

**MEETING MINUTES
H-GAC BOARD OF DIRECTORS
July 17, 2018**

ATTENDANCE ROSTER

The following members of the Board of Directors of the Houston-Galveston Area Council attended all or a portion of the July 17, 2018 Board meeting:

Austin County Judge Tim Lapham
Brazoria County Commissioner Stacy Adams
Chambers County Commissioner Gary Nelson
Colorado County Judge Ty Prause
Fort Bend County Commissioner Andy Meyers
Galveston County Commissioner Ken Clark
Harris County Commissioner R. Jack Cagle
Liberty County Judge Jay Knight
Matagorda County Judge Nate McDonald
Montgomery County Commissioner Charlie Riley
Walker County Commissioner Jimmy Henry
Waller County Judge Trey Duhon
Wharton County Judge Phillip Spenrath

City of Houston Vice Mayor Pro Tem Jerry Davis
City of Huntsville Mayor Andy Brauninger
City of Lake Jackson Councilmember Ralph Buster
Buell

City of League City Councilman Larry Millican
(Alternate)
City of Missouri City Council Member Floyd Emery
City of Pearland Mayor Tom Reid
City of Sugar Land Mayor Joe Zimmerman

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 July 17, 2018 Board meeting:

Harris County Commissioner Rodney Ellis

City of Baytown Council Member Chris Presley
City of Conroe Councilman Seth Gibson
City of Deer Park Councilman Thane Harrison
City of Friendswood Councilmember Sally
Branson

City of Galveston Mayor Jim Yarbrough
City of Houston Council Member Greg Travis
City of La Porte Councilman Chuck Engelken, Jr.
City of Pasadena Councilmember Cary Bass
City of Rosenberg Mayor William Benton
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 9:58 a.m. on Tuesday, July 17, 2018 in Conference Room B at 3555 Timmons Lane in Houston and presided throughout. Chair Emery stated that a quorum was present.

1. INVOCATION

At the request of Chair Emery, City of Dickinson Councilmember William King, III presented the invocation.

2. PLEDGES OF ALLEGIANCE

At the request of Chair Emery, City of Waller Council Member Nancy Arnold 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 Office of Senator Ted Cruz Jason Fuller along with 4 interns, and Bunker Hill Village Councilmember Susan Schwartz who were in attendance in the audience. Wharton County Judge Phillip Spenrath recognized City of Wharton City Manager Andre Garza who was also 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 Council Member Arnold.

Chair Emery stated that due to an emergency in Austin County, Austin County Judge Tim Lapham requested that item 10b, Hurricane Recovery Round 1 Draft Method of Distribution Hurricane Harvey Recovery Funding be moved up on the agenda for possible action so that Judge Lapham could leave following the report. Montgomery County Commissioner Charlie Riley moved approval of the request. Liberty County Judge Jay Knight 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. HURRICANE RECOVERY

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

Chair Emery called on H-GAC Community and Environmental Director Jeff Taebel to present the report. Mr. Taebel stated that he was requesting approval for the final H-GAC Method of Distribution for Community Development Block Grant Disaster Recovery Funds to submit to the General Land Office as required by the conditions of the Hurricane Harvey State Action Plan – Round 1. He continued by reminding the Board that the Method of Distribution would allocate funding for buy-outs and acquisitions, and infrastructure outside of Harris County. He noted that in June, the Board approved the draft Method of Distribution to be released for public comment, which provided allocation of funds for the most damaged HUD designated areas, which would receive 80% of the funding with 20% to go to the State designated damaged areas. He also stated that the Method of Distribution was authorized for Public Comments for a period of fourteen days along with two Public Hearings which were held during that time-period. Mr. Taebel stated that a total of twenty comments were received from those hearings, he noted that the comments were provided in the packet, then he briefly gave a summary of the comments. Mr. Taebel stated that after reviewing all the comments, staff was recommending that the Board adopt the Method of Distribution that was approved for public hearing last month. Mr. Taebel noted that after discussion from last month's Board of Directors meeting and from public comment, an alternative Method of Distribution for infrastructure was also being presented. The alternative method

included the number from the original formula, then three jurisdictions that had twenty-five percent or greater of housing damage, which included Chambers County, City of Dickinson, and Wharton County, the totals were then moved up to \$10 million minimum for infrastructure, then proportionally drew the funding needed from other counties and jurisdictions. Mr. Taebel noted that the changes between the two Method of Distributions were highlighted to indicate the difference. Galveston County Commissioner Ken Clark moved approval of the staff recommendation Method of Distribution that was presented at the June Board meeting. Fort Bend County Commissioner Andy Meyers seconded the motion. Chair Emery called for any discussion or comments; Wharton County Judge Phillip Spenrath opened the discussion and stated that his county needed assistance and asked other counties that would not be using all their allocations to consider sharing the funds with Wharton County. Following an in-depth discussion between Board Members, Chair Emery called for a vote which resulted in fifteen votes for the motion and eight against, with Harris County Commissioner Jack Cagle abstaining from voting since Harris County was not included in the Method of Distribution. The vote resulted in approval of the motion to approve the staff recommended Method of Distribution.

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 Meadows Place Alderman Terry Henley moved approval of the Consent Agenda. Chambers County Commissioner Gary Nelson 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.

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

- a. **H-GAC Board of Directors Minutes June 19, 2018**—approved minutes of the June 19, 2018 Board Meeting.
- b. **Water, Gas, Electric Meters, and Associated Equipment**—authorized contracts with the lowest responsible bidders for Water, Gas, Electric Meters, and Associated Equipment.
- c. **Commute Solutions Month**—approved of resolution recognizing August as Commute Solutions Month.
- d. **Area Emission Reduction Credit Organization Acceptance of Consent Decree Funds**—authorized to enter into Consent Decree Agreement to accept \$3,175,000 into the AERCO account.
- e. **Integrated Transportation Planning, Programming, and Project Tracking Database**—authorized to negotiate renewing the service agreement with EcoInteractive Inc. to finalize development and implementation of the transportation project database; total amount not to exceed \$150,000 over the next fiscal year.

- f. **Urban Transportation Planning Agreement**—authorized to renew six-year intergovernmental agreement between Texas Department of Transportation and H-GAC as designated Metropolitan Planning Organization fiscal agent for the eight-county Houston Galveston Transportation Management Area.

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 June 2018. Mrs. Haussler stated that a small number of membership dues were outstanding with reminder notices being sent. She also noted that the H-GAC Energy Purchasing Corporation was doing very well, the Cooperative Purchasing was on track to meet projected revenues, and the Gulf Coast Regional 9-1-1 fees were off balance due to timing difference of receipt of revenue. Mrs. Haussler also noted that interest income is up due to better than expected increased interest from the Federal Reserve. She also noted that Other income continued to reflect timing delays in the Local Development Corporation and Aerial Imagery revenue had been billed but not received. Mrs. Haussler reported that grant revenue funds were continuation grants, with timing and receipt of grants causing the variance. Mrs. Haussler then recommended the report for approval. Council Member Arnold moved approval of the report as presented. 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.

b. 2018 Mid-Year Budget Revision

Council Member Arnold recognized H-GAC Executive Director Chuck Wemple to present the 2018 Mid-Year Budget Revision. Mr. Wemple stated that at that time each year, H-GAC revised the operating budget for a mid-year true up of the 2018 Budget that was approved at the end of last year. Mr. Wemple stated that the mid-year revision was a good house-keeping practice that allows staff to capture any Board action that may not have been included in the original budget. He noted that this allowed for any additional anticipated funds. Mr. Wemple then reviewed in detail the 2018 Mid-Year Budget noting that the unified budget was down 1.17% or \$4,170,401 at \$351,084,359; pass-through funds were down 1.74% or \$5,512,542 at \$310,397,769; operations was up 3.41% or \$1,342,141 at \$40,686,590. Mr. Wemple then noted the major increases in the budget: Workforce was up 19.52% at \$46,660,740; Aging was up 24.68% at \$2,017,168; Public Services was up 11.57% at \$619,639, and Capital Expenditures were up by 33.75% at \$65,300. Mr. Wemple also noted the major decreases and noted that Community and Environmental Planning was down 67.31% at \$47,816,642; Transportation was down 17.36% at \$4,243,189; Data Services was down 8.72% at \$521,045; and local activities were down 89.57% at \$952,371. City of Sugar Land Mayor Joe Zimmerman moved approval of the 2018 Mid-Year Budget Revision. 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.

6. PLANS AND PROJECTS REVIEW COMMITTEE

a. Brazoria County PY 2018 Proposed CDBG Allocations

Chair Emery recognized Judge Spenrath who Chaired the Plans and Projects Review Committee in the absence of the Chair. Judge Spenrath reported that the committee met with a quorum prior to the Board meeting to review the Brazoria County PY 2018 Proposed CDBG Allocations. He also stated that the committee voted to recommend approval of the item. Judge Spenrath then asked H-GAC Principal Planner Anita Hollman to present the report. Ms. Hollman stated that the projects would include: Angelton Water Tower Rehab; Brazoria Sewer Improvements; Freeport Water Tower Rehab; Onsite Septic System Improvements; and Richwood Sewer Improvements. Ms. Hollman stated that all the projects were found consistent with plans, policies, and H-GAC review criteria. Judge Spenrath moved approval of the Brazoria County PY 2018 Proposed CDBG Allocations. 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.

7. TRANSPORTATION PLANNING

a. Commuter and Transit Services Pilot Projects

Chair Emery recognized H-GAC Transportation Director Alan Clark. Mr. Clark stated that the request before the Board was to enter into an agreement with the Texas Department of Transportation (TxDOT) to receive \$5,503,750 to continue the implementation of Transit Services Pilot Program. Mr. Clark reported that H-GAC has successfully contracted with transportation providers and local governments to provide services that benefit major employment and living centers, park and ride services, fixed route circulators, work to work shuttles and subscription express services. Mr. Clark then requested approval to enter into an agreement with TxDOT for Commuter and Transit Services Pilot Program. Mayor Zimmerman moved approval of the Commuter and Transit Services Pilot Projects. 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.

8. 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 were several advisory committee nominations including some received after the Board mailout and were listed on greensheets that were handed out, he then requested approval of the advisory committee appointment as presented. Councilmember King moved approval of the committee appointments. 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.

9. H-GAC BOARD CHAIR'S COMMITTEE APPOINTMENT

a. H-GAC Board Chair's Committee Appointment

Chair Emery recognized Mr. Wemple to present the report. Mr. Wemple reported, as mentioned last month, that there a couple of vacancies based on retiring Board members in recent months, he then noted that a request was received to add Mayor Zimmerman to the H-GAC Legislative Committee. Mr. Wemple then asked approval of the Chair's committee appointment as requested. Judge Knight moved approval of the Chair's 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.

10. HURRICANE RECOVERY

a. FEMA Temporary Housing Program

Chair Emery recognized H-GAC Community and Environmental Director Jeff Taebel to present the report. Mr. Taebel then provided his monthly update to the Board on the FEMA Temporary Housing Program. Mr. Taebel stated that the temporary housing program was being partially administered by FEMA, the General Land Office, and H-GAC. Mr. Taebel reported that ninety-eight clients had been licensed in to the program, 319 people declined assistance, and two were still in process which are expected to be completed by the end of the month. Mr. Taebel reported that H-GAC was still under contract to conduct re-certifications of the units, to check with the tenants to see what their plans are for permanent housing, since they need to be moved out by February 2019. Mr. Taebel stated that to-date 223 site visits had been conducted and move out inspections had been concluded on 112 tenants. Following clarification and discussion from the Board, Chair Emery noted that this item was for information only. No action was taken.

11. INFORMATION

a. Spotlight on H-GAC Programs

Chair Emery recognized Mr. Wemple to begin the next report. Mr. Wemple stated staff would begin a monthly Spotlight on H-GAC Programs to help raise awareness across the board of some of the programs of H-GAC. Mr. Wemple then introduced H-GAC Human Services Senior Planner Cameron Burch who spoke on Adult Education and Literacy Services. Ms. Burch stated the Gulf Coast Adult Education Consortium was funded by the Texas Workforce Commission and that H-GAC received approximately \$17 million annually to provide adult education and literacy services there were contracted by a network of vendors to deliver the services. Ms. Burch noted that adult education activities were accessible region wide. She also noted that in 2017, nine consortium partners served approximately 22,000 customers in over 200 locations throughout the fifteen counties. Ms. Burch noted that collectively, those students completed a total of 1.6 million class instructional hours. Ms. Burch stated that many adult education students enrolled in workforce training courses and they earned industry recognized credentials while also learning basic skills. Last year students accessed thirty-four different training options in demand occupations, such as health sector; craft trades; professional services; IT, and computer science. Ms. Burch closed her presentation with a photo of Wharton County Junior College graduates.

b. Executive Director's Report

Chair Emery recognized Mr. Wemple for his report. Mr. Wemple thanked the Board members for their deliberation on policy decisions. Mr. Wemple reported that a Regional Safety Plan Public Meeting would be held on July 25 and the Texas Municipal League Region 14 would be meeting at Moody Gardens, in Galveston on August 10-11. Mr. Wemple also noted that the Gulf Coast Regional 9-1-1 Emergency Communications District would meet immediately following the H-GAC Board meeting.

Mr. Wemple also stated that the 2018 Salary Survey would be available at the end of July for those interested in purchasing a copy. Mr. Wemple also stated that he had made several site visits to Board members throughout the region and looked forward to more visits.

Mr. Wemple informed the Board members that next month H-GAC would present its procurement for employee health insurance benefits for the Board's consideration.

12. ADJOURNMENT

Chair Emery noted that there being no further business to be considered by the Board, the meeting was adjourned at 11:06 a.m.