



**AGENDA**  
**HOUSTON-GALVESTON AREA COUNCIL**  
**BOARD OF DIRECTORS MEETING**  
August 20, 2024 | 10:00 AM  
3555 Timmons Lane,  
Room B, 2nd Floor  
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 – JULY 16, 2024  
Request approval of the minutes of the July 16, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)
- b. REVISED H-GAC BOARD MEETING MINUTES – JUNE 18, 2024  
Request approval of the revised minutes of the June 18, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)
- c. WATER QUALITY MANAGEMENT PLAN UPDATE  
Request acceptance of the Fiscal Year 2024 H-GAC 604(b) Water Quality Management Plan Update. (Staff Contact: Todd Running)
- d. WEST LAKE HOUSTON BASIN FORESTRY IMPLEMENTATION  
Request approval to enter into a contract with the Texas A&M Forest Service to implement forestry elements of watershed protection plans developed for the West Lake Houston basin for a total amount of \$50,000. (Staff Contact: Todd Running)
- e. TRAVEL DEMAND MODELING  
Request authorization to contract with firms in the order presented for a contract term of one year with an optional no-cost one year renewal; in an amount not to exceed \$316,217. (Staff Contact: Jochen Floesser)
- f. HGACBUY EMERGENCY MEDICAL, SAFETY, AND RESCUE EQUIPMENT  
Request authorization of contracts with respondents for EE11-24 Emergency Medical, Safety, and Rescue Equipment. (Staff Contact: Ronnie Barnes)
- g. COMMUTE SOLUTIONS MARKETING CAMPAIGNS 2024-2025  
Request authorization to contract with vendors and partners to conduct marketing campaigns for commute solutions within the Gulf Coast region; total amount is

- \$600,000. (Staff Contact: Craig Raborn)
- h. TRANSPORTATION PROJECT INFORMATION SYSTEM  
Request authorization to negotiate a sole source agreement with EcoInteractive Inc. to develop and implement a new online project information system; total amount of \$650,000 for a term of three years. (Staff Contact: Craig Raborn)
  - i. YOUTH PORTAL LICENSING  
Request approval to purchase licenses and software support through Launch Pad Careers Inc. for the provision of a youth portal not to exceed \$50,000 per year for up to three years. (Staff Contact: Juliet Stipeche)
  - j. QUARTERLY INVESTMENT REPORT - SECOND QUARTER 2024  
Request approval of the second quarter 2024 investment report. (Staff Contact: Christina Ordonez-Campos, CPA)

## **DISCUSSION**

### **7. FINANCE AND BUDGET COMMITTEE**

Report on activities and Committee recommendations.

- a. MONTHLY FINANCIAL REPORT - JULY 2024  
Request approval of the monthly financial report ending July 31, 2024. (Staff Contact: Christina Ordonez-Campos)
- b. BENEFITS INSURANCE COVERAGE RENEWAL 2024-2025 PLAN YEAR  
Request approval for the Executive Director to negotiate renewal for benefit coverages with the following providers as noted above, with no changes to medical, dental, vision or life and disability coverage. (Staff Contact: Laura Tomlinson)

### **8. HUMAN SERVICES**

- a. GULF COAST WORKFORCE BOARD 2025 SYSTEM CONTRACTS  
Request approval to execute contracts for workforce services with the service providers identified in the attachment for an amount not to exceed \$469,825,000. (Staff Contact: Juliet Stipeche)

### **9. DATA ANALYTICS AND RESEARCH**

- a. ADVANCED FUNDING AGREEMENT - REGIONAL TRANSPORTATION MODELS AND TOOLS  
Request authorization to enter into an Advance Funding Agreement with the Texas Department of Transportation in the amount of \$5,500,000 to fund the Regional Transportation Models and Tools Project. (Staff Contact: Jochen Floesser)

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

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

### **11. TEXAS ASSOCIATION OF REGIONAL COUNCILS**

a. 2025 TARC BOARD OFFICER NOMINATION - NANCY ARNOLD

Request approval of resolution in support of Council Member Nancy Arnold's candidacy to the Texas Association of Regional Councils Board. (Staff Contact: Chuck Wemple)

12. POLICY UPDATE

a. H-GAC SPEND DOWN POLICY

Request approval of the Spend Down Policy for all contracts. (Staff Contact: Chuck Wemple)

13. REPORTS

a. H-GAC SPOTLIGHT - H-GACBUY TOUCHPOINT PROCESS

For information only. No action requested. (Staff Contact: Ronnie Barnes)

b. 2024 MID-YEAR REPORT

No action requested. For information only. (Staff Contact: Rick Guerrero)

c. EXECUTIVE DIRECTOR'S REPORT

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

14. EXECUTIVE SESSION

a. EXECUTIVE SESSION – EVALUATION OF H-GAC EXECUTIVE DIRECTOR

The Board of Directors will hold an Executive Session to conduct an annual evaluation of the Executive Director in accordance with Government Code, Title 5, Section 551.074. (Contact: Chair Sallie Alcorn)

**ACTION**

15. EXECUTIVE SESSION - FOLLOW-UP SESSION

a. EVALUATION OF H-GAC EXECUTIVE DIRECTOR

Discuss and possibly take action following Executive Session to evaluate performance of H-GAC's Executive Director. (Contact: Chair Sallie Alcorn)

16. 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 – JULY 16, 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 July 16 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 July 16, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

### **ATTACHMENTS:**

▫ Board Minutes - July 16, 2024

Cover Memo

**MEETING MINUTES**  
**H-GAC BOARD OF DIRECTORS**  
**July 16, 2024**

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**ATTENDANCE ROSTER**

The following members of the Board of Directors (Board) of the Houston-Galveston Area Council (H-GAC) attended all or a portion of the July 16, 2024, Board meeting:

Austin County Judge Tim Lapham	City of Missouri City Council Member Jeffrey Boney
Brazoria County Commissioner Stacy Adams	City of Pasadena Council Member Dolan Dow
Fort Bend County Judge KP George	City of Pearland Mayor Kevin Cole
Galveston County Commissioner Joseph Giusti	City of Sugar Land Stuart Jacobson
Harris County Commissioner Adrian Garcia	City of Texas City Commissioner Jami Clark
Harris County Commissioner Lesley Briones	
Liberty County Judge Jay Knight	General Law Cities:
Walker County Commissioner Brandon Decker	City of Pattison Mayor Pro Tem Joe Garcia
Waller County Judge Trey Duhon	
Wharton County Judge Phillip Spenrath	Home Rule Cities (Less than 25,000):
City of Baytown Councilmember Laura Alvarado	City of Bellaire Council Member Ross Gordon
City of Conroe Council Member Howard Wood	City of Dickinson Mayor Pro Tem Johnnie Simpson
City of Deer Park Council Member Tommy Ginn	
City of Friendswood Council Member Sally Branson	
City of Houston Council Member Sallie Alcorn	
City of Houston Vice Mayor Pro Tem Amy Peck	
City of Huntsville Mayor Russell Humphrey	
City of La Porte Council Member Bill Bentley	
City of Lake Jackson Mayor Gerald Roznovsky	

The following Board members were not marked in attendance at the July 16, 2024, Board Meeting:

Chambers County Commissioner Tommy Hammond  
Colorado County Judge Ty Prause  
Matagorda County Judge Bobby Seiferman  
Montgomery County Judge Mark Keough  
City of Alvin Council Member Martin Vela  
City of Galveston Mayor Dr. Craig Brown  
City of La Porte Council Member Chuck Engelken  
City of League City Council Member Tommy Cones  
City of Waller Council Member Nancy Arnold  
Huntsville ISD Trustee Rissie Owens

(over)

## **CALL TO ORDER**

The Honorable Jay Knight, Liberty County Judge and Chair Elect of the Board called the meeting to order at 10:14 a.m. on Tuesday, July 16, 2024, at 3555 Timmons Lane. Due to audio complications Chair Elect Knight called for a recess at 10:22 a.m. and reconvened at 10:28 a.m.

### **1. INVOCATION**

City of Sugarland Councilmember, Stuart Jacobson, gave the invocation.

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

City of Pearland Mayor, Kevin Cole, led the Pledge of Allegiance and the Pledge to the Texas Flag.

## **ROLL CALL**

Chair Elect Knight 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: Jay Guerrero (Office of US Senator John Cornyn), Sarah Jones (Office of US Senator John Cornyn), Melissa Washington (General Land Office), Stephanie Davidson (General Land Office), Jason Smith (Office of Montgomery County Judge Mark Keough), Kelly Waterman (Office of US Senator Ted Cruz), Freddy Guerra (Office of Commissioner Briones), Aylin Rodriguez (Office of Commissioner Briones), Joe Zimmerman (City Of Sugar Land Mayor).

### **3. PUBLIC COMMENT**

Chair Elect Knight 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 Elect Knight proceeded to the next item on the agenda.

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

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

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

Chair Elect Knight asked Jim Rouse, H-GAC Facilities Manager, to bring this month's safety tip. Mr. Rouse 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 Elect Knight called for the Consent Agenda and asked if there were any questions or items that required discussion. There being no questions, City of Pearland Mayor Cole moved to approve the Consent Agenda. City of Friendswood Councilmember Branson seconded the motion. Chair Elect Knight 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 – JUNE 18, 2024** – Approved the minutes

- b. HGACBUY E-PROCUREMENT SYSTEMS AND RELATED EQUIPMENT AND SERVICES** – Approved to negotiate a contract with the respondents listed in the Contract Award Recommendation Table for E-Procurement Systems and Related Products and Services.
- c. HGACBUY FLEET SERVICES EQUIPMENT** – Approved to negotiate a contract with the respondent listed in the Contract Award Recommendation Table for Fleet Services Equipment.
- d. WORKFORCE APPOINTMENT SCHEDULING SYSTEM** – Approved authorization to contract with firms in the order presented for a contract term of up to three years in an amount not to exceed \$200,000.

**7. FINANCE AND BUDGET COMMITTEE**

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

Chair Elect Knight 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 May. Ms. Ordonez-Campos requested approval of the monthly financial report ending May 31, 2024.

Ms. Ordonez-Campos asked if there were any questions regarding the May financial report. There being none, City of Friendswood Councilmember Branson moved to approve, and Brazoria County Commissioner Adams seconded. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

**b. H-GAC ENTERPRISE FUND BALANCE TRANSFER** - Approved the transfer \$16,307,164 from the Enterprise Fund to the General Fund; and keep \$3,337,466 in the Enterprise Fund for unforeseen circumstances.

Mr. Garcia recognized Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer, to present the H-GAC Enterprise Fund Balance Transfer. Ms. Ordonez-Campos requested approval of the H-GAC Enterprise Fund Balance Transfer.

Ms. Ordonez-Campos asked if there were any questions regarding the H-GAC Enterprise Fund Balance Transfer. There being none, City of Friendswood Councilmember Branson moved to approve, and Harris County Commissioner Briones seconded. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

**8. HUMAN SERVICES**

Chair Elect Knight called on Curtis Cooper, Senior Manager, who requested

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approval of the Area Agency on Aging 2024 Amendments.

**a. AREA AGENCY ON AGING 2024 CONTRACT AMENDMENTS** – Approved authorization to amend existing Fiscal Year 2024 Area Agency on Aging contracts, in an amount of \$3,050,441, not to exceed \$11,654,272, for the balance of the fiscal year.

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

**9. TRANSPORTATION PLANNING**

Chair Elect Knight called on Craig Raborn, H-GAC Transportation Director, who requested approval of the Climate Pollution Reduction Grants Phase II – Memorandum of Agreement.

**a. CLIMATE POLLUTION REDUCTION GRANT PHASE II – MEMORANDUM OF AGREEMENT-** Approved authorization to negotiate and execute a Memorandum of Agreement with coalition members for project implementation activities related to the United States Environmental Protection Agency’s Climate Pollution Reduction Grant Phase II program activities.

Chair Elect Knight asked if there were any questions. There being none, Harris County Commissioner Garcia moved to approve, and Harris County Commissioner Briones seconded. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

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

**a. JULY 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP**

**APPOINTMENTS** - Chair Elect Knight moved to the next agenda item. Chair Elect Knight called on William Matthews, H-GAC Policy and Governance Coordinator. Mr. Matthews requested approval of one appointment to one H-GAC advisory committee.

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

**11. RESOLUTION HONORING RETIRING BOARD MEMBER**

**a. HONORING MAYOR JOE ZIMMERMAN** - Chair Elect Knight called on H-GAC Executive Director Chuck Wemple. Mr. Wemple requested approval of the Resolution honoring City of Sugar Land Mayor Joe Zimmerman.

Chair Elect Knight 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 Elect Knight called for the vote which resulted in unanimous approval by all members present.



## INFORMATION

### 12. REPORTS

a. **H-GAC Spotlight – HIGH PERFORMANCE LEADERSHIP ACADEMY -**  
Chair Elect Knight called on Kevin Darrow to speak on the High-Performance Leadership Academy. For more information about the program, contact kevind@pdaleadership.com. There being no action, Chair Elect Knight moved to the next item.

b. **EXECUTIVE DIRECTORS REPORT –** H-GAC Executive Director Chuck Wemple called on Human Services Director Juliet Stipeche and Texas Workforce Commission Director Mahalia Baldini where they discussed the changes that came from the Federal Level to cover gaps in the future. Mr. Wemple made members aware of the upcoming forum about resources post Hurricane Beryl. Next month, Mr. Wemple plans on bringing to the Finance and Budget the Spend-Down Policy. Mr. Wemple also discussed the national Association of Regional Councils where H-GAC won the award National Award for the County Pop-Ups. Mr. Wemple also mentioned the FEMA application for funding. Mr. Wemple concluded by reminding the Board of his review coming up during next month's Board Meeting.

### 13. ADJOURNMENT

There being no further business to discuss, Chair Elect Knight adjourned the July 16, 2024, meeting of the H-GAC Board of Directors at 12:09 p.m.

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## **REVISED H-GAC BOARD MEETING MINUTES – JUNE 18, 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 corrected version of the June 18 meeting of the H-GAC Board of Directors is attached and recommended for approval. The correction is highlighted and can be found on page 5.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the revised minutes of the June 18, 2024, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

### **ATTACHMENTS:**

▫ Board Minutes - June 18, 2024

Cover Memo

**MEETING MINUTES**  
**H-GAC BOARD OF DIRECTORS**  
**June 18, 2024**

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**ATTENDANCE ROSTER**

The following members of the Board of Directors (Board) of the Houston-Galveston Area Council (H-GAC) attended all or a portion of the June 18, 2024, Board meeting:

Austin County Judge Tim Lapham	City of League City Council Member Tommy Cones
Brazoria County Commissioner Stacy Adams	City of Missouri City Council Member Jeffrey Boney
Colorado County Judge Ty Prause	City of Pasadena Council Member Dolan Dow
Fort Bend County Judge KP George	City of Pearland Mayor Kevin Cole
Galveston County Commissioner Joseph Giusti	City of Sugar Land Mayor Joe Zimmerman
Harris County Commissioner Tom Ramsey	City of Texas City Commissioner Jami Clark
Liberty County Judge Jay Knight	
Walker County Commissioner Brandon Decker	General Law Cities:
Waller County Judge Trey Duhon	City of Pattison Mayor Pro Tem Joe Garcia
Wharton County Judge Phillip Spenrath	City of Waller Council Member Nancy Arnold
City of Alvin Council Member Martin Vela	
City of Deer Park Council Member Tommy Ginn	Home Rule Cities (Less than 25,000):
City of Friendswood Council Member Sally Branson	City of Bellaire Council Member Ross Gordon
City of Huntsville Mayor Russell Humphrey	City of Dickinson Mayor Pro Tem Johnnie Simpson
City of La Porte Council Member Bill Bentley	
City of Lake Jackson Mayor Gerald Roznovsky	Huntsville ISD Trustee Rissie Owens

The following Board members were not marked in attendance at the June 18, 2024, Board Meeting:

Chambers County Commissioner Tommy Hammond  
Harris County Commissioner Adrian Garcia  
Harris County Commissioner Lesley Briones  
Matagorda County Judge Bobby Seiferman  
Matagorda County Commissioner Mike Estlinbaum  
Montgomery County Judge Mark Keough  
City of Baytown Councilmember Laura Alvarado  
City of Conroe Council Member Howard Wood  
City of Galveston Mayor Dr. Craig Brown  
City of Houston Council Member Sallie Alcorn  
City of Houston Vice Mayor Pro Tem Amy Peck  
City of La Porte Council Member Chuck Engelken

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## **CALL TO ORDER**

The Honorable Jay Knight, Liberty County Judge and Chair Elect of the Board called the meeting to order at 10:02 a.m. on Tuesday, June 18, 2024, at 3555 Timmons Lane.

### **1. INVOCATION**

The Honorable Jay Knight, Liberty County Judge, gave the invocation.

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

The Honorable Joe Zimmerman, City of Sugar Land Mayor, led the Pledge of Allegiance and the Pledge to the Texas Flag.

## **ROLL CALL**

Chair Elect Knight 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: Mayor Pro Tem Vickie McKenzie (City of Huntsville), Jason Smith (Office of Judge Keough), Aida Vela, Mayor Pro Tem Susan Schwartz (City of Bunker Hill Village), Councilmember Stewart Jacobson (City of Sugar Land), Kelly Waterman (Office of Senator Ted Cruz).

### **3. PUBLIC COMMENT**

Chair Elect Knight 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 Elect Knight proceeded to the next item on the agenda.

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

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

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

Chair Elect Knight asked Jim Rouse, H-GAC Facilities Manager, to bring this month's safety tip. Mr. Rouse 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 Elect Knight called for the Consent Agenda and asked if there were any questions or items that required discussion. There being no questions, City of Sugar Land Mayor Zimmerman moved to approve the Consent Agenda. City of Waller Council Member Arnold seconded the motion. Chair Elect Knight 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 – MAY 21, 2024** – Approved the minutes of the May 21, 2024, H-GAC Board Meeting minutes.
- b. REGIONAL STRATEGIC TRANSPORTATION FUND** – Approved to execute Interlocal Agreements totaling \$22,630,079 with

the sponsors identified in the attached table. Funds will be contributed to the Regional Strategic Transportation Fund for Transportation Policy Council programming.

- c. **MEMORIAL DRIVE BICYCLE AND PEDESTRIAN STUDY CONSULTANT** – Approved to enter into a contract with firms in the order presented for a contract term of one year, estimated to begin September 2024; amount not to exceed \$250,000.
- d. **TRANSIT INFORMATION STUDY CONSULTANT** – Approved to negotiate a 12-month contract with a consultant, in the order ranked, for an amount not to exceed \$285,000 for the Transit Information Study and Best Practices Guide.
- e. **RESOLUTIONS RECOGNIZING RETIRING BOARD MEMBERS** - Approved Resolutions honoring Bill Patterson and Kevin Raines for their service to H-GAC and the region.

**7. FINANCE AND BUDGET COMMITTEE**

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

Chair Elect Knight 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. Mr. Garcia reported that the committee met with a quorum to consider several items on the agenda.

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

Ms. Ordonez-Campos asked if there were any questions regarding the May financial report. There being none, City of Sugar Land Mayor Zimmerman moved to approve, and City of Friendswood Council Member Branson seconded. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

**b. 2024 MID-YEAR BUDGET REVISION** - Approved adoption of proposed 2024 revised budget.

Mr. Garcia recognized Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer, to present the proposed 2024 revised budget. Ms. Ordonez-Campos requested approval of the proposed 2024 revised budget.

Ms. Ordonez-Campos asked if there were any questions regarding the 2024 Mid-Year Budget Revision. There being none, City of Sugar Land Mayor Zimmerman moved to approve, and City of Friendswood Council Member Branson seconded. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

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**8. HUMAN SERVICES**

**a. WORKFORCE SOLUTIONS WEBSITE PROJECT** – Approved to execute a contract with Planeteria Media to develop a new website for Workforce Solutions; total contract amount \$98,700.

Chair Elect Knight asked if there were any questions. There being none, City of Waller Council Member Arnold moved to approve, and City of Friendswood Council Member Branson seconded the motion. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

**b. ADULT EDUCATION 2025 CONTRACT AWARDS** – Approved to execute contracts for adult education services, for an amount not to exceed \$11,277,000.

Chair Elect Knight asked if there were any questions. City of Sugar Land Mayor Zimmerman requested to amend the item. City of Missouri City Council Member Boney moved to approve, and City of Dickinson Mayor Pro Tem Simpson seconded the motion. With no additional discussion, Chair Elect Knight called for the vote, which resulted in 23 ayes and 4 nays.

**c. GRANICUS DIGITAL COMMUNICATIONS TOOL** – Approved to purchase an annual license for Granicus' digital communications tool from Carahsoft Technology for an amount not to exceed \$54,000.

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

**d. AREA AGENCY ON AGING CONTRACT AUTHORIZATION** – Approved authorization to contract for additional American Rescue Plan Act funds for existing contractors for total amount not to exceed \$7,090,176, for the balance of Fiscal Year 2024.

Chair elect called on Curtis Cooper, H-GAC Senior Manager who amended the item for a total contract amount of \$7,193,830. Chair Elect Knight asked if there were any questions. There being none, City of Sugar Land Mayor Zimmerman moved to approve, and City of Waller Council Member Arnold seconded the motion. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

**9. AUDIT COMMITTEE**

Chair Elect Knight announced that the Audit Committee met before the Board meeting at 8:00 a.m. under the leadership of the Committee Chair, City of Missouri City Council Member Jeffrey Boney. Chair Boney reported that the committee met to consider several items on the agenda.

- a. **INTERNAL AUDIT ANNUAL REPORT 2023**- Chair Elect Knight called on Dillon Marsh, Internal Audit, who requested action on Audit committee recommendations related to the Internal Audit Annual Report Fiscal Year 2023.

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

- b. **INTERNAL AUDIT PLAN 2024** –

Chair Elect Knight called on Sabrina Uy, Audit Supervisor, who requested action on Audit committee recommendations related to the Internal Audit Plan Fiscal Year 2024.

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

#### **10. PLANS AND PROJECTS REVIEW COMMITTEE**

Chair Elect Knight announced that the Plans and Projects Committee met before the Board of the Directors meeting under the leadership of the Committee Chair Mayor Roznovsky, with the City of Lake Jackson. Chair Roznovsky reported that the committee met to consider several items on the agenda.

- a. **FORT BEND COUNTY CLEAN DIESEL GRANT APPLICATION**

– Andrew DeCandis, H-GAC’s Manager, Clean Cities & Clean Vehicles and Houston-Galveston Clean Cities Co-Director, who requested authorization action on Projects Review Committee's recommendations proposed by Fort Bend County for \$6,600,000 to be found consistent with plans, policies, and H-GAC review criteria.

Chair Elect Knight asked if there were any questions. There being none, Fort Bend County Judge George moved to approve, and City of Missouri City Council Member Boney seconded the motion. With no additional discussion, Chair Elect Knight called for the vote, which resulted in unanimous approval by all members present.

#### **11. H-GAC BOARD APPOINTMENTS**

- a. **H-GAC BOARD COMMITTEES**- Chair Elect Knight called on Chuck Wemple, H-GAC’s Executive Director, who requested approval of H-GAC Housing Committee and appointments to H-GAC Healthcare Committee.

Chair Elect Knight asked if there were any questions. There being none, City of Missouri City Council Member Boney moved to approve, and City of Pearland Mayor Cole seconded the motion. With no additional discussion, Chair Elect Knight called for the vote which resulted in unanimous approval by all members present.

(over)

**12. H-GAC ADVISORY COMMITTEE APPOINTMENTS**  
**a. 2024 ADVISORY COMMITTEE AND AFFILIATE GROUP**

**APPOINTMENTS** - Chair Elect Knight moved to the next agenda item. Chair Elect Knight called on William Matthews, H-GAC Policy and Governance Coordinator. Mr. Matthews requested approval of one appointment to one H-GAC advisory committee.

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

**INFORMATION**

**13. REGIONAL BROADBAND COMMITTEE**

**a.** Chair Elect Knight called on Chair Lapham for an update on the Regional Broad Band Committee. Chair Lapham gave a summary of their last meeting held on June 5, 2024. There being no action, Chair Elect Knight moved to the next item.

**14. REPORTS**

**b. H-GAC Spotlight – HURRICANE PREPAREDNESS** - Chair Elect Knight called on Keith Garber to speak on Hurricane Preparedness. For more information about these programs, contact [keith.garber@h-gac.com](mailto:keith.garber@h-gac.com). There being no action, Chair Elect Knight moved to the next item.

**c. OUTREACH AND GOVERNMENT AFFAIRS REPORT** – Chair Elect Knight called on Mr. Guerrero to give an update. Mr. Guerrero reported on the Legislative Committee meeting who met in May under the leadership of Chair Zimmerman where they discussed regional priorities. Leading with Purpose program is coming up on June 27<sup>th</sup> and all Elected Officials are welcome to attend. Texas Municipal League meeting will be held on July 26<sup>th</sup> and 27<sup>th</sup>. Mr. Guerrero mentioned that H-GAC is a finalist for a Public Relations Society of America Award. H-GAC is also a finalist for a National Association of Regional Council Achievement award. Mr. Guerrero also reported on the recent pop-up in Harris County Precinct 1. The next pop-up will be June 20<sup>th</sup> at Harris County Precinct 3. Mr. Guerrero also gave an update on H-GAC's visit to Huntsville. There being no action, Chair Elect Knight moved to the next item.

**d. Executive Directors Report** – Chair Elect Knight called on Mr. Wemple to give an update. Mr. Wemple discussed a new policy on tracking contracts, and it will be coming in July. Mr. Wemple mentioned the pop-up held recently in Bellaire and asked City of Bellaire Council Member Gordon to say a few words. H-GAC attended a meeting in Huntsville and asked Walker County Commissioner Decker to say a few words. Mr. Wemple mentioned that there will have a meeting with ISD's soon. Mr. Wemple mentioned that he went to Fort Bend County for a General Land Office award. Mr. Wemple mentioned that H-GAC is active in the Texas Association of Regional Councils and recently held a meeting and asked City of Waller Council Member Arnold to say a few words. H-GAC held their first Water Supply meeting and thanked Justin Bower for putting it together. Mr. Wemple mentioned H-GAC's attendance at the National Association of Regional Councils and is a finalist for an award and Mr.



Guerrero will be holding a panel about board members relations and Mr. Wemple will be holding a discussion on AI. Mr. Wemple mentioned that H-GAC will be holding a Paratransit and non-emergency medical transportation summit on July 25<sup>th</sup>.

**15. ADJOURNMENT**

There being no further business to discuss, Chair Elect Knight adjourned the June 18, 2024, meeting of the H-GAC Board of Directors at 11:42 a.m.

(over)

## WATER QUALITY MANAGEMENT PLAN UPDATE

### Background

The Texas Commission on Environmental Quality administers 604(b) water quality planning funds from the U.S. Environmental Protection Agency under the Clean Water Act. As the Governor-designated agency for water quality management planning in this region, H-GAC has had a long-standing contractual agreement with Texas Commission on Environmental Quality to conduct planning and analytical efforts related to water and wastewater quality under this program. The activities of this annual project cover the entire 13-county H-GAC region and are summarized each year in a Water Quality Management Plan Update document. This document becomes part of the State of Texas's Water Quality Management Plan.

### Current Situation

The work conducted under this program includes maintaining several wastewater infrastructure databases, facilitating watershed planning efforts, providing staff support for the Natural Resources Advisory Committee, and providing planning assistance to local governments. Highlights of the work conducted in Fiscal Year 2024 include: 1) maintaining and expanding databases of wastewater infrastructure and monitoring data for permitted facilities, 2) performing analyses of wastewater permit limit exceedances, 3) hosting roundtable discussions to discuss attracting new talent to the water workforce and centralizing employment resources, 4) assessing causes, frequencies, and estimated volumes of sanitary sewer overflows, 5) working with the region's Authorized Agents to update location information on over 144,000 permitted on-site sewage facilities, 6) coordinating the repair or replacement failing on-site sewage facilities for qualifying homeowners and providing educational resources on on-site sewage facilities maintenance in coordination with the Coastal Communities project, and 7) providing program support for various watershed-based plans and urban forestry efforts. The Natural Resources Advisory Committee met on August 1, 2024, and voted to recommend this Water Quality Management Plan Update to the Board for review and acceptance. Once accepted by the Board of Directors, the report will be submitted to Texas Commission on Environmental Quality for certification and inclusion in the State's Water Quality Management Plan. The 2024 update can be found on the H-GAC website: <https://www.h-gac.com/water-quality-management-planning>.

### Funding Source

N/A

### Budgeted

N/A

### Action Requested

Request acceptance of the Fiscal Year 2024 H-GAC 604(b) Water Quality Management Plan Update. (Staff Contact: Todd Running)

# 2024 WATER QUALITY MANAGEMENT PLAN UPDATE

## About the Update

The Water Quality Management Plan Update is completed annually by the Houston-Galveston Area Council (H-GAC) in cooperation with the Texas Commission on Environmental Quality. This report provides an overview of regional wastewater infrastructure and discharge activities from the previous calendar year that impact water quality in our region. Data collected through this annual update are used by numerous planning efforts that H-GAC conducts in collaboration with local government partners, including the Bacteria Implementation Group, Clean Rivers Program, Watershed-Based Plans, and Urban Forestry Efforts.

To view the full draft of the latest Water Quality Management Plan Update, please visit: <https://www.h-gac.com/water-quality-management-planning>

### Regional Wastewater Infrastructure



H-GAC updated the regional database for permitted wastewater treatment facilities, service area boundaries, and outfall locations for 1,398 facilities. Collaborating with the Association of Water Board Directors, H-GAC has hosted roundtables to discuss methods for attracting new talent to the water workforce and centralizing employment resource information.

### Analysis of Discharge Monitoring Data



H-GAC evaluated self-reported discharge monitoring report data from the region's domestic wastewater treatment facilities in 2023. Facilities ranged in size from <0.1 MGD to >10 MGD with the most common size (53%) being 0.5 MGD or smaller. Over 95% of all facilities reporting bacteria data were in compliance with single grab effluent limits.

### Analysis of Sanitary Sewer Overflows Data



H-GAC examined the locations, frequency, and causes of the 1,447 reported unauthorized discharges from sanitary sewer collection systems or treatment facilities in the region in 2023. Rain/inflow/infiltration was the most common reported cause of events, although lift station failure contributed the highest volume of overflow.

### On-Site Sewage Facility Database Update



H-GAC updated a regional database of over 144,000 permitted on-site sewage facilities including historical scanned data from Harris County recently converted to digital records. Using 9-1-1 address data for improved spatial accuracy, H-GAC estimates there are over 220,000 additional unpermitted systems in the region.



Funding for this project was provided by the Environmental Protection Agency through a Clean Water Act Section 604(b) grant to the Houston-Galveston Area Council, administered by the Texas Commission on Environmental Quality.  
**CONTRACTS 582-23-40182 and 582-24-50311**

# REGIONAL WASTEWATER TREATMENT INFRASTRUCTURE

Each year, the Houston-Galveston Area Council prepares a Water Quality Management Plan Update in cooperation with the Texas Commission on Environmental Quality (TCEQ). This report provides an overview of regional wastewater infrastructure and discharge activities that impact water quality in our region. Data collected through this annual update are used by numerous planning efforts that H-GAC conducts in collaboration with local government partners, including the Bacteria Implementation Group, Clean Rivers Program, Total Maximum Daily Load projects, and Watershed Protection Plans.

## WHAT'S IN THE UPDATE?

In the FY 2024 Water Quality Management Plan Update, H-GAC analyzed and updated the regional database for permitted wastewater treatment facilities based on data acquired from TCEQ and the United States Environmental Protection Agency between January 1, 2023 and December 31, 2023. This included information on permits, service area boundaries, outfall locations, and discharge monitoring report (DMR) data for permitted wastewater treatment facilities in the region.

## BY THE NUMBERS

1,398

Permitted Wastewater Outfalls in the Houston-Galveston Region

1,054

Permitted Wastewater Outfalls in the Houston-Galveston Region Reporting DMR Data

### Wastewater Treatment Facilities by Size (Flow in Millions of Gallons Per Day (MGD))

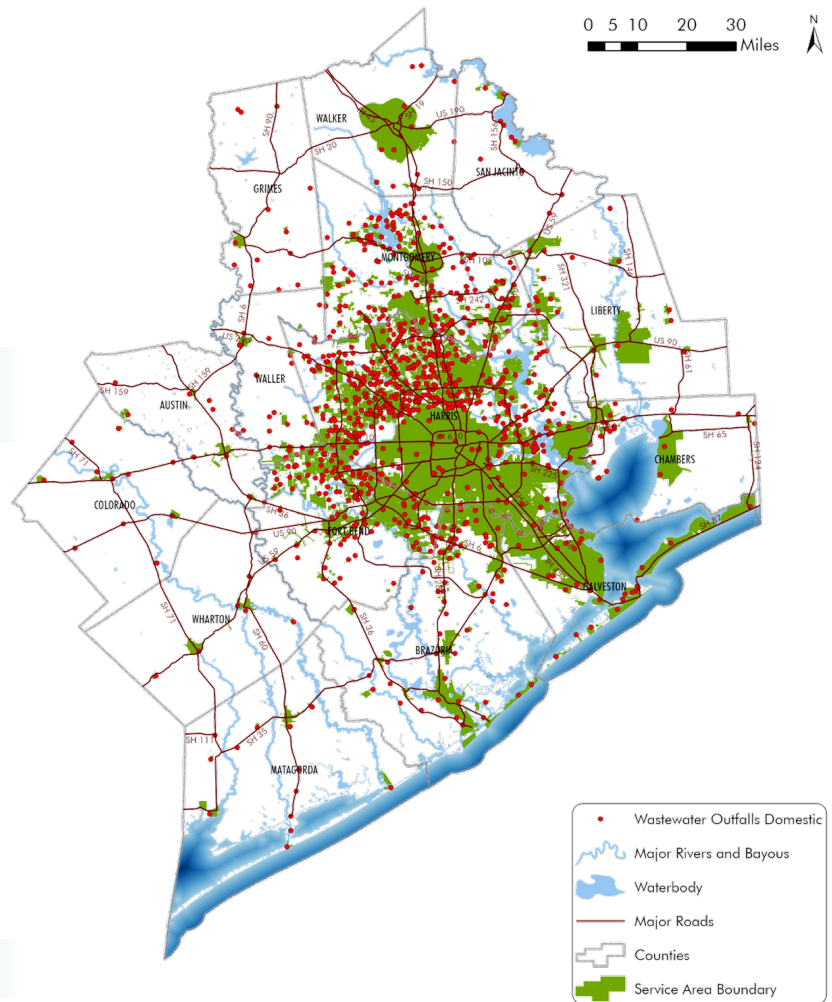
Variable/Intermittent	9.62%
< 0.1 MGD	28.85%
0.1 to 0.5 MGD	24.14%
0.5 to 1 MGD	15.28%
1 to 5 MGD	15.92%
5 to 10 MGD	3.95%
> 10 MGD	2.24%

### Total Daily Effluent Discharge (in Gallons)

570,000,000

### Bacteria DMR Analysis

2023 Bacteria Single Grab Samples Collected	9,031	Compliance with Bacteria Single Grab Effluent Permit Limits	95.02%
2023 Bacteria Single Grab Sample Permit Exceedances	450		



Funding for this project was provided by the Environmental Protection Agency through Clean Water Act Section 604(b) grants to the Houston-Galveston Area Council, administered by the Texas Commission on Environmental Quality

Contracts:  
582-23-40182  
582-24-50311



## WEST LAKE HOUSTON BASIN FORESTRY IMPLEMENTATION

### Background

H-GAC applied for funding from the Texas A&M Forest Service to implement forestry elements indicated in approved watershed protection plans developed with area stakeholders to improve surface water quality in the watersheds of Lake Houston (West Fork San Jacinto River, Lake Creek, Cypress Creek, and Spring Creek). H-GAC will partner with local stakeholders (e.g., City of Conroe) on a series of tree planting events and outreach activities to benefit disadvantaged communities in the project area, and help protect and enhance local communities and waterways by mitigating stormwater, reducing heat island effects, increasing tree canopy, filtering pollutants from runoff, and increasing habitat for wildlife.

### Current Situation

Project elements of the two-year grant award will include: 1) working with local stakeholders to review tree planting site recommendations and priorities; 2) planting approximately 200 fifteen gallon, 550 five gallon, and 300 seedling trees throughout priority sites; and 3) expanding public awareness of the benefits of trees for water supply, water quality, and other ecosystem services. The project will start upon signature and end in August 2026. The project will seek to coordinate with local efforts, H-GAC programs, and Texas A&M Forest Service goals in the region.

### Funding Source

Texas A&M Forest Service

### Budgeted

No, amends H-GAC budget

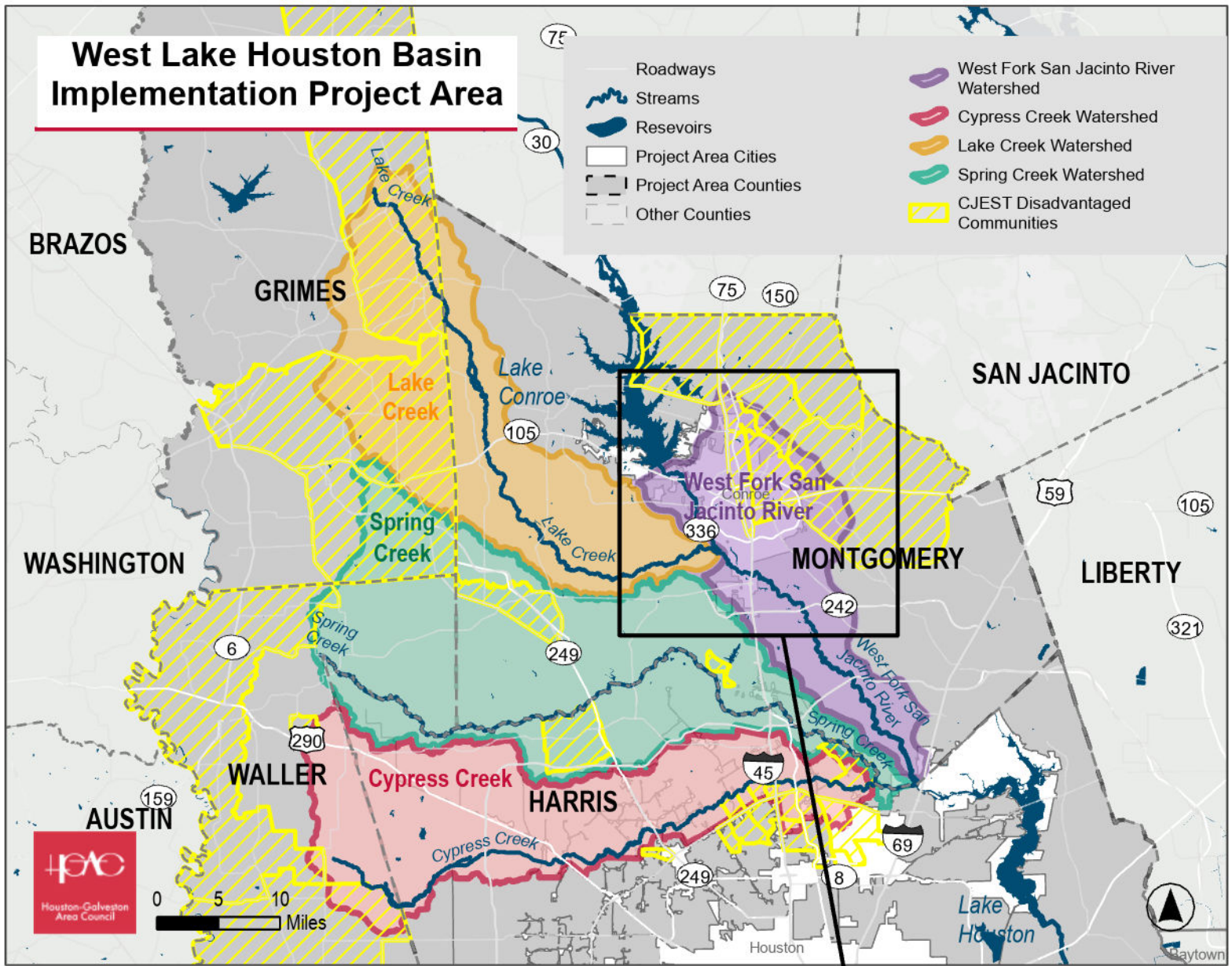
### Action Requested

Request approval to enter into a contract with the Texas A&M Forest Service to implement forestry elements of watershed protection plans developed for the West Lake Houston basin for a total amount of \$50,000. (Staff Contact: Todd Running)

### ATTACHMENTS:

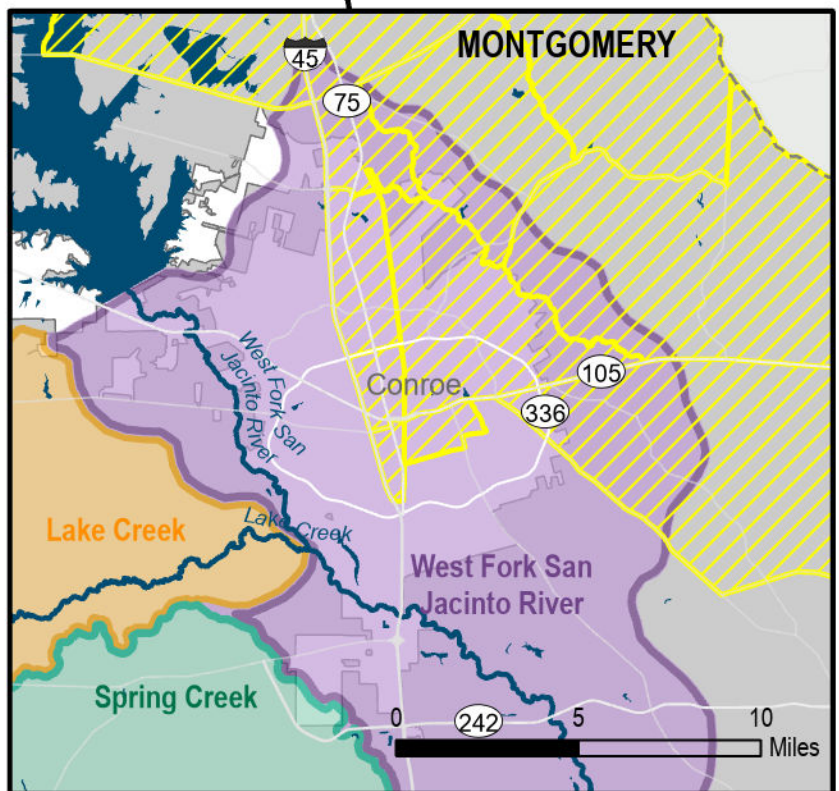
▢ West Lake Houston Watersheds Map

Cover Memo



The map above shows the West Fork San Jacinto River, Lake Creek, Spring Creek, and Cypress Creek watershed areas which are included in the Houston Galveston Area Council's Clean Water Act 319(h) grant for implementation of watershed protection plans. Areas covered by yellow lines indicate census tracts identified in the Climate and Economic Justice Screening Tool map as disadvantaged communities.

The map to the right shows a potential focus area for activities outlined in this proposal.



## TRAVEL DEMAND MODELING

### Background

H-GAC is seeking a qualified contractor for support and assistance to H-GAC staff with the traditional 4-step travel demand model update. This includes reviewing collected traffic data, post processing, preparation, conversion to analysis software, software updates and programming, as well as model data input, validation, and calibration.

H-GAC applies travel demand models to support key transportation plans throughout the H-GAC Metropolitan Planning Organization region. This includes the development of H-GAC's Long-Range Transportation Plan, Transportation Improvement Programs, feasibility analyses for roadways and transit systems, public safety planning, and county and corridor transportation plans. The travel demand models are essential for various transportation-related purposes and are used to reflect post-pandemic travel behavior.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the services requested under TRN24-07 on May 22, 2024, and which closed on June 27, 2024. Two responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. The respondents assembled highly qualified teams of subject matter experts and subcontractors. Both teams are highly qualified and familiar with H-GAC's work and our models, making the qualitative analysis of their proposals highly competitive. Based on the committee's scoring and evaluation of the proposal responses completed on July 23, 2024, the recommendation and rankings are presented below:

1. Cambridge Systematics, Inc.
2. WSP USA, Inc.

### Funding Source

Federal

### Budgeted

Yes

### Action Requested

Request authorization to contract with firms in the order presented for a contract term of one year with an optional no-cost one year renewal; in an amount not to exceed \$316,217. (Staff Contact: Jochen Floesser)

## HGACBUY EMERGENCY MEDICAL, SAFETY, AND RESCUE 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 twenty five responses for Emergency Medical, Safety, and Rescue Equipment on Thursday, June 13, 2024. The following companies submitted responses:

3M Company	St. Paul, MN
AED One-Stop Shop, LLC	Albuquerque, NM
All Safe Industries, Inc.	Louisville, KY
Innovative Rescue Systems LLC dba AMKUS Rescue Systems	Valparaiso, IN
Atlantic Emergency Solutions, Inc.	Manassas, VA
Cbs Medical Supplies, LLC dba Cbs Dme & Medical Supplies	Spring, TX
Delta Fire & Safety Inc. dba Delta Industrial Service & Supply	Port Neches, TX
EagleAir, Inc.	Greensboro, NC
Fire-Dex Inc. dba Fire-Dex, LLC	Medina, OH
Grace Industries Inc	Fredonia, PA
HAIX North America Inc.	Lexington, KY
HEAT Safety Equipment, LLC	Von Ormy, TX
Howell Rescue Systems, Inc.	Kettering, OH
Industrial Protection Services, LLC	Salem, NH
Lakeland Industries, Inc.	Huntsville, AL
Marine One Corporation dba RescueONE Boats	Southside, AL
Municipal Emergency Services Inc.	Southbury, CT
Metro Fire Apparatus Specialists, Inc.	Houston, TX
MSA Safety Incorporated dba MSA Safety Sales LLC	Cranberry Township, PA
North America Fire Equipment Co dba NAFECO	Decatur, AL
SAFETYMED LLC dba SAFETYMED	Houston, TX
Siddons-Martin Emergency Group, LLC	Houston, TX
Howmedica Osteonics Corp dba Stryker Sales, LLC	Portage, MI
Team Equipment Inc.	New Port Richey, FL
Unipak Corp.	West Long Branch, NJ

### Current Situation



This contract is a combination of two existing contracts in our portfolio, Emergency Medical & Emergency Rescue Equipment. All responses have been evaluated by H-GAC staff. Twenty-five respondents are being recommended for award. Request authorization for contracts representing the best value for product items as summarized in the Award Recommendation Table, and if 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 respondents for EE11-24 Emergency Medical, Safety, and Rescue Equipment. (Staff Contact: Ronnie Barnes)

**ATTACHMENTS:**

- ▢ EE11-24 Award Recommendation Table                      PDF

# HGACBuy Award Recommendation Table

## Emergency Medical, Safety, and Rescue Equipment

### EE11-24

Award Recommendation	Categories
3M Company; Metro Fire Apparatus Specialists, Inc.; Municipal Emergency Services Inc.	C
AED One-Stop Shop, LLC	A
All Safe Industries, Inc.	A, B, C
Innovative Rescue Systems LLC dba AMKUS Rescue Systems	C
Atlantic Emergency Solutions, Inc.	B, C
Cbs Medical Supplies LLC dba Cbs DME & Medical Supplies	A
Delta Fire & Safety Inc. dba Delta Industrial Service & Supply	A, B, C
EagleAir, Inc.	C
Fire-Dex Inc. dba Fire-Dex, LLC; 1 <sup>st</sup> Due Emergency Response Solutions LLC; America's Bravest Equipment Co, LLC; Bauer Compressors Inc.; Firefighter One LLC; Municipal Emergency Services Inc.; Metro Fire Apparatus Specialists, Inc.; New Mexico Fire Safety and Welding Company LLC	B
Grace Industries Inc.	B
HAIX North America Inc.	B
HEAT Safety Equipment, LLC	B
Howell Rescue Systems, Inc.	C
Industrial Protection Services, LLC	B, C
Lakeland Industries, Inc.	B
Marine One Corporation dba RescueONE Boats	C
Municipal Emergency Services Inc.	C
Metro Fire Apparatus Specialists, Inc.	A, B, C
MSA Safety Incorporated dba Globe Manufacturing Company LLC, and dba MSA Safety Sales LLC	B, C
North America Fire Equipment Co. Inc. dba NAFECO	A, B, C
SAFETYMED LLC dba SAFETYMED	A, B
Siddons-Martin Emergency Group, LLC; Black Diamond Group, Inc.; Task Force Tips Holdings LLC dba Task Force Tips LLC; Trident Emergency Products, LLC	A, B, C

# HGACBuy Award Recommendation Table

## Emergency Medical, Safety, and Rescue Equipment

### EE11-24

Howmedica Osteonics Corp dba Stryker Sales, LLC	A
Team Equipment Inc.	C
Unipak Corp.	B
<b>Award Categories:</b>	
A – Emergency Medical Equipment	
B – Emergency Safety Equipment	
C – Emergency Rescue Equipment	

## COMMUTE SOLUTIONS MARKETING CAMPAIGNS 2024-2025

### Background

The Houston-Galveston Area Council seeks to implement multiple marketing campaigns for Commute Solutions from August 2024 to December 2025. The goal of these campaigns is to increase awareness about the availability of the regional transportation demand management program and the various commute options that exist in the region to help reduce congestion and improve air quality. These campaigns will focus on the eight-county area that is in non-attainment status for certain air quality standards.

### Current Situation

The marketing campaigns will include multiple channels such as digital, print, radio/tv, and in person/on-ground campaign support with partners and vendors to reach organizations and residents. The goal of these campaigns is to increase awareness about and program participation in the region's transportation options. All marketing will be coordinated by H-GAC Staff. A list of potential vendors and estimated budgets for each marketing type is listed below:

Type	Amount	Potential Vendors/Partners
Print/Digital Advertising	\$100,000	Houston Chronicle, Houston Business Journal, CityBook, Google; Cox Media – KKBQ, KTHT, iHeart – KOVE, KAMA, KBXX, KMJQ, KODA, KQBT, KTBZ, KRBE, Texas Southern University, University of Houston, Community Impact, LaVoz
Social Media	\$75,000	Facebook, Twitter, Instagram, LinkedIn
Billboards	\$75,000	Outfront, SignAd, ClearChannel, Lamar
Radio/TV/Streaming	\$100,000	KTRK, KPRC, KIAH-TV; KRIV, Cox Media – KKBQ, KTHT, iHeart – KOVE, KAMA, KBXX, KMJQ, KODA, KQBT, KTBZ, KRBE, Texas Southern University, University of Houston, Spotify, You Tube
On Ground Campaign Support	\$250,000	Greater Houston Partnership, HR Houston, Texas Parking and Transportation Association, METRO, The Woodlands Township, TXDOT ConnectSmart, The City of Conroe, Harris County Transit, Island Transit, Gulf Coast Transit District, Colorado Valley Transit, Brazos Transit District, Fort Bend Transit,

Campaigns will occur between August 2024 and December 2025. These efforts are included in the Transportation Improvement Program and are funded through federal transportation funds.

**Funding Source**

Federal

**Budgeted**

Yes

**Action Requested**

Request authorization to contract with vendors and partners to conduct marketing campaigns for commute solutions within the Gulf Coast region; total amount is \$600,000. (Staff Contact: Craig Raborn)

## TRANSPORTATION PROJECT INFORMATION SYSTEM

### Background

The current system for the operation and management of the Transportation Improvement Program, TELUS, was created in 2006 and is reaching the end of its serviceable life. Additionally, it lacks many features necessary to effectively administer the Metropolitan Planning Organization's project selection, project development, programming, and long-range project listing responsibilities. Staff has worked to identify specific features and new solutions to address these needs.

### Current Situation

EcoInteractive is proposing to use fully developed off-the-shelf software that can be quickly configured to meet H-GAC's specific needs. EcoInteractive has had a long history of real-world success, with a 20+ years proven track record implementing solutions for managing Transportation Improvement Program, long range plans, project solicitation, project delivery, and transportation project data. The "ProjectTracker" platform is currently used in 24 states by over 3,000 secure users to manage over \$480B in transportation projects.

Development of a Transportation Improvement Program, 10-year program, long range plan, project solicitation, and project delivery tracking database will provide more efficient project tracking, reduce administrative burdens, reduce duplicative reviews and project data entry, improve public presentation of these fundamental Metropolitan Planning Organization products, and align with Transportation Improvement Program standardization efforts in the State. In addition, it will serve as the single source of information for all transportation projects including planning and project selection and help more efficiently track project delivery milestones and funding obligations to improve overall project outcomes.

### Funding Source

Federal

### Budgeted

Yes

### Action Requested

Request authorization to negotiate a sole source agreement with EcoInteractive Inc. to develop and implement a new online project information system; total amount of \$650,000 for a term of three years. (Staff Contact: Craig Raborn)

## **YOUTH PORTAL LICENSING**

### **Background**

In 2023 the Board authorized staff to contract with Launchpad Careers, Inc. to develop an online portal for storing, matching and reporting on work-based learning worksites and youth customers across the Workforce Solutions Gulf Coast system. Work experience opportunities offer numerous benefits that contribute to the personal, professional, and social development of young people. The portal is used to support various program initiatives such as Summer Earn and Learn.

### **Current Situation**

Launchpad operates on a Salesforce platform which requires we purchase annual licenses. This includes community logins and licenses for Workforce Solutions staff. We propose continue paying for licenses which will allow us to support additional work-based learning opportunities by giving portal access to effectively manage youth customers.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request approval to purchase licenses and software support through Launch Pad Careers Inc. for the provision of a youth portal not to exceed \$50,000 per year for up to three years. (Staff Contact: Juliet Stipeche)

## QUARTERLY INVESTMENT REPORT - SECOND QUARTER 2024

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the second quarter 2024 investment report. (Staff Contact: Christina Ordonez-Campos, CPA)

### **ATTACHMENTS:**

▢ Investment Report Ending June 30, 2024

Cover Memo



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

	Beginning Balance Jan. 1	FY24 Interest Earned	Deposits / Withdrawal	Current Balance / Market Value June 30	Percent of Portfolio
Certificate of Deposit Yield 4.73% Chase Bank	\$ 1,098,933	\$ 24,837	\$ (1,123,770)	\$ -	0.00%
TexPool Prime Account Yield 5.46% Book Value \$8,500,000	8,823,058	244,246	-	9,067,304	99.94%
Money Market Fund Yield 5.21% BOA	4,973	131	-	5,104	0.06%
	<b>\$ 9,926,965</b>	<b>\$ 269,214</b>	<b>\$ (1,123,770)</b>	<b>\$ 9,072,409</b>	<b>100.00%</b>

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



Arathi Nayak  
Investment Officer



Christina Ordóñez-Campos  
Chief Financial Officer

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

	Beginning Balance Jan. 1	FY24 Interest Earned	Current Balance / Market Value June 30	Percent of Portfolio
<b>Local Development Corporation</b>				
Certificate of Deposit (Maturity 7/1/2024) Yield 4.46% Chase Bank	\$ 325,437	\$ 7,286	\$ 332,723	5.54%
<b>Corporation for Regional Excellence</b>				
Certificate of Deposit (Maturity 7/3/2024) Yield 4.05% Chase Bank	500,000	5,723	505,723	8.43%
<b>Gulf Coast 911 Regional District</b>				
Certificate of Deposit (Maturity 7/8/2024) Yield 4.18% Chase Bank	5,052,000	111,499	5,163,499	86.03%
	<b>\$ 5,877,437</b>	<b>\$ 124,508</b>	<b>\$ 6,001,945</b>	<b>100.00%</b>

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



\_\_\_\_\_  
Arathi Nayak  
Investment Officer



\_\_\_\_\_  
Christina Ordóñez-Campos  
Chief Financial Officer

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

### **ATTACHMENTS:**

- H-GAC Monthly Financial Report July 2024      Cover Memo



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Financial Report

For Month Ending July 31, 2024

Prepared on August 7th, 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

- > Federal pass-through funds come primarily from the Department of Energy and the Environmental Protection Agency. Both programs are managed by H-GAC's Transportation department. The implementation schedules for these programs are taking longer than anticipated.
- > The Energy Corporation's fee collection is progressing well and has exceeded projected levels.
- > The Gulf Coast Regional 911 has received the full \$3.5 million approved for H-GAC under Proposition 8. We have recognized \$400,000, which we plan to spend in 2024, while the remaining balance has been recorded as unearned revenue.

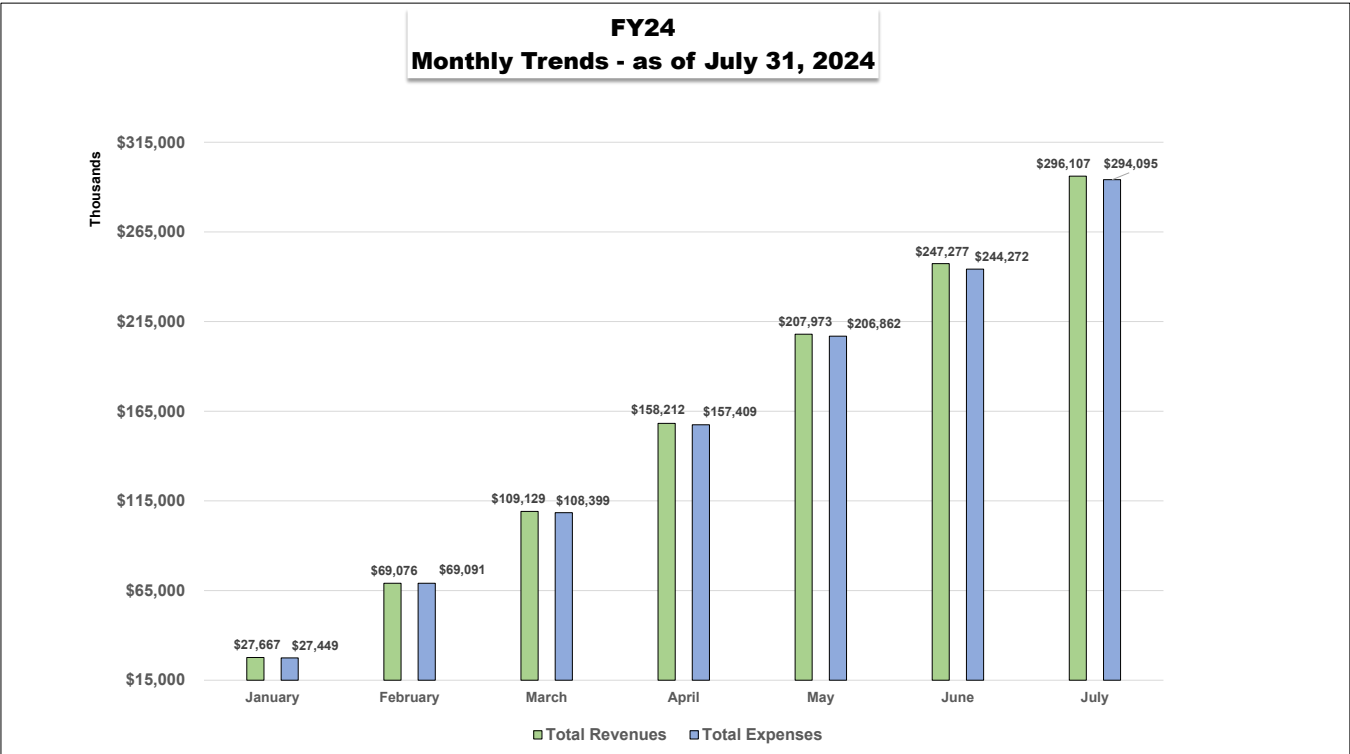
\*\*\* Please note that the budget adjustments made during the mid-year revision are reflected on this report. \*\*\*

#### EXPENDITURES

- > Personnel expenditures continue to stay within budget as we fill vacant positions. Currently we have spent 53% of 58.33% of the year that has elapsed so far.
- > Consultant expenses have continued to increase in July and this trend will continue as several grants near their end cycles.
- > Travel expenses are still below projections, however, we anticipate a significant increase in the coming months.

\*\*\* 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**



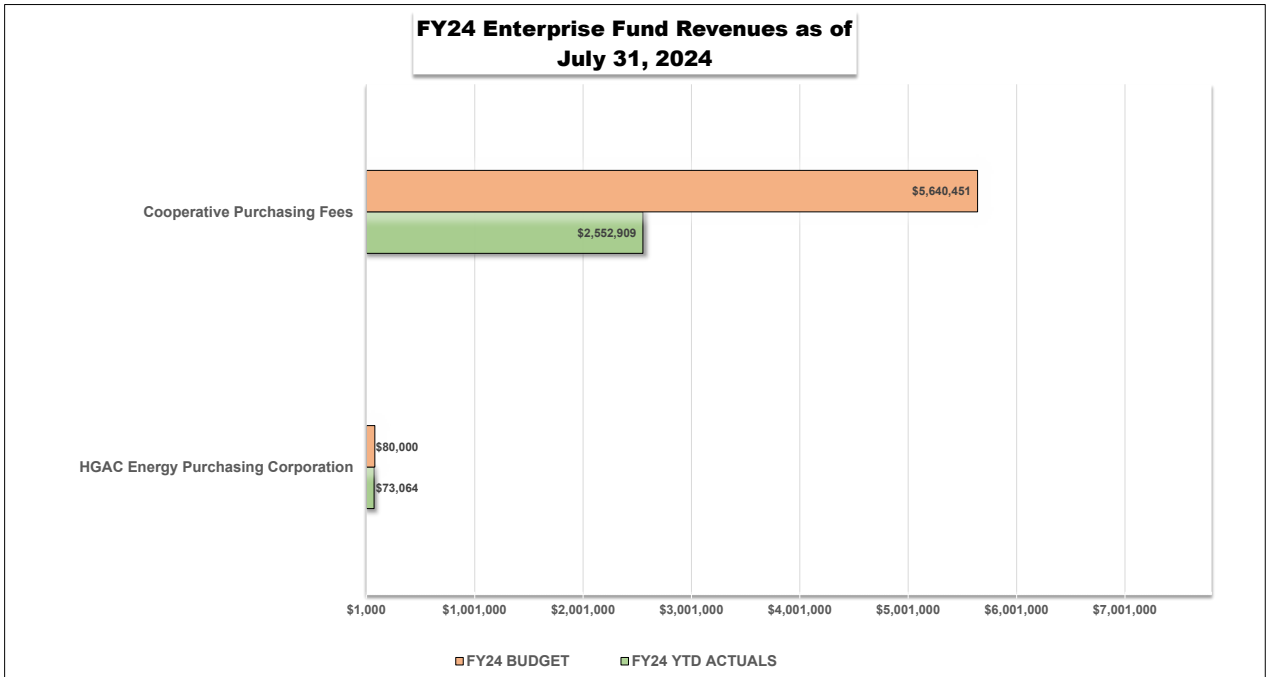
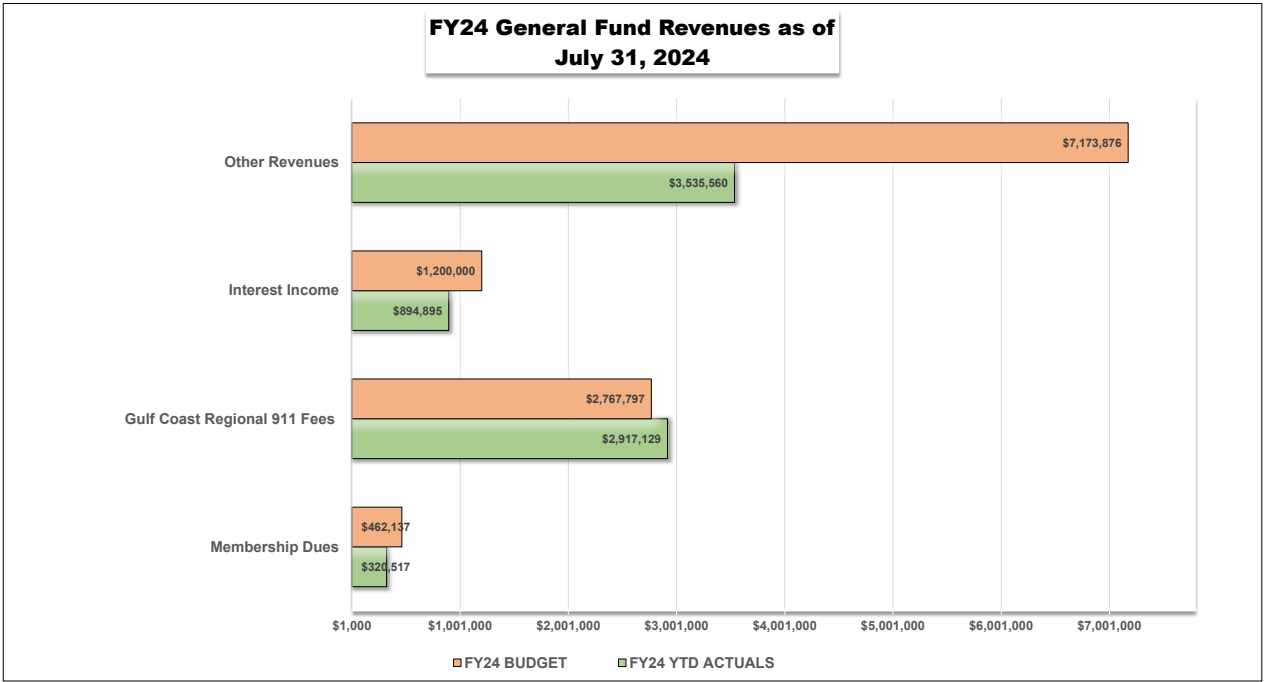
# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Monthly Trends Report

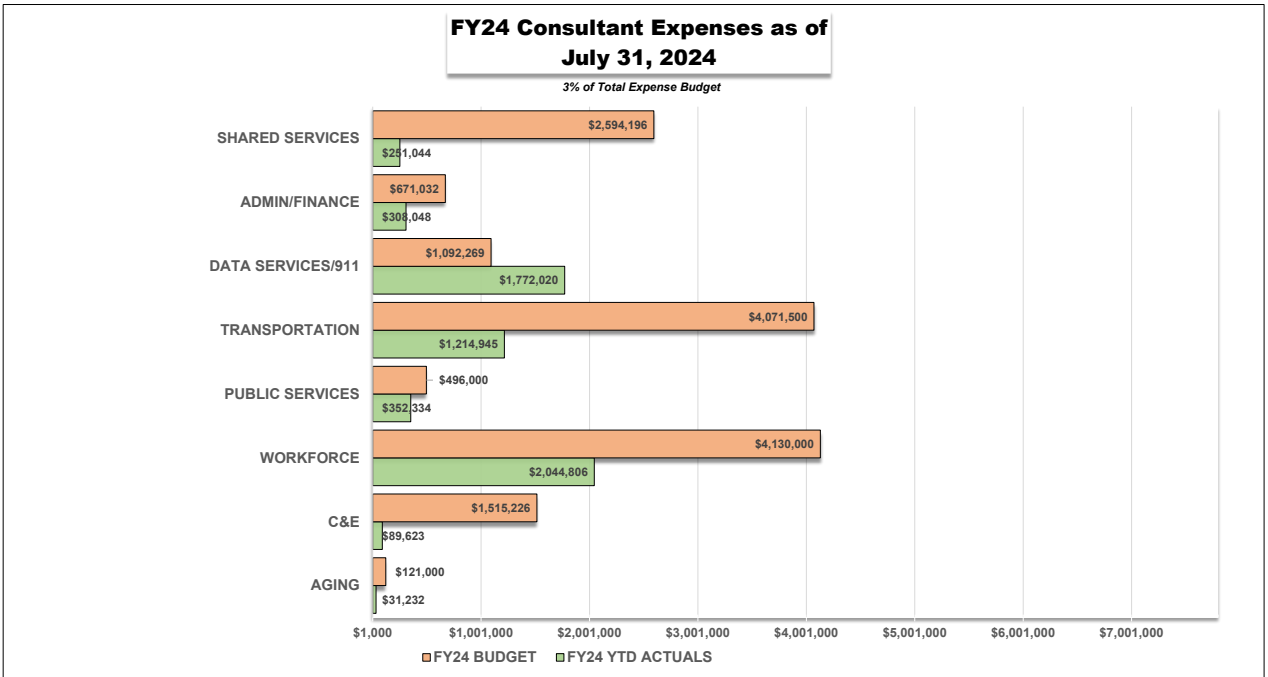
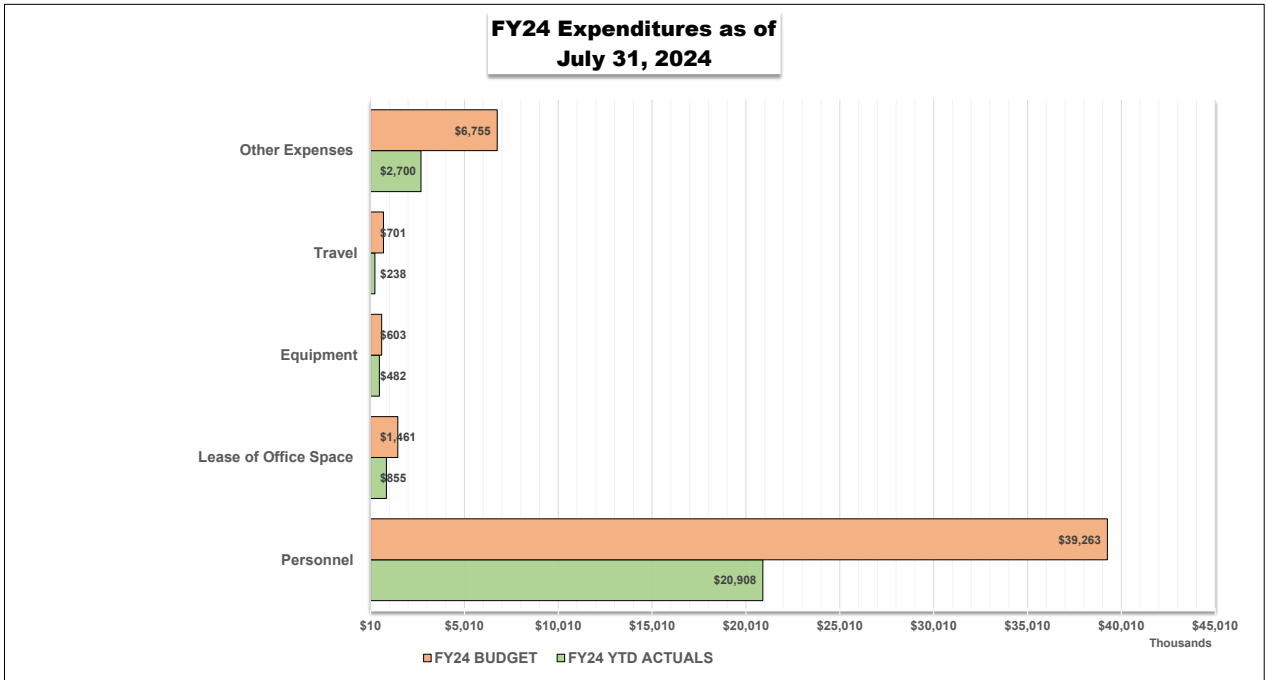
For Month Ending July 31, 2024

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024
<b>Revenues</b>							
<b>General &amp; Enterprise Fund Revenues</b>							
Membership Dues	\$ 189,246	\$ -	\$ 14,595	\$ 51,254	\$ 62,252	\$ 200	\$ 2,970
HGAC Energy Purchasing Corporation	3,255	26,686	2,224	16,538	10,131	6,084	8,146
Cooperative Purchasing Fees	109,150	511,950	186,188	767,506	384,965	235,098	358,053
Gulf Coast Regional 911 Fees	309,252	71,612	762,248	229,489	470,562	2,093,198	(1,019,232)
Interest Income	118,379	109,411	121,458	143,933	131,337	134,782	135,595
Other Revenues	172,202	1,466,466	80,450	476,292	632,026	548,270	159,854
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 901,483</b>	<b>\$ 2,186,125</b>	<b>\$ 1,167,163</b>	<b>\$ 1,685,013</b>	<b>\$ 1,691,273</b>	<b>\$ 3,017,631</b>	<b>\$ (354,613)</b>
<b>Special Revenue Fund</b>							
Federal Grants	\$ 7,032	\$ 12,085	\$ 123,566	\$ 20,402	\$ 22,085	\$ 24,442	\$ 10,350
State Grants	26,758,098	39,211,007	38,762,715	47,376,896	48,048,443	36,261,419	49,174,091
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 26,765,130</b>	<b>\$ 39,223,091</b>	<b>\$ 38,886,281</b>	<b>\$ 47,397,298</b>	<b>\$ 48,070,528</b>	<b>\$ 36,285,860</b>	<b>\$ 49,184,442</b>
<b>Total Revenues</b>	<b>\$ 27,666,613</b>	<b>\$ 41,409,216</b>	<b>\$ 40,053,444</b>	<b>\$ 49,082,311</b>	<b>\$ 49,761,801</b>	<b>\$ 39,303,491</b>	<b>\$ 48,829,828</b>
<b>Expenditures</b>							
Personnel	\$ 3,072,047	\$ 3,129,111	\$ 2,889,904	\$ 3,076,863	\$ 3,133,194	\$ 2,935,699	\$ 2,671,050
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
Consultant and Contract Services	138,372	687,224	671,183	779,377	1,370,424	1,059,782	1,357,689
Lease of Office Space	119,958	109,693	134,809	122,194	122,162	122,365	123,441
Equipment	11,352	3,246	246,854	48,690	99,516	25,098	47,713
Travel	27,362	18,646	21,380	49,507	32,082	40,390	48,581
Other Expenses	676,879	245,283	-	589,848	370,796	484,012	333,665
<b>Total Expenditures</b>	<b>\$ 27,449,281</b>	<b>\$ 41,641,729</b>	<b>\$ 39,308,091</b>	<b>\$ 49,010,112</b>	<b>\$ 49,452,493</b>	<b>\$ 37,410,330</b>	<b>\$ 49,822,708</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 217,332</b>	<b>\$ (232,513)</b>	<b>\$ 745,353</b>	<b>\$ 72,199</b>	<b>\$ 309,308</b>	<b>\$ 1,893,161</b>	<b>\$ (992,880)</b>

**Budget to Actual Charts**

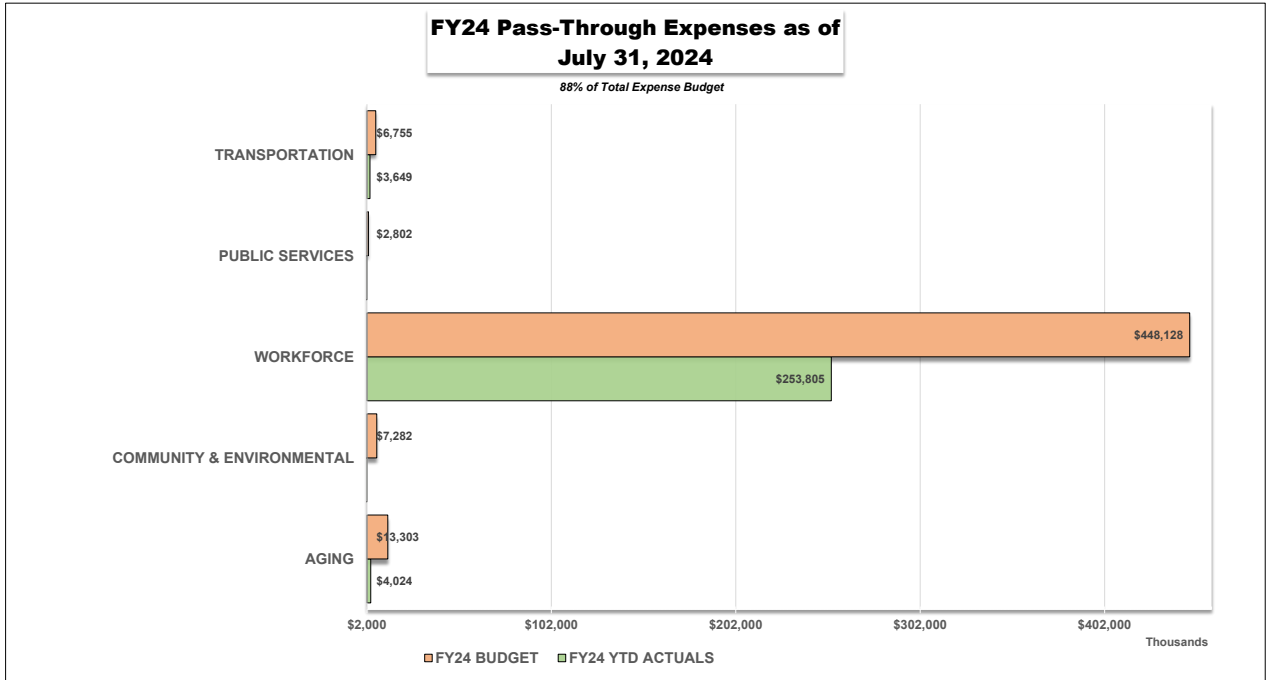


**Budget to Actual Charts**





**Budget to Actual Charts**



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY24 Budget to Actual Report - All Funds

For Month Ending July 31, 2024

58.33% 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
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
Membership Dues	\$ 462,137	\$ 320,517	69%	\$ 462,136	\$ 443,691	96%
HGAC Energy Purchasing Corporation	80,000	73,064	91%	75,000	82,861	110%
Cooperative Purchasing Fees	5,640,451	2,552,909	45%	5,500,000	2,636,958	48%
Gulf Coast Regional 911 Fees	2,767,797	2,917,129	105%	2,605,121	2,443,897	94%
Interest Income	1,200,000	894,895	75%	200,000	167,054	84%
Other Revenues	7,173,876	3,535,560	49%	7,781,387	4,533,144	58%
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 17,324,261</b>	<b>\$ 10,294,074</b>	<b>59%</b>	<b>\$ 16,623,644</b>	<b>\$ 10,307,605</b>	<b>62%</b>
<b>Special Revenue Fund</b>						
Federal Grant	\$ 695,000	\$ 219,962	32%	\$ 200,000	\$ 107,877	54%
State Grants	523,305,764	285,592,669	55%	474,015,106	227,882,602	48%
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 524,000,764</b>	<b>\$ 285,812,631</b>	<b>55%</b>	<b>\$ 474,215,106</b>	<b>\$ 227,990,479</b>	<b>48%</b>
<b>Total Revenues</b>	<b>\$ 541,325,025</b>	<b>\$ 296,106,705</b>	<b>55%</b>	<b>\$ 490,838,750</b>	<b>\$ 238,298,084</b>	<b>49%</b>
<b>Expenditures</b>						
Personnel	\$ 39,263,214	\$ 20,907,868	53%	\$ 34,141,958	\$ 18,110,470	53%
Pass-through Funds - Grant	478,270,303	262,847,305	55%	431,342,942	208,208,016	48%
Consultant and Contract Services	14,691,223	6,064,052	41%	15,392,991	4,731,399	31%
Lease of Office Space	1,461,237	854,622	58%	1,827,797	1,059,183	58%
Equipment	602,696	482,469	80%	4,943,200	2,216,607	45%
Travel	700,865	237,948	34%	687,449	190,556	28%
Other Expenses	6,754,873	2,700,482	40%	4,938,555	2,648,450	54%
<b>Total Expenditures</b>	<b>\$ 541,744,411</b>	<b>\$ 294,094,746</b>	<b>54%</b>	<b>\$ 493,274,892</b>	<b>\$ 237,164,681</b>	<b>48%</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ (419,386)</b>	<b>\$ 2,011,959</b>		<b>\$ (2,436,142)</b>	<b>\$ 1,133,403</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) - July 31 (2)</b>	<b>\$ 43,049,250</b>	<b>\$ 45,480,595</b>		<b>\$ 37,577,034</b>	<b>\$ 41,146,579</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 July 31 for each year.

**BENEFITS INSURANCE COVERAGE RENEWAL 2024-2025 PLAN YEAR**

**Background**

H-GAC analyzes its employee benefits package on an annual basis to provide the best coverage available, while also competing for the best rates possible. Historically, the H-GAC Board has approved medical, dental, vision, voluntary life, and long-term disability coverage for employees. Recognizing that employees have a wide range of needs when purchasing health care benefits, H-GAC has traditionally provided three plans from which to choose. H-GAC employees are requested to contribute nominally to their coverage for two of the plans available.

**Current Situation**

Medical Coverage

H-GAC solicited proposals for health care benefits for its employees with the assistance of Alliant Insurance Services. While H-GAC’s claim rates have remained consistent with prior years, the inflation of medical care costs has impacted the rate quotes from all carriers. H-GAC received proposals from its current provider, from BlueCross BlueShield of Texas, and UnitedHealthcare.

Both proposers offered different plan designs and three tiers of coverage. Both providers also quoted rates with the current plan design and a modified plan design. Switching carriers would result in disruption of doctors and prescription plans.

Dental Coverage

H-GAC received proposals from three carriers for dental coverage. These carriers include MetLife, UnitedHealthcare, and Delta Dental. Our current provider, MetLife, proposed a much more favorable rate renewal, with consistent, strong in-network access and coverage.

The following charts outline the proposals for the medical and dental renewal rates:

<b>Medical Coverage</b>		
	<b>BCBSTX Current</b>	<b>BCBSTX Renewal/Proposal</b>
Total Annual Cost	3,752,434.00	4,015,104.34
Employer Cost	2,953,252.00	3,136,282.72
Employee Cost	799,182.00	878,821.62
<b>Dental Coverage</b>		
	<b>MetLife Current</b>	<b>MetLife Renewal</b>
Total Annual Cost	195,896.28	207,080.88
Employer Cost	108,791.86	114,945.59
Employee Cost	87,104.42	92,135.29

Medical & Dental Contributions (in dollars by month)								
Plan	Employee Only		Employee + Spouse		Employee + Children		Employee + Family	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Preferred Provider Organization (PPO)	84.80	104.32	913.88	977.85	486.19	499.24	1,101.35	1,158.77
Consumer Driven Health Plan (CDHP)	0.00	0.00	900.61	931.53	479.64	496.34	1,101.52	1,144.71
Health Maintenance Organization (HMO)	0.00	22.07	736.24	773.71	368.90	387.91	862.24	906.41
Dental PPO	0.00	0.00	62.31	62.31	57.85	57.85	129.07	129.07
Dental HMO	0.00	0.00	15.58	15.58	13.35	13.35	28.93	28.93

**Funding Source**

N/A

**Budgeted**

Yes

**Action Requested**

Request approval for the Executive Director to negotiate renewal for benefit coverages with the following providers as noted above, with no changes to medical, dental, vision or life and disability coverage. (Staff Contact: Laura Tomlinson)

## **GULF COAST WORKFORCE BOARD 2025 SYSTEM CONTRACTS**

### **Background**

Workforce Solutions Gulf Coast operates as a comprehensive workforce development system serving the Houston-Galveston region. Its primary goal is to connect employers with qualified job seekers and to provide individuals with the resources they need to achieve and sustain employment.

Each year we contract with service providers for the operation of Workforce Solutions, the Gulf Coast Workforce Board's operating affiliate. These contracts are competitively procured, and the Workforce Board can authorize annual contracts with organizations for up to four years. Contract renewals depend upon performance, availability of dollars, and authorization from both the Workforce Board and the H-GAC Board of Directors.

### **Current Situation**

At its August 6th meeting, the Workforce Board approved contracts with the providers listed in the attached chart. These contracts cover operations for Career Offices, Employer Engagement, Financial Aid Support Center, Financial Aid Payment Office, Early Childhood Quality, Youth Services, Vocational Rehabilitation Payrolling Services, and Communications and Outreach services. A competitive procurement process for select parts of the system is planned for early 2025.

Workforce Solutions Gulf Coast offers a wide range of services to job seekers and employers in the Houston-Galveston region. For job seekers, services include job search assistance, career development, training and education programs, early education child care, unemployment insurance guidance, veteran services, and youth programs. Employers benefit from recruitment support, employee training, labor market information, and layoff assistance. These services are designed to strengthen the region's workforce by connecting individuals with opportunities and helping businesses build a skilled and capable workforce.

With these funds, our goals include:

- Serving at least 32,000 businesses and 200,000 individuals.
- Ensuring that at least 78% of individuals enter employment.
- Increasing earnings for at least 37% of participants.
- Helping at least 76% of individuals pursuing education earn a credential.
- Supporting approximately 25,000 families and 50,000 children with early education services.

The recommendations for Workforce Solutions 2025 service provider contracts are detailed in the attached document.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

**Action Requested**

Request approval to execute contracts for workforce services with the service providers identified in the attachment for an amount not to exceed \$469,825,000. (Staff Contact: Juliet Stipeche)

**ATTACHMENTS:**

- Gulf Coast Workforce Board System Contracts Table

# Gulf Coast Workforce Board 2025 System Contracts

<u>Service Provider</u>	<u>Requested Amount</u>
<b>Career Offices</b>	
BakerRipley	27,000,000
Interfaith of the Woodlands	20,000,000
Equus	7,000,000
<b>Employer Engagement</b>	
SERCO	9,000,000
<b>Next Generation Youth</b>	
SER-Jobs	1,675,000
Alliance of Community Assistance Min. (ACAM)	1,525,000
<b>Financial Aid Support Office</b>	
Equus	10,500,000
<b>Financial Aid Payment Office</b>	
BakerRipley	380,000,000
<b>Early Childhood Quality</b>	
UT Health Science Center	11,000,000
<b>Payrolling Service for Vocational Rehabilitation</b>	
ProSource Solutions	1,225,000
<b>Outreach and Communications</b>	
Outreach Strategist	900,000
<b>Total Request</b>	<b>469,825,000</b>

## **ADVANCED FUNDING AGREEMENT - REGIONAL TRANSPORTATION MODELS AND TOOLS**

### **Background**

H-GAC develops sophisticated, data-driven, multimodal transportation scenario planning tools, utilizing the latest available regional land use data, transportation data, and modeling techniques to address variabilities associated with policy changes, emerging technologies, telework, safety measures, resilience, economic impacts, and population dynamics.

These tools are designed to offer diverse performance metrics that support various objectives. Among them are: reinforce decision-making processes, analyze policies, assess the impact of new technologies, consider trends in telework, strengthen resilience and safety measures, conduct comprehensive modeling, and encourage stakeholder collaboration within the transportation planning and policy development processes. The regional transportation models and tools will cover the Metropolitan Planning Organization's eight counties.

### **Current Situation**

On November 17th, 2023, the H-GAC Transportation Policy Council, under the proposed revision to the 2023-2026 Transportation Improvement Program and 2024 Regional Transportation Plan, approved the Regional Transportation Models and Tools Project (MPO ID 19006) for FY 2024 with \$5,500,000 of Federal Surface Transportation Block Grant (STBG) funds.

The Texas Department of Transportation requires that H-GAC seek authorization to receive the Surface Transportation Program Metropolitan Mobility fund and to enter into a Local Agreement with the Texas Department of Transportation to utilize the fund through the signing of the attached resolution.

### **Funding Source**

Federal

### **Budgeted**

Yes

### **Action Requested**

Request authorization to enter into an Advance Funding Agreement with the Texas Department of Transportation in the amount of \$5,500,000 to fund the Regional Transportation Models and Tools Project. (Staff Contact: Jochen Floesser)

### **ATTACHMENTS:**



## **AUGUST 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 2026:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Patti Worfe	Brazoria County	Comm. Stacy L. Adams
Lance LaCour	Galveston County	Judge Mark Henry

### **Regional Homeland Security Coordinating Council**

The Regional Homeland Security Coordinating Council assists and advises elected officials in their decision-making responsibilities on matters related to regional homeland security related issues.

Nominations received for terms expiring in May 2026:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Rodney Reed	Harris County	Judge Lina Hidalgo
Mark Sloan	Harris County	Judge Lina Hidalgo

### **Solid Waste Management Program**

H-GAC's Solid Waste Management Program, established in 1983 by the Texas Comprehensive Municipal Solid Waste Management Resource Recovery and Conservation Act, provides technical assistance to local governments on solid waste issues, as well as continuing education opportunities for local governments and solid waste professionals.

Nominations received for terms expiring in May 2026:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Mark Wilfalk	City of Houston	Council Member Alcorn

## **2025 TARC BOARD OFFICER NOMINATION - NANCY ARNOLD**

### **Background**

The Texas Association of Regional Councils (TARC) is the statewide association of regional councils, whose members are focused on enhancing quality of life through regional strategies, partnerships and solutions. TARC is governed by a policy board of local elected officials, including county judges, commissioners, mayors and city council members from 24 regions.

### **Current Situation**

The Texas Association of Regional Councils is soliciting nominations for 2025 TARC Officers. Candidacy requirements include evidence of support of the candidate by their member council. Officers will be elected at the TARC Annual Meeting held in September.

Council Member Nancy Arnold of the City of Waller currently holds the office of President on the TARC Board of Directors for 2023-2024. Councilmember Arnold served as Chair of the H-GAC Board in 2020 and is one of two members representing General Law Cities on the Board. She also serves as Secretary on the Houston-Galveston Area Transportation Policy Council.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of resolution in support of Council Member Nancy Arnold's candidacy to the Texas Association of Regional Councils Board. (Staff Contact: Chuck Wemple)

### **ATTACHMENTS:**

## **H-GAC SPEND DOWN POLICY**

### **Background**

The Spend Down Policy is being introduced to strengthen our contracts performance and tracking by providing the tools and guidance necessary for our teams to monitor the timely expenditure of grant funds.

The Spend Down Policy will also provide a clear and consistent process for and ensuring that funds awarded to our agency remain in the region and are not returned to our state and federal funding partners, which addresses concerns expressed by the Board regarding this issue.

### **Current Situation**

The Spend Down Policy has undergone legal review, but may be changed or expanded in the future.

A similar process will be developed for our affiliate organizations, including but not limited to the Metropolitan Planning Organization (MPO) for Transportation and the Gulf Coast Economic Development District (GCEDD).

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the Spend Down Policy for all contracts. (Staff Contact: Chuck Wemple)

## H-GAC SPEND DOWN POLICY

Within thirty (30) days of Contract execution Contractor/Subrecipient shall provide H-GAC with a plan that identifies anticipated expenditures under the Contract for each quarter in which the Contract is in effect (the “Spend Down Plan”). The Spend Down Plan shall have sufficient detail to clearly show Contractor’s/Subrecipient’s plan for using the funds provided under the Contract and should note reasons for projected changes in the level of expenditures over the term of the Contract. The Contractor/Subrecipient shall update the Spend Down Plan at the end of each quarter during the term of the Contract or more frequently if circumstances have changed in a way that affects the Spend Down Plan or if requested by H-GAC.

The Contractor/Subrecipient shall monitor its expenditures under the Contract monthly and within 10 days of the end of each month, notify H-GAC if it expects expenditures under the Contract to be less than 75% of the expenditures shown for that quarterly period in the Spend Down Plan. In such event, Contractor/Subrecipient must provide H-GAC with a rebudgeting plan which fully explains how Contractor will be able to use all funds available under the Contract by the end of the Contract term or by a later Contract date, if extension of the Contract is permitted by the funding source and approved by H-GAC in its sole discretion.

H-GAC may approve the rebudgeting plan (with or without required changes) or reject the rebudgeting plan in its sole discretion. If H-GAC approves the rebudgeting plan, Contractor shall submit a revised Spend Down Plan incorporating the revised budget and proceed with work under the Contract and Spend Down Plan.

If Contractor/Subrecipient fails in any quarter to spend at least 75% of the expenditures specified in its Spend Down Plan and has not obtained H-GAC approval of a rebudgeting plan, H-GAC shall have the right to terminate the Contract for cause in accordance with the Contract termination procedures and reallocate the remaining funds to other allowable programs or recipients.

## **H-GAC SPOTLIGHT - H-GACBUY TOUCHPOINT PROCESS**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

For information only. No action requested. (Staff Contact: Ronnie Barnes)

## **2024 MID-YEAR REPORT**

### **Background**

Twice per year, H-GAC produces a report on agency productivity and performance.

### **Current Situation**

The 2024 Mid-Year Report reflects planned versus actual progress at this point in the year. The report is based upon planned outcomes and performance measures included in the 2024 H-GAC Budget and Service Plan. The report also includes an analysis of progress made toward achieving goals and objectives.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

No action requested. For information only. (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 – EVALUATION OF H-GAC EXECUTIVE DIRECTOR**

### **Background**

In April 2018, a committee composed of Board officers, Election Committee members, Past Chairs, and representatives from Cities/Counties appointed Chuck Wemple as Executive Director of the Houston-Galveston Area Council.

### **Current Situation**

Chuck Wemple has completed his sixth year of service as Executive Director. The Board of Directors conducts an annual evaluation of the Executive Director's performance. A survey was sent to all Board members to complete Chuck Wemple's performance review.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

The Board of Directors will hold an Executive Session to conduct an annual evaluation of the Executive Director in accordance with Government Code, Title 5, Section 551.074. (Contact: Chair Sallie Alcorn)

## EVALUATION OF H-GAC EXECUTIVE DIRECTOR

### **Background**

Chuck Wemple has completed his sixth year of service as Executive Director. The Board of Directors conducts an annual evaluation of the Executive Director's performance. A survey was sent to all Board members to complete Chuck Wemple's performance review.

### **Current Situation**

The Chair of the Finance and Budget Committee sent a memorandum and performance survey to all Board members. Following a duly called closed session, the H-GAC Board may take action in open session regarding the Executive Director's performance and any adjustments to compensation.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Discuss and possibly take action following Executive Session to evaluate performance of H-GAC's Executive Director. (Contact: Chair Sallie Alcorn)

## 2024 H-GAC BOARD OF DIRECTORS

### AUSTIN COUNTY

County Judge Tim Lapham  
VACANT

### BRAZORIA COUNTY

Commissioner Stacy Adams  
Commissioner Ryan Cade

### CHAMBERS COUNTY

Commissioner Tommy Hammond  
Commissioner Mark Tice

### COLORADO COUNTY

County Judge Ty Prause  
Commissioner Darrell Gertson

### FORT BEND COUNTY

County Judge K.P. George  
Commissioner Andy Meyers

### GALVESTON COUNTY

Commissioner Joseph Giusti  
Commissioner Darrell Apffel

### HARRIS COUNTY

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

### LIBERTY COUNTY

County Judge Jay Knight  
Commissioner Greg Arthur

### MATAGORDA COUNTY

County Judge Bobby Seiferman  
Commissioner Mike Estlinbaum

### MONTGOMERY COUNTY

County Judge Mark L. Keough  
Commissioner Matt Gray

### WALKER COUNTY

Commissioner Brandon Decker  
Commissioner Bill Daugeette

### WALLER COUNTY

County Judge Trey Duhon  
Commissioner Justin Beckendorff

### WHARTON COUNTY

County Judge Phillip Spenrath  
Commissioner Richard Zahn

### CITY OF ALVIN

Council Member Martin Vela  
Councilmember Meagan DeKeyzer

### CITY OF BAYTOWN

Councilmember Laura Alvarado  
Mayor Brandon Capetillo

CITY OF CONROE Councilman  
Howard Wood

Councilman Todd Yancey

### CITY OF DEER PARK

Council Member Tommy Ginn

### CITY OF FRIENDSWOOD

Councilmember Sally Branson

Mayor Mike Foreman

### CITY OF GALVESTON

Mayor Dr. Craig Brown  
Council Member Marie Robb

### CITY OF HOUSTON

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

### CITY OF HUNTSVILLE

Mayor Russell Humphrey  
Mayor Pro Tem Vicki McKenzie

### CITY OF LA PORTE

Councilmember Chuck Engelken, Jr.  
Councilman Bill Bentley

### CITY OF LAKE JACKSON

Mayor Gerald Roznovsky  
Councilmember Vinay Singhanian

### CITY OF LEAGUE CITY

Council Member Tommy Cones  
Council Member Andy Mann

### CITY OF MISSOURI CITY

Council Member Jeffrey Boney  
Council Member Floyd Emery

### CITY OF PASADENA

Council Member Dolan Dow  
Council Member Ruben Villarreal

### CITY OF PEARLAND

Mayor Kevin Cole  
Mayor Pro Tem Tony Carbone

### CITY OF ROSENBERG

### CITY OF SUGAR LAND

Council Member Stewart Jacobson

### CITY OF TEXAS CITY

Commissioner Jami Clark  
Mayor Dedrick Johnson, Sr.

### GENERAL LAW CITIES

Mayor Pro Tem Joe Garcia, City of Pattison

Councilmember Teresa Vazquez-Evans,  
City of Kemah

Council Member Nancy Arnold,

City of Waller

Council Member Susan Schwartz,  
City of Bunker Hill Village

### HOME RULE CITIES

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

Council Member Ross Gordon,

City of Bellaire

Mayor Pro Tem Joe Compian,  
City of La Marque

### INDEPENDENT SCHOOL DISTRICTS

Trustee Rissie Owens, Huntsville ISD

Trustee Jennifer Key, Alief ISD

*Note: Names of Alternates are indented*

### 2024 OFFICERS

#### CHAIR

Council Member Sallie Alcorn, City of Houston

#### VICE CHAIR

Mayor Joe Garcia, City of Pattison

#### CHAIR-ELECT

County Judge Jay Knight, Liberty County

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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
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