

Minutes
Alamo Area Council of Governments
Executive Committee Meeting
Wednesday, January 16, 2013

MEMBERS PRESENT

Mayor Don Tymrak – Vice Chairman
Judge Diana Bautista
Judge Richard Evans
Mayor A. David Marne
Katie Reed
Linda Rivas
Mayor Tom Schoolcraft
Thomas Weaver

ALTERNATES PRESENT

None

MEMBERS ABSENT

Commissioner Kevin Wolff - Chairman
Judge James Barden
Councilman Ray Lopez

STAFF PRESENT

Dean Danos
Mike Quinn
Susan Lodge
Blanca Tapia
Joe Ramos
Tim Treviño
Sherrie Huckabay
Beverly Lutz
Julie Sakelakos

1. The meeting was called to order at 10:10 a.m. by Vice Chairman Tymrak.
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 November 14, 2012 Minutes.

A motion was made by Mayor Schoolcraft, seconded by Judge Evans to approve the November 14, 2012 minutes. The vote was 7 ayes and 1 abstention, the motion carried.

EXECUTIVE

5. Discussion and appropriate action upon the recommendation from the Human Resources department authorizing the Executive Director to release a Request for Proposal for Temporary Employee Driver Services for Alamo Regional Transit.

A motion was made by Judge Bautista, seconded by Mayor Schoolcraft to approve the recommendation to authorize the Executive Director to release a Request for Proposal for Temporary Employee Driver Services for Alamo Regional Transit and move this item to the Board of Directors Consent Agenda. The motion carried unanimously.

6. Discussion and appropriate action regarding the June 2012 to December 2012 Performance Evaluation for AACOG's Executive Director, Dean J. Danos.

A motion was made by Judge Bautista, seconded by Mayor Schoolcraft to approve the sub-committee to evaluate the 2012 Performance Evaluation for AACOG's Executive Director, Dean J. Danos. The sub-committee members are: Chairman Wolff, Vice Chairman Tymrak, Linda Rivas and Mayor Marne. The motion carried unanimously.

FINANCIAL

7. Discussion and appropriate action on the recommendation regarding the following October 2012 financials and December TexPool quarterly report:
 - A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. TexPool Quarterly
 - G. Analysis of legal expenses

After a presentation by Blanca Tapia, a motion was made by Judge Bautista, seconded by Linda Rivas to approved the recommendation regarding the October 2012 financials and December TexPool quarterly report with the correction in Item #7.B Net Recovery YTD 2012 total in the 9th column should be black not red, and move this item to the AACOG Board of Directors' consent agenda. The motion carried unanimously.

8. Discussion and appropriate action on authorizing the Executive Director to utilize the Interlocal agreement with BuyBoard in the purchase of an Agency Accounting, Purchasing, and Human Resource Software System.

Ms. Tapia introduced Steve Fors, the new Accounting Budget Analyst. A motion was made by Mayor Schoolcraft, seconded by Mayor Marne to approve authorizing the Executive Director to utilize the Interlocal agreement with BuyBoard in the purchase of an Agency Accounting, Purchasing and Human Resource Software System and move to the AACOG Board of Directors' agenda as an individual item. The motion carried unanimously.

PROGRAMS

9. Discussion and appropriate action upon the recommendation from the Alamo Local Authority authorizing the Executive Director to approve the annual maintenance, support and portal access for 156 licenses with C.H. Mack Inc. in an amount estimated at \$120,000.00.

A motion was made by Judge Evans, seconded by Linda Rivas to approve the recommendation from the Alamo Local Authority authorizing the Executive Director to approve the annual maintenance, support and portal access for 156 licenses with C.H. Mack Inc. in an amount estimated at \$120,000 and move to the AACOG Board of Directors' consent agenda. The motion carried unanimously.

10. Discussion and appropriate action upon the recommendation from the Alamo Regional Transit department authorizing the Executive Director to:
 - A. Execute Grant Agreement #51315F7097 with TxDOT in the amount of \$480,000.00.
 - B. Execute Grant Agreement #51315F707 with TxDOT in the amount of \$60,000.00.
 - C. Issue a Request for Proposals (RFP) to purchase a driving simulation system.

After a discussion by Beverly Lutz, a motion was made by Judge Bautista, seconded by Judge Evans to approve the recommendation from Alamo Regional Transit authorizing the Executive Director to execute Items # 10.A and 10.B. Also, to authorize the Executive Director to issue an RFP to purchase a driving simulation system Item # 10.C, and move all three items to the AACOG Board of Directors' consent agenda. The motion carried unanimously.

11. Discussion and appropriate action upon the recommendation from the Weatherization Assistance Program authorizing the Executive Director to:
 - A. Execute the 2013 Housing Program Vendor Contracts between AACOG and the firms chosen through the Request for Qualified Construction Contractors.

A motion was made by Judge Evans, seconded by Linda Rivas to approve the recommendation from the Weatherization Assistance Program authorizing the Executive Director to execute the 2013 Housing Program Vendor Contracts between AACOG and the firms chosen through the Request for Qualified Construction Contractors and move to the AACOG Board of Directors agenda as an individual item. The motion carried unanimously.

- B. Submit an application to TDHCA's Notice of Funding Opportunity to participate in the HOME Investment Partnerships Program Reservation System for single family housing programs under a Reservation System.

A motion was made by Judge Bautista, seconded by Judge Evans to approve the recommendation from the Weatherization Assistance Program authorizing the Executive Director to submit an application to TDHCA's Notice of Funding Opportunity to participate in the HOME Investment Partnerships Program Reservation System for single family housing programs under a Reservation System and move to the AACOG Board of Directors' consent agenda with the scores. The motion carried unanimously.

12. Other items to be placed on the Board of Directors meeting agenda from the Executive Committee.

None.

13. Discussion of items to be placed on the agenda for the next Executive Committee meeting.

None.

14. Next Meeting Date: Wednesday, February 20, 2013, 10:00 a.m.

Members of the Board indicated that a discussion regarding dates of AACOG Executive Committee meetings may need to take place during the February meeting.

15. Adjournment.

A motion was made by Thomas Weaver, seconded by Mayor Marne to adjourn the meeting at 11:25 a.m. The motion carried unanimously.

Approved: February 20, 2013