



TCOG Governing Board

Meeting Agenda

1117 Gallagher Drive, Sherman, Texas

Thursday, July 21, 2016 – 5:30 p.m.

- A. **Call to Order & Declaration of a Quorum**
- B. **Invocation and Pledges**
- C. **Welcome Guests**
- D. **Board Member Service Award for Roy Floyd**
- E. **Induct New Governing Board Members for 2016-2017**
TCOG Governing Body Pledge:
In accepting this responsibility as a Governing Body member,
Do you pledge:
 - To uphold the bylaws of the organization
 - To be faithful in attendance
 - To strive to achieve the TCOG mission while representing our constituents
 - To foster full and active participation of all Governing Body members, and
 - To promote our strengths as a region
- F. **Executive Director's Report**
 1. Energy Services Program Presentation, Judy Fullylove
 2. Program Committee Bylaws on Website
 3. Mental Health Stakeholder Group
 4. GLO Visit to Texoma
 5. USDA-Rural Development's Community Facilities Relending Program
- G. **Approval of Minutes:** Approve Meeting Minutes for June 16, 2016 – page 3
- H. **Consent**

All items on Consent Agenda are considered to be routine by the Council of Governments and will be enacted with one motion. There will not be separate discussion of these items unless a member of the Governing Body or a citizen so requests, in which event these items will be removed from the general order of business and considered in normal sequence.

 1. **June 2016 Liabilities (AF):** Ratify liabilities paid in the amounts as listed.
Susan B. Thomas, PhD, Executive Director – page 5
- I. **Action**
 1. **Executive Session**

Announcement by the presiding officer that a closed meeting will take place as authorized by the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.071, "Consultations with Attorney," for the Board to seek advice on legal matters.

 - a. Closed Meeting: Board shall convene into a closed executive session pursuant to Section 551.071 of the TEXAS GOVERNMENT CODE to seek legal advice from its attorney regarding pending litigation – *Stacey Sloan Caskey v. Keith Clegg*, and *Stacey Sloan Caskey v. Susan Thomas, individually and as Executive Director, and the Texoma Council of Governments* matters.
 - b. Reconvene into open meeting.
 - c. Discussion and decision on any action as a result of executive session.
 2. **City of Bonham Planning Services (RS):** Approve agreement with the City of Bonham for Planning Services.
Michael Schmitz, GIS and Planning Program Manager – page 15

3. **Comprehensive Energy Assistance Program (CEAP) Contract (CS):** Ratify the 2016 CEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding.
Judy Fullylove, Energy Services Program Manager – page 24
4. **Low-Income Home Energy Assistance Program (LIHEAP) Contract (CS):** Ratify the 2016 LIHEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding.
Judy Fullylove, Energy Services Program Manager – page 30
5. **Weatherization Program Expansion Application (CS):** Ratify submission of TDHCA application and acceptance, if awarded, for additional DOE and LIHEAP Weatherization funding for the counties of: Denton, Rockwall, Collin and Hunt. Also, authorize a new Weatherization Inspector position.
Judy Fullylove, Energy Services Program Manager – page 35
6. **AmeriCorps Volunteers in Service to America (VISTA) Application (CS):** Ratify submission of the AmeriCorps VISTA North Texas Sponsor application and authorize acceptance if awarded.
Janet Karam, ADRC Program Manager – page 54
7. **TCEQ Bank Account (AF):** Authorize Administration & Finance staff to close the TCEQ/SEP savings account and open a TCEQ/SEP checking account.
Susan B. Thomas, PhD, Executive Director – page 60
8. **June 2016 Monthly Financial Oversight Report:** Receive Monthly Financial Oversight Report for date listed.
Lori A. Cannon, CPA, Accounting Consultant – page 62
9. **FYE 2017 Budget Status Update (AF):** Accept recommendation, if any, regarding TCOG's FYE 2017 Budget.
Lori A. Cannon, CPA, Accounting Consultant – page 64

J. President's Report

K. Adjourn

APPROVAL



Susan B. Thomas, PhD, Executive Director

Members Present: Tammy Johnson, Cecil Jones, Spanky Carter, Bob Thomas, Ronnie Bruce, Teresa Adams, Karla Metzler, Cliff Sicking, David Turner

Members Absent: Jason Brinkley, Keith Clegg, Jeff Whitmire

- A. Tammy Johnson called the meeting to order and declared a quorum at 5:30 p.m.
- B. Cecil Jones provided the invocation followed by Bill Lindsay who led the pledges.
- C. Welcome Guests & Staff: Bill Lindsay, CJ Durbin-Higgins, Judy Fullylove, Dan Busch, Janet Karam, Michael Schmitz, Delano Smith, Alex Maxwell, Susan Ensley, Sean Norton, Mindi Jones, Rayleen Bingham, Brianna Sundberg, Robert Maris, Marigny Lanier
- D. Ronnie Bruce was inducted as a new Governing Board member for 2016-2017 and represents the City of Ravenna.
- E. Executive Director's Report
 - 1. We will get a group of staff together to bring cards and a service award to Roy Floyd in Bonham for his service on the Governing Board.
 - 2. Judy Fullylove provided a presentation on the Energy Services program.
 - 3. Dr. Thomas notified the Governing Board that we have added all program committee bylaws to the website should anyone need to refer to them.
 - 4. Mental Health Stakeholder Group has been meeting in Grayson County and asked TCOG to be a part of that group. Austin College, United Way, Texoma Health Foundation and a few other participants are a part of this group. This group is engaging in a community-wide conversation about the lack of mental health resources in the community.
 - 5. The Texas GLO (General Land Office) will visit during the August board meeting and provide a presentation and get some feedback from the board members related to the 2015 floods and the impact incurred in local communities. Additionally, Texas Association of Regional Councils (TARC) will be present to provide an update on legislative priorities.
 - 6. NADO contacted Dr. Thomas regarding the USDA-Rural Development's Community Facilities Relending Program. This is a program which engages with area banks. Dr. McBroom and his team are doing additional research on this and we will be distributing information once we have more.
 - 7. Allison Minton announced that TCOG has been awarded funding for an additional FSS coordinator position.
 - 8. Dr. Thomas notified the board on updates for the Board Subcommittees. The Audit/Finance Subcommittee met on 7/21/2016 and the Human Resource Subcommittee will be meeting soon.
- F. Cecil Jones made a motion to approve Meeting Minutes for June 16, 2016. This motion was seconded by Spanky Carter. Motion carried.
- G. Consent
 - 1. A motion was made by Cecil Jones to ratify liabilities paid in the amounts listed. This motion was seconded by Teresa Adams. Motion carried.
- H. Action

1. At 5:50 pm, Tammy Johnson announced that the Governing Board would convene into a closed executive session pursuant to Section 551.071 of the TEXAS GOVERNMENT CODE to seek legal advice from its attorney regarding pending litigation - *Stacee Sloan Caskey v. Keith Clegg*, and *Stacee Sloan Caskey v. Susan Thomas, individually and as Executive Director, and the Texoma Council of Governments* matter.
 - a. At 6:05 pm, the board reconvened into open meeting.
 - b. No action was taken.
 2. Karla Metzler made a motion to approve an agreement with the City of Bonham for Planning Services. This motion was seconded by Cecil Jones. Motion passed.
 3. Cecil Jones made a motion to ratify the 2016 CEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding. This motion was seconded by Cliff Sicking. Motion carried.
 4. A motion was made by Cliff Sicking to ratify the 2016 LIHEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding. This motion was seconded by Karla Metzler. Motion carried.
 5. A motion was made by David Turner to ratify submission of TDHCA application and acceptance, if awarded, for additional DOE and LIHEAP Weatherization funding for the counties of: Denton, Rockwall, Collin and Hunt, and to authorize a new Weatherization Inspector position. This motion was seconded by Bob Thomas. Motion carried.
 6. A motion was made by Teresa Adams to ratify submission of the AmeriCorps VISTA North Texas Sponsor application and authorize acceptance if awarded. Cecil Jones seconded this motion. Motion carried.
 7. A motion was made by Karla Metzler to authorize Administration & Finance staff to close the TCEQ/SEP savings account and open a TCEQ/SEP checking account. This motion was seconded by Teresa Adams. Motion carried.
 8. A motion was made by Cecil Jones to receive monthly financial oversight report from Lori Cannon for the dates listed. This motion was seconded by Teresa Adams. Motion carried.
 9. Cecil Jones made a motion to accept the FYE 2017 Budget Status Update as presented. This motion as seconded by Cliff Sicking. Motion carried.
- I. President's Report**
1. Tammy Johnson named the Better Leader Award selection committees as follows:
 - a. Texoma: Jason Brinkley, Spanky Carter, Tammy Johnson
 - b. Cooke: Keith Clegg, Cliff Sicking, Karla Metzler
 - c. Fannin: Cecil Jones, Ronnie Bruce, Bob Thomas
 - d. Grayson: Jeff Whitmire, David Turner, Teresa Adams
- J. Tammy Johnson adjourned the meeting at 6:38 pm.**

Texoma Council of Governments
Check/Voucher Register - Check Register Agenda
From 6/1/2016 Through 6/30/2016

1010 - Cash In
Bank General

Check Number	Matching Document Number	Check Date	Payee Name	Transaction Description	Check Amount
87498	28502	6/8/2016	TEXOMA HOUSING PARTNERS	INV 169	(60.00)
87524	28153	6/2/2016	CUNNINGHAM, BUDDY / CUNNINGHAM CONTRACTORS	CLIENT UTILITY PAYMENTS	10,164.58
87525	28154	6/2/2016	SRADER, MICHAEL CHARLES	CLIENT UTILITY PAYMENTS	6,614.20
87526	28155	6/2/2016	WILLKO CONSTRUCTION	COMPLETED HOMES- WAP	10,960.90
87527	28160	6/2/2016	CUNNINGHAM, BUDDY / CUNNINGHAM CONTRACTORS	COMPLETED HOMES - WAP	7,704.90
87528	28161	6/2/2016	SRADER, MICHAEL CHARLES	COMPLETED HOMES-WAP	3,642.90
87529	28152	6/2/2016	WILLKO CONSTRUCTION	COMPLETED HOMES - WAP	8,871.90
87530	28389	6/2/2016	SRADER, MICHAEL CHARLES	COMPLETED HOMES- WAP	8,494.65
87531	28441	6/2/2016	AIR EVAC EMS INC.	3849 ANNUAL PAYMENT	3,190.00
87532	28514	6/2/2016	VOIGHT, NATHAN	TRAVEL EXP	116.70
87533	28515	6/2/2016	MEDIA QUEST. INC.	INV 9541	477.00
87534	28516	6/2/2016	KATHY STEED	TRAVEL EXP	142.56
87535	28517	6/2/2016	TEXOMA WEB OFFSET PRINTING	INV 23298	3,962.61
87536	28518	6/2/2016	NORTH TEXAS E-NEWS	INV 2946	500.00
87537	28519	6/2/2016	WALMART COMMUNITY /GEMB	6032202010024272	65.96
87538	28520	6/2/2016	CARR, TERRY	TRAVEL EXP	162.00
87539	28521	6/2/2016	FRONTIER COMMUNICATIONS	21019649320731145	54.61
87540	28522	6/2/2016	AT&T	94066598981791	218.30
87541	28523	6/2/2016	AT&T	94066525985162	187.59
87542	28524	6/2/2016	AT&T	94066855505267	152.35
87543	28525	6/2/2016	PRE-PAID LEGAL SERVICES INC.	GROUP 0142305	57.85
87544	28526	6/2/2016	UNUM LIFE INSURANCE	05783570014	937.47
87545	28527	6/2/2016	NAUTILUS SPORT CENTER	MAY DUES	304.56
87546	28528	6/2/2016	UNITED WAY OF GRAYSON COUNTY	MAY CONTRIBUTIONS	37.30
87547	28529	6/2/2016	AFLAC	INV 455283	1,631.96
87548	28530	6/2/2016	OFFICE OF ATTORNEY GENERAL	CHILD SUPPORT	531.50
87549	28531	6/2/2016	HIGGINS-DURBIN, CARRIEJO	TRAVEL ADVANCE	194.00
87550	28532	6/2/2016	TEXAS ASSOCIATION OF REGIONAL	INV 16FO-022	150.00
87551	28533	6/2/2016	PERFORMANCE PLUS	INV 2059	1,392.00
87552	28535	6/2/2016	EGGAR, ELIZABETH	TRAVEL EXP	384.20
87553	28536	6/2/2016	NICOLE GEORGE	TRAVEL EXP	151.00
87554	28538	6/2/2016	ENTERPRISE RENT-A-CAR	4FRL6M	135.27
87555	28558	6/7/2016	TEXOMA NEON CO.	INV 162068	233.75
87556	28577	6/7/2016	CODY DERRICK	CONTRACT LABOR (CED INTERN)	636.00
87557	27929	6/8/2016	FULLYLOVE, JUDY	SUPPLIES	0.00
87558	28540	6/8/2016	AMBIT TEXAS, LLC	CLIENT UTILITY PAYMENTS	246.82
87559	28541	6/8/2016	ATMOS ENERGY	CLIENT UTILITY PAYMENTS	355.29
87560	28542	6/8/2016	CITY OF WHITESBORO	CLIENT UTILITY PAYMENTS	183.78
87561	28543	6/8/2016	DIRECT ENERGY	CLIENT UTILITY PAYMENTS	165.41
87562	28544	6/8/2016	ENTRUST ENERGY INC.	CLIENT UTILITY PAYMENTS	30.93
87563	28545	6/8/2016	FANNIN CO ELECTRIC CO-OP INC	CLIENT UTILITY PAYMENTS	313.35
87564	28546	6/8/2016	FIRST CHOICE POWER	CLIENT UTILITY PAYMENTS	20.50
87565	28547	6/8/2016	GEXA ENERGY LP	CLIENT UTILITY PAYMENTS	201.29
87566	28548	6/8/2016	GRAYSON-COLLIN ELECTRIC	CLIENT UTILITY PAYMENTS	823.94
87567	28549	6/8/2016	JUST ENERGY TEXAS I CORP.	CLIENT UTILITY PAYMENTS	137.48
87568	28550	6/8/2016	MONARCH UTILITIES, INC.	CLIENT UTILITY PAYMENTS	220.00
87569	28551	6/8/2016	RELIANT ENERGY	CLIENT UTILITY PAYMENTS	266.27
87570	28552	6/8/2016	STAR ELECTRICITY INC.	CLIENT UTILITY PAYMENTS	369.81
87571	28553	6/8/2016	STREAM GAS & ELECTRIC LTD	CLIENT UTILITY PAYMENTS	209.96
87572	28554	6/8/2016	TXU ELECTRIC	CLIENT UTILITY PAYMENTS	2,518.06
87573	28555	6/8/2016	VERDE ENERGY	CLIENT UTILITY PAYMENTS	143.38
87574	28559	6/8/2016	TEXAS ASSOCIATION OF REGIONAL	TARC DUES	25.00
87575	28560	6/8/2016	ALERT RESPONSE INC.	INV 63965	35.00
87576	28561	6/8/2016	FRONTIER COMMUNICATIONS	21000997070115145	32.71

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87576	28562	6/8/2016 FRONTIER COMMUNICATIONS	21018829440407055	2,381.55
87576	28563	6/8/2016 FRONTIER COMMUNICATIONS	21018818010114925	4,537.22
87577	28564	6/8/2016 JOE KNOWS PROMOS LLC	REF #2920A	22,832.00
87578	28565	6/8/2016 TEXOMA COUNCIL OF GOVERNMENTS	TRAVEL EXP	854.28
87579	28566	6/8/2016 TEXAS ASSOCIATION OF REGIONAL	INV 16T4A-022	1,393.00
87580	28567	6/8/2016 TARA NICHOLAS	TRAVEL EXPENSE	702.00
87581	28571	6/8/2016 AMERICAN EXPRESS	3791-106550-51001	1,904.85
87582	28572	6/8/2016 TEXOMA HOUSING PARTNERS	INV 177	249.83
87583	28573	6/8/2016 TEXOMA HOUSING PARTNERS	INV 176	186.65
87584	28574	6/8/2016 TEXOMA HOUSING PARTNERS	INV 174	111.64
87585	28575	6/8/2016 RESULTS ENVIRONMENTAL PEST MANAGEMENT	INV 3763	55.00
87586	8534	6/8/2016 GRAYSON COUNTY COLLEGE	TUITION- DEMEATRICE SHEPPARD	474.00
87587	28586	6/8/2016 NETSPAN CORPORATION FOREMOST TELECOMMUNICATIONS	WA2941	78.00
87588	28587	6/8/2016 FRONTIER COMMUNICATIONS	INV 5701Z660-S-16141	632.95
87589	28588	6/8/2016 AT&T MOBILITY	28725606622	150.96
87590	28593	6/8/2016 ENTERPRISE RENT-A-CAR	1GWHBZ	88.68
87591	08533	6/8/2016 Sundberg, Brianna	TRAVEL EXP	197.98
87592	5316	6/8/2016 MARY CASSARA	STIPEND	227.75
87593	5319	6/8/2016 CLAYTON, MAE	STIPEND	150.81
87594	5320	6/8/2016 COLEY, ALICE E.	STIPEND	92.75
87595	5321	6/8/2016 COLEY, CHARLES	STIPEND	102.75
87596	5322	6/8/2016 CONEY, VIRGIE	STIPEND	234.50
87597	5326	6/8/2016 REGINA DIBBLES	STIPEND	170.90
87597	5348	6/8/2016 REGINA DIBBLES	STIPEND	52.25
87598	5327	6/8/2016 FEAGLEY, EVA	STIPEND	229.20
87599	5328	6/8/2016 FIELDS, MARY LOU	STIPEND	103.05
87600	5329	6/8/2016 FUGETT, SHARON	STIPEND	121.00
87601	5330	6/8/2016 GARVIN, CAROL	STIPEND	184.43
87602	5331	6/8/2016 VERNELL ISABELL	STIPEND	102.51
87602	5332	6/8/2016 VERNELL ISABELL	STIPEND	68.45
87603	5334	6/8/2016 MCCULLOUGH, DORIS	STIPEND	206.40
87604	5335	6/8/2016 MURRAY, MARIAN	STIPEND	35.80
87604	5337	6/8/2016 MURRAY, MARIAN	STIPEND	74.08
87605	5338	6/8/2016 OWEN, IMOGENE	STIPEND	139.20
87606	5339	6/8/2016 MARTHA PAYNE	STIPEND	234.50
87607	5347	6/8/2016 MARILYN STOCKMAN	STIPEND	180.33
87608	5351	6/8/2016 WILLIAMS, SANDRA	STIPEND	191.05
87609	5344	6/8/2016 RIDEOUT, DALE	STIPEND	136.90
87609	5345	6/8/2016 RIDEOUT, DALE	STIPEND	15.25
87610	5346	6/8/2016 SEAMSTER, BARBARA	STIPEND	147.15
87611	28595	6/8/2016 PROSPERITY BANK	ACCT 0000097998	9,017.34
87612	5313	6/9/2016 CAMERON, FRANCES	STIPEND	66.46
87613	28570	6/9/2016 AT&T MOBILITY	ACCT 28701799 3705	1,354.18
87614	28596	6/9/2016 EGGAR, ELIZABETH	TRAVEL ADVANCE	1,198.12
87615	28602	6/14/2016 SMITH, DELANO	TRAVEL ADVANCE	231.12
87615	28603	6/14/2016 SMITH, DELANO	TRAVEL ADVANCE MEALS	115.00
87616	28557	6/16/2016 UNITED WAY OF GREATER HOUSTON	INV IR211-TE-05-16	500.00
87617	28589	6/16/2016 THOMAS JOHN KENNEDY OF TEXAS DDS, PLLC DBA	INV 28798	1,400.00
87618	28590	6/16/2016 HERITAGE PARKWAY PHARMACY	INV 6	42.69
87619	28591	6/16/2016 RED RIVER FAMILY DENTAL	INV 4528	2,000.00
87620	28592	6/16/2016 RATLIFF, JILL	CONTRACT LABOR	636.37
87621	28601	6/16/2016 SMITH, DELANO	TRAVEL EXPENSE	100.03
87622	28617	6/16/2016 AT&T	21413207054529	12.60
87623	28618	6/16/2016 DEPARTMENT OF INFORMATION RES	INV 16040376N	10,203.01
87624	28619	6/16/2016 MUENSTER TELEPHONE CORP OF TX	INV 110116269	440.46
87625	28620	6/16/2016 EGGAR, ELIZABETH	TRAVEL EXPENSE	222.90
87626	28621	6/16/2016 McBROOM, JAMES RANDY	TRAVEL EXPENSE	95.00
87627	28623	6/16/2016 AMERICAN DIGITAL CARTOGRAPHY, INC.	INV 21195	2,578.13
87628	8535	6/16/2016 HERALD DEMOCRAT	1000077114	47.69
87629	28624	6/16/2016 WORKFORCE SOLUTIONS TEXOMA	RUF053116	100.00

Texoma Council of Governments
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From 6/1/2016 Through 6/30/2016

87630	28625	6/16/2016 ALLIANCE OF INFORMATION	RECERT - MELINDA SINOR	47.00
87631	28626	6/16/2016 DEBORAH S. HERRON O.D.	PATIENT 16662	342.50
87632	28627	6/16/2016 BONHAM FAMILY DENTISTRY	ID: 43095	181.00
87633	28628	6/16/2016 HESTAND, VICKY	TRAVEL EXPENSE	79.92
87634	28629	6/16/2016 CHRISTOPHER BETHUNE	GIS CONTRACTOR	1,050.00
87635	28630	6/16/2016 CODY DERRICK	INTERN	480.00
87636	28631	6/16/2016 JUAN BORDA	INTERN	576.00
87637	28632	6/16/2016 CLIFF WES NICHOLS	INTERN	684.00
87638	28633	6/16/2016 MILO OPDAHI	INTERN	240.00
87639	28614	6/16/2016 CITY OF SHERMAN	ACCT 209-5060-03	403.62
87640	28615	6/16/2016 AT&T	21491733521328	1,318.77
87641	28616	6/16/2016 AT&T	21412605418328	295.13
87642	28634	6/16/2016 CHASE MASTER CARD	5567087900038911	740.70
87642	28635	6/16/2016 CHASE MASTER CARD	5567087900038911	5,000.96
87643	28636	6/20/2016 TEXOMA NEON CO.	INV 162068	233.75
87644	28597	6/21/2016 MEDFORD AIR LLC	COMPLETED HOMES -WAP	6,340.00
87645	5357	6/23/2016 BUNCH, RUBY	STIPEND	59.63
87646	5356	6/23/2016 BROWN, FREDDIE	STIPEND	126.14
87647	5361	6/23/2016 MARY CASSARA	STIPEND	138.13
87648	5364	6/23/2016 CLAYTON, MAE	STIPEND	110.19
87649	5365	6/23/2016 COLEY, ALICE E.	STIPEND	105.28
87650	5366	6/23/2016 COLEY, CHARLES	STIPEND	105.10
87651	5367	6/23/2016 CONEY, VIRGIE	STIPEND	237.00
87652	5371	6/23/2016 REGINA DIBBLES	STIPEND	163.10
87653	5372	6/23/2016 FEAGLEY, EVA	STIPEND	155.30
87654	5374	6/23/2016 FUGETT, SHARON	STIPEND	140.58
87655	5375	6/23/2016 GARVIN, CAROL	STIPEND	78.18
87656	5377	6/23/2016 VERNELL ISABELL	STIPEND	227.73
87657	5381	6/23/2016 MURRAY, MARIAN	STIPEND	79.50
87658	5382	6/23/2016 MURRAY, MARIAN	STIPEND	91.98
87659	5383	6/23/2016 OWEN, IMOGENE	STIPEND	36.84
87660	5384	6/23/2016 MARTHA PAYNE	STIPEND	237.00
87661	5390	6/23/2016 RIDEOUT, DALE	STIPEND	151.60
87662	5391	6/23/2016 SEAMSTER, BARBARA	STIPEND	204.18
87663	5392	6/23/2016 MARILYN STOCKMAN	STIPEND	197.55
87664	5395	6/23/2016 WILLIAMS, BARBARA	STIPEND	133.56
87665	5396	6/23/2016 WILLIAMS, SANDRA	STIPEND	151.18
87666	28670	6/23/2016 MARY CASSARA	FRIENDS IN ACTION	2.50
87667	28594	6/23/2016 MONTGOMERY COUNTY HOSPITAL DISTRICT	INV. BPD-0516	1,065.00
87668	28613	6/23/2016 THE WEEKLY NEWS OF COOKE COUNTY	INV 5251600	2,072.00
87669	28638	6/23/2016 CHASE MASTER CARD	5567 0879 0003 8911 reconciliation	4,209.75
87670	28641	6/23/2016 COLORADO STATE UNIVERSITY	INV 219026	390.00
87671	28644	6/23/2016 AT&T	2145034040 7024	420.39
87672	28647	6/23/2016 LANGUAGE LINE SERVICE, INC.	INV 3828500	50.82
87673	28648	6/23/2016 FRONTIER COMMUNICATIONS	ACCT 2100300928010 3145	290.40
87674	28651	6/23/2016 AT&T	21450340417007	419.77
87675	28652	6/23/2016 AT&T	21450340353749	249.57
87676	28653	6/23/2016 AT&T	21413001237791	49.00
87677	28654	6/23/2016 AT&T	21450343027514	3.53
87678	28655	6/23/2016 AT&T	21450340471798	190.08
87679	28657	6/23/2016 AT&T	21450342242346	13.91
87680	28659	6/23/2016 SMITH, DELANO	TRAVEL EXP	384.84
87681	28660	6/23/2016 YORK EYE ASSOCIATES, P.C.	INV 25393	235.00
87682	28661	6/23/2016 OFFICE OF ATTORNEY GENERAL	CHILD SUPPORT	531.50
87683	28662	6/23/2016 BDA ADMINISTRATORS	MOOP 6/30/169	0.00
87684	28663	6/23/2016 ELLIS, RANDY	TRAVEL EXP	43.00
87685	28664	6/23/2016 TEXOMA COUNCIL OF GOVERNMENTS	TRAVEL EXP	280.80
87686	28666	6/23/2016 VOIGHT, NATHAN	TRAVEL ADVANCE	1,181.25
87687	28669	6/23/2016 DAVIDSON, STEPHANIE	TRAVEL EXP	1,462.48
87688	28672	6/23/2016 CABLE ONE	ACCT 102708310	1,082.50

Texoma Council of Governments
Check/Voucher Register - Check Register Agenda
From 6/1/2016 Through 6/30/2016

87689	28673	6/23/2016 DIRECT ENERGY BUSINESS-DALLAS	ACCT 1017669	5,867.59
87690	28674	6/23/2016 CABLE ONE	102491693	96.54
87691	28676	6/23/2016 ABILA	INV QU0033639	6,810.00
87692	28679	6/23/2016 VOIGHT, NATHAN	TRAVEL ADVANCE	369.00
87693	28662	6/28/2016 BDA ADMINISTRATORS	MOOP 6/30/169	3,314.41
87694	28611	6/30/2016 BROWN & HOFMEISTER, L.L.P	0153-005 - 32205	15,368.41
87695	28612	6/30/2016 NON-PROFIT INDUSTRIES, INC.	INV00000000001097	17,072.00
87696	28639	6/30/2016 TCOG GIS	911 GIS DATABASE MAINTENANCE	47,500.00
87697	28640	6/30/2016 BACKFLOW SOLUTIONS	INV 1691	125.00
87698	28645	6/30/2016 WEST SAFETY SERVICES, INC.	INV 145847	1,377.09
87699	28646	6/30/2016 VERIZON BUSINESS	INV 389922	32.24
87700	28649	6/30/2016 FRONTIER COMMUNICATIONS	21000908720108145	145.20
87700	28650	6/30/2016 FRONTIER COMMUNICATIONS	21002719040307145	145.20
87701	28656	6/30/2016 DEPARTMENT OF INFORMATION RES	INV 16040376N	10,240.12
87702	28658	6/30/2016 FRONTIER COMMUNICATIONS	21019668860417145	109.12
87703	28675	6/30/2016 ANTERO GROUP	TCOG-162004-0001	13,999.00
87704	28684	6/30/2016 JUAN BORDA	INTERN HOURS	480.00
87705	28685	6/30/2016 MILO OPDAHI	INTERN HOURS	480.00
87706	28686	6/30/2016 CODY DERRICK	INTERN HOURS	480.00
87707	28687	6/30/2016 CLIFF WES NICHOLS	INTERN HOURS/MILEAGE	508.62
87708	28688	6/30/2016 KATHY STEED	TRAVEL EXPENSE	106.92
87709	28689	6/30/2016 HESTAND, VICKY	TRAVEL EXPENSE	118.00
87710	28690	6/30/2016 RHODES, VIRGINIA	TRAVEL EXPENSE	128.50
87711	28691	6/30/2016 AT&T	94034180707040	159.22
87712	28692	6/30/2016 AT&T	94034182392346	3.53
87713	28693	6/30/2016 AT&T	94066855505267	152.35
87714	28694	6/30/2016 AT&T	94066525985162	189.32
87715	28695	6/30/2016 FRONTIER COMMUNICATIONS	21019649320731145	54.61
87716	28696	6/30/2016 AT&T	94066598981791	218.30
87717	28697	6/30/2016 ENTERPRISE RENT-A-CAR	4PVY34	225.44
87718	28698	6/30/2016 LAFOLLETT AND ABBOTT PLLC	AUDIT RETAINER 2016	5,000.00
87719	28699	6/30/2016 AT&T MOBILITY	INV 11332860	155.08
87720	28700	6/30/2016 AT&T	21450342984046	9.28
87721	28701	6/30/2016 AT&T	21450342999895	10.95
87722	28702	6/30/2016 AT&T	21450342189240	29.85
87723	28703	6/30/2016 AT&T	21450342179233	14.91
87724	28704	6/30/2016 AT&T	21450342159904	5.82
87725	28705	6/30/2016 AT&T	21450342169926	34.52
87726	28706	6/30/2016 AT&T	21411991061452	273.22
87727	28708	6/30/2016 VERDE ENERGY	CLIENT UTILITY PAYMENTS	144.28
87728	28709	6/30/2016 TXU ELECTRIC	CLIENT UTILITY PAYMENTS	9,381.43
87729	28710	6/30/2016 TRENTON LPG GAS CO INC	CLIENT UTILITY PAYMENTS	478.27
87730	28711	6/30/2016 STREAM GAS & ELECTRIC LTD	CLIENT UTILITY PAYMENTS	1,718.67
87731	28712	6/30/2016 STAT ENERGY	CLIENT UTILITY PAYMENTS	114.29
87732	28713	6/30/2016 STAR ELECTRICITY INC.	CLIENT UTILITY PAYMENTS	253.35
87733	28714	6/30/2016 HOUSING AUTHORITY OF THE CITY	CLIENT UTILITY PAYMENTS	95.97
87734	28715	6/30/2016 RELIANT ENERGY	CLIENT UTILITY PAYMENTS	2,998.78
87735	28716	6/30/2016 JUST ENERGY TEXAS I CORP.	CLIENT UTILITY PAYMENTS	1,516.38
87736	28717	6/30/2016 INTERSTATE GAS SUPPLY, INC. / ACCENT TEXAS LP	CLIENT UTILITY PAYMENTS	70.93
87737	28718	6/30/2016 GREEN MOUNTAIN ENERGY CO.	CLIENT UTILITY PAYMENTS	258.18
87738	28719	6/30/2016 GRAYSON-COLLIN ELECTRIC	CLIENT UTILITY PAYMENTS	1,246.86
87739	28720	6/30/2016 GEXA ENERGY LP	CLIENT UTILITY PAYMENTS	232.56
87740	28721	6/30/2016 FIRST CHOICE POWER	CLIENT UTILITY PAYMENTS	738.34
87741	28722	6/30/2016 FANNIN CO ELECTRIC CO-OP INC	CLIENT UTILITY PAYMENTS	581.16
87742	28723	6/30/2016 EVERYTHING ENERGY	CLIENT UTILITY PAYMENTS	83.95
87743	28724	6/30/2016 ENTRUST ENERGY INC.	CLIENT UTILITY PAYMENTS	146.86
87744	28725	6/30/2016 FAULKNER, LEO K.	CLIENT UTILITY PAYMENTS	0.00
87745	28726	6/30/2016 COOKE COUNTY ELECTRIC CO-OP	CLIENT UTILITY PAYMENTS	375.88
87746	28727	6/30/2016 CITY OF WHITESBORO	CLIENT UTILITY PAYMENTS	419.83
87747	28728	6/30/2016 BRILLIANT ENERGY LLC	CLIENT UTILITY PAYMENTS	66.17

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87748	28729	6/30/2016 BOUNCE ENERGY INC.	CLIENT UTILITY PAYMENTS	233.33
87749	28730	6/30/2016 ATMOS ENERGY	CLIENT UTILITY PAYMENTS	714.73
87750	28733	6/30/2016 FULCRUM RETAIL ENERGY LLC.	CLIENT UTILITY PAYMENTS	413.92
87751	28734	6/30/2016 AMBIT TEXAS, LLC	CLIENT UTILITY PAYMENTS	892.33
87752	28735	6/30/2016 ENTERPRISE RENT-A-CAR	CLIENT UTILITY PAYMENTS	41.79
87753	28736	6/30/2016 THOMAS JOHN KENNEDY OF TEXAS DDS, PLLC DBA	CLIENT UTILITY PAYMENTS	1,320.00
87754	28737	6/30/2016 HEAR CARE INC.	CLIENT UTILITY PAYMENTS	1,400.00
87755	28739	6/30/2016 HERNANDEZ, MARGARITA S.	INV 06302016	1,500.00
87756	28725	6/30/2016 DIRECT ENERGY	CLIENT UTILITY PAYMENTS	1,254.07
DD001302	28513	6/2/2016 DEBORAH ADAMS	TRAVEL EXP	247.86
DD001303	8532	6/2/2016 BINGHAM, RAYLEEN	TRAVEL EXP	251.64
DD001304	28534	6/2/2016 NORTON, SEAN	MAT CELL PHONE	70.00
DD001305	28537	6/2/2016 SCHMITZ, MICHAEL	TRAVEL EXP	187.14
DD001306	28556	6/8/2016 KREBS, MANDY	TRAVEL EXP	173.14
DD001307	5315	6/8/2016 ETHEL ROSE CARTER	STIPEND	151.18
DD001307	5323	6/8/2016 ETHEL ROSE CARTER	STIPEND	36.88
DD001308	5318	6/8/2016 Christian, Linda	STIPEND	199.00
DD001309	5324	6/8/2016 CROSS, TOMMIE	STIPEND	202.80
DD001310	5333	6/8/2016 LUPER, BARBARA	STIPEND	101.15
DD001311	5341	6/8/2016 PERRY, RATA	STIPEND	116.45
DD001312	5342	6/8/2016 PHELPS, LOIS	STIPEND	192.25
DD001313	5349	6/8/2016 WHITE, FRANCES	STIPEND	158.71
DD001314	5350	6/8/2016 WILLIAMS, BARBARA	STIPEND	212.00
DD001315	5352	6/8/2016 WYATT, RUTHIE	STIPEND	228.00
DD001316	08536	6/9/2016 MARJEN TECHNOLOGY GROUP LLC	INV 1218	613.75
DD001316	28622	6/16/2016 BOOTH, HOLLY	TRAVEL EXP	125.08
DD001317	28610	6/16/2016 LORI ANN CANNON	INV 155	4,725.00
DD001318	5360	6/23/2016 ETHEL ROSE CARTER	STIPEND	161.78
DD001319	5369-1	6/23/2016 CROSS, TOMMIE	STIPEND	150.78
DD001320	5386	6/23/2016 PERRY, RATA	STIPEND	71.68
DD001321	5397	6/23/2016 WYATT, RUTHIE	STIPEND	190.80
DD001322	28539	6/23/2016 TRI COUNTY SENIOR NUTRITION	TITLE IIIC1 & IIIC2 MEALS REIMBURSEMENT	36,853.65
DD001323	28642	6/23/2016 LORI ANN CANNON	INV 157	3,017.50
DD001324	28665	6/23/2016 SCHMITZ, MICHAEL	TRAVEL ADVANCE	1,181.25
DD001325	28667	6/23/2016 JONES, MINDI	JUNE CELL PHONE	70.00
DD001326	28668	6/23/2016 VAUGHN, SHEILA	TRAVEL EXP	133.92
DD001327	28671	6/23/2016 MARJEN TECHNOLOGY GROUP LLC	INV 1241-1252	18,008.81
DD001328	28677	6/23/2016 TML-IEBP	GROUP PTXOMCO-7/1/2016 PREPAYMENT	46,265.83
DD001329	28738	6/30/2016 VAUGHN, SHEILA	CLIENT UTILITY PAYMENTS	749.75
DD0101329	28678	6/23/2016 SCHMITZ, MICHAEL	TRAVEL ADVANCE	<u>369.00</u>
Total 1010 - Cash In Bank General				459,981.89

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Check Number	Matching Document Number	Check Date	Payee Name	Transaction Description	Check Amount
87377	62822	6/1/2016	ALBANNA, REBECCA G.	SECTION 8 AP'S	322.00
87378	62823	6/1/2016	MAHMOUD J. ALBANNA	SECTION 8 AP'S	850.00
87379	62824	6/1/2016	RUBEN ALVAREZ	SECTION 8 AP'S	750.00
87380	62825	6/1/2016	AMBIT TEXAS, LLC	SECTION 8 AP'S	89.00
87381	62826	6/1/2016	ANDETT, LLC	SECTION 8 AP'S	2,311.00
87382	62827	6/1/2016	Andeler Power	SECTION 8 AP'S	62.00
87383	62828	6/1/2016	ARROW WOOD APTS.	SECTION 8 AP'S	2,498.00
87384	62829	6/1/2016	ATMOS ENERGY CO	SECTION 8 AP'S	177.00
87385	62830	6/1/2016	BARRETT, CARMAN M.	SECTION 8 AP'S	510.00
87386	62831	6/1/2016	BARRIER, JEFF N.	SECTION 8 AP'S	800.00

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87387	62832	6/1/2016 BEALL, DAVID M.	SECTION 8 AP'S	540.00
87388	62833	6/1/2016 RICKY JAMES BENEFIELD	SECTION 8 AP'S	234.00
87389	62834	6/1/2016 COX, LAWRENCE D.	SECTION 8 AP'S	725.00
87390	62835	6/1/2016 BOHANNAN, RONALD DION	SECTION 8 AP'S	575.00
87391	62836	6/1/2016 BRANDMAN, JOHN D.	SECTION 8 AP'S	191.00
87392	62837	6/1/2016 BROOKHOLLOW APT	SECTION 8 AP'S	571.00
87393	62838	6/1/2016 BROOKS, MICHAEL L.	SECTION 8 AP'S	893.00
87394	62839	6/1/2016 MARY C. BROWN	SECTION 8 AP'S	153.00
87395	62840	6/1/2016 ALA WALKER BROWNLEE	SECTION 8 AP'S	525.00
87396	62841	6/1/2016 CABRERA, VALENTINA	SECTION 8 AP'S	407.00
87397	62842	6/1/2016 CALIX PROPERTIES	SECTION 8 AP'S	1,965.00
87398	62843	6/1/2016 CARR, SANDRA GAIL	SECTION 8 AP'S	683.00
87399	62844	6/1/2016 CARTER II, CRETA LYNN	SECTION 8 AP'S	1,241.00
87400	62845	6/1/2016 CATHEY, BOB	SECTION 8 AP'S	289.00
87401	62846	6/1/2016 CHEN, DONNY Y.	SECTION 8 AP'S	563.00
87402	62847	6/1/2016 VICTORIA LYNN CHILDRESS	SECTION 8 AP'S	19.00
87403	62848	6/1/2016 CITY OF DENISON	SECTION 8 AP'S	173.00
87404	62849	6/1/2016 CITY OF SHERMAN	SECTION 8 AP'S	124.00
87405	62850	6/1/2016 CITY OF WHITESBORO	SECTION 8 AP'S	50.00
87406	62851	6/1/2016 JEFFREY P. COFFEY	SECTION 8 AP'S	714.00
87407	62852	6/1/2016 COKER, ART	SECTION 8 AP'S	750.00
87408	62853	6/1/2016 CONCORD VILLAGE APTS	SECTION 8 AP'S	171.00
87409	62854	6/1/2016 FL COUNTRY VILLAGE LTD	SECTION 8 AP'S	1,237.00
87410	62855	6/1/2016 CREW, JACK	SECTION 8 AP'S	2,421.00
87411	62856	6/1/2016 CROCKER, JIM I.	SECTION 8 AP'S	830.00
87412	62857	6/1/2016 CUPID PROPERTIES LLC	SECTION 8 AP'S	1,003.00
87413	62858	6/1/2016 MICHAEL. L DANIELS	SECTION 8 AP'S	900.00
87414	62859	6/1/2016 DAVIS, JOSEPH	SECTION 8 AP'S	619.00
87415	62860	6/1/2016 DEAN GILBERT REALTORS	SECTION 8 AP'S	706.00
87416	62861	6/1/2016 DEAN GILBERT JR., THREE AMIGOS JOINT VENTURE	SECTION 8 AP'S	339.00
87417	62862	6/1/2016 DIRECT ENERGY	SECTION 8 AP'S	494.00
87418	62863	6/1/2016 KENNETH J. DOLEZALEK	SECTION 8 AP'S	312.00
87419	62864	6/1/2016 GLENDA DOWDEN	SECTION 8 AP'S	595.00
87420	62865	6/1/2016 DUNLAP, KIM	SECTION 8 AP'S	632.00
87421	62866	6/1/2016 EAST COAST MANAGEMENT LLC	SECTION 8 AP'S	1,465.00
87422	62867	6/1/2016 1600 LA SALLE PARTNERS LLC	SECTION 8 AP'S	2,841.00
87423	62868	6/1/2016 ENTRUST ENERGY INC.	SECTION 8 AP'S	8.00
87424	62869	6/1/2016 4Change Energy F/K/A TXU	SECTION 8 AP'S	23.00
87425	62870	6/1/2016 FIRST CHOICE POWER	SECTION 8 AP'S	505.00

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Check Number	Matching Document		Check Date	Payee Name	Transaction Description	Check Amount
	Number					
87426	62871		6/1/2016	FERRELL, TERRI D.	SECTION 8 AP'S	123.00
87427	62872		6/1/2016	CHRISTOPHER C. FESS	SECTION 8 AP'S	375.00
87428	62873		6/1/2016	FREDERICKSON, JAMES R.	SECTION 8 AP'S	236.00
87429	62874		6/1/2016	GREEN MOUNTAIN ENERGY CO.	SECTION 8 AP'S	68.00
87430	62875		6/1/2016	HADDOCK, DAVID	SECTION 8 AP'S	728.00
87431	62876		6/1/2016	HALLFORD, LOUIE A.	SECTION 8 AP'S	693.00
87432	62877		6/1/2016	ML HAMPTON INVESTMENTS LLC	SECTION 8 AP'S	2,497.00
87433	62878		6/1/2016	HOUSING ASSOICIATES OF HERITAG	SECTION 8 AP'S	3,116.00
87434	62879		6/1/2016	DIXON JR, GENE	SECTION 8 AP'S	4,123.00
87435	62880		6/1/2016	MONROE, MARLENE	SECTION 8 AP'S	330.00
87436	62881		6/1/2016	HILLTOP VILLAGE APARTMENTS	SECTION 8 AP'S	6,041.00
87437	62882		6/1/2016	Gloria Jean Hilz	SECTION 8 AP'S	750.00
87438	62883		6/1/2016	LIFELINE MEDICAL CONSULTING	SECTION 8 AP'S	0.00
87439	62884		6/1/2016	IWUAGWU, DESMOND E.	SECTION 8 AP'S	800.00

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87440	62885	6/1/2016 JACOBS, RICHARD	SECTION 8 AP'S	800.00
87441	62886	6/1/2016 JAG Investments	SECTION 8 AP'S	556.00
87442	62887	6/1/2016 JEFFS AUTO SALES	SECTION 8 AP'S	535.00
87443	62888	6/1/2016 JONSE, TOM	SECTION 8 AP'S	828.00
87444	62889	6/1/2016 HORNER, MELISSA ANN	SECTION 8 AP'S	345.00
87445	62890	6/1/2016 YOUNG, JENNIFER LYN	SECTION 8 AP'S	3,376.00
87446	62891	6/1/2016 JUST ENERGY TEXAS I CORP.	SECTION 8 AP'S	203.00
87447	62892	6/1/2016 KARAM, GEORGE	SECTION 8 AP'S	509.00
87448	62893	6/1/2016 KEENER, ANDREW	SECTION 8 AP'S	494.00
87449	62894	6/1/2016 CAROL KELLEY	SECTION 8 AP'S	1,100.00
87450	62895	6/1/2016 KIGHT FAMILY LIMITED PARTNERSHIP #1	SECTION 8 AP'S	792.00
87451	62896	6/1/2016 ROBIN RENAE KIME	SECTION 8 AP'S	382.00
87452	62897	6/1/2016 KIRKPATRICK, JAMES	SECTION 8 AP'S	600.00
87453	62898	6/1/2016 KR PROPERTIES	SECTION 8 AP'S	745.00
87454	62899	6/1/2016 LAFOY, DALE A.	SECTION 8 AP'S	266.00
87455	62900	6/1/2016 DENISON LAKEVIEW PARK	SECTION 8 AP'S	5,248.00
87456	62901	6/1/2016 LAMB, BILLY J	SECTION 8 AP'S	337.00
87457	62902	6/1/2016 LATIMER, JAY	SECTION 8 AP'S	245.00
87458	62903	6/1/2016 LAUGHLIN, GLEN	SECTION 8 AP'S	354.00
87459	62904	6/1/2016 JCR PROPERTIES, INC	SECTION 8 AP'S	629.00
87460	62905	6/1/2016 MALMAY , MICHELLE LYNN	SECTION 8 AP'S	1,099.00
87461	62906	6/1/2016 MOXIE INVESTMENT SOLUTIONS	SECTION 8 AP'S	1,000.00
87462	62907	6/1/2016 Rhonda R. Langenbahn	SECTION 8 AP'S	800.00
87463	62908	6/1/2016 MCDONNELL, DEE JUANITA	SECTION 8 AP'S	221.00
87464	62909	6/1/2016 MILLSAP, BOB L	SECTION 8 AP'S	475.00
87465	62910	6/1/2016 MONARCH UTILITIES, INC.	SECTION 8 AP'S	23.00
87466	62911	6/1/2016 DGR MGT CO. INC.	SECTION 8 AP'S	525.00
87467	62912	6/1/2016 Moore Acquisitions, LLC	SECTION 8 AP'S	876.00
87468	62913	6/1/2016 EUGENE MORALES/ MORALES REAL ESTATE	SECTION 8 AP'S	452.00
87469	62914	6/1/2016 MORRIS, MARY L.	SECTION 8 AP'S	749.00
87470	62915	6/1/2016 C F MEYERS INVESTMENTS LTD	SECTION 8 AP'S	362.00
87471	62916	6/1/2016 NATAYENA L.L.C	SECTION 8 AP'S	535.00
87472	62917	6/1/2016 JOSE M. NAVARRETE	SECTION 8 AP'S	391.00
87473	62918	6/1/2016 NORTHRIDGE VILLAS, LLC	SECTION 8 AP'S	3,922.00
87474	62919	6/1/2016 NORTH TEXAS RENT HOMES	SECTION 8 AP'S	1,144.00

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87475	62920	6/1/2016	OAKVIEW RENTALS LP	SECTION 8 AP'S	206.00
87476	62921	6/1/2016	ODOM, RODNEY LEE	SECTION 8 AP'S	389.00
87477	62922	6/1/2016	OWENS, MONA N.	SECTION 8 AP'S	269.00
87478	62923	6/1/2016	PAGE, JOHN	SECTION 8 AP'S	215.00
87479	62924	6/1/2016	OHC/PARK MANOR LTD	SECTION 8 AP'S	6,101.00
87480	62925	6/1/2016	PATTERSON, DAVID R.	SECTION 8 AP'S	725.00
87481	62926	6/1/2016	HAIRO H PENA	SECTION 8 AP'S	999.00
87482	62927	6/1/2016	VINA S. PENNINGTON	SECTION 8 AP'S	587.00
87483	62928	6/1/2016	ZACKERY TODD PERRY	SECTION 8 AP'S	64.00
87484	62929	6/1/2016	PIERCE, JAMES DEAN	SECTION 8 AP'S	354.00
87485	62930	6/1/2016	BRENDA POPE	SECTION 8 AP'S	329.00
87486	62931	6/1/2016	R&M PROPERTIES	SECTION 8 AP'S	1,901.00
87487	62932	6/1/2016	F.L RAINTREE LTD	SECTION 8 AP'S	1,544.00
87488	62933	6/1/2016	VICKREY, CHRIS A.	SECTION 8 AP'S	2,367.00
87489	62934	6/1/2016	PINNACLE TERRE	SECTION 8 AP'S	1,100.00
87490	62935	6/1/2016	RELIANT ENERGY	SECTION 8 AP'S	161.00
87491	62936	6/1/2016	MONTY K REDDICK	SECTION 8 AP'S	413.00
87492	62937	6/1/2016	REYNOSO, HECTOR M.	SECTION 8 AP'S	375.00

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87493	62938	6/1/2016 GVD RIDGEVIEW LLC	SECTION 8 AP'S	7,052.00
87494	62939	6/1/2016 ROTENFELSEN INVESTMENTS, LLC	SECTION 8 AP'S	367.00
87495	62940	6/1/2016 ROW, BILLY F.	SECTION 8 AP'S	248.00
87496	62941	6/1/2016 ROWLAND, DANIEL E.	SECTION 8 AP'S	407.00
87497	62942	6/1/2016 RUMSEY, ROBERT	SECTION 8 AP'S	1,543.00
87498	62943	6/1/2016 Tommy Sanchez	SECTION 8 AP'S	107.00
87499	62944	6/1/2016 SCULLY, MICHAEL C.	SECTION 8 AP'S	485.00
87500	62945	6/1/2016 SHARP, MICHAEL L.	SECTION 8 AP'S	543.00
87501	62946	6/1/2016 SHEEHAN, CINDY	SECTION 8 AP'S	558.00
87502	62947	6/1/2016 CAL SHERM PARTNERS L.P.	SECTION 8 AP'S	6,200.00
87503	62948	6/1/2016 SHER DEN REALTY INC	SECTION 8 AP'S	3,263.00
87504	62949	6/1/2016 SHIRLEY, NANCY S.	SECTION 8 AP'S	800.00
87505	62950	6/1/2016 JOSE ARMANDO SIBRIAN	SECTION 8 AP'S	583.00
87506	62951	6/1/2016 SOUTHERN URBANE PROPERTIES, LLC	SECTION 8 AP'S	531.00
87507	62952	6/1/2016 WISER JOINT VENTURE, LLC	SECTION 8 AP'S	4,470.00
87508	62953	6/1/2016 S.S. PARTNERS MGMT. L.L.C.	SECTION 8 AP'S	4,760.00
87509	62954	6/1/2016 STANLEY, JUDY F.	SECTION 8 AP'S	404.00
87510	62955	6/1/2016 STAT ENERGY	SECTION 8 AP'S	114.00
87511	62956	6/1/2016 STEEPLE CHASE FARMS SUMMIT, LP	SECTION 8 AP'S	7,920.00
87512	62957	6/1/2016 Stephen's Structural	SECTION 8 AP'S	353.00
87513	62958	6/1/2016 Conation Business Holdings LLC	SECTION 8 AP'S	775.00
87514	62959	6/1/2016 STREAM GAS & ELECTRIC LTD	SECTION 8 AP'S	618.00
87515	62960	6/1/2016 MARK STEVEN SVANE	SECTION 8 AP'S	791.00
87516	62961	6/1/2016 T-PAG LLC	SECTION 8 AP'S	1,021.00
87517	62963	6/1/2016 TEXOMA RENT HOUSE, LLC	SECTION 8 AP'S	396.00
87518	62964	6/1/2016 TXU ELECTRIC	SECTION 8 AP'S	712.37
87519	62965	6/1/2016 VILLAS OF SHERMAN LIMITED	SECTION 8 AP'S	2,734.00
87520	62966	6/1/2016 VETERAN ENERGY LLC	SECTION 8 AP'S	390.00
87521	62967	6/1/2016 VIRGINIA COOK REALTORS LLC	SECTION 8 AP'S	317.00
87522	62968	6/1/2016 WATERFORD APTS LTD	SECTION 8 AP'S	264.00
87523	62969	6/1/2016 WATSON, MICHAEL L.	SECTION 8 AP'S	684.00

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Check Number	Matching Document Number	Check Date	Payee Name	Transaction Description	Check Amount
87524	62970	6/1/2016	WEEDEN, SUE G.	SECTION 8 AP'S	183.00
87525	62972	6/1/2016	WILSON CHILDRENS TRUST UTD 5/26/06	SECTION 8 AP'S	304.00
87526	62973	6/1/2016	WINDSCAPE APARTMENTS, LTD.	SECTION 8 AP'S	401.00
87527	62974	6/1/2016	W&W RENTAL PROPERTIES, LLC	SECTION 8 AP'S	347.00
87528	62975	6/1/2016	PETERSON, TRAVIS AND BANK OF TEXAS N.A.	SECTION 8 AP'S	529.00
87529	62976	6/1/2016	BARBRA PHILLIPS and US BANK HOME MORTGAGE	SECTION 8 AP'S	345.00
87530	62977	6/1/2016	Laqueta Wilson and Carrington Mortgage LLC	SECTION 8 AP'S	227.00
87531	62978	6/1/2016	SCHLEY, MARK AND WELLS FARGO HOME MORTGAGE	SECTION 8 AP'S	404.00
87532	62979	6/1/2016	CHAFFIN, CHRISTEN AND GUILD MORTGAGE COMPANY	SECTION 8 AP'S	237.00
87533	62980	6/1/2016	AMLIN, MARSHALL D.	SECTION 8 AP'S	201.00
87534	62981	6/1/2016	BA RESIDENTIAL, L.L.C.	SECTION 8 AP'S	1,933.00
87535	62982	6/1/2016	BONHAM APARTMENTS LTD	SECTION 8 AP'S	2,674.00
87536	62983	6/1/2016	BONHAM VILLAGE APARTMENTS, LTD.	SECTION 8 AP'S	1,530.00
87537	62984	6/1/2016	BORJAS, BASILISA	SECTION 8 AP'S	469.00
87538	62985	6/1/2016	BRANDANI, JOE	SECTION 8 AP'S	812.00
87539	62986	6/1/2016	KHOSROW SADEGHIAN	SECTION 8 AP'S	787.00
87540	62987	6/1/2016	BUCHANAN, MARK. A	SECTION 8 AP'S	444.00
87541	62988	6/1/2016	BURNETT, JOHN W.	SECTION 8 AP'S	483.00
87542	62989	6/1/2016	BURT, WILLIAM RUSSELL	SECTION 8 AP'S	577.00
87543	62990	6/1/2016	BUTLER, BOBBY L.	SECTION 8 AP'S	272.00
87544	62991	6/1/2016	PORTER P CAMERON	SECTION 8 AP'S	422.00
87545	62992	6/1/2016	CARAWAY, ROBERT	SECTION 8 AP'S	312.00

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87546	62993	6/1/2016 CASTLE PROPERTIES	SECTION 8 AP'S	260.00
87547	62994	6/1/2016 COUNTRY VILLAGE OF BONHAM	SECTION 8 AP'S	3,535.00
87548	62995	6/1/2016 COX, WILLIAM P.	SECTION 8 AP'S	585.00
87549	62996	6/1/2016 DOYLE, GARRY D.	SECTION 8 AP'S	422.00
87550	62997	6/1/2016 DUNCAN CLIFTON WINRIGHT	SECTION 8 AP'S	1,059.00
87551	62998	6/1/2016 ENLOW GROUP LLC	SECTION 8 AP'S	1,011.00
87552	62999	6/1/2016 EVANS, JESSICA M.	SECTION 8 AP'S	331.00
87553	63000	6/1/2016 FANNIN CO ELECTRIC CO-OP INC	SECTION 8 AP'S	153.00
87554	63001	6/1/2016 TAMESHA FINNEY	SECTION 8 AP'S	369.00
87555	63002	6/1/2016 GIBBS & GIBBS W 8TH STREET APTS	SECTION 8 AP'S	189.00
87556	63003	6/1/2016 GLASER, JUDITH	SECTION 8 AP'S	438.00
87557	63005	6/1/2016 GOODWIN J.D.	SECTION 8 AP'S	96.00
87558	63004	6/1/2016 GODBEY, JOHN	SECTION 8 AP'S	223.00
87559	63006	6/1/2016 HAMPTON, KENNETH	SECTION 8 AP'S	450.00
87560	63007	6/1/2016 HARVEY, JOHN MILTON	SECTION 8 AP'S	107.00
87561	63008	6/1/2016 HERNANDEZ, ANTONIO	SECTION 8 AP'S	580.00
87562	63009	6/1/2016 HOFMANN MRAZ CARE HOME	SECTION 8 AP'S	2,803.00
87563	63010	6/1/2016 HUNT, JOE G.	SECTION 8 AP'S	216.00
87564	63011	6/1/2016 LONNIE J. JAYNES	SECTION 8 AP'S	311.00
87565	63012	6/1/2016 JONES, MICHELLE D.	SECTION 8 AP'S	159.00
87566	63013	6/1/2016 JPL FAMILY LTD PARTNERSHIP	SECTION 8 AP'S	436.00
87567	63014	6/1/2016 KATY CREEK RETIREMENT VILLAGE	SECTION 8 AP'S	1,676.00
87568	63015	6/1/2016 WOOD, KIDNEY WILLIAM	SECTION 8 AP'S	99.00
87569	63016	6/1/2016 KINGSTON PROPERTIES	SECTION 8 AP'S	636.00
87570	63017	6/1/2016 LIPSCOMB, CHAD CARLTON	SECTION 8 AP'S	236.00
87571	63018	6/1/2016 MCBROOM, DAVID R.	SECTION 8 AP'S	463.00
87572	63019	6/1/2016 JOANNA McCAIN	SECTION 8 AP'S	478.00

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Matching Document						
Check Number	Number	Check Date	Payee Name	Transaction Description	Check Amount	
87573	63020	6/1/2016	MC CORMICK, LARRY W	SECTION 8 AP'S	432.00	
87574	63021	6/1/2016	Billy D. Manhart	SECTION 8 AP'S	525.00	
87575	63022	6/1/2016	ROBERT MORELAND	SECTION 8 AP'S	492.00	
87576	63023	6/1/2016	MUJO, LLC	SECTION 8 AP'S	234.00	
87577	63024	6/1/2016	DON MURPHY	SECTION 8 AP'S	1,216.00	
87578	63025	6/1/2016	BILLY JOE NELMS	SECTION 8 AP'S	400.00	
87579	63026	6/1/2016	LIFELINE MEDICAL CONSULTING	SECTION 8 AP'S	0.00	
87580	63027	6/1/2016	NUNNELEE, ROBERT M	SECTION 8 AP'S	2,823.00	
87581	63028	6/1/2016	PLANT, GLYNA GAYLENE	SECTION 8 AP'S	203.00	
87582	63029	6/1/2016	ROSS, NORA F.	SECTION 8 AP'S	244.00	
87583	63030	6/1/2016	SANDIA NORTH APARTMENTS INC	SECTION 8 AP'S	4,790.00	
87584	63031	6/1/2016	SARGENT, BARBARA	SECTION 8 AP'S	172.00	
87585	63032	6/1/2016	STERZER, DALE P	SECTION 8 AP'S	1,193.00	
87586	63033	6/1/2016	SUDDERTH, JACK W.	SECTION 8 AP'S	214.00	
87587	63034	6/1/2016	SUDDERTH, JOE T.	SECTION 8 AP'S	272.00	
87588	63035	6/1/2016	TEXOMA HOUSING PARTNERS	SECTION 8 AP'S	490.00	
87589	63036	6/1/2016	TIP, TENG	SECTION 8 AP'S	622.00	
87590	63037	6/1/2016	UNDERWOOD, BILLY MACK	SECTION 8 AP'S	1,203.00	
87591	63038	6/1/2016	LINDON WARDEN	SECTION 8 AP'S	327.00	
87592	63039	6/1/2016	WILLIAMS, MYRTIS BRENEK	SECTION 8 AP'S	188.00	
87593	63040	6/1/2016	Roy Domes and PennyMac Loan Services	SECTION 8 AP'S	135.00	
87594	63041	6/1/2016	GREER, FRANCES AND USDA RURAL DEVELOPMENT	SECTION 8 AP'S	333.00	
87595	63042	6/1/2016	PADILLA, RAYMOND JR AND NATION STAR MORTGAGE LLC	SECTION 8 AP'S	146.00	
87596	63043	6/1/2016	GARZA, PAMELA AND CENDERA BANK, N.A.	SECTION 8 AP'S	441.63	
87597	63044	6/1/2016	GUILD MORTGAGE COMPANY AND HOWERY, AMBER	SECTION 8 AP'S	164.00	
87598	63045	6/1/2016	CINDI SPOONEMORE AND GUILD MORTGAGE CO.	SECTION 8 AP'S	207.00	

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87599	62962	6/1/2016 TANGLEWOOD REAL ESTATE COMPANY, INC.	SECTION 8 AP'S	715.00
87600	62971	6/1/2016 WILLIAM WESTHOFF	SECTION 8 AP'S	625.00
87601	62883	6/2/2016 JOHNSON, G.F.	SECTION 8 AP'S	169.00
87602	63026	6/2/2016 NUNNELEE, ROBERT M	SECTION 8 AP'S	956.00
87603	63046	6/16/2016 VICKREY, CHRIS A.	SECTION 8 AP'S	286.00
87604	63048	6/16/2016 NORTHRIDGE VILLAS, LLC	SECTION 8 AP'S	50.00
87605	63049	6/16/2016 ODOM, RODNEY LEE	SECTION 8 AP'S	389.00
87606	63051	6/16/2016 BLUESTONE PARTNERS LLC	SECTION 8 AP'S	303.00
87607	63052	6/16/2016 GREEN MOUNTAIN ENERGY CO.	SECTION 8 AP'S	49.00
87608	63053	6/16/2016 CITY OF DENISON	SECTION 8 AP'S	294.00
87609	63054	6/16/2016 FL COUNTRY VILLAGE LTD	SECTION 8 AP'S	10.00
87610	63055	6/16/2016 Moore Acquisitions, LLC	SECTION 8 AP'S	713.00
87611	63056	6/16/2016 CUPID PROPERTIES LLC	SECTION 8 AP'S	630.00
87612	63057	6/16/2016 CARTER, BOBBIE J.	SECTION 8 AP'S	653.00
87613	63058	6/16/2016 DON KSDS, INC.	SECTION 8 AP'S	379.00
87614	63047	6/16/2016 OKLAHOMA HOUSING FINANCE AGENCY	SECTION 8 AP'S	751.59
87615	63050	6/16/2016 WYATT PLACE LLC	SECTION 8 AP'S	<u>4,790.00</u>
Total 1060 - Cash In Bank Section 8				<u>213,605.59</u>

Report Total 673,587.48

TO: TCOG Governing Board
THRU: Randy McBroom, Ph.D., Deputy Executive Director *RM*
FROM: Michael Schmitz, GIS and Planning Program Manager *MS*
DATE: July 12, 2016
RE: City of Bonham Planning Services

RECOMMENDATION

Approve agreement with the City of Bonham for Planning Services.

BACKGROUND

TCOG has been designated by EDA as the Economic Development District (EDD). The TCOG Economic Development Program is the U.S. Department of Commerce Economic Development Administration (EDA) designated Texoma Economic Development District (EDD) that coordinates region-wide economic development planning efforts in Cooke, Fannin, and Grayson Counties. The function of the District is to assist distressed communities in achieving long-term competitive development in economic and community development through investments in human and natural resources, with the ultimate goal of improvement in the quality of life. The goals and objectives of this program are detailed in the Texoma Comprehensive Economic Development Strategy (CEDS).

DISCUSSION

Creating a zoning and development plan for the City of Bonham will guide and assist the transformation of the community into a first-class destination for residents, visitors and businesses. Redevelopment will offer an improved tax base, mitigation of environmental health concerns, enhanced quality of life, better connectivity, public recreation, tourism opportunities, and sustainable economic development.

BUDGET

The City of Bonham will compensate TCOG \$10,000 for service provided by TCOG.

July 12, 2016

Mayor Roy Floyd

City of Bonham

514 Chestnut St

Bonham, TX 75418

Re: Bonham Planning Services

Bonham, Texas

Dear Mayor Floyd:

In response to your request, **TCOG** (Texoma Council of Governments) is providing you with this proposal outlining preliminary action items to support the development of a Bonham Planning and Zoning Vision Plan (Plan) for the City of Bonham ("Bonham"). TCOG has experience facilitating the development of community-wide plans - our work on similar projects is resulting in significant community improvements, grant funding, improved community engagement, and civic pride. We would be pleased to work with Bonham in developing such a Vision for the future development of the community, and we are committed to working to cultivate the development of the future Bonham.

The following provides a Project Background, Scope of Work, Schedule, Assumptions and Clarifications, and Fee for your review and approval.

PROJECT BACKGROUND



The City of Bonham is ideally positioned to create and implement a zoning and development Plan that will guide and assist the transformation of the community into a first-class destination for residents, visitors, and businesses. The implementation of this Plan should help produce economic development, redevelopment, and reinvigorated housing, and will offer an improved tax base, enhanced quality of life, better connectivity, public recreation, tourism opportunities, and planned, sustainable growth.

Bonham's proximity to the rapidly growing Dallas-Fort Worth Metroplex will benefit the community in multiple ways as the Metroplex expands. Developing, understanding and implementing such a Plan will preserve valued elements of the community, while paving the way for new developments and opportunities. Additionally, we understand Bonham has a desire to attract and retain new business to both downtown and to the 121 corridor. Assessing the community; evaluating the opportunities; and advancing a plan for use, reuse, and revitalization will be the focus of this effort.

COMMUNITY OBJECTIVES

The following describes elements for consideration as Bonham's objectives and identify and more closely connect the community and the region to its assets.

- *Increase the vibrancy of the community*
- *Encourage sustainable development*
- *Job Creation*
- *Maintain economic sustainability*
- *Enhance and preserve environmentally sensitive areas*
- *Optimize opportunities for recreation*
- *Create connections and access to community assets*
- *Support other revitalization efforts*
- *Recognize the regional initiatives*

Reaching out to the community's stakeholders and the interested public, the city of Bonham (especially those involved in planning and zoning), in collaboration with the Project Team, will formulate a plan and strategy that will focus on building on the community's assets and character, while preparing for future development.

PROJECT TEAM

Texoma Council of Governments

Texoma Council of Governments (TCOG) is a voluntary association of local governments in Cooke, Fannin, and Grayson Counties that works directly with citizens and local jurisdictions to improve and advance economic vitality and quality of life in Texoma. In collaboration with our public and private sector partners, TCOG delivers various programs and services designed to support the health, welfare, and future of our citizens, our communities, and the region as a whole. The TCOG project team for this plan will include:

- Randy McBroom, PhD, Deputy Executive Director, Regional Services;
- Michael Schmitz, GIS & Planning Program Manager;

- Nicole George, CED/MSW Program Planner; and,
- College interns as assigned to the project.

SCOPE OF WORK

This project approach will result in an efficient planning process in support of the development of a Plan that will give Bonham guidance on future development. A Plan is a critical first step toward establishing a vision and identity for the community. It will establish the concepts that will guide later, more detailed, planning efforts for various sub-areas, as identified in this document. This process brings together community leaders and stakeholders to create a visionary and implementable plan. The goals of the Scope of Work will be:

- To gain community endorsement of the Plan - the process will be transparent and clearly present the community objectives.
- To generate excitement about improvements, the information compiled must be highly graphical to clearly present the value of the data.

TCOG is proposing a Scope of Work consisting of the following action items, which are summarized in the sections below:

- Project Kickoff: The Project Team will meet with a select Steering Committee, including the Planning & Zoning Commission and key local officials, to establish project goals, focus area, and community needs relative to the area's assets, existing and proposed annual events, and connectivity to regional population centers, primarily the Dallas-Fort Worth Metroplex.
- Data Collection: The Project Team will collect available land ownership and land use data. The project boundaries will be established in advance of data collection. This data includes:
 - Land Use Mapping
 - Current Zoning
 - Economic Development/ Demographics
 - Floodplains
 - Agriculture

- Transportation, including traffic counts and corresponding growth corridors
- Trails, including pedestrian and bicycle
- Public Transit, especially for populations with identified needs,
- Recreational Resources and future needs
- Annexation issues and plans
- Reservoirs

This information will be utilized to develop a project base map that will drive much of the planning effort.

- Steering Committee Workshop: After community familiarization, the Project Team will lead an interactive workshop with the Planning & Zoning Commission and local leadership that will explore Bonham's hopes for economic development revitalization and how regional assets could play an important role in that revitalization. During the workshop, the Project Team will review the principles of community development, lessons from other similar communities and regions, and begin to explore the potential for Bonham. This meeting is intended to collect ideas and to provoke thought that will later be translated to the Plan.
- Strengths, Weaknesses, Opportunities, Challenges (SWOC) session with Project Team, Planning & Zoning Commission and local leadership. This session will grow out of the Steering Committee Workshop above, and will provide useful information to inform the plan.
- Land Use Map: This map will outline current and proposed land uses. It will include highlighted corridors and sub-areas for further development.
- Plan Preliminary Report: The Project Team will prepare a preliminary report that explores specific development and planning opportunities and details the implementation steps necessary to develop the Plan. Graphical representations of the data collected will be included in this summary report. This will include an Implementation Analysis, which assesses those efforts needed to advance the vision, as well as possible champions and partners for each effort. Items to be covered are:
 - Future Branding and brand protection;
 - Connectivity: Vehicular, bicycle, pedestrian, signage, community, and other connectivity needs;

- Infrastructure: Identify infrastructure improvement demands;
 - Perception: Current Bonham external and internal perception; What is the desired perception and how does the community advance that vision;
 - Assets: Recognition and enhancement activities for community assets;
 - Opportunities: Define and cultivate existing opportunities and assets;
 - Challenges: Identify challenges and strategies to address these.
- Public Presentation: The Project Team will present the Plan to the public in an appropriate forum designated by the Committee.
 - Grants Research: As project-appropriate grant opportunities arise, our Project Team will vet these opportunities and share them with the Committee for consideration. This does not include writing grants, as that is a time-consuming effort. Grant writing will be considered outside the scope of this contract and will be done on a time and materials basis.

Meeting facilitation, project administration, and coordination with other consultants and municipal departments are assumed to be part of this project. In addition to the above, the Project Team will identify grant funding opportunities and relay any implementation opportunities to the Committee. Grant preparation, however, is not included in this Scope of Work.

SCHEDULE

The Project Team can accomplish the tasks outlined in this proposed scope of work in approximately 15 weeks from the date of the signed contract, and is available immediately upon selection.

ASSUMPTIONS AND CLARIFICATIONS

In preparation of this proposal we have made the following Assumptions and Clarifications of action items that would be conducted by Bonham:

- Identify a point of contact from whom the Project Team will take direction for administrative matters such as contracting and who will assist in conducting the following:
- Select and organize the Bonham Vision Steering Committee. The Steering Committee is a driving force for this project, and its membership is critical. Members should be recognized as community leaders; be well-connected to those that will champion the Vision; be able to effectively represent the plan; and be willing to devote short but intensive time to the planning process;

- Select stakeholders and schedule the stakeholder interviews;
- Develop all associated mailing lists, public meeting notices, and provide all other corresponding meeting coordination;
- Schedule meeting rooms and necessary meeting equipment, such as flip charts and markers;
- Coordinate approval of the final visioning document through the appropriate committee review and Council adoption procedures;
- Assemble and provide to the best of your knowledge all pertinent reports, studies, plans, environmental assessments, and demographic/economic information related to the site including floodplains, river bathymetry data, traffic and parking studies, historic/archaeological information, and descriptions of existing real estate/economic resources and incentive programs that could apply to the area; and
- Support collection of utility and base map information to provide currently available digital mapping files that reflect information including, but not limited to, the inventory of existing land uses, businesses, and public facilities in the study area and the surrounding area.

FEE

Based upon our understanding of your objectives, our knowledge of the City, and the Scope of Work presented above, we will complete this work for a fee of \$10,000, which is due within 30 days of contract execution.

The proposed Scope of Work and proposed Fee are based on information available to TCOG at this time. If conditions change, work extends beyond the schedule completion date, unforeseen circumstances are encountered, or work efforts are redirected, the proposed Fee may require modification.



AUTHORIZATION

Should this proposal meet with your objectives, please indicate your authorization to proceed by signing and returning this document to our office.

ACCEPTED AND AGREED TO:

TEXOMA COUNCIL OF GOVERNMENTS

CITY OF BONHAM

Susan B. Thomas, PhD

Executive Director

Date: _____

Roy Floyd

Mayor

Date: _____

TO: TCOG Governing Board
THRU: Allison Minton, Client Services Department Director *AM*
FROM: Judy Fullylove, Energy Services Program Manager *JF*
DATE: July 15, 2016
RE: Comprehensive Energy Assistance Program Contract (CEAP)

RECOMMENDATION

Ratify the 2016 CEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding.

BACKGROUND

CEAP funding provides co-payment of utilities and the provision of supportive services in an effort to transition low-income families out of poverty and off of public assistance.

Utility assistance includes the co-payment of utilities for a specific period of time while learning ways to conserve energy. Services also include a case management program with the goal of transitioning families off welfare by providing assistance with the cost of expenses such as education, training and other necessary supplies and supportive services.

Each client situation is evaluated through an application process and the appropriate program service is then determined. Individual goals and objectives are identified as well as techniques for budgeting and energy conservation which will transition the client from poverty and/or address crisis situations.

DISCUSSION

The 2016 CEAP contract previously approved by the TCOG Board was in the amount of \$651,221. TDHCA has increased the 2016 contract to \$723,047 which represents an increase of \$71,826. The additional funding will be utilized to expand services in accordance with established program requirements.

BUDGET

Budget includes funding for: direct services to clients; training, travel, supplies; and administrative support for a total of \$723,047.

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
AMENDMENT NO. 1 TO CONTRACT NUMBER 58160002355
FY 2016 COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CFDA # 93.568)

This Amendment No. 1 to Comprehensive Energy Assistance Program Contract Number. **58160002355** by and between the Texas Department of Housing and Community Affairs, a public and official agency of the State of Texas ("Department"), and **Texoma Council of Governments**, a political subdivision of the State of Texas ("Subrecipient"), hereinafter collectively referred to as "Parties",

RECITALS

WHEREAS, the Parties respectively, executed that Comprehensive Energy Assistance Program Contract Number. **58160002355** ("Contract") on **January 01, 2016** and

WHEREAS, the Parties desire to amend the Contract in the manner provided herein below.

AGREEMENTS

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

SECTION 1.

The following Contract sections, addendums and exhibits are hereby amended as follows:

1. Section 4. A. Department Obligations, of this Contract is hereby amended to read as follows:

In consideration of Subrecipient's satisfactory performance of this Contract, Department shall reimburse Subrecipient for the actual allowable costs incurred by Subrecipient during the Contract Term for administrative expenditures, Assurance 16 activities, program services and direct services expenditures in accordance with Section 5.430 of the State Rules, in the amount(s) specified in the Budget attached hereto as Exhibit A.

2. Section 4. F. Department Obligations, of this Contract is hereby amended to read as follows:

"Section 4. F. Department Obligations. Notwithstanding any other provision of this Contract, the total of all payments and other obligations incurred by Department under this Contract shall not exceed the sum of **\$723,047.00.**"

3. Section 5. F. Method of Payment/Cash Balances, of this Contract is hereby amended to read as follows:

All funds paid to Subrecipient under this Contract are paid in trust for the exclusive benefit of the eligible clients of the CEAP and for allowable administrative expenditures, Assurance 16 activities, and program services costs incurred during the Contract Term in accordance with Section 5.430 of the State Rules.

4. Section 8. B. Allowable Expenditures, of this Contract is hereby amended to read as follows:

CEAP funds allow up to 6.25% of the award amount to be utilized for administrative costs. Administrative costs incurred by Subrecipient in performing this Contract are to be based on actual programmatic expenditures and shall be allowed up to the amount outlined in the Budget attached hereto as Exhibit A. Eligible administrative costs include costs related to staff performance of management, accounting and reporting activities in accordance with the LIHEAP State Plan.

5. Section 8. C. Allowable Expenditures, of this Contract is hereby amended to read as follows:

Administrative, Assurance 16, and program services activities funds are earned through provision of direct services to clients in accordance with the State Rules. Subrecipient may choose to submit a final budget revision no later than forty-five (45) days prior to the end of the Contract Term to use its administrative, Assurance 16, and program services funds for direct services categories

6. Section 9. E. Record Keeping Requirements, of this Contract is hereby amended to read as follows:

CLIENT FILES. Subrecipient shall maintain a client file system to document direct services rendered. Subrecipient shall maintain complete client files at all times. Costs associated with incomplete files found at the time of program monitoring may be disallowed. Each client file shall contain the following:

11. Case notes sufficient to document that Assurance 16 and program service activities have occurred.

7. Exhibit A. Budget And Performance Statement, of this Contract is hereby deleted and replaced in its entirety with the attached Exhibit A.

SECTION 2.

All of the remaining terms of the Contract shall be and remain in full force and effect as therein set forth and shall continue to govern except to the extent that said terms conflict with the terms of this Amendment. In the event this Amendment and the terms of the Contract are in conflict, this Amendment shall govern, unless it would make the Contract void by law.

SECTION 3.

Each capitalized term not expressly defined herein shall have the meaning given to such term in the Contract.

SECTION 4.

This Amendment may be executed in several counterparts, each of which shall be deemed to be an original copy, and all of which together shall constitute one agreement binding on Parties, notwithstanding that all the Parties shall not have signed the same counterpart.

SECTION 5.

If any of the Parties returns a copy by facsimile machine or electronic transmission, the signing party intends the copy of its authorized signature printed by the receiving machine or the electronic transmission to be its original signature.

SECTION 6.

By signing this Amendment, the Parties expressly understand and agree that its terms shall become a part of the Contract as if it were set forth word for word therein.

SECTION 7.

This Amendment shall be binding upon the Parties hereto and their respective successors and assigns.

SECTION 8.

This Amendment shall be effective and memorializes an effective date of **April 01, 2016**.

WITNESS OUR HAND EFFECTIVE: **April 01, 2016**

SUBRECIPIENT:

Texoma Council of Governments

a political subdivision of the State of Texas

By:

Title:

Date:

DEPARTMENT:

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS,

a public and official agency of the State of Texas

By:

Title: Its duly authorized officer or representative

Date:

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
AMENDMENT NO. 1 TO CONTRACT NUMBER 58160002355
FY 2016 COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CFDA # 93.568)

EXHIBIT A
BUDGET

Texoma Council of Governments,
a political subdivision of the State of Texas

DEPARTMENT FINANCIAL OBLIGATIONS

<u>\$ 723,047.00</u>	CEAP FUNDS CURRENTLY AVAILABLE
<u>\$ 1,200.00</u>	TRAINING TRAVEL ALLOWANCE FUNDS CURRENTLY AVAILABLE

BUDGET FOR AVAILABLE ALLOCATIONS

BUDGET CATEGORY	FUNDS	%
Administration	\$ 45,189.00	-
Assurance 16	\$ 45,016.00	-
Direct Services	\$ 631,642.00	-
TOTAL CEAP BUDGET	\$ 721,847.00	-

BUDGET CATEGORY	FUNDS	%
Household Crisis	\$ 293,313.00	46.44
Utility Assistance	\$ 293,313.00	46.44
Program Services	\$ 45,016.00	7.13
TOTAL DIRECT SERVICES	\$ 631,642.00	100.00

Subrecipient's service area consists of the following Texas counties:

COOKE, FANNIN, GRAYSON

General Administrative and coordination of CEAP, including costs and all indirect (overhead) cost, examples include salaries, fringe benefits, non-training travel, equipment, supplies, audit and office space are limited to 6.25% of the contract expenditures, excluding Training/Travel costs. All other administrative costs, exclusive of administrative costs for Program Services, must be paid with nonfederal funds.

Assurance 16 shall not exceed the maximum 6.23%. Assurance 16 activities provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance, including needs assessments, counseling, and assistance with energy vendors, and report to the Secretary concerning the impact of such activities on the number of households served, the level of direct benefits provided to those households, and the number of households that remain unserved.

Program services costs shall not exceed the maximum 7.12%. Program services cost includes direct administrative cost associated with providing the client direct service salaries and benefits cost for staff providing program services, cost for supplies, equipment, travel, postage, utilities, rental of office space. All items listed above are allowable program services cost when associated with providing client direct services. Other program services costs may include outreach activities and expenditures on the information technology and computerization needed for tracking or monitoring required by CEAP.

Department's prior written approval for purchase or lease of equipment with an acquisition cost of \$5,000 and over is required. Approval of this budget does not constitute prior approval for such purchases.

Funds may not be used for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility.

Subrecipient is limited to only one budget revision request during the first 6 months of the Contract Term. A second and final budget revision must be received by the Department no later than 45 days prior to the end of the Contract Term.

Subrecipient shall provide outreach services under all components in this category. Failure to do so may result in Contract termination. Subrecipient must document outreach, whether the outreach is conducted with CEAP funds or other funds.

TO: TCOG Governing Board
THRU: Allison Minton, Client Services Department Director *AM*
FROM: Judy Fullylove, Energy Services Program Manager *JF*
DATE: July 15, 2016
RE: Low-Income Home Energy Assistance Program (LIHEAP) Contract

RECOMMENDATION

Ratify the 2016 LIHEAP contract with Texas Department of Housing and Community Affairs (TDHCA) which includes increased funding.

BACKGROUND

The **LIHEAP** program provides funding for energy home repairs, which reduce utility costs by minimizing the infiltration of external air and increasing the thermal boundary of the home. The program can be provided to both owner-occupied and renter-occupied units and provides such energy improvements as insulation in the attic and walls; caulking; weather-stripping; and repair or replacement of heating and air conditioning units.

DISCUSSION

The 2016 LIHEAP contract previously approved by the TCOG Board was in the amount of \$473,183. TDHCA has increased the 2016 contract amount to \$525,096 which represents an increase of \$51,913. The additional funding will be utilized to expand services in accordance with established program requirements.

BUDGET

Budget includes funding for: contractor costs, materials, training, travel, supplies and administrative support for a total of \$525,096.

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
AMENDMENT NO. 1 TO CONTRACT NUMBER 81160002421
FY 2016 LOW-INCOME HOME ENERGY ASSISTANCE ACT WEATHERIZATION ASSISTANCE PROGRAM
(CFDA# 93.568)

This Amendment No. 1 to Low Income Home Energy Assistance Program ("LIHEAP") Weatherization Assistance Program "WAP" Contract Number. **81160002421** by and between the Texas Department of Housing and Community Affairs, a public and official agency of the State of Texas ("Department") and **Texoma Council of Governments**, a political subdivision of the State of Texas ("Subrecipient") hereinafter collectively referred to as "Parties".

RECITALS

WHEREAS, the Department and Subrecipient, respectively, executed FY 2016 LIHEAP WAP Contract Number **81160002421** and

WHEREAS, the Parties desire to amend the Contract in the manner provided herein below.

AGREEMENTS

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

SECTION 1.

Section 4. E. Department Obligations, of this Contract is hereby amended to read as follows:

"Section 4. E. Department Obligations. Notwithstanding any other provision of this Contract to the contrary, the total of all payments and other obligations incurred by the Department under this Contract shall not exceed the sum of **\$525,096.00**.

SECTION 2.

Exhibit A. Budget and Performance Statement, of this Contract is hereby deleted and replaced in its entirety with the attached Exhibit A.

SECTION 3.

All of the remaining terms of the Contract shall be and remain in full force and effect as therein set forth and shall continue to govern except to the extent that said terms conflict with the terms of this Amendment. In the event this Amendment and the terms of the Contract are in conflict, this Amendment shall govern, unless it would make the Contract void by law.

SECTION 4.

Each capitalized term not expressly defined herein shall have the meaning given to such term in the Contract.

SECTION 5.

This Amendment may be executed in several counterparts, each of which shall be deemed to be an original copy, and all of which together shall constitute one agreement binding on Parties, notwithstanding that all the Parties shall not have signed the same counterpart.

SECTION 6.

If any of the Parties returns a copy by facsimile machine or electronic transmission, the signing party intends the copy of its authorized signature printed by the receiving machine or the electronic transmission to be its original signature.

SECTION 7.

By signing this Amendment, the Parties expressly understand and agree that its terms shall become a part of the Contract as if it were set forth word for word therein.

SECTION 8.

This Amendment shall be binding upon the Parties hereto and their respective successors and assigns.

SECTION 9.

This Amendment shall be effective and memorializes an effective date of **April 01, 2016**.

WITNESS OUR HAND EFFECTIVE: **4/1/2016**

SUBRECIPIENT:

Texoma Council of Governments
a political subdivision of the State of Texas

By:
Title:
Date:

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS,
a public and official agency of the State of Texas

By:
Title: Its duly authorized officer or representative
Date:

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
AMENDMENT NO. 1 TO CONTRACT NUMBER 81160002421
FY 2016 LOW-INCOME HOME ENERGY ASSISTANCE ACT WEATHERIZATION ASSISTANCE PROGRAM
(CFDA# 93.568)

EXHIBIT A

BUDGET AND PERFORMANCE STATEMENT

Texoma Council of Governments,
a political subdivision of the State of Texas

DEPARTMENT FINANCIAL OBLIGATIONS

<u>\$ 523,096.00</u>	LIHEAP FUNDS CURRENTLY AVAILABLE
<u>\$ 2,000.00</u>	TRAINING & TECHNICAL ASSISTANCE FUNDS CURRENTLY AVAILABLE
<u>\$ 523,096.00</u>	TOTAL ANTICIPATED LIHEAP FUNDS
<u>\$ 2,000.00</u>	TOTAL ANTICIPATED TRAINING & TECHNICAL ASSISTANCE FUNDS

Additional funds may be obligated via Amendment(s). Funds may only be obligated and expended during the current Contract Term. Unexpended fund balances will be recaptured.

BUDGET FOR AVAILABLE ALLOCATIONS ¹

CATEGORIES	FUNDS
² Administration	\$ 32,819.00
³ Materials / Program Support / Labor	\$ 392,222.00
⁴ Health and Safety	\$ 98,055.00
SUB-TOTAL	\$ 523,096.00
⁵ Training and Technical Assistance	\$ 2,000.00
TOTAL	\$ 525,096.00

FOOTNOTES TO BUDGET FOR AVAILABLE ALLOCATIONS:

- ¹ Denotes that the Subrecipient must request in writing any adjustment needed to a budget category before the Department will make any adjustments to the budget categories. The only categories that can be reduced are the Administrative, Training and Technical Assistance and/or the Health and Safety categories. Subrecipient is limited to two (2) requested budget revisions during the current Contract Term. **Only those written request(s) from the Subrecipient received at least forty-five (45) days before the end of the Contract Term will be reviewed. The Department may decline to review written requests received during the final 45 days of the Contract Term.**
- ² Denotes maximum for Administrative based on **6.25%** of total allowable expenditures.
- ³ Expenses incurred under Roof Repair will come out of your Materials / Program Support / Labor budget.
- ⁴ Denotes the maximum allowed for Health and Safety expenditures.
- ⁵ Department approved training / travel only.

PERFORMANCE

Subrecipient's service area consists of the following Texas counties:

**BOWIE, CAMP, CASS, COOKE, DELTA, FANNIN, FRANKLIN, GRAYSON, HOPKINS, LAMAR,
MARION, MORRIS, RAINS, RED RIVER, TITUS**

Work orders must be submitted to weatherization contractors no later than December 30, 2016 for any weatherization activities to be completed under this Contract. All weatherization activities including final inspection must be completed no later than January 31, 2017.

Subrecipient may incur costs associated with the closeout of this Contract. These activities include but are not limited to: payment of invoices, and quality assurance activities for a period no to exceed 45 days from the end of the Contract Term defined in Section 2 of this Contract.

These costs shall be reported on the final report described in Section 10 of this Contract.

Subrecipient shall provide weatherization program services sufficient to expend the funds under this Contract during the Contract Term. WAP costs per unit (materials, labor, and program support), excluding health and safety expenses, shall not exceed **\$6,500.00** per unit without prior written approval from the Department. The cumulative total cost per unit (materials, labor, and program support), shall not exceed the maximum allowable by end of the Contract Term.

TO: TCOG Governing Board
THRU: Allison Minton, Client Services Director *AM*
FROM: Judy Fullylove, Energy Services Program Manager *JF*
DATE: July 15, 2016
RE: Weatherization Program Expansion Application

RECOMMENDATION

Ratify submission of TDHCA application and acceptance if awarded for additional DOE and LIHEAP Weatherization funding for the counties of: Denton, Rockwall, Collin and Hunt. Also authorize a new Weatherization Inspector position.

BACKGROUND

The TDHCA WAP Program which includes the DOE and LIHEAP weatherization programs, provides for repairs which reduce utility costs by minimizing the infiltration of air. The program can be provided to both owner-occupied and renter-occupied units and provides such energy improvements as insulation in the attic, walls, and floors, caulking, weather-stripping, and repair or replacement of heating and air-conditioning units. All improvements must be verified as necessary in accordance with the required WAP energy audit. The WAP program serves the following 15 counties: Bowie, Camp, Cass, Cooke, Delta, Fannin, Franklin, Grayson, Hopkins, Lamar, Marion, Morris, Rains, Red River, and Titus.

DISCUSSION

TDHCA issued a Request for Applications (RFA) to administer the WAP Program in the following counties which are grouped as follows:

Group A	Denton, Collin, Rockwall, Hunt
Group B	Kaufman, Van Zandt, Henderson, Anderson, Smith
Group C	Johnson, Ellis, Navarro
Group D	Hood, Parker, Palo Pinto

An application has been prepared for Group A as these counties are located adjacent or close to the current counties we serve. Funds will provide weatherization to approximately 70 homes of eligible clients in the 4 county service area. Funding will support an additional weatherization inspector which will be required to carry out the additional program work.

The applicant chosen will be offered a DOE WAP 2016 contract (\$88,922) that will end on June 30, 2017 as well as a LIHEAP WAP 2017 contract (\$384,723) that will end on December 31, 2017. In addition, TDHCA may award a 2017 DOE WAP contract to the successful applicant. It is anticipated the successful applicant will become the ongoing network provider for these weatherization programs.

BUDGET

Total initial budget amount including DOE and LIHEAP funding will be \$473,183.00 and includes funds for weatherizing homes, mandatory Training & Technical Assistance, outreach and staff support.

Attachment B: 2016 WAP RFA Application Questions

Applicant Name:

For which Group of Counties are you applying (check one)?

- ☒ Group A: Collin, Denton, Hunt, Rockwall
- ☐ Group B: Anderson, Henderson, Kaufman, Smith, Van Zandt
- ☐ Group C: Ellis, Johnson, Navarro
- ☐ Group D: Hood, Palo Pinto, Parker

Remember that each Group applied for requires a separate application to be filled out and submitted (i.e. Two Groups = Two Separate Applications)

Part 1: Organizational Capacity

When responding to years of experience, if the experience is 6 months or greater, round your response up to one year. If it is less than six months, round down. For example: 1 year 5 months would be 1 year and 1 year 6 months would be 2 years.

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
1.1	The state or federally funded grant programs currently administered directly by applicant.	In the table below , list all current state or federally funded grant programs greater than \$100,000 per year administered directly by the applicant and the number of years administering the grant (indicate each grant source only once), <u>EXCLUDING</u> those programs funded by TDHCA.	State or federally funded grant programs administered: Note: A maximum of 30 points will be assigned. <ul style="list-style-type: none"> 6-9 years: 5 points per grant 3-5 years: 3 points per grant Less than 3 years: 0 points 	30	

Grant Name and Fund Source	Award Amount	State Funds (Y/N)	Federal Funds (Y/N)	# of Years Administering	Procurement Required? (Y or N)
Aging and Disability Resource Center (ADRC)	\$231,639	Y	Y	2	N/A
Area Agency on Aging (AAA)	\$1,411,144	Y	Y	41	N/A
Senior Corps Retired Senior Volunteer Program (RSVP)	\$106,872	Y	Y	18	N/A
Senior Corps Foster Grandparent Program (FGP)	\$248,168	Y	Y	28	N/A
Section 8 Housing	\$2,984,598		Y	27	N/A
Public Housing	\$2,600,000		Y	23	N/A

Attachment B: 2016 WAP RFA Application Questions

Grant Name and Fund Source		Award Amount	State Funds (Y/N)	Federal Funds (Y/N)	# of Years Administering	Procurement Required? (Y or N)	
2-1-1 Texas Information and Referral Network (TIRN)		\$403,078		Y	13	N/A	
Economic Development		\$142,730		Y	30	N/A	
Municipal Solid Waste		\$162,512	Y		10	N/A	
Emergency Planning/Criminal Justice Programs		\$138,848		Y	15	N/A	
9-1-1 Program		\$1,048,340	Y		15	N/A	
Section	Rating Criteria	Question		Scoring Mechanism		Maximum Point Deduction	Score (TDHCA use only)
1.2	Number of significant monitoring findings/deficiencies and disallowed costs identified in monitoring reviews of federal and state funded programs.	<p>In the table below, list all federal, state, and TDHCA funded programs administered in the past 24 months.</p> <p>Provide a summary of the last monitoring reports for all programs listed. If the grant has not been monitored, provide information explaining such.</p> <p>If available, provide follow-up response from funding entity of resolution of monitoring findings/deficiencies.</p> <p>Note: If monitoring report is not attached and explanatory information is not provided, 15 points will be deducted per grant.</p> <p><i>Significant findings/deficiencies</i> are those which identity fraud, waste, abuse, financial irregularity, disallowed cost, major non-compliance with program rules, or non-adherence to OMB Circulars.</p>		<p>Monitoring Findings/Deficiencies</p> <ul style="list-style-type: none"> • Monitoring report with no findings/deficiencies: 20 points added • Monitoring report had some findings/deficiencies, but none were significant: 0 point deduction per grant program with findings/deficiencies • Monitoring report had <i>significant findings/deficiencies</i> (Note that significant compliance findings/deficiencies and/or unresolved monitoring findings/deficiencies can deem an application ineligible: -30 points deduction per grant program with a significant finding/deficiency) <p>Monitoring Report had disallowed costs</p>		20 points to -80 points	

Attachment B: 2016 WAP RFA Application Questions

Grant Name and Fund Source			Award Amount	State Funds (Y/N)	Federal Funds (Y/N)	# of Years Administering	Procurement Required? (Y or N)	
						<ul style="list-style-type: none"> • No disallowed costs: 0 points deduction • Disallowed costs (in excess of 2.5% of the awarded funds): -50 points deduction per grant program with disallowed costs 		

Grant Name	Date of Last Monitoring Review (MM/DD/YYYY)	Report Summary attached (Y/N)	Number of Significant Findings/Deficiencies	Amount of Disallowed Costs
Aging and Disability Resource Center (ADRC)	N/A			
Area Agency on Aging (AAA)	6/16/2014	Yes	0	0
Senior Corps Retired Senior Volunteer Program (RSVP)	10/28/15	Yes	0	0
Senior Corps Foster Grandparent Program (FGP)	N/A			
Section 8 Housing	N/A			
Public Housing	N/A			
2-1-1 Texas Information and Referral Network	N/A			
Economic Development	N/A			
Municipal Solid Waste	N/A			
Emergency Planning	N/A			
9-1-1 Program	N/A			
Criminal Justice Programs	9/15/15	Yes	0	0
Community Services Block Grant (CSBG)	6/17/14	Yes	0	0
Low Income Home Energy Assistance (LIHEAP)	5/2/16	Yes	0	0
Comprehensive Energy Assistance Program (CEAP)	6/17/14	Yes	0	0

(Continue chart on additional pages if needed.)

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Max Points	Score (TDHCA use only)
1.3	Identify any State or Federally funded programs, including TDHCA programs, the applicant is currently administering in the referenced counties.	<p>Indicate the State or Federal funded programs currently administered in the referenced counties (separated by ;) :</p> <p><u>Grant Names:</u> Public Housing</p> <p><u>Sources (name of funding entities):</u> Department of Housing and Urban Development (HUD)</p> <p><u>Purpose of Grant:</u> Low Income Housing</p> <p><u># of Years Administering:</u> 20 years</p>	<p>Number of Programs Administered in referenced counties:</p> <ul style="list-style-type: none"> • 3+ programs: 50 points • 2 programs: 35 points • 1 program: 25 points • 0 programs: 0 points 	50	
1.4	Applicant's history of being on a modified cost reimbursement method of payment for TDHCA Community Affairs Division (CA) funded programs: reimbursement of costs is made only after the Department has reviewed and approved backup documentation provided by the Subrecipient to support such costs	<p>Has the applicant been placed on a modified cost reimbursement basis of payment for TDHCA funded programs during the past 3 years?</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>	<ul style="list-style-type: none"> • Yes, during the past 3 years: -15 point deduction • No, not during the past 3 years: 0 point deduction 	-15	
1.5	Financial Accounting Method used to account for funds and report to funding sources.	<p>Indicate which of the Financial Accounting Method listed below is used to track grant(s). Select one.</p> <p><input checked="" type="checkbox"/> Computerized Financial Software</p> <p><input type="checkbox"/> Microsoft Excel</p> <p><input type="checkbox"/> Manual ledger</p> <p><input type="checkbox"/> Other. Explain:</p>	<p>Method:</p> <ul style="list-style-type: none"> • Financial Software: 40 points • Microsoft Excel: 0 points • Manual Ledger: -10 points 	40	
1.6	Software used to track performance data to report to funding sources and board.	<p>Indicate the method and software used to track performance data for grant(s). Identify type of software:</p> <p>CAP60</p>	<p>Method:</p> <ul style="list-style-type: none"> • Performance Tracking Software: 40 points • Microsoft Excel or manual system: 0 points 	40	

Attachment B: 2016 WAP RFA Application Questions

Part 2: Board Governance

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
2.1	Frequency of regularly scheduled board or oversight body meetings For purposes of this RFA, "oversight body" refers to a city council or county commission.	In the table below , provide information on the frequency of regularly scheduled board meetings held during January-December 2015 and 1 st Quarter of 2016 (January-March).	Frequency of regularly scheduled board meetings: Monthly: 30 points Twice Per Quarter: 20 points Once Per Quarter: 10 points Less than 4 times a year: 0 points	30	

Date of Board Meeting (MM/DD/YYYY)	Was a quorum present? (Y/N)
01/15/15	No
02/19/15	Yes
03/19/15	Yes
04/29/15	Yes
05/29/15	No
06/18/15	Yes
07/16/15	Yes
08/20/15	No
09/17/15	Yes
10/15/15	Yes
11/19/15	Yes
12/15/15	Yes
01/19/16	Yes
02/18/16	Yes
03/24/16	Yes

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
2.2	Attendance at board meetings	In the table below , provide information on board meeting requirements according to the Bylaws.	Percentage of quorums present at meetings held from January-December 2015 and 1 st Quarter 2016: 100%: 40 points 75%: 30 points	40	

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
			60%: 20 points Fewer than 60% of meetings had a quorum present: 0 points		

Board Attendance Questions According to the Bylaws		Format	Answer
a.	How many members make up the board?	Number	15
b.	The presence of how many members make a quorum?	Number	8
c.	Number of board meetings held Jan-Dec 2015 and 1 st QTR 2016 with a quorum.	Number	12
d.	Total number of board meetings held Jan-Dec 2015 and 1 st QTR 2016.	Number	15
e.	Percentage of meetings with a quorum present Jan-Dec 2015 and 1 st QTR 2016.	Percentage (c. / d.)	80%

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
2.3	Type and frequency of financial reports provided to the Board.	In the table below , indicate the types of financial reports presented and discussed at Board meetings during January-December 2015 and 1 st QTR 2016.	Type and frequency of Programmatic Reports provided to the Board: <ul style="list-style-type: none"> • Monthly reports: 5 points each • Quarterly reports: 4 points each • Biannual reports: 3 points each • Annual reports: 2 points each 	35	

Type of Financial Report	Monthly	Quarterly	Bi-annually	Annually
Statement of Financial Position	X			
Statement of Activities	X			
Statement of Functional (by function) Expenses	X			
Statement of Cash Flows	X			
Notes to Financial Statements	X			
Budgeted Amounts compared to Expenditures	X			
Presentation and Acceptance of Audit	X			

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
2.4	Type and frequency of programmatic	In the table below , indicate the type(s) and frequency of Programmatic Data provided to	Type/frequency of Programmatic Reports provided to the Board: performance data by grant program/funding source: <ul style="list-style-type: none"> • Monthly reports: 15 points each 	30	

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
	reports provided to the Board	the Board during January-December 2015 and 1 st QTR 2016.	<ul style="list-style-type: none"> Quarterly reports: 10 points each Biannual reports: 5 points each Annual reports: 1 point each 		

Type of Performance Data	Monthly	Quarterly	Biannually	Annually
performance data by grant program/funding source		X		
status report on meeting performance targets by grant program				X

Part 3: Financial Information

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Point Deduction	Score (TDHCA use only)
3.1	<p>Findings/Deficiencies, questioned costs, disallowed costs, or deficiencies or concerns identified in the Single Audit or third-party audit.</p> <p>If the audit indicates that the findings/deficiencies, questioned costs, disallowed costs, or deficiencies/ concerns are those raised in the monitoring reports already addressed in Section 1.2, the application will not lose points in both areas for those items. Section 1.2 will be scored first, and any additional point deductions will be applied here.</p>	<p>Submit the most recently completed Single Audit or third-party audit. Also include management letters and responses to management letters as applicable.</p>	<p>Audit Findings/Deficiencies</p> <ul style="list-style-type: none"> Audit with no findings/deficiencies: - 0 points Audit with some findings/deficiencies (not significant): - 15 points Audit with significant findings/deficiencies (Note that significant findings/deficiencies can deem an application ineligible: -100 points <p>Disallowed Costs</p> <ul style="list-style-type: none"> No disallowed or questioned costs: 0 points Questioned Costs: -25 points Disallowed costs: -50 points <p>Deficiencies or Concerns</p> <ul style="list-style-type: none"> No deficiencies or concerns: 0 points Deficiencies or Concerns: -20 points 	-170	

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Point Deduction	Score (TDHCA use only)
3.2	The applicant's financial health as shown by their Cash Ratio.	<p>Submit Financial Statements as of the end of the organization's most recent fiscal year including a balance sheet, income statement and a statement of cash flow.</p> <p>Failure to submit the requested documents will result in a 50 point deduction. If the information is included in the audit, please state such.</p>	<p>Cash Ratio: What is applicant's Cash Ratio as shown on the applicant's Audit or Financial Statements? Response: 1.08% Cash Ratio = Cash and Cash Equivalents/ Current Liabilities</p> <ul style="list-style-type: none"> • Cash Ratio >0.5: 0 points deducted • Cash Ratio 0.1 - 0.5: -30 points • Cash Ratio <.1: -50 points 	-50	

Part 4: Services and Activities

The awardee must have in place or be able to establish a service delivery system to provide WAP services to low-income persons throughout the identified service area. Refer to II, D. Eligible Use of Funds section of the RFA for information on the eligible uses of WAP funds. The service delivery system must include, but not be limited to, staff who are able to effectively conduct client intakes, make eligibility determinations, provide information and referrals for other benefits and programs that individuals may be eligible to receive, and coordinate services with other local providers (city, county, state agencies, faith based organizations, non-profit organizations, for profit entities, etc.).

In selecting a subgrantee, preference is given to any CAA or other public or nonprofit entity which has administered or is currently administering an effective CSBG or Weatherization program with program effectiveness evaluated by consideration of factors including, but not necessarily limited to, the following:

- (i) The extent to which the past or current program achieved or is achieving performance goals in a timely fashion;
- (ii) The quality of service provided by the applicant; and
- (iii) The number, qualifications, and experience of the staff members of the applicant.

The following section will rate the capacity of the organization to operate the WAP and the experience of staff in operating effective programs under this part or under title II of the Economic Opportunity Act of 1964, in particular the WAP or programs undertaking similar activities.

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
4.1	A written narrative of no more than 1 page explaining the proposed implementation of WAP	In no more than one page , provide a typewritten explanation of how your organization will implement	Criteria which will be considered:	75	

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
	services to the Group(s) for which you are applying i.e. A, B, C, or D.	WAP services to the Group(s) for which applied.	<ul style="list-style-type: none"> Award 10 points for each county in the group with service center(s) currently active. Award 5 points for each county in the group (without a physical service center) where services are currently provided. <p>And,</p> <ul style="list-style-type: none"> Award 5 points for each county that has a service center(s) operated on a full time (35-40 hours/week) schedule. Award 2 points for each county that has a service center(s) operated on a part time basis (20- 34 hours/week) each week. No points awarded if a county has no service centers or operation schedule is less than 20 hours per week. 		

Group	County	Number of Centers in place	Centers Days and Hours of Operation	Services already provided by the applicant in the county listed
A	Hunt	2 sites of public housing	Monday thru Friday- 8:00 am – 5:00 pm	Public Housing
	Collin	4 sites of public housing	Monday thru Friday- 8:00 am – 5:00 pm	Public Housing
	Denton			
	Rockwall			
B	Henderson			
	Van Zandt			
	Anderson			
	Kaufman			
	Smith			
C	Navarro			
	Johnson			

Attachment B: 2016 WAP RFA Application Questions

Group	County	Number of Centers in place	Centers Days and Hours of Operation	Services already provided by the applicant in the county listed
	Ellis			
D	Hood			
	Parker			
	Palo Pinto			

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
4.2	Type of outreach and engagement conducted in counties where neither a full-time nor a part-time center is operated.	In the table below , indicate the type of outreach and engagement that will be conducted and the frequency of on-site visits in each county where neither a full-time nor a part-time center is operated. Outreach and engagement can include, but is not limited to, staff visits to counties without centers to conduct outreach and intake at temporary locations, media, coordination with other organizations to promote the WAP, mailing applications for assistance to clients that are in outlying areas, home visits, etc.	<p>Number and frequency of outreach and engagement activities in each county:</p> <p>Award the indicated points for each county where outreach and engagement activities will occur.</p> <p>Frequency in each county: 8 or more times per month: 10 points 6 times per month: 6 points 4 times per month: 4 points 1-2 times per month: 2 points</p>	150	

Group	County	Planned outreach & Engagement activities	Planned schedule of activities (number of days/hours in a month)
A	Hunt	Atmos Energy awarded TCOG a 19 passenger bus retrofitted as a Mobile Office. The bus is wrapped with the TCOG logo and contact information and currently travels to various counties to complete utility, WAP and housing intake and outreach activities. A full media blitz has been completed to raise awareness of the services available and on-going outreach is occurring. Applications will be mailed to home-bound clients and any necessary home visits will be conducted.	Initial Blitz to Hunt County will include twice a week outreach efforts using the Mobile Office as well as the public housing sites as application intake sites. Intense advertising and outreach will be conducted including contacting local agencies, radio, newspaper, flyers to social service agencies and will include dates, times and locations of accepting applications. This schedule will be

Attachment B: 2016 WAP RFA Application Questions

Group	County	Planned outreach & Engagement activities	Planned schedule of activities (number of days/hours in a month)
			maintained until a sufficient number of applicants have been secured.
	Collin	Atmos Energy awarded TCOG a 19 passenger bus retrofitted as a Mobile Office. The bus is wrapped with the TCOG logo and contact information and currently travels to various counties to complete utility, WAP and housing intake and outreach activities. A full media blitz has been completed to raise awareness of the services available and on-going outreach is occurring. Applications will be mailed to home-bound clients and any necessary home visits will be conducted.	Initial Bliz to Collin County will include twice a week outreach efforts using the Mobile Office as well as the public housing sites as application intake sites. Intense advertising and outreach will be conducted including contacting local agencies, radio, newspaper, flyers to social service agencies and will include dates, times and locations of accepting applications. This schedule will be maintained until a sufficient number of applicants have been secured.
	Denton	Atmos Energy awarded TCOG a 19 passenger bus retrofitted as a Mobile Office. The bus is wrapped with the TCOG logo and contact information and currently travels to various counties to complete utility, WAP and housing intake and outreach activities. A full media blitz has been completed to raise awareness of the services available and on-going outreach is occurring. Applications will be mailed to home-bound clients and any necessary home visits will be conducted.	Initial Bliz to Denton County will include twice a week outreach efforts using the Mobile Office as an application intake site. Intense advertising and outreach will be conducted including contacting local agencies, radio, newspaper, flyers to social service agencies and will include dates, times and locations of accepting applications. This schedule will be maintained until a sufficient number of applicants have been secured.
	Rockwall	Atmos Energy awarded TCOG a 19 passenger bus retrofitted as a Mobile Office. The bus is wrapped with the TCOG logo and contact information and currently travels to various counties to complete utility, WAP and housing intake and outreach activities. A full media blitz has been completed to raise awareness of the services available and on-going outreach is occurring. Applications will be mailed to home-bound clients and any necessary home visits will be conducted.	Initial Bliz to Rockwall County will include twice a week outreach efforts using the Mobile Office as an application intake site. Intense advertising and outreach will be conducted including contacting local agencies, radio, newspaper, flyers to social service agencies and will include dates, times and locations of accepting applications. This schedule will be maintained until a sufficient number of applicants have been secured.

Attachment B: 2016 WAP RFA Application Questions

Group	County	Planned outreach & Engagement activities	Planned schedule of activities (number of days/hours in a month)
B	Henderson		
	Van Zandt		
	Anderson		
	Kaufman		
	Smith		
C	Navarro		
	Johnson		
	Ellis		
D	Hood		
	Parker		
	Palo Pinto		

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
4.3	Management staff to operate the WAP	<p>In the table below, indicate the titles of existing management that will manage and operate the WAP. Provide a brief description of the duties performed by each person/position listed and their experience in WAP or similar programs.</p> <p>Experience with similar programs will receive fewer points than experience with WAP.</p> <p>If management is not yet on board, indicate the titles of planned management position(s) to be filled, a brief description of the duties to be performed by each person/position listed and the WAP-related experience requirements for the position(s). No experience points will be awarded for planned staff.</p>	<p>Experience of management staff:</p> <p>Existing Staff: Award the indicated experience points for each person listed.</p> <ul style="list-style-type: none"> WAP experience of management totals more than 10 years: 100 points; similar program 25 points WAP experience of management totals 5-10 years: 50 points; similar program 12 points WAP experience of management totals 2-4 years: 25 points; similar program 6 points WAP or similar program experience of management totals less than 2 years: 0 points 	100	

Attachment B: 2016 WAP RFA Application Questions

Title	Description of Duties	Experience (position/years) or Requirements
Client Services Department Director	Provide leadership and oversight to assigning and planning work, ensuring training and evaluating performance.	23 years
Energy Services Program Manager	<p>Manage TDHCA Programs: LIHEAP-WAP, DOE-WAP, CEAP & CSBG.</p> <p>Maintain knowledge of current state and federal laws, rules and regulations governing assigned programs and ensure that programs are in compliance with all applicable laws, regulations, and grant requirements;</p> <p>Prepare, review, and submit required reports, correspondence, and other documents;</p> <p>Develop, implement, manage, and evaluate assigned program activities;</p> <p>Coordinate, schedule, and attend approved meetings and seminars;</p> <p>Makes appropriate presentations;</p> <p>Supervise program staff, including assigning and planning work, evaluating performance, ensuring training, and making recommendations on hiring, firing, and disciplining</p>	<p>6 months as Energy Services Program Manager</p> <p>9 years as 2-1-1 Program Manager, 4 years as RSVP and Foster Grandparent Program Manager</p>

Attachment B: 2016 WAP RFA Application Questions

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
4.4	Program staff to operate the WAP	<p>In the table below, indicate the titles of existing program staff persons that will operate the WAP. Provide a brief description of the duties performed by each person/position listed and their experience in WAP or similar programs.</p> <p>Experience with similar programs will receive fewer points than experience with WAP.</p> <p>If staff persons are not yet on board, indicate the titles of planned staff positions to be filled, a brief description of the duties to be performed by each person/position listed and the WAP-related experience requirements for the position(s). No experience points will be awarded for planned staff.</p>	<p>Plan for/experience of program staff :</p> <p>Existing Staff: Award the indicated experience points for each person listed.</p> <ul style="list-style-type: none"> WAP experience of program staff totals more than 10 years: 150 points; similar program 75 points WAP experience of program staff totals 5-10 years: 100 points; similar program 50 points WAP experience of program staff totals 2-4 years: 25 points; similar program 12 points WAP or similar program experience of program staff totals less than 2 years: 0 points 	150	

Title	Description of Duties	Experience (position/years) or Requirements
Client Services Specialist/WAP Inspector	Neat audits/ Priority audits for DOE, LIHEAP & TACAA	6 years
	Work Orders for DOE, LIHEAP & TACAA	
	Building Weatherization Report	
	Requests for Payments	
	DOE, LIHEAP, & TACAA reporting	
	LIHEAP & DOE Inspector – Texas Hero certification	
	QCI inspector for DOE	
	Renovator lead – OSHA	
WAP Inspector	LIHEAP initial & final inspections	2 years
	DOE initial assessments	
	Renovator lead - OSHA– Neat training	

Attachment B: 2016 WAP RFA Application Questions

Title	Description of Duties	Experience (position/years) or Requirements
	BPI – Infiltration & Duct Leakage Professional	
	Intake (In person, mail & fax), Data Entry, File processing	
WAP Inspector	To be hired. Same duties as existing inspector	
Client Services Specialist	Texas HERO Certification	3 years
	Intake (In person, mail & fax), Data Entry, File processing	
	General clerical (phone, filing, copying, etc.)	
	Schedule appointments for Inspector	
	Check requests for contractors	
Senior Accounting Specialist	Prepare and submit monthly WAP expenditure reports through TDHCA contracting system.	7 years

Section	Rating Criteria	Question	Scoring Mechanism	Maximum Points	Score (TDHCA use only)
4.5	Types of services and activities provided in 2015.	In the table below , provide information on the types of services and activities provided during calendar year 2015 and the 1 st QTR (Jan-Mar) of 2016. For any yes response, include a brief narrative description of those services and the number of unduplicated persons served with these services in calendar year 2015 and 1 st QTR 2016. Points will only be awarded if description is provided.	<p>Services and activities: Award 20 points for each “yes” answer for CEAP, WAP, and/or CSBG-specific services if accompanying documentation has been provided.</p> <p>Award 5 points for each “yes” for other services if accompanying documentation has been provided.</p> <p>Award 0 points for each “no” or if no documentation was provided for “yes” response.</p>	130	

Attachment B: 2016 WAP RFA Application Questions

Service	Provided in 2015 and 1 st QTR 2016 (Y/N)	If Yes, briefly describe services.	Number of Unduplicated persons or households served in 2015 and 1 st QTR 2016
CEAP Utility Assistance (20 pts)	Y	Household Crisis and Utility Assistance	2,726 unduplicated persons
CEAP installation, repair, or replacement of heating and cooling appliances (20 pts)	Y	Central and/or window unit repair for elderly or disabled clients	4 unduplicated households
DOE and/or LIHEAP Weatherization (50 pts)	Y	Installed weatherization applications to make homes more energy efficient. Reducing air-infiltration producing significant savings in utility costs.	119 unduplicated households
CSBG case management activities including Education Activities related to budgeting, nutrition, energy savings, etc. (20 pts)	Y	Assisted Family Self-Sufficiency clients with education activities including school tuition and book expenses.	58 unduplicated persons
General case management activities including Education Activities related to budgeting, nutrition, energy savings, etc. (5 pts)	Y	All CEAP and WAP clients are provided information on ways to conserve energy.	2726 unduplicated persons
General community support activities including rent, utility assistance, rent or utility deposits, food, clothes, transportation, etc. (5 pts)	Y	Private Energy Programs provided other non-emergency utility assistance (does not include CEAP funds)	157 unduplicated persons
Child and Family Development enrichment programs, including, but not limited to Head Start. (5 pts)	Y	Social Service and Educational Programs (GED) at Public Housing Authority. Community invited.	52 unduplicated persons
General home repair services for low-income families. (5 pts)	Y	Ramps installed for senior residents.	5 unduplicated persons

Attachment B: 2016 WAP RFA Application Questions

Checklist of Requested Application Question Attachments

✓	Question	Attachment Item Requested
x	3.1	Applicant agency's latest Single Audit or third-party audit
x	3.2	Applicant agency's End-of-Year Financial Statements

Application Question Sections

Scoring Section	Maximum Points	Points Received
Part 1: Organization Capacity	180 (see below for possible deductions)	
Part 2: Board Governance	135	
Part 3: Financial Information	0 (see below for possible deductions)	
Part 4: Services and Activities	605	
Total Maximum Points	920	

Deductions	Maximum Points	Points Deducted
Part 1: Organization Capacity	Question 1.2: up to 80 point deduction Question 1.4: 15 point deduction	
Part 3: Financial Information	Question 3.1: up to 170 point deduction Question 3.2: 50 point deduction	

Final Score (Minimum Score = 600***)

****TDHCA reserves the right to request further information related to the application for clarification purposes during the scoring review period.****

*****TDHCA reserves the right to reject funding for applications that do not exceed 600 points. *****

Attachment B: 2016 WAP RFA Application Questions

4.1 A written narrative of no more than 1 page explaining the proposed implementation of WAP services to the Group(s) for which you are applying i.e. A, B, C, or D.

The Texoma Council of Governments (TCOG) Energy Services Program includes the following Programs: Low Income Home Energy Assistance Program (LIHEAP), Department of Energy Program (DOE), Community Services Block Grant Program (CSBG) and the Comprehensive Energy Assistance Program (CEAP) all of which are funded through Texas Department of Housing and Community Affairs (TDHCA).

For over 20 years, TCOG has successfully administered each of the Energy Services programs and has demonstrated the ability to provide a holistic approach to identifying needs and providing necessary services. Applicants are screened and when determined eligible are referred to any and all program services including weatherization, utility assistance and case management. But referrals are not limited to the Energy Services Program, applicants are also referred to other TCOG programs including: Area Agency on Aging Program; Aging and Disability Resource Center; 2-1-1 Information and Referral Program; and the Section 8 Housing and Public Housing Programs. This approach provides more bang for the administrative buck as we connect families to multiple services from the initial meeting or application process.


TCOG also has the proven ability to assume a much wider scope of Weatherization Program responsibilities as evidenced by the successful expenditure of 9 million dollars in Weatherization ARRA funding. Eleven additional staff and a total of (6) contractors were hired to increase the production from (300) to (1300) homes during the 2009-2011 timeframe. TCOG has the skills necessary to adjust to varying levels of funding as we accomplish program goals.

Our approach to implementing the WAP Program in the Counties in Group A (Collin, Denton, Hunt and Rockwall) is outlined below.

The current TCOG Energy Services staff managing the WAP programs includes: (2) Inspectors, (2) Caseworkers, and (1) Program Manager. This staff serves 15 counties with the Weatherization programs. With the addition of (1) inspector and possibly (1) additional contractor, TCOG will have the capacity to fold the (4) additional counties into our existing program.

Outreach will occur immediately and will include an intensive media blitz. Radio, TV, social media and print; both newspaper and flyers, will be targeted to the 4 counties. Visits will be made to various agencies including senior nutrition sites, city and county offices, food stamp offices, and any other social service site. Application in-take days will be scheduled for twice a week until an adequate pool of applicants is secured. The Public Housing sites in Hunt and Collin counties will serve as application in-take sites as well as the use of the TCOG Mobile Bus which will travel to all (4) counties.

Given our capacity to assume additional responsibility and the fact the counties in Group 1 are contiguous to counties TCOG currently serves, we feel confident in our ability to assume the additional counties.

TO: TCOG Governing Board
THRU: Allison Minton, Client Services Department Director 
FROM: Janet Karam, ADRC Program Manager 
DATE: July 15, 2016
RE: AmeriCorps Volunteers in Service to America (VISTA) Application

RECOMMENDATION

Ratify submission of the AmeriCorps VISTA North Texas Sponsor application and authorize acceptance if awarded.

BACKGROUND

AmeriCorps VISTA is a national anti-poverty program. VISTA members serve in some of the nation's poorest urban and rural areas to create or expand programs designed to bring individuals and communities out of poverty.

DISCUSSION

The primary anticipated outcomes of the VISTA project include:

- Build capacity by creating, organizing, and implementing a grant writing program through the TCOG ADRC of Texoma;
- Research affordable and vocational housing related to tiny house projects;
- Research anti-poverty programs related to housing; and
- Submit grants with the goal of \$200,000.

Each VISTA volunteer makes a year-long, full-time commitment to serve on a specific project at a nonprofit organization or public agency. In return for their service, AmeriCorps VISTA volunteers receive a modest living allowance and health benefits and are eligible to be considered for a Segal AmeriCorps Education Award or post-service stipend after completing their service. About 8,000 VISTA's are placed each year in more than 1,100 project in low income communities around the county.

If funded, the TCOG ADRC program will be responsible for advertising, interviewing and filling the VISTA position. Office space, computer and phone access will be provided however, no salary is provided by TCOG.

BUDGET

Funding is \$6,500 and will pay for the VISTA stipend.

The purpose of the Sponsor Application are to determine an agency's eligibility to recruit and manage an AmeriCorps VISTA member, outline the scope of work for the member, and describe Sponsor and community resources available to the member. If initial application is approved, additional information will be requested.

Section 1: Organizational Information

Organization Name: Texoma Council of Governments

Phone number: 903-813-3581 **Fax: 903-813-3515**

Website: www.tcog.com

Agency physical address: 1117 Gallagher Dr

Agency mailing address (if different): 1117 Gallagher Dr, Suite 240

VISTA Site Supervisor: Janet Karam

Site Supervisor email: jkaram@tcog.com

1. Agency Mission Statement:

ADRC Mission: To serve as a highly visible, trusted resource for assistance with access to a full range of community-based LTSS options via a “no wrong door” model for individuals regardless of age, income and disability.

TCOG Mission: To improve quality of life across Cooke, Fannin, & Grayson counties by delivering direct social & life-line services to citizens and professional & technical planning services to our local governments.

2. Describe the agency's previous experience with VISTA (if any):

As a Retired Senior Volunteer Program (RSVP) site, TCOG has experience with AmeriCorps. RSVP offers an array of volunteer opportunities to individuals over 55 in the three-county area. TCOG has a robust RSVP program, with more than 650 volunteers. TCOG has no prior experience with VISTA.

3. Describe the Supervisor's previous experience with VISTA (if any):

Virginia Rhodes, AmeriCorps RSVP Program Manager, will serve as mentor to VISTA Supervisor. Virginia has served as TCOG's RSVP Program Manager for four years. The VISTA Supervisor, Janet Karam, has researched and is familiar with VISTA but has no direct experience with the program.

4. Is the above Supervisor able to provide full-time supervision? If not, please describe the provisions that will be made to provide adequate full-time supervision to a VISTA.

The ADRC Program Manager is able to provide full-time supervision. The ADRC Navigator will provide supervision in manager's absence.

5. Will the VISTA replace any current paid staff?

The VISTA will supplement, not replace current paid staff.

1. What are the poverty related problems facing the individuals, families, and communities that you serve?

Various factors lead to regional poverty-related problems, among those include:

- Persons who draw Social Security benefits, whether retirement or disability, who must pay mortgage or rent, have difficulty paying for their basic living expenses, including gas, prescriptions, food and utilities;
- Local employers are reluctant to hire persons with disabilities. It is difficult for persons with disabilities to obtain a steady income;
- Generational poverty;
- Public housing stock is insufficient to address the housing needs of the low-income community;
- Housing for persons with disabilities is oftentimes inadequately integrated;
- Builders are reluctant to take smaller jobs;
- There are inadequate transitional housing programs for persons who become chronically ill or face disabilities and are unable to sustain their previous housing due to loss of income while waiting to qualify for disability;
- Life changes, such as health crisis, loss of spouse, familial estrangement/abandonment and loss of employment.

2. What are the key factors or issues that contribute to these problems?

Lack of community opportunities that address the vocational and/or housing needs of persons with any type of disability or over age 60. A severe affordable housing shortage exists throughout the region.

3. Which community assets are currently being underutilized?

Although still able to work, many persons over the age 60 or who have any type of disability are often overlooked and therefore face chronic unemployment and poverty.

Additionally, cities throughout the region are in need of revitalization. An opportunity exists to rezone available land to address affordable housing needs.

4. What are the barriers to fully utilizing these community assets?

Although TCOG and community partners recognize the need for programs to address the vocational needs of veterans, persons over the age of 60 and disabled persons, agency staff lacks capacity to seek funding for projects.

There is a need to partner with cities to rezone areas that could potentially be used for affordable housing.

5. Which of these factors or barriers can VISTA members most effectively address?

VISTA members can address the aforementioned issues by researching and pursuing grants that will build financial capacity to contribute to the development of affordable and transitional housing.

6. Which research or data source is available that provides evidence of this need?

The ADRC will utilize data sources including: iCarol for ADRC and 2-1-1, National Low Income Housing Coalition and the U.S. Census.

Section 3: Project Goals

1. What is the goal of your project?

The goal of the tiny house project is twofold; to develop affordable and/or transitional housing within the Texoma region; and to create opportunities for employment for persons with disabilities or who are over age 60.

2. Based on your analysis of needs, what can your organization do to change this area?

TCOG aims to improve quality of life and shares the VISTA program's aim to end poverty. TCOG's ADRC has identified a severe shortage of affordable housing in the region. Although TCOG currently provides housing solutions, such as the Public Housing Authority, Section 8, and the HUD-VASH program, there are long waiting lists. The TCOG ADRC has identified the need for coordinated efforts to bring key stakeholders together in order to advocate and address the need for additional housing solutions. TCOG can advocate by:

- Providing leadership and advocacy geared towards increasing affordable housing for veterans, persons with any type of disability or who are over age 60;
- Bringing community leaders together to work toward shared goals;
- Advocating for policy changes; and
- Building upon existing programs.

3. How can AmeriCorps VISTA build your organization's capacity to achieve such goals?

The AmeriCorps VISTA will increase TCOG's capacity to achieve stated goals by pursuing grants tied to increasing affordable housing options for veterans, seniors over the age of 60 and persons with disabilities.

4. Into which service area does this project fall? (Check all that apply)

☒ Community and Economic Development

☐ Community Outreach

☐ Health

☒ Children/Youth

☒ Homelessness

☐ Hunger

☒ Neighborhood Revitalization

☒ Housing

☒ Veterans

5. VISTA projects are designed to be completed within a three year period. Tell us where you see the project and its impact on the community as it is related to the goal of the project at the end of three years.

The end goal is two-fold: To increase affordable housing for target populations, as well as to provide an avenue for vocational skill-building for the same populations.

6. Through what activities will the VISTA member affect the community need described above and alleviate/address poverty through indirect service at your agency?

Affordable housing options will improve quality of life for the ADRC target populations. Poverty is alleviated when the cost of housing is reduced and when new vocational projects are available to employ underemployed populations.

7. How will your agency ensure that the changes enacted by the VISTA are sustainable?

By seeking funding for projects that support sustainability, seeking municipal support and by promoting sponsorships of local businesses.

8. Describe the organizational capacity that you will offer the VISTA. (E.g. desk, computer, office supplies, phone line, etc.)

A cubicle, desk, computer, phone line and office supplies will be provided for the VISTA.

9. Which skills are required for this position? (Check all that apply)

Architectural Planning ____	Law ____
Business/Entrepreneur ____	Leadership _XX__
Communications __XX__	Medicine ____
Community Organization _XX__	Public Health ____
Computers/Technology _XX__	Public Speaking _XX__
Conflict Resolution ____	Recruitment ____
Counseling ____	Teaching/Tutoring ____
Education ____	Trade/Construction ____
Fine Arts/Crafts ____	Writing/Editing _XX__
First Aid ____	Youth Development ____
Fund Raising/Grant Writing _XX__	General Skills _XX__
Other ____	

10. Describe the language, education level and any required qualifications for this VISTA position.

VISTA must be proficient in English and have a Bachelor's Degree in a related field. .

11. Describe any benefits offered to the VISTA not including benefits offered by the Corporation for National and Community Service. (Please define said benefits in concrete terms. Examples: monthly housing or auto stipend. Do not include benefits you are "likely" to offer.)

TCOG will provide travel reimbursement for the VISTA's documented travel.

12. Describe in specific terms how your organization will recruit qualified AmeriCorps VISTA members to serve on this project. What challenges do you anticipate in recruiting qualified applicants?

To recruit a qualified AmeriCorps VISTA member to serve on this project, TCOG will:

- Utilize social media and e-blasts;
- Provide community outreach;
- Engage both local college career offices; and
- Distribute flyers and or other print media.

Section 4: Required Supporting Documentation:

N/A IRS 501c3 Determination Letter

____ Most Recent Financial Audit or IRS Form 990 (to be sent later)

____ Board of Directors Roster

____ VISTA Supervisor's Resume and Job Description

Please sign below to acknowledge the projected cost share of \$6,500 per VISTA awarded.

Signature: _____

Printed name Susan B. Thomas, PhD

Title Executive Director

Date 7/15/2016

You may fax, email, or mail the application.

Christina Penland, VISTA Project Director RSVP:

Serving Denton County

1316 E. McKinney

Denton, TX 76209

VISTA@rsvpserves.org Fax

(940)387-0862

TO: TCOG Governing Board
FROM: Susan B. Thomas, PhD, Executive Director *SBT*
DATE: July 15, 2016
RE: TCEQ Bank Account

RECOMMENDATION

Authorize Administration & Finance staff to close the TCEQ/SEP savings account and open a TCEQ/SEP checking account.

BACKGROUND

On July 20, 2015 TCOG established an interest bearing savings account at JP Morgan Chase to hold Supplemental Environmental Project (SEP) funds when awarded (<https://www.tceq.texas.gov/legal/sep>).

DISCUSSION

TCEQ requires that the SEP bank account be fee free and non-interest bearing.

BUDGET

n/a

TCEQ SEP Third-Party Administrator Quarterly Report

Performance Years: 2016

Administrator:	TEXOMA COUNCIL OF GOVERNMENTS	Certification	Signatures
Project:	HOUSEHOLD HAZARDOUS WASTE		
Agreement No:	COLLECTION EVENTS	E-Signature Q1	MICHAEL SCHMITZ
	2012-08	E-Signature Q2	
Contact:	MICHAEL SCHMITZ	E-Signature Q3	
Mailing Address:	1117 GALLAGHER DRIVE	E-Signature Q4	
City/State/Zip	SHERMAN, TEXAS 75418		↑
Telephone:	(903) 813-3565		Please provide name next to quarter submitted
Email:	mschmitz@texoma.cog.tx.us		

Quarterly Report Due Dates and Performance Dates

Quarters	Months within the Quarter	Report Due	DATE SUBMITTED
Quarter 1	January - March	May 15	6/15/16
Quarter 2	April - June	August 15	
Quarter 3	July - September	November 15	
Quarter 4	October - December	February 15 of following year	

Please submit completed Report and supporting documentation to SEPReports@tceq.texas.gov

↑
Please enter date when QR is submitted

SEPARATE SEP BANK ACCOUNT SHOULD BE FEE-FREE AND NON-INTEREST-BEARING!

What to include when submitting the Quarterly Report:

- * Bank statements for the quarter
- * Check copies of all contributions received
- * Check copies of all expenses;
- * Copies of invoices and paid receipts
- * Dated photographs of your project
- * Vehicle demolition verification, if applicable
- * Other supporting documentation

emailed
JUN 15 2016

TEXOMA COUNCIL OF GOVERNMENTS
FINANCIAL CONSULTANT REPORT
FOR THE MONTH ENDING MAY 31, 2016

Reporting to: The Board of Directors, Texoma Council of Governments

Results and conclusions reached for May 2016.

1. The cash flow was monitored after being prepared. The cash balance was adequate for the expectations of outflow without exception. (A note for June - readily available cash is decreasing and local fund cash was used to pay expenses in June. This cash will be repaid as soon as funding sources replenish cash. The extensive legal bills paid have caused a decrease in readily available cash. There is not an emergency, but more of a tightening and closer eye on cash inflows and outflows due to the current decrease. If one of the funding agents lengthens the reimbursement process, there could be an issue in the future.)
2. The compliance flowchart was reviewed. Discussed timeline and estimated completion with responsible parties. Everything appears to be on a time line to be completed timely within the prescribed due dates.
3. The trial balance for the fiscal year May 1, 2016 through June 30, 2016 was reviewed for obvious errors and inconsistencies with none being noted. Adjustments are still pending for the April 30, 2016 year end and computer conversion, and those are being worked through.
4. Bank statements were reconciled in the upgraded software system through May 31, 2016.
5. Compliance with all state and federal tax reporting and payment requirements – payroll tax deposits for the month of May 2016 were agreed to electronic funds deposits made to the IRS without exception.
6. Payroll liabilities were reviewed for the pay periods ended 5.15.2016 and 5.31.2016. The following was noted:
 - a. Reports printed out of the Agency's software program were subtotaled and reconciled to total payroll. Each individual part of payroll was documented and shown to have been deposited within the required timeframe for both employer and employee where applicable. The major components of payroll were traced through to payment, including, net payroll to employees transferred via direct deposit, retirement, and payroll taxes.
 - b. No exceptions were noted.
7. The external audit of the financial statements for the year ended April 30, 2016 is underway with an anticipated completion date no later than the October Board meeting. The audit firm is LaFollett, Abbott and Company out of Tom Bean.

<i>(In Whole Numbers)</i>	<u>05/31/16</u>	<u>04/30/16</u>
ASSETS		
CURRENT ASSETS		
Cash In Bank General	\$ 19,324	\$ 46,363
Cash in Bank TCEQ	46,334	11,949
Cash In Bank Local	101,015	85,219
Cash In Bank 911	141,029	253,299
Cash In Bank FSS	86,008	97,531
Cash In Bank Prosperity	410,990	410,990
Cash In Bank Section 8	35,575	67,356
Texpool Investment Account	974	974
Accounts Receivable	324,516	619,773
Travel Advance	9,020	5,605
Prepaid Items	17,505	15,842
Due From	977,954	771,266
Other Assets	<u>90,817</u>	<u>90,817</u>
Total CURRENT ASSETS	<u>2,261,061</u>	<u>2,476,984</u>
FIXED ASSETS		
Building & Improvements	2,693,922	2,656,100
Furniture, Vehicles & Other Equipment	2,320,749	2,320,749
Accumulated Depreciation	<u>(2,238,235)</u>	<u>(2,238,235)</u>
Total FIXED ASSETS	<u>2,776,436</u>	<u>2,738,614</u>
Total ASSETS	<u>\$ 5,037,497</u>	<u>\$ 5,215,598</u>
LIABILITIES		
ACCOUNTS PAYABLE	\$ 156,835	\$ 219,289
PAYROLL LIABILITES	(50,614)	(43,854)
FSS ESCROW	1,289	1,287
DUE TO-DUE FROM OTHER FUNDS	977,954	771,266
DEFERRED REVENUE	115,848	115,848
ACCRUED COMPENSATED ABSENCES	103,760	103,760
NOTES PAYABLE	<u>866,893</u>	<u>866,893</u>
Total LIABILITIES	<u>2,171,965</u>	<u>2,034,489</u>
FUND BALANCE	<u>2,865,532</u>	<u>3,181,109</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 5,037,497</u>	<u>\$ 5,215,598</u>

TO: TCOG Governing Board
FROM: Susan B. Thomas, PhD, Executive Director *SBT*
DATE: June 12, 2016
RE: FYE 2017 Budget Update

RECOMMENDATION

Accept recommendation, if any, regarding TCOG's FYE 2017 Budget.

BACKGROUND

Each month the Governing Body is presented with a status update of the current fiscal year budgets for the indirect cost allocation pool, the employee benefit pool, and the central service IT pool and afforded the opportunity to make desired changes to the employee benefit rate, the general and administrative indirect cost allocation rate, the on-site indirect cost allocation rate, or the central service IT rate as conditions warrant.

DISCUSSION

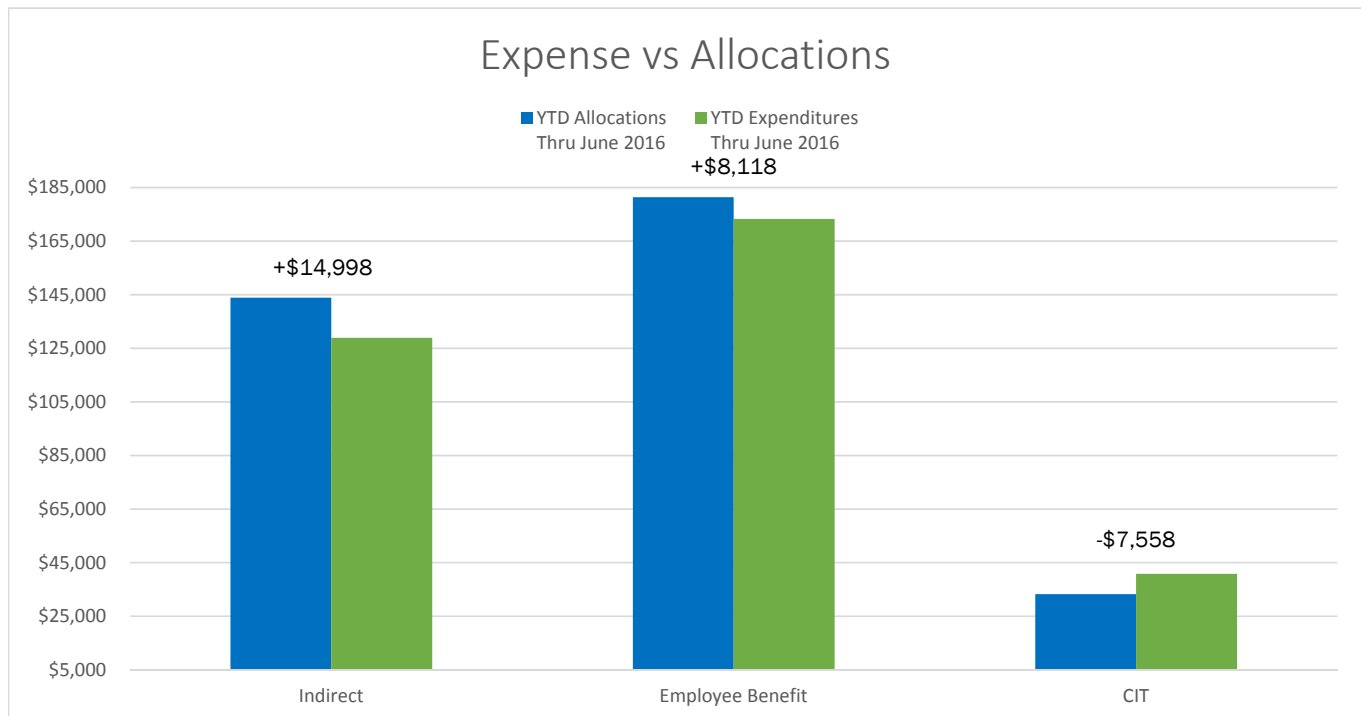
Year-to-date status reports for all cost pools (Indirect, Employee Benefits, and Central Service IT) are attached. No rate changes are recommended at this time. Staff will calculate year-end projections for all cost pools and present those at the November 2016 board meeting (half-way through the fiscal year). Any cumulative or emergent over/under issues will be addressed at that time.

BUDGET

No rate changes are recommended at this time.

FYE 2017 YTD Indirect, Benefits, and CIT Budgets

Fund	FY 2017 Approved Budget	YTD Allocations Thru June 2016	YTD Expenditures Thru June 2016	Budget Balance	% of Budget Expended	Over/ (Under)
Indirect	\$804,281	\$ 143,853	\$ 128,855	\$ 675,426	16.02%	\$ 14,998
Employee Benefit	1,096,169	181,373	173,255	922,914	15.81%	8,118
CIT	195,483	33,254	40,812	154,671	20.88%	(7,558)
Total	\$ 2,095,933	\$ 358,480	\$ 342,922	\$ 1,753,011	16.36%	\$ 15,558



Texoma Council of Governments
- Unposted Transactions Included In Report
From 6/1/2016 Through 6/30/2016

10 - Finance And Administration
10000 - Indirect Pool
June, 2016

	Budget	Current Month Actual	Year-To-Date	Budget Balance	% of Budget Balance Expended
INDIRECT SALARY					
Salaries	\$296,117	\$21,866	\$44,185	\$251,932	14.92%
Salary Longevity	2,400	132	273	2,127	11.36%
Employee Benefits	140,602	10,363	20,944	119,658	14.90%
Total INDIRECT SALARY	\$439,119	\$32,361	\$65,401	\$373,718	14.89%
CONTRACTED SERVICES					
Janitorial	\$12,061	\$984	\$1,968	\$10,093	16.32%
Lawn Service	2,658	216	432	2,226	16.25%
Pest Control	328	45	90	238	27.50%
Total CONTRACTED SERVICES	\$15,047	\$1,245	\$2,490	\$12,557	16.55%
PROFESSIONAL SERVICES					
Audit	\$32,500	\$5,000	\$5,000	\$27,500	15.38%
Consultant *	-	3,018	3,018	(3,018)	0.00%
Legal **	15,000	8,898	24,266	(9,266)	161.78%
Total PROFESSIONAL SERVICES	\$47,500	\$16,916	\$32,284	\$15,216	67.97%
UTILITIES					
Electric	\$70,500	\$4,811	\$9,324	\$61,176	13.23%
Natural Gas	19,740	1,750	2,435	17,305	12.33%
Sanitation	1,880	348	527	1,353	28.01%
Water	3,760	323	488	3,272	12.99%
Total UTILITIES	\$ 95,880	\$ 7,232	\$ 12,774	\$ 83,106	13.32%
OTHER					
Training & Travel	\$17,000	\$730	\$1,555	\$15,445	9.15%
Advertising	300	-	-	300	0.00%
Bank Fee	510	-	-	510	0.00%
Copier Expense	3,300	-	475	2,825	14.39%
Depreciation	97,000	-	-	97,000	0.00%
Dues/Subscriptions	10,000	-	18	9,982	0.18%
Insurance	7,708	-	-	7,708	0.00%
Postage	1,200	-	168	1,032	13.98%
Building Maintenance	30,004	2,096	5,411	24,593	18.03%
Printed Material	500	-	-	500	0.00%
Interest Expense	32,213	2,862	5,652	26,561	17.54%
Supplies	7,000	1,822	2,627	4,373	37.53%
Total OTHER	\$206,735	\$7,511	\$15,905	\$190,830	7.69%
Total Indirect	\$804,281	\$65,265	\$128,855	\$675,426	16.02%
YTD Budget			\$134,047		
REIMBURSEMENT					
Allocation Indirect Expense	\$859,281	\$72,235	\$143,853	\$715,428	16.74%
Total REIMBURSEMENT	\$859,281	\$72,235	\$143,853	\$715,428	16.74%
YTD Budget			\$143,214		
(Over)/Under Applied Costs			\$ (14,998)		

* Professional Services – Consultant line item overage was approved on 6/16/2016 with a \$0.00 budget. Anticipated expenses are \$28,050

** Professional Services – Legal line item overage was approved on 6/16/2016 with a total of \$15,000, anticipated expense of \$85,000.

Texoma Council of Governments
- Unposted Transactions Included In Report

From 6/1/2016 Through 6/30/2016

10 - Finance And Administration
11000 - Employee Benefit Pool
June, 2016

	Budget	Current Month Actual	Year-To-Date	Budget Balance	% of Budget Balance Expended
PAID LEAVE					
Leave Administrative	\$ 4,000	\$ -	\$ -	\$ 4,000	0.00%
Leave Annual	132,236	16,395	24,832	107,404	18.78%
Leave Bereavement	3,500	166	231	3,269	6.61%
Leave Holiday	111,892	318	9,812	102,080	8.77%
Leave Sick	66,118	5,846	12,186	53,932	18.43%
Total PAID LEAVE	\$ 317,746	\$ 22,724	\$ 47,062	\$ 270,684	14.81%
OTHER BENEFIT EXPENSES					
Insurance Health	\$ 289,119	\$ 22,776	\$ 45,130	\$ 243,989	15.61%
Insurance Health Savings Account	85,800	6,625	13,250	72,550	15.44%
Insurance Life	5,752	444	888	4,864	15.44%
Air Ambulance Program *	2,288	-	3,190	(902)	139.42%
Employee Assistance Program	1,716	-	1,392	324	81.12%
Fraud Hotline	500	-	-	500	0.00%
Retirement	164,286	14,334	28,521	135,766	17.36%
Total Other Benefits	\$ 549,461	\$ 44,179	\$ 92,371	\$ 457,090	16.81%
PAYROLL TAXES					
FICA/Medicare	\$ 202,321	\$ 15,911	\$ 31,787	\$ 170,534	15.71%
Unemployment Insurance	15,142	97	293	14,849	1.93%
Workers Compensation	11,500	786	1,573	9,927	13.68%
Total PAYROLL TAXES	\$ 228,963	\$ 16,836	\$ 33,822	\$ 195,141	14.77%
Total Employee Benefits	\$ 1,096,170	\$ 83,739	\$ 173,255	\$ 922,915	15.81%
YTD Budget			\$ 182,695		
REIMBURSEMENT					
Allocation Benefit Expense	\$ 1,096,170	\$ 91,111	\$ 181,373	\$ 914,797	16.55%
Total REIMBURSEMENT	\$ 1,096,170	\$ 91,111	\$ 181,373	\$ 914,797	16.55%
YTD Budget			\$ 182,695		
(Over)/Under Applied Costs			\$ (8,118)		

* Air Ambulance Program budget was increased with board approval in May

Texoma Council of Governments
- Unposted Transactions Included In Report

From 6/1/2016 Through 6/30/2016

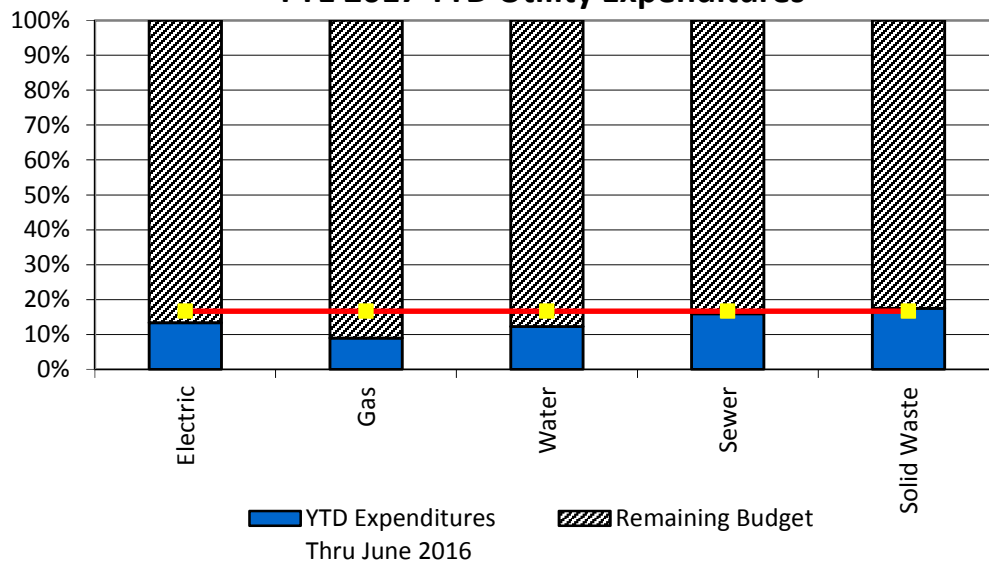
10 - Finance And Administration
12000 - Central Service IT
June, 2016

	Budget	Current Month Actual	Year-To-Date	Budget Balance	Budget % Balance Expended
EXPENSES					
Supplies	\$ 4,800.00	\$ -	\$ 226.53	\$ 4,573.47	4.72%
Telephone-Internet	32,256	3,977	6,833	25,423	21.18%
Software	34,622	-	-	34,622	0.00%
Contracted Services	123,805	18,534	33,753	90,052	27.26%
Total EXPENSES	\$ 195,483	\$ 22,512	\$ 40,812	\$ 154,671	20.88%
YTD Budget			\$ 32,581		
REIMBURSEMENT					
Allocation CIT Expense	\$ 195,483	\$ 16,733	\$ 33,254	\$ 162,229	17.01%
Total REIMBURSEMENT	\$ 195,483	\$ 16,733	\$ 33,254	\$ 162,229	17.01%
YTD Budget			\$ 32,581		
(Over)/Under Applied Costs			\$ 7,558		

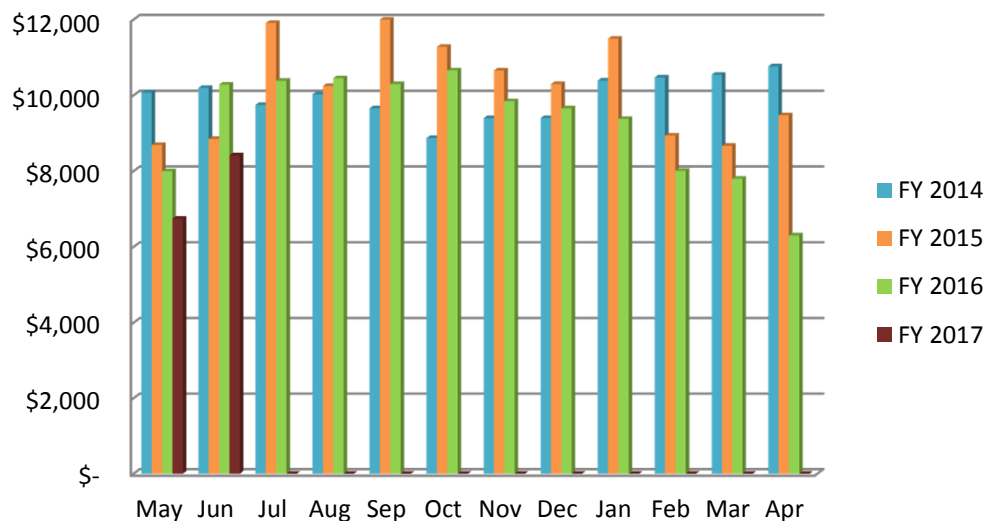
UTILITY SUMMARY FYE 2017

UTILITY	FYE 2017 Adopted Budget	YTD Expenditures Thru June 2016	Budget Balance	% of Budget Expended
Electric	\$ 85,000	\$ 11,371	\$ 73,629	13.38%
Gas	33,000	2,969	30,031	9.00%
Water	3,200	394	2,806	12.30%
Sewer	800	127	673	15.92%
Solid Waste	1,700	297	1,403	17.48%
Total	\$ 123,700	\$ 15,159	\$ 108,541	12.25%

FYE 2017 YTD Utility Expenditures



All Utilities



**PROPOSED MEMBERSHIP DUES SCHEDULE
FYE 2017**

MEMBERS

Membership is open to counties; incorporated cities, towns, and villages; independent school districts; consolidated school districts; community colleges districts; and any other political subdivision of the State which is geographically situated in the Texoma Region who petitions for and is granted membership.

Municipalities (34)							
		Paid Amt	Date			Paid Amt	Date
Cooke County	\$ 3,748	\$ 3,748.00	7/7/2016	Town of Lindsay	\$ 200	\$ 200.00	6/15/2016
Fannin County	\$ 2,992	\$ 2,992.00	6/15/2016	City of Muenster	\$ 334	\$ 334.00	7-Jul
Grayson County	\$ 6,453			Town of Oak Ridge	\$ 100		
City of Bells	\$ 262			City of Pottsboro	\$ 452	\$ 452.00	6/15/2016
City of Bonham	\$ 2,089	\$ 2,089.00	6/15/2016	Town of Ravenna	\$ 100		
City of Callisburg	\$ 100	\$ 100.00	6/15/2016	City of Sadler	\$ 100	\$ 100.00	6/15/2016
City of Collinsville	\$ 320			City of Savoy	\$ 171		
City of Denison	\$ 4,840	\$ 4,840.00	6/15/2016	City of Sherman	\$ 7,738	\$ 7,738.00	7/7/2016
City of Dodd City	\$ 100	\$ 100.00	6/15/2016	City of Southmayd	\$ 215	\$ 215.00	7/7/2016
City of Ector	\$ 135	\$ 135.00	6/15/2016	City of Tioga	\$ 190	\$ 190.00	7/7/2016
City of Gainesville	\$ 3,310	\$ 3,310.00	6/15/2016	City of Tom Bean	\$ 203		
City of Gunter	\$ 352	\$ 352.00	6/15/2016	City of Trenton	\$ 223	\$ 223.00	7/7/2016
City of Honey Grove	\$ 366	\$ 366.00	7/7/2016	City of Valley View	\$ 175	\$ 175.00	6/15/2016
City of Howe	\$ 582			City of Van Alstyne	\$ 555		
City of Knollwood	\$ 100	\$ 100.00	6/15/2016	City of Whitesboro	\$ 826		
City of Ladonia	\$ 140	\$ 140.00	7/7/2016	City of Whitewright	\$ 333		
City of Leonard	\$ 394	\$ 394.00	6/15/2016	Town of Windom	\$ 100	\$ 100.00	6/15/2016
School Districts (22)							
Bells ISD	\$ 155	\$ 155.00	6/15/2016	Leonard ISD	\$ 176	\$ 176.00	7/7/2016
Bonham ISD	\$ 378			MuensterISD	\$ 100		
Collinsville ISD	\$ 112			Muenster Sacred Heart	\$ 100		
Denison ISD	\$ 880	\$ 880.00	7/7/2016	N Central Tx College (CC Campus only)	\$ 451		
Dodd City ISD	\$ 100			Pottsboro ISD	\$ 246		
Ector ISD	\$ 100			Sam Rayburn ISD	\$ 100		
Era ISD	\$ 100			Savoy ISD	\$ 100		
Fannindell ISD	\$ 100			Sherman ISD	\$ 1,333		
Gainesville ISD	\$ 632			Tom Bean ISD	\$ 156		
Grayson County College	\$ 746			Van Alstyne ISD	\$ 267		
Honey Grove ISD	\$ 120			Whitesboro ISD	\$ 305		
Associate Members (2)				Summary (58)			
Bonham Chamber of Commerce	\$ 175			Municipalities	\$ 38,298	\$ 28,393	
Denison Chamber of Commerce	\$ 100	\$ 100.00	6/15/2016	School Districts	\$ 6,757	\$ 1,211	
				Associate Members	\$ 275	\$ 100	
				Total Membership Revenue	\$ 45,330	\$ 29,704	