

PANHANDLE REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS

Minutes

November 21, 2019

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Thursday, November 21, 2019, at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Dr. William Hallerberg presided.

MEMBERS PRESENT:

- Juan Cantu, Lipscomb County Commissioner
- Cleo Castro, Cactus
- Irene Favila, Hereford
- Dr. William Hallerberg, Canadian River Municipal Water Authority
- Raul Hernandez, Amarillo
- Ernie Houdashell, Randall County Judge
- John Howard, M.D, Donley County Judge
- John James, Collingsworth County Judge
- Dan Looten, Carson County Judge
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Yolanda Robledo, Alderwoman, City of Bovina
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Pat Sims, Mayor, City of Dumas
- Tobe Shields, Mayor, City of Spearman
- Kerry Symons, Mayor, City of Perryton
- Nancy Tanner, Potter County Judge
- Ricky White, Mayor, City of Friona

MEMBERS ABSENT:

- Don Allred, Oldham County Judge
- Buster Davis, Mayor, City of Gruver
- Ronnie Gordon, Hartley County Judge
- Harold Keeter, Swisher County Judge
- Jay Mayden, Childress County Judge
- Wayne Nance, Briscoe County Judge
- Ginger Nelson, Mayor, City of Amarillo
- Karen Price, Pampa
- Winston Sauls, Borger

STAFF PRESENT: Mr. Marin Rivas, Workforce Development Director; Ms. Lori Gunn, Regional Services Program Coordinator; Mr. Trent Taylor, Finance Director; Ms. Sharee Bailey, Program Specialist; Mr. Kyle Ingham, Executive Director

1. CALL TO ORDER

Dr. William Hallerberg called the meeting to order and noted that a quorum was present. No conflict disclosure issues pursuant to Local Government Code Chapter 176 were noted by Board members related to action items on today's agenda.

2. INVOCATION

Judge John Howard gave the invocation.

3. MINUTES

Mayor Ricky White moved to approve the minutes from the meeting held on October 24, 2019, as received. Ms. Irene Favila seconded the motion; the motion carried by unanimous vote.

4. VOUCHERS

Ms. Irene Favila moved to approve the vouchers for the month of October, 2019. Mr. Cleo Castro seconded the motion; the motion carried by unanimous vote.

5. **FY20 REGIONAL SOLID WASTE MANAGEMENT PROGRAM APPLICATION RESOLUTION**

Ms. Lori Gunn stated that one-half of the Municipal Solid Waste (MSW) fee revenue collected by the Texas Commission on Environmental Quality (TCEQ) is dedicated to a regional grant program supporting projects that promote recycling and other activities to extend the life of landfills. Each biennium funds are made available to the following eligible applicants: cities, counties, school districts, special districts with oversight regarding water and Council of Governments. As an eligible applicant, the PRPC would like to apply for Solid Waste Grant funds in the FY 2020 grant cycle.

In years past, the PRPC has made an application and received funding under this grant program to fund the Regional Marketing and Transportation Program. The main purpose of the program is to facilitate the shipment of baled recyclable materials and loose scrap metal from the region to various end-market/intermediate buyers.

Ms. Gunn requested the Board's authorization to submit another two-year solid waste grant application to support the Regional Marketing and Transportation Program costs during the FY20/21 period. The application amount will be \$20,000.00. These funds will be used solely for the purpose of covering transportation and marketing costs. With the decrease in commodity costs during recent years, we anticipate transportation costs will increase over the next 2 years, thereby justifying the grant request.

Mr. Sal Rivera moved to approve a resolution authorizing the Planning Commission to submit a FY20 Regional Solid Waste Management Program grant application to continue the Regional Recyclable Goods Marketing and Transportation Program. Judge John James seconded the motion; the motion carried by unanimous vote.

6. **WORKFORCE DEVELOPMENT PROGRAM: LETTER OF INTENT TO SECURE WORKFORCE DEVELOPMENT FACILITY**

Mr. Marin Rivas reminded the Board that the Texas Workforce Commission has announced its intention to divest itself of ownership of its buildings statewide, which includes the Workforce Solutions Panhandle facility at 1206 S.W. 7th Avenue, in Amarillo.

Over the past several months, a Facility Relocation Workgroup, formed specifically for this project, has met a total of ten times, to develop recommendations for the Board.

In January, as part of the PWDB plan to procure and relocate the integrated Workforce Development, Child Care and Vocational Rehabilitation program staff into a new facility, staff issued a Request for Proposals (RFP) for Real Estate Brokerage Services to assist PRPC and the PWDB with identifying and securing commercial property from which Workforce Solutions Panhandle will continue to deliver services. One proposal was received from Mr. Brent Bralley, President of Accord Commercial Realty Services and, in June, the Board authorized the Executive Director to execute a contract with JKB Company, Inc. dba: Accord Commercial Realty Services.

Twenty-two (22) Amarillo properties were initially investigated and documented by Mr. Bralley as potential sites and presented to the Workgroup. In meetings over the summer months, the Workgroup members reduced these considerations down to the top two candidates. In October, the Workgroup toured the facility that had been evaluated as the most beneficial to PRPC on the basis of Base Lease Rate, Gross Rentable and Net Useable Size, Number of Parking Spaces, Lease Term Consideration, Annual Lease Cost, and Tenant Improvement Allowance Available – the facility formerly utilized by AT&T at 3120 Eddy Street.

After the Workgroup's evaluation, and incorporation of input from management staff from both Workforce Solutions Panhandle and Vocational Rehabilitation, the members of the Workgroup recommended that PRPC, in conjunction with Mr. Bralley, enter into negotiations to secure this property for the new location of Workforce Solutions Panhandle.

In the Workgroup's meeting on October 29th, the workgroup met to discuss consideration of options available that are in the best interest of PRPC. The Workgroup agreed to recommend to the Board that the members consider authorizing PRPC to provide a formal Letter of Intent to Lease to the property owner of the facility to allow PRPC, in conjunction with Mr. Bralley, to continue negotiations to work towards development of a Lease. Mr. Rivas reviewed the content of the Letter of Intent with the Board in detail.

Judge John Howard moved to authorize the submission of a Letter of Intent to further negotiations and secure a contract for a new Workforce Development Building located at 3120 Eddy Street. Mayor Ricky White seconded the motion; the motion carried by unanimous vote.

7. **MISCELLANEOUS NON-ACTION INFORMATION ITEMS**

- A. Mr. Kyle Ingham discussed with the Board the status of the Ports to Plains Corridor.
- B. Mr. Kyle Ingham reported on the recent and upcoming Planning Commission sponsored regional meetings.

8. **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:15 p.m.



William L. Hallerberg, Ph.D, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Judge Dan Looten, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors