

MINUTES
MANAGEMENT/AUDIT COMMITTEE
November 16, 2011

MEMBERS PRESENT

Katie Reed, Chair
Mayor David Marne
Linda Rivas
Mayor Tom Schoolcraft
Mayor Don Tymrak
Judge Marvin Quinney

ALTERNATES PRESENT

Veronica Gonzalez for Commissioner
Rodriguez

MEMBERS ABSENT

Judge James Barden
Judge Diana Bautista
Judge Richard Evans

STAFF PRESENT

Dean Danos
Mike Quinn
Susan Lodge
Blanca Tapia
Joe Ramos
Mario Gutierrez
Tim Treviño
Peter Bella
Sherrie Huckabay
Amy Guerra
Beverly Lutz
Julie Sakelakos

1. The meeting was called to order at 10:00 a.m. by Katie Reed, Chair.
2. Roll Call was taken and a quorum established.
3. There were no citizens to be heard.
4. Consider and act upon approving the October 19, 2011 minutes.

A motion was made by Mayor Tymrak seconded by Mayor Schoolcraft to approve the October 19, 2011 minutes with the following corrections; on item 13, change Judge to Mayor and on item 12 change the vote from unanimous to 1 nay. The motion carried unanimously.

EXECUTIVE

5. Discussion and appropriate action on the recommendation regarding 2012 dues for the Corporation on Texas Regionalism, in the amount of \$5,000.00.

Dean Danos stated that he is recommending the membership in the Corporation on Texas Regionalism. After an explanation regarding the necessity of this organization, a motion was made by Mayor Schoolcraft seconded by Mayor Tymrak to approve staff's

recommendation with a paragraph of explanation on the memo and to place on the Board of Directors Consent Agenda. The motion carried unanimously.

6. Update and report regarding visit from Texas Legislative Budget Board to AACOG's Alamo Local Authority.

No actions needed. Dean Danos requested to postpone this until the January Management Committee meeting.

7. Update and report regarding the Agency's strategic planning process.

Mayor Tymrak stated that they have created strategic planning sub-groups and have been meeting for several months. Tom Weaver, Mayor Schoolcraft and Mayor Tymrak have been assigned to these sub-groups. He will bring the strategic plan to the February 2012 Board of Directors meeting.

FINANCIAL

8. Discussion and appropriate action on the recommendation regarding the following:
 - A. Grants
 - B. Recoveries
 - C. Balance Sheet
 - D. Income Statement
 - E. Board Expenditures
 - F. TexPool Quarterly report
 - G. State Auditor's Office Summary of Reports Submitted by Regional Planning Commissions

Blanca Tapia discussed the above reports. After consideration, a motion was made by Mayor Schoolcraft seconded by Linda Rivas to recommend items 10A through 10G and place on the Board of Directors Consent Agenda. The motion carried unanimously.

9. Discussion and appropriate action on the recommendation regarding AACOG's 2011 final budget and 2012 annual budget.

Blanca Tapia made a PowerPoint presentation regarding the 2011 final budget and the 2012 annual budget. After discussion, a motion was made by Mayor Schoolcraft, seconded by Mayor Tymrak to have this presentation placed on the Board of Directors agenda with additions. The motion carried unanimously.

PROGRAMS

10. Discussion and appropriate action on the recommendation regarding the following from the Weatherization Assistance Program (WAP):
 - A. Update on the WAP October 2011 Production Schedule.

- B. Update on the November 2011 Texas Department of Housing and Community Affairs (TDHCA) conference call.

Joe Ramos gave a presentation on the above items. A motion was made by Mayor Schoolcraft, seconded by Linda Rivas to place these items on the Board of Directors Agenda. The motion carried unanimously.

- 11. Discussion and appropriate action regarding the following from the Alamo Regional Transit program:
 - A. Authorize the Executive Director to contract through the Houston Galveston Area Council (HGAC) cooperative purchasing program for transit consulting services.
 - B. Authorize the Executive Director to amend the Texas Department of Transportation (TxDOT) Rural Transportation Assistance Program (RTAP) contract for an amount up to \$80,000.00.

Beverly Lutz stated that staff is recommending the Executive Director authorize items 11.A and 11.B. After discussion, a motion was made by Judge Quinney, seconded by Linda Rivas to approve staff's recommendation and place on the Board of Directors Consent Agenda. The motion carried unanimously.

- 12. Discussion and appropriate action on the recommendation to authorize the Executive Director to enter into a contract with the Texas Department of Transportation (TxDOT) in the amount of \$49,286.00; for the 2012 Regionally Coordinated Transportation Planning Grant.

Beverly Lutz stated that staff is recommending the Executive Director authorize the above item. After discussion, a motion was made by Mayor Tymrak, seconded by Mayor Schoolcraft to approve staff's recommendation and place on the Board of Directors Consent Agenda. The motion carried unanimously.

- 13. Discussion and appropriate action on the recommendation regarding submission of a letter of support by the AACOG Executive Director to US Department of Energy (US DOE) the would allow AACOG to reaffirm its commitment to the Clean Cities mission in order to begin the re-designation process of the Clean Cities program.

Dean Danos discussed this letter. After discussion, a motion was made by Judge Quinney, seconded by Mayor Schoolcraft to approve this letter with revisions and place on the Board of Directors Consent Agenda. The motion carried unanimously.

- 14. Discussion and appropriate action on the recommendation to authorize the Executive Director to release a Request for Proposal for 2012-2013 Ozone & Meteorological Monitoring Network maintenance and operation contract for an amount not to exceed \$85,000.00 for the two year contract.

15. Discussion and appropriate action on the recommendation to authorize the Executive Director to release a Request for Quote for a Sulfur Oxide (Sox) Monitor, for an amount not to exceed \$15,000.00 for the two year contract.

Peter Bella discussed above items 14 & 15 and staff recommends that the Executive Director authorize both. A motion was made by Mayor Tymrak, seconded by Mayor Schoolcraft to approve staff's recommendations and place on the Board of Directors Consent Agenda. The motion carried unanimously.

Before the committee went into Executive Session, Mayor Schoolcraft made a point of order that because the Management Committee was not a governing body that it was not appropriate that they go into a closed meeting. Mario Gutierrez, General Council rendered his opinion that it was appropriate, due to the nature of the discussion, and so they opted to go into Executive Session.

16. Executive Session – In at 11:22 a.m.

Deliberate the compensation package for Dean J. Danos, AACOG Executive Director.

Executive Session – Out at 11:38 a.m.

17. Consider and take appropriate action regarding the compensation package to be awarded Dean J. Danos, AACOG Executive Director.

A motion was made by Mayor Tymrak, seconded by Linda Rivas to forward to the Board of Directors a compensation package for the position of Executive Director of \$150,000 with a continuation of the Agency vehicle and that the Board of Directors will determine the effective date. The motion carried unanimously.

18. Other items to be place on the Board of Directors meeting agenda from the Management / Audit Committee.

None.

19. Discussion of items to be placed on the agenda for the next Management / Audit Committee.

None.

20. Katie Reed stated the next meeting date is: Wednesday, January 18, 2012, 10:00 a.m.

21. The meeting was adjourned at 11:45 a.m.