



CAPCOG General Assembly | Minutes

11:30 a.m. Wednesday, September 14, 2022
Hilton Austin Airport
9515 Hotel Drive
Austin, Texas 78719

1. Call to Order and Opening Remarks

Mayor Brandt Rydell, Chair

Mayor Rydell called the meeting to order at 12:01 p.m. and welcomed everyone to the CAPCOG General Assembly.

2. Approve Minutes for the December 8, 2021 Meeting

Mayor Brandt Rydell, Chair

Mayor Rydell asked for approval of the December 8, 2021 General Assembly meeting minutes. Travis County Commissioner Brigid Shea made a motion to approve the minutes. Austin City Council Member Mackenzie Kelly seconded the motion. It passed unanimously.

3. Consider Amendment to CAPCOG Bylaws

Betty Voights, Executive Director

Ms. Voights said after the Decennial Census, CAPCOG realized it is using the wrong data source to stay the most update with population data. She said the bylaw amendment would change official data source for CAPCOG related business from the Texas Data Center to the U.S. Census Bureau. Ms. Voights mentioned she didn't know why the Texas Data Center was originally selected and used in the bylaws.

Travis County Commissioner Ann Howard made a motion to amend the bylaws to make the U.S. Census Bureau the official data source for CAPCOG business. Hays County Commissioner Debbie Ingalsbe seconded the motion. The motion passed unanimously.

4. Election of Nominating Committee for 2022-2023 Term

Betty Voights, Executive Director

Ms. Voights said every year the General Assembly elects a Nominating Committee in September to prepare a slate of self-nominated elected officials seeking to be on the upcoming year's Executive Committee. The slated is voted upon at the December General Assembly meeting. She noted the self-nominations are from any city and county elected official on the General Assembly and the committee meets in October and November if needed to discuss the nominations. Ms. Voights noted she sends the slate to the General Assembly at end of October.

Ms. Voights said the current Executive Committee recommended the following people to serve on the Nominating Committee: Smithville City Council Member Jancie Bruno, Burnet County Commissioner Joe Don Dockery, Llano County Judge Ron Cunningham, Williamson County Commissioner Cynthia Long, Leander Mayor Christine De L'isle, and Hays County Commissioner Lon Shell. Mayor Rydell will serve as the committee's chair because he is the board's chair, said Ms. Voights.

Hays County Commissioner Ingalsbe made the motion to elect the members of the nominating committee as presented. Bastrop Mayor Connie Schroeder seconded the motion. It passed unanimously.

5. Adoption of Fiscal Year 2022-2023 Budget

Betty Voights, Executive Director

Ms. Voights reviewed the FY 2022-23 budget process with the General Assembly noting that CAPCOG's Officers serve as a budget committee who start meeting in March to evaluate all aspects of the budget. She said the Capital Area Emergency Communications budget is drafted first and then integrated into CAPCOG's budget which is reviewed by the Executive Committee in August and sent to the General Assembly for approval.

Ms. Voights said the FY 2022-23 budget consist of 68 staff positions which follow the state's salary schedules. It also recommends a three percent salary increase to stay competitive with the state, city of Austin and local nonprofits salaries. She noted the budget makes use of a fridge pool to keep costs to grant funding sources low and using an indirect cost rate to cover cost that can't be charged to grant funded programs.

Ms. Voights explained CAPCOG's revenue sources include federal and state grant funding, emergency communications service fees, local contracts, third-party match, and local sources – such as membership dues. She noted the membership dues rate hasn't increased in 26 years, but it generates slightly more funds every year as its formula is based on population. Ms. Voights also highlighted Aging Services carry-over funding, which the COG receives at the end of the year making it hard to budget because it can fluctuate and CAPCOG doesn't want to add significant services to a program whose funding may not be available the following year. She noted that CAPCOG is very dependent on the Aging Services and Emergency Communications District funding sources.

Ms. Voights also said several funding sources that have been reduced, stayed flat, or have their program scopes narrowed over the years and how they impacted their related CAPCOG programs. The TCEQ's Solid Waste funding, which is provided by a portion of landfill tipping fees, was reduced several years ago and continues to experiences decreases in passthrough funding for local solid waste related grant projects; Ms. Voights said it could be beneficial for local officials to try and help restore a larger portion of the tipping fees to be allocated to the COGs during the state legislative session. The TCEQ's air quality funding for near nonattainment communities was restricted to technical work for ground level zone. To maintain a strong outreach program, Clean Air Coalition communities started funding outreach efforts and other air quality projects through the COG. The state's homeland security program grants have experienced reductions and reappropriations of funding over the years to target specific criteria for new programs. While this has reduced grant funding to local projects, CAPCOG has been more successful than other COGs in obtaining funds for regional projects qualifying for the new programs. The state's funding for CAPCOG's regional law enforcement academy has stayed stagnant while training requirements have increased. CAPCOG has increased rates for in-service and basic peace officer courses to address rising cost.

Commissioner Howard asked if the budget would allow elected offices to convene to talk about common issues. Ms. Voights said there is staff who can work on projects not related to a funding source and they can facilitate such meeting, but those projects can't become major projects.

San Marcos Mayor Jane Hughson made a motion to approve the FY 2022-23 budget. Lockhart Mayor Lew White seconded the motion. It passed unanimously.

6. Regional Economic Development

Jorge Ayala, Regional Director, Austin Office of the Economic Development, Administration, U.S. Department of Commerce

Mr. Ayala said organizations such as CAPCOG and local governments have helped the Economic Development Administration (EDA) Austin Region be successful. He noted the Austin region covers five states and it is the first and only region to have an economic development district covering the entire area. He said these districts help economic development planning by creating Comprehensive Economic Development Strategies and facilitate work between the regional office and local governments on economic development projects. Mr. Ayala said Ms. Voights and CAPCOG have always been huge supporters and advocates of the EDA's work.

Mr. Ayala reviewed how the EDA has helped distribute funding from federal disaster allocations; Coronavirus Aid, Relief, and Economic Security Act (CARES Act); and the American Rescue Plan Act (ARPA) programs: Travel Tourism, Good Jobs Challenge, Economic Adjustment Assistance, Indigenous Communities, Building Back Better Regional Challenge; growing the agency's regional budget from \$35 million to a multi-billion agency in five years. He noted the Workforce Solutions Rural Capital Area received \$12 million in funding for a Good Job Challenge a project that includes Bastrop, Burnet, Fayette, Lee, and Llano counties. He also highlighted two ARPA grants of about \$1.6 million each awarded to Elgin and Lockhart infrastructure projects and two grants of about \$2 million each in CARES Act funding for a Giddings and Pflugerville for infrastructure projects.

Mr. Ayala said communities should remember projects aren't necessarily selected based on what you're doing but why you are doing it; how is it going to affect businesses, jobs, and economic development. He said what makes projects really stand out to the EDA and other federal agencies is when they are supported by many community stakeholders such as city managers, mayors, county judges and community and business leaders. He noted CAPCOG also supports the projects by working with those stakeholders to apply for the EDA's funding.

7. Other Business

Mayor Rydell said there was no other business.

8. Adjourn

Mayor Rydell adjourned the meeting at 1:10 p.m.


Commissioner Debbie Ingalls, Secretary
Executive Committee
Capital Area Council of Governments

12/14/2022
Date