



**AGENDA**  
**HOUSTON-GALVESTON AREA**  
**COUNCIL**  
**BOARD OF DIRECTORS MEETING**  
**October 15, 2024 10:00 AM**  
**3555 Timmons Lane, 2nd Floor**  
**Conference Room B**  
**Houston, TX 77027**

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. DECLARE CONFLICTS OF INTEREST
5. SAFETY BRIEFING

**ACTION**

6. CONSENT AGENDA

Items listed are of a routine nature and may be acted on in a single motion unless requested otherwise by a member of the Board.

- a. H-GAC BOARD MEETING MINUTES – SEPTEMBER 17, 2024  
Request approval of the minutes of the September 17, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)
- b. FUNDING INCREASE FOR TRAFFIC INCIDENT MANAGEMENT  
Request approval to enter into an agreement with The Texas Department of Transportation to amend the advanced funding agreements by increasing the values for projects MPO ID 11917 for an amount not to exceed \$1,800,000 and MPO ID 17020 for an amount not to exceed \$3,100,000. (Staff Contact: Jamila Owens)
- c. CITY OF FRIENDSWOOD MASTER TRAILS PLAN  
Request authorization to contract with firms in the order presented for a contract term of one year, in an amount not to exceed \$250,000. (Staff Contact: Allie Isbell)
- d. COORDINATED HUMAN SERVICE AND PUBLIC TRANSPORTATION PLANNING ASSISTANCE GRANT 2024  
Request authorization to enter into a project agreement with the Texas Department of Transportation to support coordinated human service and public transportation planning, in an amount not to exceed \$255,000. (Staff Contact: Jamila Owens)
- e. INTERLOCAL AGREEMENTS FOR REGIONAL STRATEGIC TRANSPORTATION FUND  
Request authorization to execute Interlocal Agreement with the sponsors identified in the attached table to receive a minimum of \$5,550,000 into the Regional Strategic Transportation Fund. (Staff Contact: Callie Barnes)
- f. TITLE VI PROGRAM UPDATE  
Request approval of H-GAC's updated Title VI Program. (Staff Contact: Ayo

- Jibowu)
- g. HGACBUY SOLAR LIGHTING EQUIPMENT AND RELATED SERVICES  
Request authorization to negotiate contracts with respondents listed in the Award Recommendation Table for SL12-24 Solar Lighting Equipment and Related Services. (Staff Contact: Ronnie Barnes)
  - h. HOMEOWNER WASTEWATER ASSISTANCE PROGRAM SERVICE PROVIDER CONTRACTS  
Request authorization to conduct work with prequalified Septic System Contractors for the Homeowner Wastewater Assistance Program for the term of one year and extend the work for up to two additional one-year terms. Total amount not expected to exceed \$300,000. (Staff Contact: Todd Running)
  - i. QUARTERLY INVESTMENT REPORT - THIRD QUARTER 2024  
Request approval of the Third Quarter 2024 Investment Report. (Staff Contact, Christina Ordonez-Campos, CPA)

## **DISCUSSION**

### 7. FINANCE AND BUDGET COMMITTEE

Report on activities and Committee recommendations.

- a. MONTHLY FINANCIAL REPORT - SEPTEMBER 2024  
Request approval of the monthly financial report ending September 30, 2024. (Staff Contact: Christina Ordonez-Campos)
- b. RECOMMENDED 2025 SALARY PROGRAM  
Request approval of the recommended employee salary ranges for 2025. (Staff Contact: Teri Ramsey)
- c. INTEREST REINVESTMENT FUND  
Request approval to implement the interest reinvestment fund and the related designation and utilization strategy. (Staff Contact: Christina Ordonez-Campos, CPA)

### 8. BUDGET AND SERVICE PLAN

- a. ORIENTATION TO BUDGET & SERVICE PLAN  
For information only. No action required. (Staff Contact: Chuck Wemple)
- b. PRESENTATION OF PROPOSED H-GAC 2025 BUDGET & SERVICE PLAN  
Presentation and discussion of proposed H-GAC 2025 Budget & Service Plan. For information only, no action requested. (Staff Contact: Chuck Wemple)

### 9. H-GAC ADVISORY COMMITTEE APPOINTMENTS

- a. OCTOBER 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS  
Request approval of appointments to H-GAC advisory committees. (Staff Contact: William Matthews)

### 10. EXECUTIVE DIRECTOR'S REPORT

a. H-GAC SPOTLIGHT - CYBER SECURITY

For information only. No action requested. (Staff Contact: John Tran)

b. OUTREACH AND GOVERNMENT AFFAIRS REPORT

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

c. EXECUTIVE DIRECTOR'S REPORT

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)

11. ADJOURNMENT

In compliance with the Americans with Disabilities Act, H-GAC will provide for reasonable accommodations for persons attending H-GAC functions. Requests should be received by H-GAC 24 hours prior to the function.

## **H-GAC BOARD MEETING MINUTES – SEPTEMBER 17, 2024**

### **Background**

The H-GAC Board of Directors convenes on the third Tuesday of each month at 10:00 a.m. Meeting minutes are prepared following each Board meeting to summarize any action taken and document the attendance of Board members.

### **Current Situation**

A summary of the September 17 meeting of the H-GAC Board of Directors is attached and recommended for approval.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the minutes of the September 17, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

### **ATTACHMENTS:**

- September 17, 2024 Meeting Minutes
- Cover Memo

**MEETING MINUTES**  
**H-GAC BOARD OF DIRECTORS**  
**September 17, 2024**

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**ATTENDANCE ROSTER**

The following members of the Board of Directors (Board) of the Houston-Galveston Area Council (H-GAC) attended all or a portion of the September 17, 2024, Board meeting:

Austin County Judge Tim Lapham	City of Pasadena Council Member Dolan Dow
Brazoria County Commissioner Stacy Adams	City of Sugar Land Stewart Jacobson
Colorado County Judge Ty Prause	City of Texas City Commissioner Jami Clark
Galveston County Commissioner Joseph Giusti	
Harris County Commissioner Lesley Briones	General Law Cities:
Liberty County Judge Jay Knight	City of Waller Council Member Nancy Arnold
Matagorda County Judge Bobby Seiferman	City of Pattison Mayor Pro Tem Joe Garcia
Montgomery County Judge Mark Keough	
Walker County Commissioner Brandon Decker	Home Rule Cities (Less than 25,000):
Waller County Judge Trey Duhon	City of Bellaire Council Member Ross Gordon
Wharton County Judge Phillip Spenrath	City of Dickinson Mayor Pro Tem Johnnie Simpson
City of Alvin Council Member Martin Vela	
City of Conroe Council Member Howard Wood	Huntsville ISD Trustee Rissie Owens
City of Deer Park Council Member Tommy Ginn	
City of Friendswood Council Member Sally Branson	
City of Galveston Mayor Pro Tem Marie Robb	
City of Houston Council Member Sallie Alcorn	
City of Houston Vice Mayor Pro Tem Amy Peck	
City of Huntsville Mayor Russell Humphrey	
City of La Porte Council Member Bill Bentley (Alternate)	
City of Lake Jackson Mayor Gerald Roznovsky	
City of League City Council Member Tommy Cones	
City of Missouri City Council Member Jeffrey Boney	

The following Board members were not marked in attendance at the September 17, 2024, Board Meeting:

Chambers County Commissioner Tommy Hammond  
Fort Bend County Judge KP George  
Harris County Commissioner Adrian Garcia  
City of Baytown Councilmember Laura Alvarado  
City of La Porte Council Member Chuck Engelken  
City of Pearland Mayor Kevin Cole  
City of Rosenberg Mayor William Benton

(over)

## **CALL TO ORDER**

The Honorable Sallie Alcorn, City of Houston Council Member and Chair of the Board called the meeting to order at 10:10 a.m. on Tuesday, September 17, 2024, at 3555 Timmons Lane.

### **1. INVOCATION**

Montgomery County Judge, Mark Keough, gave the invocation.

### **2. PLEDGE OF ALLEGIANCE**

Montgomery County Judge, Mark Keough, led the Pledge of Allegiance and the Pledge to the Texas Flag.

## **ROLL CALL**

Chair Alcorn asked Vanessa McKeehan to conduct the Board of Directors roll call. Ms. McKeehan conducted the roll call and announced that a quorum was present. Mr. Guerrero introduced special guests in the audience: Melissa Washington (General Land Office), Stephanie Davidson (General Land Office), Freddy Guerra (Office of Commissioner Briones), Talya Morris (Office of Commissioner Briones), Aylin Rodriguez (Office of Commissioner Briones), Sarah Jones (Office of US Senator John Cornyn), Jean Mann (Office of County Judge Keough), Mayor Pro Tem Robert Richards (City of Brookshire), and Former Chair Darryl Morrison.

### **3. PUBLIC COMMENT**

Chair Alcorn invited comments from any members of the public who wished to participate during the meeting and asked Mr. Guerrero if any requests for public comments had been received. Mr. Guerrero stated that there was one public comment, Gladys House El. Ms. House El expressed concern about the Workforce Solutions Summer Youth Program. There being no further public comments Chair Alcorn proceeded to the next item on the agenda.

### **4. DECLARE CONFLICTS OF INTEREST**

Chair Alcorn called for any Board member with a conflict of interest to declare it at that time. Hearing no conflicts, Chair Alcorn proceeded to the next item on the agenda.

### **5. SAFETY TIP OF THE MONTH**

Chair Alcorn asked Scott Young, H-GAC Facilities Manager, to bring this month's safety tip. Mr. Young gave a brief presentation regarding Fire Wardens and their roles inside the conference room and identified the exits in case of an emergency.

### **6. CONSENT AGENDA**

Chair Alcorn called for the Consent Agenda and asked if there were any questions or items that required discussion. There being no questions, Montgomery County Judge Keough moved to approve the Consent Agenda. City of Dickinson Mayor Pro Tem Simpson seconded the motion. Chair Alcorn 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 MEETING MINUTES – AUGUST 20, 2024** - Approved the minutes of the August 20, 2024, H-GAC Board Meeting.

- b. **HGACBUY - SEWER/STORM WATER, HYDRO-EXCAVATING EQUIPMENT AND RELATED SERVICES-A** - Approved contracts with respondents for Sewer/Storm Water, Hydro-Excavating Equipment and Related Services.
- c. **BRAYS AND SIMS BAYOU WATERSHED PROTECTION PLAN** – Approved to enter into a contract with the Texas Commission on Environmental Quality to develop a Watershed Protection Plan for the Brays Bayou and Sims Bayou Watershed, not to exceed \$469,667.
- d. **WATER QUALITY MANAGEMENT PLAN CONTRACT** - Approved to contract with the Texas Commission on Environmental Quality to conduct regional water quality planning activities, not to exceed \$234,720.
- e. **AREA AGENCY ON AGING BYLAW AMENDMENTS** - Approved the Aging and Disability Advisory Committee’s bylaw amendments recommendations.
- f. **AGING AND DISABILITY RESOURCE CENTER FUNDING AWARD** - Accepted funding from the Texas Health and Human Services Commission for the Aging and Disability Resource Center for Fiscal Year 2025, not to exceed \$314,968.00.
- g. **WORKFORCE SOLUTIONS CONTENT MANAGEMENT SYSTEM** - Approved to extend contract with Ingeniux content management system for one additional year, not to exceed of \$66,020.
- h. **ASANA PROJECT MANAGEMENT SOLUTION** - Approved to renew Asana Business License annual subscription, not to exceed \$114,552.
- i. **FISCAL YEAR 2024 ANNUAL AUDIT ENGAGEMENT** - Approved authorization for H-GAC to engage the services of Whitley Penn for the Fiscal Year 2024 annual audit, not to exceed \$122,500. (Staff Contact: Christina Ordóñez-Campos, CPA)
- j. **CHAIR COMMITTEE APPOINTMENTS** – Approved appointments to the Finance and Budget Committee, the Legislative Committee, and the Water Resources Committee.

**7. FINANCE AND BUDGET COMMITTEE**

**a. Monthly Financial Report – AUGUST 2024**

Chair Alcorn announced that the Finance and Budget Committee met before the Board of Directors meeting under the leadership of the Committee Chair, City of Pattison Mayor Pro Tem Garcia. Mayor Pro Tem Garcia reported that the committee met with a quorum to consider several items on the agenda.

Mayor Pro Tem Garcia recognized Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer, to present the financial status report for August. Ms. Ordonez-Campos requested approval of the monthly financial report ending August 31, 2024.

Ms. Ordonez-Campos asked if there were any questions regarding the August financial report. There being none, City of Dickinson Mayor Pro Tem Simpson moved to approve, and City of Friendswood Councilmember Branson seconded the motion. With no additional discussion, Chair Alcorn called for the vote, which resulted in unanimous approval by all members present.

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**8. HUMAN SERVICES**

Chair Alcorn called on Curtis Cooper, Senior Manager, who requested approval of the Area Agency on Aging Fiscal Year 2025 Contract Recommendation.

- a. **AREA AGENCY ON AGING FISCAL YEAR 2025 CONTRACT RECOMMENDATION** – Approved authorization to contract Fiscal Year 2025, not to exceed \$9,247,540.

Chair Alcorn asked if there were any questions. There being none, Montgomery County Judge Keough moved to approve, and City of Missouri City Councilmember Boney seconded the motion. With no additional discussion, Chair Alcorn called for the vote, which resulted in unanimous approval by all members present.

**9. POLICY UPDATE**

Chair Alcorn called on Chuck Wemple, H-GAC executive Director, who requested approval of the Policy Update.

- a. **H-GAC PROCUREMENT POLICY AND PROCEDURE UPDATE** – Approved the update to the H-GAC Procurement Policy and Procedure Manual.

Chair Alcorn asked if there were any questions. There being none, City of Dickinson Mayor Pro Tem Simpson moved to approve, and City of Friendswood Councilmember Branson seconded the motion. With no additional discussion, Chair Alcorn called for the vote, which resulted in unanimous approval by all members present.

**10. H-GAC ADVISORY COMMITTEE APPOINTMENTS**

Chair Alcorn moved to the next agenda item. Chair Alcorn called on William Matthews, H-GAC Policy and Governance Coordinator. Mr. Matthews requested approval of one appointment to one H-GAC advisory committees.

- a. **SEPTEMBER 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS** – Approved appointments to H-GAC advisory committees.

Chair Alcorn asked if there were any questions. There being none, Montgomery County Judge Keough moved to approve, and City of Friendswood Councilmember Branson seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**INFORMATION**

**11. REPORTS**

- a. **H-GAC Spotlight – H-GACBUY TOUCHPOINT PROCESS** - Chair Alcorn called on Ronnie Barnes, H-GAC Public Services Director, to speak on the H-GACBuy Touchpoint Process. For more information about the program, contact [Ronnie.barnes@h-gac.com](mailto:Ronnie.barnes@h-gac.com). There being no action, Chair Alcorn moved to the next item.



b. **EXECUTIVE DIRECTORS REPORT – H-GAC Executive Director Chuck** Page 6 of 6

Wemple introduced the new Facilities Manager, Scott Young and the new Director of Data Services, Viet Dang. Mr. Wemple mentioned that there will be a Broadband update next month about the initiatives and hold a committee meeting before the October Board meeting. Mr. Wemple announced a successful County Pop-Up that kicked off in the City of Pattison. Mr. Wemple discussed his visit to the Fort Bend County Infrastructure Summit. Mr. Wemple mentioned that he will be visiting the City of Pearland and Galveston County to discuss transportation needs. Mr. Wemple also explained the Budget workshop that will be held in the October Board meeting. Mr. Wemple will also be attending the Texas Association Regional Counties and a National Association where he will discuss the newly adopted Spend-Down Policy and Curtis Cooper will discuss matters of Area of Aging. Mr. Wemple also mentioned that the search continues for the next Transportation Director. Mr. Wemple mentioned that he will go to Austin along with H-GAC employees to meet with the Executive Director of Workforce Solutions.

**12. EXECUTIVE SESSION**

a. **EXECUTIVE SESSION – PERSONNEL MATTER**

Chair Alcorn announced that the Board will hold an Executive Session to discuss a personnel matter in accordance with Government Code, Title 5, Section 551.074 and called the meeting to recess.

Chair Alcorn called the meeting to order to take action on the personnel matter where the City of Dickinson Mayor Pro Tem Simpson motioned to authorize the Executive Director to settle up to signature limit.

Chair Alcorn asked if there were any questions. There being none, City of Pattison Mayor Pro Tem Garcia seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**13. ADJOURNMENT**

There being no further business to discuss, Chair Alcorn adjourned the September 17, 2024, meeting of the H-GAC Board of Directors at 11:07 a.m.

(over)

## **FUNDING INCREASE FOR TRAFFIC INCIDENT MANAGEMENT**

### **Background**

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes.

Currently, H-GAC has agreements with the City of Houston and Harris County to conduct this program. The Tow and Go service and related incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

### **Current Situation**

To continue funding the Traffic Incident Management partnerships with Houston and Harris County, staff are working with the Transportation Policy Council and Texas Department of Transportation to add funding to sustain the program through June 2025. This would include adding:

- \$1.8M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management project (MPO ID 11917) for the City of Houston partnership.
- \$3.1M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management project (MPO ID 17020) to fund continuing towing operations in Harris County.

### **Funding Source**

Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request approval to enter into an agreement with The Texas Department of Transportation to amend the advanced funding agreements by increasing the values for projects MPO ID 11917 for an amount not to exceed \$1,800,000 and MPO ID 17020 for an amount not to exceed \$3,100,000. (Staff Contact: Jamila Owens)

## CITY OF FRIENDSWOOD MASTER TRAILS PLAN

### Background

As part of developing the 2022-2023 Unified Planning Work Program, H-GAC solicited requests for planning studies from local governments. Four bike and pedestrian planning-focused studies were selected and included in the Work Program. One of the applications awarded was submitted by the City of Friendswood for a Master Trails Plan.

H-GAC is seeking a qualified contractor to examine existing conditions and facilities for bike and pedestrian activities to produce an implementable plan that envisions the City of Friendswood as a community with a safe and resilient multimodal transportation network that supports better access to offices, parks, trails, restaurants, shopping and homes.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under TRN24-05 on May 1, 2024 and which closed on June 13, 2024. Seven responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC, and the sponsoring agency. The contract is estimated begin December 2024. Based on the committee's scoring and evaluation of the proposal responses, the rankings are presented below:

1. The Goodman Corporation
2. Huitt-Zollars
3. Halff Associates, Inc.

### Funding Source

Federal Highway Administration

### Budgeted

Yes

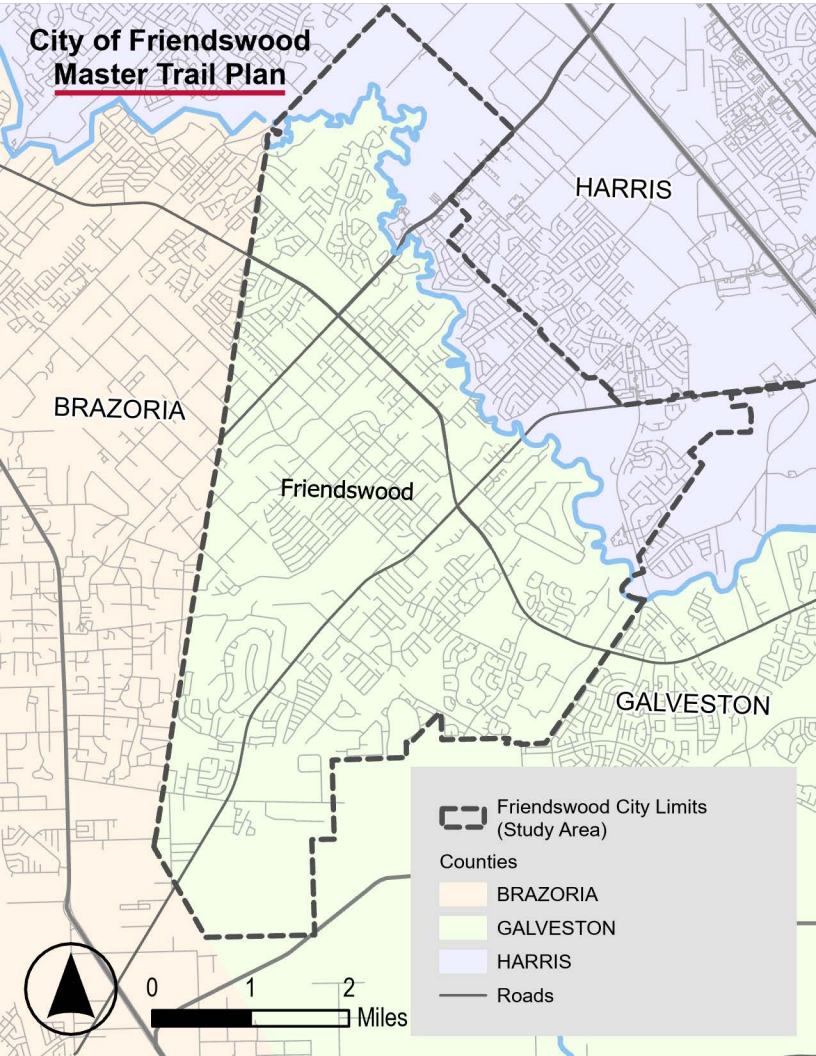
### Action Requested

Request authorization to contract with firms in the order presented for a contract term of one year, in an amount not to exceed \$250,000. (Staff Contact: Allie Isbell)

### ATTACHMENTS:

- City of Friendswood Master Trails Plan Study Area Map Backup Material

# City of Friendswood Master Trail Plan



HARRIS

BRAZORIA

Friendswood

GALVESTON

 Friendswood City Limits  
(Study Area)

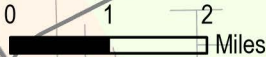
Counties

 BRAZORIA

 GALVESTON

 HARRIS

 Roads



## **COORDINATED HUMAN SERVICE AND PUBLIC TRANSPORTATION PLANNING ASSISTANCE GRANT 2024**

### **Background**

H-GAC updates the Regionally Coordinated Transportation Plan every five years, most recently in 2022. H-GAC is also responsible for working with regional stakeholders to revise the plan as needed and implement recommendations from this plan, including related studies.

In its role as the lead agency, H-GAC is eligible to apply for planning funds to support these efforts, which are authorized by the Federal Transit Administration Section 5304 funding and distributed to subrecipients by the Texas Department of Transportation.

An existing project in development by H-GAC staff is the Regional Bus Study, which will consider options to connect outlying communities with each other and the urban core. This study is currently being funded through a Texas Department of Transportation Advance Funding Agreement, which is geographically limited to the eight-county Metropolitan Planning Area.

### **Current Situation**

H-GAC has been awarded \$255,000 in planning assistance funds from the Texas Department of Transportation's Public Transportation Division to expand into five H-GAC counties outside the Metropolitan Planning Area to include: Austin, Colorado, Matagorda, Walker, and Wharton.

### **Funding Source**

Federal Transit Administration

### **Budgeted**

No

### **Action Requested**

Request authorization to enter into a project agreement with the Texas Department of Transportation to support coordinated human service and public transportation planning, in an amount not to exceed \$255,000. (Staff Contact: Jamila Owens)

## **INTERLOCAL AGREEMENTS FOR REGIONAL STRATEGIC TRANSPORTATION FUND**

### **Background**

In November 2020, the Transportation Policy Council approved the update of the Transportation Development Credit policy. As part of the policy update, the Transportation Policy Council approved the creation of the Regional Strategic Transportation Fund which provides a mechanism to exchange Transportation Development Credits for a local match funds, which are required for federally funded projects. The local funds in the Regional Strategic Transportation Fund would then be used to support lower-cost, high impact transportation projects that can be implemented in the near term and improve funding flexibility.

### **Current Situation**

On September 27, 2024, the Transportation Policy Council approved funding for seven projects that are eligible for the Regional Strategic Transportation Fund program. If approved, the Transportation Policy Council would provide 100% federal funding for these projects and provide transportation development credits as the match. In exchange, the local project sponsors would contribute 10% of the project cost into the Regional Strategic Transportation Fund. The local sponsors would also commit to spending 10% of the respective total project costs on other transportation activities within the region.

Interlocal Agreements with the local sponsors are needed to receive \$5,550,000 into the Regional Strategic Transportation Fund. The Transportation Policy Council can use the funds to support grant applications sponsored by H-GAC as well as projects that impact the following focus areas:

- Non-state routes in rural areas;
- Maintenance and preservation of roadways in small-urban, rural, and economically disadvantaged areas;
- Investment in local active transportation projects;
- Localized safety improvements to address discrete pedestrian conflict points and intersections.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request authorization to execute Interlocal Agreement with the sponsors identified in the attached table to receive a minimum of \$5,550,000 into the Regional Strategic Transportation Fund. (Staff Contact: Callie Barnes)

**ATTACHMENTS:**

- ILA Table for Regional Strategic Transportation Fund Backup Material

**Regional Strategic Transportation Fund (RSTF) Carryover Balance Spend Down Sponsors And Contribution Amounts**

Sponsor Name	MPO ID or CSJ (If Existing Project)	Project Name	Project Description	Street/Facility	Project Limits From	Project Limits To	RSTF Contribution Amount
Fort Bend County Public Transportation	19074	Bus Passenger Parking Garage	Engineering/Environmental (Development Phase Only) for Bus Facility-Parking Garage for Bus Commuters.	Thomas Taylor Parkway & Texas Parkway Missouri City, TX	-	-	\$1,200,000
City of Galveston	N/A	Streetscape Improvements	Enhance connectivity by constructing bike lanes (No reduction in travel lanes), public transit stop improvements, drainage enhancements, lighting, wake breaks, and shade structures. Also, repair of the trolley track switches for UTMB-Downtown Streetcar routes.	Galveston Central Business District (CBD)	Harborside Drive to Church Street	27th Street to 14th Street	\$1,200,000
Greater Southeast Management District	N/A	Columbia Tap Trail Connectivity and Safety Improvements	Construct new shared use path along Dixie Drive between and associatef safety and wayfinding treatments including: safety lighting, ADA compliant crosswalks, and signage. This project is not a road diet.	Columbia Tap Trail (Dixie Dr.)	Alameda Road	Emancipation Avenue	\$750,000
Westchase District	N/A	Tanglewilde Sidepath	Construct a new location shared use path along the project limits including safety lighting and landscaping. This project is not a road diet.	Ella Lee Ln, Tanglewilde Street, Westerland Dr, Meadowglen Ln	4 Connected Segments. 1) Ella Lee Ln/S Gessner Rd; 2) Ella Lee Ln/Westerland Dr. 3) Tanglewilde St/Ella Lee Ln -> . 4) Tanglewilde St/Meadowglen Ln	1) Ella Lee Ln/Westerland Dr.; 2) Westerland Dr/Westheimer Rd; 3) Tanglewilde St/Meadowglen Ln; 4) Meadowglen Ln/S Gessner Rd	\$1,000,000
Generation Park Management District	N/A	S Lake Houston Parkway Feasibility, Preliminary Engineering, and Environmental Assessment	Widen from 2 to 4 lanes and extension of 4-lane facility within the project limits. Current phase of work is for feasibility and PE/EA work only.	S Lake Houston Parkway	BW 8	Foley Rd/Diamondhead Blvd	\$300,000
Memorial Heights Redevelopment Authority	N/A	18th Street Pedestrian and Transit Connectivity Improvements	Construct new ADA compliant sidewalks on both sides of the street, new crosswalks, curb ramps, refresh pavement markings. Also reconstruction of existing sidewalks and ramps to accommodate AFA slope and width requirements.	W 18th Street	Bevis St	Nicholson St	\$300,000
METRO	11268	Replacement of Diesel Hybrid Buses	Replacement of 160 Diesel Hybrid Buses.	METRO Service Area	VA	VA	\$800,000
TxDOT Transtar	0912-00-657	VA	Management and Operations of Houston Transtar FY 2025-2028 - Transportation System Management and Operations for Houston Transtar including operating costs for traffic monitoring, management and integrated traffic control system, incident management, and traffic control center maintenance. Operating costs will system maintenance costs are associated with continuous operation.	Transtar	VA	VA	N/A
							<b>\$5,550,000</b>



## TITLE VI PROGRAM UPDATE

### **Background**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity that is supported by Federal financial assistance. Discrimination includes the denial of meaningful access for persons with limited English language communication skills. As a condition for receiving federal transit or highway funds, H-GAC must formally adopt a Title VI program that complies with the U.S. Department of Transportation's Title VI regulations every three years. H-GAC fully complies with Federal Title VI Nondiscrimination requirements.

### **Current Situation**

Following Federal guidance, H-GAC's 2024 Triennial Title VI Program Update includes:

- A nondiscrimination policy statement
- Nondiscrimination Certifications and Assurances
- Notice to the public of their rights under the Title VI statute
- An external complaint filing procedure
- A Public Participation Plan
- A Language Assistance Plan
- Updated demographic profile of the metropolitan planning region
- Nondiscrimination language in contracts and solicitations
- How the agency identifies the mobility needs of the underserved population

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of H-GAC's updated Title VI Program. (Staff Contact: Ayo Jibowu)

## HGACBUY SOLAR LIGHTING EQUIPMENT AND RELATED SERVICES

### Background

The H-GAC Cooperative Purchasing Program establishes contracts for a variety of products and services through competitive solicitations. Member governments are able to use the contracts to make purchases. HGACBuy received and opened six responses for Solar Lighting Equipment and Related Services on August 29, 2024. The following companies submitted responses:

EnGoPlanet Energy Solutions, LLC d.b.a. EnGoPlanet	Houston, TX
Fonroche Lighting America Inc.	Fort Worth, TX
GridShift Solutions d.b.a. GridShift Solar Lighting	Edmond, OK
G.R.P. Mechanical Company, Inc. d.b.a. GRP WEGMAN Company	Bethalto, IL
SELS USA, LLC	High Point, NC
Solar Electric Power Company	Stuart, FL

### Current Situation

This contract is a new addition to our portfolio, consisting of Solar Lighting Equipment and Related Services. All responses have been evaluated by H-GAC staff. Six respondents are being recommended for award.

### Funding Source

Participating local government purchasers.

### Budgeted

N/A

### Action Requested

Request authorization to negotiate contracts with respondents listed in the Award Recommendation Table for SL12-24 Solar Lighting Equipment and Related Services. (Staff Contact: Ronnie Barnes)

### ATTACHMENTS:

- SL12-24 AWARD RECOMMENDATION TABLE PDF

# HGACBuy Award Recommendation Table

## Solar Lighting Equipment and Related Services SL12-24

<b>Award Recommendation</b>	<b>Categories</b>
EnGoPlanet Energy Solutions, LLC d.b.a. EnGoPlanet	A, B
Fonroche Lighting America Inc.	A, B
GridShift Solutions d.b.a. GridShift Solar Lighting	A
G.R.P. Mechanical Company, Inc. d.b.a. GRP WEGMAN Company	B
SELS USA, LLC	A
Solar Electric Power Company	A
<b>Award Categories:</b>	
A – Solar Lighting and Equipment	B – Solar Lighting Project Services

## **HOMEOWNER WASTEWATER ASSISTANCE PROGRAM SERVICE PROVIDER CONTRACTS**

### **Background**

H-GAC is seeking qualified contractors to perform repairs and replacements of failing household septic or aerobic wastewater treatment systems (septic systems) on an as-needed basis for our Homeowner Wastewater Assistance Program. It is H-GAC's intent to develop a list of prequalified Septic System Contractors to be readily available to service homeowners participating in our program.

Projects to be funded through this program can range from system pumping, to minor repairs, to the installation of a new septic system. Solicitation for bids for a septic system installation will typically include site evaluation/design, permitting, filing, pumping/abandonment of old system, installation, and 2-year maintenance contract.

### **Current Situation**

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under (Project ID: CE-OSSF-07-24) which closed on September 12, 2024. Three responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Based on the committee's thorough review and evaluation of the proposal responses, we conclude that all three vendors are qualified to provide services for the work required.

- Hurt's Wastewater Management
- Coastal Aerobic Systems, LLC
- TA Septic Solutions, LLC

Work will commence upon approval from the H-GAC Board of Directors.

### **Funding Source**

Texas Commission on Environmental Quality  
Supplemental Environmental Projects  
Galveston Bay Estuary Program Bipartisan Infrastructure Law  
Harris County District Attorney  
Friends of the San Bernard River  
Olin Corporation

### **Budgeted**

Yes

### **Action Requested**

Request authorization to conduct work with prequalified Septic System Contractors for the Homeowner Wastewater Assistance Program for the term of one year and extend the work for up to two additional one-year terms. Total amount not expected to exceed \$300,000. (Staff Contact:



## QUARTERLY INVESTMENT REPORT - THIRD QUARTER 2024

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the Third Quarter 2024 Investment Report. (Staff Contact, Christina Ordonez-Campos, CPA)

### **ATTACHMENTS:**

▢ Investment Report Ending Sept 30, 2024

Cover Memo

**Houston Galveston Area Council**  
**Investment Report**  
**For Quarter Ending September 30th, 2024**

	Opening Balance FY 24	Interest Earned FY 24	Deposits/ Withdrawal	Current Balance / Market Value	Percent of Portfolio
Certificate of Deposit Yield 4.73% Chase Bank	\$ 1,098,933	\$ 24,837	\$ (1,123,770)	\$ -	0.00%
TexPool Prime Account Yield 5.27% Book Value \$8,500,000	8,823,058	368,116	-	9,191,174	100.00%
Money Market Fund Yield 5.20% BOA	4,973	166	(5,138)	\$ -	0.00%
<b>Balance as of September 30, 2024</b>	<b>\$ 9,926,965</b>	<b>\$ 393,118</b>	<b>\$ (1,128,909)</b>	<b>\$ 9,191,174</b>	<b>100.00%</b>

The above securities are in compliance with PFIA and the investment objectives stated within the H-GAC Investment Policy.

*Shaun Downie*

Shaun Downie  
Investment Officer

*Christina Ordóñez-Campos, CPA*

Christina Ordóñez-Campos  
Chief Financial Officer

**Houston Galveston Area Council - Component Unit**  
**Investment Report**  
**For Quarter Ending September 30th, 2024**

	Opening Balance FY 24	Interest Earned FY 24	Current Balance / Market Value	Percent of Portfolio
<b>Local Development Corporation</b>				
Certificate of Deposit (Maturity 1/1/2025) Yield 4.33% Chase Bank	\$ 325,437	\$ 10,818	\$ 336,255	5.54%
<b>Corporation for Regional Excellence</b>				
Certificate of Deposit (Maturity 1/3/2025) Yield 4.33% Chase Bank	500,000	16,092	\$ 516,092	8.50%
<b>Gulf Coast 911 Regional District</b>				
Certificate of Deposit (Maturity 1/8/2025) Yield 4.33% Chase Bank	5,052,000	165,458	\$ 5,217,458	85.96%
<b>Balance as of September 30, 2024</b>	<b>\$ 5,877,437</b>	<b>\$ 192,369</b>	<b>\$ 6,069,806</b>	<b>100.00%</b>

The above securities are in compliance with PFIA and the investment objectives stated within the H-GAC Investment Policy.

*Shaun Downie*

Shaun Downie  
Investment Officer

*Christina Ordóñez-Campos, CPA*

Christina Ordóñez-Campos  
Chief Financial Officer



## MONTHLY FINANCIAL REPORT - SEPTEMBER 2024

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the monthly financial report ending September 30, 2024. (Staff Contact: Christina Ordonez-Campos)

### **ATTACHMENTS:**

- ▢ Monthly Financial Report - September 2024      Cover Memo



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Financial Report

For Month Ending September 30, 2024

Prepared on October 2nd, 2024

Esteemed H-GAC Board of Directors and Executive Director Wemple, please find attached the financial report for last month. The information contained within is intended for managerial reporting purposes. All figures are unaudited and subject to change. Should you have any questions, please feel free to let me or a member of my staff know. Respectfully submitted, Christina Ordóñez-Campos, CPA - Chief Financial Officer.

### SUMMARY OF KEY CHANGES

#### REVENUES

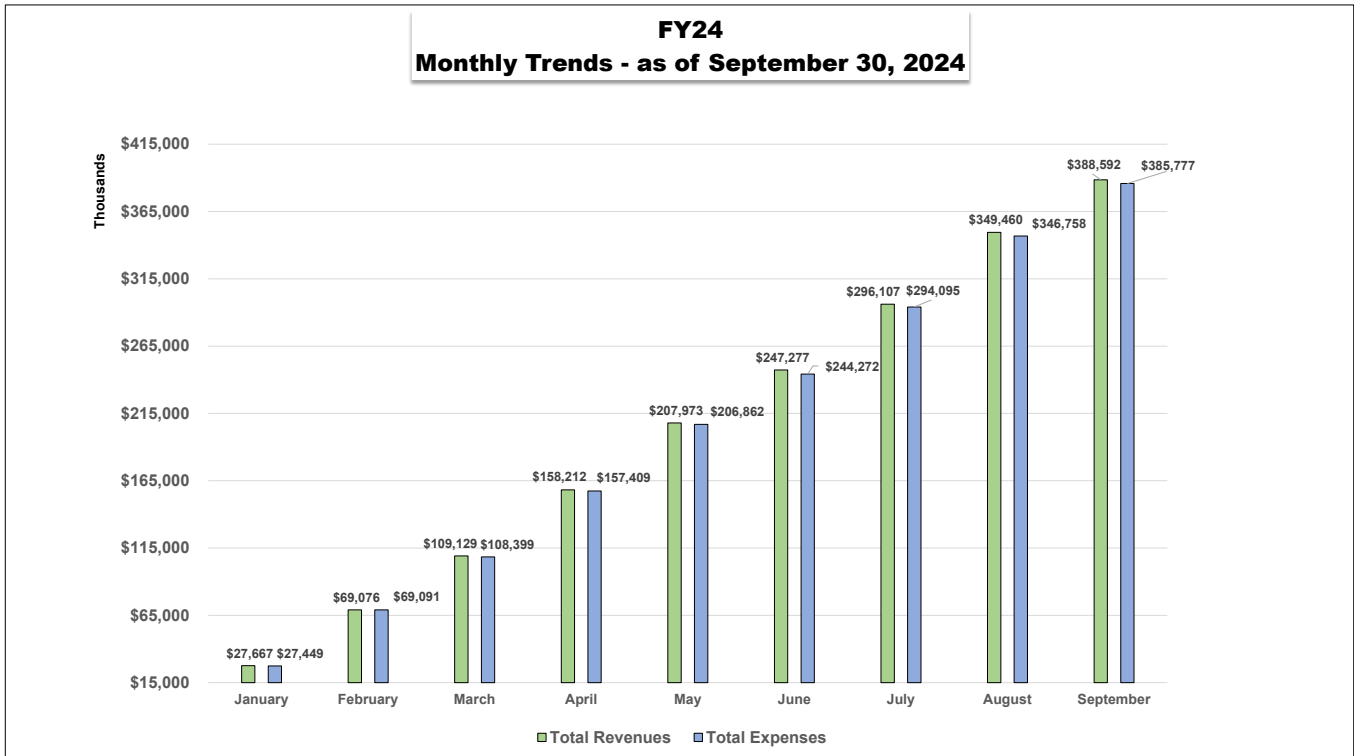
- > We collected 7% of membership fees this month. Currently, We have 108K outstanding, and are diligently coordinating with our members to ensure collection.
- > Data Analytics & Research recorded revenue of 413K from sales of LIDAR products & services, aerial imagery, and star map maintenance, contributing positively to the growth of other revenues.
- > Collected 7% of the budgeted amount in federal revenue during September; this is due to Environmental Protection Agency grant expense reimbursements.

#### EXPENDITURES

- > Personnel expenditures continue to stay within budget as we fill vacant positions. To date, we have spent 70% of 75% of the year that has elapsed so far.
- > Pass-through expenses, particularly in the C&E and Aging programs are currently below projection levels. Some pass-through expenses for the month of September and reports from grant closeout are still in the process of being finalized. In addition, C&E has deferred the start of the GLO grant program until next year.
- > Year-to-date expenditures for consultant and contract services are currently under budget (51%), with significant variances observed in the Aging, C&E, and Transportation program areas. We anticipate receiving additional consultant expenses by the end of the year, which should bring overall spending closer to the budgeted amount.

\*\*\* Please note: the financial activity outlined above and in the report falls within the past trends observed in H-GAC's operations and is not out of the ordinary. \*\*\*

### Monthly Trends Chart



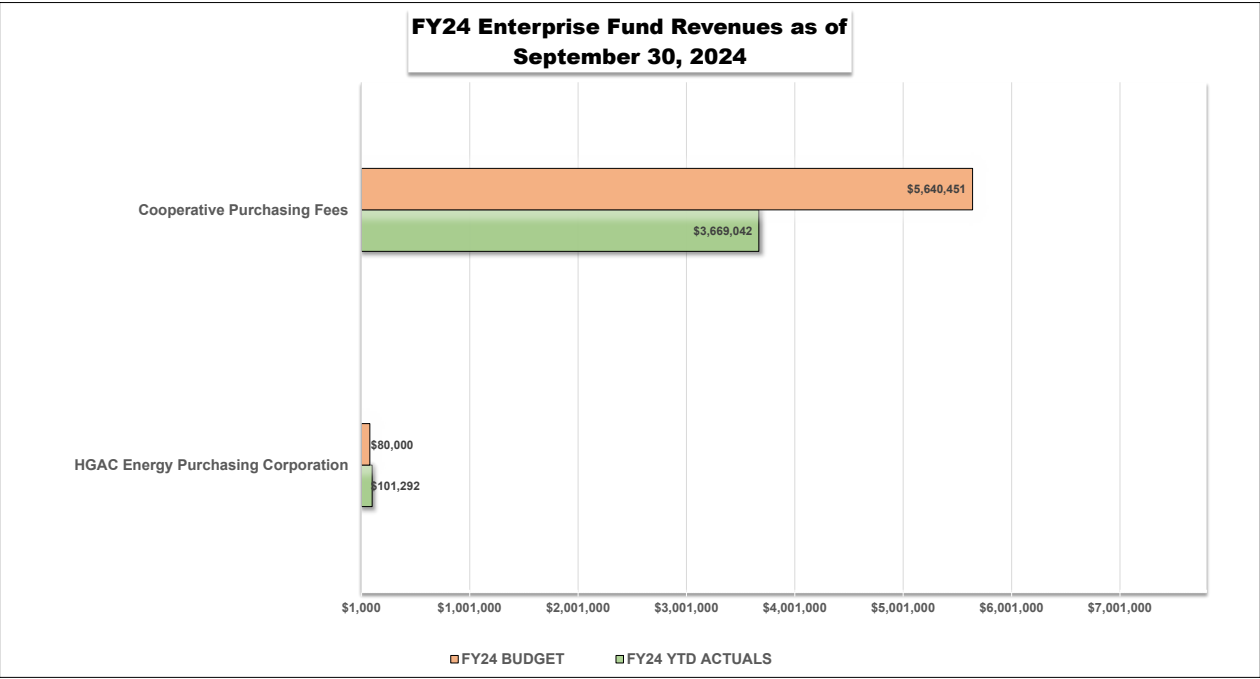
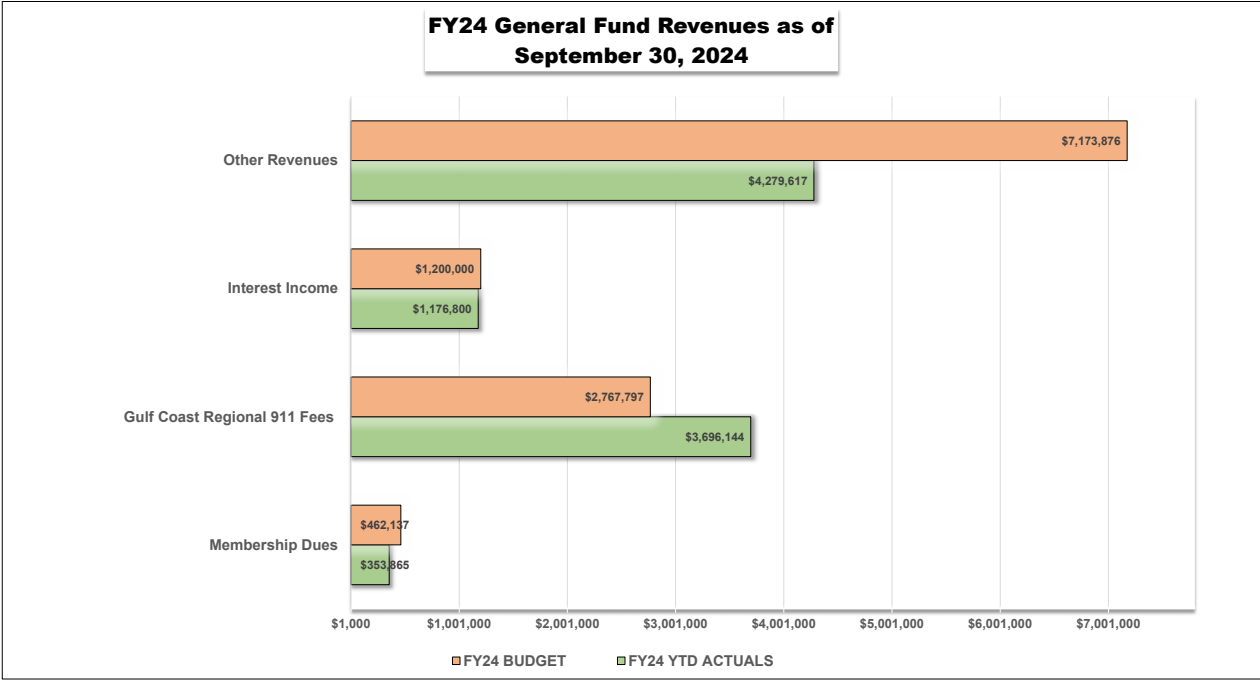
# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Trends Report

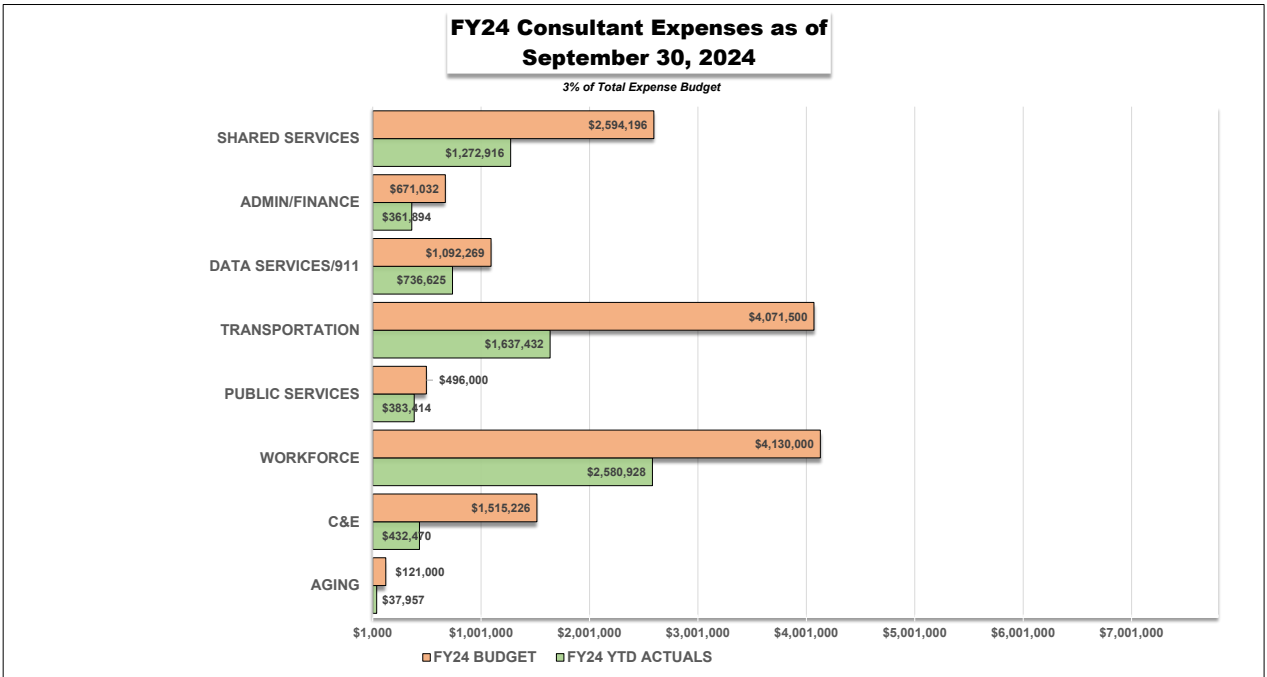
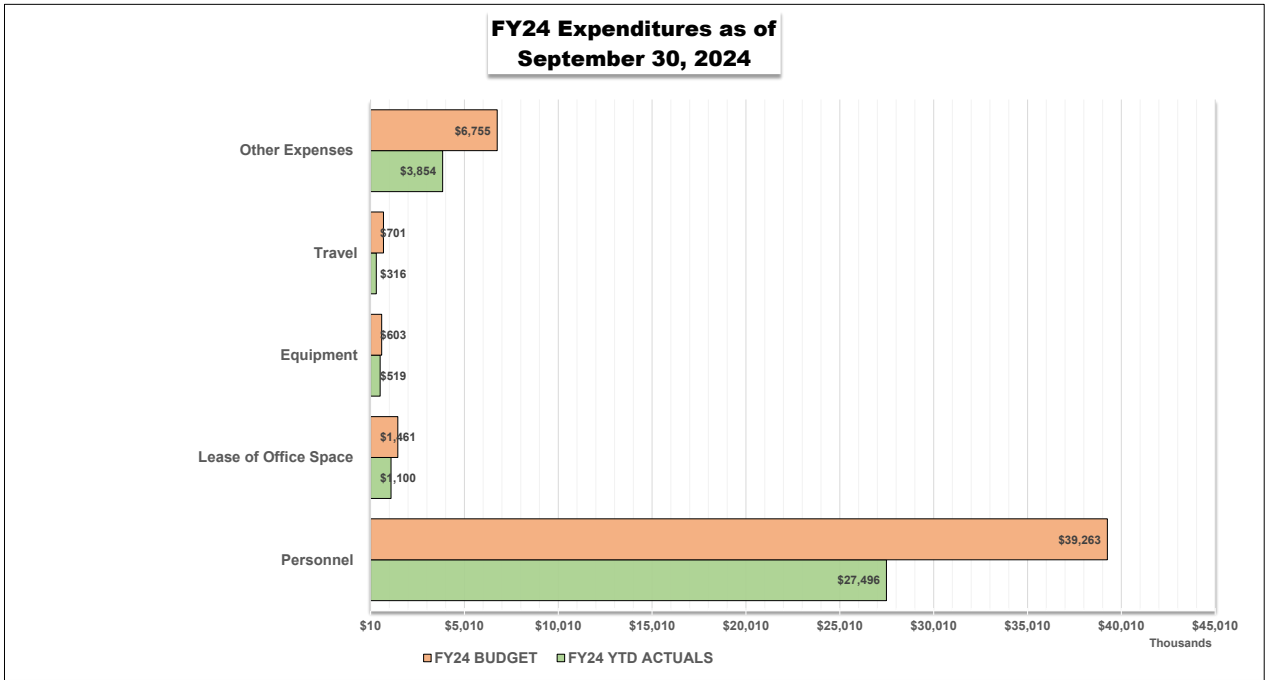
For Month Ending September 30, 2024

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024
<b>Revenues</b>									
<b>General &amp; Enterprise Fund Revenues</b>									
Membership Dues	\$ 189,246	\$ -	\$ 14,595	\$ 51,254	\$ 62,252	\$ 200	\$ 2,970	\$ -	\$ 33,349
HGAC Energy Purchasing Corporation	3,255	26,686	2,224	16,538	10,131	6,084	8,146	18,396	9,832
Cooperative Purchasing Fees	109,150	511,950	186,188	767,506	384,965	235,098	358,053	600,776	515,357
Gulf Coast Regional 911 Fees	309,252	71,612	762,248	229,489	470,562	2,093,198	(1,019,232)	436,847	342,168
Interest Income	118,379	109,411	121,458	143,933	131,337	134,782	135,595	159,398	122,507
Other Revenues	172,202	1,466,466	80,450	476,292	632,026	548,270	159,854	234,000	510,057
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 901,483</b>	<b>\$ 2,186,125</b>	<b>\$ 1,167,163</b>	<b>\$ 1,685,013</b>	<b>\$ 1,691,273</b>	<b>\$ 3,017,631</b>	<b>\$ (354,613)</b>	<b>\$ 1,449,416</b>	<b>\$ 1,533,270</b>
<b>Special Revenue Fund</b>									
Federal Grants	\$ 7,032	\$ 12,085	\$ 123,566	\$ 20,402	\$ 22,085	\$ 24,442	\$ 10,350	\$ 16,818	\$ 47,569
State Grants	26,758,098	39,211,007	38,762,715	47,376,896	48,048,443	36,261,419	49,174,091	51,886,984	37,550,947
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 26,765,130</b>	<b>\$ 39,223,091</b>	<b>\$ 38,886,281</b>	<b>\$ 47,397,298</b>	<b>\$ 48,070,528</b>	<b>\$ 36,285,860</b>	<b>\$ 49,184,442</b>	<b>\$ 51,903,802</b>	<b>\$ 37,598,516</b>
<b>Total Revenues</b>	<b>\$ 27,666,613</b>	<b>\$ 41,409,216</b>	<b>\$ 40,053,444</b>	<b>\$ 49,082,311</b>	<b>\$ 49,761,801</b>	<b>\$ 39,303,491</b>	<b>\$ 48,829,828</b>	<b>\$ 53,353,218</b>	<b>\$ 39,131,785</b>
<b>Expenditures</b>									
Personnel	\$ 3,072,047	\$ 3,129,111	\$ 2,889,904	\$ 3,076,863	\$ 3,133,194	\$ 2,935,699	\$ 2,671,050	\$ 3,410,466	\$ 3,178,134
Pass-through Funds - Grant	23,403,312	37,448,526	35,343,961	44,343,633	44,324,319	32,742,985	45,240,570	47,988,263	34,212,737
Consultant and Contract Services	138,372	687,224	671,183	779,377	1,370,424	1,059,782	1,357,689	760,774	618,811
Lease of Office Space	119,958	109,693	134,809	122,194	122,162	122,365	123,441	122,848	122,661
Equipment	11,352	3,246	246,854	48,690	99,516	25,098	47,713	19,838	16,460
Travel	27,362	18,646	21,380	49,507	32,082	40,390	48,581	29,931	48,531
Other Expenses	676,879	245,283	-	589,848	370,796	484,012	333,665	331,217	821,837
<b>Total Expenditures</b>	<b>\$ 27,449,281</b>	<b>\$ 41,641,729</b>	<b>\$ 39,308,091</b>	<b>\$ 49,010,112</b>	<b>\$ 49,452,493</b>	<b>\$ 37,410,330</b>	<b>\$ 49,822,708</b>	<b>\$ 52,663,338</b>	<b>\$ 39,019,172</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 217,332</b>	<b>\$ (232,513)</b>	<b>\$ 745,353</b>	<b>\$ 72,199</b>	<b>\$ 309,308</b>	<b>\$ 1,893,161</b>	<b>\$ (992,880)</b>	<b>\$ 689,881</b>	<b>\$ 112,614</b>

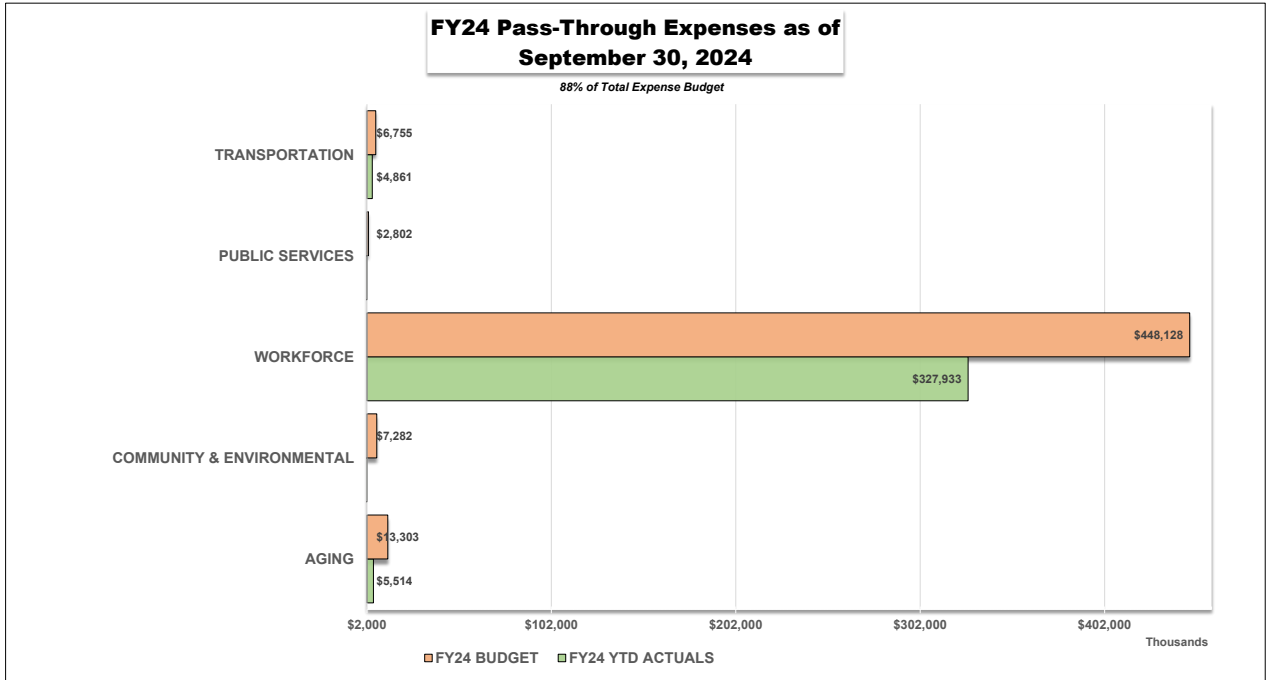
**Budget to Actual Charts**



**Budget to Actual Charts**



**Budget to Actual Charts**



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Budget to Actual Report - All Funds

For Month Ending September 30, 2024

75% of Year Elapsed

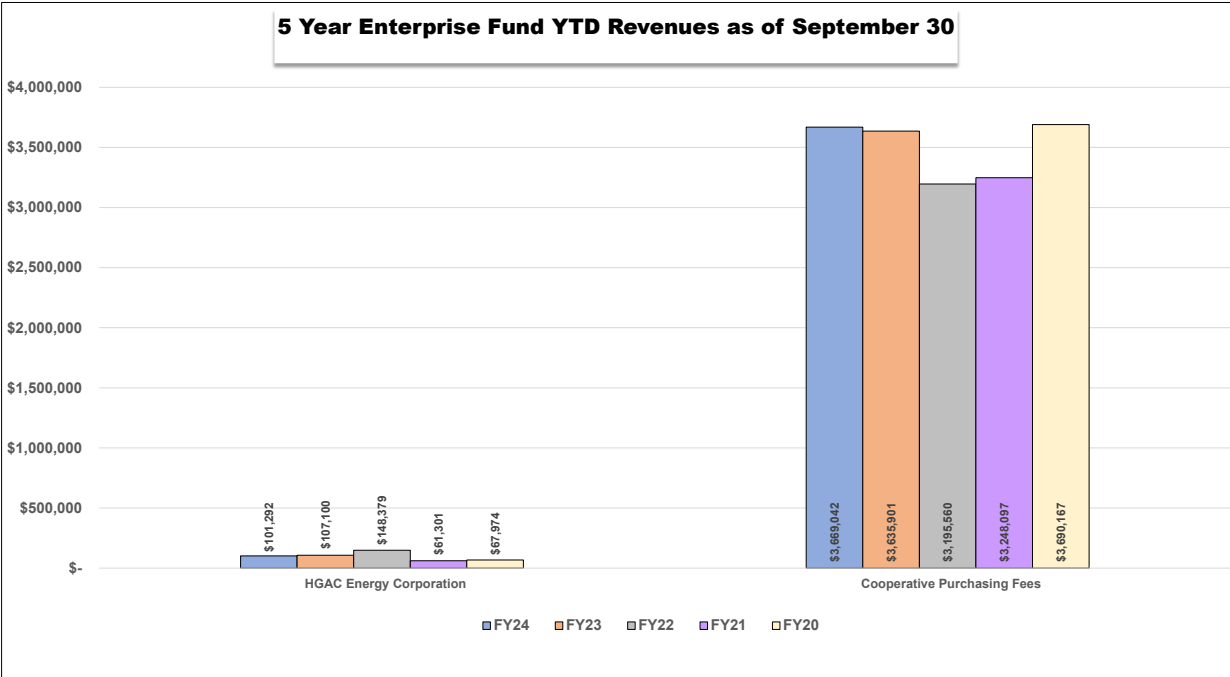
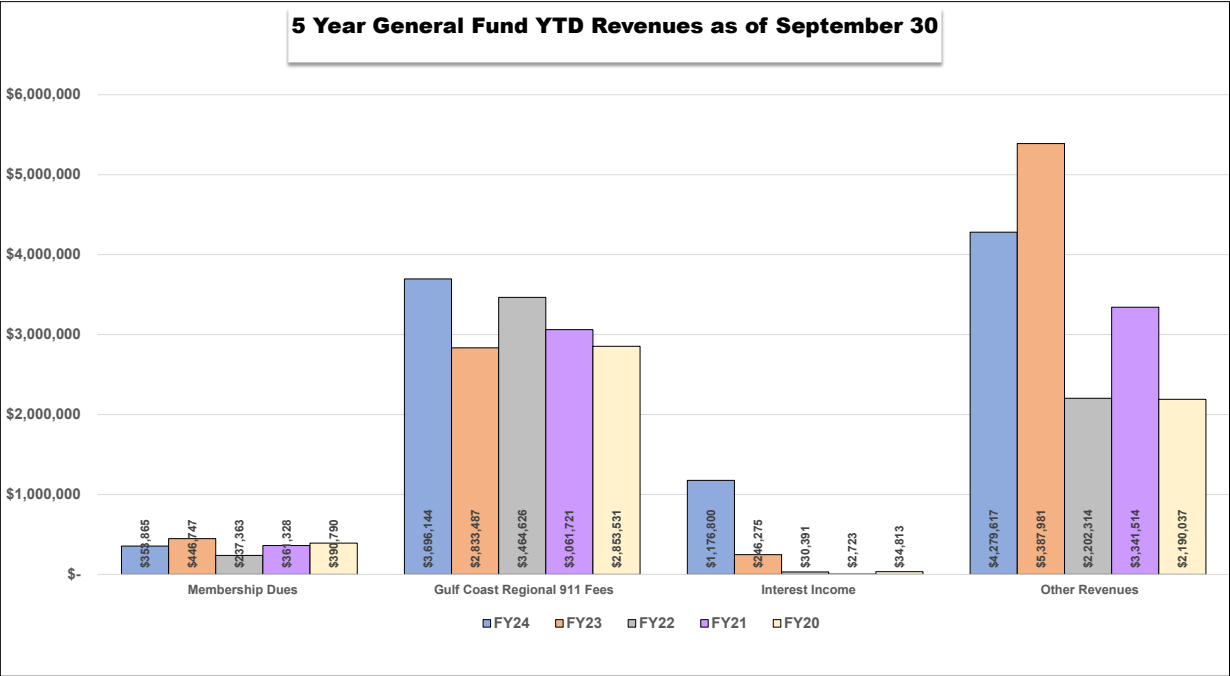
	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget	FY23 Budget	FY23 Year-to-Date Actuals	FY23 % of Actuals to Budget
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
Membership Dues	\$ 462,137	\$ 353,865	77%	\$ 462,136	\$ 446,747	97%
HGAC Energy Purchasing Corporation	80,000	101,292	127%	75,000	107,100	143%
Cooperative Purchasing Fees	5,640,451	3,669,042	65%	5,500,000	3,635,901	66%
Gulf Coast Regional 911 Fees	2,767,797	3,696,144	134%	2,605,121	2,833,487	109%
Interest Income	1,200,000	1,176,800	98%	200,000	246,275	123%
Other Revenues	7,173,876	4,279,617	60%	7,781,387	5,387,981	69%
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 17,324,261</b>	<b>\$ 13,276,760</b>	<b>77%</b>	<b>\$ 16,623,644</b>	<b>\$ 12,657,491</b>	<b>76%</b>
<b>Special Revenue Fund</b>						
Federal Grant	\$ 695,000	\$ 284,349	41%	\$ 200,000	\$ 137,624	69%
State Grants	523,305,764	375,030,600	72%	474,015,106	301,302,795	64%
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 524,000,764</b>	<b>\$ 375,314,949</b>	<b>72%</b>	<b>\$ 474,215,106</b>	<b>\$ 301,440,419</b>	<b>64%</b>
<b>Total Revenues</b>	<b>\$ 541,325,025</b>	<b>\$ 388,591,709</b>	<b>72%</b>	<b>\$ 490,838,750</b>	<b>\$ 314,097,910</b>	<b>64%</b>
<b>Expenditures</b>						
Personnel	\$ 39,263,214	\$ 27,496,468	70%	\$ 34,141,958	\$ 24,006,319	70%
Pass-through Funds - Grant	478,270,303	345,048,306	72%	431,342,942	275,542,457	64%
Consultant and Contract Services	14,691,223	7,443,636	51%	15,392,991	5,256,888	34%
Lease of Office Space	1,461,237	1,100,131	75%	1,827,797	1,321,388	72%
Equipment	602,696	518,767	86%	4,943,200	3,471,073	70%
Travel	700,865	316,409	45%	687,449	290,699	42%
Other Expenses	6,754,873	3,853,537	57%	4,938,555	3,397,564	69%
<b>Total Expenditures</b>	<b>\$ 541,744,411</b>	<b>\$ 385,777,253</b>	<b>71%</b>	<b>\$ 493,274,892</b>	<b>\$ 313,286,388</b>	<b>64%</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ (419,386)</b>	<b>\$ 2,814,456</b>		<b>\$ (2,436,142)</b>	<b>\$ 811,522</b>	
<b>Beginning Fund Balance (all funds) - Jan. 1 (1)</b>	<b>\$ 43,468,636</b>	<b>\$ 43,468,636</b>		<b>\$ 40,013,176</b>	<b>\$ 40,013,176</b>	
<b>Ending Fund Balance (all funds) - September 30 (2)</b>	<b>\$ 43,049,250</b>	<b>\$ 46,283,092</b>		<b>\$ 37,577,034</b>	<b>\$ 40,824,698</b>	

(1) Jan. 1, 2024 beginning fund balance is based on the 2023 ACFR which was presented during the May 2024 Board.

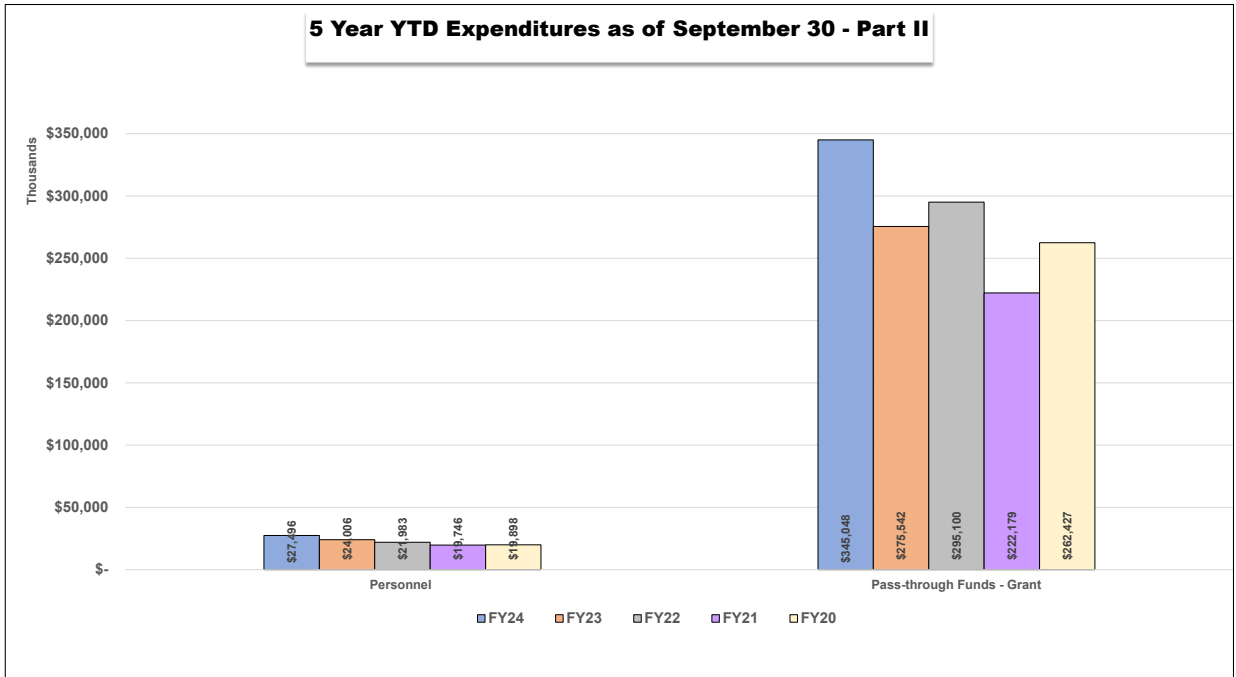
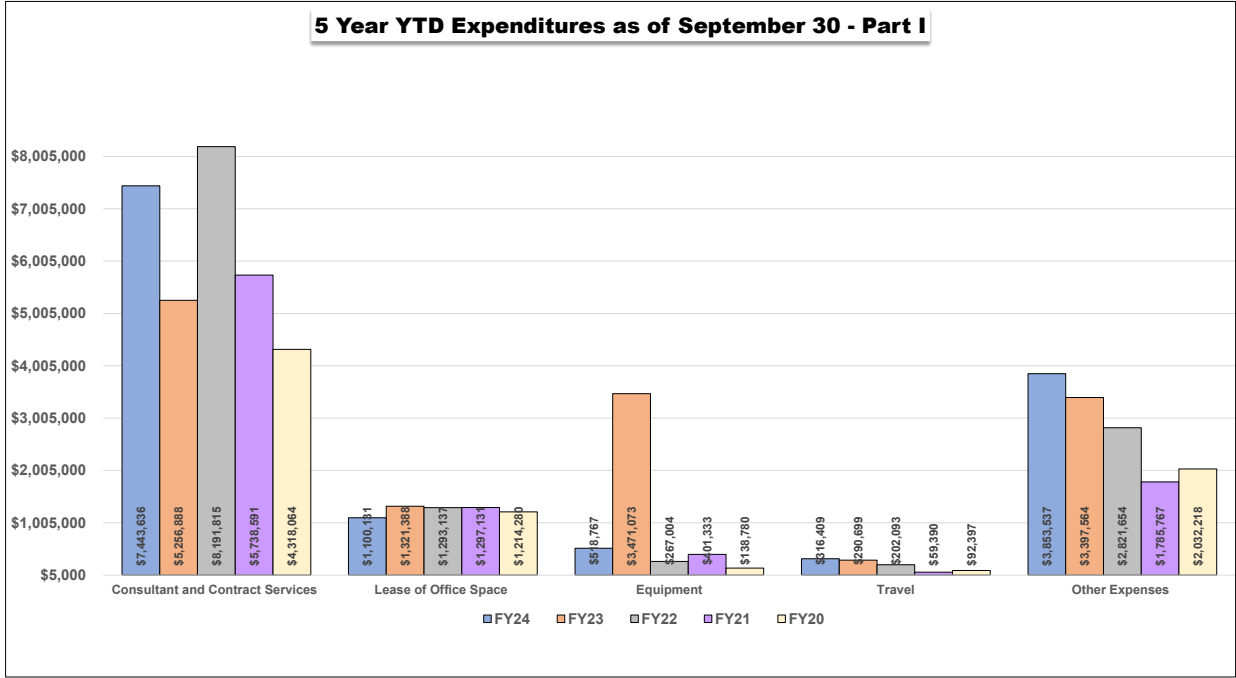
(2) All ending fund balances are as of September 30 for each year.



**5 Year Trends Charts**



**5 Year Trends Charts**



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## 5 Year Trends Report

For Month Ending September 30, 2024

	FY24 Year-to-Date Actuals	FY23 Year-to-Date Actuals	FY22 Year-to-Date Actuals	FY21 Year-to-Date Actuals	FY20 Year-to-Date Actuals
<b>Revenues</b>					
<b>General &amp; Enterprise Fund Revenues</b>					
Membership Dues	\$ 353,865	\$ 446,747	\$ 237,363	\$ 361,328	\$ 390,790
HGAC Energy Purchasing Corporation	101,292	107,100	148,379	61,301	67,974
Cooperative Purchasing Fees	3,669,042	3,635,901	3,195,560	3,248,097	3,690,167
Gulf Coast Regional 911 Fees	3,696,144	2,833,487	3,464,626	3,061,721	2,853,531
Interest Income	1,176,800	246,275	30,391	2,723	34,813
Other Revenues	4,279,617	5,387,981	2,202,314	3,341,514	2,190,037
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 13,276,760</b>	<b>\$ 12,657,491</b>	<b>\$ 9,278,633</b>	<b>\$ 10,076,684</b>	<b>\$ 9,227,312</b>
<b>Special Revenue Fund</b>					
Federal Grants	\$ 284,349	\$ 137,624	\$ 163,094	\$ 238,844	\$ 638,583
State Grants	375,030,600	301,302,795	321,905,693	242,779,829	281,711,445
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 375,314,949</b>	<b>\$ 301,440,419</b>	<b>\$ 322,068,787</b>	<b>\$ 243,018,673</b>	<b>\$ 282,350,028</b>
<b>Total Revenues</b>	<b>\$ 388,591,709</b>	<b>\$ 314,097,910</b>	<b>\$ 331,347,420</b>	<b>\$ 253,095,357</b>	<b>\$ 291,577,340</b>
<b>Expenditures</b>					
Personnel	\$ 27,496,468	\$ 24,006,319	\$ 21,983,149	\$ 19,745,791	\$ 19,897,712
Pass-through Funds - Grant	345,048,306	275,542,457	295,099,726	222,178,714	262,426,836
Consultant and Contract Services	7,443,636	5,256,888	8,191,815	5,738,591	4,318,064
Lease of Office Space	1,100,131	1,321,388	1,293,137	1,297,131	1,214,280
Equipment	518,767	3,471,073	267,004	401,333	138,780
Travel	316,409	290,699	202,093	59,390	92,397
Other Expenses	3,853,537	3,397,564	2,821,654	1,785,767	2,032,218
<b>Total Expenditures</b>	<b>\$ 385,777,253</b>	<b>\$ 313,286,388</b>	<b>\$ 329,858,578</b>	<b>\$ 251,206,717</b>	<b>\$ 290,120,287</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 2,814,456</b>	<b>\$ 811,522</b>	<b>\$ 1,488,842</b>	<b>\$ 1,888,640</b>	<b>\$ 1,457,053</b>
<b>Beginning Fund Balance (all funds) - Jan. 1 (1)</b>	<b>\$ 43,468,636</b>	<b>\$ 40,013,176</b>	<b>\$ 38,694,329</b>	<b>\$ 36,062,620</b>	<b>\$ 34,369,085</b>
<b>Ending Fund Balance (all funds) - September 30 (2)</b>	<b>\$ 46,283,092</b>	<b>\$ 40,824,698</b>	<b>\$ 40,183,171</b>	<b>\$ 37,951,260</b>	<b>\$ 35,826,138</b>

(1) All beginning fund balances are as of January 1 for each year. Jan. 1, 2024 beginning fund balance is based on the 2023 ACFR which was presented during the May 2024 Board.

(2) All ending fund balances are as of September 30 for each year.

## RECOMMENDED 2025 SALARY PROGRAM

### Background

H-GAC operates under a policy-oriented job classification system, emphasizing:

- Common classifications of similar jobs,
- Ranges structured to allow recognition of performance,
- Individual evaluation of each employee, and
- Pay for performance

The Board annually reviews and approves the agency job classifications. The classifications group comparable jobs and set the minimum and maximum salary for each job group. An individual's compensation within the range will be determined by management's evaluation of current performance and expectation of future performance. Each year, the schedule is reviewed for equity using multiple data sources.

Additionally, state law requires regional councils to implement a salary classification system similar to the State of Texas compensation system. Salary classifications must be submitted to the Governor's office for review.

### Current Situation

A comparison of H-GAC's 2025 Proposed Salary Ranges to the State Salary Ranges for the 2024-2025 biennium is provided in the attachment. We recommend a salary structure which is comparable to the state's schedule. The proposed schedule will allow management to compensate employees on merit. H-GAC does not offer cost of living adjustments or other across the board adjustments.

### Funding Source

N/A

### Budgeted

N/A

### Action Requested

Request approval of the recommended employee salary ranges for 2025. (Staff Contact: Teri Ramsey)

### ATTACHMENTS:

▫ Salary Program

Cover Memo

**H-GAC Salary Range Matrix 2025**

H-GAC Salary Grade	H-GAC Job Family	H-GAC Job Family Titles	2025 Salary Range			State Salary Group	2024 - 2025 State Salary Range	
			Minimum	Midpoint	Maximum			
15	Executive IV	Executive Director	\$214,200	\$279,725	\$345,250	Group 9	\$214,200	\$345,250
14	Executive III	Chief	\$149,134	\$213,290	\$277,446	B33-34	\$149,134	\$277,446
13	Executive II	Senior Director	\$135,577	\$193,901	\$252,224	B32-33	\$135,577	\$252,224
12	Executive I	Director	\$123,252	\$176,274	\$229,295	B31-32	\$123,252	\$229,295
11	Management IV	Assistant Director	\$112,047	\$160,248	\$208,449	B30-31	\$112,047	\$208,449
10	Management III	Senior Manager	\$101,860	\$145,680	\$189,499	B29-30	\$101,860	\$189,499
9	Management II	Manager	\$92,600	\$132,436	\$172,272	B28-29	\$92,600	\$172,272
8	Management I/Professional IV	Principal, Project Mgr, Program Administrator, Supervisor	\$84,182	\$120,397	\$156,612	B27-28	\$84,182	\$156,612
7	Professional III	Lead; Senior	\$69,572	\$99,501	\$129,430	B25-26	\$69,572	\$129,430
6	Professional II	Analyst, Coordinator, Planner, Executive Assistant	\$54,278	\$80,456	\$106,634	A21-B24	\$54,278	\$106,634
5	Professional I/Skilled IV	Specialist, Administrative Assistant	\$45,521	\$63,436	\$81,351	A18-B20	\$45,521	\$81,351
4	Skilled III	Senior Technician	\$42,976	\$57,016	\$71,055	A17-B18	\$42,976	\$71,055
3	Skilled II	Technician	\$33,840	\$45,943	\$58,045	A12-B15	\$33,840	\$58,045
2	Skilled I	Receptionist	\$32,332	\$43,733	\$55,134	A11-A14	\$32,332	\$55,134
1	Support	Intern	\$25,777	\$34,174	\$42,571	A5-A10	\$25,777	\$42,571

## **INTEREST REINVESTMENT FUND**

### **Background**

By the end of fiscal year 2024, H-GAC will have earned an estimated \$1.5 million in interest revenue. This amount could vary based on the changes in interest rates that will result from the Federal Reserve's actions in mid-September.

### **Current Situation**

Currently, to plan conservatively, the 2025 draft budget and service plan contains a \$1 million line item designated as H-GAC's new "Interest Reinvestment Fund". These funds will be placed in a separate savings account and will also be tracked separately in our accounting system, MIP.

### **Funding Source**

Interest Income

### **Budgeted**

Yes

### **Action Requested**

Request approval to implement the interest reinvestment fund and the related designation and utilization strategy. (Staff Contact: Christina Ordonez-Campos, CPA)

### **ATTACHMENTS:**

▫ Interest Reinvestment Fund

Cover Memo



# **H-GAC INTEREST REINVESTMENT FUND - FUND DESIGNATION & UTILIZATION STRATEGY RECOMMENDATION**

**For Consideration During October 15<sup>th</sup>, 2024 Board**

**By Christina Ordóñez-Campos, CPA, Chief Financial Officer – As of September 20<sup>th</sup>, 2024**

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By the end of fiscal year 2024, H-GAC will have earned an estimated amount of \$1.5 million in interest revenue; this amount could vary based on the changes in interest rates that will result from the Federal Reserve's actions in mid-September.

It would be prudent and wise to set-aside and earmark these funds for utilization in fiscal year 2025. Currently, to plan conservatively, the 2025 draft budget and service plan contains a \$1 million line item designated as H-GAC's new "Interest Reinvestment Fund". These funds will be placed in a separate savings account and will also be tracked separately in our accounting system, MIP.

Please find below, a recommended fund utilization strategy for the Board's consideration and approval. These recommendations are submitted to you on behalf of Executive Director Chuck Wemple and me. Our goal is to continue to earn interest revenue in the future and utilize this strategy moving forward unless it is adjusted by the Board as appropriate.

- 1) **Designate 20% of the total re-investment amount as a rainy-day reserve** which may be used for paying for any unexpected expenses such as insurance deductibles, program short-falls, and other out-of-pocket costs.
- 2) **Designate 30% of the total re-investment amount as a 2025 board initiatives set-aside** that may be used for priority initiatives identified at the 2023 & 2024 board retreats and the October 2024 budget workshop.
- 3) **Designate 50% of the total re-investment amount as seed money for a NEW grant writing, development, administration, and support section** within H-GAC which would be focused on assisting H-GAC's member governments build capacity and support for grant related needs and gaps within their local areas.

## ORIENTATION TO BUDGET & SERVICE PLAN

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

For information only. No action required. (Staff Contact: Chuck Wemple)



## **PRESENTATION OF PROPOSED H-GAC 2025 BUDGET & SERVICE PLAN**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Presentation and discussion of proposed H-GAC 2025 Budget & Service Plan. For information only, no action requested. (Staff Contact: Chuck Wemple)

### **ATTACHMENTS:**

▢ 2025 Budget Summary

Cover Memo

**2025 PROPOSED BUDGET AND SERVICE PLAN  
SUMMARY**

Unified Budget			\$580,379,319
	Increase	7.13%	38,634,908
Pass-through funds			496,696,484
	Increase	3.85%	18,426,181
Operations			83,682,835
	Increase	31.84%	20,208,726
Increases			
Capital Expenditures		1,382.88%	3,692,280
Local Activities		945.43%	1,895,122
Transportation		49.39%	9,713,268
Data Services		35.95%	435,230
Enterprise Solutions		32.10%	3,137,025
Shared Services		9.00%	837,758
Community & Environmental		8.43%	1,393,063
Workforce		3.69%	17,225,761
Aging		1.66%	305,401
Employee Benefits			
Released Time		14.23%	\$4,708,391
Insurance, Retirement and Social Security		<u>31.82%</u>	<u>10,524,172</u>
Total Benefits & Release Time		46.05%	\$15,232,563

## **OCTOBER 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS**

### **Background**

H-GAC advisory committees are appointed by H-GAC's Board as a whole, based upon nominations from individual Board members and other groups.

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of appointments to H-GAC advisory committees. (Staff Contact: William Matthews)

### **ATTACHMENTS:**

- Advisory Committee Recommendations
- Cover Memo

**2024 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS****Gulf Coast Economic Development District**

The Gulf Coast Economic Development District makes recommendations on issues of economic development to assist and advise elected officials in their decision-making responsibilities. The district also helps bolster our local economy by providing loans for qualified business owners and local governments.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Jay Knight	Liberty County	Judge Jay Knight

## **H-GAC SPOTLIGHT - CYBER SECURITY**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

For information only. No action requested. (Staff Contact: John Tran)

## OUTREACH AND GOVERNMENT AFFAIRS REPORT

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

## **EXECUTIVE DIRECTOR'S REPORT**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)

## H-GAC ROSTER

### ATTACHMENTS:

- |   |                    |            |
|---|--------------------|------------|
| ▯ | H-GAC BOARD ROSTER | Cover Memo |
| ▯ | H-GAC MEMBERS      | Cover Memo |
| ▯ | H-GAC ALTERNATES   | Cover Memo |



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Councilmember Meagan DeKeyzer

### CITY OF PASADENA

Council Member Dolan Dow  
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### CHAMBERS COUNTY

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Mayor Brandon Capetillo

### CITY OF PEARLAND

Mayor Kevin Cole  
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Mayor Dedrick Johnson, Sr.

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Commissioner Rodney Ellis  
Commissioner Lesley Briones  
Commissioner Tom Ramsey

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Mayor Dr. Craig Brown

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Councilmember Teresa Vazquez-Evans,  
City of Kemah

### LIBERTY COUNTY

County Judge Jay Knight  
Commissioner Greg Arthur

### CITY OF HOUSTON

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Council Member Edward Pollard  
Vice Mayor Pro Tem Amy Peck  
Council Member Mary Nan Huffman

Council Member Nancy Arnold,  
City of Waller  
Council Member Susan Schwartz,  
City of Bunker Hill Village

### MATAGORDA COUNTY

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### CITY OF HUNTSVILLE

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Mayor Pro Tem Vicki McKenzie

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City of Dickinson  
Mayor Dan Davis, City of Manvel

### MONTGOMERY COUNTY

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Commissioner Matt Gray

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Councilman Bill Bentley

Council Member Ross Gordon,  
City of Bellaire  
Mayor Pro Tem Joe Compian,  
City of La Marque

### WALKER COUNTY

Commissioner Brandon Decker  
Commissioner Bill Daugette

### CITY OF LAKE JACKSON

Mayor Gerald Roznovsky  
Councilmember Vinay Singhanian

### INDEPENDENT SCHOOL DISTRICTS

Trustee Rissie Owens, Huntsville ISD  
Trustee Jennifer Key, Alief ISD

### WALLER COUNTY

County Judge Trey Duhon  
Commissioner Justin Beckendorff

### CITY OF LEAGUE CITY

Council Member Tommy Cones  
Council Member Andy Mann

*Note: Names of Alternates are indented*

### 2024 OFFICERS

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#### VICE CHAIR

Mayor Joe Garcia, City of Pattison

#### CHAIR-ELECT

County Judge Jay Knight, Liberty County

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