

**Corrected Minutes  
Alamo Area Council of Governments  
Executive Committee Meeting  
May 21, 2014**

**MEMBERS PRESENT**

Commissioner Jim Wolverton - Chair  
Commissioner Kevin Wolff – Vice Chair  
Judge James Barden  
Judge Diana Bautista  
Judge Richard Evans  
Mayor A. David Marne  
Katie Reed  
Mayor Tom Schoolcraft  
Mayor Ruby Vera  
Thomas Weaver

**GUESTS**

None

**STAFF PRESENT**

Charles Zech  
Jeri Rainey  
Blanca Tapia  
Sherrie Huckabay  
Gloria Vasquez  
Bill Moseley  
Julie Sakelakos  
and other staff

**MEMBERS ABSENT**

None

1. The meeting was called to order at 10:00 a.m. by Chairman Wolverton.
2. Roll call was taken and a quorum was established.
3. Citizens to be Heard

None

4. Consider and act upon the minutes from April 16, 2014.

A motion was made by Tom Weaver, seconded by Ms. Reed to approve the minutes from April 16, 2014. The motion carried unanimously.

5. Discussion and appropriate action on the recommendation from the Interim Co-Executive Directors to adopt the following Administrative Policies:
  - A. Agenda posting for Texas Open Meetings Act and other AACOG Committees.

A motion was made by Executive Committee Vice-Chair Wolff, seconded by Mayor Marne to recommend approval of the Administrative Policy regarding agenda posting for Texas Open Meetings Act and other AACOG Committees as amended by striking 1.2 and 1.1 should read:

“It is the policy of AACOG that all meetings shall be posted and conducted in compliance with the Texas Open Meetings Act”.

This item should be forwarded to the Board of Directors consent agenda. The motion carried unanimously.

**B. Requests for Public Information.**

A motion was made by Judge Barden, seconded by Executive Committee Vice-Chair Wolff to recommend approval of the Administrative Policy regarding Requests for Public Information as amended by removing everything after the 1<sup>st</sup> sentence and to add “All such requests shall be directed by recipient to the Person of Interest (POI) designated by the Executive Director” and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

6. Discussion and appropriate action on the recommendation from the Interim Co-Executive Directors to enter into a Memorandum of Understanding with Bexar County Department of Community Resources regarding the Residential Energy Assistance Partnership Program (REAP).

A motion was made by Judge Barden, seconded by Mayor Vera to recommend approval for the Interim Co-Executive Directors to enter into a Memorandum of Understanding with Bexar County Department of Community Resources regarding the Residential Energy Assistance Partnership Program (REAP) and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

**FINANCIAL**

7. Discussion and appropriate action on the recommendation regarding the following Draft March 2014 financial reports:

- A. Grants
- B. Recoveries
- C. Balance Sheet
- D. Income Statement
- E. TexPool Quarterly

A motion was made by Judge Evans, seconded by Executive Committee Vice-Chair Wolff to recommend approval of the draft March 2014 financial reports Item #7.A-E and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

## **PROGRAMS**

8. Discussion and appropriate action on the recommendation from the Natural Resources Program:
  - A. Authorizing the Interim Co-Executive Directors to execute the FY 2014 contract between AACOG and Texas Department of Transportation (TxDOT) for Commute Solutions program work in an amount estimated to be \$213,600.
  - B. Approve a resolution in support of the FY 2014 Commute Solutions work plan.

A motion was made by Mayor Marne, seconded by Judge Bautista to recommend authorizing the Interim Co-Executive Directors to execute the FY 2014 contract between AACOG and TxDOT for Commute Solutions program work in an amount estimate to be \$213,600 with corrections, **approve a resolution in support of the FY 2014 Commute Solutions work plan** and forward this item to the Board of Directors regular agenda. The motion carried unanimously.

9. Discussion and appropriate action on the following recommendation from the Alamo Regional Transit Program authorizing Interim Co-Executive Directors to submit an application to TxDOT for the FY 2015 annual 521 Rural Public Transportation grant in the estimated amount of \$2,225,082 and to authorize execution of contract when funds are awarded.

A motion was made by Mayor Vera, seconded by Ms. Reed to recommend authorizing the Interim Co-Executive Directors to submit an application to TxDOT for the FY 2015 annual 52 Rural Public Transportation grant in the estimated amount of \$2,225,082 and to authorize execution of contract when funds are awarded. This item is to be forwarded to the Board of Directors consent agenda. The motion carried unanimously.

10. Discussion and appropriate action on the recommendation from the Alamo Regional Transit Program authorizing the Interim Co-Executive Directors to accept McMullen County into the AACOG Regional Transit District effective June 5, 2014.

After some discussion, a motion was made by Judge Bautista, seconded by Mayor Vera to recommend authorizing the Interim Co-Executive Directors to accept McMullen into the AACOG Regional Transit District effective June 5, 2014 and forward this item to the Board of Directors consent agenda. The motion carried unanimously.

11. Discussion and appropriate action on the recommendation from the Strategic Planning Committee regarding the proposed Program Review Process.

After discussion, a motion was made by Mayor Vera, seconded by Judge Barden to recommend approval of the proposed Program Review Process with the addition of "Guidelines" to the title and to reiterate that this is to be used as a tool not a rule. This item is to be forwarded to the Board of Directors consent agenda. The motion carried unanimously.

12. Discussion and appropriate action on the recommendation from the Strategic Planning Committee regarding the proposed Executive Director Job description.

A motion was made by Judge Bautista, seconded by Mayor Vera to recommend approval of the proposed Executive Director Job description and forward this item to the Board of Directors regular agenda.

13. Discussion and appropriate action on the recommendation from the Strategic Planning Committee regarding the orientation for new members of the Board of Directors.

There was discussion that orientation is an important benefit to new and current members. A motion was made by Judge Barden, seconded by Ms. Reed to recommend that an orientation program be created and forward this item to the Board of Directors consent agenda. The motion carried unanimously.

**EXEUCTIVE SESSION convened at 11:29 a.m.**

14. Chairman Wolverton announced that pursuant to Texas Government Code Section 551.074, Personnel Matters, the Committee would convene in closed session to deliberate the appointment of an Interim Executive Director.

**Open Regular Session was re-convened at 11:55 a.m.**

15. Discussion and possible action regarding appointment of an Interim Executive Director.

A motion was made by Judge Barden, seconded by Mayor Vera, in lieu of appointing an Interim Executive Director, to recommend delegating authority to the AACOG Board Chair to direct and supervise activities and personnel of the AACOG organization directly through and oversee the activities of the Interim Co-Executive Directors until rescinded. This item is to be forwarded to the Board of Directors regular agenda. The motion carried unanimously.

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

None were noted.

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

None were noted.

18. Chairman Wolverton stated that the next meeting date will tentatively be held on Wednesday, June 18, 2014, at 10:00 a.m. in the Al J. Notzon III Board Room.

19. Adjournment

Chair Wolverton adjourned the meeting at 11:57 a.m.

Approved:

  
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Jim Wolverton  
AACOG Executive Committee Chair  
AACOG Board of Directors Vice-Chair

  
\_\_\_\_\_  
Date