



**AGENDA  
HOUSTON-GALVESTON AREA  
COUNCIL  
BOARD OF DIRECTORS MEETING  
January 21, 2025 10:00 AM  
3555 Timmons Lane, 2nd Floor  
Conference Room B  
Houston, TX 77027**

1. INVOCATION

2. PLEDGE OF ALLEGIANCE

**OATH OF OFFICE- H-GAC VICE CHAIR**

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 – DECEMBER 17, 2024

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

b. REGIONAL TRANSPORTATION PLAN – OUTREACH

Request approval of funding for the public outreach strategy, including media buys; in an amount not to exceed \$500,000. (Staff Contact: Susan Jaworski).

c. CLIMATE POLLUTION REDUCTION GRANT ENGAGEMENT 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: Andrew DeCandis)

d. HGACBUY-AIRPORT RUNWAY SNOW REMOVAL EQUIPMENT AND RELATED SERVICES

Request authorization of contracts with the respondents listed in the Contract Award Recommendation Table for AR03-25 Airport Runway Snow Removal Equipment and Related Services. (Staff Contact: Ronnie Barnes)

e. HGACBUY-REFUSE HANDLING EQUIPMENT

Request authorization for contracts with the respondents listed in the Contract Award Recommendation Table for Refuse Handling Equipment RH04-25. (Staff Contact: Ronnie Barnes)

f. AGENCY CONTRACTING SOFTWARE

Request approval to negotiate with BFS Strategic Partners for Gatekeeper contracting software, \$231,084 for the first year, plus \$120,179 for implementation, for a total of \$351,262. Implementation will begin upon approval

of the contract. (Staff Contact: Kristina Kollaja)

- g. AREA AGENCY ON AGING FY2025 CONTRACT RECOMMENDATION  
Request authorization to contract with Houston Plumbing and Gas, LLC. in an amount not to exceed \$50,000. (Staff Contact: Curtis Cooper)
- h. 2025 PARK MONTH RESOLUTION  
Request adoption of resolution recognizing January 2025 as Parks and Natural Areas Month in support of Parks and Natural Areas Awards program. (Staff Contact: Andrea Tantillo)
- i. INVESTMENT POLICY  
Request approval of H-GAC's Investment policy. (Staff Contact: Christina Ordonez-Campos)
- j. QUARTERLY INVESTMENT REPORT - FOURTH QUARTER 2024  
Request approval of the Quarterly Investment Report for the FY2024 fourth quarter ending December 31, 2024. (Staff Contact: Christina Ordonez-Campos)

7. FINANCE AND BUDGET COMMITTEE

Report on activities and Committee recommendations.

- a. MONTHLY FINANCIAL REPORT - DECEMBER 2024  
Request approval of the monthly financial report ending December 31, 2024. (Staff Contact: Christina Ordonez-Campos)

8. TRANSPORTATION PLANNING

- a. REGIONAL INCIDENT MANAGEMENT FUNDING AGREEMENT  
Request approval for the Houston-Galveston Area Council to enter into an Advance Funding Agreement with the Texas Department of Transportation for four years in an amount not to exceed \$53,200,000 to continue service of Tow and Go and Regional Incident Management Programs. (Staff Contact: Francis Rodriguez)

9. DATA SERVICES

- a. WORKFORCE SOLUTIONS WIDE AREA NETWORK UPGRADE  
Request authorization to contract with Logix Communications in the order presented for a contract term of 3 years; in an amount not to exceed \$506,628. (Staff Contact: Edgar Rotundo)

10. H-GAC ADVISORY COMMITTEE APPOINTMENTS

- a. JANUARY 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS  
Request approval of appointments to H-GAC advisory committees. (Staff Contact: William Matthews)

11. REPORTS

- a. H-GAC SPOTLIGHT - PARKS AND NATURAL AREAS AWARDS  
No action requested. For information only. (Staff Contact: Andrea Tantillo)
- 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)

12. EXECUTIVE SESSION

a. EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY

The H-GAC Board may hold an executive session pursuant to Section 551.071 of the Texas Government Code to consult with its attorney regarding pending or contemplated litigation. (Staff contact: Chuck Wemple)

13. 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 – DECEMBER 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 December 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 December 17, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

### **ATTACHMENTS:**

▢ December 17, 2024 Meeting Minutes

Cover Memo

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

---

Page 2 of 6

**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 December 17, 2024, Board meeting:

Austin County Judge Tim Lapham  
Brazoria County Commissioner Stacy Adams  
Colorado County Judge Ty Prause  
Galveston County Commissioner Joseph Giusti  
Harris County Commissioner Lesley Briones  
Walker County Commissioner Brandon Decker  
Waller County Judge Trey Duhon  
Wharton County Judge Phillip Spenrath  
City of Alvin Council Member Martin Vela  
City of Baytown Councilmember Laura Alvarado  
City of Conroe Council Member Howard Wood  
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 Members 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  
City of Pearland Mayor Kevin Cole  
City of Rosenberg Mayor William Benton  
City of Sugar Land Stewart Jacobson

**General Law Cities:**

City of Waller Council Member Nancy Arnold  
City of Pattison Mayor Pro Tem Joe Garcia

**Home Rule Cities (Less than 25,000):**

City of Dickinson Mayor Pro Tem Johnnie Simpson  
  
City of Bellaire Council Member Ross Gordon  
  
Huntsville ISD Trustee Rissie Owens

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

Chambers County Commissioner Tommy Hammond  
Fort Bend County Judge KP George  
Harris County Commissioner Adrian Garcia  
Liberty County Judge Jay Knight  
Matagorda County Judge Bobby Seiferman  
Montgomery County Judge Mark Keough  
City of La Porte Council Member Chuck Engelken  
City of Pasadena Councilmember Dolan Dow  
City of Texas City Commissioner Jami Clark

(over)

## **CALL TO ORDER**

The Honorable Sallie Alcorn, City of Houston Council Member and Chair of the Board called the meeting to order at 10:00 a.m. on Tuesday, December 17, 2024, at 3555 Timmons Lane.

### **1. INVOCATION**

City of Waller Council Member, Nancy Arnold, gave the invocation.

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

City of Waller Council Member, Nancy Arnold, 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: Regional Director Kelly Waterman (Office of US Senator Ted Cruz), Regina Recino, Melissa Washington, Stephanie Davidson, and Shannon Longoria (General Land Office), City of Bunker Hill Mayor Pro Tem Susan Schwartz, Feddy Guerra (Office of Commissioner Briones), Jason Fuller, Matthew Connor, and Derek Elgin.

### **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 Dickinson Mayor Pro Tem Simpson moved to approve the Consent Agenda. City of Friendswood Council Member Branson 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 – OCTOBER 15, 2024** - Approval of the minutes of the November 19, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)
- b. **REGIONAL ELECTRONICS RECYCLING SERVICES CONTRACT –**

Approved to negotiate a contract with the proposed firm under listed above, estimated to begin June 1, 2025, and continue through May 31, 2027, with the option for three, one year extensions. (Staff Contact: Erin Livingston)

**7. FINANCE AND BUDGET COMMITTEE**

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

Ms. Ordonez-Campos asked if there were any questions regarding the November financial report. There being none, City of Friendswood Councilmember Branson moved to approve, and Waller County Judge Duhon, 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 the meeting to recess to hold the Public Hearing at 10:20 a.m. 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. PUBLIC HEARING FOR 2025 H-GAC BUDGET & SERVICE PLAN -**

Public hearing on proposed H-GAC 2025 Budget and Service Plan. (Staff Contact: Chuck Wemple)

**b. PRESENTATION OF H-GAC 2025 BUDGET & SERVICE PLAN -**

Approved the H-GAC 2025 Budget & Service Plan. (Staff Contact: Chuck Wemple)

Mr. Wemple completed the presentation of the H-GAC 2025 Budget and Service plan. Chair Alcorn reconvened the meeting at 10:33 a.m.

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

**9. AUDIT COMMITTEE**

Chair Alcorn moved to the next agenda item. Chair Alcorn called on Charles Hill, H-GAC Director of Internal Audit. Mr. Hill requested approval of the Internal Audit Plan.

**a. 2025 INTERNAL AUDIT PLAN -**

(over)

Approved Internal Audit Plan for fiscal year 2025. (Staff Contact: Charles Hill)

Chair Alcorn asked if there were any questions. There being none, City of Rosenberg Mayor Benton moved to approve, City of Baytown Council Member Alvarado seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**10. REGIONAL REVIEW**

Chair Alcorn moved to the next agenda item. Chair Alcorn called on Andrew DeCandis, H-GAC Manager of Transportation. Mr. DeCandis requested approval of project proposed by Port of Houston Authority.

- a. PORT OF HOUSTON AUTHORITY APPLICATION FOR THE 2024 CLEAN PORTS PROGRAM: CLIMATE AND AIR QUALITY PLANNING GRANT** - Approved the project proposed by Port of Houston Authority for \$2,981,399 be found consistent with plans, policies, and H-GAC review criteria. (Staff Contact: Andrew DeCandis)

Chair Alcorn asked if there were any questions. There being none, City of Pearland Mayor Cole moved to approve, Harris County Commissioner Briones seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**11. 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 multiple appointments to H-GAC advisory committees.

- a. DECEMBER 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, Waller County Judge Duhon moved to approve, and City of Dickinson Mayor Pro Tem Simpson seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**12. ELECTION COMMITTEE**

Chair Alcorn moved to the next agenda item. Chair Alcorn called on Waller County Judge Duhon, Chair of the Election Committee. Judge Duhon announced the nominations for the 2025 H-GAC officer slate. Judge Duhon requested approval of the new 2025 slate.

- a. ELECTION COMMITTEE – 2025 H-GAC BOARD OFFICERS** – Approved of Election Committee recommendations for 2025 HGAC officers, and authorization to issue General Assembly ballots. (Contact: Judge Trey Duhon)

Chair Alcorn asked if there were any questions. There being no action, Waller County



Judge Duhon moved to approve. City of Friendswood Council Member Branson, seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

Page 6 of 6

**13. LEGISLATIVE COMMITTEE**

Chair Alcorn moved to the next agenda item. Chair Alcorn called on Miguel Segura, Director of Public Affairs. Mr. Segura gave an update on the 89<sup>th</sup> Legislative Priorities. Mr. Segura requested approval of the recommendations for the 89<sup>th</sup> Legislative Priorities.

- a. LEGISLATIVE PRIORITIES – 89TH SESSION OF THE TEXAS LEGISLATURE** – Approved the recommendation by Legislative Committee on regional legislative priorities for the 89th legislative session. (Contact: Trustee Rissie Owens)

Chair Alcorn asked if there were any questions. There being no action, City of Baytown Council Member Alvarado moved to approve. City of Friendswood Council Member Branson, seconded the motion. With no additional discussion, Chair Alcorn called for the vote which resulted in unanimous approval by all members present.

**INFORMATION**

**13. REPORTS**

- a. H-GAC Spotlight – AREA AGENCY ON AGING** - Chair Alcorn called on Curtis Cooper, H-GAC Senior Manager, Apolonia Sullivan, H-GAC Ombudsman Program Administrator, and Alejandra Rischman, H-GAC Benefits Coordinator to speak on Area Agency on Aging. For more information about the program, contact [curtis.cooper@h-gac.com](mailto:curtis.cooper@h-gac.com), [apolonia.sullivan@h-gac.com](mailto:apolonia.sullivan@h-gac.com), and [Alejandra.rischan@h-hac.com](mailto:Alejandra.rischan@h-hac.com). There being no action, Chair Alcorn moved to the next item.
- b. EXECUTIVE DIRECTORS REPORT** – H-GAC Executive Director Chuck Wemple announced that the Broadband Committee will be meeting directly after the Board meeting. Mr. Wemple recognized, Curtis Cooper, Apolonia Sullivan, and Alejandra Rischman for the presentation and their state recognition. Mr. Wemple mentioned the retirement plan that was discussed internally. Mr. Wemple stated that H-GAC will not be moving forward with the proposed retirement plan and will be staying with the current 401K plan. Mr. Wemple expressed gratitude for the passing of the Budget and Service Plan. Mr. Wemple acknowledge that there are question pending and will provide clarity and answers. Mr. Wemple mentioned the successful meeting with the City of Galveston Mayor Pro Tem Robb and the Transportation team about the Pelican Bridge project. Mr. Wemple acknowledged H-GAC's Chief Operating Officer, Onyinye Akujuo and her accomplishments with H-GAC and wished her well as she finished her service with H-GAC.

**11. ADJOURNMENT**

There being no further business to discuss, Chair Alcorn adjourned the December 17, 2024, meeting of the H-GAC Board of Directors at 11:15 a.m.

(over)

## **REGIONAL TRANSPORTATION PLAN – OUTREACH**

### **Background**

The 2050 Regional Transportation Plan is a comprehensive plan that identifies how the region wants the future transportation system to function. It targets federal, state, and local funding resources to use towards supporting the regional vision and must be updated every four years per federal statute. The current plan was last updated in 2023 and is set to expire on November 1, 2027. This document contains the latest framework of both existing and forecasted conditions for the eight-county metropolitan planning area, including regional goals and objectives that guide the prioritization of federally funded projects and programs. With guidance from the Federal Highway Administration, these desired projects and program will also adhere to including a fiscally constrained action plan for at least the next 20 years. The development of the document must be done in coordination with federally prescribed stakeholders and the general public.

### **Current Situation**

H-GAC staff will be conducting the initial phase of public outreach from January 2025 until July 2025. At that point, a consultant will conduct remaining public outreach. Once a consultant is selected, H-GAC staff will shift from conducting direct public outreach to providing oversight of public outreach until the Regional Transportation Plan is approved by the Transportation Policy Council in October 2026.

The first phase of outreach will be establishing the plan's vision. This visioning phase will continue until the end of June 2025 and will utilize public facing websites and a variety of tools to share progress with and solicit feedback from transportation officials and the public. H-GAC staff will be scheduling multiple in-person events to encourage public input from each of the eight counties in the metropolitan planning area. A powerhouse of media buys is necessary to encourage and enhance the success of the 2050 Regional Transportation Plan. The significance of the 2050 Regional Transportation Plan to the region requires a robust public outreach, engagement, and education program. The priority is to maximize participation in surveys, public engagement activities, and public meetings so that all counties in the planning area are well-represented in the results.

### **Funding Source**

Federal

### **Budgeted**

Yes

### **Action Requested**

Request approval of funding for the public outreach strategy, including media buys; in an amount not to exceed \$500,000. (Staff Contact: Susan Jaworski).

## **CLIMATE POLLUTION REDUCTION GRANT ENGAGEMENT PLAN**

### **Background**

H-GAC released a solicitation for a qualified marketing firm to develop an outreach and engagement plan focused on discussing climate change and ongoing Climate Pollution Reduction Grant planning efforts within the Houston-Galveston Area Council 13-county service area.

We were looking for innovative strategies to raise awareness, engage stakeholders, and encourage participation in the development of critical emission reduction strategies as required by the Climate Pollution Reduction Grant. The goal of this initiative is to reduce greenhouse gas emissions while supporting the creation of jobs, delivering cleaner air, and lowering energy costs for families.

### **Current Situation**

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under (Project ID: TRN24-08) on October 9, 2024 and which closed on November 21, 2024. Four 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 recommendation and rankings are presented below:

1. Outreach Strategists, LLC
2. Carey Kirkpatric, dba CKP Communications Group, LLC
3. The Black Sheep Agency
4. Rose Group International, LLC

### **Funding Source**

EPA Climate Pollution Reduction Grant Funds (UEPA.24.0102)

### **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: Andrew DeCandis)

## **HGACBUY-AIRPORT RUNWAY SNOW REMOVAL EQUIPMENT AND RELATED SERVICES**

### **Background**

The H-GAC Cooperative Purchasing Program (HGACBuy) 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 seven proposals for airport runway snow removal equipment and related services on December 12, 2024. The following companies submitted responses:

Airport Technologies, Inc.	Southport, Manitoba, Canada
Boschung America, LLC	New Castle, PA
Eagle Safe Surfaces Colorado Inc., dba Eagle & Myslik, Inc.	Englewood, CO
M-B Co, Inc., dba M-B Companies, Inc.	New Holstein, WI
Project Iceman Holdings, LLC, dba Fortbrand Services, LLC	Plainview, NY
Tenco, Inc.	St. Valerien, Quebec, Canada
Wausau Equipment Company, LLC	New Berlin, WI

### **Current Situation**

This is a new contract in our portfolio, consisting of various types of equipment related to our members' airport needs for snow and ice management. All responses have been evaluated by H-GAC staff. Seven respondents are being recommended for an award. Request authorization for contracts representing the best value for products as summarized in the Contract Award Recommendation Table, and as may be applicable, to extend contract assignments to other authorized entities during the contract period.

### **Funding Source**

Participating local government purchasers.

### **Budgeted**

N/A

### **Action Requested**

Request authorization of contracts with the respondents listed in the Contract Award Recommendation Table for AR03-25 Airport Runway Snow Removal Equipment and Related Services. (Staff Contact: Ronnie Barnes)

**ATTACHMENTS:**

Page 2 of 3

- AR03-25 AWARD RECOMMENDATION  
TABLE
- Cover Memo

**HGACBuy**  
**Contract Award Recommendation Table**  
**Airport Runway Snow Removal Equipment and Related Services (AR03-25)**

Award Recommendations	Description
Airport Technologies, Inc.	Current airport snow and ice removal equipment catalog, and options
Boschung America, LLC	Current airport snow and ice removal equipment catalog, and options
Eagle Safe Surfaces Colorado Inc., dba Eagle & Myslik, Inc.	Current airport snow and ice removal equipment catalogs ( <i>Eagle, Øveraasen, Smart-Tote, Raiko, Smart Mfg</i> , brands), and options
M-B Co, Inc., dba M-B Companies, Inc.	Current airport snow and ice removal equipment catalog, and options
Project Iceman Holdings, LLC, dba Fortbrand Services, LLC	<i>Vammas</i> and <i>Wille</i> airport snow and ice removal equipment, and options
Tenco, Inc.	Current airport snow and ice removal equipment catalog, and options
Wausau Equipment Company, LLC	Current airport snow and ice removal equipment catalog, and options

## HGACBUY-REFUSE HANDLING EQUIPMENT

### Background

The H-GAC Cooperative Purchasing Program (HGACBuy) 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 fifteen proposals for refuse handling equipment on November 21, 2024. The following companies submitted a response:

AC Disposal Services, Inc.	Belen, NM
Amrep Manufacturing Company, LLC	Charlotte, NC
GSP Marketing Inc.	Somerset, PA
H. Barber & Sons, Inc.	Naugatuck, CT
Hol-Mac Corporation	Bay Springs, MS
Kassbohrer All Terrain Vehicles, Inc.	Reno, NV
Loadmaster Corporation	Norway, MI
Pak-Mor Industrial, LLC, dba Pak-Mor, LTD	Sequin, TX
Petersen Industries, Inc.	Lake Wales, FL
Plum Creek Environmental Technologies, LLC	West Point, MS
Rolls-Offs of America, Inc, dba Roll-Offs USA	Durant, OK
Siddons Martin Emergency Group, LLC *	Houston, TX
Spartan Truck Manufacturing, Inc.	Sun Valley, CA
SwaploaderUSA	Apache Junction, AZ
Texan Waste Equipment, Inc., dba Heil of Texas	Houston, TX

\* Joint response

### Current Situation

This contract is an existing contract in our portfolio, consisting of various types of equipment related to our members' refuse management needs. All proposal responses have been evaluated by H-GAC staff. Thirteen proposals are being recommended for award. The response from Swaploader USA was non-responsive and the response from Pak-Mor Industrial did not meet the scoring threshold for award. Request authorization for contracts with each respondent listed in the Contract Award Recommendation Table, and as may be applicable, to extend contract assignments to other authorized entities during the contract period.

### Funding Source

Participating local government purchasers.

### Budgeted

N/A

Page 2 of 3

**Action Requested**

Request authorization for contracts with the respondents listed in the Contract Award Recommendation Table for Refuse Handling Equipment RH04-25. (Staff Contact: Ronnie Barnes)

**ATTACHMENTS:**

- ▯ RH04-25 AWARD RECOMMENDATION TABLE PDF



**HGACBuy**  
**Contract Award Recommendation Table**  
**Refuse Handling Equipment (RH04-25)**

<b>Award Recommendations</b>	<b>Description</b>
AC Disposal Services, Inc	Current roll-off container catalog
Amrep Manufacturing Company, LLC	Current refuse body catalog, and options
GSP Marketing, Inc.	Current refuse body catalog
H. Barber & Sons, Inc.	Current beach cleaning equipment catalog, and options
Hol-Mac Corporation	Current <i>Pac-Mac</i> refuse bodies, bulk waste grapples, leaf vacuum, and roll-off hoists catalog, and options
Kassbohrer All Terrain Vehicles, Inc.	Current beach cleaning equipment catalog
Loadmaster Corporation	Current refuse body catalog, and options
Petersen Industries, Inc.	Current bulk waste grapples catalog, and options
Plum Creek Environmental Technologies, LLC	Current roll-off and front-load containers, compactors, cart dumpers catalog, and options
Rolls-Offs of America, Inc, dba Roll-Offs USA	Current roll-off and front-load containers, hoists, and compactors catalog, and options
Siddons Martin Emergency Group, LLC; Allegiance Trucks, LLC dba Allegiance Refuse Systems; Atlantic Emergency Solutions, Inc. dba Atlantic Heavy Duty; Firematic Supply Co., Inc.; Haacker Equipment Company; Hughes Fire Equipment, Inc. dba Hughes Heavy Equipment; MacQueen Equipment, LLC; McNeilus Truck & Manufacturing Inc.; Ten-8 Fire & Safety, LLC	Current <i>McNeilus</i> refuse body catalog, and options; plus select <i>Galfab</i> roll-off hoists
Spartan Truck Manufacturing, Inc.	Current refuse bodies and roll-off hoists catalog, and options
Texan Waste Equipment, Inc., dba Heil of Texas	Current <i>Heil</i> , <i>Currahee</i> and <i>Palfinger</i> refuse bodies catalogs, and options

## **AGENCY CONTRACTING SOFTWARE**

### **Background**

Historically, H-GAC has electronically processed all contracts through its existing software, Agiloft. The contract software is located on an on-premises server, and was not configured to serve as a full lifecycle contract management system and limits proper access to agency users. Many of the current processes required to manage agency contracts are not occurring inside the system, and still require a manual process to contract execution, or an additional database or software to completely manage agreements. H-GAC processes on average 1,800 contracts per year, and the current system is inadequate to manage current and anticipated agency contracting growth.

H-GAC's has grown to over half a billion dollars in the last few years and it is expected to continue to grow with more contracts being processed; as good stewards of our federal, state, and local funds, it is imperative that we implement a comprehensive, cloud-based system to track and properly manage the agreements.

### **Current Situation**

H-GAC staff evaluated various contract management systems available on established cooperative contracts. After undergoing a thorough selection process, it was determined that the Gatekeeper software is the best software for the current and future needs of the agency. Software will be acquired through the Texas Department of Information Resources, contract DIR-CPO-5346 with BFS Strategic Partners.

Major factors considered during the evaluation of the softwares included, but was not limited to, integration with existing agency systems, security and data protection, full contract management cycle; risk assessment management, fully integrated e-signature platform; spend down management; internal and external communications and tracking; customizable clause library; unlimited licensing; robust reporting and data analytics.

Gatekeeper was the chosen software for possessing the following unique features, other systems evaluated did not possess all of the features in a single system.

- Spend Module will allow the import of contract invoice spend amounts, to accurately align with the H-GAC Spend Down Policy adopted by H-GAC Board August 20, 2024.
- Vendor Portal directly linked to IRS for verification and for companies/entities to have direct access to executed contracts.
- Balanced Scorecards Module to score/grade contract performance.
- Risk Module to automatically calculate an overall 'Risk Score' from 'Probability' and 'Impact' variables to drive an open and defensible risk strategy.
- Market IQ will allow integrated third-party risk surveillance from Creditsafe and SecurityScorecard.
- Fully integrated eSign for unlimited electronic signatures that is federally compliant with electronic signature standards.

### **Funding Source**

Shared Services

**Budgeted**

Yes

**Action Requested**

Request approval to negotiate with BFS Strategic Partners for Gatekeeper contracting software, \$231,084 for the first year, plus \$120,179 for implementation, for a total of \$351,262. Implementation will begin upon approval of the contract. (Staff Contact: Kristina Kollaja)

## **AREA AGENCY ON AGING FY2025 CONTRACT RECOMMENDATION**

### **Background**

H-GAC is the Area Agency on Aging (AAA) for Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Liberty, Matagorda, Montgomery, Walker, Waller and Wharton counties. Each year we contract with organizations to provide services for individuals aged sixty and older, including nutrition (congregate and home-delivered meals); transportation; and direct services such as personal assistance and respite care, residential repair, health maintenance, emergency response, and health promotion. FY 2025 Aging programs begin October 1, 2024 and end September 30, 2025.

### **Current Situation**

In an effort to increase our number of contractors, we issued requests for proposals for new qualified contractors to provide personal assistance, health maintenance services, emergency response and residential repair. We recommend offering a contract to Houston Plumbing and Gas, LLC, for residential repair in the amount of \$50,000.

The proposal review committee scored each proposal based on experience and capability, program plan, and fiscal responsibility. We recommend funding proposers scoring 75 or higher. We do not recommend funding proposers International Ladies of Purpose, Loving Arms, Outreach Health Community Care Services, LP and PartnerCare Health, LLC. Proposers scored a 74 or less.

H-GAC maintains a network of authorized providers for direct services. Eligible consumers select from the available organizations for the specific service they need.

The Aging and Disability Advisory Committee (ADAC) approved funding Houston Plumbing and Gas, LLC, at its December 19, 2024 meeting.

### **Funding Source**

Texas Health and Human Services Commission

### **Budgeted**

Yes

### **Action Requested**

Request authorization to contract with Houston Plumbing and Gas, LLC. in an amount not to exceed \$50,000. (Staff Contact: Curtis Cooper)

## **2025 PARK MONTH RESOLUTION**

### **Background**

H-GAC's Parks and Natural Areas Roundtable has a mission to promote the expansion and enhancement of the region's parks and natural areas. The Roundtable, which includes representatives of local governments, state agencies, nonprofit organizations, and the private sector, established an Parks and Natural Areas Awards program in 2006 to highlight best practices and innovative approaches to parks planning and implementation.

### **Current Situation**

There were 25 applications submitted by local entities for the 2024 Parks and Natural Areas Awards program. Winners were selected by a panel of five judges.

To celebrate this year's honorees and support the goals of the region's program, H-GAC Board members, honorees, and guests are invited to attend a recognition ceremony at 9:00 a.m. Friday, February 21, 2025, at H-GAC.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request adoption of resolution recognizing January 2025 as Parks and Natural Areas Month in support of Parks and Natural Areas Awards program. (Staff Contact: Andrea Tantillo)

### **ATTACHMENTS:**

- ▢ PARKS AND NATURAL AREAS HONOR AWARDS-2024      Backup Material

## 2024 H-GAC PARKS AND NATURAL AREAS HONOR AWARDS

There were 25 applications submitted by local entities for the 2024 program. Winners were selected by a panel of five judges.

*Categories are Planning Process/Policy Tools; Projects Over \$500,000; Projects Under \$500,000; Planning Process/Policy Tools; and Programming.* This year's honorees are as follows:

### H-GAC Parks and Natural Areas Awards Winners

#### Planning Process / Policy Tools

- Herman Brown Park Master Plan (The Houston Parks Board)
- Seabourne Creek Park Nature Center (City of Rosenberg, Texas)

#### Projects Over \$500,000

- Japhet Creek Park (Buffalo Bayou Partnership)

#### Projects Under \$500,000

- Martin Elementary SPARK Park (Alief ISD - SPARK)
- Truxillo Pocket Park (Houston Housing Authority: Third Ward - Cuney Homes Choice Neighborhood Initiative)

#### Programming

- Interpretive & Educational Experiences in Precinct 4 Parks (Harris County Precinct 4 Commissioner Lesley Briones)

### H-GAC Parks and Natural Areas Awards Honorable Mention

#### Planning Process / Policy Tools

- City of La Marque Parks Master Plan (City of La Marque)
- Timber Lane Utility District 2024 Master Plan (Timber Lane Utility District)

#### Projects Over \$500,000

- Greenway Accessibility (Willow Waterhole Greenspace Conservancy)
- Wetlands Park at Riverstone (Johnson Development Corporation)

#### Projects Under \$500,000

- James Bute Park and Frost Town Historic Site (Art & Environmental Architecture, Inc., Kirk Farris, Founder)

#### Programming

- Arts in the Parks (City of La Marque)

## **H-GAC Parks and Natural Areas Awards Certificate of Recognition**

### **Planning Process / Policy Tools**

- Eagle Pointe Recreation Center Master Plan (City of Mont Belvieu)
- Houston Parks and Recreation Department's Water Management Plan (Houston Parks and Recreation Department)
- Mahan Park Boat Ramp Expansion (City of La Marque)
- The Woodlands Township 2022 Parks & Recreation Needs Assessment (The Woodlands Township)
- Troxell Park Design (Missouri City Parks & Recreation)

### **Projects Over \$500,000**

- Hackberry Dog Park (City of Mont Belvieu)
- Jersey Meadow Berm and Street Drainage Improvement Project (City of Jersey Village)
- T.C. Jester Park Playground (City of Houston General Services Department/City of Houston Parks and Recreation Department)
- Vogel Creek Greenway (Houston Parks Board)
- Wier Park Improvements (West University Place)

### **Projects Under \$500,000**

- Deerfield Park (City of Mont Belvieu)

### **Programming**

- Agents of Discovery (Carly Horn)
- Growing Resilience: Harris County's Towering Solution to Food Access Challenges (Harris County Precinct 2)

## **INVESTMENT POLICY**

### **Background**

H-GAC is required to maintain an investment policy that is consistent with the Public Funds Investment Act. The policy must identify that the goal of public investment is (1) a protection of principal and (2) an increase on earnings through allowable investments. The policy is subject to revision as the law changes and the investment landscape changes.

### **Current Situation**

The Public Funds Investment Act requires that we annually submit our written policy to our governing body for approval. This policy is being submitted to assure compliance with the act.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of H-GAC's Investment policy. (Staff Contact: Christina Ordonez-Campos)

### **ATTACHMENTS:**

▢ Investment Policy 2025

Cover Memo



**INVESTMENT OF FUNDS****I. OBJECTIVES**

- Understand suitability of investments to the financial requirements of H-GAC.
- Preservation and safety of principal.
- Financial security and liquidity of H-GAC funds.
- Ability to liquidate investments before their maturity should the need arise.
- Diversification of the investment portfolio.
- Maximize interest yield of funds through methods allowed under Federal and State law.

**II. RESPONSIBILITY**

Planning the investment program is the joint responsibility of the Executive Director, the Chief Financial Officer, the Controller, and the Investment Officer(s). The investment program shall be reviewed and approved by the Budget and Finance Committee and Board of Directors prior to its adoption. Any policy changes require similar approval.

A primary & a secondary investment officer must be designated and approved by the Budget and Finance Committee and the Board of Directors. The investment officers will be responsible for effectively supervising and managing the assets of the investment fund.

H-GAC investments shall be made with judgement and care under circumstances then prevailing that persons of prudence, discretion, and intelligence exercise the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

**III. AUTHORIZED INVESTMENTS**

The following are authorized investments for H-GAC funds:

1. Obligations of the United States or its agencies and instrumentalities.
2. Direct obligations of the State of Texas or its agencies.
3. Other obligations, the principal of the interest on which are unconditionally guaranteed or insured by the State of Texas or the United States.
4. General obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent.

5. Certificates of Deposit issued by State and National banks domiciled in the State of Texas the payment of which is insured in full by the Federal Deposit Insurance Corporation.
6. Fully collateralized direct Repurchase Agreements with a defined termination date purchased pursuant to a master contractual agreement which specified the rights and obligations of both parties, and which requires that securities involved in the transaction be held in a safekeeping account subject to the control and custody of H-GAC.
7. No Load Money Market Mutual Funds and No-Load Mutual Funds. To be an allowable investment, money market funds must adhere to a 90-day weighted average maturity. No-load mutual funds with a weighted average maturity of up to 2 years are allowable if they are registered with the Securities and Exchange Commission, invest exclusively in obligations authorized by the Public Funds Investment Act, adhere to the requirements set forth for investment pools and are continuously rated by at least one nationally recognized investment rating firm at not less than AAA or its equivalent. A government may invest no more than 15% of its operating funds (excluding bond proceeds, reserves, and debt service funds) in this type of mutual fund.
8. Time deposits in the Council's depositories.
9. Investment pools created to function as money market funds must mark-to-market daily and maintain a market value ratio between .995 and 1.005. These pools must be continuously rated no lower than AAA, AAA-m, or an equivalent rating by at least one nationally recognized rating agency.
10. Banker's Acceptances 1) 270 days (about 9 months) or fewer, 2) Liquidated in full at maturity, 3) Eligible Federal Reserve Bank collateral, 4) U.S. Bank rated not less than A-1 or P-1.
11. Any combination of the foregoing.

Any law passed by the Texas State legislature changing the scope of legal investments available to a Council of Governments shall be considered included as part of this Investment Policy.

H-GAC monitors investments upon each maturity and compares interest rates offered from various brokers and the state of Texas to assure that rates are competitive for the market. Such comparisons are reviewed by the investment officer(s) and the CFO before investments are made. The comparison analysis is retained for review.

#### IV. MATURITY OF INVESTMENTS

The Council measures interest rate risk using the weighted average maturity method based on the fund in which the Council makes investments.

***For pooled funds, the portfolio is measured using the dollar-weighted average maturity allowed based on the stated maturity date for the portfolio as a whole. (2256.005c)***

Portfolio maturities will be structured to meet the liquidity needs of H-GAC first and then to achieve the highest prudent return of interest. When H-GAC has funds that will not be needed to meet current-year obligations, maturity restraints will be imposed based upon H-GAC's investment strategy for each fund. The maximum allowable stated maturity of any individual investment owned by H-GAC is five years unless specific authority is given to exceed this limit.

Reserve funds may be invested in securities exceeding five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds. Any proposed investments in securities exceeding five years of maturity must be disclosed to and approved by the Budget and Finance Committee and the Board of Directors including any appropriate time restrictions. The settlement of all transactions, except investment pool funds and mutual funds, is on a delivery versus a payment basis.

#### V. COLLATERALIZATION REQUIREMENTS

H-GAC's depository accounts must be collateralized. The H-GAC Budget and Finance Committee and the Board of Directors shall select the form of securities pledge contract or surety bond used to secure H-GAC funds. Additional, substitution, or withdrawal of collateral for H-GAC funds shall be subject to approval of H-GAC's Board of Directors.

The Investment Officer is authorized to accept from depositories of H-GAC funds, as security for deposits, the following kinds of securities: Direct obligations of the United States of America backed by its full faith and credit; evidence of indebtedness guaranteed by Federal Intermediate Credit Banks, Federal Land Banks, Banks for Cooperative, Federal Farm Credit System, Federal Home Loan Banks, Federal National Mortgage Association; any general or special obligations (approved by the Attorney General of Texas) issued by a State of Texas public agency payable from taxes, revenues, either or both, provided all of such obligations are rated A or better by a generally recognized national bond-rating agency.

At all times, such securities shall have a market value of not less than 100% of the amount of the deposits secured thereby, adjusted by the insurance coverage provided those deposits by the Federal Deposit Insurance Corporation.

#### VI. WRITTEN CERTIFICATION FROM INVESTMENT FIRMS

H-GAC may conduct business with any broker licensed to do business in the State of Texas and authorized to negotiate transactions on the national stock exchange. Qualified brokers will be approved by H-GAC's Budget and Finance Committee and the Board of Directors to conduct investment transactions on behalf of the Council. Any business organization which seeks to sell an authorized investment

to H-GAC must provide a written instrument certifying that they have received and thoroughly reviewed H-GAC's investment policy and have implemented reasonable procedures and controls in an effort to preclude imprudent or noncompliant investment activities arising from investment transactions.

***The governing body of an entity subject to this subchapter or the designated investment committee of the entity shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity.***

## VII. PROHIBITED TRANSACTIONS

The Investment Officer is prohibited from:

1. shorting securities;
2. selling calls on securities owned by H-GAC;
3. entering into reverse repurchase agreements;
4. trading in options or futures contracts;
5. purchasing mortgage-backed derivatives known as principal only (PO's), interest only (IO's) and inverse floaters;
6. purchasing or selling securities from dealers or public depositories other than those approved by the Budget and Finance Committee;
7. making any other investment transaction on behalf of H-GAC that is prohibited by law or that has not been authorized by the Budget and Finance Committee.

## VIII. REPORTING REQUIREMENTS

The investment officer is responsible for preparing and submitting quarterly written reports on investment transactions and performance to the Budget and Finance Committee and the Executive Director as described in the Public Funds Investment Act. The report must:

1. Describe in detail the investment position of H-GAC on the date of the report;
2. Be prepared and signed by the investment officer;
3. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
4. State the maturity date of each directly held separate asset that has a maturity date;
5. Contain a summary statement of each pooled fund group that states the:
  - a. beginning and ending market values for the reporting period, and
  - b. additions and changes to the market value during the period;
6. State the compliance of the investment portfolio of H-GAC as it relates to:
  - a. the investment strategy expressed in H-GAC's investment policy, and
  - b. relevant provisions of Government Code Section 2256.023;

7. State the percentage of the total portfolio which each type of investment represents.

In conjunction with H-GAC's annual financial audit, a compliance audit shall be performed for management controls on investment and adherence to the H-GAC's investment policies.

If the investment officer has a personal business relationship with an entity or is within the second degree by affinity or consanguinity to an individual seeking to sell an investment to H-GAC, the investment officer must file a statement disclosing that personal business interest, or relationship, with the Texas Ethics Commission, the Budget and Finance Committee, and the Board of Directors.

In addition, investment pools must provide investment officers with a disclosure instrument which contains specific and detailed information. Investment pools must provide investment officers with transaction confirmations and a detailed monthly report.

#### IX. CONTINUING EDUCATION

It is H-GAC's policy to provide training required by the Public Funds Investment Act and periodic training in investments for the investment officer through courses and seminars offered by professional organizations and associations in order to insure the quality, capability, and currency of the investment officer in making investment decisions. The Chief Financial Officer and investment officer(s) shall attend at least one training session relating to their investment responsibilities within 12 months of assuming duties of which the initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(1)*.

The Chief Financial Officer and the investment officer(s) shall attend an investment training session not less than once in a two year period that begins on the first day of the agency's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by the Budget & Finance Committee advising the investment officer. *Gov't Code 2256.008(2)*.

#### X. ANNUAL REVIEW

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*.

**XI. NOTIFICATION OF INVESTMENT CHANGES**

It shall be the duty of the investment officer(s) to notify the Budget and Finance Committee of any significant changes in current investment methods and procedures prior to their implementation, regardless of whether they are authorized by this policy or not.

## **QUARTERLY INVESTMENT REPORT - FOURTH QUARTER 2024**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the Quarterly Investment Report for the FY2024 fourth quarter ending December 31, 2024. (Staff Contact: Christina Ordonez-Campos)

### **ATTACHMENTS:**

- Quarterly Investment Report - Fourth Quarter 2024      Cover Memo

**Houston Galveston Area Council**  
**Investment Report**  
**For Quarter Ending December 31st, 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 4.56% Book Value \$8,500,000	8,823,058	480,680	-	9,303,738	100.00%
Money Market Fund Yield 5.20% BOA	4,973	166	(5,138)	-	0.00%
<b>Balance as of December 31, 2024</b>	<b>\$ 9,926,965</b>	<b>\$ 505,682</b>	<b>\$ (1,128,909)</b>	<b>\$ 9,303,738</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, CPA  
Chief Financial Officer



**Houston Galveston Area Council - Component Unit**  
**Investment Report**  
**For Quarter Ending December 31st, 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 December 31, 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, CPA  
Chief Financial Officer

## MONTHLY FINANCIAL REPORT - DECEMBER 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 December 31, 2024. (Staff Contact: Christina Ordonez-Campos)

### ATTACHMENTS:

- ▯ Monthly Financial Report - December 2024
- Cover Memo

# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Financial Report

For Month Ending December 31, 2024 - PRELIMINARY

Prepared on January 8th, 2025

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

- > As of December 2024, we have successfully collected 97% of the membership fees. The remaining unpaid balances will be carried forward and added to the 2025 invoices for the respective members.
- > HGAC Energy Purchasing Corporation had a good year, exceeding the 2024 budget by 63%
- > The Cooperative Purchasing revenue experienced a significant increase compared to November, rising from \$467K to \$916K in monthly receipts. This growth has allowed us to surpass the budget by 4%. We anticipate additional revenue collections before the final close of 2024.

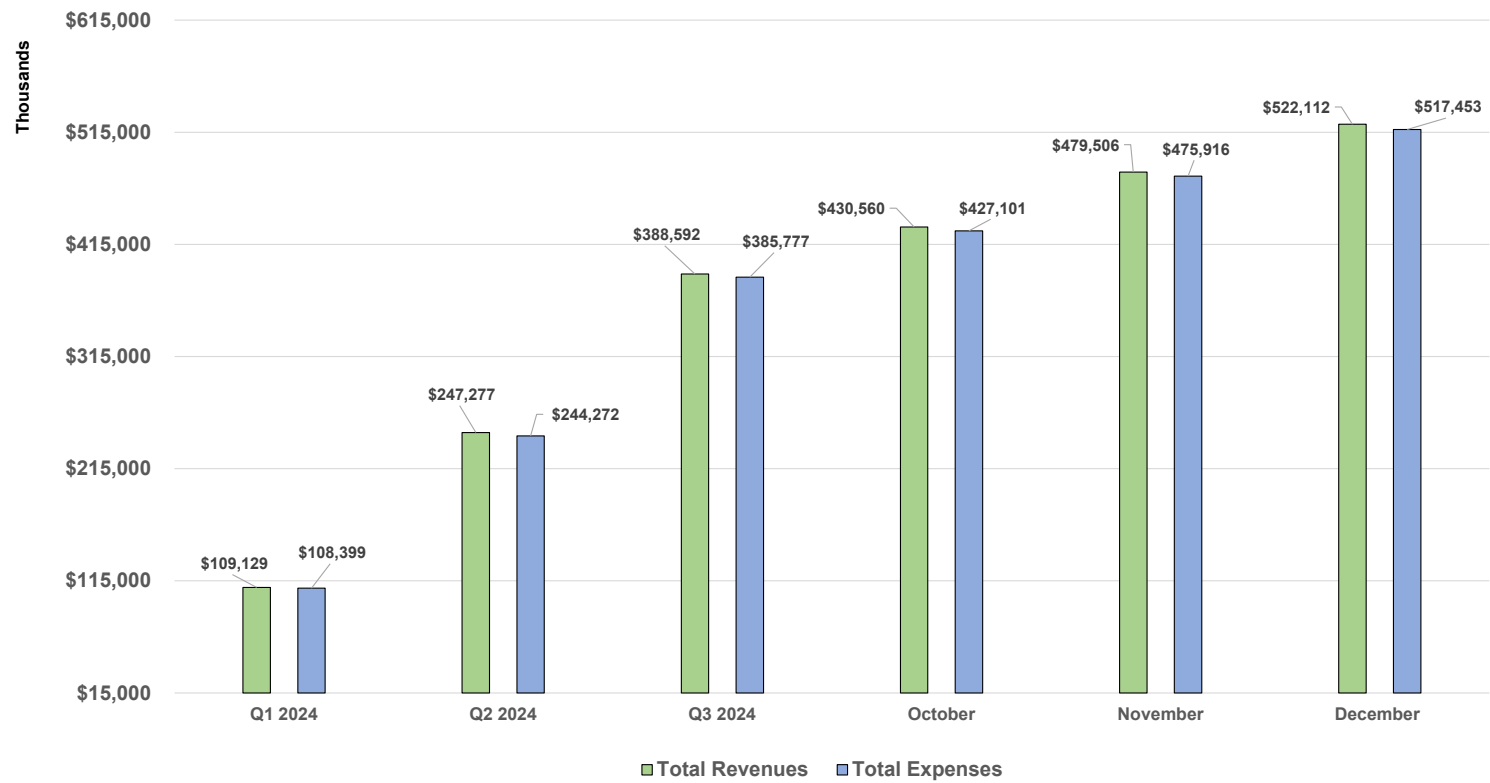
#### EXPENDITURES

- > Personnel expenditures continue to stay within budget as we fill vacant positions. To date, we have spent 93% of 100% of the year that has elapsed so far.
- > Pass-through expenses are at 97%. We expect to exceed the budget with the year-end closing and the accrual of 2024 expenses.
- > Consultant expenses remain significantly below the budgeted levels, at 66%. However, we anticipate closing the gap in the variance as we accrue the remaining expenses before the FY24 final closing.

\*\*\* 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

### **FY24** **Monthly Trends - as of December 31, 2024**



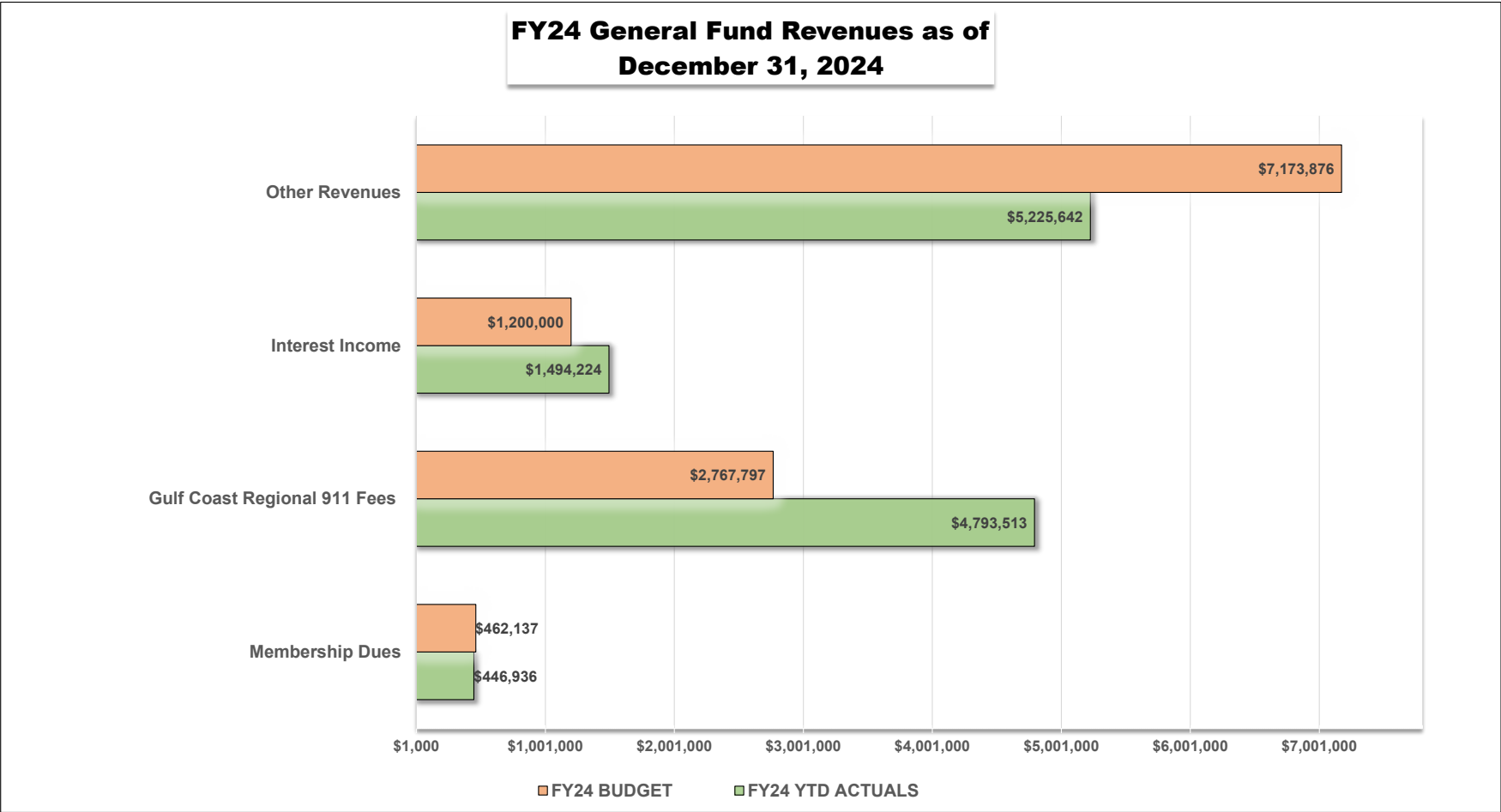
# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Trends Report

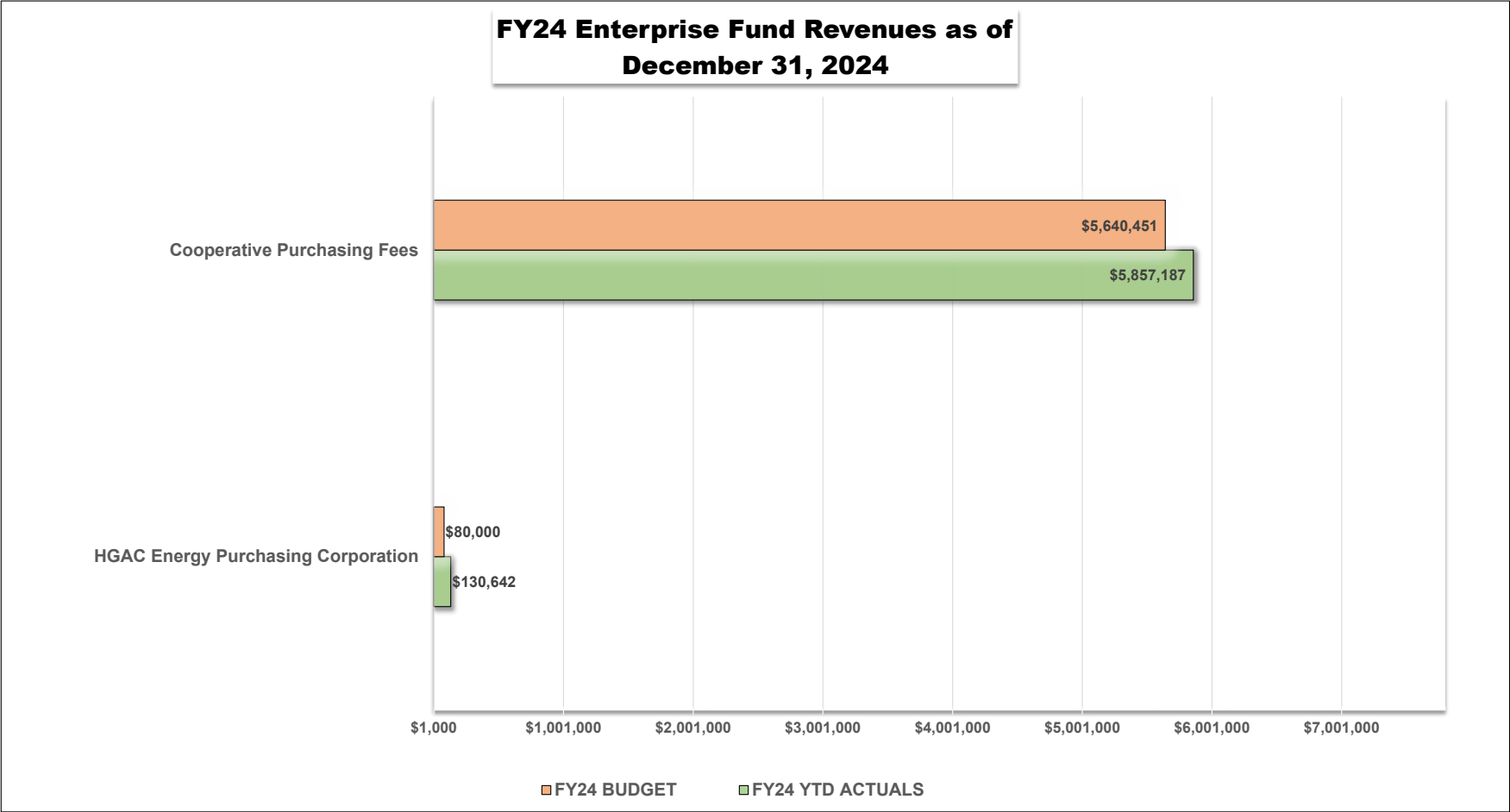
For Month Ending December 31, 2024 - PRELIMINARY

	Q1 2024	Q2 2024	Q3 2024	October 2024	November 2024	December 2024
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
Membership Dues	\$ 203,841	\$ 113,706	\$ 36,319	\$ 688	\$ 200	\$ 92,183
HGAC Energy Purchasing Corporation	\$ 32,165	\$ 32,753	\$ 36,374	6,230	\$ 10,974	12,147
Cooperative Purchasing Fees	\$ 807,288	\$ 1,387,569	\$ 1,474,186	804,572	\$ 466,986	916,587
Gulf Coast Regional 911 Fees	\$ 1,143,112	\$ 2,793,249	\$ (240,217)	332,707	\$ 392,562	372,101
Interest Income	\$ 349,248	\$ 410,052	\$ 417,500	110,853	\$ 100,605	105,967
Other Revenues	\$ 1,719,118	\$ 1,656,588	\$ 903,911	252,050	\$ 293,588	400,387
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 4,254,771</b>	<b>\$ 6,393,916</b>	<b>\$ 2,628,073</b>	<b>\$ 1,507,100</b>	<b>\$ 1,264,914</b>	<b>\$ 1,899,372</b>
<b>Special Revenue Fund</b>						
Federal Grants	\$ 142,682	\$ 66,929	\$ 74,737	\$ 33,069	\$ 41,317	\$ 11,378
State Grants	\$ 104,731,820	\$ 131,686,758	\$ 138,612,022	40,428,183	\$ 47,640,093	40,695,058
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 104,874,502</b>	<b>\$ 131,753,687</b>	<b>\$ 138,686,760</b>	<b>\$ 40,461,252</b>	<b>\$ 47,681,411</b>	<b>\$ 40,706,436</b>
<b>Total Revenues</b>	<b>\$ 109,129,274</b>	<b>\$ 138,147,603</b>	<b>\$ 141,314,832</b>	<b>\$ 41,968,352</b>	<b>\$ 48,946,325</b>	<b>\$ 42,605,808</b>
<b>Expenditures</b>						
Personnel	\$ 9,091,062	\$ 9,145,756	\$ 9,259,650	\$ 3,469,228	\$ 2,674,419	\$ 2,794,845
Pass-through Funds - Grant	\$ 96,195,799	\$ 121,410,937	\$ 127,441,570	36,121,255	45,234,573	37,096,629
Consultant and Contract Services	\$ 1,496,779	\$ 3,209,582	\$ 2,737,275	1,002,766	390,930	854,855
Lease of Office Space	\$ 364,460	\$ 366,721	\$ 368,950	123,224	123,296	124,294
Equipment	\$ 261,452	\$ 173,304	\$ 84,011	12,519	21,772	45,248
Travel	\$ 67,388	\$ 121,979	\$ 127,042	85,352	28,724	55,028
Other Expenses	\$ 922,162	\$ 1,444,655	\$ 1,486,720	509,806	341,315	566,129
<b>Total Expenditures</b>	<b>\$ 108,399,101</b>	<b>\$ 135,872,935</b>	<b>\$ 141,505,218</b>	<b>\$ 41,324,151</b>	<b>\$ 48,815,030</b>	<b>\$ 41,537,028</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 730,171</b>	<b>\$ 2,274,668</b>	<b>\$ (190,386)</b>	<b>\$ 644,201</b>	<b>\$ 131,295</b>	<b>\$ 1,068,780</b>

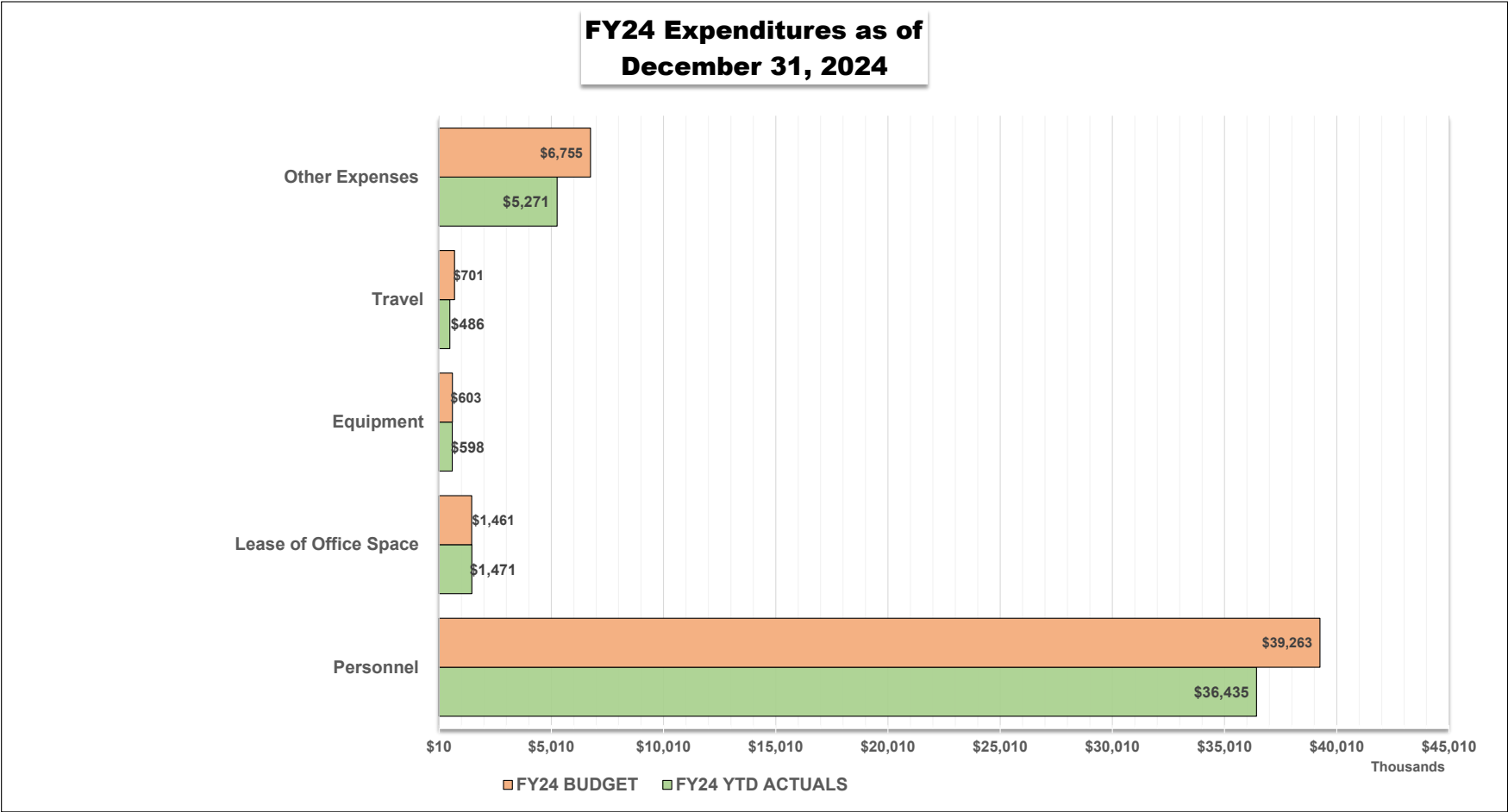
**Budget to Actual Charts**



**Budget to Actual Charts**

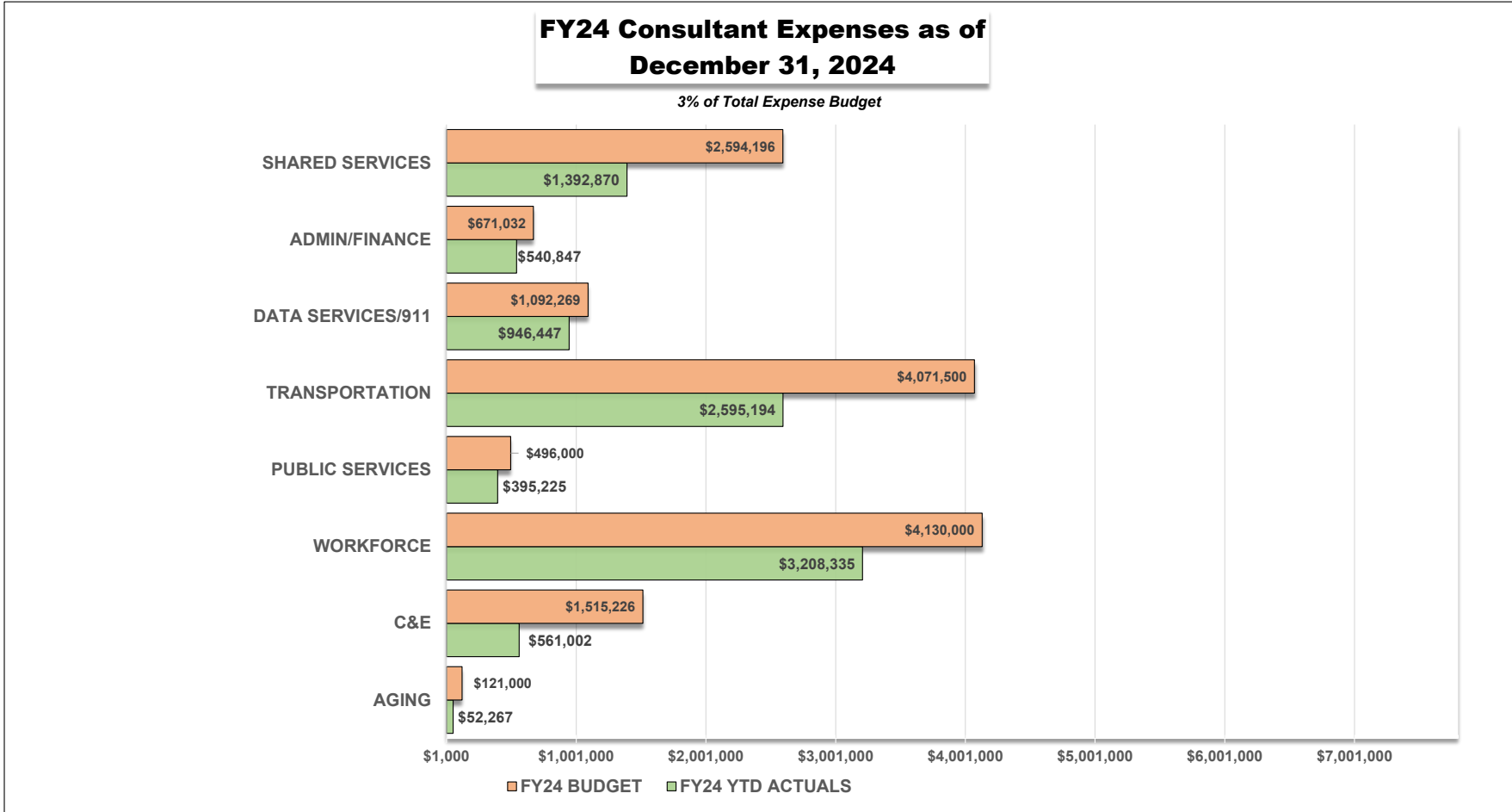


**Budget to Actual Charts**

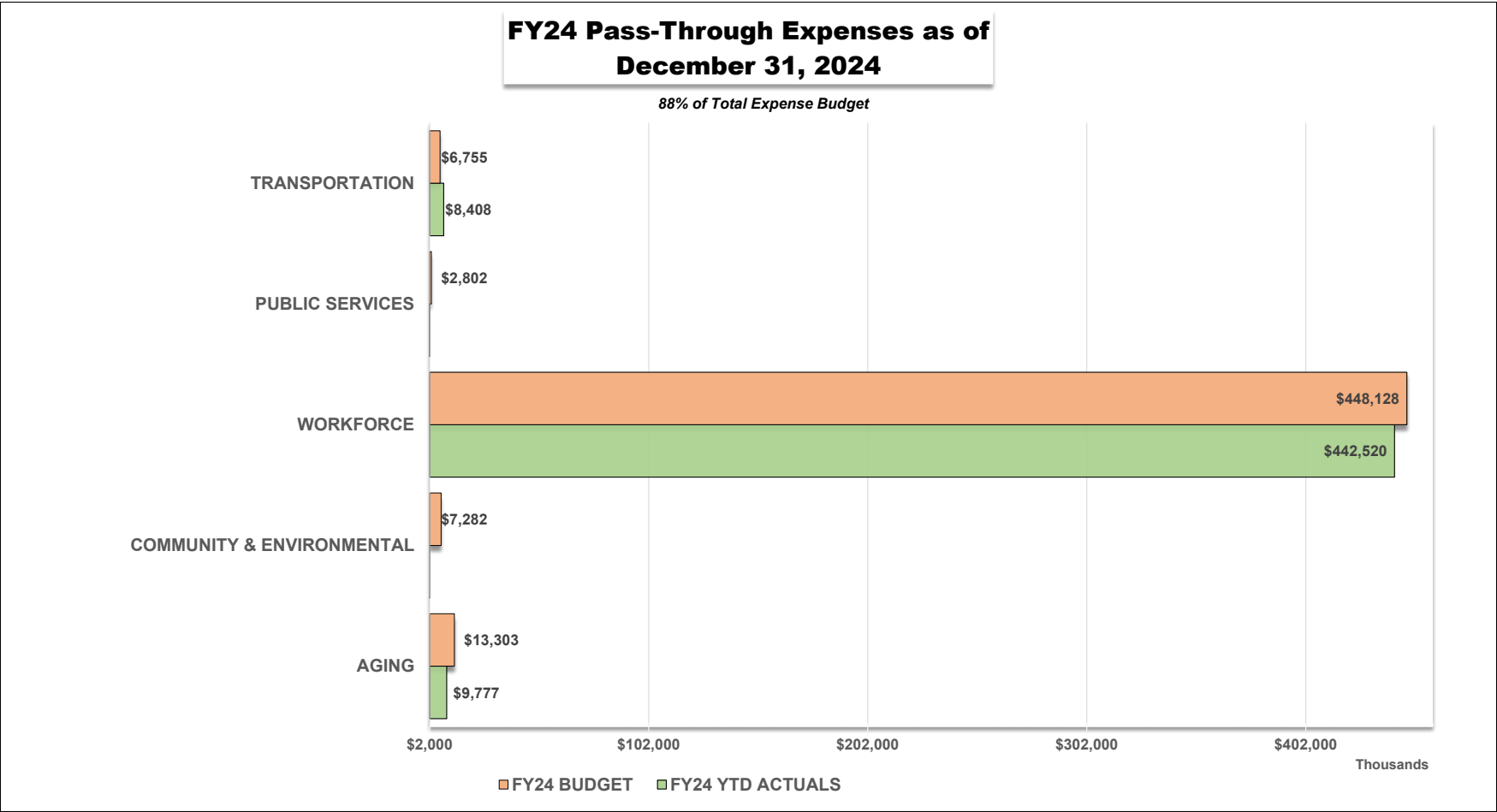




**Budget to Actual Charts**



**Budget to Actual Charts**



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Budget to Actual Report - All Funds

For Month Ending December 31, 2024 - PRELIMINARY

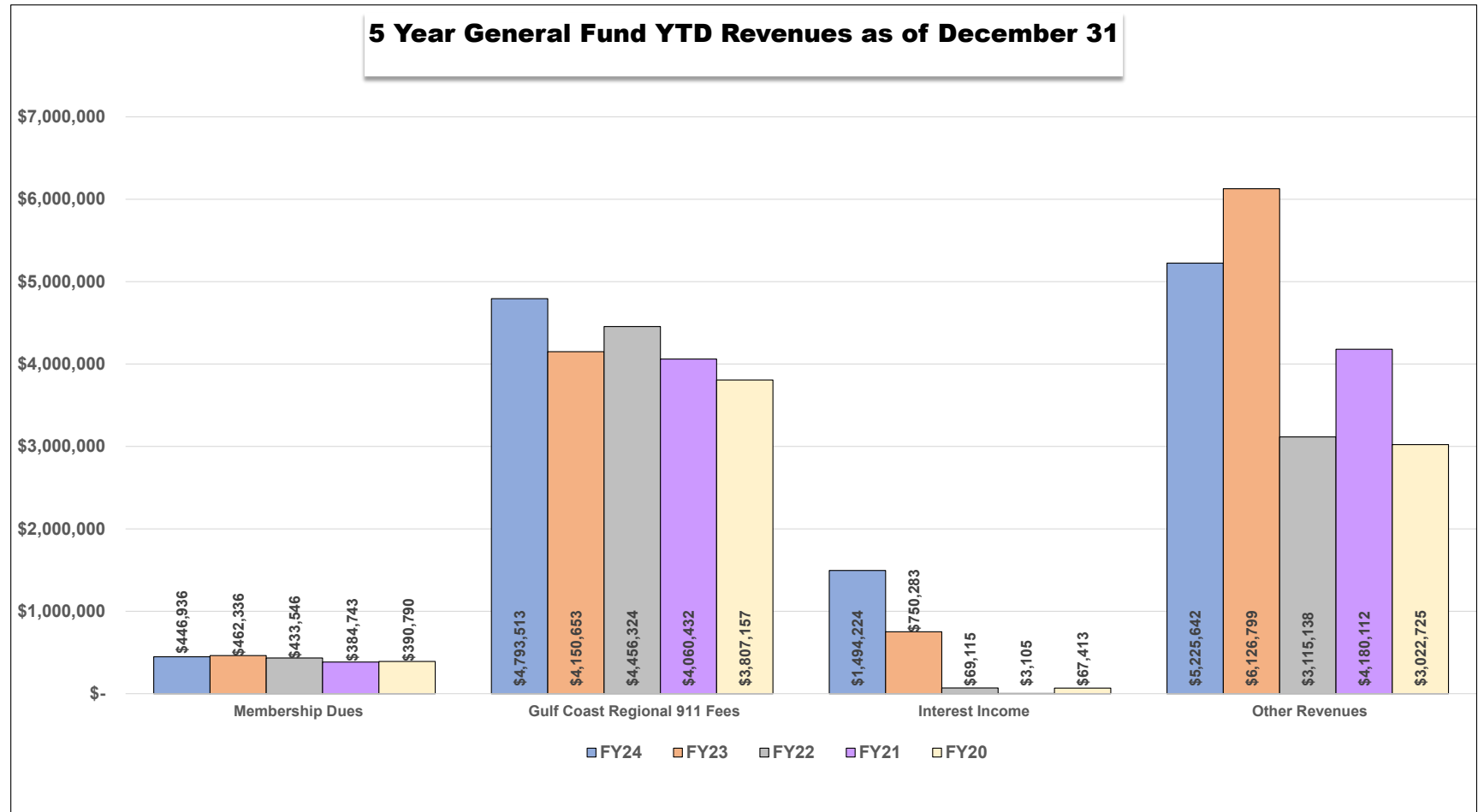
100% of Year  
Elapsed

	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	\$ 446,936	97%	\$ 462,136	\$ 462,336	100%
HGAC Energy Purchasing Corporation	80,000	130,642	163%	75,000	137,642	184%
Cooperative Purchasing Fees	5,640,451	5,857,187	104%	5,500,000	5,113,994	93%
Gulf Coast Regional 911 Fees	2,767,797	4,793,513	173%	2,605,121	4,150,653	159%
Interest Income	1,200,000	1,494,224	125%	200,000	750,283	375%
Other Revenues	7,173,876	5,225,642	73%	7,781,387	6,126,799	79%
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 17,324,261</b>	<b>\$ 17,948,146</b>	<b>104%</b>	<b>\$ 16,623,644</b>	<b>\$ 16,741,707</b>	<b>101%</b>
<b>Special Revenue Fund</b>						
Federal Grant	\$ 695,000	\$ 370,113	53%	\$ 200,000	\$ 167,371	84%
State Grants	523,305,764	503,793,935	96%	474,015,106	420,199,195	89%
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 524,000,764</b>	<b>\$ 504,164,047</b>	<b>96%</b>	<b>\$ 474,215,106</b>	<b>\$ 420,366,566</b>	<b>89%</b>
<b>Total Revenues</b>	<b>\$ 541,325,025</b>	<b>\$ 522,112,193</b>	<b>96%</b>	<b>\$ 490,838,750</b>	<b>\$ 437,108,273</b>	<b>89%</b>
<b>Expenditures</b>						
Personnel	\$ 39,263,214	\$ 36,434,959	93%	\$ 34,141,958	\$ 32,310,616	95%
Pass-through Funds - Grant	478,270,303	463,500,763	97%	431,342,942	385,189,467	89%
Consultant and Contract Services	14,691,223	9,692,187	66%	15,392,991	7,695,869	50%
Lease of Office Space	1,461,237	1,470,945	101%	1,827,797	1,680,916	92%
Equipment	602,696	598,306	99%	4,943,200	4,293,195	87%
Travel	700,865	485,513	69%	687,449	436,655	64%
Other Expenses	6,754,873	5,270,787	78%	4,938,555	4,642,401	94%
<b>Total Expenditures</b>	<b>\$ 541,744,411</b>	<b>\$ 517,453,461</b>	<b>96%</b>	<b>\$ 493,274,892</b>	<b>\$ 436,249,119</b>	<b>88%</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ (419,386)</b>	<b>\$ 4,658,732</b>		<b>\$ (2,436,142)</b>	<b>\$ 859,154</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) - December 31 (2)</b>	<b>\$ 43,049,250</b>	<b>\$ 48,127,368</b>		<b>\$ 37,577,034</b>	<b>\$ 40,872,330</b>	

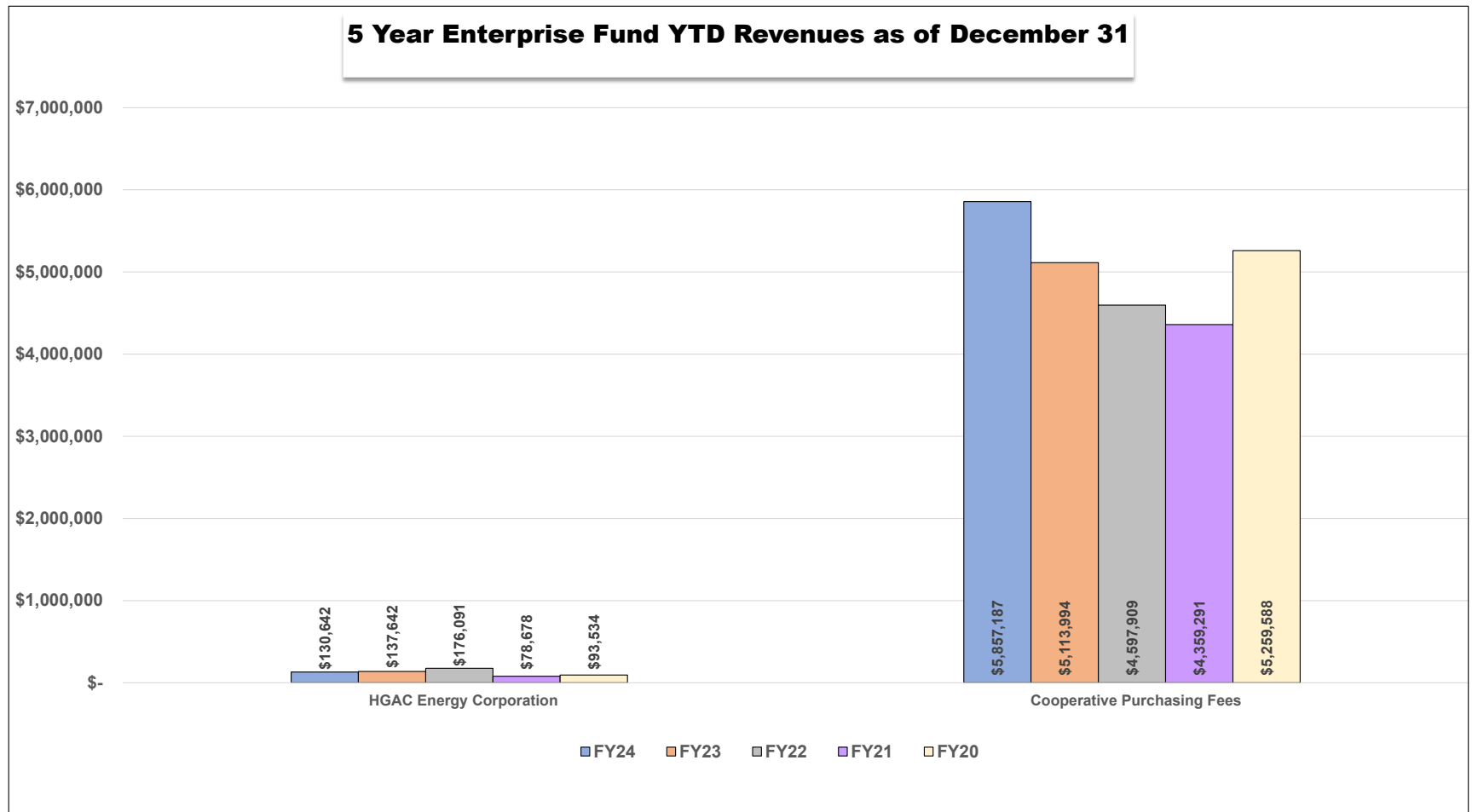
(1) Jan. 1, 2024 beginning fund balance is based on the 2023 ACFR which was presented during the May 2024 Board.

(2) All ending fund balances are as of December 31 for each year.

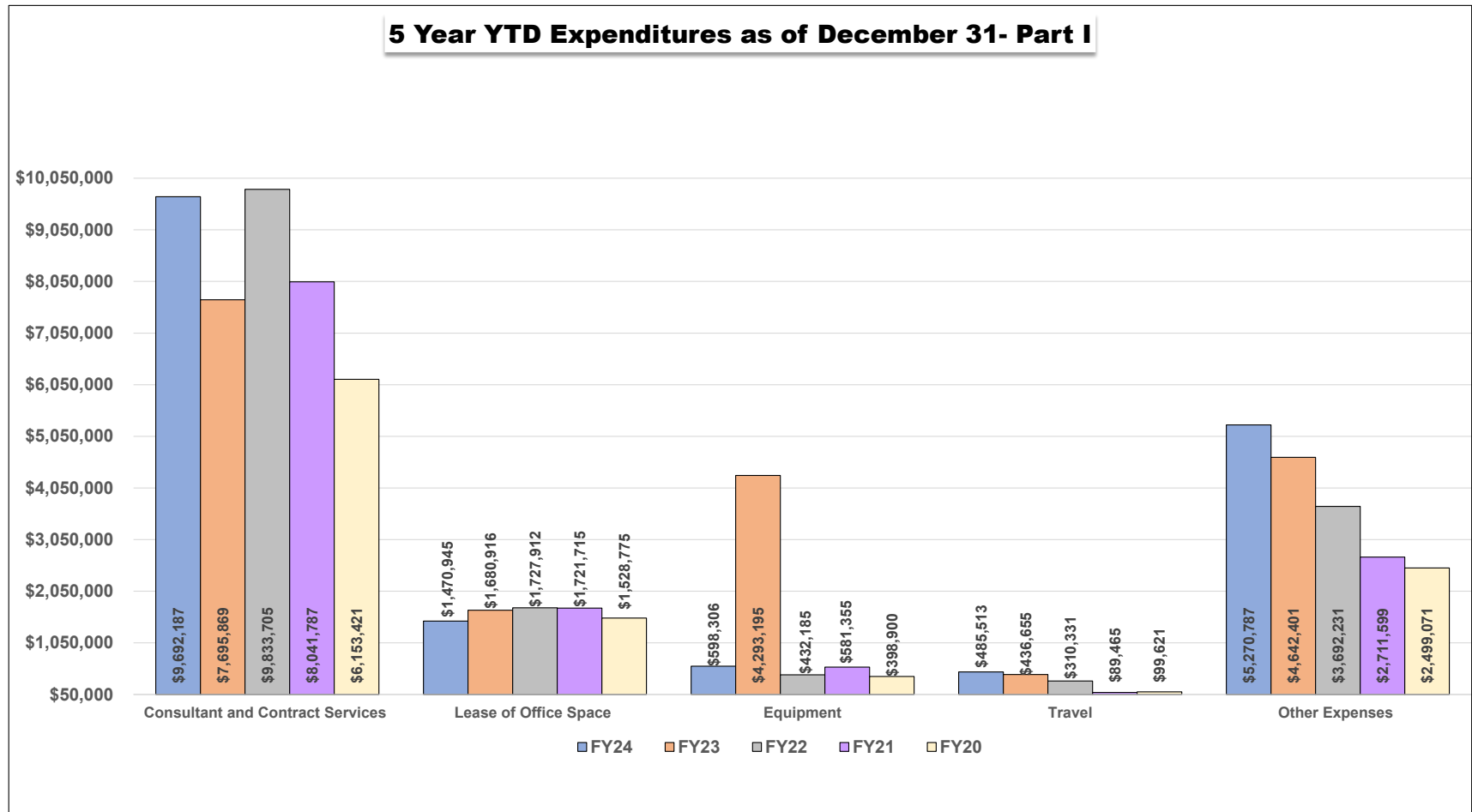
## 5 Year Trends Charts



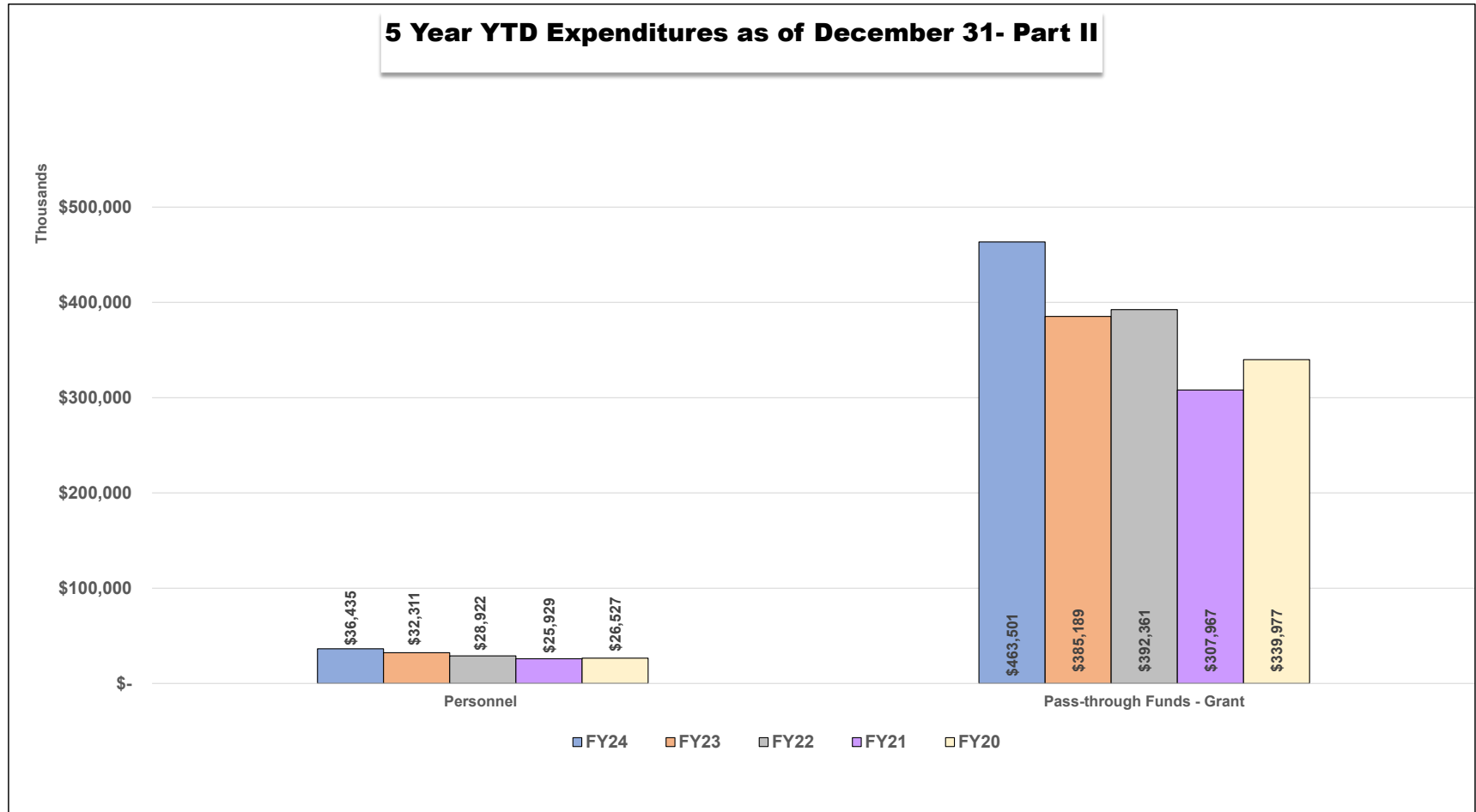
## 5 Year Trends Charts



## 5 Year Trends Charts



## 5 Year Trends Charts



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## 5 Year Trends Report

For Month Ending December 31, 2024 - PRELIMINARY

	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	\$ 446,936	\$ 462,336	\$ 433,546	\$ 384,743	\$ 390,790
HGAC Energy Purchasing Corporation	130,642	137,642	176,091	78,678	93,534
Cooperative Purchasing Fees	5,857,187	5,113,994	4,597,909	4,359,291	5,259,588
Gulf Coast Regional 911 Fees	4,793,513	4,150,653	4,456,324	4,060,432	3,807,157
Interest Income	1,494,224	750,283	69,115	3,105	67,413
Other Revenues	5,225,642	6,126,799	3,115,138	4,180,112	3,022,725
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 17,948,146</b>	<b>\$ 16,741,707</b>	<b>\$ 12,848,123</b>	<b>\$ 13,066,361</b>	<b>\$ 12,641,207</b>
<b>Special Revenue Fund</b>					
Federal Grants	\$ 370,113	\$ 167,371	\$ 210,108	\$ 319,234	\$ 878,416
State Grants	503,793,935	420,199,195	426,492,156	335,638,820	366,363,576
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 504,164,047</b>	<b>\$ 420,366,566</b>	<b>\$ 426,702,264</b>	<b>\$ 335,958,054</b>	<b>\$ 367,241,992</b>
<b>Total Revenues</b>	<b>\$ 522,112,193</b>	<b>\$ 437,108,273</b>	<b>\$ 439,550,387</b>	<b>\$ 349,024,415</b>	<b>\$ 379,883,199</b>
<b>Expenditures</b>					
Personnel	\$ 36,434,959	\$ 32,310,616	\$ 28,922,007	\$ 25,928,825	\$ 26,527,413
Pass-through Funds - Grant	463,500,763	385,189,467	392,361,142	307,966,670	339,976,833
Consultant and Contract Services	9,692,187	7,695,869	9,833,705	8,041,787	6,153,421
Lease of Office Space	1,470,945	1,680,916	1,727,912	1,721,715	1,528,775
Equipment	598,306	4,293,195	432,185	581,355	398,900
Travel	485,513	436,655	310,331	89,465	99,621
Other Expenses	5,270,787	4,642,401	3,692,231	2,711,599	2,499,071
<b>Total Expenditures</b>	<b>\$ 517,453,461</b>	<b>\$ 436,249,119</b>	<b>\$ 437,279,513</b>	<b>\$ 347,041,416</b>	<b>\$ 377,184,034</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 4,658,732</b>	<b>\$ 859,154</b>	<b>\$ 2,270,874</b>	<b>\$ 1,982,999</b>	<b>\$ 2,699,165</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) - December 31 (2)</b>	<b>\$ 48,127,368</b>	<b>\$ 40,872,330</b>	<b>\$ 40,965,203</b>	<b>\$ 38,045,619</b>	<b>\$ 37,068,250</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 December 31 for each year.



## **REGIONAL INCIDENT MANAGEMENT FUNDING AGREEMENT**

### **Background**

As a part of regional incident management, the Houston-Galveston Area Council works with local governments to implement the Tow and Go Program and the Harris County Sheriff's Office's Motorist Assistance Program. These activities operate out of Houston TranStar, the Regional Transportation Management Center. The central purpose of the Tow and Go Program is to save the lives of stranded motorists by quickly removing stalled vehicles from area freeways to a nearby safe location, at no cost to the motorist. Additionally, the quick removal of stalled vehicles reduces traffic congestion and reduces the possibility of secondary crashes. 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.

The Tow and Go service and regional 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. Services have been implemented in their respective jurisdictions by the City of Houston and Harris County, in partnership with H-GAC.

### **Current Situation**

H-GAC staff is seeking Board of Directors approval to enter into an Advance Funding Agreement with the Texas Department of Transportation in the amount of \$53,200,000 to provide the four years of funding to continue services for the regional Tow and Go Program and the Motorist Assistant Program. These funds would also allow for potential expansion of the program. While in the past staff have utilized separate one agreements for each entity implementing the program, this new Advance Funding Agreement will provide one four-year funding agreement for all services across the region making operations more efficient.

### **Funding Source**

Federal Highway Administration, Surface Transportation Block Grant.

### **Budgeted**

Yes.

### **Action Requested**

Request approval for the Houston-Galveston Area Council to enter into an Advance Funding Agreement with the Texas Department of Transportation for four years in an amount not to exceed \$53,200,000 to continue service of Tow and Go and Regional Incident Management Programs.  
(Staff Contact: Francis Rodriguez)

## **WORKFORCE SOLUTIONS WIDE AREA NETWORK UPGRADE**

### **Background**

The Houston-Galveston Area Council seeks a qualified vendor to provide and implement Software-Defined Wide Area Network services to replace the current Multiprotocol Label Switching infrastructure utilized by the Workforce Solutions program.

Currently, the WAN functionality is hosted on an Multiprotocol Label Switching technology using copper-based service lines. The objective is to create a more centralized, resilient, and secure network for the career offices that rely on stable, high-speed connections to the Texas Workforce Commission's private network and among each other.

### **Current Situation**

H-GAC issued a competitive solicitation to solicit qualified contractor(s) for the goods or services requested under IN-DS-WKFWAN-09-24 on October 2, 2024 and which closed on November 7, 2024. Two (2) 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 recommendation and rankings are presented below:

1. Logix Communications, LP
2. Charter Communications Holdings, LLC

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request authorization to contract with Logix Communications in the order presented for a contract term of 3 years; in an amount not to exceed \$506,628. (Staff Contact: Edgar Rotundo)

## **JANUARY 2025 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

## **2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS**

### **SOLID WASTE MANAGEMENT COMMITTEE**

The Solid Waste Management Committee is appointed by the Board of Directors of H-GAC to assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to solid waste management in the Gulf Coast Planning Region.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Andrew Isbell	Walker County	Commissioner Brandon Decker

### **TRANSPORTATION ADVISORY COMMITTEE**

The Transportation Advisory Committee (TAC) reviews and evaluates H-GAC's regional transportation plans and provides its recommendations to the Transportation Policy Council (TPC). The TAC is an appointed body, which is comprised of representatives of member governments and special citizen interest groups with expertise in transportation planning.

Nominations received for terms expiring in January 2026:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Dan Davis	Regional Planning (Manvel)	H-GAC

### **LOCAL DEVELOPMENT CORPORATION**

Local Development Corporation (H-GALDC) is a certified development company. H-GALDC is currently licensed throughout Texas as an SBA Grow Loan Program CDC that supports economic development by making available low cost, fixed rate commercial/industrial real estate financing to expanding small businesses under the U.S. Small Business Administration's (SBA) SBA 504 Loan Program.

Nominations received for terms expiring in Jan. 2026:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Courtney Taylor	Regional Economic Interest	Local Development Corp.

## **H-GAC SPOTLIGHT - PARKS AND NATURAL AREAS AWARDS**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

No action requested. For information only. (Staff Contact: Andrea Tantillo)

## **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)

## **EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY**

### **Background**

H-GAC Executive Director Chuck Wemple and legal counsel will provide an update in a duly called closed session.

### **Current Situation**

H-GAC Executive Director Chuck Wemple and legal counsel will provide the status of any pending or contemplated legal action.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

The H-GAC Board may hold an executive session pursuant to Section 551.071 of the Texas Government Code to consult with its attorney regarding pending or contemplated litigation. (Staff contact: Chuck Wemple)



## H-GAC ROSTER

### ATTACHMENTS:

▯	H-GAC MEMBERS	Cover Memo
▯	H-GAC Primary	Cover Memo
▯	H-GAC ALTERNATES	Cover Memo

## 2024 H-GAC BOARD OF DIRECTORS

Page 2 of 6

### AUSTIN COUNTY

County Judge Tim Lapham  
VACANT

### WHARTON COUNTY

County Judge Phillip Spenrath  
Commissioner Richard Zahn

### CITY OF MISSOURI CITY

Member Jeffrey Boney  
Council Member Floyd Emery

### BRAZORIA COUNTY

Commissioner Stacy Adams  
Commissioner Ryan Cade

### CITY OF ALVIN

Council Member Martin Vela  
Councilmember Meagan DeKeyser

### CITY OF PASADENA

Council Member Dolan Dow  
Council Member Ruben Villarreal

### CHAMBERS COUNTY

Commissioner Tommy Hammond  
Commissioner Mark Tice

### CITY OF BAYTOWN

Councilmember Laura Alvarado  
Mayor Brandon Capetillo

### CITY OF PEARLAND

Mayor Kevin Cole  
Mayor Pro Tem Tony Carbone

### COLORADO COUNTY

County Judge Ty Prause  
Commissioner Darrell Gertson

### CITY OF CONROE

Councilman Howard Wood  
Councilman Todd Yancey

### CITY OF ROSENBERG

Mayor William Benton

### FORT BEND COUNTY

County Judge K.P. George  
Commissioner Andy Meyers

### CITY OF DEER PARK

Council Member Tommy Ginn  
Mayor Jerry Mouton Jr

### CITY OF SUGAR LAND

Council Member Stewart Jacobson  
Mayor Pro Tem Suzanne Whatley

### GALVESTON COUNTY

Commissioner Joseph Giusti  
Commissioner Darrell Apffel

### CITY OF FRIENDSWOOD

Councilmember Sally Branson  
Mayor Mike Foreman

### CITY OF TEXAS CITY

Commissioner Jami Clark  
Mayor Dedrick Johnson, Sr.

### HARRIS COUNTY

Commissioner Adrian Garcia  
Commissioner Rodney Ellis  
Commissioner Lesley Briones  
Commissioner Tom Ramsey

### CITY OF GALVESTON

Mayor Pro Tem Marie Robb  
Mayor Dr. Craig Brown

### GENERAL LAW CITIES

Mayor Pro Tem Joe Garcia, City of Pattison  
Councilmember Teresa Vazquez-Evans,  
City of Kemah

### LIBERTY COUNTY

County Judge Jay Knight  
Commissioner Greg Arthur

### CITY OF HOUSTON

Council Member Sallie Alcorn  
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

County Judge Bobby Seiferman  
Commissioner Mike Estlinbaum

### CITY OF HUNTSVILLE

Mayor Russell Humphrey  
Mayor Pro Tem Vicki McKenzie

### HOME RULE CITIES

Mayor Pro Tem Johnnie Simpson Jr.,  
City of Dickinson  
Mayor Dan Davis, City of Manvel

### MONTGOMERY COUNTY

County Judge Mark L. Keough  
Commissioner Matt Gray

### CITY OF LA PORTE

Councilmember Chuck Engelken, Jr.  
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

#### CHAIR

County Judge Jay Knight, Liberty County

#### VICE CHAIR

County Judge Ty Prause, Colorado County

#### CHAIR-ELECT

Mayor Pro Tem Joe Garcia, City of Pattison

HON. STACY L. ADAMS COMMISSIONER, PRECINCT 3 BRAZORIA COUNTY PO BOX 548 ALVIN, TX 77512 (281)331-3197 (281)331-6586 FAX STACYA@BRAZORIA-COUNTY.COM	HON. SALLIE ALCORN COUNCIL MEMBER, AT-LARGE POSITION 5 CITY OF HOUSTON 900 BAGBY ST, 1ST FLOOR HOUSTON, TX 77002 (832)393-3017 (832)395-9426 FAX ATLARGE5@HOUSTONTX.GOV
HON. LAURA ALVARADO COUNCIL MEMBER, DISTRICT 1 CITY OF BAYTOWN PO BOX 424 BAYTOWN, TX 77522 (281)420-6500 (281)420-7176 FAX DISTRICT.1@BAYTOWN.ORG	HON. NANCY ARNOLD COUNCIL MEMBER CITY OF WALLER 2105 BOIS D'ARC ST WALLER, TX 77484 (281)813-2511 (936)372-3477 FAX ARNOLDN@MSN.COM
HON. WILLIAM BENTON MAYOR CITY OF ROSENBERG 2110 4TH STREET P.O. BOX 32 ROSENBERG, TX 77471 (832)595-3340 WBENTON@ROSENBERGTX.GOV	HON. JEFFREY BONEY COUNCIL MEMBER CITY OF MISSOURI CITY 1522 TEXAS PKWY MISSOURI CITY, TX 77489-2170 (281)403-8500 403-0683 FAX JEFFREY.BONEY@MISSOURICITYTX.GOV
HON. SALLY HARRIS BRANSON COUNCILMEMBER, POSITION 2 CITY OF FRIENDSWOOD 910 S FRIENDSWOOD DR FRIENDSWOOD, TX 77546 (281)996-3270 (281)482-1634 FAX SBRANSON@FRIENDSWOOD.COM	HON. LESLEY BRIONES COMMISSIONER 1001 PRESTON, STE 950 HOUSTON, TEXAS 77002 (713)755-6444 (713)755-8801 FAX COMMISSIONER.BRIONES@HCP4.NET
HON. JAMI CLARK COMMISSIONER, DISTRICT 4 CITY OF TEXAS CITY PO BOX 2608 TEXAS CITY, TX 77575 (409)948-3111 (409)949-3090 FAX DISTRICT4@TEXASCITYTX.GOV	HON. KEVIN COLE MAYOR CITY OF PEARLAND 3519 LIBERTY DR PEARLAND, TX 77581 (281)652-1780 (281)652-1708 FAX KCOLE@PEARLANDTX.GOV
HON. TOMMY CONES COUNCIL MEMBER CITY OF LEAGUE CITY 300 W WALKER ST LEAGUE CITY, TX 77573 (281)554-1000 (281)554-1020 FAX TOMMY.CONES@LEAGUECITYTX.GOV	HON. BRANDON DECKER COMMISSIONER, PRECINCT 4 WALKER COUNTY 9368 SH 75 S NEW WAVERLY, TX 77358 (936)435-8055 (936)436-4914 FAX BDECKER@CO.WALKER.TX.US
HON. DOLAN DOW COUNCIL MEMBER, DISTRICT F CITY OF PASADENA PO BOX 672 PASADENA, TX 77501 (713)475-7858 (713)475-7817 FAX DDOW@PASADENATX.GOV	HON. TREY DUHON III COUNTY JUDGE WALLER COUNTY 836 AUSTIN ST, STE 203 HEMPSTEAD, TX 77445 (979)826-3357 (979)826-2112 FAX DUHON@WALLERCOUNTY.US
HON. CHUCK ENGELKEN JR. COUNCILMEMBER, DISTRICT 2 CITY OF LA PORTE 604 W FAIRMONT PKWY LA PORTE, TX 77571 (281)471-5020 (281)842-3701 FAX ENGELKENC@LAPORTETX.GOV.US	HON. ADRIAN GARCIA COMMISSIONER, PRECINCT 2 HARRIS COUNTY 1001 PRESTON ST, STE 911 HOUSTON, TX 77002 (713)274-2222 (713)755-8379 FAX COMMISSIONER@PCT2.HCTX.NET
HON. JOE GARCIA MAYOR PRO TEM CITY OF PATTISON PO BOX 223 PATTISON, TX 77466-0223 (832)557-6310 (281)934-3516 FAX MAYOR@PATTISON.TEXAS.GOV	HON. KP GEORGE COUNTY JUDGE FORT BEND COUNTY 301 JACKSON ST RICHMOND, TX 77469 (281)341-8608 (281)341-8609 FAX KP.GEORGE@FORTBENDCOUNTYTX.GOV

HON. TOMMY GINN COUNCIL MEMBER, POSITION 3 CITY OF DEER PARK PO BOX 700 DEER PARK, TX 77536 (281)478-7247 (281)478-7217 FAX TGINN@DEERPARKTX.ORG	HON. JOSEPH GIUSTI COMMISSIONER, PRECINCT 2 GALVESTON COUNTY PO BOX 8327 BACLIFF, TX 77518 (409)770-5475 (409)765-2915 FAX JOSEPH.GIUSTI@CO.GALVESTON.TX.US
HON. ROSS GORDON COUNCIL MEMBER CITY OF BELLAIRE 7008 S RICE AVENUE BELLAIRE, TX 77401 (713)662-8222 RGORDON@BELLAIRETX.GOV	HON. TOMMY HAMMOND COMMISSIONER, PRECINCT 3 CHAMBERS COUNTY 10616 EAGLE DRIVE MONT BELVIEU, TX 77580 (281)576-2243 (281)385-5635 FAX TGHAMMOND@CHAMBERSTX.GOV
HON. RUSSELL HUMPHREY MAYOR CITY OF HUNTSVILLE 1212 AVE M HUNTSVILLE, TX 77340 (936)291-5403 RHUMPHREY@HUNTSVILLETX.GOV	HON. STEWART JACOBSON COUNCIL MEMBER CITY OF SUGAR LAND PO BOX 110 SUGAR LAND, TX 77487-0110 (281)275-2313 (281)275-2721 FAX SJACOBSON@SUGARLANDTX.GOV
HON. MARK J. KEOUGH COUNTY JUDGE MONTGOMERY COUNTY 501 NORTH THOMPSON, STE 401 CONROE, TX 77301 (936)539-7812 (936)760-6919 FAX COJUDGE@MCTX.ORG	HON. JAY KNIGHT COUNTY JUDGE LIBERTY COUNTY 1923 SAM HOUSTON ST, RM 201 LIBERTY, TX 77575 (936)336-4665 (936)336-4518 FAX COJUDGE@CO.LIBERTY.TX.US
HON. TIM LAPHAM COUNTY JUDGE AUSTIN COUNTY ONE E MAIN ST BELLVILLE, TX 77418 (979)865-5911 (979)865-8786 FAX TLAPHAM@AUSTINCOUNTY.COM	HON. RISSIE L. OWENS TRUSTEE, POSITION 2 HUNTSVILLE INDEPENDENT SCHOOL DISTRICT 180 ELKINS LAKE HUNTSVILLE, TX 77340 (936)294-0262 (936)291-3444 FAX RLAODST@YAHOO.COM
HON. AMY PECK VICE MAYOR PRO TEM, DISTRICT A CITY OF HOUSTON 900 BAGBY ST, 1ST FLOOR HOUSTON, TX 77002 (832)393-3010 (832)393-3302 FAX DISTRICTA@HOUSTONTX.GOV	HON. TY PRAUSE COUNTY JUDGE COLORADO COUNTY PO BOX 236 COLUMBUS, TX 78934 (979)732-2604 (979)732-9389 FAX TY.PRAUSE@CO.COLORADO.TX.US
HON. MARIE ROBB MAYOR PRO TEM, DISTRICT 6 CITY OF GALVESTON PO BOX 779 GALVESTON, TX 77553 (409)797-3510 (409)797-3511 FAX MARIEROBB@GALVESTONTX.GOV	HON. GERALD ROZNOVSKY MAYOR CITY OF LAKE JACKSON 25 OAK DR LAKE JACKSON, TX 77566 (979)415-2500 (979)297-8823 FAX GROZNOVSKY@LAKEJACKSONTX.GOV
HON. BOBBY SEIFERMAN COUNTY JUDGE MATAGORDA COUNTY 1700 7TH ST, RM 301 BAY CITY, TX 77414 (979)244-7605 (979)245-3697 FAX COJUDGE@CO.MATAGORDA.TX.US	HON. JOHNNIE SIMPSON JR. MAYOR PRO TEM CITY OF DICKINSON 4403 HIGHWAY 3 DICKINSON, TX 77539 (832)517-1563 (281)337-2489 FAX JSIMPSON@DICKINSONTEXAS.GOV
HON. PHILLIP S. SPENRATH COUNTY JUDGE WHARTON COUNTY 100 S FULTON ST #100 WHARTON, TX 77488 (979)532-4612 (979)532-1970 FAX JUDGE.SPENRATH@CO.WHARTON.TX.US	HON. MARTIN VELA COUNCILMEMBER CITY OF ALVIN 216 W SEALY ALVIN, TX 77511 (281)388-4278 (281)388-4278 FAX MVELA@CITYOFALVIN.COM
HON. HOWARD WOOD COUNCILMAN CITY OF CONROE 300 W DAVIS CONROE, TX 77301 (936) 522-3010 (936) 522-3009 FAX HWOOD@CITYOFCONROE.ORG	

HON. DARRELL APFFEL COMMISSIONER, PRECINCT 1 GALVESTON COUNTY 722 MOODY GALVESTON, TX 77550 (409)770-5474 (409) 765-2915 FAX DARRELL.APFFEL@CO.GALVESTON.TX.US	HON. GREG ARTHUR COMMISSIONER, PRECINCT 2 LIBERTY COUNTY PO BOX 77 HARDIN, TX 77561 (936)298-2790 (936)298-9737 FAX GREG.ARTHUR@CO.LIBERTY.TX.US
HON. JUSTIN BECKENDORFF COMMISSIONER, PRECINCT 4 WALLER COUNTY PO BOX 7 PATTISON, TX 77466 (281)375-5231 (281)375-7751 FAX J.BECKENDORFF@WALLERCOUNTY.US	HON. BILL BENTLEY COUNCILPERSON, DISTRICT 3 CITY OF LA PORTE 604 W FAIRMONT PKWY LA PORTE, TX 77571 (281)471-5020 (281)842-3701 FAX DISTRICT3@LAPORTETX.GOV
HON. DR. CRAIG BROWN MAYOR CITY OF GALVESTON PO BOX 779 GALVESTON, TX 77553 (409)797-3511 (409)797-3511 FAX CRAIGBROWN@GALVESTONTX.GOV	HON. RYAN CADE, JR. COMMISSIONER, PRECINCT 2 BRAZORIA COUNTY 21017 CR 171, DEPT 3 ANGLETON, TX 77515 (979)864-1548 (979)864-1080 FAX RCADE@BRAZORIA-COUNTY.COM
HON. BRANDON CAPETILLO MAYOR CITY OF BAYTOWN P.O. BOX 424 BAYTOWN, TX 77522 (281)420-6500 MAYOR@BAYTOWN.ORG	HON. TONY CARBONE MAYOR PRO TEM CITY OF PEARLAND 3519 LIBERTY DR PEARLAND, TX 77581 (281)652-1662 (281)652-1708 FAX TCARBONE@PEARLANDTX.GOV
HON. JOE COMPIAN MAYOR PRO TEM CITY OF LA MARQUE 1111 BAYOU RD LA MARQUE, TX 77568 (409) 257-6187 (409)935-0401 FAX COMPIAN@CITYOFLAMARQUE.ORG	HON. BILL DAUGETTE COMMISSIONER, PRECINCT 3 WALKER COUNTY 2986-B HWY 19 HUNTSVILLE, TX 77320 (936)295-7999 (936)522-3009 FAX BDAUGETTE@CO.WALKER.TX.US
HON. DAN DAVIS MAYOR CITY OF MANVEL P O BOX 187 MANVEL, TX 77578 (281)489-0630 (281) 489-0634 FAX DAN.DAVIS@CITYOFMANVEL.COM	HON. MEGAN DEKEYZER COUNCIL MEMBER, DISTRICT E CITY OF ALVIN 216 W SEALY ALVIN, TX 77511 (281)388-4278 (281)331-7215 FAX MDEKEYZER@CITYOFALVIN.COM
HON. RODNEY ELLIS COMMISSIONER, PRECINCT 1 1001 PRESTON, 9TH FLOOR HOUSTON, TX 77002 (713)755-6111 (713)755-6114 FAX RODNEY.ELLIS@CP1.HCTX.NET	HON. FLOYD EMERY COUNCIL MEMBER, DISTRICT D CITY OF MISSOURI CITY 1522 TEXAS PKWY MISSOURI CITY, TX 77489-2170 (281)403-8500 (281)403-0683 FAX FLOYD.EMERY@MISSOURICITYTX.GOV
HON. MIKE ESTLINBAUM COMMISSIONER, PRECINCT 2 MATAGORDA COUNTY PO BOX 571 MATAGORDA, TX 77457 (979)863-7861 (979)863-2155 FAX PCT2@CO.MATAGORDA.TX.US	HON. MIKE FOREMAN MAYOR CITY OF FRIENDSWOOD 910 S FRIENDSWOOD DR FRIENDSWOOD, TX 77546-4856 (281)996-3270(281)482-1634 FAX MFOREMAN@FRIENDSWOOD.COM
HON. DARRELL GERTSON COMMISSIONER, PRECINCT 4 COLORADO COUNTY 310 S MCCARTY AVE EAGLE LAKE, TX 77434 (979)234-2633 (979)234-3832 FAX DARRELL.GERTSON@CO.COLORADO.TX.US	HON. MATT GRAY COMMISSIONER, PRECINT 4 MONTGOMERY COUNTY PO BOX 84 NEW CANEY, TEXAS 77357 (936)537-4444 CONTACTP4@MCTX.ORG
HON. MARY NAN HUFFMAN COUNCIL MEMBER, DISTRICT G CITY OF HOUSTON 900 BAGBY ST, 1ST FLOOR HOUSTON, TX 77002 (832)393-3007 (832)393-3302 FAX DISTRICTG@HOUSTONTX.GOV	HON. DEDRICK JOHNSON, SR MAYOR CITY OF TEXAS CITY PO BOX 2608 TEXAS CITY, TX 77592-2608 (409)948-3111 (409)949-3090 FAX MAYOR-TX@TEXASCITYTX.GOV

---

HON. JENNIFER KEY  
TRUSTEE, POSITION 6  
ALIEF INDEPENDENT SCHOOL DISTRICT  
4250 COOK RD HOUSTON, TX 77072  
(281)498-8110 (281)983-8466 FAX  
JENNIFER.KEY@ALIEFISD.NET

HON. ANDY MANN  
COUNCIL MEMBER  
CITY OF LEAGUE CITY  
2986-B HWY 19  
LEAGUE CITY, TX 77320  
(936)295-7999 (936)522-3009 FAX  
ANDY.MANN@LEAGUECITYTX.GOV

HON. VICKI MCKENZIE  
MAYOR PRO TEM  
CITY OF HUNTSVILLE  
1212 AVENUE M  
HUNTSVILLE, TX 77340  
(936)291-5413  
VMCKENZIE@HUNTSVILLETX.GOV

HON. ANDY MEYERS  
COMMISSIONER, PRECINCT 3  
FORT BEND COUNTY  
13131 DAIRY ASHFORD, STE 390  
SUGAR LAND, TX 77478  
(281)238-1400 (281)238-1401 FAX  
ANDY.MEYERS@FORTBENDCOUNTYTX.GOV

HON. JERRY MOUTON JR.  
MAYOR  
CITY OF DEER PARK  
PO BOX 700 DEER PARK, TX 77536  
(281)478-7247 (281)478-7217 FAX  
JMOUTON@DEERPARKTX.ORG

HON. EDWARD POLLARD  
COUNCIL MEMBER, DISTRICT J  
CITY OF HOUSTON  
900 BAGBY ST, 1ST FLOOR  
HOUSTON, TX 77002  
(832)393-3015 (832)395-9423 FAX  
DISTRICTJ@HOUSTONTX.GOV

HON. TOM RAMSEY  
COMMISSIONER, PRECINCT 3  
HARRIS COUNTY  
1001 PRESTON ST, 9TH FLR  
HOUSTON, TX 77002  
(713)274-3000  
PCT3@PCT3.COM

HON. SUSAN SCHWARTZ  
COUNCILMEMBER, POSITION 2  
CITY OF BUNKER HILL VILLAGE  
11977 MEMORIAL DR  
HOUSTON, TX 77024  
(713)467-9762 (713)827-8752 FAX  
SSCHWARTZ@BUNKERHILLTX.GOV

HON. VINAY SIGNHANIA  
COUNCILMEMBER, POSITION 2  
CITY OF LAKE JACKSON  
25 OAK DR  
LAKE JACKSON, TX 77566-5289  
(979)415-2500 (979)297-8823 FAX  
VSINGHANIA@LAKEJACKSONTX.GOV

HON. MARK TICE  
COMMISSIONER, PRECINCT 2  
CHAMBERS COUNTY  
7911 COVE LOOP  
COVE, TX 77523  
(409)267-2409 (409)267-6685 FAX  
KMTICE@CHAMBERSTX.GOV

HON. TERESA VAZQUEZ-EVANS  
COUNCIL MEMBER, POSITION 1  
CITY OF KEMAH  
1401 HWY 146  
KEMAH, TX 77565  
(281)334-1611 (281)334-6583 FAX  
TVAZQUEZ-EVANS@KEMAH-TX.COM

HON. RUBEN VILLARREAL  
COUNCIL MEMBER, DISTRICT A  
CITY OF PASADENA  
PO BOX 672  
PASADENA, TX 77501-0672  
713-475-7858 (713)475-7817 FAX  
RVILLARREAL@PASADENATX.GOV

HON. TODD YANCEY  
COUNCILMAN  
CITY OF CONROE  
300 W DAVIS  
CONROE, TX 77301  
(936)522-3010 (936) 522-3009 FAX  
TYANCEY@CITYOFCONROE.ORG

HON. RICHARD ZAHN  
COMMISSIONER, PRECINCT 1  
WHARTON COUNTY  
PO BOX 399  
EAST BERNARD, TX 77435  
(979)335-7541 (979)335-6029 FAX  
RICHARD.ZAHN@CO.WHARTON.TX.US

---