

Minutes
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, June 20, 2012

MEMBERS PRESENT

Judge James Barden
Judge Richard Evans
Judge Marvin Quinney
Katie Reed – Vice Chair
Linda Rivas
Mayor Tom Schoolcraft
Mayor Don Tymrak

ALTERNATES PRESENT

Veronica Gonzalez for
Commissioner Rodriguez

MEMBERS ABSENT

Judge Diana Bautista-Chair
Mayor David A. Marne

STAFF PRESENT

Dean Danos
Mike Quinn
Blanca Tapia
Susan Lodge
Joe Ramos
Tim Treviño
Martha Spinks
Peter Bella
Sherrie Huckabay
Amy Guerra
Mary Ruiz
Deedra Johnson

1. The meeting was called to order at 10:37 a.m. by Management / Audit Committee Vice-Chair Katie Reed (Vice-Chair Reed).
2. Roll Call was taken and a quorum was established.
3. There were no citizens to be heard.
4. Consider and act upon approving the May 16, 2012 minutes.

A motion was made by Mayor Tymrak, seconded by Mayor Schoolcraft to approve the May 16, 2012 minutes. The motion carried unanimously.

EXECUTIVE

5. Discussion and appropriate action upon the recommendation regarding the following Personnel policy:

Personnel Policy 3.049.06 – Family and Medical Leave (revision).

A motion was made by Judge Evans, seconded by Linda Rivas to approve the Personnel Policy 3.049.06 – Family and Medical Leave (revision) and move to the Board of Directors consent agenda. The motion carried unanimously.

6. Update on the state and federal funding for the Public Safety programs.

Dean Danos discussed the issues regarding state and federal funding on the Criminal Justice, Academy, 911 and Homeland Security departments. The reduction in funding may result in staffing issues.

7. Discussion and appropriate action from the Management/Audit Committee's subcommittee on performance evaluation regarding the 2011 Performance Evaluation instrument for AACOG's Executive Director.

A motion was made by Mayor Schoolcraft, seconded by Linda Rivas to approve the subcommittee's recommendation for the 2011 Executive Directors Performance Evaluation with formatting changes and move to the Board of Directors consent agenda. The motion carried unanimously.

8. Discussion and appropriate action on the execution of a *Memorandum of Understanding* with Capital Area Council of Governments; Coastal Bend Council of Governments; Golden Crescent Regional Planning Commission; Lower Rio Grande Valley Development Council; Middle Rio Grande Development Council; and South Texas Development Council for Eagle Ford Shale activities.

A motion was made by Judge Quinney, seconded by Judge Evans to approve the execution of a Memorandum of Understanding with Capital Area Council of Governments; Coastal Bend Council of Governments; Golden Crescent Regional Planning Commission; Lower Rio Grande Valley Development Council; Middle Rio Grande Development Council; and South Texas Development Council for Eagle Ford Shale activities with changes. Move this item to the Board of Directors consent agenda. The motion carried unanimously.

FINANCIAL

9. Discussion and appropriate action regarding the following April 2012 financial reports:
 - A. Grants
 - B. Recoveries
 - C. Balance Sheet
 - D. Income Statement
 - E. Board Expenditures
 - F. Cost Allocation

A motion was made by Mayor Schoolcraft, seconded by Judge Quinney to approve items 9.A-F and move to the Board of Directors consent agenda. The motion carried unanimously.

10. Presentation of the *Draft 2011 Audit Report*, by the firm of Weaver and Tidwell LLP.

Kevin Sanford made a presentation on the Draft 2011 Audit Report and stated that the financials were an accurate representation of the programs status.

11. Discussion and appropriate action on the *Draft 2011 Audit Report*.

A motion was made by Mayor Schoolcraft, seconded by Judge Evans to approve the Draft 2011 Audit Report and move to the Board of Directors Board Agenda. The vote was 7 ayes and 1 nay, motion carried.

PROGRAMS

12. Discussion and appropriate action on the recommendation from the Natural Resources Program to authorize the Executive Director to execute contract change-orders on the previously authorized \$47,395.00 AACOG/Dios Dado monitoring contract, for any changes up to an aggregate amount not exceeding \$85,000.00.

A motion was made by Mayor Schoolcraft, seconded by Judge Barden to authorize the Executive Director to execute contract change-orders on the previously authorized \$47,395.00 AACOG/Dios Dado monitoring contract, for any changes up to an aggregate amount not exceeding \$85,000.00 and move to the Board of Directors consent agenda, The motion carried unanimously.

13. Discussion and appropriate action upon recommendations from the Natural Resources department regarding the following:
 - A. Authorize the Executive Director to allow the Alamo Area Clean Cities Coalition (AACCC) to partner with other Central Texas organizations and benefit as a sub-recipient to a grant application that will be submitted to the U.S. Department of Energy in response to their funding opportunity announcement (FOA-708), "Implementation Initiatives to Advance Alternative Fuel Markets." The total value of the grant to AACOG's Clean Cities program is a maximum of \$325,000.00 over the two-year grant period.
 - B. Authorize the Executive Director to enter into an agreement with Austin Energy – the primary applicant for the DOE grant – in an amount not to exceed \$325,000.00.

A motion was made by Mayor Schoolcraft, seconded by Judge Quinney to approve items 13.A&B with clarifications made and move to Board of Directors consent agenda. The motion carried unanimously.

14. Discussion and appropriate action upon a recommendation from the Natural Resources Department to authorize the Executive Director to amend the existing FY 2011 contract between AACOG and the TCEQ to accept full FY 2012-2013 funding and to execute a contract amendment for FY 2012-2013 air quality work in a total amount estimated to be \$1,399,540.33.

A motion was made by Judge Evans, seconded by Judge Barden to approve authorizing the Executive Director to amend the existing FY 2011 contract between AACOG and the TCEQ to accept full FY 2012-2013 funding and to execute a contract amendment for FY 2012-2013 air quality work in a total amount estimated to be \$1,399,540.33 and move to the Board of Directors consent agenda with the addition of the two slides, that were shown, to the packet. The motion carried unanimously.

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

None

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

None

17. Vice-Chair Katie Reed announced that the next meeting date will be Wednesday, July 18, 2012, 10:00 a.m.

18. Vice-Chair Katie Reed adjourned the meeting at 12:05 a.m.