

**PANHANDLE REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS**

Minutes

February 25, 2021

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, February 25, 2021. Due to the current COVID-19 crisis this meeting was held by videoconference pursuant to Texas Government Code Section 551.127.

Mr. Winston Sauls, Chairman, presided.

MEMBERS PRESENT:

- Cleo Castro, Cactus
- Steven Cortez, Hereford
- Ronnie Gordon, Hartley County Judge
- Dr. William Hallerberg, Canadian River Municipal Water Authority
- John Howard, M.D, Donley County Judge
- Dan Looten, Carson County Judge
- Jay Mayden, Childress County Judge
- Yolanda Robledo, Alderwoman, City of Bovina
- Winston Sauls, Borger
- Tobe Shields, Mayor, City of Spearman
- Pat Sims, Commissioner, City of Dumas
- Nancy Tanner, Potter County Judge
- Ricky White, Mayor, City of Friona

MEMBERS ABSENT:

- Don Allred, Oldham County Judge
- Juan Cantu, Lipscomb County Commissioner
- Buster Davis, Mayor, City of Gruver
- Raul Hernandez, Amarillo
- John James, Collingsworth County Judge
- Harold Keeter, Swisher County Judge
- Wayne Nance, Briscoe County Judge
- Ginger Nelson, Mayor, City of Amarillo
- Karen Price, Pampa
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Kerry Symons, Mayor, City of Perryton

STAFF PRESENT: Mr. Dustin Meyer, Local Government Services Director; Mr. Trent Taylor, Finance Director; Mr. Marin Rivas, Workforce Development Director; Ms. Sundee Rossi, Area Agency on Aging Operations Coordinator; Mr. Shane Brown, Regional Emergency Communications & Preparedness Program Manager; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Ms. Leslie Hardin, Workforce Development Contracts Coordinator; Ms. Sharee Bailey, Administrative Program Specialist; Ms. DeShayne Hall, Executive Assistant; Mr. Kyle Ingham, Executive Director

OTHERS PRESENT:

Mayor Terrill Bartlett and Ms. Colleen Bradley, City of Darrouzett; Mayor Gary Hinders and Joe Price, City of Canyon

1. CALL TO ORDER

Mr. Winston Sauls called the meeting to order at 1:30 p.m. 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

Dr. William Hallerberg gave the invocation.

3. PUBLIC COMMENT

In accordance with the Texas Open Meetings Act, Chairman Sauls asked if any members of the public were present to comment on agenda items. There being none, the meeting continued.

4. **MINUTES**

Mayor Tobe Shields moved to approve the minutes from the meeting held on January 28, 2021, as received. Commissioner Pat Sims seconded the motion; the motion carried by unanimous vote.

5. **VOUCHERS**

Dr. Williams Hallerberg moved to approve the vouchers for the month of January 2021. Judge Nancy Tanner seconded the motion; the motion carried by unanimous vote.

6. **PLANNING & SERVICE AREA 4 MEMBERSHIP MEETING – PRPC BOARD MEMBER**

Members, local officials & public representing Planning & Service Area 4 (Armstrong, Carson, Potter and Randall counties) broke out in a special session to elect a representative to the Panhandle Regional Planning Commission's Board of Directors for the unexpired term left vacant by the passing of The Honorable Ernie Houdashell, Randall County Judge.

Mayor Gary Hinders moved that The Honorable Christy Dyer, Randall County Judge be elected to fill the unexpired term for PSA 4. Dr. William Hallerberg seconded the motion; the motion carried.

7. **PLANNING & SERVICE AREA 5 MEMBERSHIP MEETING – PRPC BOARD MEMBER**

Members, local officials & public representing Planning & Service Area 5 (Childress, Collingsworth, Donley, Gray, Hall & Wheeler counties) broke out in a special session to elect a representative to the Panhandle Regional Planning Commission's Board of Directors for the unexpired term left vacant by the retirement of The Honorable Jay Mayden, Childress County Judge.

Judge Jay Mayden moved that The Honorable Kim Jones, Childress County Judge be elected to fill the unexpired term for PSA 5. Judge John Howard seconded the motion; the motion carried.

8. **HIGH DEMAND JOB TRAINING PROGRAM APPLICATION**

Mr. Marin Rivas stated that the Texas Workforce Commission (TWC) is offering another grant opportunity for a High Demand Job Training Program, to support local Workforce Development Boards in partnering with local Economic Development Corporations (EDCs) to utilize their local economic development sales taxes towards high demand job training. The funds provided to the Board would be used to match the sales tax funding, on a dollar-for-dollar basis.

This year's funding is for up to \$150,000 for the Panhandle Workforce Development Board to potentially partner with regional EDC's which have expressed an interest and have funding available. The funding would be shared among the parties to purchase equipment for the Borger and Dalhart campuses of Frank Phillips College, Clarendon College, and Amarillo ISD's new AmTech Career Academy.

Commissioner Pat Sims moved to approve submission of the application to TWC for funds to match the four EDC's sales tax monies to be used to purchase equipment for high-demand job training and to authorize the Executive Director to execute financial agreements with the EDCs, Frank Phillips College, Clarendon College, and Amarillo ISD. Judge Nancy Tanner seconded the motion; the motion carried by unanimous vote.

9. **PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (PANCOM) TOWER SITE ACQUISITION – WHEELER COUNTY**

Mr. Shane Brown stated that last year, PRPC applied for and received funding under the FY21 Statewide Emergency Radio Infrastructure (SERI) program to construct two new PANCOM radio towers. These towers will replace the two most expensive leased towers currently used in the PANCOM system and will reduce PANCOM's operating costs by \$17,250 a year. The towers targeted for replacement are located in Collingsworth County and Wheeler County.

In order to build the towers, the land needs to be acquired on which to build them and it has to be in the right place. Staff is asking the Board to approve the PRPC's purchase of 6-acres of land from the Shamrock Economic Development Corporation (SEDC). The SEDC owns a 20-tract that happens to be located in the same vicinity needed for the new Wheeler County tower.

PRPC staff met with the SEDC Executive Director to discuss the possibility of purchasing the land needed for this new tower. A proposal outlining our offer for the SEDC Board of Directors' consideration was submitted. An offer of \$5,000 per acre or \$30,000 for the 6-acre parcel we need was submitted.

Judge Dan Looten moved to authorize staff to move forward with the development of a contract with the Shamrock Economic Development Corporation for the purchase of 6-acres of land for the development of a new Wheeler County PANCOM tower and authorized the Executive Director to execute the contract once the form and content has been mutually accepted by both parties. Mayor Ricky White seconded the motion; the motion carried by unanimous vote.

10. **PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (PANCOM) TOWER SITE PROFESSIONAL SERVICES PROCUREMENT**

Mr. Shane Brown stated that earlier this month, PRPC staff began advertising for land surveying services. In order to finalize the sale of the land proposed to buy from the Shamrock Economic Development Corporation for our new Wheeler County PANCOM tower the metes and bounds of the 6-acre parcel being purchased will need to be determined.

PRPC staff will determine who is the most qualified and who is the most reasonably priced and once the Statement of Qualifications have been evaluated and ranked, PRPC will request a cost proposal from the top-ranked respondent. If a mutually acceptable agreement cannot be reached with the top-ranked respondent; negotiations will be ended; then started anew with next highest ranked respondent. The process will continue until a mutually acceptable agreement has been reached with a qualified respondent. He also stated that staff is asking the PRPC Board to consider granting the Executive Director the authority to use his discretion and best professional judgement in approving and executing a contract for approximately \$5,500 for the land surveying services needed to conclude the sale of land for our new Wheeler County PANCOM tower site.

Dr. William Hallerberg moved to authorize the PRPC Executive Director to use discretion in executing a contract for the land surveying services needed to complete sale of land for the PRPC's FY21 Statewide Emergency Radio Infrastructure-funded Wheeler County PANCOM tower project. Commissioner Pat Sims seconded the motion; the motion carried by unanimous vote.

11. **FIRE, AMBULANCE AND SERVICE TRUCK FUND APPLICATION DEVELOPMENT AND MANAGEMENT SERVICES INTERLOCAL CONTRACT AMENDMENT**

Mr. Dustin Meyer reminded the Board that the FAST Fund Program stated objectives are to provide funds for eligible vehicles to provide emergency response and special services to rural communities. The City of Tulia received notification that they will be awarded a FAST Fund project to provide funding for emergency service vehicles that the City applied for in 2020.

He also reminded the Board that in April of 2020, a no-cost interlocal agreement that allowed PRPC to assist the City of Tulia to develop an application to the FAST Fund Program was approved. This agenda item is to amend that interlocal agreement between PRPC and the City of Tulia to allow PRPC to carry out the administrative function and project management activities associated with the funded project.

The City of Tulia will receive funding in the amount of \$500,000 for two new fire response vehicles including a fire tanker truck and a brush truck. The City of Tulia will be providing a match of \$23,000 for a total project budget of \$523,000 which will include administrative costs of \$28,500 to PRPC.

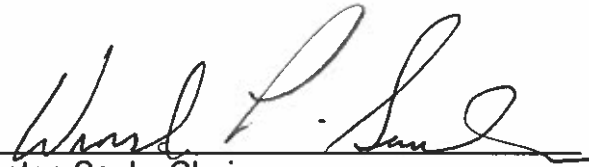
Mayor Tobe Shields moved to authorize the Executive Director to execute an amendment to the Interlocal Cooperation Contract between the City of Tulia and PRPC to provide administrative services for this FAST Fund project. Judge Dan Looten seconded the motion; the motion carried.

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

- A. Comments from the Executive Director
- B. Chairman Sauls appointed Mayor Ricky White to the 2021-2022 Audit Committee
- C. Chairman Sauls announced that Sheriff Salvador Rivera was designated as the voting delegate and Chairman Winston Sauls would be the alternate voting delegate to the Texas Association of Regional Councils Board of Directors.

13. **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:18 p.m.



Winston Sauls, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Tobe Shields, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors