



Executive Committee | Summary Minutes

10 a.m., Wednesday, February 14, 2024
6800 Burleson Road
Building 310, Suite 155
Austin, TX 78744

Present (20)

Mayor Lew White, City of Lockhart, **Chair**
Mayor Pro Tem Matthew Baker, City of Round Rock,
2nd Vice Chair
Judge Brett Bray, Blanco County, **Secretary**
Judge Ron Cunningham, Llano County, **Parliamentarian**
Judge James Oakley, Burnet County, **Immediate Past
Chair**
Commissioner Clara Beckett, Bastrop County
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Commissioner Joe Don Dockery, Burnet County

Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Steven Knobloch, Lee County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Mayor Jane Hughson, City of San Marcos
Mayor Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County
Commissioner Russ Boles, Williamson County
Representative Vikki Goodwin

Absent (6)

Commissioner Debbie Ingalsbe, Hays County, **1st
Vice Chair**
Council Member Mackenzie Kelly, City of Austin
Council Member Ron Garland, City of Georgetown

Mayor Pro Tem Esmé Mattke Longoria, City of Leander
Council Member Janice Bruno, City of Smithville
Commissioner Cynthia Long, Williamson County

1. **Call to Order and Opening Remarks by the Chair**

Mayor White called the meeting to order at 10:06 a.m.

2. **Consider Approving Minutes for the January 10, 2024 Meeting**

Mayor White asked the Board to consider approving the January 10, 2024, meeting minutes. Mayor Hughson made a motion to approve the minutes. Judge James Oakley seconded the motion. It passed unanimously.

3. **Consider Accepting the Quarterly Investment Report**

Silvia Alvarado, Director of Finance

Ms. Alvarado asked the Board to consider accepting the quarterly investment report for the first quarter ending December 31, 2023. CAPCOG's use of TexPool as our investment pool is to provide ready access to idle funds for operating purposes while still earning a market interest rate for short-term investments. During the quarter the market interest rate earned was approximately 5.57%. Total interest earnings for the quarter were \$428,201.08.

Mayor White asked for a motion to approve the quarterly investment report. Judge Oakley made a motion to approve. Mayor Hughson seconded the motion. It passed unanimously.

4. **Consider Authorization of CAPABLE Program Contract and Contracting Process for 1/1/2024 – 6/30/2025**

Patricia Bordie, Director of Aging Services

Ms. Bordie asked the Board to consider general authorization for any CAPABLE program contracts funded by the St. David's Foundation grant, that exceed \$25,000, without coming back to the Executive Committee for specific approval. The CAPABLE program has expanded from just one county to four: Bastrop, Caldwell, Hays, and Williamson, and CAPCOG budgeted a total of \$479,475 for contractual

services for the grant period of 1/1/2024 – 6/30/2025. The Board was also asked to consider approving the vendor selection process for future contracts funded by this grant, which includes:

1. Open solicitation of an opportunity to apply when there is a need for a new contractor for RNs, OTs, and HRPs and evaluation of these contractors on a yes/no basis if they meet the criteria; and
2. For the Program Coordinator role, keeping the current vendor in place;
3. For the durable medical equipment role, awarding a single contract; and
4. Allowing any of these contracts to exceed \$25,000.

Mayor Pro Tem Hougen asked why there was a discrepancy in expenditures between vendors. Ms. Bordie explained that the cost of expenditures is based on hourly rates for each type of service as well as the hours the vendor can provide.

Mayor White asked for a vote to approve general authorization for any CAPABLE program contracts that exceed \$25,000, without coming back to the Executive Committee, and approving the vendor selection process for future contracts funded by this grant. Commissioner Howard made a motion to approve. Mayor Pro Tem Hougen seconded the motion. It passed unanimously.

5. Consider Awarding Solid Waste Grants for Fiscal Years 2024 - 2025

Charles Simon, Director, Regional Planning & Services

Ken May, Regional Programs Manager

Mr. Simon asked the Board to consider awarding solid waste grants in the amount of \$274,000, for fiscal years, 2024-2025, as recommended by the SWAC at their January 19, 2024 meeting, and designate partial funding of \$5,500 to the Llano County project as well as designating it and the other four eligible projects from Burnet County, City of Georgetown, Williamson County, and Hays County, as contingency projects.

Of the 22 projects that were reviewed by the SWAC, 13 were recommended to be funded. The 13 projects were chosen by first grouping them by priority group and then ranking them according to the score they received from the SWAC.

Commissioner Dockery asked about Llano County getting partial funding and Mr. Simon noted the projects were listed by priority groups and explained that Llano County has a fully funded project in Group 1, so its second project is in the second group. Ms. Voights noted that changes had been made last year to help identify unused project funds earlier and those will go to the next projects in line, so Llano County's in this case.

Commissioner Dockery asked why the City of Granite Shoals was not eligible. Mr. Simon said their application was incomplete and submitted on the last day of submission, making it difficult to fix any errors.

Judge Oakley asked why the City of Lakeway was not eligible. Mr. Simon said it was because they did not receive a score of at least 70 points.

Judge Bray asked for clarification on the 10% match and it being a requirement. Ms. Voights said the 10% match has been either in-kind or cash match in the past and it wasn't fair to those who put in cash, so it was changed to be the same for all applicants.

Commissioner Howard asked about the process of first grouping them by priority group. Mr. Simon said applications were grouped into three priority groups based on categories designated by the SWAC last year and by the preference indicated by the applicant (when multiple applications were submitted). All priority group 1 applications were recommended for funding before any priority group 2 applications were recommended. There were no eligible priority group 3 applications.

Regarding the need for more funding for SWAC projects, Ms. Voights said that funding hasn't changed in 8-10 years, and that there is a desperate need for additional funding.

Mayor White asked for a vote to approve awarding solid waste grants for fiscal years, 2024-2025, and designate partial funding of \$5,500 to the Llano County project as well as designating it and the other four eligible projects from Burnet County, City of Georgetown, Williamson County, and Hays County, as contingency projects. Commissioner Dockery made a motion to approve. Judge Cunningham seconded the motion. It passed unanimously.

6. Consider Approving Committee Appointments

Betty Voights, Executive Director

Ms. Voights shared that Assistant Chief Jeffrey Kennedy, from the City of Austin Metro Fire Department, will replace Chief Andre de la Reza on the Homeland Security Task Force.

Mayor White asked for a vote to approve the committee appointment. Mayor Pro Tem Weiss made a motion to approve. Judge Haden seconded the motion. It passed unanimously.

7. Staff Reports

Betty Voights, Executive Director

Ms. Voights shared that CAPCOG will have auditors coming in February and that questionnaires will be sent to Board members from last year for completion.

Ms. Voights shared that it was time for TDA to conduct the scoring process for CDBG applications and will continue to use the Unified Scoring Committee, a state level committee which each COG has a seat on. She said the Johnson City Mayor, Stephanie Fisher, has agreed to do it again. The Committee will meet in person in San Antonio.

Ms. Voights shared that Homeland Security Director, Martin Ritchey, is back in the office full-time and has been working on the solar eclipse summit, which will be hosted at CAPCOG on February 21, 2024. Mr. Ritchey took questions from the Board regarding the summit agenda.

Ms. Voights shared that particulate matter is up and will be discussed during the Clean Air Coalition (CAC) which will take place upon adjournment of the February 14, 2024 CAECD meeting.

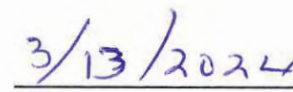
Ms. Voights shared that this would be Ms. Bordie's last Board meeting and thanked her for her service.

8. Adjourn

Mayor White adjourned the meeting at 10:43 a.m.



Judge Brett Bray, Secretary
Executive Committee
Capital Area Council of Governments



Date