



AGENDA
HOUSTON-GALVESTON AREA
COUNCIL
BOARD OF DIRECTORS MEETING
November 19, 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 – OCTOBER 15, 2024
Request approval of the minutes of the October 15, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)
- b. REGIONWIDE EMERGENCY RIDE HOME PILOT PROGRAM
Request authorization to contract with firms in the order presented for a contract term of one year with three optional one year renewals, in an amount not to exceed \$600,000. (Staff Contact: Jamila Owens)
- c. AMENDED TRAFFIC INCIDENT MANAGEMENT CONTRACTS
Request approval to amend the Regional Incident Management agreement with the City of Houston by \$1,820,000, in an amount not to exceed \$5,725,000, and to amend the Regional Incident Management contract with Harris County by \$3,082,000, in an amount not to exceed of \$10,432,000. (Staff Contact: Jamila Owens)
- d. REGIONAL TRANSPORTATION SAFETY OUTREACH
Request authorization for H- GAC contract with Connect Smart and Texas Department of Transportation Houston District, in an amount not to exceed \$200,000 to conduct Regional Transportation Safety Outreach. (Staff Contact: Jamila Owens)
- e. OPENGOV SOFTWARE LICENSE RENEWAL
Request approval to renew OpenGov licenses for a total contract amount of \$67,626. (Staff Contact: Kristina Kollaja)
- f. CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM
Request authorization to contract with firms in the order presented for a contract term of one year with up to two optional one year renewals, in an amount not to

exceed \$210,000. (Staff Contact: Chau Le)

DISCUSSION

7. FINANCE AND BUDGET COMMITTEE

Report on activities and Committee recommendations.

a. MONTHLY FINANCIAL REPORT - OCTOBER 2024

Request approval of the monthly financial report ending October 31, 2024 (Staff Contact: Christina Ordonez-Campos)

8. BUDGET AND SERVICE PLAN

a. 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. COMMUNITY AND ENVIRONMENTAL PLANNING

a. CYCLE 7 FY2025-2028 LIVABLE CENTERS STUDIES PROGRAM

Request approval of thirteen Livable Center studies in Cycle 7 FY 2025-2028. (Staff Contact: Sarai Osorio)

b. CYCLE 7 FY2025-2028 LIVABLE CENTERS STUDIES INTERLOCAL CONTRACTS

Request authorization to enter into interlocal agreements with the project sponsors listed in the chart for Livable Centers studies and to accept contributions to the Regional Strategic Transportation Fund, in an amount not to exceed \$538,000. (Staff Contact: Sarai Osorio)

10. TRANSPORTATION PLANNING

a. SAFE STREETS FOR ALL ACTION PLANS

Request authorization to contract with firms in the order presented for a contract term of eighteen months with two optional one year extensions, in an amount not to exceed \$5,000,000. (Staff Contact: Susan Jaworski)

11. H-GAC ADVISORY COMMITTEE APPOINTMENTS

a. NOVEMBER 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS

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

12. ELECTION COMMITTEE

a. 2024 ELECTION COMMITTEE – DEVELOPING 2025 SLATE

No action requested. For information only. (Contact: Sallie Alcorn, Board Chair)

13. REPORTS

a. H-GAC SPOTLIGHT - PUBLIC SAFETY GRANT OPPORTUNITIES

For information only. No action requested. (Staff Contact: Laura Glaspie and

Justin Riley)

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)

14. 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 – OCTOBER 15, 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 October 15 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 October 15, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

ATTACHMENTS:

▫ October 15, 2024 Minutes

Cover Memo

MEETING MINUTES
H-GAC BOARD OF DIRECTORS
October 15, 2024

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 October 15, 2024, Board meeting:

Austin County Judge Tim Lapham	City of Huntsville Mayor Russell Humphrey
Brazoria County Commissioner Stacy Adams	City of La Porte Council Members Bill Bentley (Alternate)
Colorado County Judge Ty Prause	City of League City Council Member Tommy Cones
Chambers County Commissioner Tommy Hammond	City of Missouri City Council Member Jeffrey Boney
Fort Bend County Judge KP George	City of Pasadena Council Member Dolan Dow
Galveston County Commissioner Joseph Giusti	City of Pearland Mayor Kevin Cole
Harris County Commissioner Lesley Briones	City of Rosenberg Mayor William Benton
Liberty County Judge Jay Knight	City of Sugar Land Stuart Jacobson
Matagorda County Judge Bobby Seiferman	City of Texas City Commissioner Jami Clark
Montgomery County Judge Mark Keough	
Walker County Commissioner Brandon Decker	General Law Cities:
Wharton County Judge Phillip Spenrath	City of Bunker Hill Councilmember Susan Schwartz (Alternate)
City of Baytown Councilmember Laura Alvarado	City of Pattison Mayor Pro Tem Joe Garcia
City of Deer Park Council Member Tommy Ginn	
City of Friendswood Council Member Sally Branson	Home Rule Cities (Less than 25,000):
City of Galveston Mayor Pro Tem Marie Robb	City of Bellaire Council Member Ross Gordon
City of Houston Council Member Sallie Alcorn	
City of Houston Vice Mayor Pro Tem Amy Peck	Huntsville ISD Trustee Rissie Owens

The following Board members were not marked in attendance at the October 15, 2024, Board Meeting:

Harris County Commissioner Adrian Garcia
Waller County Judge Trey Duhon
City of Alvin Council Member Martin Vela
City of Conroe Council Member Howard Wood
City of La Porte Council Member Chuck Engelken
City of Lake Jackson Mayor Gerald Roznovsky
City of Waller Council Member Nancy Arnold
City of Dickinson Mayor Pro Tem Johnnie Simpson

(over)

CALL TO ORDER

The Honorable Sallie Alcorn, City of Houston Council Member and Chair of the Board called the meeting to order at 10:02 a.m. on Tuesday, October 15, 2024, at 3555 Timmons Lane.

1. INVOCATION

City of Huntsville Mayor, Russell Humphrey, gave the invocation.

2. PLEDGE OF ALLEGIANCE

City of Huntsville Mayor, Russell Humphrey, 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: Freddy Guerra (Office of Commissioner Briones) Jean Mann (Office of Judge Keough), Shaneka Smith (Office of Judge George), Mark Guthrie (Chair of Gulf Coast Workforce Board).

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 were no public comments. There being no 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, City of Friendswood Councilmember Branson moved to approve the Consent Agenda. Montgomery County Judge Keough 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 – SEPTEMBER 17, 2024** - Approved the minutes of the September 17, 2024, H-GAC Board Meeting.
- b. **FUNDING INCREASE FOR TRAFFIC INCIDENT MANAGEMENT** - Approved 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. page 4 of 6

- c. **CITY OF FRIENDSWOOD MASTER TRAILS PLAN** – Approved authorization to contract with firms in the order presented for a contract term of one year, in an amount not to exceed \$250,000.
- d. **COORDINATED HUMAN SERVICE AND PUBLIC TRANSPORTATION PLANNING ASSISTANCE GRANT 2024** – Approved 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.
- e. **INTERLOCAL AGREEMENTS FOR REGIONAL STRATEGIC TRANSPORTATION FUND** - Approved 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.
- f. **TITLE VI PROGRAM UPDATE** - Approved of H-GAC's updated Title VI Program.
- g. **HGACBUY SOLAR LIGHTING EQUIPMENT AND RELATED SERVICES** – Approved authorization to negotiate contracts with respondents listed in the Award Recommendation Table for SL12-24 Solar Lighting Equipment and Related Services.
- h. **HOMEOWNER WASTEWATER ASSISTANCE PROGRAM SERVICE PROVIDER CONTRACTS** - Approved 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 to exceed \$300,000.
- i. **QUARTERLY INVESTMENT REPORT - THIRD QUARTER 2024** – Approve of the Third Quarter 2024 Investment Report.

7. FINANCE AND BUDGET COMMITTEE

a. **Monthly Financial Report – SEPTEMBER 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 July. Ms. Ordonez-Campos requested approval of the monthly financial report ending September 30, 2024.

Ms. Ordonez-Campos asked if there were any questions regarding the September financial report. There being none, Montgomery County Judge Keough moved to approve, and, City of Friendswood Councilmember Branson seconded the motion. With no additional discussion, Chair

(over)

Alcorn called for the vote, which resulted in unanimous approval by all members present.

b. RECOMMENDED 2025 SALARY PROGRAM

Request approval of the recommended employee salary ranges for 2025.

Mr. Garcia recognized Teri Ramsey, H-GAC Director of Human Resources, to present the H-GAC Recommended 2025 Salary Program. Ms. Ramsey requested approval of the Recommended 2025 Salary Program.

Ms. Ramsey asked if there were any questions regarding the H-GAC Recommended 2025 Salary Program. There being none, Montgomery County Judge Keough moved to approve, and City of Friendswood Councilmember Branson seconded the motion. Mr. Garcia moved to the next item.

c. INTEREST REINVESTMENT FUND

Request approval to implement the interest reinvestment fund and the related designation and utilization strategy.

Mr. Garcia recognized Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer, to present the H-GAC Interest Investment Fund. Ms. Ordonez-Campos requested approval Interest Investment Fund.

Ms. Ordonez-Campos asked if there were any questions regarding the H-GAC Interest Investment Fund. City of Missouri City Council Member Boney moved to approve and amend the item to 40% for 2025 board initiatives and 60% seed money for a new grant writing, development, administration, and support section. Montgomery County Judge Keough seconded the motion.

With no additional discussion, Chair Alcorn called for the vote, which resulted in unanimous approval by all members present.

8. BUDGET AND SERVICE PLAN

Chair Alcorn called on Chuck Wemple, H-GAC Executive Director to discuss the 2025 Budget and Service Plan. Mr. Wemple reviewed the 2025 Budget and Service Plan.

a. ORIENTATION TO BUDGET & SERVICE PLAN

For information only. No action required.

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.

Mr. Wemple asked if there were any questions. There being no action, Chair Alcorn moved to the next item.

9. 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

a. **OCTOBER 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, City of Friendswood Councilmember Branson moved to approve, and City of Pearland Mayor Cole seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

INFORMATION

10. REPORTS

- a. **H-GAC Spotlight – CYBER SECURITY-** Chair Alcorn called on John Tran, H-GAC Data Services Senior Manager, to speak on Cyber Security. For more information about the program, contact John.Tran@h-gac.com. There being no action, Chair Alcorn moved to the next item.

- b. **OUTREACH AND GOVERNMENT AFFAIRS REPORT**– Chair Alcorn called on Rick Guerrero, H-GAC Chief Outreach and Government Affairs Officer, who gave a brief overview of the Legislative Committee that met before the Board of Directors meeting. Mr. Guerrero also mentioned the Caucus scheduled for November 7, 2024. Mr. Guerrero discussed a productive meeting with Council Member Ross Gordon of the City of Bellaire who is looking to build a new park utilizing H-GAC’s 501c3. Mr. Guerrero also welcome the Youth Leadership Academy from Matagorda County and Fort Bend County.

- c. **EXECUTIVE DIRECTORS REPORT** – H-GAC Executive Director Chuck Wemple thanked Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer for her contributions to the Budget and Service Plan and Reinvestment Program. Mr. Wemple announced that the 2024 Audit is underway. Mr. Wemple also mentioned the consideration of the H-GAC Texas County and District retirement plan. Mr. Wemple shared that the search for the next Transportation Director is underway. Mr. Wemple discussed the fee for services program where H-GAC is launching a pilot program where 2 local governments will receive a free 2-minute video. Mr. Wemple shared that the Economic Development Comprehensive Strategy Plan is ready for public comment. Mr. Wemple updated that the personnel matter has been resolved. Mr. Wemple is working with state agencies to come together when some of our peers who encounter a natural disaster. Mr. Wemple attended a Baytran meeting with Mayor Cole, City of Pearland. Mr. Wemple met with the Executive Director of Texas Workforce Board to address the Adult Education Literacy issue.

11. ADJOURNMENT

There being no further business to discuss, Chair Alcorn adjourned the October 15, 2024, meeting of the H-GAC Board of Directors at 11:12 a.m.

(over)

REGIONWIDE EMERGENCY RIDE HOME PILOT PROGRAM

Background

Commute Solutions is preparing to pilot a regionwide Emergency Ride Home program in the Houston-Galveston Transportation Management Area. Commuters who work, attend college or university, or live in the metropolitan planning area and use transit, carpool, vanpool, or bike or walk to and from work or school would be eligible to register for the program.

Emergency Ride Home is a best practice transportation demand management marketing and outreach strategy that is designed to remove perceived barriers to adopting active and shared modes of transportation. The program provides a free or reduced cost trip back home, or to their vehicle, for users of shared and active transportation in the event of certain emergencies like illness, sickness of a family member, or unscheduled overtime.

Emergency Ride Home is already offered in the region by two providers; Fort Bend Transit and Metropolitan Transit Authority of Harris County. The pilot program would establish a region-wide, baseline program for all riders, expanding coverage to qualifying riders of the City of Conroe, the Woodlands Township, Island Transit, Gulf Coast Transit District, Harris County Transit, Colorado Valley Transit, and Brazos Transit District, and offering coverage to carpoolers, and those who bike or walk.

H-GAC's Commute Solutions program has been coordinating with the Texas Department of Transportation, the Federal Highway Administration and all area transit providers since 2019 to prepare for a pilot of this initiative.

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under TRN24-03 on May 1, 2024 and closed on June 27, 2024. Two responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC, Fort Bend County Transit, Metropolitan Transit Authority of Harris County, and Texas Department of Transportation. Based on the committee's scoring and evaluation of the proposal responses, rankings are presented below:

1. On the Go
2. WHC HTX, LLC

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

with three optional one year renewals, in an amount not to exceed \$600,000. (Staff Contact: Jamila Owens)

AMENDED TRAFFIC INCIDENT MANAGEMENT CONTRACTS

Background

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of the region's 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 programs inception on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver, and the average incident clearance time is less than 17 minutes. To continue funding the region's Traffic Incident Management partnerships, the H-GAC board and Transportation Policy Council recently approved staff's ability to enter an agreement with the Texas Department of Transportation to add funding to sustain the program through June 2025. This included adding:

- ~\$1.8M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management Advanced Funding Agreement for the City of Houston partnership, and
- \$3.1M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management Advanced Funding Agreement to support continued towing operations in Harris County.

Current Situation

H-GAC seeking permission to add these newly approved grant funds to the City of Houston's Tow and Go contract (an additional \$1,820,000) and Harris County's Tow and Go contract (an additional \$3,082,000) to reflect the additional funding being provided through the Texas Department of Transportation.

Funding Source

Federal Highway Administration

Budgeted

Yes

Action Requested

Request approval to amend the Regional Incident Management agreement with the City of Houston by \$1,820,000, in an amount not to exceed \$5,725,000, and to amend the Regional Incident Management contract with Harris County by \$3,082,000, in an amount not to exceed of 10,432,000. (Staff Contact: Jamila Owens)

REGIONAL TRANSPORTATION SAFETY OUTREACH

Background

The Regional Transportation Safety Campaign goals include reducing the number of vehicle crashes, reducing the number of fatalities and serious injuries caused by vehicle crashes, educating people about bicycle and pedestrian safety, and teaching residents about “rules of the road.” Outreach efforts aim to gain the interest of elected officials, bicyclists, pedestrians, and all motor vehicle drivers to broaden residents' safety knowledge.

Current Situation

The Regional Transportation Safety Campaign will include communications tools and tactics that provide residents with a quality service while delivering strategic messaging about transportation safety. Primary transportation safety topics include:

- Bicycle/Pedestrian Safety
- DWI Education and Safety
- Speeding Vehicles
- Distracted Driving
- Teen Driving
- Youth Traffic Safety

Communications tactics and tools are expected to include print and digital advertising, social media, billboards, radio, tv, streaming, and print and digital materials (flyers, postcards, etc.).

Funding Source

Federal Highway Administration

Budgeted

Yes

Action Requested

Request authorization for H- GAC contract with Connect Smart and Texas Department of Transportation Houston District, in an amount not to exceed \$200,000 to conduct Regional Transportation Safety Outreach. (Staff Contact: Jamila Owens)

OPENGOV SOFTWARE LICENSE RENEWAL

Background

OpenGov was implemented as our agency's e-procurement system in 2022. It has allowed for increased productivity, efficiencies, and transparency for our procurement function. We seek to renew our subscription for the next three years, payable annually.

Current Situation

Our current subscription for H-GAC is at the end of a two-year agreement as of December 18, 2024 and will require a new subscription to continue operation. Staff recommends renewing the subscription for a total cost of \$67,626 across three years, paid annually. The subscription licenses will be purchased through the State of Texas government contract: TX-DIR:DIR-CPO-5327.

Funding Source

Local Funds

Budgeted

Yes

Action Requested

Request approval to renew OpenGov licenses for a total contract amount of \$67,626. (Staff Contact: Kristina Kollaja)

CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM

Background

The purpose of the Customer Relationship Management System is to manage and enhance the agency's interactions with current and potential contacts. The initiative is geared towards fostering improved relationships, facilitating cross-agency collaboration, and augmenting overall operational efficiency. The current systems being utilized are Goldmine and ZoHo. The CRM system aims to achieve the following key objectives:

- Centralize contact information into a unified, easily accessible database.
- Automate the processes of tracking interactions, marketing efforts, and customer support.
- Elevate the level of customer service, thereby increasing satisfaction and retention rates.
- Equip the agency with advanced analytics and reporting tools for informed decision-making.

Current Situation

H-GAC solicited proposals on May 8, 2024 and closed May 23, 2024 from vendors with approved cooperative purchasing contracts for the solution requested. Two responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Based on the committee's scoring and evaluation of the proposal responses, the rankings are presented below:

1. Catalyst Consulting Group, Inc.
2. StackNexus, Inc.

Funding Source

Local Funds

Budgeted

Yes

Action Requested

Request authorization to contract with firms in the order presented for a contract term of one year with up to two optional one year renewals, in an amount not to exceed \$210,000. (Staff Contact: Chau Le)

MONTHLY FINANCIAL REPORT - OCTOBER 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 October 31, 2024 (Staff Contact: Christina Ordonez-Campos)

ATTACHMENTS:

- ▢ Monthly Financial Report - OCTOBER 2024 Cover Memo



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY24 Monthly Financial Report

For Month Ending October 31, 2024

Prepared on November 6th, 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

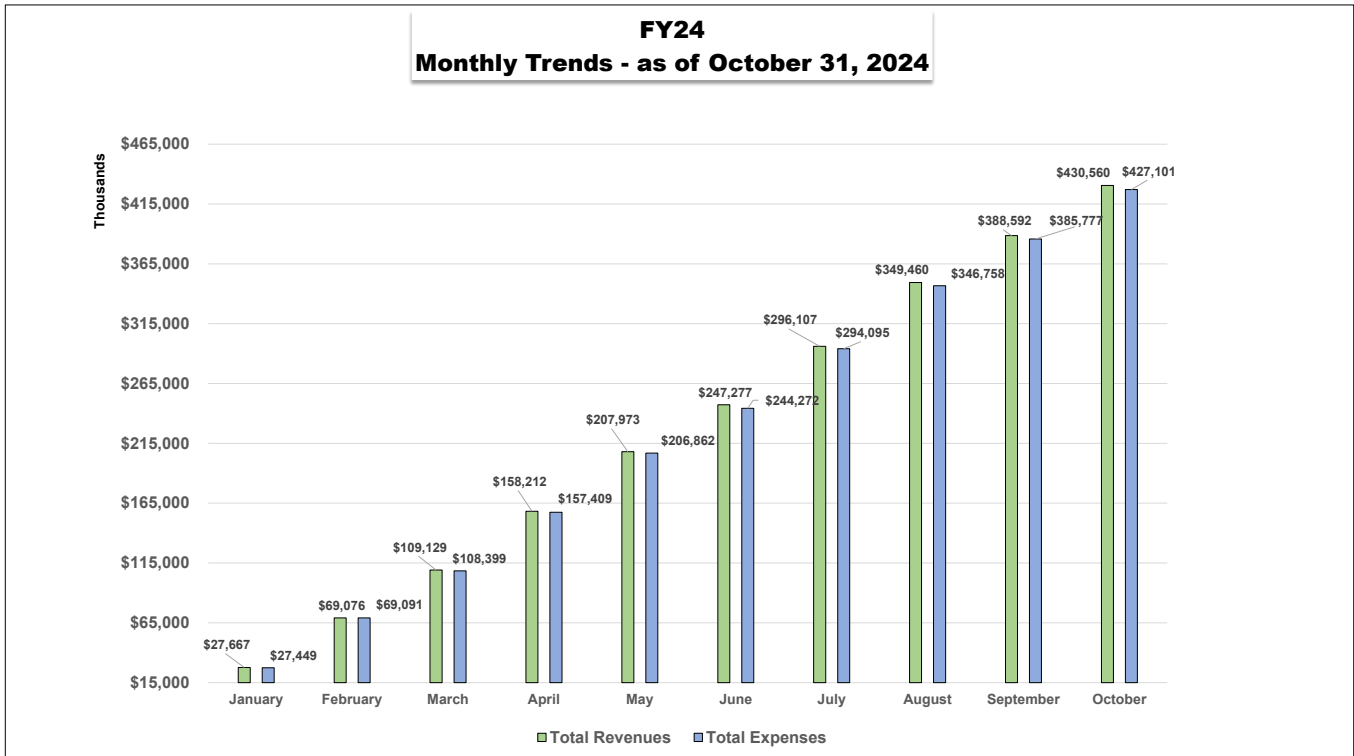
- > The Energy Corporation's revenues have surpassed projected levels, and we anticipate continued revenue growth moving forward.
- > Interest income experienced a slight decline from September to October, primarily driven by the Federal Reserve's recent interest rate cut. However, we have successfully achieved our projected interest income target for 2024.
- > The Cooperative Purchasing revenue cycle remains atypical, with October revenue showing a notable increase compared to September, rising to \$804K from \$515K. We are confident that revenue will meet the projected level by December.

EXPENDITURES

- > Personnel expenditures continue to stay within budget as we fill vacant positions. To date, we have spent 79% of 83.33% of the year that has elapsed so far.
- > This month's travel expenses have risen in comparison to previous periods, primarily driven by attendance at conferences, business promotion efforts, and training activities.
- > Year-to-date expenditures for consultant and contract services currently stand at 57% of the budget. From September to October, these costs have increased by 62%, primarily due to the completion of the Aging and Transportation grants' fiscal period. We anticipate additional consultant expenses by year-end, which will 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

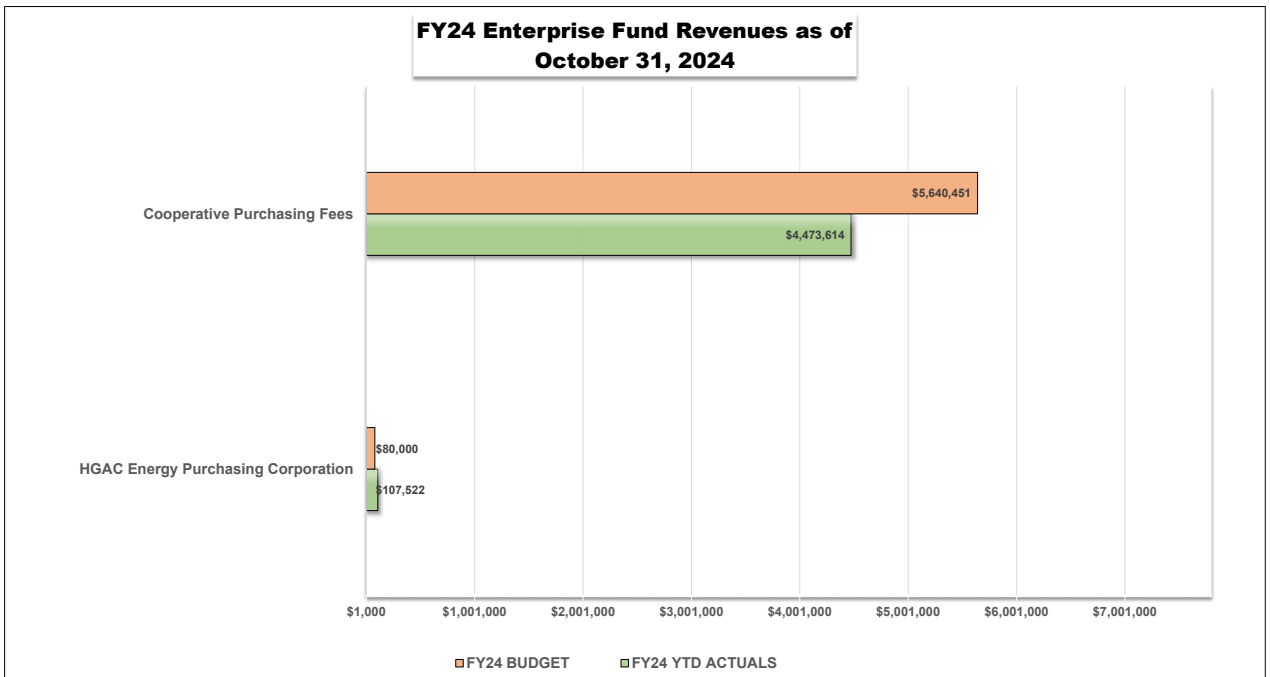
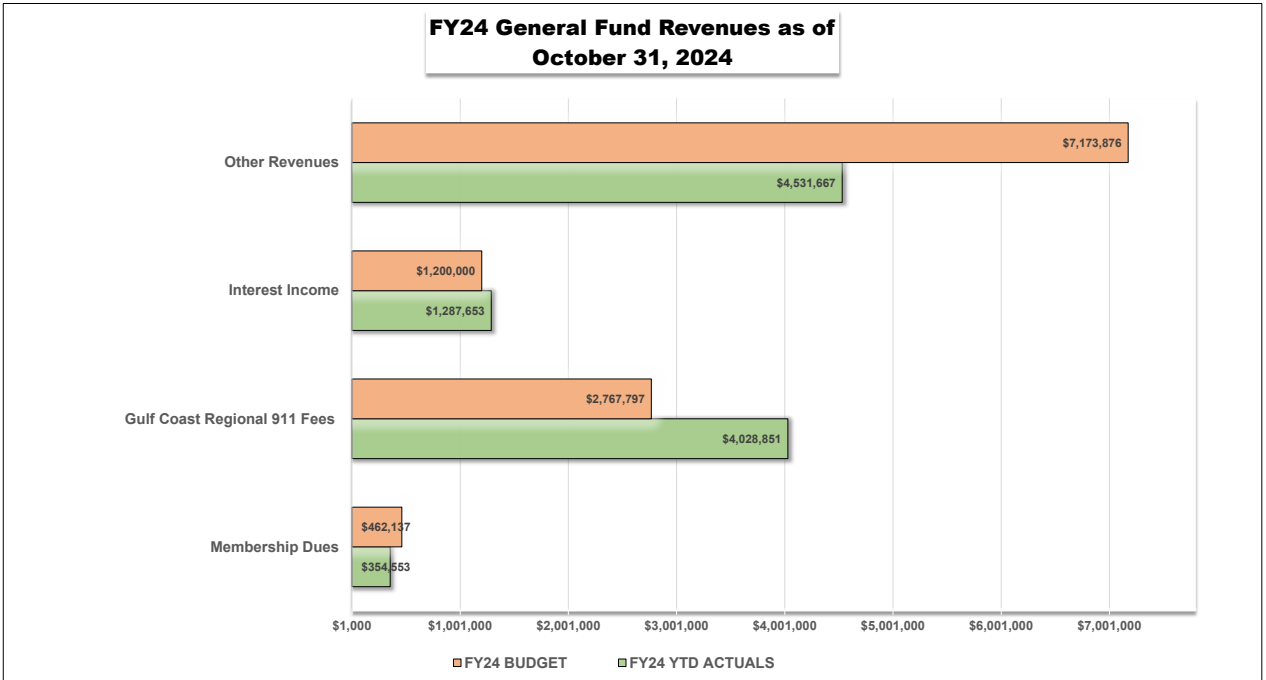


HOUSTON GALVESTON AREA COUNCIL (H-GAC)

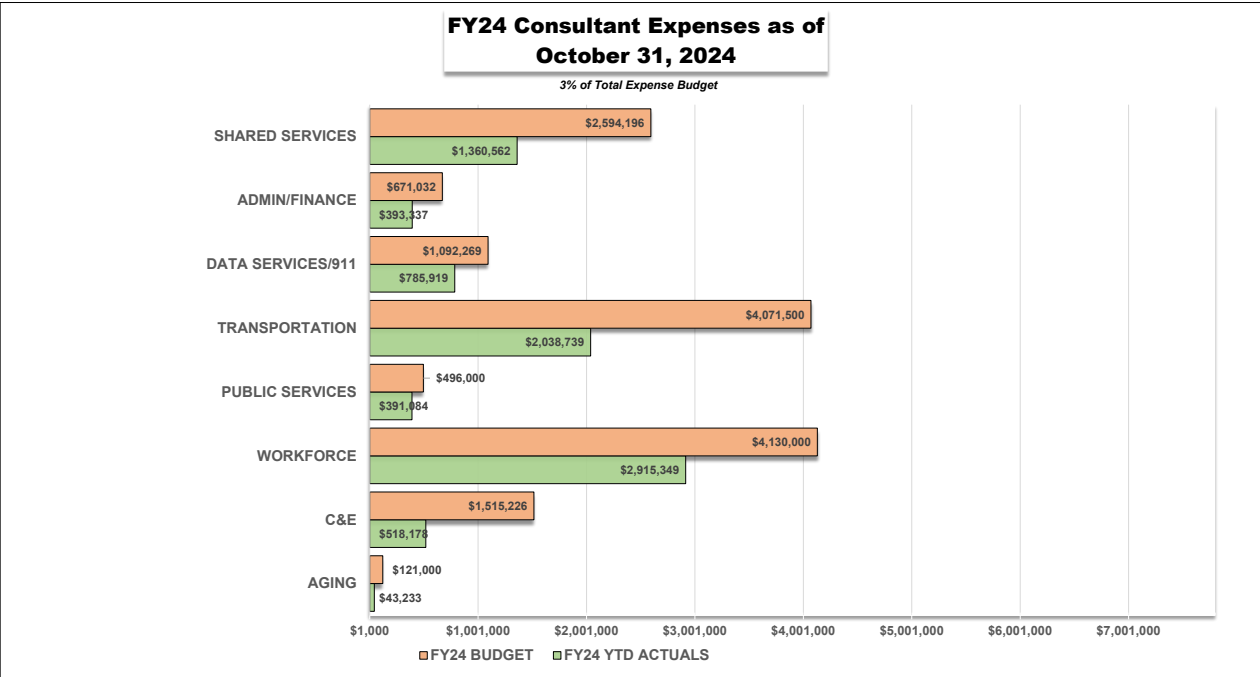
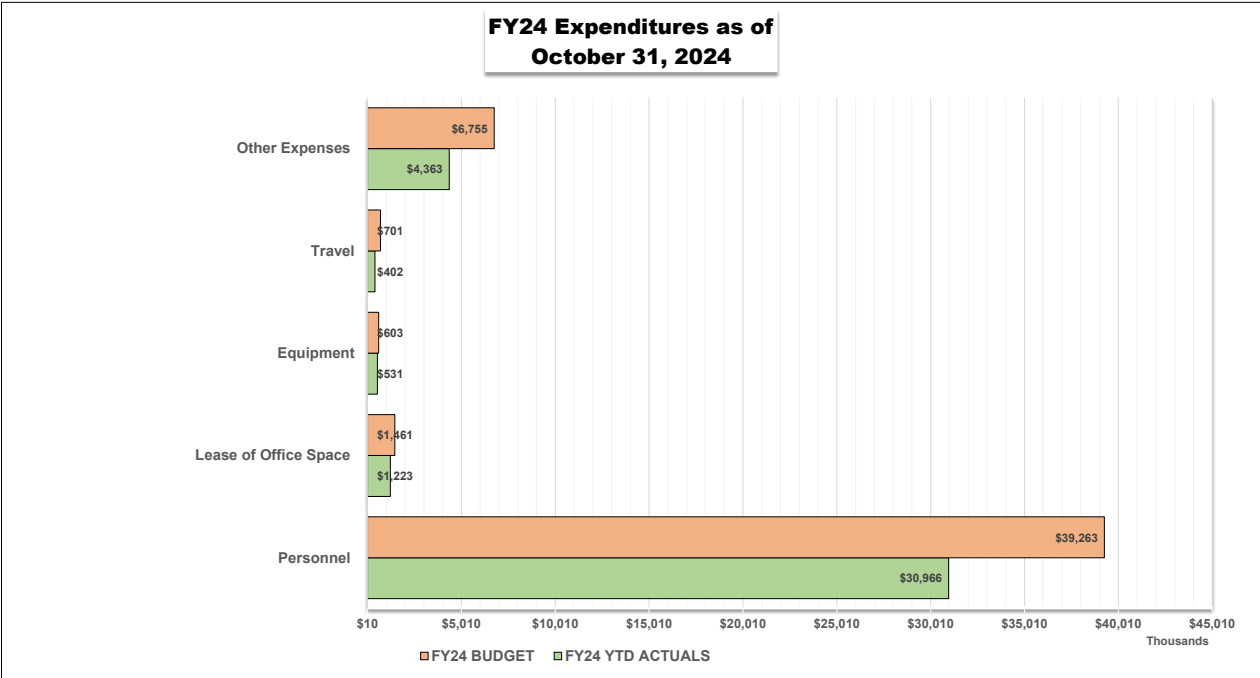
FY24 Monthly Trends Report
For Month Ending October 31, 2024

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024
Revenues										
General & Enterprise Fund Revenues										
Membership Dues	\$ 189,246	\$ -	\$ 14,595	\$ 51,254	\$ 62,252	\$ 200	\$ 2,970	\$ -	\$ 33,349	\$ 688
HGAC Energy Purchasing Corporation	3,255	26,686	2,224	16,538	10,131	6,084	8,146	18,396	9,832	6,230
Cooperative Purchasing Fees	109,150	511,950	186,188	767,506	384,965	235,098	358,053	600,776	515,357	804,572
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	332,707
Interest Income	118,379	109,411	121,458	143,933	131,337	134,782	135,595	159,398	122,507	110,853
Other Revenues	172,202	1,466,466	80,450	476,292	632,026	548,270	159,854	234,000	510,057	252,050
Total General & Enterprise Fund Revenues	\$ 901,483	\$ 2,186,125	\$ 1,167,163	\$ 1,685,013	\$ 1,691,273	\$ 3,017,631	\$ (354,613)	\$ 1,449,416	\$ 1,533,270	\$ 1,507,100
Special Revenue Fund										
Federal Grants	\$ 7,032	\$ 12,085	\$ 123,566	\$ 20,402	\$ 22,085	\$ 24,442	\$ 10,350	\$ 16,818	\$ 47,569	\$ 33,069
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	40,428,183
Total Special Revenue Fund Revenues	\$ 26,765,130	\$ 39,223,091	\$ 38,886,281	\$ 47,397,298	\$ 48,070,528	\$ 36,285,860	\$ 49,184,442	\$ 51,903,802	\$ 37,598,516	\$ 40,461,252
Total Revenues	\$ 27,666,613	\$ 41,409,216	\$ 40,053,444	\$ 49,082,311	\$ 49,761,801	\$ 39,303,491	\$ 48,829,828	\$ 53,353,218	\$ 39,131,785	\$ 41,968,352
Expenditures										
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	\$ 3,469,228
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	36,121,255
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	1,002,766
Lease of Office Space	119,958	109,693	134,809	122,194	122,162	122,365	123,441	122,848	122,661	123,224
Equipment	11,352	3,246	246,854	48,690	99,516	25,098	47,713	19,838	16,460	12,519
Travel	27,362	18,646	21,380	49,507	32,082	40,390	48,581	29,931	48,531	85,352
Other Expenses	676,879	245,283	-	589,848	370,796	484,012	333,665	331,217	821,837	509,806
Total Expenditures	\$ 27,449,281	\$ 41,641,729	\$ 39,308,091	\$ 49,010,112	\$ 49,452,493	\$ 37,410,330	\$ 49,822,708	\$ 52,663,338	\$ 39,019,172	\$ 41,324,151
Excess of Revenues Over(Under) Expenditures	\$ 217,332	\$ (232,513)	\$ 745,353	\$ 72,199	\$ 309,308	\$ 1,893,161	\$ (992,880)	\$ 689,881	\$ 112,614	\$ 644,201

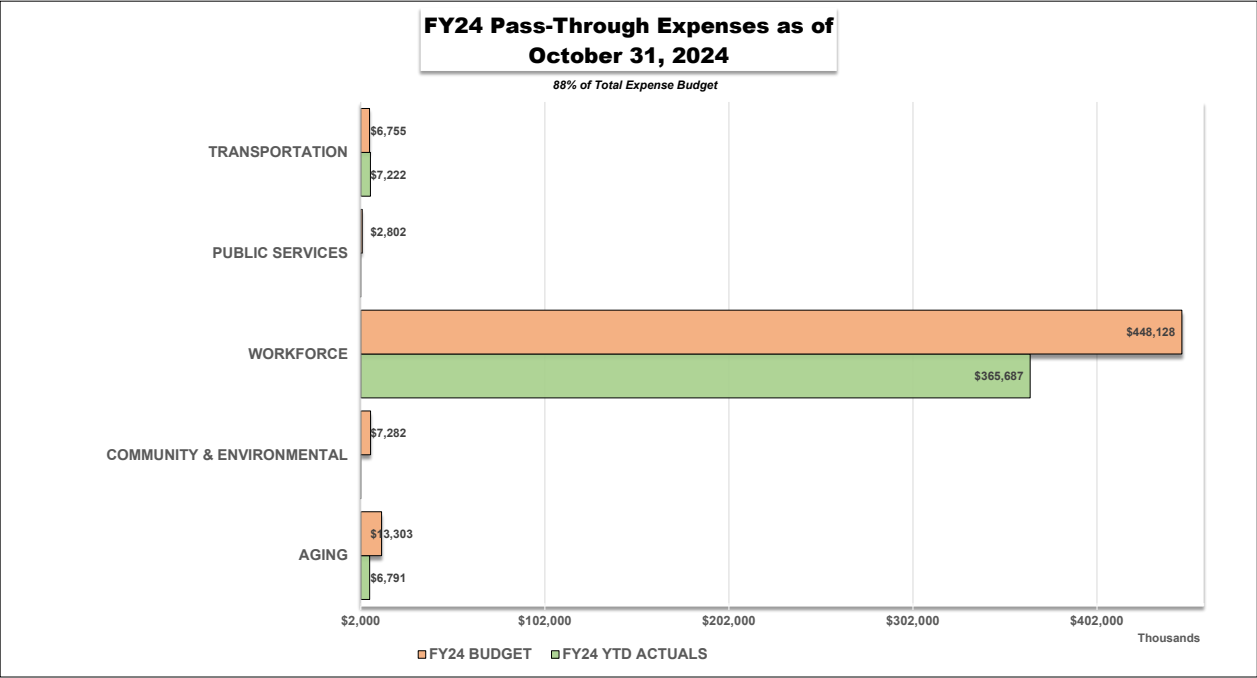
Budget to Actual Charts



Budget to Actual Charts



Budget to Actual Charts



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY24 Budget to Actual Report - All Funds

For Month Ending October 31, 2024

83.33% 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
Revenues						
General & Enterprise Fund Revenues						
Membership Dues	\$ 462,137	\$ 354,553	77%	\$ 462,136	\$ 446,747	97%
HGAC Energy Purchasing Corporation	80,000	107,522	134%	75,000	108,911	145%
Cooperative Purchasing Fees	5,640,451	4,473,614	79%	5,500,000	4,280,051	78%
Gulf Coast Regional 911 Fees	2,767,797	4,028,851	146%	2,605,121	3,414,662	131%
Interest Income	1,200,000	1,287,653	107%	200,000	538,994	269%
Other Revenues	7,173,876	4,531,667	63%	7,781,387	5,517,898	71%
Total General & Enterprise Fund Revenues	\$ 17,324,261	\$ 14,783,860	85%	\$ 16,623,644	\$ 14,307,263	86%
Special Revenue Fund						
Federal Grant	\$ 695,000	\$ 317,417	46%	\$ 200,000	\$ 150,850	75%
State Grants	523,305,764	415,458,783	79%	474,015,106	336,499,736	71%
Total Special Revenue Fund Revenues	\$ 524,000,764	\$ 415,776,201	79%	\$ 474,215,106	\$ 336,650,586	71%
Total Revenues	\$ 541,325,025	\$ 430,560,061	80%	\$ 490,838,750	\$ 350,957,849	72%
Expenditures						
Personnel	\$ 39,263,214	\$ 30,965,695	79%	\$ 34,141,958	\$ 27,168,351	80%
Pass-through Funds - Grant	478,270,303	381,169,561	80%	431,342,942	307,022,803	71%
Consultant and Contract Services	14,691,223	8,446,402	57%	15,392,991	6,599,968	43%
Lease of Office Space	1,461,237	1,223,355	84%	1,827,797	1,439,745	79%
Equipment	602,696	531,286	88%	4,943,200	3,967,653	80%
Travel	700,865	401,761	57%	687,449	348,332	51%
Other Expenses	6,754,873	4,363,343	65%	4,938,555	3,823,253	77%
Total Expenditures	\$ 541,744,411	\$ 427,101,404	79%	\$ 493,274,892	\$ 350,370,105	71%
Excess of Revenues Over(Under) Expenditures	\$ (419,386)	\$ 3,458,657		\$ (2,436,142)	\$ 587,744	
Beginning Fund Balance (all funds) - Jan. 1 (1)	\$ 43,468,636	\$ 43,468,636		\$ 40,013,176	\$ 40,013,176	
Ending Fund Balance (all funds) - October 31 (2)	\$ 43,049,250	\$ 46,927,293		\$ 37,577,034	\$ 40,600,920	

(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 October 31 for each year.

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:

- ▢ FY2025 Budget & Service Plan Summary
- Cover Memo

**2025 PROPOSED BUDGET AND SERVICE PLAN
SUMMARY**

Unified Budget		\$593,124,189
	Increase	9.48%
		51,379,779
Pass-through funds		501,113,097
	Increase	4.78%
		22,842,794
Operations		92,010,092
	Increase	44.96%
		28,536,983
Increases		
Capital Expenditures	1,283.90%	\$3,428,000
Local Activities	942.71%	1,890,887
Transportation	50.85%	10,001,618
Data Services	53.14%	643,416
Enterprise Solutions	32.29%	3,155,366
Community & Environmental	20.36%	3,363,078
Shared Services	9.74%	906,583
Workforce	5.93%	27,640,465
Aging	1.91%	350,366
Employee Benefits		
Released Time	14.39%	\$4,923,450
Insurance, Retirement and Social Security	<u>32.32%</u>	<u>11,059,278</u>
Total Benefits & Release Time	46.71%	\$15,982,727

CYCLE 7 FY2025-2028 LIVABLE CENTERS STUDIES PROGRAM

Background

The Livable Centers Program, administered by H-GAC since 2008, encourages a complementary mix of land uses that are designed to be walkable, connected, and accessible by multiple modes of transportation, including bus, bike, or walking. Livable Centers are defined as places where people can live, work, and play with less reliance on their cars. H-GAC and our local partners work with communities to identify a vision for the study area and make specific recommendations, such as pedestrian and bicycle facilities. Similarly, proposed policies and programs aim to promote economic development while cultivating a sense of identity within study areas.

The Livable Centers Program is highlighted as one of the implementation strategies to reduce reliance on single vehicle occupancy in H-GAC’s 2045 Regional Transportation Plan. Forty-six Livable Centers studies have been completed in our region. The Livable Centers Program features Livable Centers Studies and Focused Livable Centers Studies.

Current Situation

In February 2024, H-GAC issued a competitive call for study partners. H-GAC staff received 19 notices of intent to apply and a final 17 application submissions from 16 eligible entities. Staff convened a five-person evaluation committee comprised of H-GAC staff, Texas Department of Transportation staff, and past study partners to evaluate and rank applications based on H-GAC criteria. Based on the committee’s evaluations, thirteen studies are recommended to receive \$3,170,000 in Transportation Planning Funds for studies. Ten are requested to be funded as Livable Centers studies and three recommended as Focused Livable Center studies.

Recommended Sponsor	Study Cost	Local Contribution to the Regional Strategic Transportation Fund
St. George Place Redevelopment Authority	\$250,000	\$25,000
City of Magnolia	\$250,000	\$50,000
City of La Marque*	\$230,000	\$23,000
Downtown Houston	\$300,000	\$60,000
Harris County, Precinct 4	\$260,000	\$52,000
Harris County, Precinct 2 – South Belt	\$250,000	\$50,000
Kemah Community Development Corporation*	\$200,000	\$40,000
Harris County, Precinct 2 – Webster	\$250,000	\$50,000
City of Humble	\$250,000	\$25,000
Fort Bend County, Precinct 4*	\$230,000	\$23,000

Missouri City	\$250,000	\$50,000
City of La Porte	\$200,000	\$40,000
Fort Bend County, Precinct 2	\$250,000	\$50,000
Total	\$3,170,000	\$538,000

*Focused Livable Center Studies

Funding Source

Transportation Planning Funds

Budgeted

Yes

Action Requested

Request approval of thirteen Livable Center studies in Cycle 7 FY 2025-2028. (Staff Contact: Sarai Osorio)

CYCLE 7 FY2025-2028 LIVABLE CENTERS STUDIES INTERLOCAL CONTRACTS

Background

Funding has been allocated in H-GAC’s FY2025-2028 Unified Planning Work Program for the Livable Centers program. This program has funded 46 planning studies in the region since 2008. For this round of studies, H-GAC issued a competitive call for study partners and convened a five-person evaluation committee comprised of H-GAC staff, TxDOT staff, and past study partners. The evaluation committee ranked applications received based on established evaluation criteria and recommended 13 studies to receive \$3,170,000 in Transportation Planning Funds for Livable Centers planning. All 13 recommended study sponsors were approved by the Transportation Advisory Committee and the Transportation Policy Council at their October 2024 meeting:

Study Sponsor	Study
St. George Place Redevelopment Authority	St. George Place and Uptown Livable Center Study: Bridging the Gap with Equitable Investment for Community
City of Magnolia	Magnolia Livable Centers Study: Enhancing Community Connectivity, Resilience and Economic Vitality
City of La Marque*	La Marque Focused Livable Centers Study: Developing Equitable and Resilient Multimodal Transportation Choices for Community
Downtown Houston	South Downtown Livable Center Study
Harris County, Precinct 4	Park Row Transportation and Development Livable Center Study
Harris County, Precinct 2 – South Belt	Harris County South Belt Livable Center Study
Kemah Community Development Corporation*	The Kemah Downtown Livable Center Study
Harris County, Precinct 2 – Webster	Harris County Precinct 2 Webster Livable Centers Study
City of Humble	Downtown Humble Reimagination - Main St
Fort Bend County, Precinct 4*	Kendleton Livable Centers Study
Missouri City	Texas Parkway Livable Centers Study
City of La Porte	La Porte Livable Center Study
Fort Bend County, Precinct 2	Fresno Livable Centers Study

*Focused Livable Center Studies

The studies will include the development of plans, feasibility analysis, and strategies for creating public/private partnerships to implement Livable Centers concepts. Each study will also identify specific transportation investments, including estimated costs and air quality benefits.

Current Situation

H-GAC will be the project manager for the studies and will negotiate with the local government sponsors to develop a detailed scope of service for each study. H-GAC staff will procure consultants to produce the studies which are anticipated to begin in the summer of 2025 and last approximately 9-10 months each. Each local sponsor will provide a local contribution to the Regional Strategic Transportation Fund, not to exceed \$538,000 in total.

Funding Source

Transportation Planning Funds

Budgeted

Yes

Action Requested

Request authorization to enter into interlocal agreements with the project sponsors listed in the chart for Livable Centers studies and to accept contributions to the Regional Strategic Transportation Fund, in an amount not to exceed \$538,000. (Staff Contact: Sarai Osorio)

SAFE STREETS FOR ALL ACTION PLANS

Background

In October 2020, the H-GAC Transportation Policy Council adopted a Regional Vision Zero Policy, which is to eliminate all traffic fatalities in the region by 2050. The 2045 Regional Transportation Plan Update conveyed in its action plan that updating the Regional Safety Action Plan is the first step to realizing the region's Vision Zero policies. The Metropolitan Planning Organization will support transportation projects, programs and policies that significantly improve safety outcomes for all transportation network users.

The purpose of this project is to develop a Regional Safety Action Plan and Local Safety Action Plans for eleven local jurisdictions in the Metropolitan Planning Organization (MPO) region. As part of the Bipartisan Infrastructure Law, the Safe Streets and Roads for All grant program has made implementation funding available to entities that have a qualifying Safety Action Plan.

Recommendations included in a Safety Action Plan will be eligible for future rounds of funding to implement the recommendations. Safety Action Plans are comprehensive safety plans aimed at reducing and eliminating serious-injury and fatal crashes affecting all roadway users. These Plans use data analysis to characterize roadway safety problems and strengthen a community's approach through projects and strategies that address the most significant safety risks.

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the services requested under TRN24-06 on August 1, 2024 and closed on September 5, 2024. Five responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC and Texas Department of Transportation. Based on the committee's scoring and evaluation of the proposal responses, the rankings are presented below:

1. Kimley-Horn and Associates, Inc.
2. TJKM Transportation Consultants
3. AECOM Technical Services, Inc.
4. Huitt-Zollars, Inc.
5. Rodriguez Transportation Group, Inc.

Funding Source

Planning Funds

Budgeted

Yes

Action Requested

Request authorization to contract with firms in the order presented for a contract term of eighteen months with two optional one year extensions, in an amount not to exceed \$5,000,000. (Staff Contact: Susan Jaworski)

NOVEMBER 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:

Name	Representing	Nominated by
Gwendolyn Tillotson-Bell	City of Houston	Mayor John Whitmire
Kendric D. Jones	Waller County	Judge Duhon
Elizabeth Huff	City of Sugar Land	Mayor Joe Zimmerman

Regional Flood Management Committee

The committee focuses on managing flood-related challenges and strategies for the thirteen-county area. Among these concerns are flood hazard mapping research and funding, as well as the establishment of multi-jurisdictional flood management districts and authorities that cater to county drainage districts and municipalities when necessary. This approach is intended to effectively oversee the floodplain and promote coordination across entire watersheds.

Nominations received for terms expiring in May 2026:

Name	Representing	Nominated by
Gwyneth Teves	City of Wharton	Mayor Tim Barker
Juan Macias	City of Baytown	Council Member Laura Alvarado
Dan Johnson	City of Manvel	Regional Flood Mgmt. Committee
Shashi Kumar	City of Missouri City	Council Member Jeffrey Boney
Thomas Knox	City of Pearland	Mayor Kevin Cole

HGAC Energy

The corporation is structured and functions to serve as an intermediary for negotiating electricity purchases or to represent the political subdivisions for which HGAC Energy was established, concerning their own electricity consumption for their respective public facilities.

Nominations received for terms expiring in December 2025:

Name	Representing	Nominated by
Joe Garcia	City of Pattison	H-GAC
Chuck Engelken	City of La Porte	H-GAC
Tim Lapham	Austin County	H-GAC
Laura Alvarado	City of Baytown	H-GAC

Natural Resources Advisory Committee

The Natural Resources Advisory Committee serves as a forum to advise the H-GAC Board and local decision-makers on policy issues affecting natural resources in the 13-county Houston-Galveston region. Its membership includes diverse representatives from local governments, natural resource management agencies, environmental organizations, and the private sector.

Nominations received for terms expiring in May 2026:

Name	Representing	Nominated By
Hien Pham	Harris County	Commissioner Briones
Jessica Wiggins	Harris County	Commissioner Briones

2024 ELECTION COMMITTEE – DEVELOPING 2025 SLATE

Background

The Election Committee will meet to review the 2025 officer nominations. The Committee presents nominations for each officer position on the Board and canvasses the ballots at the Annual Meeting. There are seven members on the Election Committee. The committee chair is County Judge Trey Duhon and the committee vice chair is Councilmember Sally Branson.

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

No action requested. For information only. (Contact: Sallie Alcorn, Board Chair)

H-GAC SPOTLIGHT - PUBLIC SAFETY GRANT OPPORTUNITIES

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

For information only. No action requested. (Staff Contact: Laura Glaspie and Justin Riley)

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)