages organizations and individuals across the Panhandle to consider volunteering their time to support local and regional preparedness efforts.

CONSIDERED AND APPROVED THIS 27th DAY OF AUGUST 2026.

Pat Sims, Chair
Panhandle Regional Planning Commission
Board of Directors

ATTEST:

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

PANHANDLE
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ITEM 21

M E M O R A N D U M

DATE: August 27, 2026

TO: PRPC Board of Directors

FROM: Abby Sanders, Regional Emergency Management Planning Program Coordinator

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 21
Panhandle Regional Emergency Preparedness (PREP) Conference Overview

BACKGROUND:

The Panhandle Regional Emergency Management Advisory Committee (PREMAC) hosts the Panhandle Regional Emergency Preparedness (PREP) Conference annually in Amarillo. This conference is geared toward first responders, medical professionals, city and county administration, and disaster volunteers from the Panhandle and surrounding areas.

This year's conference will be held on Thursday, September 10th from 8:00 am – 4:00 pm at the Dome Civic Center in Borger. This year's conference will feature six presenters representing the City of Amarillo and regional information sharing, Amarillo NWS, Xcel wildfire team, Texas Cattle Feeders Association, CISA, and Pantex. The Dome will be full of vendor and partner tables and vehicles on display.

This conference is a great opportunity to connect with other emergency management personnel in the region. The cost of attendance is $40/person. Eight hours of CEUs are available to those who want them as well. Attached is a flyer with QR codes to register. Please contact me with any questions!

RECOMMENDATION:

No action necessary; this is an informational item.

Texas A&M Engineering TEEX Extension Service

Extension Program - TEEX.org/Extension

PRPC Prep Conference

TEEX Course Name	EXF610-04
Class Dates	9/10/2026 9:00 AM to 9/10/2026 4:00 PM
Location	The Dome Civic and Convention Center, 1113 Bulldog Blvd, Borger, TX 79007
TEEX Representative	Henry Perry
Registration Link	https://tinyurl.com/4huyj3rh

Scan the QR code on your smartphone to go to the Registration Link.

Questions? TEEXextension@teex.tamu.edu

Texas A&M Engineering Extension Service

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