

PURSUANT TO V.T.C.A., TEXAS GOVERNMENT CODE, SECTION 551.041
NOTICE OF MEETING
OF THE
BOARD OF DIRECTORS
GOLDEN CRESCENT REGIONAL PLANNING COMMISSION
WEDNESDAY, March 25, 2020
4:00PM
VIA WEBEX
CALL IN NUMBER 361-578-1587
1908 N LAURENT SUITE 600
VICTORIA, TEXAS

AGENDA

- 1) **Call Meeting to Order.**
- 2) **Pledge of Allegiance to the American and Texas Flags.**
- 3) **Open Forum.**

Opportunity for citizens to address the Board. Should the citizen's comments include complaints or charges against a GCRPC officer or employee, the Board may adjourn to a closed meeting under Section 551.074 of the Texas Government Code to hear such complaints or charges. This closed meeting may occur at any point during the meeting.
- 4) **Request Approval of the Minutes from the February 26, 2020 Board of Directors Meeting.**
 - Action Item
- 5) **Office of the Governor - Effective March 16, 2020, Temporary Suspension of Limited Number of Open Meetings Act Provisions Statewide. (Michael Ada)**
 - Informational
- 6) **COVID-19 Disaster Operations – Limited Delegation of Authority. (Michael Ada)**
 - Action Item
- 7) **Request for Acceptance of Monthly Organization Financial Statements. (Cindy Skarpa)**
 - Action Item
- 8) **Request for Board approval of Business Credit Card Application with Prosperity Bank and set parameters for credit card use. (Cindy Skarpa)**
 - Action Item
- 9) **Board Recommendation to clarify threshold for non-reoccurring expense payments. (Michael Ada)**

- Action Item
- 10) **Request for Board approval of the Golden Crescent Area Agency on Aging FY2021-2022 AREA PLAN for submission to the Texas Health & Human Services Commission-Office of Area Agencies on Aging. (Cindy Cornish)**
- Action Item
- 11) **Texas Department of Agriculture, Texas Community Development Grant Program, Application for Appointment to the Unified Scoring Committee. (Michael Ada)**
- Action Item
- 12) **Request Board approval of the FY 2020 Regional Homeland Security Project Rankings for submission to the Office of the Governor. (Elias Moya)**
- Action Item
- 13) **Request Board approval to initiate a flat charge of \$1.50 Convenience Fee for the use of Credit/Debit cards to pay for transportation services. (Lisa Cortinas)**
- Action Item
- 14) **Request Board approval to enter into a Memorandum of Understanding (MOU) with Colorado Valley Transit District. (Lisa Cortinas)**
- Action Item
- 15) **Application submission to the Texas Department of Transportation to fund necessary Rural Capital Projects due March 23, 2020. (Lisa Cortinas)**
- Informational
- 16) **Request approval of nomination to the Regional Environmental Advisory Committee. (Danielle Warzecha)**
- Action Item
- 17) **Closed Meeting**
- The government body may go into closed meeting as authorized by V.T.C.A. Government Code, Chapter 551, sub-chapter D as provided in the notice of this meeting. The following items may be discussed in closed meeting:
- A) Seek the advice of the attorney for the governmental body on matters that are protected by the attorney/client privilege.
 - B) Discussion of Personnel matters
- 18) **Executive Directors Report (Michael Ada)**
- Informational
- 19) **Set Date and Time of next Board Meeting.**

20) **Adjourn.**

I certify that I have reviewed this document and that it conforms to all applicable Texas Register filing requirements.
Michael Ada, Certifying Official and Danielle Warzecha, Agency Liaison

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS
GOLDEN CRESCENT REGIONAL PLANNING COMMISSION
WEDNESDAY, February 26, 2020
2nd Floor Board Room
1908 N Laurent
VICTORIA, TEXAS

MINUTES

Members Present

Comm. Kevin La Fleur- President
Councilperson Josephine Soliz- 1st Vice President
Comm. Alonzo Morales- 2nd Vice President
Councilperson Tony Allen- 3rd Vice President
Mayor Annie Rodriguez- Secretary
Mike Atkinson- Director at Large
Judge Julio Espinosa- Director at Large
Robin Alaniz
Comm. Johnny Belicek
Mayor Pro Tem Linda Brush
Curtis Hadnot
Sandy Johs
Comm. Dennis Kocian
Mark Loffgren
Charles Papacek
Comm. Richard Randle
Robert Shoemate
Councilwoman Alice Jo Summers

Members Not Present

Judge Robert Kubena-Director at Large
Judge Tramer Woytek
Comm. Donnie Brzozowski
Comm. Gary Burns
Elmer Defrost
Comm. David Hall
Judge Raymond Perez
Mayor Clinton Tegeler

- 1) Call Meeting to Order.

Commissioner Kevin La Fleur called the meeting to order at 4:04 p.m.

- 2) Pledge of Allegiance to the American and Texas Flags.

Commissioner Kevin La Fleur led the Pledge of Allegiance

- 3) Open Forum.

Opportunity for citizens to address the Board. Should the citizen's comments include complaints or charges against a GCRPC officer or employee, the Board may adjourn to a closed meeting under Section 551.074 of the Texas Government Code to hear such complaints or charges. This closed meeting may occur at any point during the meeting.

- 4) Request Approval of the Minutes from the January 29, 2020 Board of Directors Meeting.
 - A motion was made by Councilperson Tony Allen and seconded by Councilperson Josephine Soliz to approve the minutes. Motion carried.
- 5) Request for Acceptance of Monthly Organization Financial Statements. (Cindy Skarpa)

Cindy Skarpa, Deputy Executive Director requested for Acceptance of Monthly Organizational Financial Statements and to refer to the following attachments

 - Balance Sheet
 - Statement of Revenues and Expenditures
 - Monthly Detailed Statement of Revenues and Expenditures
 - Cindy Skarpa, Deputy Executive Director presented the financial statements to the board through January 31, 2020.
 - A motion was made by Councilperson Josephine Soliz and seconded by Councilperson Tony Allen to approve the financial statements as presented. Motion carried.
- 6) Golden Crescent Regional Planning Commission Audit Report for period ending 8/31/2019. (Cindy Skarpa)

Harrison, Waldrop & Uherek finished their second/final on-site visit for our annual audit. The next step is the preparation of a rough draft for the audit committee review in April.
- 7) Aging and Community Services (Cindy Cornish)

Cindy Cornish, Director of Area Agency on Aging spoke about the Aging and Community Service Programs.

 - The Area Agency on Aging, the Aging & Disability Resource Center and 211 Information and Referral.
 - Consolidated department affords easy access to services and information resources for senior adults and persons with disabilities.
- 8) Criminal Justice (Elias Moya)

Elias Moya, Criminal Justice, spoke about the Criminal Justice Program.
- 9) General Land Office update. (Shannon Longoria)

Shannon Longoria presented about the Community Development Block Grant Mitigation Action Plan.

 - Mitigation funds that were allocated for the regional for FY 2015 & 2016 of the Flood and Hurricane Harvey.
 - Senator Kolkhorst event will be held March 23, 2020 from 2-4 P.M. at the Victoria Heritage
- 10) Regional Economic Development Advisory Committee (REDAC) (Hannah Crone)

Hannah Crone, Program Specialist II stated that REDAC membership was divided into three working groups based on the priorities identified in the CEDS. Each working group was assigned one goal that aligns with their respective priority. The first step in the implementation of the goals is to identify existing resources. Working groups will be meeting in person on February 25th to do a round table workshop in identifying existing resources (Built and Natural and Financial) or events (Cultural).

 - Next REDAC Quarterly meeting be held in March 2020.
 - We are working on the implementation of the Webex software with a few technical issues and things that will just take some getting used to for staff and for REDAC members.
- 11) U.S. Department of Commerce, Economic Development Administration (EDA) Disaster Supplemental Funding

Hannah Crone, Program Specialist II provided information about the U.S. Department of Commerce, EDA Disaster Supplement Funding.

- Port Lavaca
 - Project complete – Ribbon cutting event was held on February 20, 2020 with EDA, Congressman Michael Cloud, Helena Agri Enterprises, and the City of Port Lavaca in attendance.
- Seadrift
 - City of Seadrift was awarded \$3.45 million for their Channel and Harbor Infrastructure project. Their kick-off meeting with EDA was held February 19, 2020 followed by a visit from Congressman Michael Cloud, Representative Geanie Morrison, EDA South Texas representative Robert Peche, Calhoun County Judge Richard Meyer and Seadrift Mayor Elmer DeForest on February 21, 2020. GCRPC is working with the City to develop a contract to do the grant administration for this project.

- 12) Request for Letter of Support for the City of Victoria and Victoria County on the Enchanted Gardens Project. (Victoria Assistant City Manager Mike Etienne)

Victoria Assistant City Manager Mike Etienne announce that the developer is needing as many letters to help with the project of building an Affordable Housing for seniors. The project is going to consist of 96 units that will be affordable for seniors 55 and over located at 4600 Ben Jordan. A 1 bedroom/1 bath the price will be at \$289 and for a 2 bedroom \$341.00.

- Robin Alaniz asked who the developer will be. The developer is Rick Dale from Austin TX.

- A motion was made by Councilperson Josephine Soliz and seconded by Councilperson Tony Allen to approve the letter of Support for the Enchanted Gardens Project. Motion carried.

- 13) Request for Boards approval to submit the Golden Crescent Regional Planning Commission application for 2020 Homeland Security Grant Program funding for FY2021 Homeland Security Department Activities to the Office of the Governor (OOG) State Homeland Security Grant Program (HSGP) (Melody Lytle)

Melody Lytle, Emergency Preparedness Coordinator spoke about the Homeland Security Program and her duties as Program Coordinator.

- Facilitate meetings with local responders and emergency managers to identify threats and hazards in their communities and determine their ability to respond to those threats and hazards to complete GCRPC Threat and Hazard Risk Assessment (THIRA)
- Identify gaps in response and the impacts of those gaps to complete the GCRPC Stakeholder Preparedness Report (SPR)
- Collect, organize and analyze that information to determine the best course of action for future Homeland Security Funding to complete the GCRPC Implementation Plan (IP)
- Assist State and local agencies and regional coalitions with updating local response plans, training and exercises throughout the year Councilperson
- A motion was made by Judge Julio Espinosa and seconded by Councilperson Tony Allen for approval to submit the application for the 2020 Homeland Security Grant Program funding for FY2021, (OOG), & HSGP. Motion carried.

- 14) Requesting Board Approval of the 2020/2021 Regional Solid Waste Project Application Rankings for Submission to the Texas Commission on Environmental Quality (TCEQ) (Melody Lytle)

Melody Lytle is requesting for the Boards approval of the 2020/2021 Regional Solid Waste Project Application Rankings for Submission to the TCEQ.

- TCEQ requires regional advisory committees to score and rank Solid Waste projects. The Golden Crescent Regional Environmental Resources Advisory Committee (RERAC) members reviewed applications and provided applications with an opportunity to discuss their needs. RERAC scores are based on a previously developed score sheet and tallied scores determine final rankings.
- A motion was made by Councilperson Josephine Soliz and seconded by Councilperson Tony Allen to approve application for the 2020/2021 Regional Solid Waste Project. Motion carried.

- 15) Request Board Approval of Victoria Transit 5-Year Operations and Financial Plan for submission to the Federal Transit Administration. (T.J. Johnson)

T.J. Johnson, Transportation Account introduced himself and presented the 5 year plan.

- The 5-Year Plan is an FTA requirement for all small-urban transportation providers. The plan acts as a guide for the development of efficient, effective, and sustainable transportation for the Small-Urban Population of Victoria, Texas. The plan defines primary goals, objectives, and measurable outcomes upon which the Transportation Services Department plans to focus on and execute during Fiscal Years 2020-2025.
 - 5 Year Goals
 - Provide Safe, Secure, and Effective Operations
 - Increase transit ridership
 - Alternative Options for Fare Collection
 - Ensure Financial Stability
- A motion was made by Councilperson Josephine Soliz and seconded by Councilperson Tony Allen to approve Transit 5-year plan. Motion carried.

- 16) Request Board Approval of the Revised GCRPC Transportation Programs Drug and Alcohol Testing Program Policy and Guideline to the Texas Department of Transportation. (T.J. Johnson)

- The Texas Department of Transportation recently completed their Bi-Annual Review of the GCRPC Transportation Departments Drug and Alcohol Testing Program. Based on the Federal Transit Administrations Drug and Alcohol Program requirements recommendations were made to update our programs policy.
- A motion was made by Judge Julio Espinosa and seconded by Mark Loffgren to approve the revised GCRPC Transportation Programs Drug and Alcohol Program Policy and Guidelines. Motion carried.

- 17) Request Board Approval to submit application for the Regionally Coordinated Transportation Planning 5 Year Plan Update, for the period between January 2022 through December 2026; to Texas Department of Transportation. (T.J. Johnson)

- As the lead agency responsible for regional public transit-human services transportation planning, GCRPC is responding to the Texas Department of Transportation's Call for Projects. The purpose of this Call for Projects is to assist planning regions in Texas in developing, adopting, and implementing five year plan. Grant funds awarded through this call will be used to support the planning activities for an 18 month period, with a grant agreement to begin September 1, 2020. Grant applications are due March 27, 2020. The estimated grant request is \$45,000.00 with no local match required. We will be collaborating with GCRPC's Economic Development Program, and 211 services to assist in plan development.
- A motion was made by Councilperson Tony Allen and seconded by Councilperson Josephine Soliz for approval to submit the Regionally Coordinated Transportation Planning 5 Year Plan application. Motion carried.

18) Transportation Services Department for Fiscal Year 2020 Federal 5311 Rural Transportation Program Formula Allocation from Texas Department of Transportation. (T.J. Johnson)

- TXDOT has awarded GCRPC's FY 19 5311 allocation.
- These funds are for the continued operation, administration, and Preventive Maintenance for Rural transportation services in Victoria and Dewitt county
- Portion of these funds will be allocated to out subcontractors, Goliad County, Lavaca County, Gonzales SCA, Calhoun SCA, and Friends of Elder Citizens.

19) Regional 9-1-1 Services (Lesley Sciba)

Lesley Sciba, Director of 9-1-1 Services introduced herself and spoke about the Regional 9-1-1 Program.

- We will start preparing our FY 22-23 Stage 1 Strategic Plan in March.
- We will present it to the RECAC in April and then to the board for approval at the April meeting. The plan is due to the state in May.
- We continue to work on the conversion to Next Generation 9-1-1, which will be cloud-based & take much work. CSEC has a deadline for completion of FY 2023. It is hopeful that we could have all completed by the beginning of FY 2022.

20) Executive Director Report (Michael Ada)

Michael Ada, Executive Director discussed briefly about the Pathways to Affordable Housing.

- Pathways to Affordable Housing to be held on March 11, 2020 from 10:00 A.M. – 2:00 P.M. at the University of Houston – Victoria.

21) Board went to a Closed Meeting at 5:10 pm.

The government body may go into closed meeting as authorized by V.T.C.A. Government Code, Chapter 551, sub-chapter D as provided in the notice of this meeting. The following items may be discussed in closed meeting:

- A) Seek the advice of the attorney for the governmental body on matters that are protected by the attorney/client privilege.
- B) Discussion of Personnel matters

23) Board returned to open session at 5:25pm.

A motion was made by Councilperson Josephine Soliz and seconded by Councilperson Robin Alaniz to approve creating a Regional services department and the promotion of a number of employees discussed in closed session. Motion carried.

22) Set date, time, etc. for the next Board of Directors meeting.

Wednesday March 25, 2020 at 4:00 PM

23) Adjourn.

A motion was made by Councilperson Josephine Soliz and seconded by Tony Allen to adjourn the meeting at 5:26pm. Motion carried.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division:

General

Item #5

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Office of the Governor - Effective March 16, 2020, Temporary Suspension of Limited Number of Open Meetings Act Provisions Statewide.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Informational Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

As recommended by the Texas Attorney General and approved by the Governor, effective as of March 16, 2020, various Open Meeting Laws have been temporarily suspended due to the ongoing response to the coronavirus (COVID-19) pandemic. The suspension has the following impacts on the GCRPC Board of Directors monthly meetings:

- The physical presence of a quorum or a presiding officer is temporarily suspended – a quorum must still participate in the telephonic or videoconference meeting.
- Online notice must include a toll-free dial-in number or a free-of-charge video conference link, along with an electronic copy of any agenda packet.
- Meetings must be audible to the public and allow for their two-way communication; and a recording of the meeting must subsequently be made available to the public.
- Requirement for face-to-face interaction with members of the public temporarily suspended – provided an alternative method of communicating with the Board is made available.

See attachment for additional details

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Not Applicable

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form

Open Meeting Laws Subject to Temporary Suspension

Effective March 16, 2020, and subject to the following conditions, the following statutory provisions are temporarily suspended to the extent necessary to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations:

- those that require a quorum or a presiding officer to be physically present at the specified location of the meeting; provided, however, that a quorum still must participate in the telephonic or videoconference meeting
 - TEX. GOV'T CODE § 551.122(b)
 - TEX. GOV'T CODE § 551.127(a-3), (b)-(c), (e), (h)-(i)
 - TEX. GOV'T CODE § 551.130(c)-(d), (i)
 - TEX. GOV'T CODE § 322.003(d), (e)(2)
 - TEX. GOV'T CODE § 845.007(f)(2)
 - TEX. GOV'T CODE § 855.007(f)(2)
 - TEX. CIV. PRAC. & REM. CODE § 74.102(f)
 - TEX. INS. CODE § 2151.057(d)(1)
 - TEX. LOCAL GOV'T CODE § 379B.0085(a)

- those that require physical posting of a notice; provided, however, that the online notice must include a toll-free dial-in number or a free-of-charge videoconference link, along with an electronic copy of any agenda packet
 - TEX. GOV'T CODE § 551.043(b)(2)-(3)

 - TEX. GOV'T CODE §§ 551.049-551.051

- those that require the telephonic or videoconference meeting to be audible to members of the public who are physically present at the specified location of the meeting; provided, however, that the dial-in number or videoconference link provided in the notice must make the meeting audible to members of the public and allow for their two-way communication; and further provided that a recording of the meeting must be made available to the public
 - TEX. GOV'T CODE § 551.121(f)(1)
 - TEX. GOV'T CODE § 551.122(d)
 - TEX. GOV'T CODE § 551.125(e)-(f)
 - TEX. GOV'T CODE § 551.126(d)(1)
 - TEX. GOV'T CODE § 551.127(f), (j)
 - TEX. GOV'T CODE § 551.130(e)-(f)
 - TEX. GOV'T CODE § 551.131(e)(1)
 - TEX. GOV'T CODE § 322.003(e)(3)
 - TEX. GOV'T CODE § 436.054(e)
 - TEX. GOV'T CODE § 845.007(f)(3)
 - TEX. GOV'T CODE § 855.007(f)(3)
 - TEX. AGRIC. CODE § 41.061(c)-(d)
 - TEX. AGRIC. CODE § 41.1565(c)-(d)
 - TEX. AGRIC. CODE § 41.205(d)-(e)

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form

- TEX. AGRIC. CODE § 62.0021(c)–(d)
 - TEX. EDUC. CODE § 66.08(h)(2)(B)
 - TEX. FAM. CODE § 264.504(e)
 - TEX. FIN. CODE § 11.106(c)(4)–(5)
 - TEX. FIN. CODE § 154.355(d)(2)–(3)
 - TEX. INS. CODE § 462.059(a)(1), (c)
 - TEX. INS. CODE § 463.059(d)
 - TEX. INS. CODE § 2151.057(e)
 - TEX. INS. CODE § 2210.1051(b)(2)–(3)
 - TEX. INS. CODE § 2211.0521(b)(2)–(3)
 - TEX. LOCAL GOV'T CODE § 379B.0085(b)(2)–(3)
 - TEX. SPEC. LOC. DIST. CODE § 9601.056(c)
 - TEX. TRANSP. CODE § 173.106(e)–(f)
 - TEX. TRANSP. CODE § 366.262(c)–(d)
 - TEX. TRANSP. CODE § 370.262(c)–(d)
- those that may be interpreted to require face-to-face interaction between members of the public and public officials; provided, however, that governmental bodies must offer alternative methods of communicating with their public officials.
 - TEX. GOV'T CODE § 551.007(b)
 - TEX. GOV'T CODE § 551.125(b)(1), (d)

These suspensions are in effect until terminated by the Office of the Governor, or until the March 13, 2020 disaster declaration is lifted or expires.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division:

General

Item #6

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

COVID-19 Disaster Operations – Limited Delegation of Authority.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

A limited delegation of authority to approve and/or sign various applications, reports, or agreements with state and/or federal funding agencies is recommended to address the potential need for prompt action and continuity of government in the interim periods between monthly Board of Directors meetings during the ongoing response to the COVID-19 pandemic. In the event that such action is necessary, the Executive Director, in consultation with the Board President, Vice President, and/or Secretary (as available), would be authorized to approve applications and reports or enter into potential agreements on behalf of GCRPC. In the event that the Executive Director is medically unavailable, the Deputy Director would also possess this limited authority.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests Board of Directors approval for the Limited Delegation of Authority to the Executive Director (ED), or Deputy Director when ED is medically unavailable, to approve and/or sign various applications, reports, or agreements on behalf of GCRPC after consultation with the Board President, Vice President, and/or Secretary. This authority is to remain in effect until such time as the Board of Directors rescinds said action.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form (DRAFT)



Department/Division: Finance

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Request for Acceptance of Monthly Organization Financial Statements.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

Refer to the following attached financial statements:

- **Balance Sheet**
- **Statement of Revenues and Expenditures**
- **Monthly Detailed Statement of Revenues and Expenditures**

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Deputy Executive Director requests acceptance of monthly financial statements.

Golden Crescent RPC
Balance Sheet
As of 2/29/2020

	Current Year
Assets	
Current Assets	
Cash	359,279.01
Accounts Receivable	29,874.32
Accounts Receivable - Travel Advance	82.95
Due from Other Funds	39,086.28
Due from Special Rev Funds	8,932.95
Prepaid Expenses	8,964.00
Total Current Assets	446,219.51
Total Assets	446,219.51
Liabilities	
Short-term Liabilities	
Accounts Payable - Trade	47.02
AP Clearing Acct	275.03
Due to Other Funds	41,605.01
Due to General Fund	6,436.61
FICA Taxes Payable	0.01
Employee Insurance Payable - TML	1.69
Employee Ins Payable - AFLAC	83.14
Total Short-term Liabilities	48,448.51
Total Liabilities	48,448.51
Net Assets	
Beginning Net Assets	
Unrestricted Fund Balance	342,440.15
Total Beginning Net Assets	342,440.15
Current YTD Net Income	55,330.85
Total Net Assets	397,771.00
Total Liabilities and Net Assets	446,219.51

Golden Crescent RPC
Statement of Revenues and Expenditures
100 - General Fund
From 2/1/2020 Through 2/29/2020

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Prior Year Actual</u>
Revenue			
Investment Income	216.98	1,279.23	1,173.42
Membership Dues	0.00	90,508.01	90,549.00
Other Income	0.00	105.00	238.16
Total Revenue	<u>216.98</u>	<u>91,892.24</u>	<u>91,960.58</u>
Expenditures			
Salaries	77.33	2,474.52	0.00
Fringe Benefit Expenditures	10.54	999.13	62.12
Indirect Rate Applied/Offset	259.75	865.78	19.72
Other Costs	39.61	3,475.39	836.05
Transfers Out - Match	4,059.93	28,746.57	18,013.99
Total Expenditures	<u>4,447.16</u>	<u>36,561.39</u>	<u>18,931.88</u>
Net Revenue Over Expenditures	<u>(4,230.18)</u>	<u>55,330.85</u>	<u>73,028.70</u>

Golden Crescent RPC
Statement of Revenues and Expenditures by Period
 100 - General Fund
 From 9/1/2019 Through 2/29/2020

	9/1/2019 - 9/30/2019	10/1/2019 - 10/31/2019	11/1/2019 - 11/30/2019	12/1/2019 - 12/31/2019	1/1/2020 - 1/31/2020	2/1/2020 - 2/29/2020	Total
Revenue							
Membership Dues	0.00	90,508.01	0.00	0.00	0.00	0.00	90,508.01
Interest Revenue	249.96	199.97	212.48	182.26	217.58	216.98	1,279.23
Other Revenues - General Fund	105.00	0.00	0.00	0.00	0.00	0.00	105.00
Total Revenue	<u>354.96</u>	<u>90,707.98</u>	<u>212.48</u>	<u>182.26</u>	<u>217.58</u>	<u>216.98</u>	<u>91,892.24</u>
Expenditures							
Salaries	426.03	1,171.23	363.99	435.94	0.00	77.33	2,474.52
FICA Expense	26.41	72.21	22.12	27.03	0.00	4.78	152.55
Medicare Expense	6.18	16.90	5.17	6.32	0.00	1.12	35.69
Workers Comp	0.00	0.00	4.99	0.00	4.99	0.00	9.98
Employee Health/Life Insurance	290.56	281.29	69.07	129.79	0.00	0.00	770.71
Employee Retirement	25.56	0.00	0.00	0.00	0.00	4.64	30.20
Indirect Rate Applied	77.62	165.78	97.97	235.70	28.96	259.75	865.78
Employee Travel	0.00	0.00	0.01	0.00	19.01	14.00	33.02
Copier Costs	1.44	0.00	0.00	1.10	0.00	0.00	2.54
Office Supplies	0.00	0.00	10.88	176.19	12.99	12.62	212.68
Postage/Delivery Expense	0.00	0.00	10.75	0.00	0.00	0.00	10.75
Direct Space Expend	131.82	127.49	32.57	61.20	0.00	10.99	364.07
Other Expenditures	0.00	517.18	500.00	1,580.56	252.59	2.00	2,852.33
Transfers Out	4,315.81	3,751.10	6,518.49	5,022.18	4,979.06	4,059.93	28,746.57
Total Expenditures	<u>5,301.43</u>	<u>6,103.18</u>	<u>7,736.01</u>	<u>7,676.01</u>	<u>5,297.60</u>	<u>4,447.16</u>	<u>36,561.39</u>
Net Revenue Over Expenditures	<u>(4,946.47)</u>	<u>84,604.80</u>	<u>(7,523.53)</u>	<u>(7,493.75)</u>	<u>(5,080.02)</u>	<u>(4,230.18)</u>	<u>55,330.85</u>

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form (DRAFT)

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Request for Board approval of Business Credit Card Application with Prosperity Bank and to set parameters of credit card usage.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

Staff requests approval of Prosperity Bank credit card application to replace existing account with Independent Bankers Bank. Existing cards have a credit limit of \$3000 which is no longer sufficient for organizational needs to purchase various line items to include airline tickets, and conference registrations. Request new cards to be set up as follows:

- Card 1 – To Michael Ada, credit limit \$5000 to be used for all staff.
- Card 2 – To Cindy Cornish, credit limit \$5000 to be used by Aging Department and for provision of service to clients.
- Card 3 – To Lisa Cortinas, credit limit \$1000 to be used by Transit Department primarily for vehicle registration and TXDPS online reports.
- 2 designated administrators – Cindy Cornish and Cindy Skarpa.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests Board approval to establish credit card account with Prosperity Bank as described above.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division:

General

Item #9

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Board Recommendation to clarify threshold for non-reoccurring expense payments.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

The *GCRPC Financial Management Manual* provides that "All general fund checks over \$50,000 (with the exception of payroll) must be signed by a board member."

In contrast, the *GCRPC Bylaws, Article XIII, Depository, Section 4*, provides "Any checks for non-recurring expenses drawn on any account in an amount of \$25,000 or more shall be co-signed by an officer of the Board.

A memorandum to the general assembly, dated August 13, 2015, (see attached) indicates that an increase to \$50,000 had been discussed, however the Bylaws were not updated to reflect the adjustment currently being utilized by staff.

Staff requests Board approval of an increase to the amount requiring board member signature from \$25,000 to \$50,000 for non-reoccurring expense payments and for the Bylaws to reflect this change through a future amendment.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests Board of Directors approval to increase the threshold requiring check co-signing by an officer of the Board for non-reoccurring expense payments to \$50,000.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form

Memorandum

TO: GCRPC General Assembly
FROM: Joe E Brannan, Executive Director
SUBJECT: Consideration of Revision to GCRPC By-Laws Article XIII, Section 4
DATE: August 13, 2015

The GCRPC By-Laws Committee met on July 29, 2015 and recommended, to the GCRPC General Assembly, adoption of the following revision to the GCRPC Bylaws:

Current By-Laws:

Article XIII Depository

Section 4. Any checks drawn on any account in an amount of Twenty-Five Thousand Dollars (\$25,000) or more shall be co-signed by an officer of the Board with the exception of payroll.

Proposed **Change** to

Article XIII Depository

Section 4. Any checks for **non-recurring expenses** drawn on any account in an amount of Twenty-Five Thousand Dollars (\$25,000) or more shall be co-signed by an officer of the Board.

This dollar amount was changed from \$10,000 to \$25,000 several years ago when monthly checks for employee health insurance were regularly exceeding \$10,000, so staff was faced with finding an available Board Officer monthly to sign the "TML Check".

Health insurance costs (both monthly cost per employee and the total number of covered employees) have continued to increase and now our monthly TML checks are around \$50,000. Additionally, our fuel bills for Victoria Transit have run in excess of \$50,000 (this amount varies widely based on fuel costs, when we are billed, and ridership for the month). Given the amount of each of these checks, staff again faces the need to secure a Board Officer signature each month. Board President Dierlam is extremely helpful and almost always easy to find, but staff has suggested, and the Bylaws Committee has recommended adoption of, this modification to the bylaws simply in recognition of rising costs and potential hassles in getting signatures.

This change would reckon with fluctuations in insurance (both employee health insurance and quarterly liability premiums) payments and fuel bills, both of which would be considered "recurring expenses". We would still need a Board Officer signature for any capital purchase over \$25,000, vehicle purchases and any other purchases over \$25,000. It would fall to the Executive Director (or Deputy Executive Director) to determine if a cost was recurring or non-recurring, and staff would continue to err on the side of caution in identifying those checks which might need Board Officer signatures.



Board Meeting Agenda Item Form

Department/Division: **Aging and Community Services Department**

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Request for Board approval of the Golden Crescent Area Agency on Aging FY2021-2022 AREA PLAN for submission to the Texas Health & Human Services Commission-Office of Area Agencies on Aging.

The Plan was reviewed by the Regional Health & Human Services Advisory Committee and it was provided by email to the Board.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

Development of a strategic plan for Older Americans Act programs is a contract requirement. The AREA PLAN describes, in detail, the specific services to be provided to older adults and caregivers in the region. The Plan was developed from an assessment of needs as determined by public input at forums; results from a widely distributed needs survey; review of service gaps; and census trends. The Plan includes goals, measures, outcomes, strategies, and performance projections.

2 Year Priorities:

1. Home Delivered meals
2. Congregate meals
3. Care Coordination, Personal Assistance and Caregiver Respite
4. Information & Referral/Benefits Counseling/Ombudsman

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests Board approval of the Golden Crescent Area Agency on Aging FY2021-2022 Area Plan.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division:

General

Item #11

Header: Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?

Texas Department of Agriculture, Texas Community Development Block Grant Program, Application for Appointment to the Unified Scoring Committee.

Sub-header: Task Category (i.e. Informational, Update, Action Item). Should Answer What?

Action Item

Body: Brief, Summary, or Description. Should answer Why? How?

The Texas Department of Agriculture recently modified the Texas Community Development Block Grant Program (TxCDBG) to utilize a Unified Scoring Committee for the review, scoring, and ranking of local applications for TxCDBG funding. Each State Planning Region in Texas has been made responsible for the nomination of a representative who meets the following criteria:
• Currently serving as an elected or appointed official of a non-entitlement community;
• Able to pass a basic background check; and
• (TBD) Available to travel to the Unified Scoring Committee meeting and related training:
o Corpus Christi, Texas
o Committee Meeting: April 28, 2020, 9:00am
o Training Session: April 27, 2020, 2:00pm
The Board may also consider appointing a proxy to represent the region in discussions of scoring criteria, however proxy members are NOT permitted to vote. Nominations must be submitted no later than April 1, 2020.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests Board of Directors appointment of a Board member to act as representative on the Texas Department of Agriculture's, Texas Community Development Block Grant, Unified Scoring Committee.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form

Instructions to State Planning Region Directors
2021-2022 CD Fund

Rule Adoption

- Date Adopted: February 24, 2020
- Date Published: March 6, 2020
- Date Effective: March 15, 2020
- Copy of most adopted language included at the end of this document

Unified Scoring Committee Representative

The adopted rule calls for one representative from each state planning region.

- The governing body for the region is responsible for this nomination.
- Nominations must be received by TDA no later than April 1, 2020. If no nomination is received by that date, TDA staff will make an alternate recommendation to the Commissioner in order to ensure regional representation for the Committee.
- TDA has not specified any particular process for making this decision – we recommend following your normal practices for similar decisions. If the governing body opts to delegate the decision to a subcommittee, executive director, or other party, please contact TDA.
 - The nominee must meet the following criteria:
 - Currently serving as an elected or appointed official of a non-entitlement community;
 - Able to pass a basic background check; and
 - Available to travel to the Unified Scoring Committee meeting and related training:
 - Corpus Christi, Texas
 - Committee Meeting: April 28, 2020, 9:00am
 - Training Session: April 27, 2020, 2:00pm
 - The governing body may also consider appointing a proxy to represent the region in discussions of scoring criteria, however proxy members are NOT permitted to vote.
 - TDA does not have a budget to reimburse USC members for travel costs, however, we are willing to amend CEDAF contracts to allow for these costs.
 - Travel costs must adhere to TDA travel policies, using the most cost effective method as determined by TDA travel staff:
 - Hotel, air travel, or vehicle rental must be reserved through TDA staff and will be direct billed to the TDA;
 - Personal Vehicle Mileage will be reimbursed at 57.5¢ per mile;
 - Meals may be reimbursed for actual costs (please retain receipts) not to exceed the daily maximum reimbursement rate (varies by travel schedule, with a maximum of \$56 per day);
 - The amendments will be processed after the actual costs are calculated:
 - Standard language for the performance statement will be provided,
 - The amount of the CEDAF contract funding will be reduced in the contract budget by the amount of eligible travel costs.
 - To request travel funding, the appointee must contact Julie Rodriguez at julie.rodriguez@TexasAgriculture.gov no later than **April 1, 2020**.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form (DRAFT)



Department/Division: Regional Services

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Request Board approval of the FY 2020 Regional Homeland Security Project Rankings for submission to the Office of the Governor.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action item

Body: *Brief, Summary, or Description. Should answer Why? How?*

RHSAC eligible projects for prioritization –

5 projects for State Homeland Security Programs

3 projects for Law Enforcement Terrorism Prevention Activities

Present prioritization results determined by RHSAC for these projects.

(Scoring and ranking was done remotely due to the nature of current circumstances. Members of the GCRPC governing body will receive copies of the results on the day the Board meeting transpires.)

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

The RHSAC is requesting formal approval of the ranking and scoring of the Homeland Security grant projects and submission of the results to the State for final review.

MEMO

TO: GCRPC Board of Directors
FROM: Elias Moya, Regional Service Coordinator II
REF: Ranking/ Prioritization of FY2020 Homeland Security Applications

The Golden Crescent Regional Homeland Security Advisory Committee (RHSAC) conducted a modified meeting to review and score the FY2020 Homeland Security applications. All applicant score sheets were returned electronically to GCRPC by March 23, 2020 at 5:00PM. The scoring sheets were tabulated and ranked according to their reported scores. Below is the order of the prioritization:

1. GCRPC Planning	\$ 48,897.00
2. Calhoun County EMS	\$ 9,200.00
3. Port Lavaca Fire Dept Leak Control Unit	\$ 4,126.99
4. Port Lavaca PD-Interoperable Comm.	\$ 200,886.21
5. Victoria PD- Response Vehicle	\$ 86,000.00
6. Gonzales PD- Response Vehicle	\$ 38,637.97
7. Lavaca Sheriff's Office- Crime Reduct.	\$ 152,940.26
8. Cuero Volunteer FD- Radio Project	

The regional allocations have not been announced for this grant cycle so far this year, however we will make sure that information is passed on to you when it is received.

The GCRPC RHSAC respectfully requests your approval of this prioritization listing.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division: Transportation Services Department

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Staff requests Board approval to initiate a flat charge of \$1.50 Convenience Fee for the use of Credit/Debit cards to pay for transportation services.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

Board approval is requested to initiate a flat convenience rate of \$1.50 for the use of debit and credit cards to pay for transportation services (passes). This change will not only address the wishes of our customers, but alleviate some of the cash handling by our dispatchers and driving staff. If approved we would begin accepting this form of payment April 1, 2020.

Staff has done its due diligence and has documentation showing that based on the Business and Commerce Code of the State of Texas, Local Governments such as the Golden Crescent Regional Planning Commission can charge a convenience fee for the use of debit or credit cards for the payment of services.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests approval to initiate the flat convenience rate of \$1.50 for the use of debit and credit cards to pay for transportation services (passes).

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division: Transportation Services Department

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Staff requests Board approval to enter into a Memorandum of Understanding (MOU) with Colorado Valley Transit District

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

GCRPC currently provides Rural Commuter Services to enable commuters from Victoria, Jackson, and Matagorda counties to get to work in Lolita, Texas. This MOU will enable GCRPC to expand and offer this service to commuters living in El Campo, Texas. The El Campo area is currently not within our service area. All costs for this expanded service will be charged to Inteplast.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff requests approval to enter into this agreement with Colorado Valley Transit District which will allow for the expansion of transportation services.

MEMORANDUM OF UNDERSTANDING



FOR THE GCRPC RURAL COMMUTER PROGRAM BETWEEN THE GOLDEN CRESCENT REGIONAL PLANNING COMMISSION AND THE COLORADO VALLEY TRANSIT DISTRICT

The following Memorandum of Understanding (Agreement) sets forth the terms of agreement for cooperation, collaboration, and consultation between the Golden Crescent Regional Planning Commission (GCRPC) and the Colorado Valley Transit District (CVTD).

I. Purpose of Agreement

It is the purpose of this Agreement to establish a cooperative and mutually beneficial relationship between the parties and to set forth the relative responsibilities of the parties for the operation and administration of the GCRPC Rural Commuter Program (Program); dissemination of Program information; and workforce referrals. Golden Crescent Regional Planning Commission (GCRPC) will provide rural commuter transportation services through the Program for the general public between El Campo, Texas in Wharton County and Lolita, Texas in Jackson County.

II. Duration of Agreement

The Agreement will commence on approval by all parties and shall remain in full force and effect until cancelled in accordance with the terms set forth herein.

III. General Provisions

It is mutually understood that each party shall be able to fulfill its responsibilities under this Agreement in accordance with the provisions of law and any regulations governing their activities. Nothing in this agreement is intended to negate, or otherwise render ineffective, any such provisions or operating procedures. If at any time either party is unable to perform its functions under this Agreement, consistent with each party's statutory and regulatory mandates, the affected party shall immediately provide written notice to the other to establish a date for mutual resolution of the conflict.

IV. Indemnification

Each Party to this Agreement shall assume the responsibility and liability for the acts and omissions of its own employees, deputies, officers, or agents, in connection with the performance of their official duties under this MOU. For tort liability purposes, no participating Party shall be considered the agent of the other participating Party. Each Party to this Agreement shall be liable (if at all) only for the torts of its own officers, agents, or employees that occur within the scope of their official duties. Under no circumstances shall this MOU be interpreted to create a partnership or agency relationship between the Parties.

MEMORANDUM OF UNDERSTANDING



V. Responsibilities of the Parties Under Agreement

In consideration of the mutual aims and desires of the parties to this Agreement and in recognition of the public benefit to be derived from effective implementation of the programs involved, the parties agree that their responsibilities under this Agreement shall be as follows:

A. Golden Crescent Regional Planning Commission shall:

1. Plan, operate, and administer a seven (7) day, morning and evening, roundtrip commuter transportation service for the workforce of Wharton County, Texas, and Jackson County, Texas;
2. Ensure service is available for use by any member of the public;
3. Organize a working group of stakeholders for the development of the GCRPC Rural Transportation Strategy, to include representatives and input from CVTD; and
4. Facilitate a collaborative strategic planning process to ensure the most effective use of public transportation resources.

B. Colorado Valley Transit District shall:

1. Allow the operation of the GCRPC Rural Commuter Program within the CVTD area of operations;
2. Refer the general public Wharton County, Texas, seeking information on the Program to the GCRPC.

C. All Parties shall:

- Participate in collaborative planning activities, when appropriate;
- Exchange information and coordinate programs for a more streamlined and efficient program system;
- Promote the development of additional rural transportation services with other appropriate partners and stakeholders; including state, local, public, and private organizations; with an interest in removing barriers to employment opportunities for the workforce in each party's area of operations;
- Designate a liaison whose functions will include serving as the point of contact for the ongoing implementation of the Agreement.

VI. Allocation of Costs

The parties in this agreement assume full responsibility for their respective costs associated with their performance of the terms of this Agreement. In no event, shall any party be obligated to pay or reimburse any expense incurred by another party under this agreement.

MEMORANDUM OF UNDERSTANDING



VII. Amendment or Cancellation of Agreement

The Agreement may be amended at any time in writing and by mutual consent of the parties. The Agreement may be cancelled by either party upon sixty (60) days written notice.

Approved:

The undersigned parties bind themselves to the faithful performance of this Agreement. It is mutually understood that this Agreement shall not become effective until approved by all parties involved.

**Golden Crescent Regional Planning
Commission**

Colorado Valley Transit District

Signature

Signature

Michael Ada, Executive Director
Name and Title

Claudia Wicks, Executive Director
Name and Title

Date

Date

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form



Department/Division: Transportation Services Department

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Staff submitted an application to the Texas Department of Transportation to fund necessary Rural Capital Projects due March 23, 2020.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Information Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

The application was submitted to the Texas Department of Transportation for the following capital projects:

- 1.) Vehicle Replacements: Estimated Costs \$130,000.00
Type 7 ADA Mini-Van \$55,000.00 (*Jackson County*) *Friends of Elder Citizens*
Type 2 ADA Cutaway Bus \$75,000.00 (*Matagorda County*) *Friends of Elder Citizens*
- 2.) Portable Bus Wash: Estimated Cost \$40,000.00
Victoria & DeWitt County Rural Program
- 3.) Support Vehicle: \$42,000.00
Victoria & DeWitt County Rural Program
- 4.) Laptops, Software, and Printers – Administration & Continuity of Operations
\$8,000.00
- 5.) Surveillance and Security System for Bus Facilities \$6,675.00

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Staff is available to answer any questions regarding these projects.

Golden Crescent Regional Planning Commission

Board Meeting Agenda Item Form (DRAFT)



Department/Division: *Member Services*

Header: *Headline or Topic. Should Answer Who (i.e. program/agency)? Where? When?*

Request approval of nomination to the Regional Environmental Services Advisory Committee.

Sub-header: *Task Category (i.e. Informational, Update, Action Item). Should Answer What?*

Action Item

Body: *Brief, Summary, or Description. Should answer Why? How?*

Gonzales County has nominated Justice of the Peace Deidra Voight to the Regional Environmental Services Advisory Committee.

Question:

This is a suggestion to the Board of Directors on how to state the motion. (i.e. "Staff requests approval...Staff requests adoption...City requests resolution...Agency requests support; etc).

Request approval of the nomination of Peace Deidra Voight to the Regional Environmental Services Advisory Committee.

PATRICK C. DAVIS
County Judge

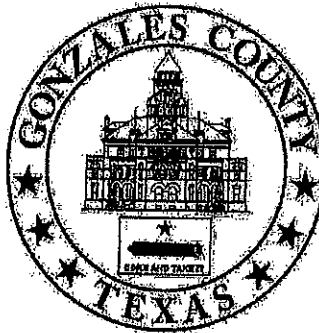
LIZ LONGORIA
County Court Coordinator

AMY PEELER
County Court Secretary

Tel (830) 672-2327

Fax (830) 672-5477

Email:countyjudge089@co.gonzales.tx.us



COMMISSIONERS:

K.O. (Dell) Whiddon.....Precinct No. 1
Donnie R. Brzozowski.....Precinct No. 2
Kevin T. La FleurPrecinct No. 3
Collie Boatright JR.....Precinct No. 4

414 ST. JOSEPH STREET SUITE 200
GONZALES, TEXAS 78629

March 3, 2020

Melody Lytle
Golden Crescent Regional Planning Commission
1908 N. Laurent Suite 600
Victoria, Texas 77901

Please appoint Justice of the Peace Deidra Voigt to the Regional Environmental Committee and I would like to serve on the Homeland Security Advisory Committee. Thank you.

A handwritten signature in cursive script that reads "Patrick C. Davis".

Patrick C. Davis
Gonzales County Judge