**TO:** H-GAC Board of Directors
**SUBJECT:** Board Report
**FROM:** Chuck Wemple
**DATE:** January 7, 2019

Happy New Year! We are off to a running start for 2019. I'm looking forward to seeing you at our Board of Directors Meeting next week. The meeting agenda and Board packet are attached for your study and consideration. A summary of the Board packet is included below.

**Consent Agenda**—The consent agenda includes six items that are routine, continuation of ongoing activities, and/or opportunities to expand our service to the region. The combined items represent nearly $4 million in contracts.

Our cooperative purchasing program, HGACBuy, is seeking to extend a contract for communications and outreach consulting services. The consultant will assist in refining our national marketing strategy and planning of our first in-region HGACBuy vendor conference slated for late 2019.

HGACBuy has completed a procurement for fleet services equipment. This action will add fifteen vendors, over twenty-five brands, and over fifty products. Examples include vehicle lifts, tire and wheel equipment, vehicle wash systems, and fleet GPS tracking systems.

Our Transportation Department has two items including replacement of fourteen heavy duty diesel trucks with new cleaner technology, and pilot testing the region's first suburb to suburb park and ride service – which will carry commuters from the Woodlands to the Energy Corridor.

The consent agenda also includes approval of the December 2018 Board Meeting minutes and our agency investment policy. The agency investment policy is unchanged from last year.

**Finance and Budget Committee**—will meet at **9:20 a.m.** in **conference room D** to consider the monthly financial report and finance-related items on the Board agenda.

**Community and Environmental Planning**—We are requesting adoption of a resolution recognizing January as Parks and Natural Areas month in support of our Parks and Natural Areas Awards program. This program is now in its thirteenth

year. We will hold a recognition ceremony and reception at 9:00 a.m. on Friday, February 8 at H-GAC.

We are also requesting to amend the construction services contract for one of our Ike multifamily repair projects in Freeport, Texas. The $320,000 amendment is needed to cover the cost of unanticipated repairs associated with the installation of water meters for each of the eighty-six units, replacement of underground sewer lines, and other activities. The amendment represents a 5% increase from the original amount.

**Human Services**—We are requesting authorization to renew contracts for two outreach firms. Both contractors are completing the third year of a four-year contracting cycle. Work under this contract includes building H-GAC's internal capacity to conduct media campaigns.

**Transportation Planning**—We are requesting authorization to contract with a firm to assist H-GAC in developing a regional safety campaign to help combat the region's most prominent traffic safety issues. Examples of focus areas include reducing distracted driving, speeding, and driving while intoxicated.

**Committee Appointments**—We have an appointment to one Advisory Committee for your consideration next week.

**Legislative Committee**—will meet at **8:30 a.m.** in **conference room E.** With the 86th Legislative Session now in session, the H-GAC Legislative Committee will convene to discuss possible legislative objectives for Board consideration, upcoming dates of interest, bill filings, and legislation of importance to intergovernmental cooperation and H-GAC programs. This will be the second meeting of this committee having already met by conference call last month in anticipation of the session starting.

I appreciate your engagement and deliberation on the important action items before us. Please contact me if you have any questions or would like to discuss any of the agenda items.

CW/ndg

Enclosure

**AGENDA**
**HOUSTON-GALVESTON AREA COUNCIL**
**BOARD OF DIRECTORS MEETING**
**January 15, 2019 10:00 AM**
**3555 Timmons Lane, 2nd Floor**
**Conference Room B**
**Houston, TX 77027**

1. INVOCATION

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

**ACTION**

4. 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 OF DIRECTORS MINUTES DECEMBER 18, 2018

Request approval of minutes of the December 18, 2018 Board Meeting. (Staff Contact: Rick Guerrero)

b. COOPERATIVE PURCHASING PROGRAM 2019 OUTREACH AND COMMUNICATIONS

Request authorization to execute the one-year contract extension to provide services for FY2019; amount not to exceed contract amount $70,000. (Staff Contact: Ronnie Barnes)

c. FLEET SERVICES EQUIPMENT

Request authorization of contracts with the lowest responsible bidders for Fleet Services Equipment. (Staff Contact: Ronnie Barnes)

d. CLEAN VEHICLES AND DRAYAGE PROGRAM AGREEMENTS

Request authorization of agreements for acquisition of fourteen vehicles; amount not to exceed $1,948,076. (Staff Contact: Alan Clark)

e. COMMUTER AND TRANSIT SERVICES PILOT PROJECT - THE WOODLANDS PARK AND RIDE SERVICE

Request authorization to negotiate and execute an agreement for up to three years with The Woodlands Township for Park and Ride Service; contract value not to exceed $1,991,845. (Staff Contact: Alan Clark)

f. INVESTMENT POLICY

Request approval of H-GAC's Investment Policy. (Staff Contact: Nancy Haussler)

5. FINANCE AND BUDGET COMMITTEE

Report on activities and Committee recommendations.

a. MONTHLY FINANCIAL REPORT

Request approval of December 2018 financial report. (Staff Contact: Nancy Haussler)

6. COMMUNITY AND ENVIRONMENTAL PLANNING

a. PARKS AND NATURAL AREAS HONOR AWARDS RESOLUTION

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

b. HURRICANE IKE RENTAL HOUSING CONSTRUCTON MANAGEMENT

Request authorization to increase the Freeport Apartment project budget to cover additional construction expenses only; amount not to exceed $320,000. (Staff Contact: Jeff Taebel)

7. HUMAN SERVICES

a. WORKFORCE CONTRACT RENEWALS

Authorize staff to negotiate fourth and final year contracts with Outreach Strategists in amount not to exceed $200,000 and Savage Design Group in amount not to exceed $662,500.

8. TRANSPORTATION PLANNING

a. REGIONAL SAFETY CAMPAIGN

Request authorization to contract with firms in ranked order to conduct the Regional Safety Campaign for an amount not to exceed $1,357,160. (Staff Contact: Alan Clark)

9. H-GAC ADVISORY COMMITTEE APPOINTMENTS

a. H-GAC 2019 ADVISORY COMMITTEE APPOINTMENTS

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

10. INFORMATION

a. H-GAC SPOTLIGHT - REGIONAL SENIOR SERVICES

This month, H-GAC is spotlighting the activities and services available through our Area Agency of Aging. (Staff Contact: Curtis Cooper)

b. EXECUTIVE DIRECTOR'S REPORT

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

11. ADJOURNMENT

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

# H-GAC BOARD OF DIRECTORS MINUTES DECEMBER 18, 2018

## 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 2018 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 minutes of the December 18, 2018 Board Meeting. (Staff Contact: Rick Guerrero)

## ATTACHMENTS:

- H-GAC Board of Director Minutes December 2018 PDF

**MEETING MINUTES**
**H-GAC BOARD OF DIRECTORS**
**December 18, 2018**

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## ATTENDANCE ROSTER

The following members of the Board of Directors of the Houston-Galveston Area Council attended all or a portion of the December 18, 2018 Board meeting:

Brazoria County Commissioner Stacy Adams
Chambers County Commissioner Gary Nelson
Fort Bend County Commissioner Andy Meyers
Galveston County Commissioner Ken Clark
Matagorda County Judge Nate McDonald
Walker County Commissioner Jimmy Henry
Waller County Judge Trey Duhon
Wharton County Judge Phillip Spenrath

City of Friendswood Councilmember Sally Branson
City of Houston Vice Mayor Pro Tem Jerry Davis
City of Huntsville Mayor Andy Brauninger
City of La Porte Councilman Bill Bentley (Alternate)
City of League City Mayor Pat Hallisey
City of Missouri City Council Member Floyd Emery
City of Pearland Mayor Tom Reid
City of Sugar Land Mayor Joe Zimmerman
City of Texas City Commissioner Phil Roberts

Home Rule Cities (Less than 25,000):
City of Bellaire Council Member Trisha Pollard
City of Dickinson Councilmember William King, III

General Law Cities:
City of Meadows Place Mayor Pro Tem Terry Henley
City of Waller Council Member Nancy Arnold

School Districts (Outside Houston ISD):
Trustee Rissie Owens Huntsville ISD

The following members of the H-GAC Board of Directors were not marked in attendance at the December 18, 2018 Board meeting:

Austin County Judge Tim Lapham
Colorado County Judge Ty Prause
Harris County Commissioner R. Jack Cagle
Harris County Commissioner Rodney Ellis
Liberty County Judge Jay Knight
Montgomery County Commissioner Charlie Riley

City of Baytown Council Member Chris Presley
City of Conroe Councilman Seth Gibson
City of Deer Park Councilman Thane Harrison
City of Galveston Mayor Jim Yarbrough
City of Houston Council Member Greg Travis
City of Lake Jackson Councilmember Ralph Buster Buell
City of Pasadena Councilmember Cary Bass
City of Rosenberg Mayor William Benton

## CALL TO ORDER

Board Chair, City of Missouri City Council Member Floyd Emery called the meeting of the Board of Directors to order at 10:02 a.m. on Tuesday, December 18, 2018 in Conference Room B at 3555 Timmons Lane in Houston and presided throughout. Chair Emery stated that a quorum was present.

**1. INVOCATION**

At the request of Chair Emery, City of League City Mayor Pat Hallisey presented the invocation.

**2. PLEDGES OF ALLEGIANCE**

At the request of Chair Emery, Matagorda County Judge Nate McDonald led Board members in reciting the Pledges of Allegiance to the flags of the United States and the State of Texas.

**3. PUBLIC COMMENT**

Chair Emery recognized Waller County Judge Trey Duhon who stated that after communication with Austin County Judge Tim Lapham, Judge Lapham would not be in attendance due to a tragic accident which led to the loss of Austin County Commissioner Douglas King. Judge Lapham asked that everyone keep the King family in their thoughts and prayers. Chair Emery then requested a moment of silence for Commissioner King.

Chair Emery recognized City of League City Councilman Larry Millican; Alief ISD Trustee Jennifer Key; City of Dickinson Chief Financial Officer Stephanie Russell; Jonah Chen, General Land Office; Melissa Washington, General Land Office; Jay Guerrero Office of Senator John Cornyn; and Mathew Connor, Office of Senator John Cornyn, who were in attendance in the audience.

Chair Emery explained that it was the custom at that time in the meeting to welcome any comments by the Public.

There was one public comment, Ms. Temidayo Ogan, Temidayo Ogan Child Safety and Support Foundation International.

**4. CONSENT AGENDA**

Chair Emery called for the Consent Agenda. He asked if any member of the Board wished to remove an item from the Consent Agenda for special consideration; Mayor Hallisey moved approval of the Consent Agenda as presented. Fort Bend County Andy Meyers seconded the motion. Chair Emery called for any discussion or comments; hearing none, Chair Emery then called for a vote which resulted in unanimous approval by all members present.

The following items were acted on by approval of the Consent Agenda.

a. **H-GAC Board of Directors Minutes November 20, 2018**—approved of minutes of the November 20, 2018 Board Meeting.

b. **FY2019 Application for Elder and Vulnerable Adult Justice Program**—authorized to accept FY2019 Victims of Crime Assistance funding in an amount not to exceed $261,012 for Elder and Vulnerable Adult Justice Program.

c. **Portable Construction and Maintenance Equipment**—authorized contracts with the lowest responsible bidders for Portable Construction and Maintenance Equipment.

d. **Transit Mode Choice and Highway Assignment Validation**—authorized contract with Cambridge Systematics, Inc. to validate the transit mode choice and highway assignment components of H-GAC's travel demand model, amount not to exceed $500,000.

e. **Commuter and Transit Services Pilot Project**—authorized to negotiate and execute an agreement with the City of Conroe for up to three years for the provision of Park and Ride services, amount not to exceed $1,840,960.

f. **Budget Increase to Interlocal Agreement with General Land Office - Hurricane Harvey - Round 1**—approved to increase Interlocal Contract with the General Land Office by $75,000 for a total contract amount not to exceed $175,000.

## 5. FINANCE AND BUDGET COMMITTEE

### a. Monthly Financial Report

Chair Emery recognized City of Waller Council Member Nancy Arnold, Chair of the H-GAC Finance and Budget Committee to present the report. Council Member Arnold reported that the Committee met with a quorum and considered several items. Council Member Arnold then called on H-GAC Chief Financial Officer Nancy Haussler to present the report. Mrs. Haussler reported on the financial status report through November 2018. Mrs. Haussler reported Cooperative Purchasing was doing very well, with anticipation of a good month in December. She also noted that the Gulf Coast Regional 9-1-1 Emergency Communications District was where she anticipated for the year. Mrs. Haussler stated that due to timing issues, grant revenues would be received in 2019. She then reported that personnel expenses were less due to budgeted positions that had not been filled. Mrs. Haussler then recommended the report for approval. City of Sugar Land Mayor Joe Zimmerman moved approval of the report as presented. City of Dickinson Councilmember William King, III seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

## 6. BUDGET AND SERVICE PLAN

### a. Public Hearing

Chair Emery requested a motion to close the General meeting and then to open the Public Hearing, Council Member King moved approval, City of Houston Vice Mayor Pro Tem Jerry Davis seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

The Public Hearing opened at 10:18 a.m., he then called on H-GAC Executive Director Chuck Wemple to report on the Budget and Service Plan. Mr. Wemple gave a brief overview of the Budget and Service Plan and noted it was the third time the Budget had been presented. He stated the initial draft was presented in October, with slight revisions made in November, and finally for potential action in December. Following the presentation, Chair Emery asked if there were any comments from the Public. Hearing none Chair Emery moved approval to close the Public Hearing. City of Friendswood Councilmember Sally Branson seconded the motion, he then closed the Public Hearing at 10:21 a.m. and resumed the Board Meeting.

**b. 2019 Budget and Service Plan**

Council Member Arnold moved approval of the H-GAC 2019 Budget and Service Plan as presented. Council Member King seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

**c. 2019 Salary and Benefit Program**

Council Member Arnold requested a motion to approve the 2019 Salary and Benefit Program as presented. Galveston County Commissioner Ken Clark moved approval. Mayor Zimmerman seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

## 7. PLANS AND PROJECTS REVIEW COMMITTEE

**a. Diesel Emission Reduction Grants – Clean Freight Houston**

Chair Emery recognized Vice Mayor Pro Tem Davis, Vice Chair of the Plans and Projects Review Committee to present the report. Vice Mayor Pro Tem Davis reported that the committee met prior to the Board meeting with a quorum. He stated that the committee reviewed a project on Diesel Emission Reduction Grants – Clean Freight Houston. He then asked H-GAC Senior Planner Andrew DeCandis to present the report. Mr. DeCandis stated that the Diesel Emission Reduction Act Program accepted proposals for projects that achieve significant diesel emission reductions in regions designated as having poor air quality. He noted that the project would fund a portion of the cost to replace diesel powered equipment and electric models operating in the H-GAC region. Mr. DeCandis anticipated contracting with IKEA of North America and Galveston Wharves as partner fleets to purchase three all electric yard tractors to be used in their regional freight operations. The project was found consistent with the goals and strategies identified in the Our Great Region Program 2040 Plan and the 2040 Regional Transportation Plan. Vice Mayor Pro Tem Davis requested a motion to approve the project to be consistent with plans, policies, and H-GAC review criteria. Council Member King moved approval of the report as presented. Mayor Hallisey seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## 8. HUMAN SERVICES

**a. Workforce Contract Amendment**

Chair Emery recognized H-GAC Human Services Director Mike Temple to present the report. Mr. Temple requested approval to amend a contract with Savage Design Group, the major communications contractor for the Gulf Coast Workforce Board and Workforce Solutions. Mr. Temple stated that Savage Design develops and implements communication strategies to inform the public about various workforce and educational services available to customers in the region. Savage also assists workforce system contractors with connections to customers through online and social networking media, newspapers, directories, and business journals. Mr. Temple requested $132,500 be added to the Savage current year contract for additional work for follow-up on the Hiring Red White and You! annual hiring event for veterans, completing an online application for Workforce Solutions' financial aid, and assisting the Workforce Board with revising its strategic plan. Mayor Zimmerman moved approval of the report as presented. Vice Mayor Pro Tem Davis seconded the motion. Chair Emery called for any discussion or comments;

hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## 9. H-GAC ADVISORY COMMITTEE APPOINTMENTS

### a. H-GAC Advisory Committee Appointments

Chair Emery recognized Mr. Wemple to present the report. Mr. Wemple reported that there were seven committees with nominations for approval. Mr. Wemple then requested approval of the advisory committee appointments as presented. Council Member Arnold moved approval. Council Member King seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## 10. ELECTION COMMITTEE

### a. Election Committee

Chair Emery recognized Chambers County Commissioner Gary Nelson for the report. Commissioner Nelson stated that the committee met prior to the Board meeting with a quorum. Commissioner Nelson then presented nomination of the 2019 H-GAC Officers as: Brazoria County Commissioner Stacy Adams, Chair; City of Waller Council Member Nancy Arnold, Chair Elect; and Wharton County Judge Phillip Spenrath, Vice Chair. Commissioner Nelson then moved approval of the nominations as presented. Councilmember Branson moved approval. City of Pearland Mayor Tom Reid seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

## 11. INFORMATION

### a. H-GAC Spotlight – Workforce Apprenticeship Program

Chair Emery recognized H-GAC Principal Industry Liaison Susan Dixon to present the report. Ms. Dixon stated that the Workforce Apprenticeship Program would allow the Apprentice to earn wages as they go through the apprenticeship program and gain skill and knowledge. The program included union and non-union employers with no cap on the number of people the employer would need to hire. Ms. Dixon reported that the program was designed for eighteen years and older although Workforce had recently started a program with Spring Branch ISD for a pre-apprenticeship program with an electrical company in Spring Branch.

Ms. Dixon stated that Workforce Solutions helps support the employer by sourcing, recruiting, and pre-screening candidates. She also noted that Workforce Solutions helps the apprentice by providing tools or necessities for a successful experience. Ms. Dixon then presented a video of a success story of a homeless young man who started the program and in less than six-months was now earning $32 an hour.

Vice Mayor Pro Tem Davis thanked Ms. Dixon for all the hard work on the program, he then requested a list of the participation areas. Commissioner Clark inquired if there was a tracking system of apprentices that have gone through the program. Ms. Dixon confirmed that apprentices were tracked as they moved through the program and were also given financial counseling to teach them how to go from homeless to earning a paycheck.

**b. Executive Director's Report**

Mr. Wemple gave an overview of H-GAC's 2018 activities that included the Cedar Bayou Initiative addressing the issue of flooding along Cedar Bayou; and the Waller County Transportation Plan.

Mr. Wemple presented a Text to 9-1-1 Public Service Announcement video that was written and produced by H-GAC staff. He also highlighted some promotional material that was being designed and produced using staff with graphic design skills and printed in our in-house printshop, saving on costs and relying less on third party consultants.

Mr. Wemple shared a slide presentation highlighting various activities at H-GAC beginning with the Spotlight Program that began in June 2018. He also stated that the Spotlight Program would continue in 2019. Mr. Wemple mentioned his new interactive approach at the H-GAC Caucus meetings and noted that the ISD Caucus was changed from a conference call to a luncheon that included staff from various programs who shared information about H-GAC services. Mr. Wemple stated that employee appreciation activities included a Thanksgiving luncheon, a tour, and volunteering at the Houston Food Bank as well as a Holiday Luncheon in December.

Mr. Wemple then thanked the Board members on behalf of the H-GAC for their service, participation, and contribution to helping make the region a better place.

**10. ADJOURNMENT**

Chair Emery noted that there being no further business to be considered by the Board, the meeting was adjourned at 10:50 a.m.

# COOPERATIVE PURCHASING PROGRAM 2019 OUTREACH AND COMMUNICATIONS

## Background

HGACBuy uses professional public outreach services to assist in its digital campaigns and outreach strategies to educate members about the products, services and value added strategic sourcing available through the cooperative purchasing program. The program also applies these strategies to support the vendors who participate in the program. Typical services include graphic and design services, event and media planning.

## Current Situation

During the current contract period, Gilbreath Communication, Inc. has performed using existing HGACBuy contract (MC12-16 Marketing, Public Relations & Event Planning Services) providing Digital Marketing, Graphic Design and Content Development outreach solutions/services to the cooperative purchasing program. Staff recommends continuing the contract for 2019.

## Funding Source

Cooperative Purchasing Fees

## Budgeted

Yes

## Action Requested

Request authorization to execute the one-year contract extension to provide services for FY2019; amount not to exceed contract amount $70,000. (Staff Contact: Ronnie Barnes)

# FLEET SERVICES EQUIPMENT

## Background

H-GAC received and opened fifteen competitive bids for Fleet Services Equipment on November 8, 2018. The following companies submitted bids:

| | |
|---|---|
| ARI Phoenix, Inc. | Lebanon, OH |
| Data Transfer Solutions, LLC | Orlando, FL |
| Gray Manufacturing Co., Inc. | St. Joseph, MO |
| Lytx, Inc. | San Diego, CA |
| Mohawk Resources, Ltd. | Amsterdam, NY |
| MTF Equipment Sales, Inc. | Houston, TX |
| NS Corp. | Inglewood, CA |
| Routeware, Inc. | Portland, OR |
| Rubicon Global, LLC | Atlanta, GA |
| Stertil-Koni USA, Inc. | Stevensville, MD |
| UR International, Inc. | Sugar Land, TX |
| Vehicle Service Group, LLC, dba Rotary Lift | Madison, IN |
| Veracity Wireless, Inc., dba FieldLogix | San Diego, CA |
| Washing Equipment of Texas, Inc. | Austin, TX |
| Whiting Systems, Inc. | Alexander, AR |

## Current Situation

All bid responses have been evaluated by H-GAC staff. Fifteen bids are being recommended for award. Request authorization of contracts with the lowest responsible bidders for product items as summarized in the Award Recommendation Table and, as may be applicable, to extend contract assignments to other authorized entities during the contract period. If an awarded bidder fails to execute a contract within forty-five days, fails to maintain required licenses, or is determined to be ineligible, authorization is requested to contract with the next lowest responsible bidder.

## Funding Source

Participating local government purchasers

## Budgeted

N/A

## Action Requested

Request authorization of contracts with the lowest responsible bidders for Fleet Services Equipment. (Staff Contact: Ronnie Barnes)

**ATTACHMENTS:**



- Award Recommendation Table
- Cover Memo

| FL03-19 Award Recommendation Table | |
|---|---|
| **HGAC Product Codes / Manufacturer** | **Bidder** |
| A: Vehicle Lift and Support Equipment | |
| A01 / ARI-Hetra | ARI Phoenix, Inc. |
| A03 / Challenger Lifts | MTF Equipment Sales, Inc. |
| A04 / Gray Manufacturing | Gray Manufacturing Co., Inc. |
| A05 / Hunter | Mohawk Resources, Ltd. |
| A06 / Mohawk | Mohawk Resources, Ltd. |
| A07 / Norco | MTF Equipment Sales, Inc. |
| A08 / Rotary Lift | Vehicle Service Group, LLC, dba Rotary Lift |
| A09 / Rotary Lift | Vehicle Service Group, LLC, dba Rotary Lift |
| A10 / Stertil-Koni | Stertil-Koni USA, Inc. |
| B: Tire and Wheel Equipment | |
| B01 / Ammco (Hennessy Industries) | MTF Equipment Sales, Inc. |
| B02 / ARI-Hetra | ARI Phoenix, Inc. |
| B04 / Coats (Hennessy Industries) | MTF Equipment Sales, Inc. |
| B05 / Hunter | Mohawk Resources, Ltd. |
| C: Exhaust Extraction Equipment | |
| C01 / ARI-Hetra | ARI Phoenix, Inc. |
| C02 / NS Corporation | NS Corp. |
| D: Lubrication and Fluid Management Equipment | |
| D01 / Duro Manufacturing | MTF Equipment Sales, Inc. |
| D02 / Motorvac | MTF Equipment Sales, Inc. |
| E: Miscellaneous Catalogs | |
| E01 / Aaladin Cleaning Systems | Washing Equipment of Texas, Inc. |
| E03 / Carolina Pride | Washing Equipment of Texas, Inc. |
| E07 / Landa Cleaning Systems | Washing Equipment of Texas, Inc. |
| E09 / Saylor-Beall | MTF Equipment Sales, Inc. |
| E10 / Steel Eagle | Washing Equipment of Texas, Inc. |
| E12 / Water Maze | Washing Equipment of Texas, Inc. |
| F: Vehicle Wash Systems | |
| F01 / Istobal | Washing Equipment of Texas, Inc. |
| F02 / Istobal | Washing Equipment of Texas, Inc. |
| F03 / Istobal | Washing Equipment of Texas, Inc. |
| F04 / Istobal | Washing Equipment of Texas, Inc. |
| F05 / Istobal | Washing Equipment of Texas, Inc. |
| F06 / MacNeil | Washing Equipment of Texas, Inc. |
| F07 / MacNeil | Washing Equipment of Texas, Inc. |
| F08 / NS Corporation | NS Corp. |
| F09 / NS Corporation | NS Corp. |
| F10 / NS Corporation | NS Corp. |
| F11 / NS Corporation | NS Corp. |
| F12 / NS Corporation | NS Corp. |
| F13 / NS Corporation | NS Corp. |

| | |
|---|---|
| F14 / PDQ | Washing Equipment of Texas, Inc. |
| F15 / PDQ | Washing Equipment of Texas, Inc. |
| F17 / PDQ | Washing Equipment of Texas, Inc. |
| F18 / Whiting Systems | Whiting Systems, Inc. |
| F19 / Whiting Systems | Whiting Systems, Inc. |
| F20 / Whiting Systems | Whiting Systems, Inc. |
| F21 / Whiting Systems | Whiting Systems, Inc. |
| F22 / Whiting Systems | Whiting Systems, Inc. |
| F23 / Whiting Systems | Whiting Systems, Inc. |
| G: Miscellaneous Support Solutions, Including Fleet GPS Tracking, Etc. | |
| G01 / Data Transfer Solutions: | Data Transfer Solutions, LLC |
| G02 / FieldLogix | Veracity Wireless, Inc., dba FieldLogix |
| G03 / Lytx | Lytx, Inc. |
| G05 / Routeware | Routeware, Inc. |
| G06 / Routeware | Routeware, Inc. |
| G08 / Rubicon Global | Rubicon Global, LLC |
| G10 / UR International | UR International, Inc. |

# CLEAN VEHICLES AND DRAYAGE PROGRAM AGREEMENTS

## Background

The Clean Vehicles and Drayage Programs are designed to offset the added cost of replacing or retrofitting older, high-emission, diesel and gasoline engines with cleaner, low emission engines. The primary goal of the program is to reduce nitrogen oxides ($NO_X$), a critical component in the formation of ground-level ozone.

Award amounts are based on the projected emissions that could be reduced by the project, factoring in usage patterns, engine specifications, and the fuel/technology types.

## Current Situation

Staff recommendations shown in the attached table are based on each project's maximum potential emissions reduction. Actual awards are subject to available state and federal funding and will be revised to reflect the specific replacement engine's emissions characteristics when the actual replacement engines have been identified by the contractors.

H-GAC received six proposals that meet emission and cost-effectiveness criteria. H-GAC staff recommends contracting with these entities to replace fourteen heavy-duty diesel trucks for a total amount not to exceed $1,948,076 as shown in the attached table.

## Funding Source

Federal/ Local Match

## Budgeted

Yes

## Action Requested

Request authorization of agreements for acquisition of fourteen vehicles; amount not to exceed $1,948,076. (Staff Contact: Alan Clark)

## ATTACHMENTS:

- Clean Vehicles and Drayage Table PDF

# Clean Vehicles and Drayage Programs
## Projects for H-GAC Board Approval on January 15, 2019

| Applicant | Vehicles Replaced | Total Project Amount | TxDOT Amount | EPA Amount | Contractor Amount | Total $NO_x$ Emission Reductions Received (tons/year) |
|---|---|---|---|---|---|---|
| Maria Navarro | 2 | $85,894 | | $64,421 | $21,474 | 0.855 |
| North Houston Carriers LLC and Veronica D. Allen | 3 | $373,941 | | $186,970 | $186,970 | 1.67 |
| Olga Villarreal | 5 | $843,131 | | $421,565 | $421,565 | 1.971 |
| Herberth Julio Tevez Pineda | 1 | $168,765 | | $84,383 | $84,383 | 0.889 |
| David Quintero | 1 | $151,863 | | $75,932 | $75,932 | 0.804 |
| Jose Celis | 2 | $324,481 | | $162,241 | $162,241 | 1.611 |
| **TOTAL** | **14** | **$1,948,076** | | **$995,511** | **$952,564** | **7.80** |

# COMMUTER AND TRANSIT SERVICES PILOT PROJECT - THE WOODLANDS PARK AND RIDE SERVICE

## Background

Using funding support from the H-GAC Commuter and Transit Pilot Project, the Woodlands Township proposes to initiate park and ride transportation services from the Woodlands Park and Ride facility at Sawdust Road to the Energy Corridor District. The pilot commuter bus project from the Woodlands Township to the Energy Corridor District will represent the first "suburb to suburb" park and ride service within the Houston-Galveston region.

## Current Situation

The Woodlands Township funding request will support five morning and afternoon buses to/from the Energy Corridor. Under guidelines established by the Transportation Policy Council, H-GAC staff evaluated the proposal based on transportation need, sustainability, emissions reductions, cost effectiveness, and other quantitative factors.

Under this program eligible projects can receive up to three years funding to support transit service operations subject to continued ridership and cost effectiveness performance. H-GAC's expectation is that The Woodlands Township can show acceptable ridership and cost effectiveness during its years of pilot project funding and it can sustain the service into the future. The first year of federal funding support with The Woodlands Township will have a contract not to exceed $527,747 ($422,198 federal, $105,549 local).

## Funding Source

Federal – $1,593,476
Local – $398,369

## Budgeted

Yes

## Action Requested

Request authorization to negotiate and execute an agreement for up to three years with The Woodlands Township for Park and Ride Service; contract value not to exceed $1,991,845. (Staff Contact: Alan Clark)

# 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: Nancy Haussler)

## ATTACHMENTS:

- Investment Policy Attachment January 2019 PDF

# 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 Controller, the Executive Director, and the Investment Officer. The investment program shall be reviewed and approved by the Budget and Finance Committee and Board of Directors prior to its institution. Any policy changes requires similar approval.

An investment officer must be designated an approved by the Budget and Finance Committee and the Board of Directors. The investment officer 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 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 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 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.

## I. 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 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 of 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 investment officer must attend at least one training session relating to the officer's responsibilities within 12 months of assuming duties

## X NOTIFICATION OF INVESTMENT CHANGES

It shall be the duty of the investment officer 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.

# MONTHLY FINANCIAL REPORT

**Background**
N/A

**Current Situation**
N/A

**Funding Source**
N/A

**Budgeted**
N/A

**Action Requested**
Request approval of December 2018 financial report. (Staff Contact: Nancy Haussler)

**ATTACHMENTS:**

- Monthyl Financial Report December 2018 PDF

# HOUSTON-GALVESTON AREA COUNCIL
## FINANCIAL STATUS REPORT
## For the Twelve Months Ended December 2018

| | Budget Year to date | Actual Year to date | Variance Dollar | % |
|---|---|---|---|---|
| **Combined Revenues and Expenditures** | | | | |
| Revenues | $ 351,546,898 | $ 329,931,166 | $ (21,615,732) | -6% |
| Expenditures | (351,084,359) | (327,227,256) | 23,857,103 | -7% |
| **Change in Combined Fund Balance** | **$ 462,539** | **$ 2,703,910** | **$ 2,241,371** | |

| | | | |
|---|---|---|---|
| **Change in Fund Balance by Fund Type** | | | |
| Change in fund balance - General Fund | $ 118,547 | $ 227,683 | $ 109,136 |
| Change in fund balance - Gulf Coast Regional 911 | 1,007,662 | 1,063,178 | 55,516 |
| Change in fund balance - Enterprise Fund | 343,992 | 1,413,049 | 1,069,057 |
| **Total Change in Fund Balances** | **$ 1,470,201** | **$ 2,703,910** | **$ 1,233,709** |

## Variance Analysis

The presentation of the change in fund balance by fund type is intended to highlight the effects of revenue and expenditure transactions by fund. The General Fund (GF) consists of those funds not associated with grant programs or enterprise activities. The Special Revenue Fund (SRF) consists of those funds that are restricted for a specific purpose. HGAC's grant programs are in this fund. The Enterprise Fund is used to track activities of the Cooperative Purchasing program and the Energy Purchasing Corporation. The variances of specific revenues and expenditures are explained on the second page of this report.

*** The Cooperative Purchasing program has contributed an $ 1,351,244 increase toward the Enterprise fund balance YTD, and the Energy Purchasing Corporation is reflecting a $ 61,805 increase to the Enterprise fund balance.

**HOUSTON-GALVESTON AREA COUNCIL**
**FINANCIAL STATUS REPORT**
**For the Twelve Months Ended December 2018**

| | Annual Budget | Budget Year to Date | Actual Year to Date | Variance Dollar | % |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| **General and Enterprise Fund** | | | | | |
| Membership dues | $ 395,538 | $ 395,538 | $ 389,958 | $ (5,580) | -1% |
| HGAC Energy Purchasing Corporation | 132,000 | 132,000 | 140,872 | 8,872 | 7% |
| Cooperative Purchasing fees | 4,500,000 | 4,500,000 | 4,684,061 | 184,061 | 4% |
| Gulf Coast Regional 911 fees (a) | 3,291,717 | 3,291,717 | 3,575,100 | 283,383 | 9% |
| Interest Income | 115,000 | 115,000 | 193,824 | 78,824 | 69% |
| Other (b) | 2,869,913 | 2,869,913 | 2,406,074 | (463,839) | -16% |
| **Total General and Enterprise Fund revenues** | $ 11,304,168 | $ 11,304,168 | $ 11,389,890 | $ 85,722 | 1% |
| **Special Revenue Fund** | | | | | |
| Federal Grants | $ 1,019,450 | $ 1,019,450 | $ 647,251 | $ (372,199) | -37% |
| State Grants (c) | 339,223,280 | 339,223,280 | 317,894,025 | (21,329,255) | -6% |
| **Total Special Revenue Fund revenues** | $ 340,242,730 | $ 340,242,730 | $ 318,541,276 | $ (21,701,454) | -6% |
| **Total Revenues** | **$ 351,546,898** | **$ 351,546,898** | **$ 329,931,166** | **$ (21,615,732)** | -6% |
| **Expenditures** | | | | | |
| Personnel (d) | $ 23,847,850 | $ 23,847,850 | $ 22,766,631 | $ (1,081,219) | -5% |
| Pass-through funds - grant | 310,397,769 | 310,397,769 | 290,428,845 | (19,968,924) | -6% |
| Consultant and contract services | 9,820,602 | 9,820,602 | 8,128,591 | (1,692,011) | -17% |
| Lease of office space | 1,645,731 | 1,645,731 | 1,644,137 | (1,594) | 0% |
| Equipment | 484,924 | 484,924 | 544,558 | 59,634 | 12% |
| Travel (e) | 635,597 | 635,597 | 371,064 | (264,533) | -42% |
| Other expense (f) | 4,251,886 | 4,251,886 | 3,343,431 | (908,455) | -21% |
| **Total Expenditures** | **$ 351,084,359** | **$ 351,084,359** | **$ 327,227,256** | **$ (23,857,103)** | -7% |
| **Excess of Revenues over(under) Expenditures** | **$ 462,539** | **$ 462,539** | **$ 2,703,910** | **$ 2,241,371** | |

**Variances:**

a) The Gulf Coast 9-1-1 fees are higher than originally projected and is a result of remittances coming from the state.

b) Other income includes a variety of revenue including Local Development Corporation and GIS related services, both of which are slower in realizing their revenue than originally estimated.

c) The Workforce, Aging, and Transportation programs will likely miss targeted expenditure levels this year. All three of these programs continue into 2019 and will be expensed during that fiscal period.

d) Personnel expenses are less due to several vacancies being budgeted but not filled.

e) Travel expense has been reduced year over year due to improved technology for meetings.

f) Other expenses include items from office supplies to telephone service. H-GAC staff have been renegotiating agreements for many of these expenses to reduce the cost. The variance indicates, to some degree, the success of these negotiations. Additionally, some expenses that were anticipated such as conference room upgrades, have been deferred until 2019.

# PARKS AND NATURAL AREAS HONOR AWARDS RESOLUTION

## Background

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

## Current Situation

There were 11 applications submitted by local entities for the 2018 program. Winners were selected by a panel of six 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 and reception at 9 a.m. Friday, February 8, at H-GAC.

Winners are listed in the attached document.

## Funding Source

N/A

## Budgeted

N/A

## Action Requested

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

## ATTACHMENTS:

- Parks and Natural Areas Award Winners Backup Material

# PARKS AND NATURAL AREAS HONOR AWARDS

There were 11 applications submitted by local entities for the 2018 program. Winners were selected by a panel of six judges.

*Projects On-the-Ground of $500,000 or more; Projects On-the-Ground under $500,000; and Planning Process*. This year's winners are as follows:

- Projects On-the-Ground Over $500,000:
  - *Harris County John Paul Landing Park (Harris County Precinct 3)*

- Projects On-the-Ground Under $500,000:
  - *Spring Creek Nature Trail (Bayou Land Conservancy)*

- Planning Process:
  - *City of Sugar Land Parks, Recreation and Open Space Master Plan (City of Sugar Land)*

Honorable Mention

- Projects On-the-Ground Over $500,000:
  - *Quintana Beach County Park Discovery Event Center (Brazoria County Parks Department)*

- Planning Process:
  - *League City Parks, Trails, and Open Space Master Plan (City of League City)*

Special Recognition

- Projects On-the-Ground Over $500,000:
  - *Baytown ADA Boat Ramp and Kayak Launch Renovations (City of Baytown - Parks & Recreation)*
  - *Juan Seguin Historical Park (Harris County Precinct 2)*
  - *Mayfield Park (City of Sugar Land)*

- Planning Process:
  - *Bay City Parks Master Plan (City of Bay City)*
  - *Dragonfly Park (Howard Hughes Corporation)*
  - *The Gene and Loretta Russell Park Master Plan (City of Baytown - Parks & Recreation)*

# HURRICANE IKE RENTAL HOUSING CONSTRUCTON MANAGEMENT

## Background

The H-GAC Hurricane Ike Disaster Recovery Rental Housing Program repairs or replaces multifamily, Ike-impacted rental properties. The program is funded with HUD Community Development Block Grant Disaster Recovery funds via the Texas General Land Office. Approximately $28.7 million in funding was provided for multifamily properties and can only be spent on those projects. Property owners do not receive cash assistance from this program. H-GAC provides repair and reconstruction services to eligible properties using an H-GAC Board-approved construction management company, Tegrity Homes.

## Current Situation

H-GAC multifamily rental projects are soon approaching completion. H-GAC has successfully completed the single-family rental program. Due to unforeseen construction issues including city and/or county improvement requirements for multifamily housing rehabilitation, additional funds for change orders become necessary. The 86-unit Freeport Apartments rehabilitation project requires additional funds in the amount of $320,000 for several necessary changes and required improvements to provide decent, safe, and sanitary dwelling units for tenants. Non-inclusive items are the installation of individual water meters for each unit, underground sewer line replacements, additional wall framing and subfloor repairs needed after the discovery of deterioration. This amount represents only a 5% increase above the contracted budget of $6,400,000.

## Funding Source

Texas General Land Office

## Budgeted

Yes

## Action Requested

Request authorization to increase the Freeport Apartment project budget to cover additional construction expenses only; amount not to exceed $320,000. (Staff Contact: Jeff Taebel)

# WORKFORCE CONTRACT RENEWALS

## Background

In 2016 the Workforce Board solicited proposals for public information and communications services for the regional workforce system and recommended contract with Savage Brands and Outreach Strategists. Both contractors are in the third year of four-year contract cycle. Contractors continue to focus on strategic counsel, community outreach, media relations and graphic and digital/web design for the workforce system.

## Current Situation

In the third year of the contract Savage Brands and Outreach Strategists

1. Developed and strengthened public outreach for the Gulf Coast workforce system by:
   - expanding the Board's media presence with workforce industry leaders and general community overall;
   - developing outreach and engagement plans informing local public officials and public figures of workforce events; and
   - increasing the workforce system's overall media presence via social media and regular media.

2. Created and maintained system collaterals, graphic design and production.

3. Developed a financial aid online application for the customers requesting financial assistance from Workforce Solutions.

4. Helped modify the Gulf Coast Workforce Board's strategic plan.

For the final year of the contract cycle, staff recommends renewing contracts for both contractors. Both Savage Brands and Outreach Strategists will continue to build the workforce systems' media presence, update and maintain system collaterals, complete the roll out the online financial aid application, update workforce career planning materials, relay current labor market information to employers utilizing various media formats, and provide media training to staff and workforce board members.

## Funding Source

Texas Workforce Commission

## Budgeted

Yes

## Action Requested

Authorize staff to negotiate fourth and final year contracts with Outreach Strategists in amount not to exceed $200,000 and Savage Design Group in amount not to exceed $662,500.

# REGIONAL SAFETY CAMPAIGN

## Background

In 2017, motor vehicle crashes cost the Houston-Galveston Area approximately $6.4 billion in lost lives, injuries, and property damage. Moreover, traffic safety is constantly one of the top complaints amongst regional residents. The Houston-Galveston Area Council is developing a Regional Safety Plan to combat the region's most prominent traffic safety issues. A major component of the plan is a regional safety campaign.

## Current Situation

The Regional Safety Campaign will conduct public outreach for transportation safety in the region, including the development and delivery of education and information to the public about traffic safety issues, focus on areas such as bicycling, pedestrian, distracted driving, driving while intoxicated, speeding, child seat safety, and seat belt safety. Activities will range from the development of public outreach materials, information handouts, videos, and media campaign targeting teens, bicyclists, pedestrians, and automobile drivers.

The goal of the outreach campaign is to reduce the total number of crashes, fatalities, and serious injuries. The project's benefits will be multi-faceted. By broadening all citizens' knowledge about the rules of the road, more cooperative and lawful behavior will result.

H-GAC issued a Request for Proposals (RFP) to conduct the Regional Safety Campaign. Six firms submitted proposals in response to the RFP.

A committee of representatives from the H-GAC and Houston TranStar evaluated the proposals and the committee's recommendation and ranking are listed below:

1. Etched
2. Langrand
3. Gilbreath
4. Interlex
5. Newman and Newman
6. BQR

## Funding Source

TxDOT/Local Match

## Budgeted

Yes

## Action Requested

Request authorization to contract with firms in ranked order to conduct the Regional Safety Campaign for an amount not to exceed $1,357,160. (Staff Contact: Alan Clark)

# H-GAC 2019 ADVISORY COMMITTEE 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. This month there is one nomination for the Regional Homeland Security Coordinating Council.

## Current Situation

N/A

## Funding Source

N/A

## Budgeted

N/A

## Action Requested

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

## ATTACHMENTS:

| | |
|---|---|
| H-GAC 2019 JANUARY ADVISORY COMMITTEE APPOINTMENTS | Cover Memo |

# H-GAC JANUARY 2019 ADVISORY COMMITTEE APPOINTMENT

**Regional Homeland Security Coordinating Council**
Coordinates local planning for Homeland Security.

*Nomination received for term expiring* May 2019:

| **Name** | **Representing** | **Nominated by** |
|---|---|---|
| Christopher A. Boyce (Primary) | Galveston County | Judge Henry |

# H-GAC SPOTLIGHT - REGIONAL SENIOR SERVICES

**Funding Source**

N/A

**Budgeted**

N/A

**Action Requested**

This month, H-GAC is spotlighting the activities and services available through our Area Agency of Aging. (Staff Contact: Curtis Cooper)

# EXECUTIVE DIRECTOR'S REPORT

**Funding Source**
N/A

**Budgeted**
N/A

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

# 2019 H-GAC BOARD OF DIRECTORS



AUSTIN COUNTY
County Judge Tim Lapham
Commissioner Randy Reichardt

BRAZORIA COUNTY
Commissioner Stacy Adams
Commissioner Ryan Cade

CHAMBERS COUNTY
Commissioner Gary Nelson
Commissioner Billy Combs

COLORADO COUNTY
County Judge Ty Prause
Commissioner Darrell Gertson

FORT BEND COUNTY
Commissioner Andy Meyers
Vacant

GALVESTON COUNTY
Commissioner Ken Clark
County Judge Mark Henry

HARRIS COUNTY
Commissioner R. Jack Cagle
Commissioner Rodney Ellis

LIBERTY COUNTY
County Judge Jay Knight
Commissioner Bruce Karbowski

MATAGORDA COUNTY
County Judge Nate McDonald
Commissioner Kent Pollard

MONTGOMERY COUNTY
Commissioner Charlie Riley
Commissioner James Noack

WALKER COUNTY
Commissioner Jimmy Henry
County Judge Danny Pierce

WALLER COUNTY
County Judge Trey Duhon
Commissioner Justin Beckendorff

WHARTON COUNTY
County Judge Phillip Spenrath
Commissioner D.C. "Chris" King

CITY OF BAYTOWN
Council Member Chris Presley
Council Member Charles Johnson

CITY OF CONROE
Councilman Seth Gibson
Councilman Duke Coon

CITY OF DEER PARK
Council Member Thane Harrison
Council Member William "Bill" Patterson

CITY OF FRIENDSWOOD
Councilmember Sally Branson
Councilmember Mike Foreman

CITY OF GALVESTON
Mayor Jim Yarbrough
Council Member Craig Brown

CITY OF HOUSTON
Council Member Greg Travis
Council Member Robert Gallegos
Vice Mayor Pro-Tem Jerry Davis
Council Member Jack Christie

CITY OF HUNTSVILLE
Mayor Andy Brauninger
Vacant

CITY OF LA PORTE
Councilmember Chuck Engelken, Jr.
Councilmember Bill Bentley

CITY OF LAKE JACKSON
Councilmember Ralph Buster Buell
Mayor Bob Sipple

CITY OF LEAGUE CITY
Mayor Pat Hallisey
Councilman Larry Millican

CITY OF MISSOURI CITY
Council Member Floyd Emery
Council Member Chris Preston

CITY OF PASADENA
Councilmember Cary Bass
Council Member Phil Cayten

CITY OF PEARLAND
Mayor Tom Reid
Council Member Gary Moore

CITY OF ROSENBERG
Mayor William Benton
Councilor Amanda Barta

CITY OF SUGAR LAND
Mayor Joe Zimmerman
Council Member Steve Porter

CITY OF TEXAS CITY
Commissioner Phil Roberts
Commissioner Jami Clark

HOME RULE CITIES
Councilmember William King III, Dickinson
Council Member Cecil Willis, Stafford
Council Member Trisha Pollard, Bellaire
Councilmember Adam Arendell, Alvin

GENERAL LAW CITIES
Council Member Nancy Arnold, Waller
Council Member Susan Schwartz, Bunker Hill Village
Alderman Terry Henley, Meadows Place
Mayor Joe Garcia, Pattison

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

*Note: Names of Alternates are indented*

H-GAC OFFICERS
CHAIR
Council Member Floyd Emery
City of Missouri City

CHAIR ELECT
County Commissioner Stacy Adams
Brazoria County

VICE CHAIR
Council Member Nancy Arnold
City of Waller

KEY H-GAC STAFF
Chuck Wemple, Executive Director
Nancy Haussler, Chief Financial Officer
Rick Guerrero, Intergovernmental Relations Manager
Charles Hill, Manager, Internal Audit
Jeff Taebel, Director, Community and Environmental Planning
Tanya Nguyen, Director, Data Services
Mike Temple, Director, Human Services
Ronnie Barnes, Director, Public Services
Alan Clark, Director, Transportation Planning

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