

**MEETING MINUTES  
H-GAC BOARD OF DIRECTORS  
June 19, 2018**

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**ATTENDANCE ROSTER**

The following members of the Board of Directors of the Houston-Galveston Area Council attended all or a portion of the June 19, 2018 Board meeting:

Austin County Judge Tim Lapham  
Brazoria County Commissioner Stacy Adams  
Chambers County Commissioner Gary Nelson  
Fort Bend County Commissioner Andy Meyers  
Galveston County Commissioner Ken Clark  
Matagorda County Judge Nate McDonald  
Montgomery County Judge Craig Doyal  
(Representative)  
Walker County Commissioner Jimmy Henry  
Waller County Judge Trey Duhon  
Wharton County Judge Phillip Spenrath  
  
City of Friendswood Councilmember Sally  
Branson  
City of Houston Council Member Greg Travis  
City of Huntsville Mayor Andy Brauninger  
City of League City Mayor Pat Hallisey  
City of Missouri City Council Member Floyd Emery

City of Pearland Mayor Tom Reid  
City of Sugar Land Council Member Steve Porter  
(Alternate)

Home Rule Cities (Less than 25,000):  
City of Bellaire Council Member Trisha Pollard  
City of Dickinson Councilmember William King,  
III

General Law Cities:  
City of Meadows Place Mayor Pro Tem Terry  
Henley  
City of Waller Council Member Nancy Arnold

School Districts (Outside Houston ISD):  
Trustee Rissie Owens Huntsville ISD

The following members of the H-GAC Board of Directors were not marked in attendance at the June 19, 2018 Board meeting:

Colorado County Judge Ty Prause  
Harris County Commissioner R. Jack Cagle  
Harris County Commissioner Rodney Ellis  
Liberty County Judge Jay Knight  
  
City of Baytown Council Member Chris Presley  
City of Conroe Councilman Seth Gibson  
City of Deer Park Councilman Thane Harrison  
City of Galveston Mayor Jim Yarbrough

City of Houston Vice Mayor Pro Tem Jerry Davis  
City of Lake Jackson Councilmember Ralph Buster  
Buell  
City of La Porte Councilman Chuck Engelken, Jr.  
City of Pasadena Councilmember Cary Bass  
City of Rosenberg (Vacant)  
City of Texas City Commissioner Phil Roberts

**CALL TO ORDER**

Board Chair, City of Missouri City Council Member Floyd Emery called the meeting of the Board of Directors to order at 10:06 a.m. on Tuesday, June 19, 2018 in Conference Room B at 3555 Timmons Lane in Houston and presided throughout. Chair Emery stated that a quorum was present.

Chair Emery then asked everyone present to stand for a moment of silence for the victims, survivors, and community of Santa Fe.

**1. INVOCATION**

At the request of Chair Emery, Galveston County Commissioner Ken Clark presented the invocation.

**2. PLEDGES OF ALLEGIANCE**

At the request of Chair Emery, City of Meadows Place Alderman Terry Henley led Board members in reciting the Pledges of Allegiance to the flags of the United States and the State of Texas.

**3. PUBLIC COMMENT**

Chair Emery recognized City of Friendswood Councilmember Robert Griffon, Bunker Hill Village Councilmember Susan Schwartz, USDA Rural Affairs State Director Edd Hargett, USDA Rural Affairs Area Director Sabrina Glenn, Office of Senator Ted Cruz Jason Fuller, and City of League City Councilman Larry Millican who were in attendance in the audience.

Chair Emery explained that it was the custom at that time in the meeting to welcome any comments by the Public.

There was one public comment by City of Bellaire Council Member Trisha Pollard.

**4. CONSENT AGENDA**

Chair Emery called for the Consent Agenda. He asked if any member of the Board wished to remove an item from the Consent Agenda for special consideration, City of Houston Council Member Greg Travis requested item 4a be removed for discussion. Alderman Henley moved approval of the Consent Agenda items 4b through 4h. City of Dickinson Councilmember William King, III seconded the motion. Chair Emery called for any discussion or comments; hearing none, Chair Emery then called for a vote which resulted in unanimous approval by all members present.

Council Member Travis stated that he was not present during the presentation of the resolution honoring retiring Board member City of Texas City Commissioner Dee Ann Haney. He requested the minutes reflect that the vote “resulted in unanimous approval by all members present” rather than the vote “resulted in unanimous approval”. Council Member Travis moved approval of the Consent Agenda item 4a with correction as noted. Waller County Judge Trey Duhon seconded the motion. Chair Emery called for any discussion or comments; hearing none, Chair Emery then called for a vote which resulted in unanimous approval by all members present. Montgomery County Judge Craig Doyal and City of Sugar Land Council Member Steven Porter abstained from voting since they were not present at the May Board meeting.

The following items were acted on by approval of the Consent Agenda.

- a. **H-GAC Board of Directors Minutes May 15, 2018**—approved minutes of the May 15, 2018 Board Meeting.

- b. **FY19 Solid Waste Management Grants**—authorized to contract with recommended applicants for FY19 solid waste management funds.
- c. **FY19 Water Quality Management Plan Contract**—authorized to enter into a grant agreement with TCEQ for FY19 water quality management planning in the amount of \$140,000.
- d. **Livable Centers Planning Studies - Funding Agreement**—authorized corrected program funding numbers, and to enter into a Local Project Advance Funding Agreement with TxDOT to fund Livable Centers Planning Studies; total program amount not to exceed \$2,082,499 (\$1,665,999 of Federal STP-MM; \$416,500 of local match).
- e. **Refuse Handling Equipment**—authorized contracts with the lowest responsible bidders for refuse handling equipment.
- f. **Update the H-GAC Eco-Logical Mapping Tool**—authorized to enter into a one-year intergovernmental agreement with the Texas A&M University AgriLife Extension Service to perform the update of the Eco-Logical tool basemap for an amount not to exceed \$50,000.
- g. **Recertification of Area Emission Reduction Credit Organization**—authorized to submit a petition for AERCO recertification.
- h. **Investment Officer's Report**—approved Investment Officer's report.

## 5. **FINANCE AND BUDGET COMMITTEE**

### a. **Monthly Financial Report**

Chair Emery recognized City of Waller Council Member Nancy Arnold, Chair of the H-GAC Finance and Budget Committee to present the report. Council Member Arnold reported that the Committee met with a quorum and considered several items. Council Member Arnold then called on H-GAC Chief Financial Officer Nancy Haussler to present the report. Mrs. Haussler reported on the monthly financial report ending May 2018. Mrs. Haussler stated that Cooperative Purchasing was closer to projections noting that budget numbers would be met. She also noted that federal grants revenue was up in Transportation and Workforce programs. Mrs. Haussler then recommended the report for approval. Council Member Arnold moved approval of the report as presented. Council Member King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

### b. **Seventh Floor Renovations – General Contractor**

Council Member Arnold requested that Mrs. Haussler present the report. Mrs. Haussler requested approval for floor renovations on office space on the seventh floor of the building that currently houses H-GAC's primary offices. The new lease on the seventh floor was approved by the H-GAC Board in September 2017. Mrs. Haussler noted that the seventh floor office space was for the Texas Workforce Vocational Rehabilitation staff. Mrs. Haussler stated that H-GAC solicited general contractors to complete Phase 2, Construction Services for the remodel of the

seventh floor office space. Representatives from H-GAC and PGAL evaluated, scored, ranked, and recommended the contractors proposals in ranked order. Mrs. Haussler then requested approval to negotiate an agreement for construction services in ranked order as presented. Commissioner Clark moved approval of the report as presented. Judge McDonald seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **6. AUDIT COMMITTEE**

### **a. 2017 Comprehensive Annual Financial Report**

Chair Emery recognized Mrs. Haussler to present the report. Mrs. Haussler reported on the 2017 Comprehensive Annual Financial Report and noted that the numbers in the report had not changed from the draft report that was presented at the May Board of Directors meeting. She stated that the only difference was that two sections were added, a letter which stated H-GAC's goals for the year, and a statistical section.

### **b. 2017 Employee Retirement Plan**

Mrs. Haussler then continued with the 2017 Employee Retirement Plan. Mrs. Haussler noted that the numbers had not changed in the plan since presented in May, she also stated that the 2017 Employee Retirement Plan along with the 2017 Comprehensive Annual Financial Report were both issued an unmodified opinion by the Auditors. Mrs. Haussler then requested approval of both reports. City of Friendswood Councilmember Sally Branson moved approval of the 2017 Comprehensive Annual Financial Report and the 2017 Employee Retirement Plan as presented. Alderman Henley seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **7. HUMAN SERVICES**

### **a. Workforce Adult Education Contracts**

Chair Emery recognized H-GAC Human Services Director Mike Temple to present the report. Mr. Temple stated that he was presenting the Texas Workforce Board's recommendation for contracts for adult education and literacy services throughout the region. Mr. Temple stated that adult education and literacy classes were held in over 250 sites throughout all thirteen counties, services include English language instruction, literacy classes, adult basic education, adult secondary education, GED preparation, and joint basic education-skills training classes. Mr. Temple reported that in 2018 just over 19,000 individuals would be served, and just over 23,000 individuals were expected to be served in 2019. Mr. Temple then requested approval to contract with the adult education providers as listed. Following clarification of the areas served and a request for more services in rural communities by Matagorda County Judge Nate McDonald, Chambers County Commissioner Gary Nelson moved approval of the Workforce Adult Education Contracts. Alderman Henley seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **8. TRANSPORTATION PLANNING**

### **a. Traffic Volume and Vehicle Classification Data Collection for Select Roadways**

Chair Emery recognized H-GAC Transportation Director Alan Clark to present the report. Mr. Clark stated that he was requesting approval to enter into an agreement with CJ Hensch &

Associates, Inc. to conduct traffic count and vehicle classification data collection in the Metropolitan Planning Area over a two-year period across the eight-county metropolitan region. Mr. Clark noted that TxDOT collects traffic count every five years, to augment that data, H-GAC would capture traffic count during intermediate years and at additional locations. Council Member Arnold moved approval of the Traffic Volume and Vehicle Classification Data Collection for Select Roadways. Councilmember King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **9. HURRICANE RECOVERY**

### **a. FEMA Temporary Housing Program**

Chair Emery recognized H-GAC Community and Environmental Director Jeff Taebel to present the report. Mr. Taebel updated Board members on the FEMA Temporary Housing Program, he stated that the program was for communities outside the City of Houston. He also stated that the program was administered by H-GAC and that the General Land Office (GLO) and FEMA were also administering their own programs in the same area. Mr. Taebel reported that there were 318 residents that declined assistance, ninety-three that had been licensed in, meaning they had moved in to their temporary unit, and ten families that remained in the process. Mr. Taebel noted that the ten families had been processed but were in the work order stage. Once the ten families have been cleared, H-GAC's portion of the program would be complete. Mr. Taebel reported that H-GAC had expected the applicant pool to be considerably higher than the number of applicants received. Mr. Taebel noted that H-GAC only worked with the applicants provided by the GLO. H-GAC Executive Director Chuck Wemple stated that the applicants H-GAC was assigned to work with were qualified by FEMA, they were then handed down to the GLO, and finally assigned to H-GAC. This item was for information only. No action was taken.

### **b. Round 1 Draft Method of Distribution Hurricane Harvey Recovery Funding**

Mr. Wemple stated that the item presented was a request to open the public comment period on the allocation formula and results. He noted that the request was not to approve dollar amounts or the Method of Distribution. Mr. Wemple stated that Method of Distribution request would be presented at the July Board meeting. Mr. Wemple noted the importance of moving forward to public comment in order to stay on schedule and to get the funds moving to the regions as quickly as possible.

Mr. Taebel continued with the report and stated Round 1 funding did not include the City of Houston or Harris County, the City of Houston and Harris County would receive their own direct allocations. Mr. Taebel reported that H-GAC was charged with allocating housing buy-outs and acquisitions funding of approximately \$111 million and infra-structure funding of \$130 million for the remaining twelve-counties and jurisdictions. He also noted that HUD required that eighty-percent of those funds were to be spent in the seven counties that were designated as the most damaged areas and twenty-percent in all or portions of the remaining five county areas that were deemed as having lesser damage. Mr. Taebel reported that the preliminary draft Method of Distribution was consistent with that used following Hurricane Ike and any method would be based on available uniform data across the region such as claims to FEMA for individual housing assistance, damage reported in claims for owner occupied real property and personal property for renters. Mr. Taebel reported that four planning meetings had recently been held, H-GAC also met with representatives from the major housing organizations, a presentation was held at the

Chambers County Hurricane Conference, and they had conversations with elected officials and members of the public. He noted that all generated good comments and discussions. Following a lengthy and detailed discussion by the Board, Council Member Arnold moved approval of the H-GAC draft Method of Distribution for Community Development Block Grant Disaster Recovery Funds for public comment period from 4:00 p.m. Thursday, June 21, 2018 to 4:00 p.m. Friday, July 6, 2018. Councilmember King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **10. RESOLUTION HONORING RETIRING BOARD MEMBERS**

### **a. Resolutions Honoring Retiring Board Members**

Chair Emery presented resolutions for City of Lake Jackson Councilmember Gerald Roznovsky and City of Rosenberg Councilor Jimmie J. Peña who recently retired as members of the H-GAC Board of Directors. Chair Emery requested approval of the resolution. Alderman Henley moved approval. Councilmember King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **11. H-GAC ADVISORY COMMITTEE APPOINTMENTS**

### **a. H-GAC Advisory Committee Appointments**

Chair Emery recognized Mr. Wemple to present the report. Mr. Wemple reported that there was one nomination to the Solid Waste Management Council, he then requested approval of the advisory committee appointment as presented. Commissioner Clark moved approval of the committee appointments. Councilmember King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## **12. EXECUTIVE DIRECTOR'S REPORT**

Mr. Wemple thanked the members of the Board for their attendance, participation, and discussion. Mr. Wemple then stated with the recent retirements of Board members positions had opened up on some H-GAC Board committees. He then asked members who were interested in serving on the Audit Committee, Legislative Committee, Plans and Projects Review Committee, or the Water Resources Committee to contact him or Chair Emery.

Mr. Wemple also reported that a USDA Round Table would be held immediately following the Board meeting and encouraged anyone interested to attend.

Mr. Wemple also reported that beginning in July H-GAC would spotlight a different department that would provide information to the Board members on individual programs and services H-GAC has to offer.

## **13. ADJOURNMENT**

Chair Emery noted that there being no further business to be considered by the Board, the meeting was adjourned at 11:55 a.m.