

**MEETING MINUTES
H-GAC BOARD OF DIRECTORS
November 20, 2018**

ATTENDANCE ROSTER

The following members of the Board of Directors of the Houston-Galveston Area Council attended all or a portion of the November 20, 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
Matagorda County Judge Nate McDonald
Walker County Commissioner Jimmy Henry
Waller County Judge Trey Duhon
Wharton County Judge Phillip Spenrath

City of Conroe Councilman Seth Gibson
City of Friendswood Councilmember Sally Branson
City of Houston Vice Mayor Pro Tem Jerry Davis
City of Houston Council Member Greg Travis
City of Huntsville Mayor Andy Brauninger
City of La Porte Councilman Chuck Engelken, Jr.
City of Lake Jackson Councilmember Ralph Buster Buell

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 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 November 20, 2018 Board meeting:

Harris County Commissioner R. Jack Cagle
Harris County Commissioner Rodney Ellis
Liberty County Judge Jay Knight
Montgomery County Commissioner Charlie Riley
City of Baytown Council Member Chris Presley

City of Deer Park Councilman Thane Harrison
City of Galveston Mayor Jim Yarbrough
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 10:00 a.m. on Tuesday, November 20, 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 Pearland Mayor Tom Reid presented the invocation.

2. PLEDGES OF ALLEGIANCE

At the request of Chair Emery, City of Friendswood Councilmember Sally Branson 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 League City Councilman Larry Millican, Bunker Hill Village Councilmember Susan Schwartz, Alief ISD Trustee Jennifer Key, City of Pattison Mayor Joe Garcia, and City of Dickinson Chief Financial Officer Stephanie Russell 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 were no public comments.

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 Sugar Land Mayor Joe Zimmerman moved approval of the Consent Agenda as presented. City of Houston Vice Mayor Pro Tem Jerry Davis 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 October 16, 2018**—approved minutes of the October 16, 2018 Board Meeting.
- b. **Renewal of Geographic Information Software Maintenance Agreement**—approved to renew annual maintenance and support agreement with Environmental Systems Research Institute; amount not to exceed \$62,900.
- c. **HGACBUY Contracts - Buses-Shuttle, Transit, Trams and Other Specialty Buses**—authorized contracts with the lowest responsible bidders for Buses-Shuttle, Transit, Trams and Other Specialty Buses.
- d. **HGACBUY Contracts - Current Model Cars and Light Trucks**—authorized contracts with the lowest responsible bidders for VE11-18A Current Model Cars and Light Trucks.
- e. **Law Enforcement Training Equipment**—authorized to accept reallocated State Homeland Security Program grant funds to purchase Advanced Law Enforcement Rapid Response Training equipment, amount not to exceed \$46,000.

- f. **Clean Vehicles Program Agreements**—authorized agreements for acquisition of thirteen vehicles; amount not to exceed \$2,079,226.
- g. **Delivery Vehicle Impact Study Agreement with Texas A&M Transportation Institute**—authorized to enter into funding agreement with Texas A&M Transportation Institute for delivery vehicle impact study; total amount not to exceed \$100,000.
- 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 financial status report for October 2018. Mrs. Haussler noted the variances of the total change in fund balance on the General Fund, Gulf Coast 9-1-1, and the Enterprise Fund accounts. Mrs. Haussler also stated that income is meeting projections with the exception of membership dues with only a few left outstanding. Mrs. Haussler reported that grant funds were in line where anticipated for that time of the year. Mrs. Haussler then recommended the report for approval. Council Member Arnold moved approval of the report as presented. City of Dickinson Councilmember William King, III seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

b. Presentation of Proposed H-GAC 2019 Budget and Service Plan

Council Member Arnold recognized H-GAC Executive Director Chuck Wemple to present the report. Mr. Wemple stated that the proposed H-GAC 2019 Budget and Service Plan was being presented for the second time and that it would be brought back in December for possible action. Mr. Wemple noted that 2019 Budget and Service Plan was essentially the same as the plan presented in October with the exception of two changes. He noted that the first was movement of approximately \$4 million in Hurricane Ike Recovery Funds for a multi-family project in the City of Conroe from the 2018 budget to the 2019 budget. Mr. Wemple noted that the project was the last remaining Hurricane Ike project for the agency. Mr. Wemple reported that the additional change was in the operations fund and capital improvement fund that brought the total overall budget to \$365,056,867. Mr. Wemple noted that he did not anticipate any further changes to the 2019 Budget and Service Plan. Mr. Wemple then gave a quick overview of the budget summary. Council Member Arnold asked if there were any questions; hearing none, she then stated that the 2019 Budget and Service Plan would return to the December agenda for possible action.

c. Recommended Salary and Benefit Program – 2019

Council Member Arnold recognized Mrs. Haussler to present the report. Mrs. Haussler stated that State law requires regional councils to implement a salary classification system similar to the State of Texas compensation system. She stated that a comparison of H-GAC's 2019 Proposed Salary Ranges to the State Salary Range was provided in the packet. She then stated that

the H-GAC Salary Range Matrix for 2019 included a three percent merit pool increase. Mrs. Haussler stated that the Benefit Program also included employee medical, dental, vision, long-term disability, and basic life and AD&D insurance, as well as, a small portion for staff bus and van pool passes. Council Member Arnold asked if there were any questions; hearing none, she then stated that the Salary and Benefit Program for 2019 would return to the December agenda for possible action.

6. PLANS AND PROJECTS REVIEW COMMITTEE

a. Economic Development Administration Grants – Harvey Recovery

Chair Emery recognized City of Conroe Councilman Seth Gibson Chair of the Plans and Projects Review Committee to present the report. Councilman Gibson reported that the Committee met prior to the Board meeting with a quorum. Councilman Gibson stated that two projects were presented 1) \$3,000,000 to Dickinson Economic Development Corporation; and 2) \$485,340 to NationSync Community Development Corporation. Councilman Gibson stated that the H-GAC Plans and Projects Review Committee found no issues with the projects and asked that both be found consistent with plans, policies, and H-GAC review criteria. Chambers County Commissioner Gary Nelson moved approval of the report as presented. Councilmember Branson seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

7. TRANSPORTATION

a. Port Area Mobility Study

Chair Emery recognized H-GAC Transportation Director Alan Clark to present the report. Mr. Clark requested authorization to re-enter into a funding agreement with Texas Department of Transportation in the amount of \$1,702,080 for the on-going work on the Ports Area Mobility Study. Mr. Clark reported that the study would identify freight and goods supply chains dependent upon the regions port facilities; identify improvements to better facilitate port related freight mobility from infrastructure, multimodal, and operational and policy level perspectives. He also noted that the resulting analysis would identify projects/alternatives that support Port mobility and access, as well as address other components necessary to prepare for projected growth. Mr. Clark stated that the agreement with the Texas Department of Transportation (TxDOT) expired in September 2018, he then requested to re-enter into a funding agreement with TxDOT to continue to receive funds to complete the study by June 2019. City of Huntsville Mayor Andy Brauninger moved approval of the report as presented. Mayor Reid 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 nominations, two to the Criminal Justice Advisory Committee and one to the Natural Resources Advisory Committee. Mr. Wemple then requested approval of the advisory committee appointments as presented. Galveston County Commissioner Ken Clark moved approval. City of Meadows Place Alderman Terry 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. INFORMATION

a. H-GAC Spotlight – On-Site Sewage Facility Replacement Project

Chair Emery recognized H-GAC Community and Environmental Planning Manager Todd Running. Mr. Running presented on H-GAC's Wastewater Assistance Program, his presentation included information on health and environmental risks associated with an aging septic tank, availability of funding for repair or replacement, program requirements, and the positive impact a new septic system would have on people and their community.

b. Executive Director's Report

Mr. Wemple reported that earlier in the month, General Law and Home Rule Cities held caucus meetings to select two representatives and two alternates to represent them on the 2019 H-GAC Board of Directors. Mr. Wemple reported that General Law Cities reelected Alderman Terry Henley with the City of Meadows Place and Council Member Nancy Arnold with the City of Waller as their representatives. Cecil Willis with the City of Stafford and Councilmember Adam Arendell with the City of Alvin were reelected as the alternates. Mr. Wemple stated that Home Rule Cities reelected Councilman William King, III with the City of Dickinson and Council Member Trisha Pollard with the City of Bellaire as their representatives. Council Member Susan Schwartz of Bunker Hill Village and Mayor Joe Garcia with the City of Pattison were elected as their alternates. Mr. Wemple also reported that leaders from H-GAC's member independent school districts would meet on November 29 to elect their Independent School District representative and alternate to the 2019 Board of Directors.

10. ADJOURNMENT

Chair Emery noted that there being no further business to be considered by the Board, the meeting was adjourned at 10:43 a.m.