



**AGENDA
HUSTON-GALVESTON AREA
COUNCIL
FINANCE AND BUDGET COMMITTEE
MEETING**

**February 18, 2025 9:00 AM
3555 Timmons Ln. Houston, TX 77027
Houston, Texas 77027**

1. CALL TO ORDER
2. PUBLIC COMMENT
3. DECLARE CONFLICT OF INTEREST

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. P.R.O.T.E.C.T. GRANT PROGRAM

Request authorization to enter into an agreement between the United States Department of Transportation, Federal Highway Administration, and H-GAC as part of a Regional Transportation Resilience Improvement Plan that meets the requirements of the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation discretionary grant program in the amount of \$1,100,000. (Staff Contact: Caroline Bailey)

- b. REGIONAL TRANSPORTATION PLAN – OUTREACH

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

- c. BRAYS AND SIMS BAYOU WATERSHED PROTECTION PLAN
AMENDMENT

Request approval to amend contract with the Texas Commission on Environmental Quality to develop a watershed protection plan for the Brays Bayou and Sims Bayou Watershed; for a new total amount of \$553,000. (Staff Contact: Todd Running)

- d. CLIMATE POLLUTION REDUCTION GRANT ENGAGEMENT PLAN

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

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

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

- f. HGACBUY-REFUSE HANDLING EQUIPMENT

Request authorization for contracts with the respondents listed in the Contract

Award Recommendation Table for Refuse Handling Equipment RH04-25. (Staff Contact: Ronnie Barnes)

g. SEVENTH FLOOR SUBLEASE RENEWAL

Request authorization to renew the sublease for the seventh floor located at 3555 Timmons Lane to Texas Workforce Commission as outlined above. (Staff Contact: Scott Young)

h. AGENCY CONTRACTING SOFTWARE

Request approval to negotiate with BFS Strategic Partners for Gatekeeper contracting software, \$231,084 for the first year, plus \$120,179 for implementation, for a total of \$351,263. Implementation will begin upon approval of the contract. (Staff Contact: Kristina Kollaja)

i. AREA AGENCY ON AGING FY2025 CONTRACT RECOMMENDATION

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

j. INVESTMENT POLICY

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

k. QUARTERLY INVESTMENT REPORT - FOURTH QUARTER 2024

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

5. FINANCE AND BUDGET COMMITTEE

a. MONTHLY FINANCIAL REPORT - DECEMBER 2024

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

b. MONTHLY FINANCIAL REPORT - JANUARY 2025

Request approval of the monthly financial report ending January 31, 2025. (Staff Contact: Christina Ordonez-Campos)

6. TRANSPORTATION PLANNING

a. REGIONAL INCIDENT MANAGEMENT FUNDING AGREEMENT

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

7. HUMAN SERVICES

a. WORKFORCE SOLUTIONS CAREER LATTICE

Request to enter into a contract with Chmura Economics & Analytics for the Workforce Solutions Career Lattice initiative; total contract amount of \$200,000. (Staff Contact: Juliet Stipeche)

b. REGIONAL TEACHER APPRENTICESHIP PROGRAM

Request approval to enter into a contract with TNTP, Inc for the Regional Teacher Apprenticeship Program; for a total contract amount of \$100,000. (Staff

Contact: Juliet Stipeche)

8. DATA SERVICES

a. CYBER INSURANCE

Request authorization to contract with Tokio Marine Houston Casualty Company through Risk Placement Services in the amount of \$94,606. (Staff Contact: John Tran)

b. PROFESSIONAL RESEARCH AND ADVISORY SERVICES

Request authorization to contract with Gartner for one year, in an amount not to exceed \$79,094. (Staff member: Viet Dang)

c. WORKFORCE SOLUTIONS WIDE AREA NETWORK UPGRADE

Request authorization to contract with Logix Communications in the order presented for a contract term of 3 years; in an amount not to exceed \$506,628.00. (Staff Member: Edgar Rotundo)

9. REGIONAL REVIEW

a. FISCAL YEAR 2025 STATE HOMELAND SECURITY PROGRAM GRANT FUNDING

Request adoption of Fiscal Year 2025 State Homeland Security Program grant projects, as recommended by Regional Homeland Security Coordinating Council. (Staff Contact: Justin Riley)

10. REPORTS

a. EXECUTIVE DIRECTOR'S REPORT

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

11. EXECUTIVE SESSION

a. EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY

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

12. 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.

P.R.O.T.E.C.T. GRANT PROGRAM

Background

The Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation discretionary grant program, funded through the Bipartisan Infrastructure Act also known as the Infrastructure Investment and Jobs Act, funds projects that improve the resiliency of the surface transportation system, including highways, public transportation, ports, and intercity passenger rail. This is a 100% federal grant funded program with no local match required. H-GAC staff submitted a Planning Grant application for a Regional Transportation Resilience Improvement Plan through the The Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation Discretionary Grant Program on August 18, 2023.

Current Situation

H-GAC was awarded \$1.1 million in federal grant funding through the The Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation discretionary grant program on April 11, 2024. Funding from the grant will be used to create a Regional Transportation Resilience Improvement Plan for the Metropolitan Planning Organization's 8-county region. This Plan will expand on the Resiliency and Durability to Extreme Weather Pilot Program completed in 2021 as part of the Federal Highway Administration's Resilience Pilots program.

Funding Source

Federal

Budgeted

Yes

Action Requested

Request authorization to enter into an agreement between the United States Department of Transportation, Federal Highway Administration, and H-GAC as part of a Regional Transportation Resilience Improvement Plan that meets the requirements of the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation discretionary grant program in the amount of \$1,100,000. (Staff Contact: Caroline Bailey)

REGIONAL TRANSPORTATION PLAN – OUTREACH

Background

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

Current Situation

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

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

Funding Source

Federal

Budgeted

Yes

Action Requested

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

BRAYS AND SIMS BAYOU WATERSHED PROTECTION PLAN AMENDMENT

Background

The Brays Bayou and Sims Bayou watersheds have been identified through H-GAC's water quality monitoring and planning efforts as a priority area for water quality protection and improvement. H-GAC has secured funding from the Texas Commission on Environmental Quality, with support from member governments, to work with local stakeholders to develop a voluntary watershed protection plan to reduce water pollution. Additional funding has been offered through an amendment to the original contract which will allow for greater effort in all contract related tasks.

Current Situation

The four-year grant award funds the development of a watershed protection plan. Project elements to be enhanced by additional funding in the amended contract include:

- Compiling and evaluating water quality data and trends.
- Identifying sources of pollution.
- Facilitating stakeholder development of voluntary strategies to reduce pollution.
- Engaging with project partners and the public throughout plan development.

The original contract initiated in September 2024 and the project period will end in August 2028.

Funding Source

Original Award:

Texas Commission on Environmental Quality \$281,800.00

Match (Clean Rivers Program, in-kind) \$187,866.67

Amended Amount:

Texas Commission on Environmental Quality \$331,800.00

Match (Clean Rivers Program, in-kind) \$221,200.00

Budgeted

Yes

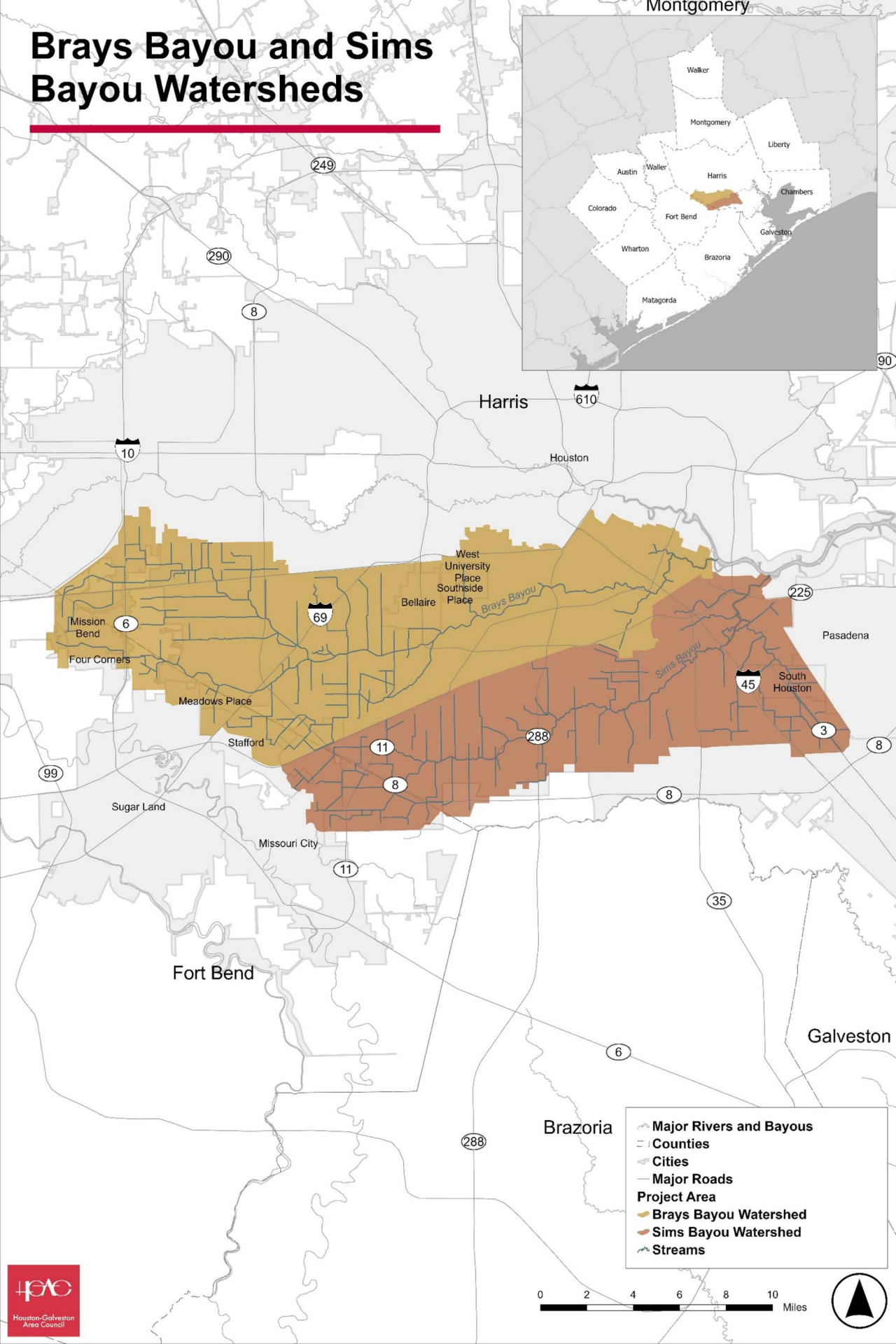
Action Requested

Request approval to amend contract with the Texas Commission on Environmental Quality to develop a watershed protection plan for the Brays Bayou and Sims Bayou Watershed; for a new total amount of \$553,000. (Staff Contact: Todd Running)

ATTACHMENTS:

	Description	Type
	Watershed Map	Cover Memo

Brays Bayou and Sims Bayou Watersheds



CLIMATE POLLUTION REDUCTION GRANT ENGAGEMENT PLAN

Background

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

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

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under (Project ID: TRN24-08) on October 9, 2024 and which closed on November 21, 2024 . Four responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings are presented below:

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

Funding Source

EPA Climate Pollution Reduction Grant Funds (UEPA.24.0102)

Budgeted

Yes

Action Requested

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

HGACBUY-AIRPORT RUNWAY SNOW REMOVAL EQUIPMENT AND RELATED SERVICES

Background

The H-GAC Cooperative Purchasing Program (HGACBuy) establishes contracts for a variety of products and services through competitive solicitations. Member governments are able to use the contracts to make purchases. HGACBuy received and opened seven proposals for airport runway snow removal equipment and related services on December 12, 2024. The following companies submitted responses:

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

Current Situation

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

Funding Source

Participating local government purchasers.

Budgeted

N/A

Action Requested

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

ATTACHMENTS:

Description		Type
	AR03-25 AWARD RECOMMENDATION TABLE	Cover Memo

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

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

HGACBUY-REFUSE HANDLING EQUIPMENT

Background

The H-GAC Cooperative Purchasing Program (HGACBuy) establishes contracts for a variety of products and services through competitive solicitations. Member governments are able to use the contracts to make purchases. HGACBuy received and opened fifteen proposals for refuse handling equipment on November 21, 2024. The following companies submitted a response:

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

* Joint response

Current Situation

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

Funding Source

Participating local government purchasers.

Budgeted

N/A

Action Requested

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

ATTACHMENTS:

	Description	Type
	RH04-25 AWARD RECOMMENDATION TABLE	PDF

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

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

SEVENTH FLOOR SUBLEASE RENEWAL

Background

During the September 2017 Board of Directors Meeting, the Board approved leasing the seventh-floor space located at the 3555 Timmons Lane offices. Under the same September 2017 board agenda item, the Board also approved to sublease the seventh-floor space to Texas Workforce Commission. This allowed Texas Workforce Commission to relocate some of their Texas Workforce Vocational Rehabilitation staff. The sublease was executed in November 2018.

Current Situation

The current lease is set to expire in February 2025. Texas Workforce Commission has expressed interest in renewing the lease. The lease will renew for a five-year term expiring in 2030. H-GAC will renew the sublease per the terms of the lease for a total of \$780,920.16 over the five-year period.

2025 - 2026	12,550.50/month	\$27.00 annual PSF
2026 - 2027	12,782.92/month	\$27.50 annual PSF
2027 - 2028	13,015.33/month	\$28.00 annual PSF
2028 - 2029	13,247.76/month	\$28.50 annual PSF
2029 - 2030	13,480.17/month	\$29.00 annual PSF

Funding Source

Texas Workforce Commission

Budgeted

N/A

Action Requested

Request authorization to renew the sublease for the seventh floor located at 3555 Timmons Lane to Texas Workforce Commission as outlined above. (Staff Contact: Scott Young)

AGENCY CONTRACTING SOFTWARE

Background

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

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

Current Situation

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

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

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

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

Funding Source

Shared Services

Budgeted

Yes

Action Requested

Request approval to negotiate with BFS Strategic Partners for Gatekeeper contracting software, \$231,084 for the first year, plus \$120,179 for implementation, for a total of \$351,263. Implementation will begin upon approval of the contract. (Staff Contact: Kristina Kollaja)

AREA AGENCY ON AGING FY2025 CONTRACT RECOMMENDATION

Background

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

Current Situation

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

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

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

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

Funding Source

Texas Health and Human Services Commission

Budgeted

Yes

Action Requested

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

INVESTMENT POLICY

Background

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

Current Situation

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

Funding Source

N/A

Budgeted

N/A

Action Requested

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

ATTACHMENTS:

	Description	Type
	Investment Policy 2025	Cover Memo

INVESTMENT OF FUNDS**I. OBJECTIVES**

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

II. RESPONSIBILITY

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

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

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

III. AUTHORIZED INVESTMENTS

The following are authorized investments for H-GAC funds:

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

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

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

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

IV. MATURITY OF INVESTMENTS

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

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

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

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

V. COLLATERALIZATION REQUIREMENTS

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

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

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

VI. WRITTEN CERTIFICATION FROM INVESTMENT FIRMS

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

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

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

VII. PROHIBITED TRANSACTIONS

The Investment Officer is prohibited from:

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

VIII. REPORTING REQUIREMENTS

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

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

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

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

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

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

IX. CONTINUING EDUCATION

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

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

X. ANNUAL REVIEW

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

XI. NOTIFICATION OF INVESTMENT CHANGES

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

QUARTERLY INVESTMENT REPORT - FOURTH QUARTER 2024

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

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

ATTACHMENTS:

Description		Type
	Quarterly Investment Report - Fourth Quarter 2024	Cover Memo

Houston Galveston Area Council
Investment Report
For Quarter Ending December 31st, 2024

	Opening Balance FY 24	Interest Earned FY 24	Deposits/ Withdrawal	Current Balance / Market Value	Percent of Portfolio
Certificate of Deposit Yield 4.73% Chase Bank	\$ 1,098,933	\$ 24,837	\$ (1,123,770)	\$ -	0.00%
TexPool Prime Account Yield 4.56% Book Value \$8,500,000	8,823,058	480,680	-	9,303,738	100.00%
Money Market Fund Yield 5.20% BOA	4,973	166	(5,138)	-	0.00%
Balance as of December 31, 2024	\$ 9,926,965	\$ 505,682	\$ (1,128,909)	\$ 9,303,738	100.00%

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

Shaun Downie
Shaun Downie
Investment Officer

Christina Ordóñez-Campos, CPA
Christina Ordóñez-Campos, CPA
Chief Financial Officer

Houston Galveston Area Council - Component Unit
Investment Report
For Quarter Ending December 31st, 2024

	Opening Balance FY 24	Interest Earned FY 24	Current Balance / Market Value	Percent of Portfolio
Local Development Corporation				
Certificate of Deposit (Maturity 1/1/2025) Yield 4.33% Chase Bank	\$ 325,437	\$ 10,818	\$ 336,255	5.54%
Corporation for Regional Excellence				
Certificate of Deposit (Maturity 1/3/2025) Yield 4.33% Chase Bank	500,000	16,092	516,092	8.50%
Gulf Coast 911 Regional District				
Certificate of Deposit (Maturity 1/8/2025) Yield 4.33% Chase Bank	5,052,000	165,458	5,217,458	85.96%
Balance as of December 31, 2024	\$ 5,877,437	\$ 192,369	\$ 6,069,806	100.00%

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

Shaun Downie
Shaun Downie
Investment Officer

Christina Ordóñez-Campos, CPA
Christina Ordóñez-Campos, CPA
Chief Financial Officer

MONTHLY FINANCIAL REPORT - DECEMBER 2024

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

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

ATTACHMENTS:

	Description	Type
1	Monthly Financial Report - December 2024	Cover Memo



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY24 Monthly Financial Report

For Month Ending December 31, 2024 - PRELIMINARY

Prepared on January 8th, 2025

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

SUMMARY OF KEY CHANGES

REVENUES

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

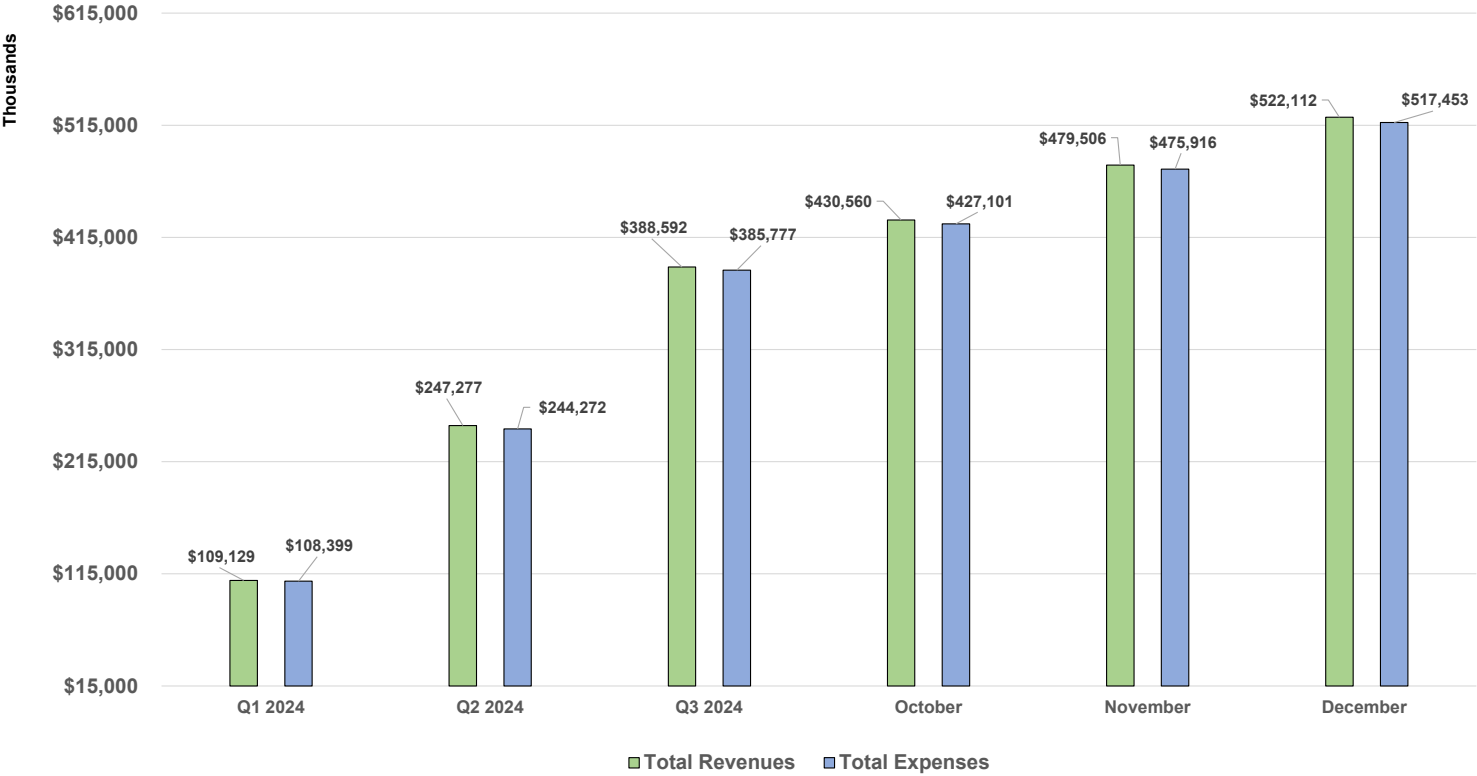
EXPENDITURES

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

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

Monthly Trends Chart

FY24
Monthly Trends - as of December 31, 2024



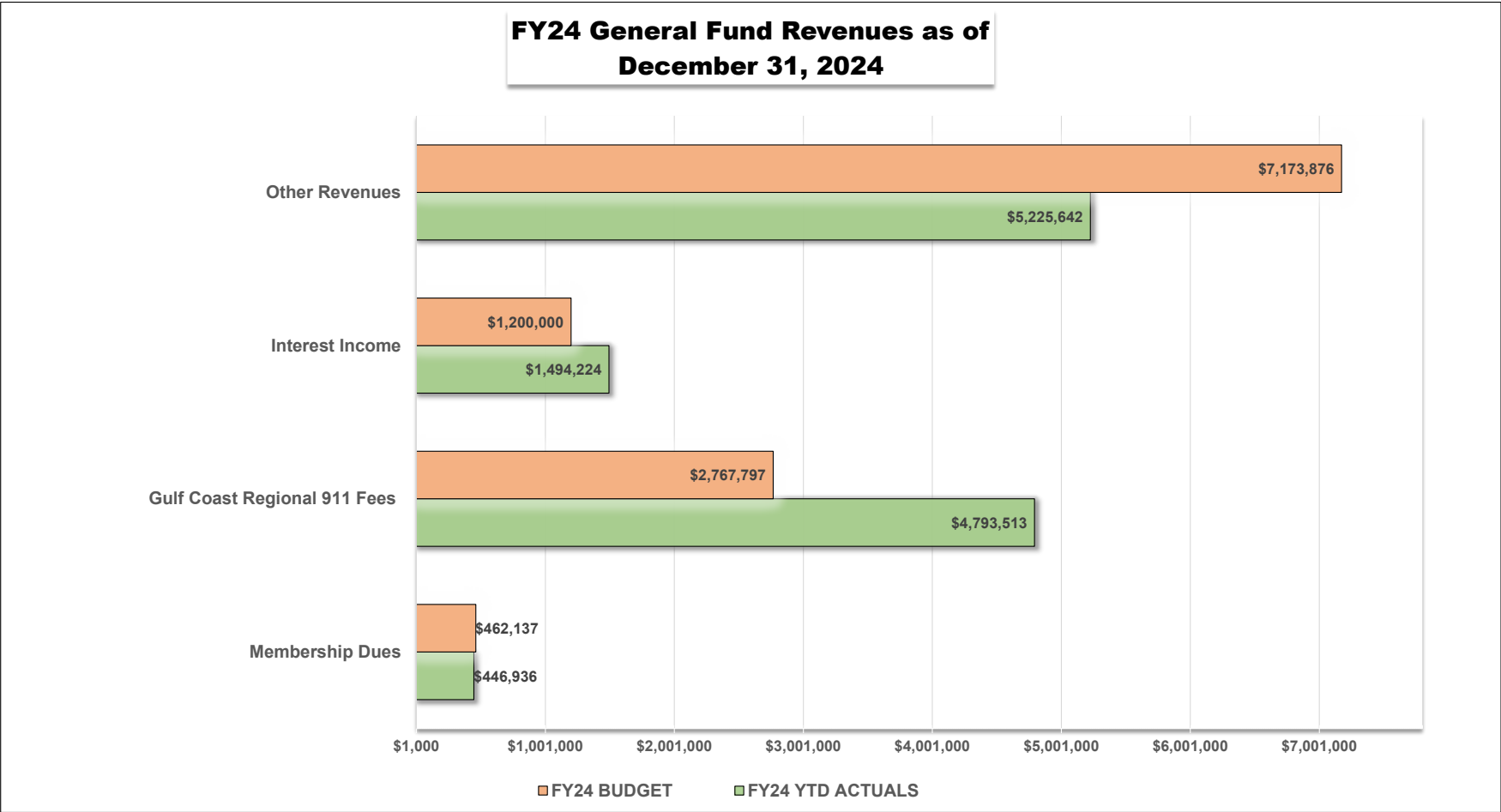
HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY24 Monthly Trends Report

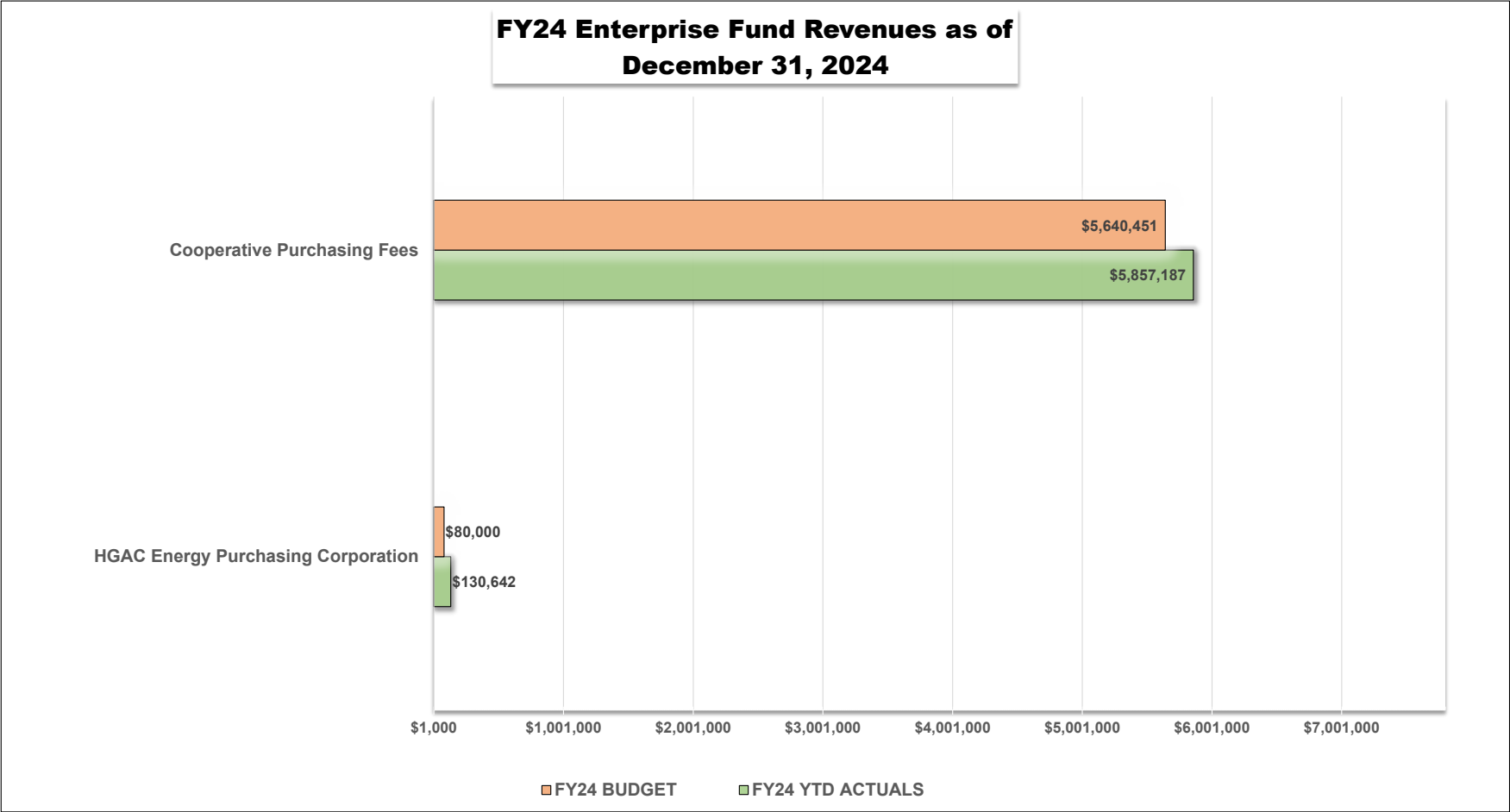
For Month Ending December 31, 2024 - PRELIMINARY

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

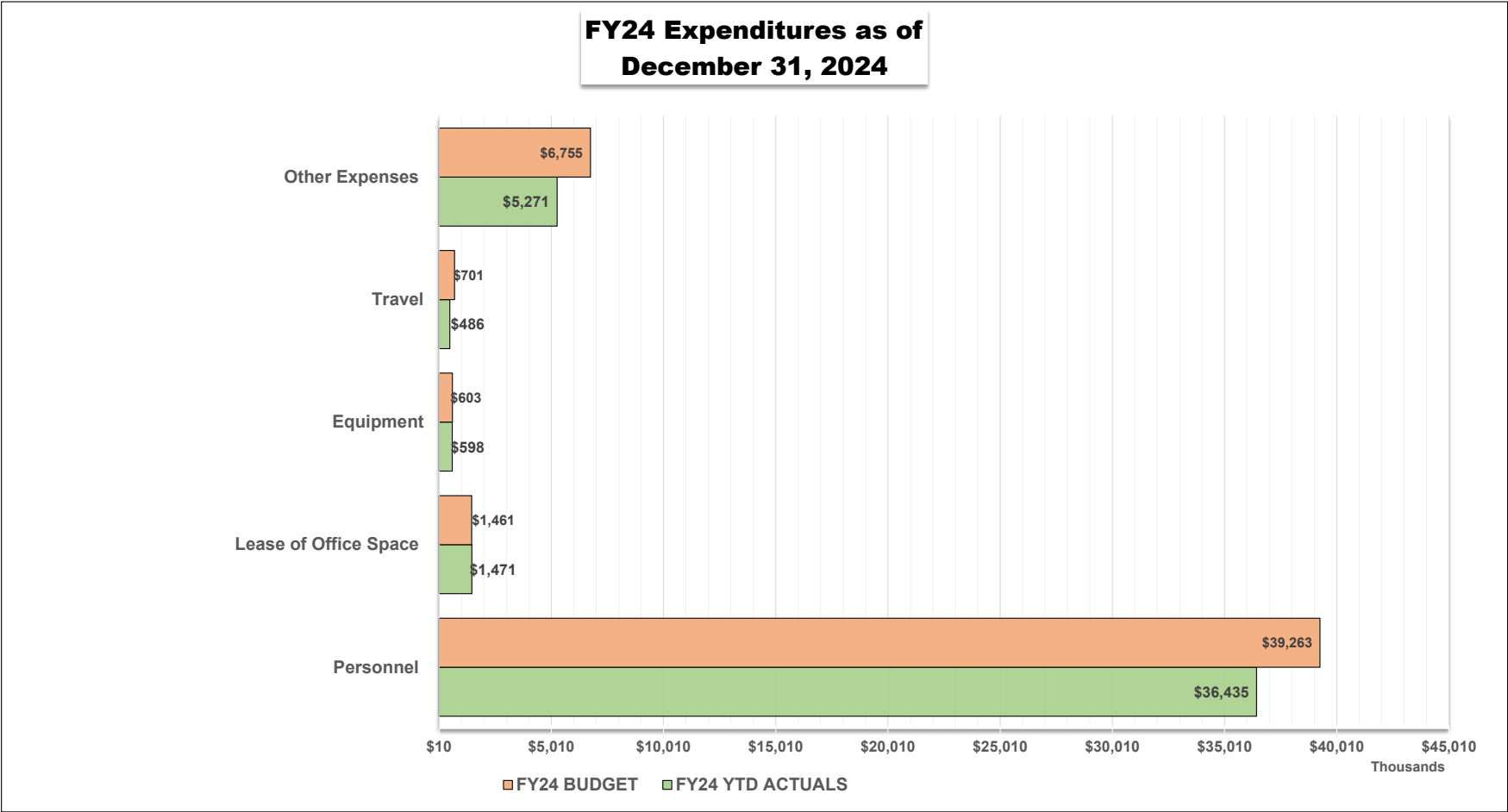
Budget to Actual Charts



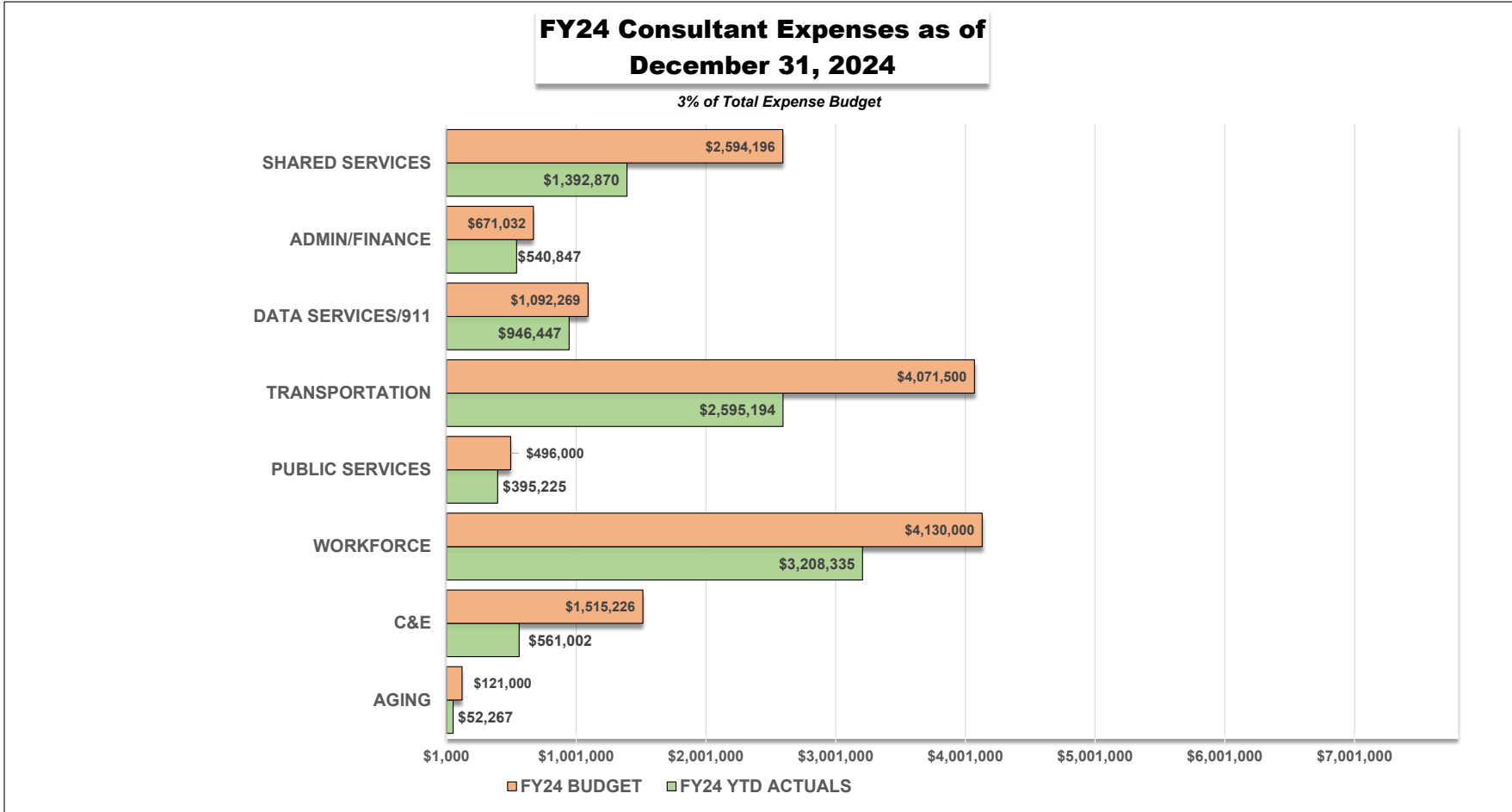
Budget to Actual Charts



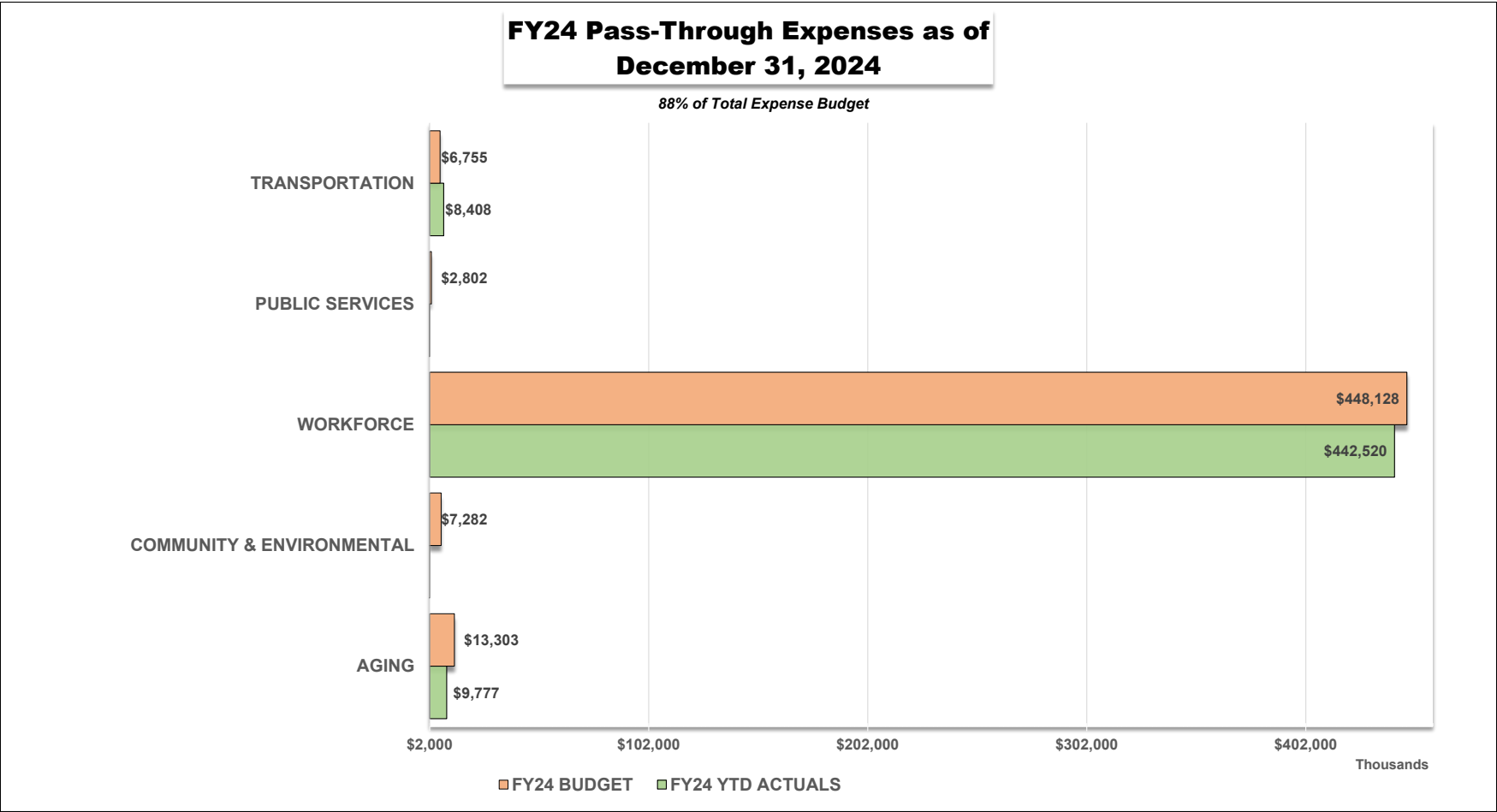
Budget to Actual Charts



Budget to Actual Charts



Budget to Actual Charts



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY24 Budget to Actual Report - All Funds

For Month Ending December 31, 2024 - PRELIMINARY

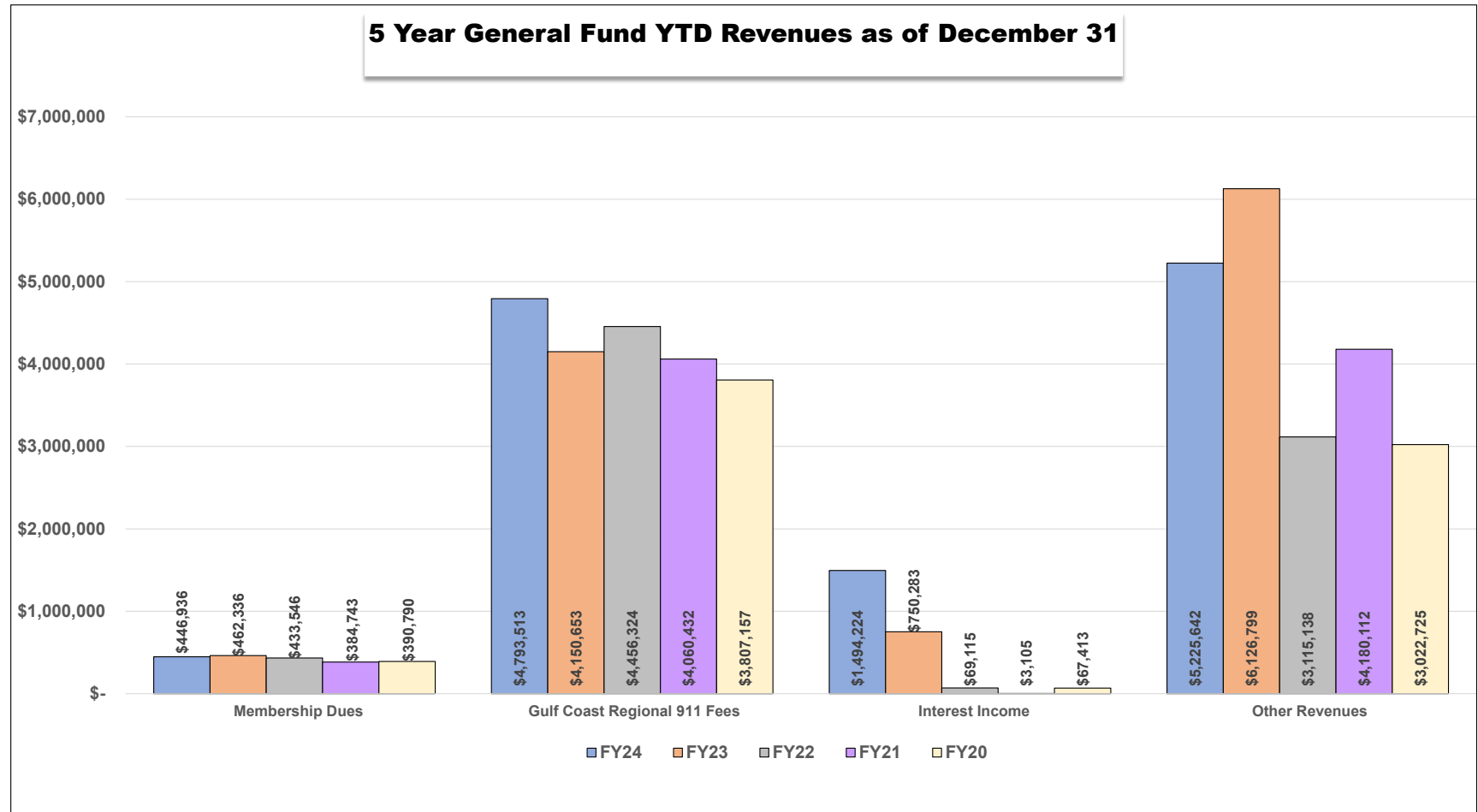
100% of Year
Elapsed

	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget	FY23 Budget	FY23 Year-to-Date Actuals	FY23 % of Actuals to Budget
Revenues						
General & Enterprise Fund Revenues						
Membership Dues	\$ 462,137	\$ 446,936	97%	\$ 462,136	\$ 462,336	100%
HGAC Energy Purchasing Corporation	80,000	130,642	163%	75,000	137,642	184%
Cooperative Purchasing Fees	5,640,451	5,857,187	104%	5,500,000	5,113,994	93%
Gulf Coast Regional 911 Fees	2,767,797	4,793,513	173%	2,605,121	4,150,653	159%
Interest Income	1,200,000	1,494,224	125%	200,000	750,283	375%
Other Revenues	7,173,876	5,225,642	73%	7,781,387	6,126,799	79%
Total General & Enterprise Fund Revenues	\$ 17,324,261	\$ 17,948,146	104%	\$ 16,623,644	\$ 16,741,707	101%
Special Revenue Fund						
Federal Grant	\$ 695,000	\$ 370,113	53%	\$ 200,000	\$ 167,371	84%
State Grants	523,305,764	503,793,935	96%	474,015,106	420,199,195	89%
Total Special Revenue Fund Revenues	\$ 524,000,764	\$ 504,164,047	96%	\$ 474,215,106	\$ 420,366,566	89%
Total Revenues	\$ 541,325,025	\$ 522,112,193	96%	\$ 490,838,750	\$ 437,108,273	89%
Expenditures						
Personnel	\$ 39,263,214	\$ 36,434,959	93%	\$ 34,141,958	\$ 32,310,616	95%
Pass-through Funds - Grant	478,270,303	463,500,763	97%	431,342,942	385,189,467	89%
Consultant and Contract Services	14,691,223	9,692,187	66%	15,392,991	7,695,869	50%
Lease of Office Space	1,461,237	1,470,945	101%	1,827,797	1,680,916	92%
Equipment	602,696	598,306	99%	4,943,200	4,293,195	87%
Travel	700,865	485,513	69%	687,449	436,655	64%
Other Expenses	6,754,873	5,270,787	78%	4,938,555	4,642,401	94%
Total Expenditures	\$ 541,744,411	\$ 517,453,461	96%	\$ 493,274,892	\$ 436,249,119	88%
Excess of Revenues Over(Under) Expenditures	\$ (419,386)	\$ 4,658,732		\$ (2,436,142)	\$ 859,154	
Beginning Fund Balance (all funds) - Jan. 1 (1)	\$ 43,468,636	\$ 43,468,636		\$ 40,013,176	\$ 40,013,176	
Ending Fund Balance (all funds) - December 31 (2)	\$ 43,049,250	\$ 48,127,368		\$ 37,577,034	\$ 40,872,330	

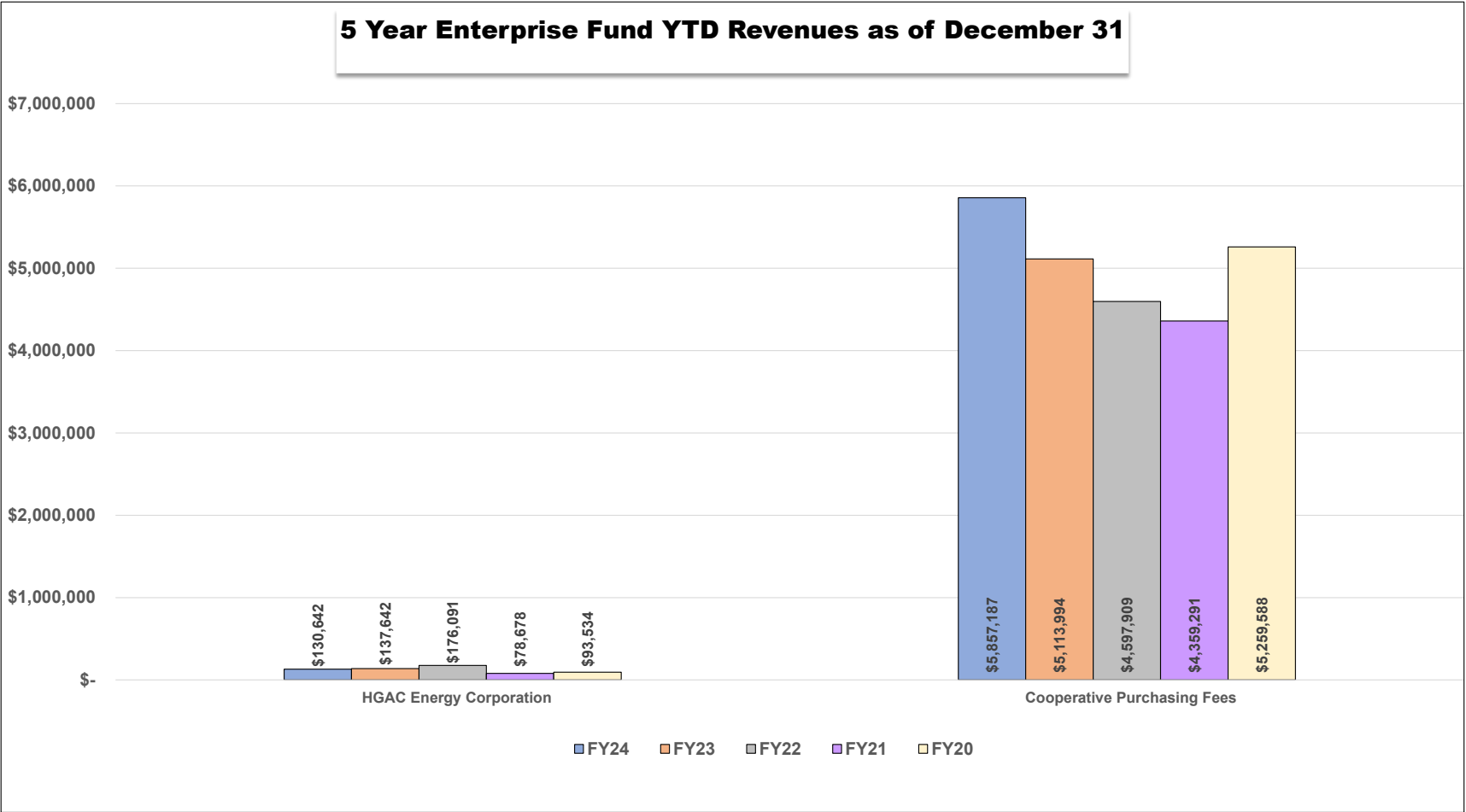
(1) Jan. 1, 2024 beginning fund balance is based on the 2023 ACFR which was presented during the May 2024 Board.

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

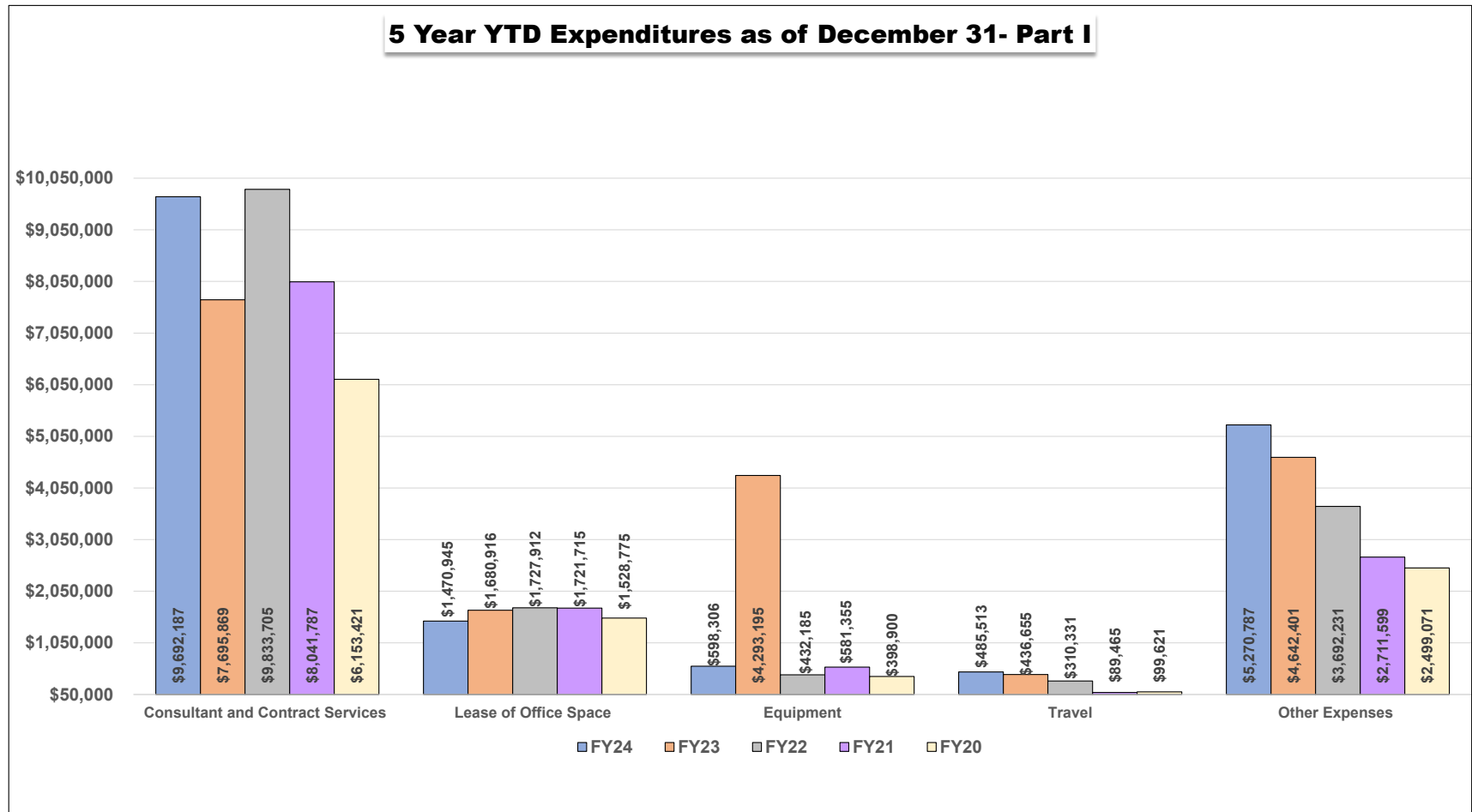
5 Year Trends Charts



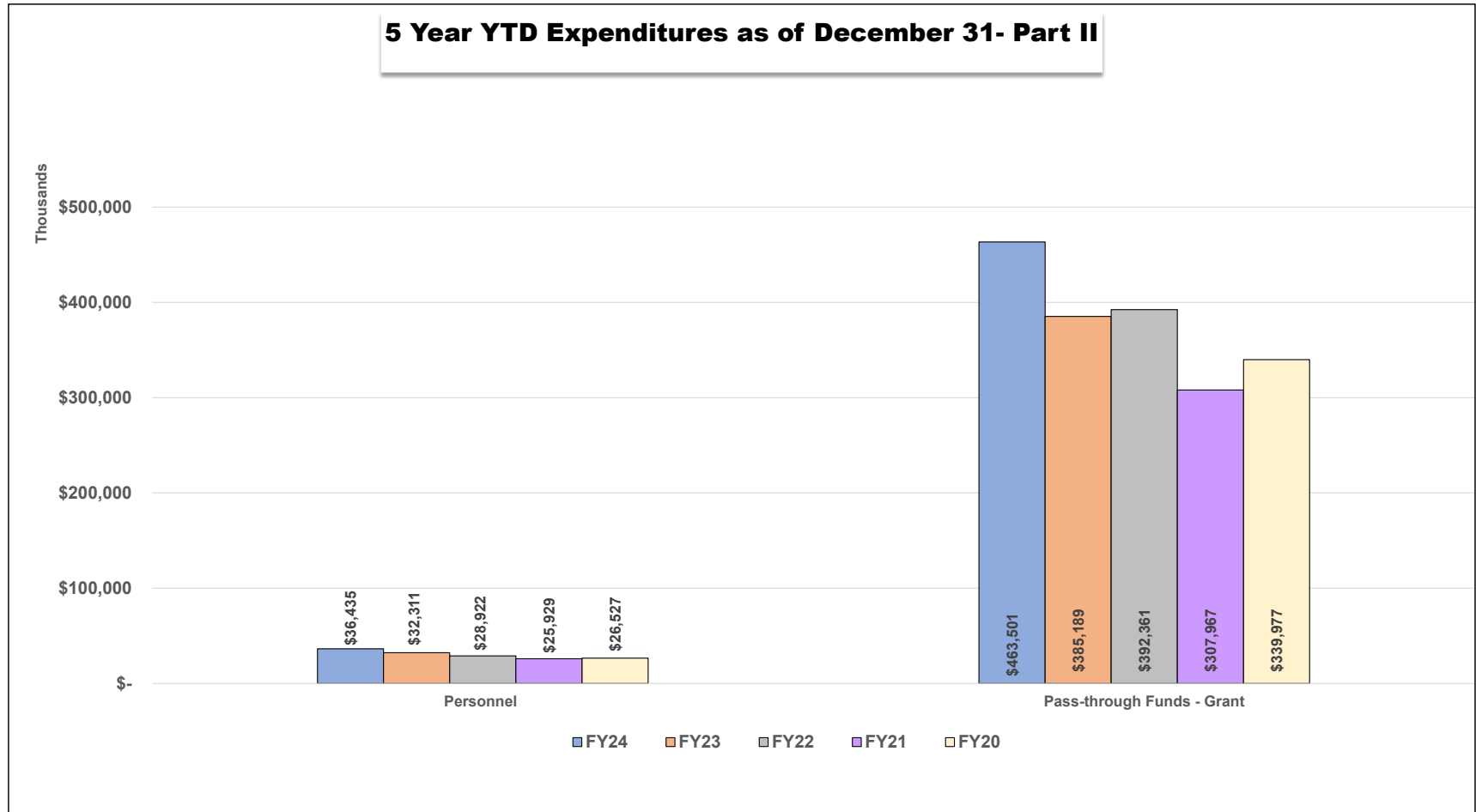
5 Year Trends Charts



5 Year Trends Charts



5 Year Trends Charts



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

5 Year Trends Report

For Month Ending December 31, 2024 - PRELIMINARY

	FY24 Year-to-Date Actuals	FY23 Year-to-Date Actuals	FY22 Year-to-Date Actuals	FY21 Year-to-Date Actuals	FY20 Year-to-Date Actuals
Revenues					
General & Enterprise Fund Revenues					
Membership Dues	\$ 446,936	\$ 462,336	\$ 433,546	\$ 384,743	\$ 390,790
HGAC Energy Purchasing Corporation	130,642	137,642	176,091	78,678	93,534
Cooperative Purchasing Fees	5,857,187	5,113,994	4,597,909	4,359,291	5,259,588
Gulf Coast Regional 911 Fees	4,793,513	4,150,653	4,456,324	4,060,432	3,807,157
Interest Income	1,494,224	750,283	69,115	3,105	67,413
Other Revenues	5,225,642	6,126,799	3,115,138	4,180,112	3,022,725
Total General & Enterprise Fund Revenues	\$ 17,948,146	\$ 16,741,707	\$ 12,848,123	\$ 13,066,361	\$ 12,641,207
Special Revenue Fund					
Federal Grants	\$ 370,113	\$ 167,371	\$ 210,108	\$ 319,234	\$ 878,416
State Grants	503,793,935	420,199,195	426,492,156	335,638,820	366,363,576
Total Special Revenue Fund Revenues	\$ 504,164,047	\$ 420,366,566	\$ 426,702,264	\$ 335,958,054	\$ 367,241,992
Total Revenues	\$ 522,112,193	\$ 437,108,273	\$ 439,550,387	\$ 349,024,415	\$ 379,883,199
Expenditures					
Personnel	\$ 36,434,959	\$ 32,310,616	\$ 28,922,007	\$ 25,928,825	\$ 26,527,413
Pass-through Funds - Grant	463,500,763	385,189,467	392,361,142	307,966,670	339,976,833
Consultant and Contract Services	9,692,187	7,695,869	9,833,705	8,041,787	6,153,421
Lease of Office Space	1,470,945	1,680,916	1,727,912	1,721,715	1,528,775
Equipment	598,306	4,293,195	432,185	581,355	398,900
Travel	485,513	436,655	310,331	89,465	99,621
Other Expenses	5,270,787	4,642,401	3,692,231	2,711,599	2,499,071
Total Expenditures	\$ 517,453,461	\$ 436,249,119	\$ 437,279,513	\$ 347,041,416	\$ 377,184,034
Excess of Revenues Over(Under) Expenditures	\$ 4,658,732	\$ 859,154	\$ 2,270,874	\$ 1,982,999	\$ 2,699,165
Beginning Fund Balance (all funds) - Jan. 1 (1)	\$ 43,468,636	\$ 40,013,176	\$ 38,694,329	\$ 36,062,620	\$ 34,369,085
Ending Fund Balance (all funds) - December 31 (2)	\$ 48,127,368	\$ 40,872,330	\$ 40,965,203	\$ 38,045,619	\$ 37,068,250

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

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

MONTHLY FINANCIAL REPORT - JANUARY 2025

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Request approval of the monthly financial report ending January 31, 2025. (Staff Contact: Christina Ordonez-Campos)

ATTACHMENTS:

	Description	Type
📎	Monthly Financial Report - January 2025	Cover Memo

HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Monthly Financial Report

For Month Ending January 31, 2025

Prepared on February 5, 2025



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

SUMMARY OF KEY CHANGES

REVENUES

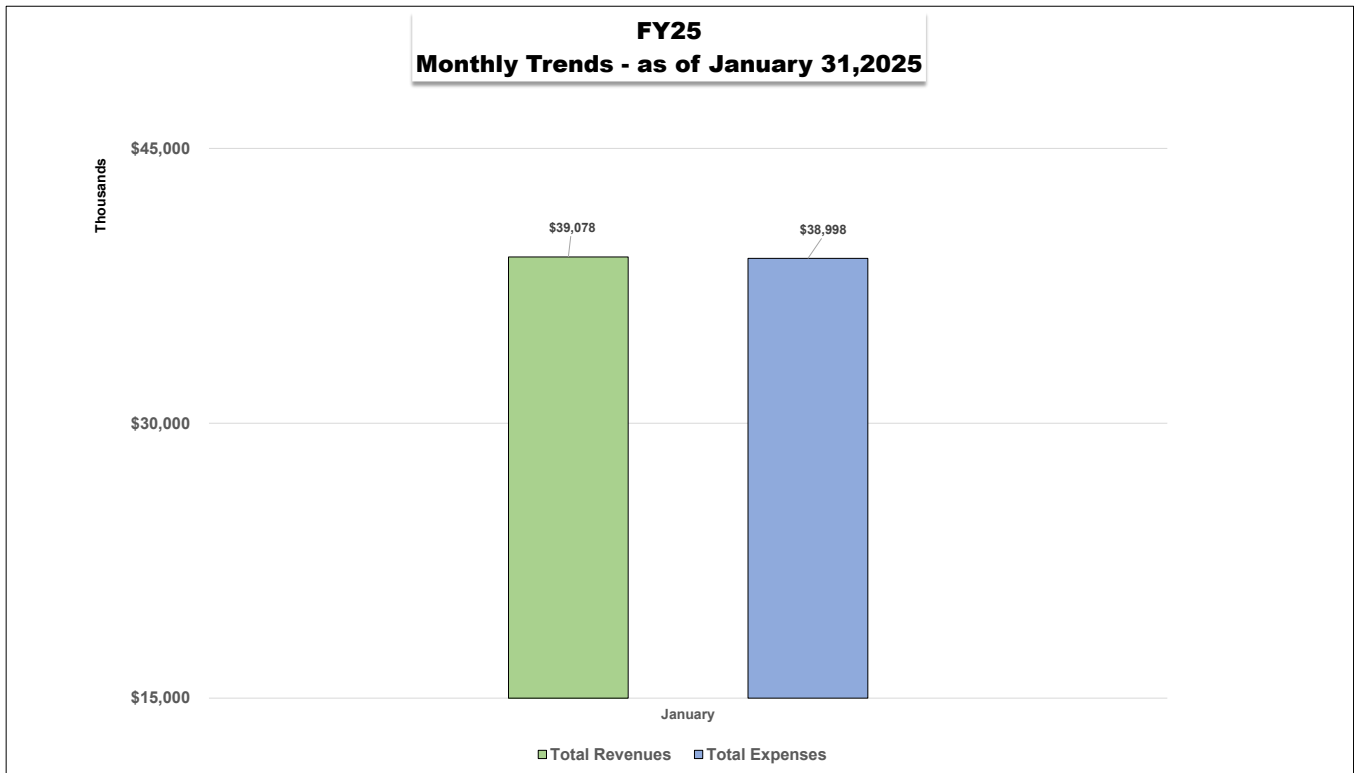
- > Membership dues invoices are expected to be mailed out within the next month.
- > Interest earnings have slowed down in recent months due to the Federal Reserve's actions. The investment team is looking into strategies to diversify our investments and improve our earnings.
- > During January 2025, the cooperative purchasing fees experienced a 224K increase compared to this time last year.

EXPENDITURES

- > Personnel expenditures are a 6% of budget while 8.33% of time has elapsed. We currently have 337 employees compared to 322 in January 2024.
- > Pass-through expenses are only related to the workforce program. We expect to start receiving invoices for the other programs next month.
- > Consultant expenses usually experience a delay in posting at the beginning of the fiscal year. We expect this trend to improve in the next few months with the FY24 year-end close-out concluding.

*** 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



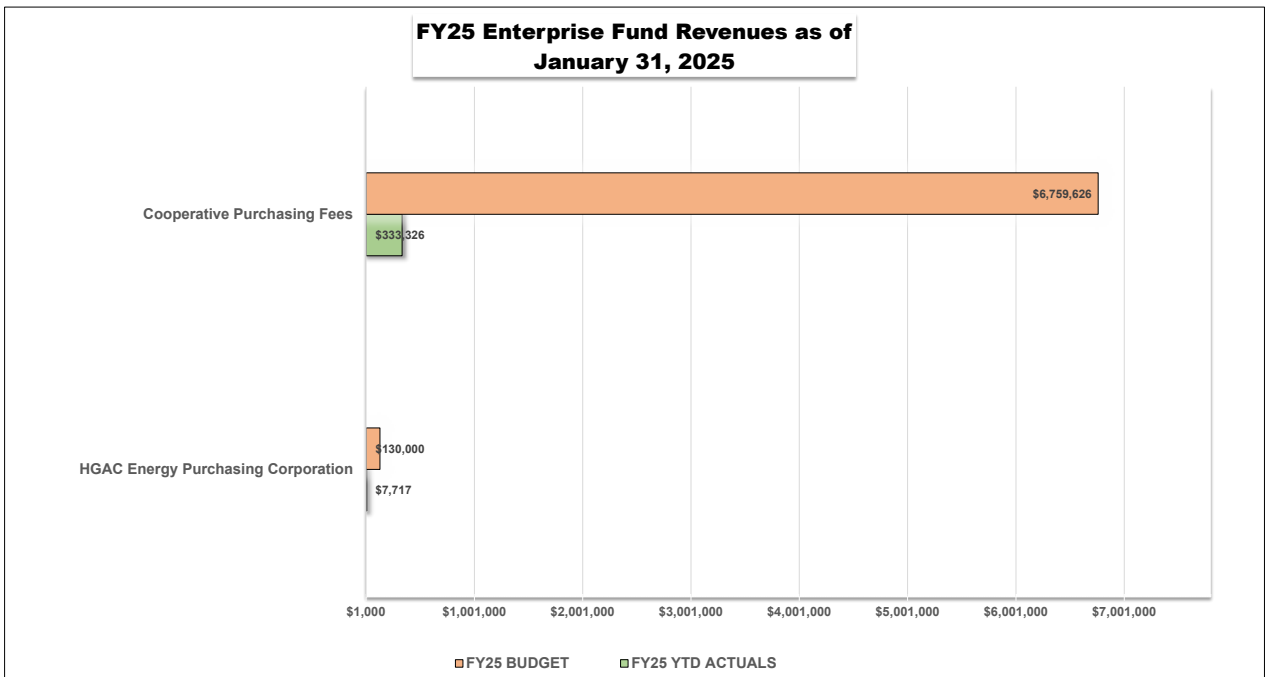
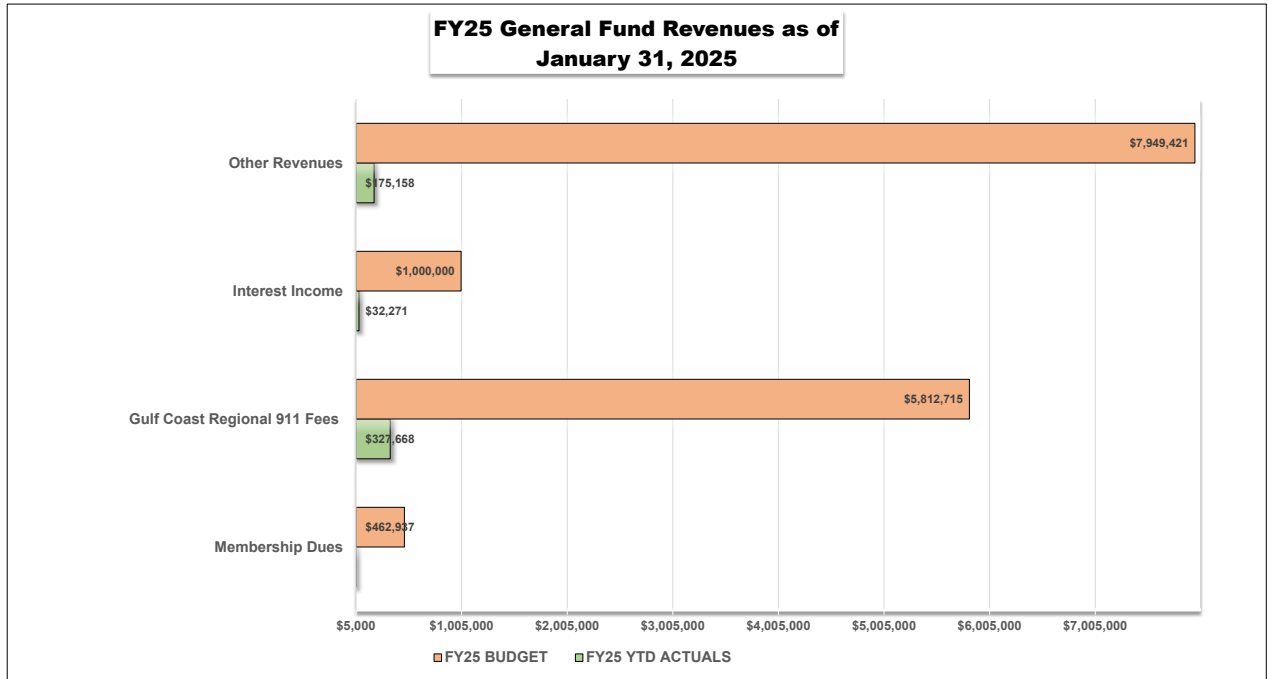
HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Monthly Trends Report

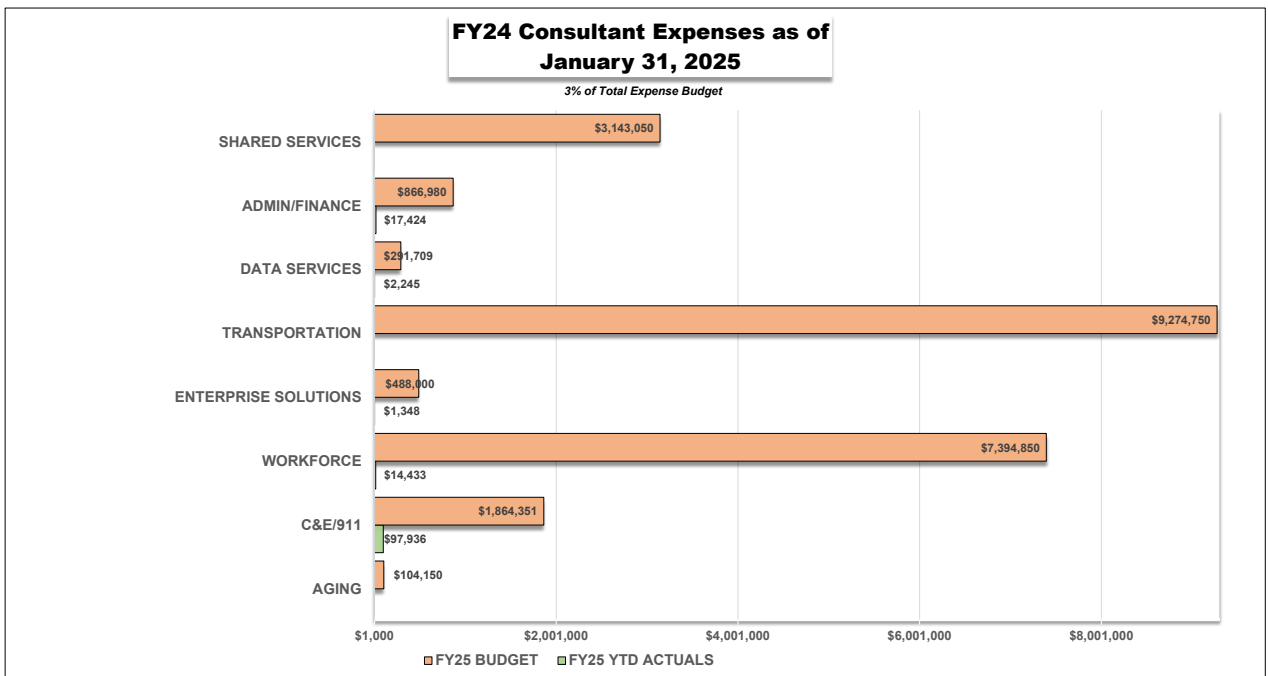
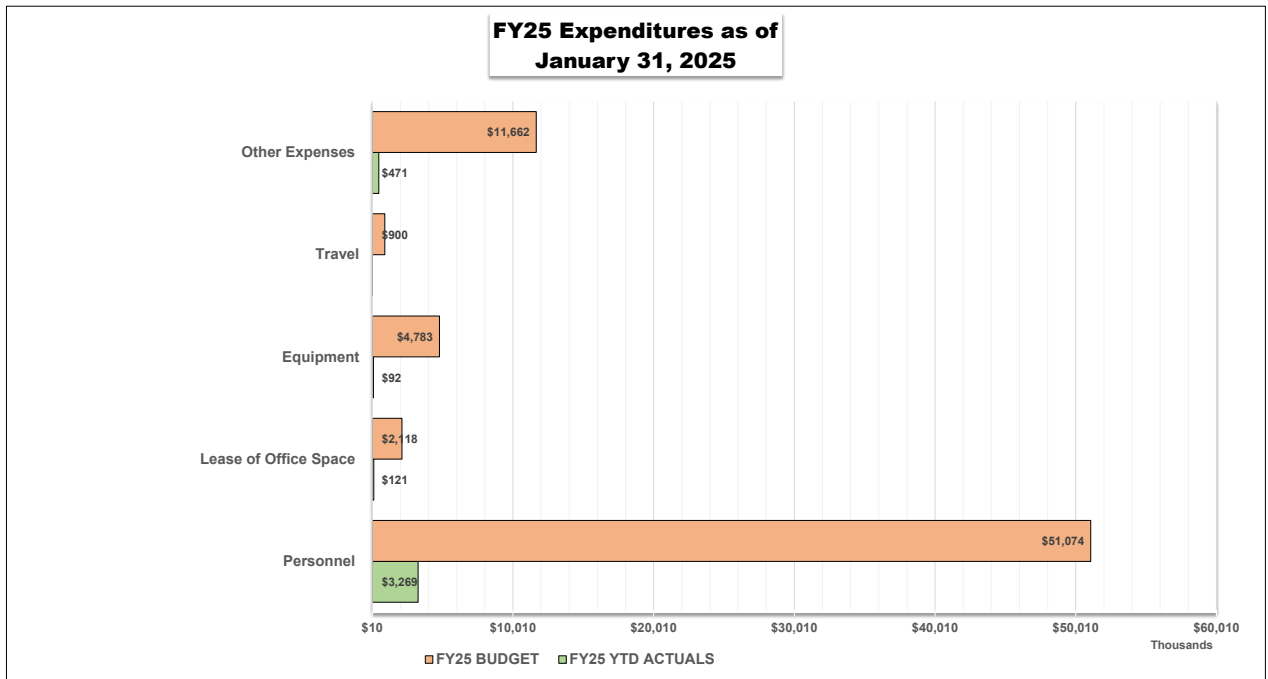
For Month Ending January 31, 2025

	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
Revenues						
General & Enterprise Fund Revenues						
Membership Dues	\$ -					
HGAC Energy Corporation	7,717					
Cooperative Purchasing Fees	333,326					
Gulf Coast Regional 911 Fees	327,668					
Interest Income	32,271					
Other Revenues	175,158					
Total General & Enterprise Fund Revenues	\$ 876,140	\$ -	\$ -	\$ -	\$ -	\$ -
Special Revenue Fund						
Federal Grants	\$ 11,608					
State Grants	38,190,394					
Total Special Revenue Fund Revenues	\$ 38,202,002	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 39,078,142	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Personnel	\$ 3,268,715					
Pass-through Funds - Grant	34,905,968					
Consultant and Contract Services	133,856					
Lease of Office Space	121,103					
Equipment	91,509					
Travel	6,081					
Other Expenses	471,070					
Total Expenditures	\$ 38,998,301	\$ -	\$ -	\$ -	\$ -	\$ -
Excess of Revenues Over(Under) Expenditures	\$ 79,841	\$ -	\$ -	\$ -	\$ -	\$ -

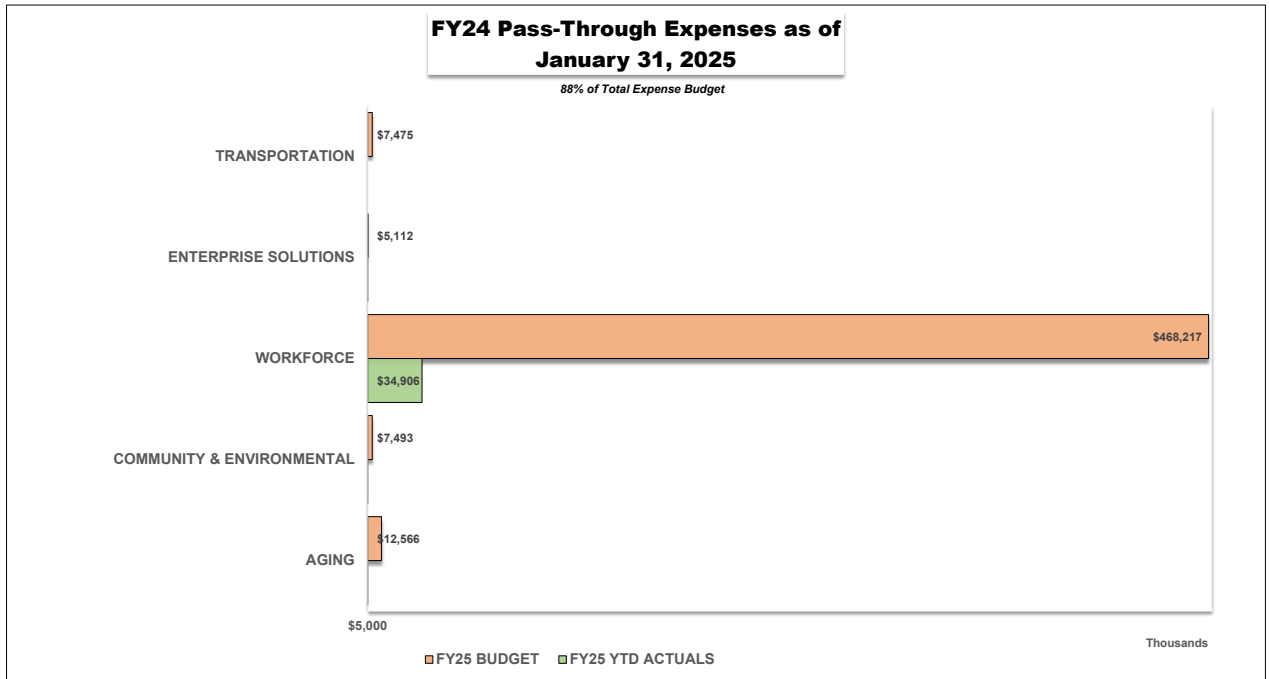
Budget to Actual Charts



Budget to Actual Charts



Budget to Actual Charts



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Budget to Actual Report - All Funds

For Month Ending January 31, 2025

8.33% of Year
Elapsed

	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Revenues						
General & Enterprise Fund Revenues						
Membership Dues	\$ 462,937	\$ -	0%	\$ 462,137	\$ 189,246	41%
HGAC Energy Purchasing Corporation	130,000	7,717	6%	80,000	3,255	4%
Cooperative Purchasing Fees	6,759,626	333,326	5%	5,500,000	109,150	2%
Gulf Coast Regional 911 Fees	5,812,715	327,668	6%	2,818,187	309,252	11%
Interest Income	1,000,000	32,271	3%	500,000	118,379	24%
Other Revenues	7,949,421	175,158	2%	6,947,976	172,202	2%
Total General & Enterprise Fund Revenues	\$ 22,114,699	\$ 876,140	4%	\$ 16,308,300	\$ 901,483	6%
Special Revenue Fund						
Federal Grant	\$ 695,000	\$ 11,608	2%	\$ 695,000	\$ 7,032	1%
State Grants	572,017,611	38,190,394	7%	533,764,173	26,758,098	5%
Total Special Revenue Fund Revenues	\$ 572,712,611	\$ 38,202,002	7%	\$ 534,459,173	\$ 26,765,130	5%
Total Revenues	\$ 594,827,310	\$ 39,078,142	7%	\$ 550,767,473	\$ 27,666,613	5%
Expenditures						
Personnel	\$ 51,073,701	\$ 3,268,715	6%	\$ 41,512,429	\$ 3,072,047	7%
Pass-through Funds - Grant	500,863,097	34,905,968	7%	479,466,417	23,403,312	5%
Consultant and Contract Services	23,427,840	133,856	1%	20,364,025	138,372	1%
Lease of Office Space	2,118,027	121,103	6%	1,827,797	119,958	7%
Equipment	4,782,834	91,509	2%	566,200	11,352	2%
Travel	899,870	6,081	1%	697,397	27,362	4%
Other Expenses	11,661,941	471,070	4%	6,484,891	676,879	10%
Total Expenditures	\$ 594,827,310	\$ 38,998,301	7%	\$ 550,919,156	\$ 27,449,281	5%
Excess of Revenues Over(Under) Expenditures	\$ -	\$ 79,841		\$ (151,683)	\$ 217,332	
Beginning Fund Balance (all funds) - Jan. 1 (1)	\$ 48,127,368	\$ 48,127,368		\$ 40,872,331	\$ 40,872,331	
Ending Fund Balance (all funds) - Jan. 31 (2)	\$ 48,127,368	\$ 48,207,209		\$ 40,720,648	\$ 41,089,663	

(1) Jan. 1, 2025 beginning fund balance is preliminary & subject to change. This figure is unaudited.

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

REGIONAL INCIDENT MANAGEMENT FUNDING AGREEMENT

Background

As a part of regional incident management, the Houston-Galveston Area Council works with local governments to implement the Tow and Go Program and the Harris County Sheriff's Office's Motorist Assistance Program. These activities operate out of Houston TranStar, the Regional Transportation Management Center. The central purpose of the Tow and Go Program is to save the lives of stranded motorists by quickly removing stalled vehicles from area freeways to a nearby safe location, at no cost to the motorist. Additionally, the quick removal of stalled vehicles reduces traffic congestion and reduces the possibility of secondary crashes. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

The Tow and Go service and regional incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Services have been implemented in their respective jurisdictions by the City of Houston and Harris County, in partnership with H-GAC.

Current Situation

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

Funding Source

Federal Highway Administration, Surface Transportation Block Grant.

Budgeted

Yes.

Action Requested

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

WORKFORCE SOLUTIONS CAREER LATTICE

Background

The Texas Regional Pathways Network was established in 2019 to facilitate Governor Abbott's Tri-Agency Workforce Initiative. This initiative represents a collaborative endeavor among the Texas Education Agency, Texas Higher Education Coordinating Board, and Texas Workforce Commission, aiming to augment Texas's economic prosperity by strategically integrating educational resources with industry demands.

In January 13, 2023, the Workforce Board was appointed a Tri-Agency regional convener. This role entails the comprehensive oversight of designing, executing, and monitoring a regional strategy that develops high-quality career and educational pathways into targeted industries within the designated workforce development area. In order to successfully complete this work, an experienced contractor is needed to assist in the following areas:

1. Validation of theoretical career pathways using "real-world" data tracking individuals and their professional journeys from postsecondary education and training to late-career stages (Stage One);
2. Development of a web-based interactive tool based on a repository of theoretical pathways developed by H-GAC Workforce Solutions staff (Stage Two); and
3. Development of a training curriculum designed to instruct workforce career office staff on the use of the aforementioned web-based tool to enhance career exploration with jobseekers and individuals seeking additional education and training (Stage Three).

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractors for the goods or services requested under Project ID: HS-WKF-CLV-10-24 on October 16, 2024 and which closed on December 5, 2024. The solicitation was structured into three separate project work phases, each of which could be awarded individually or as a whole as deemed appropriate by H-GAC. Phase One received four (4) responses, Phase Two received four (4) responses, and Phase Three received six (6) responses. Each phase was evaluated individually by a committee of representatives from H-GAC. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings for each phase are presented below:

Phase One

Proposer	Rank
Chmura Economics & Analytics LLC	1
Resultant, LLC	2
Go2Work	3
HyperGrowth Solutions, Inc	4

Phase Two

Proposer	Rank
Chmura Economics & Analytics LLC	1

Resultant, LLC	2
HyperGrowth Solutions,	3
Inc Go2Work	4

Phase Three

Proposer	Rank
Chmura Economics & Analytics LLC	1
Resultant, LLC	2
Exceed Staffing, LLC	3
HyperGrowth Solutions, Inc	4
Go2Work	5
Nandi Charles	6

Funding Source

Texas Workforce Commission

Budgeted

Yes

Action Requested

Request to enter into a contract with Chmura Economics & Analytics for the Workforce Solutions Career Lattice initiative; total contract amount of \$200,000. (Staff Contact: Juliet Stipeche)

REGIONAL TEACHER APPRENTICESHIP PROGRAM

Background

The Gulf Coast Workforce Board received a \$200,000 grant from the Houston Endowment to design a Regional Teacher Apprentice Program aimed at increasing teacher certifications in Education Service Center Region 4 and Montgomery County. To assist with this work, an experienced consultant is needed to:

- Conduct thorough research on funding opportunities from federal, state, and private sources.
- Facilitate stakeholder engagement sessions and advisory meetings to shape program policies and strategies.
- Assist in the development of program regulations, policies, and overall proposal narrative.
- Advise on best practices for data management systems and evaluation metrics to ensure program effectiveness.
- Develop a Regional Teacher Apprenticeship program proposal draft with stakeholder-approved program framework ready for submission to the Houston Endowment Board Meeting in June 2025.

Current Situation

A Request for Proposal was released on November 6, 2024 to select a consultant capable of implementing this initiative. Six responses were received and evaluated to determine the best candidate for implementing this work:

Proposer	Rank
TNTP, Inc.	1
Far Harbor, LLC	2
ThirdWay Solutions, LLC	3
Ja'Ontay Foster dba Prolific Success Events & Consulting	4
Partners for America's Classrooms, LLC	5
Derrick Allen dba Tigers Level Up, LLC	6

TNTP, Inc scored the highest among the proposers. TNTP, Inc provides consulting and research to drive meaningful change and create ample opportunities for young people to thrive.

Funding Source

Houston Endowment

Budgeted

Yes

Action Requested

Request approval to enter into a contract with TNTP, Inc for the Regional Teacher Apprenticeship Program; for a total contract amount of \$100,000. (Staff Contact: Juliet Stipeche)

CYBER INSURANCE

Background

Cyber insurance is one of many layers in a cybersecurity and information security defense program. The purpose of cyber insurance is to assist in the remediation and recovery of critical IT assets and data, ensure there are adequate resources for recovery, repair of organizational reputation, aid in maintaining business continuity, and ensure adequate funds for incurred regulatory fines, in the event of a major cyber incident.

Current Situation

H-GAC currently has cyber insurance coverage under the Texas Municipal League Risk Pool. An evaluation of H-GAC's risk profile and risk appetite, it has been determined that Texas Municipal League Risk Pool coverage for cyber incidents is inadequate. H-GAC enrolled into Texas Municipal League's Cyber Risk Placement services, to perform a survey of our cyber risk profile. H-GAC's cyber risk profile is then provided to the cyber insurance market to receive bids. Both H-GAC and Texas Municipal League evaluated the received coverage proposals and determined Tokio Marine Houston Casualty Company through Risk Placement Services will provide the necessary coverage to ensure adequate recovery resources and continuity of business.

Funding Source

Local Funds

Budgeted

Yes

Action Requested

Request authorization to contract with Tokio Marine Houston Casualty Company through Risk Placement Services in the amount of \$94,606. (Staff Contact: John Tran)

PROFESSIONAL RESEARCH AND ADVISORY SERVICES

Background

The Houston-Galveston Area Council (H-GAC) seeks to establish a partnership with Gartner, a globally recognized provider of research and advisory services, to enhance the strategic planning and operational capabilities of its Data Services program. The partnership aims to leverage Gartner's extensive resources to support H-GAC's mission of delivering efficient, resilient, and secure services to the communities it serves.

Gartner's deliverables include access to research experts and peer experiences, participation in Gartner IT Symposium/Xpo™ with exclusive member experiences, access to CIO-focused events, research, and leadership development content, strategic business content tailored for IT executives, including IT key metrics and data, access to Gartner's IT Leaders and Leadership Development Research, and IT podcast series and executive-focused resources.

Current Situation

H-GAC solicited proposals January 15, 2025 through January 30, 2025 from vendors with approved cooperative purchasing contracts for the solution requested. Three responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Based on the committee's scoring and evaluation of the proposal responses, the rankings are presented below:

1. Gartner
2. Forrester
3. Info-Tech Research Group, Inc.

Funding Source

Indirect

Budgeted

Yes

Action Requested

Request authorization to contract with Gartner for one year, in an amount not to exceed \$79,094. (Staff member: Viet Dang)

WORKFORCE SOLUTIONS WIDE AREA NETWORK UPGRADE

Background

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

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

Current Situation

H-GAC issued a competitive solicitation to solicit qualified contractor for the goods or services requested under IN-DS-WKFWAN-09-24 on October 2, 2024 and which closed on November 7, 2024. Two responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings are presented below:

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

Funding Source

Texas Workforce Commission

Budgeted

Yes

Action Requested

Request authorization to contract with Logix Communications in the order presented for a contract term of 3 years; in an amount not to exceed \$506,628.00.
(Staff Member: Edgar Rotundo)

FISCAL YEAR 2025 STATE HOMELAND SECURITY PROGRAM GRANT FUNDING

Background

The H-GAC region is expected to receive an allocation of the Fiscal Year 2025 State Homeland Security Program grant. However, because FEMA has not yet released a Notice of Funding Opportunity this year's regional allocation is still unknown. As in previous years, prospective projects were prioritized by the Regional Homeland Security Coordinating Council and approved based on alignment with state, national and regional priorities (see eligible activities below), project quality, sustainability, and potential impact on multiple jurisdictions and/or multiple capability gaps.

Project applications were submitted within one of eight eligible activities as listed in the Fiscal Year 2024 State Homeland Security Program Request for Applications:

- Community Preparedness and Resilience
- Combating Domestic Violent Extremism
- Emergency Operations Centers and Technology
- Information and Intelligence Sharing/Cooperation
- Interoperable Emergency Communications
- Planning
- Protection of Soft Targets/Crowded Places
- Support of First Responder Capabilities

Current Situation

The Regional Homeland Security Coordinating Council reviewed the eligible Fiscal Year 2025 State Homeland Security Program grant applications and made funding recommendations for projects on February 3, 2025. The Regional Homeland Security Coordinating Council drafted and approved a scoring methodology over the course of several meetings in 2024. The Regional Homeland Security Coordinating Council's priority list and funding recommendations can be found in the table on page 2 of this item. Please note, the red line on the attached table represents last year's funding amount of roughly 1.3 million dollars. This line does not represent a firm regional allocation as the state has not received notice of funding from FEMA or the US Department of Homeland Security.

Funding Source

Office of the Governor, Public Safety Office

Budgeted

Yes

Action Requested

Request adoption of Fiscal Year 2025 State Homeland Security Program grant projects, as recommended by Regional Homeland Security Coordinating Council. (Staff Contact: Justin Riley)

ATTACHMENTS:

	Description	Type
	Table	Table

Table 1 – FY 2025 State Homeland Security Program Grant Priority List, Prioritized by the Regional Homeland Security Coordinating Council on February 3, 2025.

1	Harris County	Bomb Unit Equipment	\$117,750.00
2	Harris County	SWAT Unit Equipment	\$180,400.00
3	Harris County	Special Response Group Equipment	\$101,062.00
4	Pasadena, City of	Pasadena SWAT Equipment	\$16,548.00
5	Montgomery County	First Responder Personal Protective Equipment	\$34,770.00
6	Chambers County	Special Response Team Equipment	\$91,329.00
7	Houston, City of	Regional Catastrophic Planning Initiative	\$191,404.00
8	H-GAC	FY2025 Regional Homeland Security Planning Initiative	\$292,804.49
9	Wharton County	Ballistic Shields	\$49,767.00
10	Houston, City of	Bomb Squad Enhancements	\$124,688.00
11	Harris County	Marine Unit Equipment	\$77,694.00
12	Colorado County	Colorado County Communications Connectivity and Maintenance Project	\$32,983.32
13	Matagorda County	Radios for First Responders	\$76,004.72
14	Walker County	Walker County Communications 2025	\$113,678.60
15	Houston, City of	Rescue Task Force for Soft Target/Crowded Places Protection and Response	\$73,500.00
16	Lake Jackson, City of	Vehicle Protective Barriers	\$151,720.00
17	Montgomery County	Bomb Squad Sustainment	\$81,671.41
18	League City, City of	Bay Area Regional Bomb Squad Response Vehicle	\$125,000.00
19	Lake Jackson, City of	Mobile Video Surveillance Trailers	\$139,500.00
20	Waller County	Waller County Radio Program	\$157,811.50
21	Texas City, City of	Texas City SWAT BearCat	\$422,270.00
22	Meadows Place, City of	Dispatch Console Replacement	\$63,600.00
23	Fort Bend County	Regional SWAT	\$145,000.00
24	Kemah, City of	Safeguard Kemah	\$194,767.15
25	Waller County	Flock License Plate Reader Program	\$47,450.00
26	Huntsville, City of	Flock Safety License Plate Reader	\$58,000.00
27	Fort Bend County	Radio Replacement Program	\$195,801.84

(over)

28	Austin County	Flock Safety License Plate Reader	\$72,000.00
29	Harris County	Community Resilience Program	\$115,905.00
30	Fulshear, City of	Trailer Shelter System	\$60,000.00
31	La Porte, City of	Mobile Emergency Coordination and Technology Center	\$325,000.00
Total			\$3,311,225.03

EXECUTIVE DIRECTOR'S REPORT

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

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

EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY

Background

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

Current Situation

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

Funding Source

N/A

Budgeted

N/A

Action Requested

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