



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

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. DECLARE CONFLICTS OF INTEREST
5. SAFETY BRIEFING
6. SPECIAL PRESENTATION
  - a. HARRIS COUNTY-HOUSTON SPORTS AUTHORITY RYAN WALSH  
Ryan Walsh, CEO of The Harris County-Houston Sports Authority, will present on the 2026 FIFA World Cup. No action requested.

**ACTION**

7. 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.

- b. H-GAC BOARD MEETING MINUTES – SEPTEMBER 16, 2025  
Request approval of the minutes of the September 16, 2025, H-GAC Board Meeting. (Staff Contact: Isaac Perez)
- c. QUARTERLY INVESTMENT REPORT - 3RD QUARTER 2025  
Request approval of the FY2025 Quarterly Investment Report for the 3rd quarter ending September 30, 2025. (Staff Contact: Shaun Downie)
- d. HGACBUY WEBSITE REDESIGN  
Request authorization to contract with the vendors in the ranked order for website design services. (Staff Contact: Ronnie Barnes)
- e. OPERATING RESERVE POLICY  
Request approval of the Operating Reserve Policy. (Staff Contact: Christina Ordonez-Campos)
- f. TECHNOLOGY ASSETS FOR RENOVATION OF 6th, 11th, AND 15th FLOORS  
Request approval to proceed with the procurement of technology assets necessary to support the newly leased space on floors 6, 11, and 15 of the 3555 Timmons building, in an amount not to exceed \$500,000.  
(Staff Contact: Scott Young)
- g. AUDIT & RISK SOFTWARE

Request authorization for staff to negotiate and execute a contract with a firm, in the order of ranking presented, for an amount not to exceed \$120,000. (Staff Contact: AJ Dean)

h. LEARNING MANAGEMENT SOFTWARE  
Request authorization for staff to negotiate and execute a contract with a firm, in the order of ranking presented, for an amount not to exceed \$100,000 per year, with the option to renew for up to three additional one-year terms. (Staff Contact: AJ Dean)

i. THE UNIVERSITY OF HOUSTON AT CLEAR LAKE BACTERIA TRACKING SUBCONTRACT  
Request authorization to enter into a subcontract for no more than \$168,145 with the University of Houston – Clear Lake. (Staff Contact: Steven Johnston)

j. THE UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER BACTERIA TRACKING SUBCONTRACT  
Request authorization to enter into a subcontract for no more than \$225,213 with the University of North Texas – Health Science Center. (Staff Contact: Steven Johnston)

k. TEXAS A&M UNIVERSITY AT GALVESTON BACTERIA TRACKING SUBCONTRACT  
Request authorization to enter into a subcontract for no more than \$108,003 with Texas A&M University – Galveston. (Staff Contact: Steven Johnston)

l. THE GALVESTON BAY FOUNDATION BACTERIA TRACKING SUBCONTRACT  
Request authorization to enter into a subcontract for no more than \$73,072 with the Galveston Bay Foundation. (Staff Contact: Steven Johnston)

m. PARTICULATE MATTER AIR QUALITY PLANNING GRANTS  
Request authorization to add funds and extend existing contract with the Texas Commission on Environmental Quality and add additional funding for a total amount not to exceed \$1,200,000. (Staff Contact: Andrew DeCandis)

n. REGIONAL FREEWAY INCIDENT MANAGEMENT AMENDMENT  
Request approval to amend the Harris County agreement adding up to \$1,800,000 for the continuation of towing and incident management operations.

o. REGIONAL FREEWAY INCIDENT MANAGEMENT - CITY OF HOUSTON  
Request for approval for the Houston-Galveston Area Council to enter into a contract with the City of Houston to continue the Tow and Go program for one year for an amount not to exceed \$3,600,000 with an option to renew for up to two additional years for an amount not to exceed \$10,800,000 for all three years. (Staff Contact: Francis Rodriguez)

p. REGIONAL FREEWAY INCIDENT MANAGEMENT - HARRIS COUNTY  
Request approval for the Houston-Galveston Area Council to enter into a contract with Harris County to continue the Motorist Assistance Program, the Incident Management Unit, and the Tow and Go Program for one year for an amount not to exceed \$7,500,000 with the option to renew for up to two additional years for an amount not to exceed \$22,500,000 for all three years. (Staff Contact: Francis Rodriguez)

8. FINANCE AND BUDGET COMMITTEE

Report on activities and Committee recommendations.

a. MONTHLY FINANCIAL REPORT - SEPTEMBER 2025

Request approval of monthly financial report ending September 30, 2025. (Staff Contact: Christina Ordonez-Campos)

b. RECOMMENDED 2026 SALARY PROGRAM

Request approval of the recommended 2026 Salary Program and authorize submission of the classification schedule to the Governor's Office for review. (Staff Contact: Madison Handy)

9. BUDGET AND SERVICE PLAN

a. H-GAC 2025 MID-YEAR BUDGET & SERVICE PLAN

Request approval of the 2025 Mid-Year Budget & Service Plan Revision. (Staff Contact: Chuck Wemple)

b. PRESENTATION OF PROPOSED H-GAC 2026 BUDGET & SERVICE PLAN

Presentation and discussion of proposed H-GAC 2026 Budget & Service Plan. For information only. No action required. (Staff Contact: Chuck Wemple)

10. TRANSPORTATION PLANNING

a. MONTGOMERY COUNTY MOBILITY PLAN

Request authorization to contract with firms in the order presented for a contract term of 18-months for a total of \$900,000. (Staff Contact: Carlene Mullins)

11. H-GAC ADVISORY COMMITTEE APPOINTMENTS

a. OCTOBER 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS

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

**INFORMATION**

12. HOUSING COMMITTEE

a. HOUSING COMMITTEE UPDATE

An update on the Housing Committee's most recent and upcoming activities. No action requested. (Contact: Mayor Kevin Cole, Committee Chair)

13. COMMUNITY AND ENVIRONMENTAL PLANNING

a. FUNDING DEVELOPMENT PROGRAM

An update on the rollout of H-GAC's Funding Development Program. No action requested. (Staff Contact: Meghan Lyons)

14. REPORTS

a. H-GAC SPOTLIGHT - SUMMER EARN AND LEARN

For information only. No action requested. (Staff Contact: LaToya Casimere)

b. OUTREACH AND GOVERNMENT AFFAIRS REPORT

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

c. EXECUTIVE DIRECTOR'S REPORT

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

15. 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.

## **HARRIS COUNTY-HOUSTON SPORTS AUTHORITY RYAN WALSH**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Ryan Walsh, CEO of The Harris County-Houston Sports Authority, will present on the 2026 FIFA World Cup. No action requested.

## H-GAC BOARD MEETING MINUTES – SEPTEMBER 16, 2025

## 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 September 16 meeting of the H-GAC Board of Directors is attached and recommended for approval.

## Funding Source

N/A

## Budgeted

N/A

## Action Requested

Request approval of the minutes of the September 16, 2025, H-GAC Board Meeting. (Staff Contact: Isaac Perez)

## ATTACHMENTS:

September Board Minutes Cover Memo

**MEETING MINUTES  
H-GAC BOARD OF DIRECTORS  
SEPTEMBER 16, 2025**

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**CALL TO ORDER**

- **Date:** September 16, 2025
- **Time:** Approximately 10:10 AM
- **Location:** 3555 Timmons Lane, Houston, Texas 77027
- **Meeting Type:** Monthly meeting of the Houston-Galveston Area Council (H-GAC) Board
- **Presiding:** Mr. Chair, Judge Jay Knight
- **Call to Order and Opening:** The meeting was called to order. The meeting room was declared open and accessible to the public. The invocation was led by Judge Mark J. Keough, followed by Judge Jay Knight leading the pledges.

**Invocation and Pledges**

- An invocation was offered. (*Item 1*)

***Given by:*** Keough

- The Pledge of Allegiance to the flag of the United States of America was recited. (*Item 2*)
- The Pledge to the Texas state flag was recited.

***Given by:*** Knight

- A special presentation by Ryan Walsh, CEO of the Harris County Sports Authority, on the **2026 FIFA World Cup** was **rescheduled**.

**Roll Call** Isaac Perez conducted the roll call. The following individuals were present:

<b>Member</b>	<b>Representing</b>
Judge Tim Lapham	Austin County
Commissioner Stacy Adams	Brazoria County
Judge Ty Prause - Vice Chair	Colorado County

Commissioner Joseph Giusti	Galveston County
Commissioner Adrian Garcia	Harris County
Commissioner Lesley Briones	Harris County
Judge Jay Knight - Chair	Liberty County
Judge Bobby Seiferman	Matagorda County
Judge Mark J. Keough	Montgomery County
Commissioner Brandon Decker	Walker County
Judge Trey Duhon	Waller County
Judge Phillip Spenrath	Wharton County
Council member Laura Alvarado	Baytown
Councilman Harry Hardman	Conroe
Council member Tommy Ginn	Deer Park
Council member Sally Branson	Friendswood
Council member Sallie Alcorn	Houston
Vice Mayor Pro tem Amy Peck	Houston
Mayor Russell Humphrey	Huntsville
Councilman Bill Bentley (sub for Mayor Pro tem Chuck Engelken)	La Porte
Mayor Gerald Roznovsky	Lake Jackson
Council member Jeffrey Boney	Missouri City
Council Member Dolan Dow	Pasadena
Mayor Kevin Cole	Pearland
Council member Stewart Jacobson	Sugar Land
Council member Nancy Arnold	General Law

Council member Joe Garcia	General Law
Council member Ross Gordon	Home Rule
Michelle Cruz Arnold	HISD Board Member

**Quorum was confirmed and announced by Isaac Perez.**

**Special Guests** Rick Guerrero introduced special guests in the audience:

- Susan Schwartz, Mayor Pro tem with the city of Bunker Hill Village and General Law Cities Alternate to the H-GAC Board
- Kelly Waterman with the office of Senator Ted Cruz joined in the audience
- Melissa Washington, Outreach Manager with the General Land Office
- Katie Shelton, Public Affairs liaison with council member Alcorn's office
- Johnnie Simpson City of Dickinson and previous board member, council member
- Stephanie Smith, Economic Development Corporation director in Walker County

**Public Comment (Item 4)**

No one had signed up in advance. There was a brief comment made congratulating the City of Pearland for being ranked as the best place to live in Texas and number three in the U.S. by U.S. News and World Report. The City of La Porte was also recognized for being named number five coastal community in the nation by Consumer Affairs.

**Conflicts of Interest (Item 5)**

The Chair asked if anyone had conflicts of interest to declare. None were reported at this time. This item does not require board action.

**Safety Briefing (Item 6) Mr. Scott Young**

- There is currently no scheduled work on the building life safety systems. So, any alarms heard should be taken seriously.
- Scott also talked about **September- National Preparedness Month**, emphasizing the importance of preparing for disasters by knowing emergency types, making a family emergency plan, building an emergency supply kit (water, non-perishable food, first aid, flashlights, batteries, multi-purpose tools), having a communication plan, protecting homes, and CPR.

**Consent Agenda (Item 7)**

The motion was to approve the items and seconded with no further discussion.

- **Vote: All in favor said "Aye". No nays. The motion carried.**

***Motion by:*** Jacobson

***Second by:*** Branson

**Finance and Budget Committee (Item 8a) Monthly Financial Report August 2025 – Christina Ordonez-Campos**

- Monthly Financial Report: As of the end of August, interest income reached **94%** of the budget and cooperative purchasing revenue stood at **55%**.
- Expenditures for personnel were 54% of the budget, with 433 employees compared to 355 last year.
- Total revenues amounted to **\$349 million** and expenses to **\$347.5 million** as of August 31<sup>st</sup>.
- State grants collected about \$1 million more than last year.
- Personnel costs increased by \$6 million, a 25% increase, largely due to the Texas Rising Stars program.
- Equipment expenditure is expected to rise with the purchase of **911 call handling equipment** and furnishing of new office space.

**Vote: All in favor said "Aye". No opposed. The motion passed.**

***Motion By:*** Jacobson

***Second By:*** Keough

**Spend Down Update- Community & Environmental (Item 8b)**

An update on the **Clean Rivers Program Spend Down Policy** indicated that it was a two-year grant ending August 2025. Updates will now be quarterly.

This item does not require board action.

**Operating Reserve Policy (Item 8c)**

- This is in the beginning discussions stage and aiming for a reserve equivalent to **60 days of the annual budget**, approximately **\$20 million**.
- The goal is to bring the policy back for approval in **October**.

This item does not require board action.

**Human Services – (Item 9a) Aaron Sturgeon (Assistant Director of Human Resources)**

- Provided insight on the authorization that was requested to contract with **FY2026 nutrition and transportation providers** for up to **\$6,347,540**.
- Authorization was also requested to contract with direct service providers - total for all direct services not exceeding \$3 million for FY2026.
- These services cover 12 out of 13 counties excluding Harris County.
- A discussion was discussed about the contract with FY26 nutrition and transportation providers in the amount not to exceed \$6,347,540 and to contract with our direct service providers. The total amount for all direct services authorized will not exceed \$3 million for fiscal year 2026.
- **Vote: All in favor said "Aye". No nays. The motion carried.**

***Motion By:*** Cole

***Second By:*** Keough

#### **HGAC Advisory Committee Appointments (Item 10a)**

- The September 2025 advisory committee and affiliate group appointments were presented for approval by William Matthews (Program Coordinator)
- Stephanie Smith, (Economic Development Corporation Director- Walker County) spoke about her commitment to advancing economic growth and collaboration across the region
- **Vote: All in favor said "Aye". No nays. The motion carried.**

***Motion By:*** Seiferman

***Second By:*** Decker

#### **Broadband Committee (Item 11a) Judge Tim Lapham and Raquel Meyers**

- Raquel gave some updates on the Broadband Committee.
- Staff are gathering broadband roadmaps, case studies, funding stacks, and business models for regional applications.
- Applying disaster preparations as a funding strategy for funding opportunities.
- **Request for Qualification (RFQ)** is being developed to identify all applicable internet service providers in the region.
- This item does not require board action.

#### **Reports**

#### **H-GAC Spotlight - Air Quality Programs (Item 12a) Pharr Andrews, Air Quality Principal Planner**

- This item was discussed and presented on a new regional effort to improve air quality, health, and economic growth.
- It is funded by a \$1 million Climate Pollution Reduction Grant from the 2022 Inflation Reduction Act, aiming to develop a regional clean air plan.
- Draft plan strategies focus on five sectors: building and energy, waste, agriculture and land use, transportation, and industry.
- **Regional Air Quality Summit** is scheduled next week in partnership with the FIFA World Cup sustainability effort. The final plan is due to the EPA by **December 2025**.

#### **Outreach and Government Affairs Report (Item 12b) Rick Guerrero**

- Rick Guerrero reported on the second special session of the Texas Legislature, which ended September 3<sup>rd</sup>.
- Bills on **youth camp safety and flood preparedness** passed, including stricter licensing standards and emergency flood plan requirements.
- Several changes to the **Public Information Act** and **Open Meetings Act** took effect September 1st, including a change from a 72-hour to a **three-business-day posting rule** for local government meetings.
- HP 150, which established that Texas Cyber Security Command now requires elected officials and appointed officials and employees for local governments to complete cyber security training.
- HP 3512 requires the same officials to take artificial intelligence training as well, certified by the Department of Information Resources.
- HGAC is transitioning from the **Novus** Agenda board software to **Convene**, with training available.
- Two new team members were introduced: **Kelley Misetich** as the new Board Coordinator and **Anna Shadle** as the new Project Coordinator.

#### **Executive Director's Report (Item 12C) Chuck Wemple** provided his report.

- Gulf Coast Economic Development District will be meeting on Wednesday, October 8th. It will be going on around 10:00 A.M.
- The City Manager Summit will be taking place on Friday, October 10th at 11:00 am.
- H-GAC's MPO's 50<sup>th</sup> is coming up.
- Next month the agency will be focusing on artificial intelligence initiative.

**Adjournment** The meeting was adjourned at 11:04 A.M.



## **QUARTERLY INVESTMENT REPORT - 3RD QUARTER 2025**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the FY2025 Quarterly Investment Report for the 3rd quarter ending September 30, 2025. (Staff Contact: Shaun Downie)

### **ATTACHMENTS:**

- Quarterly Investment Report - 3rd Quarter 2025      Cover Memo

**Houston Galveston Area Council**  
**Investment Report**  
**For Quarter Ending September 30th, 2025**

	Opening Balance FY 25	Interest Earned FY 25	Deposits/ Withdrawal	Current Balance / Market Value	Percent of Portfolio
TexPool Prime Account Yield 4.29% Book Value \$8,500,000	9,303,738	313,741	-	9,617,479	100.00%
<b>Balance as of September 30, 2025</b>	<b>\$ 9,303,738</b>	<b>\$ 313,741</b>	<b>\$ -</b>	<b>\$ 9,617,479</b>	<b>100.00%</b>

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

Shaun Downie  
 Shaun Downie  
 Investment Officer

CHRISTINA ORDÓÑEZ-CAMPOS, CPA  
 Christina Ordóñez-Campos  
 Chief Financial Officer

**Houston Galveston Area Council - Component Unit**  
**Investment Report**  
**For Quarter Ending September 30th, 2025**

	<b>Opening Balance FY 25</b>	<b>Interest Earned FY 25</b>	<b>Current Balance / Market Value</b>	<b>Percent of Portfolio</b>
<b>Local Development Corporation</b>				
Certificate of Deposit (Maturity 10/1/2025) Yield 3.62% Chase Bank	\$ 336,255	\$ 13,317	\$ 349,572	5.54%
<b>Corporation for Regional Excellence</b>				
Certificate of Deposit (Maturity 10/3/2025) Yield 3.62% Chase Bank	516,092	20,386	\$ 536,479	8.50%
<b>Gulf Coast 911 Regional District</b>				
Certificate of Deposit (Maturity 10/8/2025) Yield 3.62% Chase Bank	5,217,458	206,363	\$ 5,423,821	85.96%
<b>Balance as of September 30, 2025</b>	<b>\$ 6,069,806</b>	<b>\$ 240,067</b>	<b>\$ 6,309,872</b>	<b>100.00%</b>

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

Shaun Downie

Shaun Downie  
Investment Officer

Christina Ordóñez-Campos, CPA

Christina Ordóñez-Campos  
Chief Financial Officer

## HGACBUY WEBSITE REDESIGN

### Background

HGACBuy is the Houston-Galveston Area Council's Cooperative Purchasing Program, operating nationwide to provide governments and non-profits with smart purchasing solutions. The program's website, hgacbuy.org, serves as the primary digital platform for members, suppliers, and prospective partners. It provides information on available contracts, membership applications, supplier opportunities, and program resources. While the site has served the program for many years, its design and functionality no longer meet current expectations for usability, accessibility, and integration with modern systems.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified Contractor(s) for the goods or services requested under Project ID: PS-HGACBUYWEBRED-07-25. 24 responsive submissions were received and thoroughly evaluated by a committee of H-GAC representatives. Based on the committee's scoring and evaluation of the proposal responses and interviews, the recommendation and rankings are presented below:

<b>Vendor</b>	<b>Total Score</b>
Planeteria Media	123.66
Exemplifi	122.48
BrightLeaf Group, Inc.	111.04
ALOIS LLC	107.37
VTECHYS LLC	66.57
MoxieIT Solutions Inc	66.14
Maganti IT Resources LLC	65.14
BuzzClan LLC	65
ITWox Inc	63
Absolute Information Technologies Inc.	62.12
i7MEDIA, LLC	61.57
AtLink Communications Inc	60.86
Concourse Tech Inc.	60.14
Expentor Inc	59.71
ATZ Solution LLC	58.86
Ingenia Agency LLC	58.57
KSN Technologies Inc	57.29
Tino LLC	56.57
Falotico Consulting LLC	56.57
VIsual Net Design, LC	56.29
Tihuma Digital Inc d/b/a iMedia Inc	54.57
Thirdbridge	51.86
Dominus Gray	40.86
BlinkInvestmentsLLC	31.57

**Funding Source**

Local Funds; Enterprise Solutions

**Budgeted**

Yes

**Action Requested**

Request authorization to contract with the vendors in the ranked order for website design services.  
(Staff Contact: Ronnie Barnes)

## **OPERATING RESERVE POLICY**

## Background

N/A

## Current Situation

N/A

## Funding Source

N/A

## Budgeted

N/A

## Action Requested

Request approval of the Operating Reserve Policy. (Staff Contact: Christina Ordonez-Campos)

## ATTACHMENTS:

Operating Reserve Policy Draft Cover Memo

# **HOUSTON GALVESTON AREA COUNCIL**

## **(H-GAC)**

### **OPERATING RESERVE POLICY**

*By Christina Ordóñez-Campos, CPA, Chief Financial Officer – As of September 2<sup>nd</sup>, 2025*

#### **1. Background**

Establishing an operating reserve is a mechanism that governments can implement to ensure adequate levels of cash balances are available to mitigate current and future financial risks.

#### **2. Policy Statement**

The primary objective of this policy is to establish an operating reserve for H-GAC that will allow the agency to continue to operate during difficult financial times. The following are two types of operating reserves addressed within this policy:

- I. Operating Cash Flow: Maintain adequate level of cash for day-to-day operations.
- II. Emergencies: Accommodate unusual and/or unforeseen emergency cash needs.

#### **3. Level of Funding**

The target reserve level for both operating reserve types is a minimum of 60 days' worth of funding based on the annual budget for revenues approved by the agency's Board of Directors; this target should exclude revenues associated with sub-recipient payments/pass thru activities. Generally, the 60 days of funding should be maintained in the operating cash

account or in easily accessible investment vehicles. Any investment strategy utilized to meet the targeted reserve levels must also comply with H-GAC's investment policy.

Funding for the reserve may come from diverse areas. On the Annual Comprehensive Financial Report (ACFR), the reserve balance must be part of the general fund's unassigned fund balance.

To attain the long-term goal, HGAC will seek to allocate additional funds to the reserve every year from various sources, including membership dues and/or enterprise fund revenues if no other funds are available, as approved by the Board of Directors. All funds must be directly tied to the general fund or the enterprise fund.

If the targeted reserve levels fall below the 60 days at year-end, an amount should be built into the budget during the mid-year revision to increase the operating reserve.

#### **4. Allowable Uses**

##### **I. Operating Cash Flow:**

The operating cash flow reserve is intended to provide an internal source of funds for situations that would interrupt the normal day-to-day operations as determined by management to the extent authorized by the Board of Directors. Examples of situations that fall under this category are economic recession, revenue shortfall, early retirement of debt & capital asset acquisition. The Board may delegate authority to the Executive Director & Chief Financial Officer to authorize operating use to the extent that the funds are available.

##### **II. Emergencies:**

The emergency reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, uninsured losses and other emergency needs as determined by the Board of Directors. The Board may delegate authority to the Executive Director & Chief Financial Officer to authorize emergency use to the extent that the funds are available.



## 5. Authorization and Replenishment

The use of operating reserves must be adequately budgeted. Earnings from the operating reserve investments will be retained within the operating reserve, unless otherwise budgeted and appropriated by the Board (e.g., interest reinvestment fund). The use of the reserve must be accompanied by a description of the analysis and determination of the use along with plans for replenishing the reserve. The analysis must include identification of whether the use is anticipated to be a one-time issue or expense or likely to be multiple occurrences. The reserve must be replenished within twelve months from the date of use.

## 6. Reporting and Monitoring

The Chief Financial Officer (CFO) is responsible for ensuring that the operating reserve is maintained and used only as described in this policy. Upon approval for the use of the operating reserve, the CFO will ensure adequate maintenance of records of the use of funds and plan for replenishment. They will ensure adequate and regular reporting to the H-GAC Budget & Finance Committee of the Board of progress to restore the fund.

The ultimate responsibility for investment oversight resides with the H-GAC Board.

Bi-annually, the CFO will ensure adequate reporting to the H-GAC Budget & Finance Committee of the Board of any activities of the operating reserve to demonstrate compliance with the operating reserve policy.

## 7. Effective Date:

## **TECHNOLOGY ASSETS FOR RENOVATION OF 6th, 11th, AND 15th FLOORS**

### **Background**

The Houston-Galveston Area Council is expanding its physical office footprint by leasing additional space on floors 6, 11, and 15 at the 3555 Timmons building. This expansion was initiated to accommodate the recent and projected growth in staffing across various programs.

### **Current Situation**

Floors 6, 11, and 15 require technology to be fully functional and aligned with operational standards. H-GAC will need to procure the necessary technology assets to support daily business activities for staff.

All technology assets will be procured in accordance with H-GAC's procurement policy and applicable cooperative purchasing agreements.

### **Funding Source**

#### **Local Funds**

### **Budgeted**

**Yes**

### **Action Requested**

Request approval to proceed with the procurement of technology assets necessary to support the newly leased space on floors 6, 11, and 15 of the 3555 Timmons building, in an amount not to exceed \$500,000.

(Staff Contact: Scott Young)

## AUDIT & RISK SOFTWARE

### Background

The Workforce Solutions program has traditionally managed quality assurance and subrecipient monitoring using Microsoft Word, Excel, SharePoint, and other Microsoft Office applications. To better support the evolving needs and growth of the program, there is a critical need for a cloud-based Audit and Risk Case Management software. This software will streamline productivity by automating and centralizing processes currently handled manually, including the conduct, follow-up, and documentation of compliance and risk management projects. Additionally, it will enable the program to effectively implement the COSO risk management framework by providing a single platform to assess, manage, and document operational, financial, and compliance risks.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods and services requested under Project ID: RFP-HS-WKF-AUDITSW-06-2025 on July 30, 2025. The solicitation closed on September 11, 2025. Seventeen (17) responsive submissions were received and were thoroughly evaluated by a committee of H-GAC representatives. Based on the committee's scoring and evaluation of the proposal response, the recommendation and rankings are presented below:

Rank	Company Name	Score
1	AuditBoard, Inc.	92.8
2	VividGovTech	78.8
3	Atikin LLC	76.8
4	Clearsulting, LLC	74.8
5	ARETE Consulting Services Inc.	73.0
6	Blake Willson Group	69.8
7	Autocene Government Solutions, Inc.	67.8
8	K10 Vision Inc	67.5
9	Carahsoft Technology Corporation	66.0
10	VantagePoint Consulting	65.0
11	Concourse Tech Inc.	62.5
12	CBIZ	61.5
13	Horvath & Partners Management Consulting Corporation	58.5
14	Beinex Solutions LLC	58.5
15	MRP LLC DBA IT Ignite	56.0
16	Leading Edge Data Solutions LLC	54.0
17	FINAUTHSHIELD INC	53.5

**AuditBoard, Inc. scored the highest among the proposers.**

AuditBoard, Inc. is a California-based cloud software company founded in 2014 that specializes in audit, risk, and compliance management solutions. Its integrated platform streamlines internal audit, SOX compliance, enterprise risk management, and operational audit processes. AuditBoard serves a wide range of clients—from mid-sized companies to Fortune 500 enterprises—across various

industries, including finance, healthcare, manufacturing, and technology.

Page 2 of 2

**Funding Source**

Texas Workforce Commission

**Budgeted**

Yes

**Action Requested**

Request authorization for staff to negotiate and execute a contract with a firm, in the order of ranking presented, for an amount not to exceed \$120,000. (Staff Contact: AJ Dean)

## LEARNING MANAGEMENT SOFTWARE

### Background

The Gulf Coast Workforce Board is responsible for overseeing the delivery of career services across a 13-county region. As part of this role, the Board prioritizes the professional development of service provider staff throughout the area, ensuring they have ongoing opportunities to enhance their skills and better serve customers.

Until recently, Board staff relied on Latitude Learning as the primary platform for online training and professional development. While it served as a basic foundation for delivering content, the system's limited functionality has increasingly constrained the ability to offer comprehensive, interactive, and data-driven learning experiences. Its lack of robust collaboration tools, advanced analytics, and modern user engagement features no longer meets the evolving needs of the program or its growing workforce.

As training needs have evolved and expanded, the limitations of the current system have become more apparent. In response, the Houston-Galveston Area Council (H-GAC) has procured a new, more advanced learning management system that will significantly improve functionality and scalability—better aligning with the Board's commitment to high-quality staff development.

### Current Situation

A Request for Proposal (RFP-HS-WKF-LMS-04-25) was released on April 30, 2025 to select a contractor(s) capable of implementing a comprehensive Learning Management System (LMS).

Fifteen responses were received and thoroughly evaluated:

Rank	Company Name	Score
1	360Learning Inc.	86.00
2	Absorb Software North America, LLC	80.67
3	eSkillz Corp	69.67
4	PowerTrain Inc	63.67
5	Noverant	62.67
6	Envolvemedia, LLC	60.17
7	Skinny Cat Software LLC	50.00
8	Batia Infotech	49.17
9	CABEM Technologies	46.67
10	Modern Training Solutions, LLC	40.67
11	Telerelation LLC	38.67
12	ExamRoom.AI Corp	36.83
13	Aliyas Solutions LLC	35.00
14	UL Solutions	33.67
15	PureLogics LLC	32.17

**360Learning scored the highest among the proposers.**

360Learning is a Paris-based educational technology company founded in 2013 that specializes in collaborative learning and skills development through its learning platform. The company serves over 2,500 customers worldwide, including startups, Fortune 500 companies, and government organizations.

**Funding Source**

Texas Workforce Commission

**Budgeted**

Yes

**Action Requested**

Request authorization for staff to negotiate and execute a contract with a firm, in the order of ranking presented, for an amount not to exceed \$100,000 per year, with the option to renew for up to three additional one-year terms. (Staff Contact: AJ Dean)

## THE UNIVERSITY OF HOUSTON AT CLEAR LAKE BACTERIA TRACKING SUBCONTRACT

### **Background**

The Houston-Galveston Area Council along with local Clean Rivers Program Partners conducts extensive water quality monitoring throughout the H-GAC region. Fecal bacteria continue to be the leading water pollutant, impairing more than 42% of streams miles in area watersheds, and endangering public health and local economies. In an effort to zero in on human sources of fecal bacteria, which have a relatively high potential to impact human health, H-GAC is looking to adopt the most cost effective and efficient method of bacteria source tracking. This data will help local stakeholders and H-GAC make more informed decisions and guide future investments as part of the implementation of voluntary watershed-based plans.

### **Current Situation**

H-GAC's Board of Directors approved an award of \$750,000 from the U.S. EPA's Gulf of America Program to H-GAC on August 19, 2025. The Houston-Galveston Area Council is serving as the lead organization under the agreement titled, "Tracking Sources of Fecal Contamination to Galveston Bay." Traditional fecal indicator bacteria counts do not differentiate the source of contamination (i.e., human, domesticated animal, wildlife), which limits remediation efforts. The project team will be applying new microbial source tracking methods in tributaries to Galveston Bay (see attachment) that are coupled to watersheds where wastewater infrastructure and on-site sewage facilities are common, and the watersheds are impaired for bacteria.

H-GAC is seeking to subcontract with the University of Houston - Clear Lake as a member of the project. The university will analyze approximately 400 water samples using several microbial source tracking methods to determine the source of indicator bacteria. Project results are expected to provide managers and local governments with actionable data to implement targeted remediation strategies.

This subcontract will commence upon signature and go through July 31, 2028.

### **Funding Source**

U.S. EPA, Region 4 Gulf of America Program

### **Budgeted**

Yes

### **Action Requested**

Request authorization to enter into a subcontract for no more than \$168,145 with the University of Houston – Clear Lake. (Staff Contact: Steven Johnston)

## THE UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER BACTERIA TRACKING SUBCONTRACT

### Background

The Houston-Galveston Area Council along with local Clean Rivers Program Partners conducts extensive water quality monitoring throughout the H-GAC region. Fecal bacteria continue to be the leading water pollutant, impairing more than 42% of streams miles in area watersheds, and endangering public health and local economies. In an effort to zero in on human sources of fecal bacteria, which have a relatively high potential to impact human health, H-GAC is looking to adopt the most cost effective and efficient method of bacteria source tracking. This data will help local stakeholders and H-GAC make more informed decisions and guide future investments as part of the implementation of voluntary watershed-based plans.

### Current Situation

H-GAC's Board of Directors approved an award of \$750,000 from the U.S. EPA's Gulf of America Program to H-GAC on August 19, 2025. The Houston-Galveston Area Council is serving as the lead organization under the agreement titled, "Tracking Sources of Fecal Contamination to Galveston Bay." Traditional fecal indicator bacteria counts do not differentiate the source of contamination (i.e., human, domesticated animal, wildlife), which limits remediation efforts. The project team will be applying new microbial source tracking method tools in tributaries to Galveston Bay (see attachment) that are coupled to watersheds where wastewater infrastructure and on-site sewage facilities are common, and the watersheds are impaired for bacteria.

H-GAC is seeking to subcontract with the University of North Texas – Health Science Center as a member of the project. The university will analyze approximately 400 water samples using several microbial source tracking methods to determine the source of indicator bacteria. Project results are expected to provide managers and local governments with actionable data to implement targeted remediation strategies.

This subcontract will commence upon signature and go through July 31, 2028.

### Funding Source

U.S. EPA, Region 4 Gulf of America Program

### Budgeted

Yes

### Action Requested

Request authorization to enter into a subcontract for no more than \$225,213 with the University of North Texas – Health Science Center. (Staff Contact: Steven Johnston)

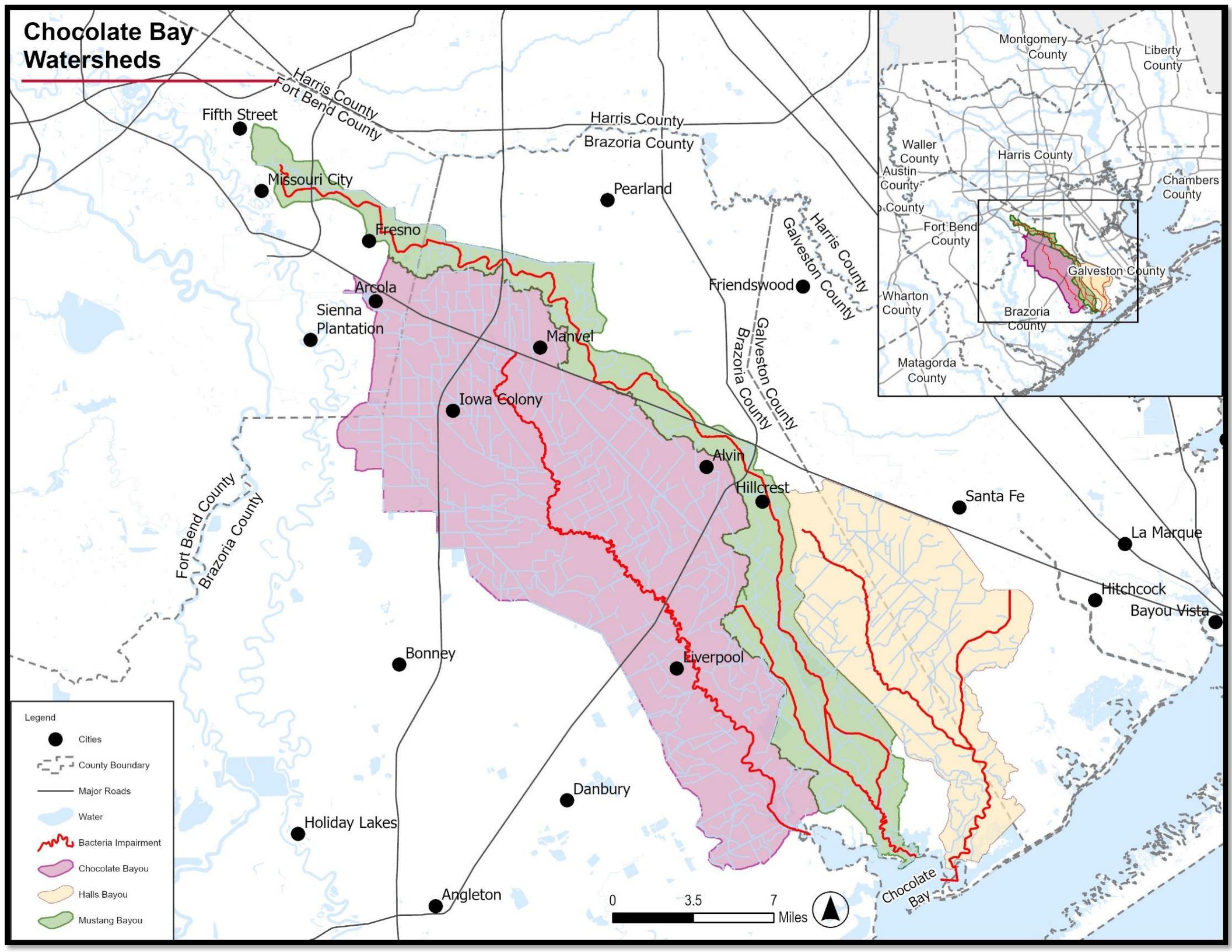
**ATTACHMENTS:**

Page 2 of 3

□ Map Chocolate Bay Watershed

Exhibit

# Chocolate Bay Watersheds



## **TEXAS A&M UNIVERSITY AT GALVESTON BACTERIA TRACKING SUBCONTRACT**

### **Background**

The Houston-Galveston Area Council along with local Clean Rivers Program Partners conducts extensive water quality monitoring throughout the H-GAC region. Fecal bacteria continue to be the leading water pollutant, impairing more than 42% of streams miles in area watersheds, and endangering public health and local economies. In an effort to zero in on human sources of fecal bacteria, which have a relatively high potential to impact human health, H-GAC is looking to adopt the most cost effective and efficient method of bacteria source tracking. This data will help local stakeholders and H-GAC make more informed decisions and guide future investments as part of the implementation of voluntary watershed-based plans.

### **Current Situation**

H-GAC's Board of Directors approved an award of \$750,000 from the U.S. EPA's Gulf of America Program to H-GAC on August 19, 2025. The Houston-Galveston Area Council is serving as the lead organization under the agreement titled, "Tracking Sources of Fecal Contamination to Galveston Bay." Traditional fecal indicator bacteria counts do not differentiate the source of contamination (i.e., human, domesticated animal, wildlife), which limits remediation efforts. The project team will be applying new microbial source tracking method tools in tributaries to Galveston Bay (see attachment) that are coupled to watersheds where wastewater infrastructure and on-site sewage facilities are common, and the watersheds are impaired for bacteria.

H-GAC is seeking to subcontract with Texas A&M University – Galveston as a member of the project. The university will analyze approximately 400 water samples to assist determining sources of fecal bacteria to distinguish between surface and groundwater sources. Project results are expected to provide managers and local governments with actionable data to implement targeted remediation strategies.

This subcontract will commence upon signature and go through July 31, 2028.

### **Funding Source**

U.S. EPA, Region 4 Gulf of America Program

### **Budgeted**

Yes

### **Action Requested**

Request authorization to enter into a subcontract for no more than \$108,003 with Texas A&M University – Galveston. (Staff Contact: Steven Johnston)

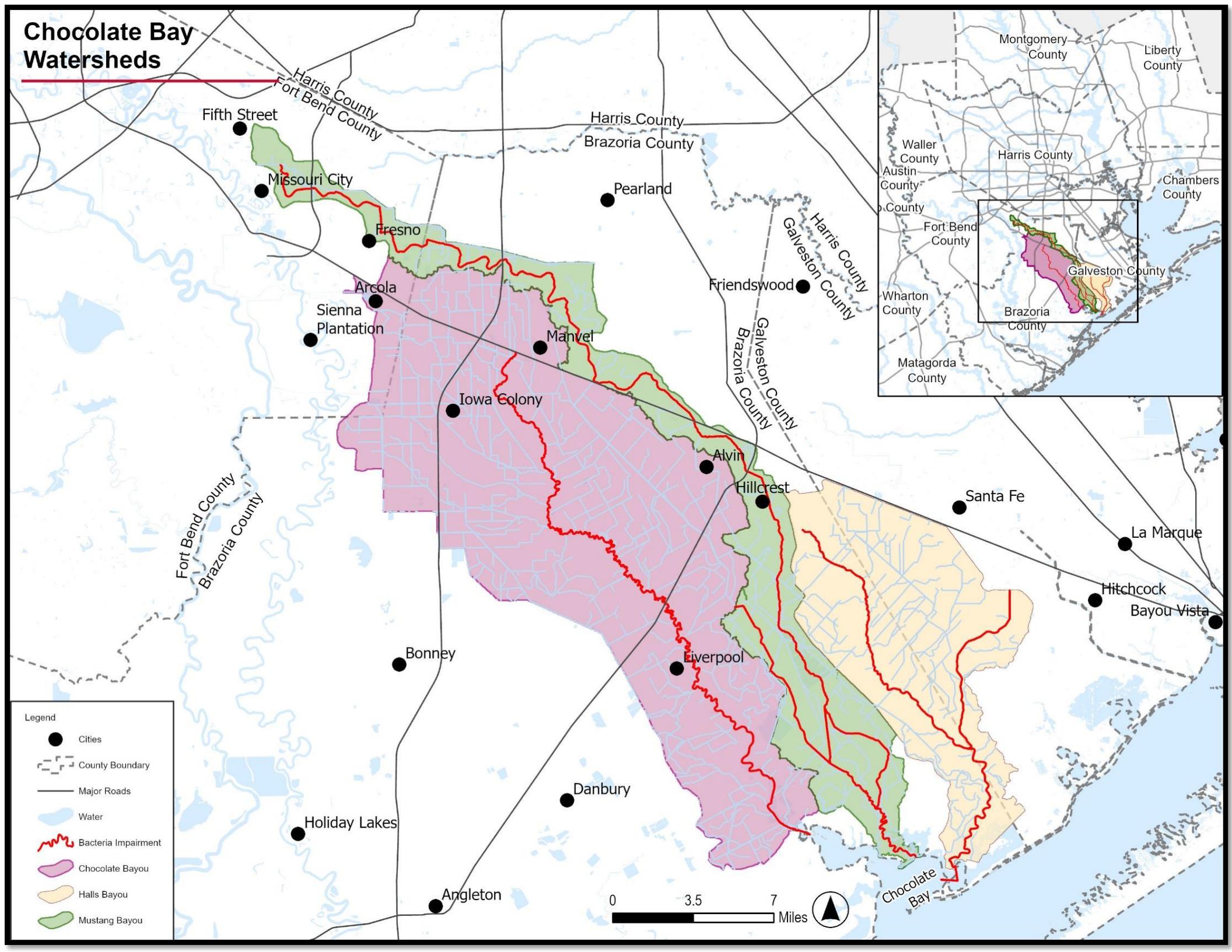
**ATTACHMENTS:**

Page 2 of 3

□ Map Chocolate Bay Watershed

Exhibit

# Chocolate Bay Watersheds



## THE GALVESTON BAY FOUNDATION BACTERIA TRACKING SUBCONTRACT

### Background

The Houston-Galveston Area Council along with local Clean Rivers Program Partners conducts extensive water quality monitoring throughout the H-GAC region. Fecal bacteria continue to be the leading water pollutant, impairing more than 42% of streams miles in area watersheds, and endangering public health and local economies. In an effort to zero in on human sources of fecal bacteria, which have a relatively high potential to impact human health, H-GAC is looking to adopt the most cost effective and efficient method of bacteria source tracking. This data will help local stakeholders and H-GAC make more informed decisions and guide future investments as part of the implementation of voluntary watershed-based plans.

### Current Situation

H-GAC's Board of Directors approved an award of \$750,000 from the U.S. EPA's Gulf of America Program to H-GAC on August 19, 2025. The Houston-Galveston Area Council is serving as the lead organization under the agreement titled, "Tracking Sources of Fecal Contamination to Galveston Bay." Traditional fecal indicator bacteria counts do not differentiate the source of contamination (i.e., human, domesticated animal, wildlife), which limits remediation efforts. The project team will be applying new microbial source tracking method tools in tributaries to Galveston Bay (see attachment) that are coupled to watersheds where wastewater infrastructure and on-site sewage facilities are common, and the watersheds are impaired for bacteria.

H-GAC is seeking to subcontract with the Galveston Bay Foundation as a member of the project. The Foundation will expand volunteer monitoring in the project area providing an additional 160 quality assured fecal bacteria water samples. The Foundation will also assist with outreach and education support with watershed residents and stakeholders. Project results are expected to provide managers and local governments with actionable data to implement targeted remediation strategies.

This subcontract will commence upon signature and go through July 31, 2028.

### Funding Source

U.S. EPA, Region 4 Gulf of America Program

### Budgeted

Yes

### Action Requested

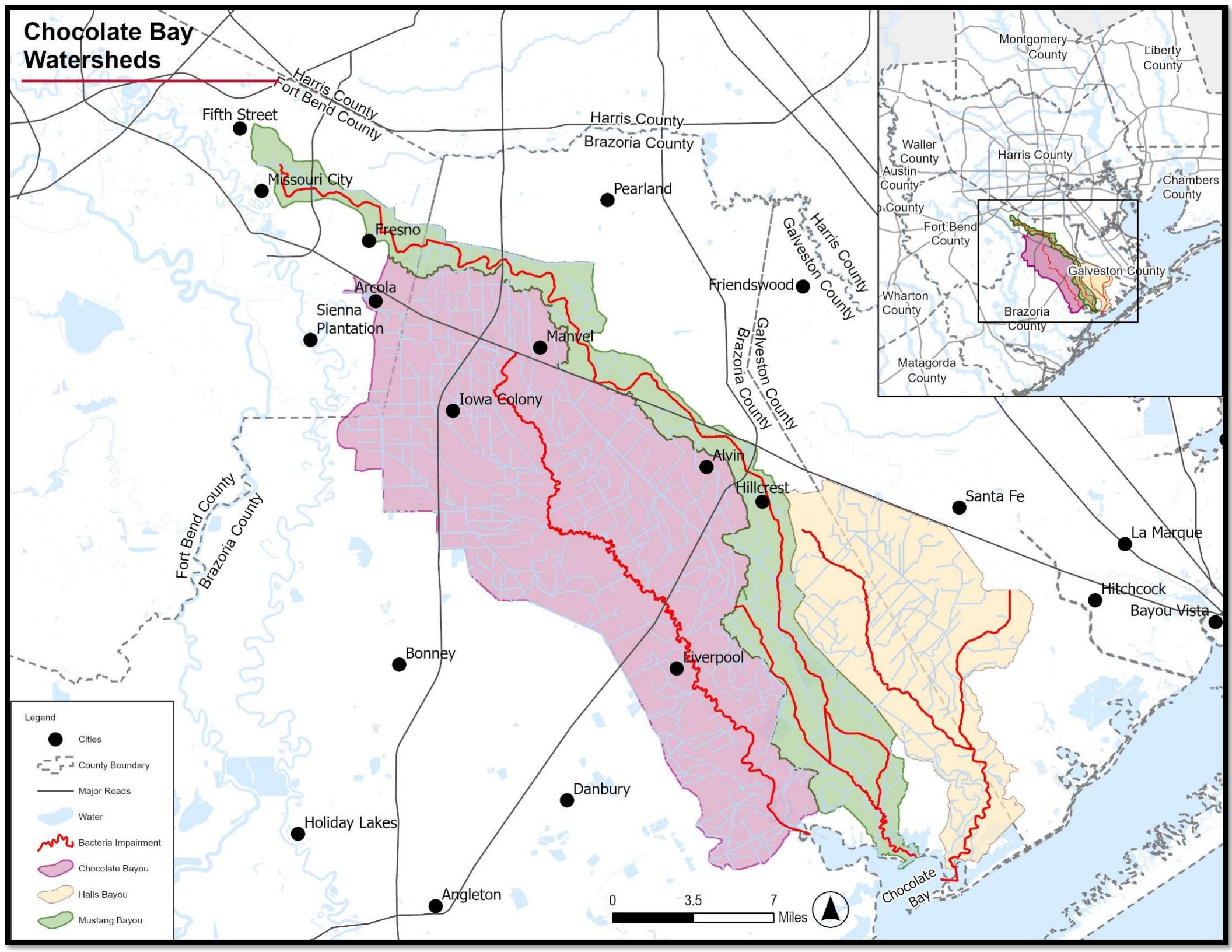
Request authorization to enter into a subcontract for no more than \$73,072 with the Galveston Bay Foundation. (Staff Contact: Steven Johnston)

### ATTACHMENTS:

- Map Chocolate Bay Watershed

Cover Memo

# Chocolate Bay Watersheds



## **PARTICULATE MATTER AIR QUALITY PLANNING GRANTS**

### **Background**

The "Rider 7" Local Air Quality Planning Grant is a State of Texas administered program overseen by the Texas Commission on Environmental Quality. This program dates to 1995 and was originally developed to support local air quality planning efforts in ozone near-nonattainment areas. Due to our region's longstanding ozone nonattainment status, we have historically been ineligible to receive funds through this effort. When the program was renewed for the 2024-2025 state budget biennium, and again for the 2026-2027 state budget, this program was updated to include funding for areas that are considered to be in near-nonattainment for fine particulates, also known as PM2.5. Our region is recognized as one of these near-nonattainment areas. The "Rider 7" Local Air Quality Planning Grant is a State of Texas administered program overseen by the Texas Commission on Environmental Quality. This program dates to 1995 and was originally developed to support local air quality planning efforts in ozone near-nonattainment areas. Due to our region's longstanding ozone nonattainment status, we have historically been ineligible to receive funds through this effort. When the program was renewed for the 2024-2025 state budget biennium, and again for the 2026-2027 state budget, this program was updated to include funding for areas that are considered to be in near-nonattainment for fine particulates, also known as PM2.5. Our region is recognized as one of these near-nonattainment areas.

### **Current Situation**

Due to the H-GAC region's near-nonattainment status, H-GAC is eligible to receive additional funding through the Rider 7 Local Air Quality Planning Grant for the 2026-2027 state budget appropriation. These funds are available for activities that can support development of State Implementation Plans. These activities may include: inventorying emissions; monitoring of pollution levels; air pollution and data analysis; modeling pollution levels; regional air quality planning; and administration of the program. Staff anticipates working with consulting partners to undertake project activities in line with allowable program activities.

### **Funding Source**

Texas Commission on Environmental Quality

### **Budgeted**

No

### **Action Requested**

Request authorization to add funds and extend existing contract with the Texas Commission on Environmental Quality and add additional funding for a total amount not to exceed \$1,200,000. (Staff Contact: Andrew DeCandis)

## **REGIONAL FREEWAY INCIDENT MANAGEMENT AMENDMENT**

### **Background**

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

### **Current Situation**

Due to delays in receiving the anticipated federal grant that would fund the Tow and Go program for the next three years—the H-GAC Board of Directors, during their May 20, 2025 regularly scheduled meeting, approved extending the Harris County agreement through January 31, 2026 and added up to \$1,830,000 to continue the program. Since that time, H-GAC staff received the notice to proceed letter which authorized spending on the next round of federal funding. Harris County, along with H-GAC staff determined additional funds are needed to continue the program through the end of the contract. With Board approval grant funds will be added to the contract from Harris County's apportionment of the federal grant. Harris County is responsible for discretionary match to cover all expenses above the not to exceed amount of \$14,062,000.

### **Funding Source**

Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request approval to amend the Harris County agreement adding up to \$1,800,000 for the continuation of towing and incident management operations.

## **REGIONAL FREEWAY INCIDENT MANAGEMENT - CITY OF HOUSTON**

### **Background**

As a part of the regional Freeway Incident Management Program, the Houston-Galveston Area Council partners with the City of Houston to implement the Tow and Go Program. This program operates out of Houston TranStar, the Regional Transportation Management Center. The central purpose of the Freeway Incident Management Program is to save the lives of stranded motorists, and their occupants, by quickly removing stalled vehicles from freeways to a nearby safe location, at no cost to the motorist. Additionally, the quick removal of stalled vehicles mitigates traffic congestion and reduces the risk of secondary crashes. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to motorists. The average incident clearance time is less than seventeen minutes.

### **Current Situation**

H-GAC staff is seeking the Board of Directors approval to enter into a contract with the City of Houston for the continuation of the Regional Freeway Incident Management program. Once approved, The City of Houston will continue to operate the Tow and Go program and receive towing reimbursements for an amount not to exceed \$3,600,000 for one year, with the option to renew for two additional years for an amount not to exceed \$10,800,000 for all three years.

### **Funding Source**

Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request for approval for the Houston-Galveston Area Council to enter into a contract with the City of Houston to continue the Tow and Go program for one year for an amount not to exceed \$3,600,000 with an option to renew for up to two additional years for an amount not to exceed \$10,800,000 for all three years. (Staff Contact: Francis Rodriguez)

## **REGIONAL FREEWAY INCIDENT MANAGEMENT - HARRIS COUNTY**

### **Background**

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

### **Current Situation**

H-GAC staff is seeking the Board of Directors approval to enter into a contract with Harris County for the continuation of the Regional Freeway Incident Management program. Once approved, Harris County will continue to operate the Motorist Assistance Program, Incident Management Unit, and Tow and Go operations, and receive towing reimbursements for an amount not to exceed \$7,500,000 for one year, with the option to renew for two additional years for an amount not to exceed \$22,500,000 for all three years.

### **Funding Source**

Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request approval for the Houston-Galveston Area Council to enter into a contract with Harris County to continue the Motorist Assistance Program, the Incident Management Unit, and the Tow and Go Program for one year for an amount not to exceed \$7,500,000 with the option to renew for up to two additional years for an amount not to exceed \$22,500,000 for all three years.(Staff Contact: Francis Rodriguez)

## MONTHLY FINANCIAL REPORT - SEPTEMBER 2025

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of monthly financial report ending September 30, 2025. (Staff Contact: Christina Ordonez-Campos)

### **ATTACHMENTS:**

- September 2025 Monthly Financial Report
- Cover Memo



## HOUSTON GALVESTON AREA COUNCIL (H-GAC)

### FY25 Monthly Financial Report

For Month Ending September 30, 2025

Prepared on October 8, 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

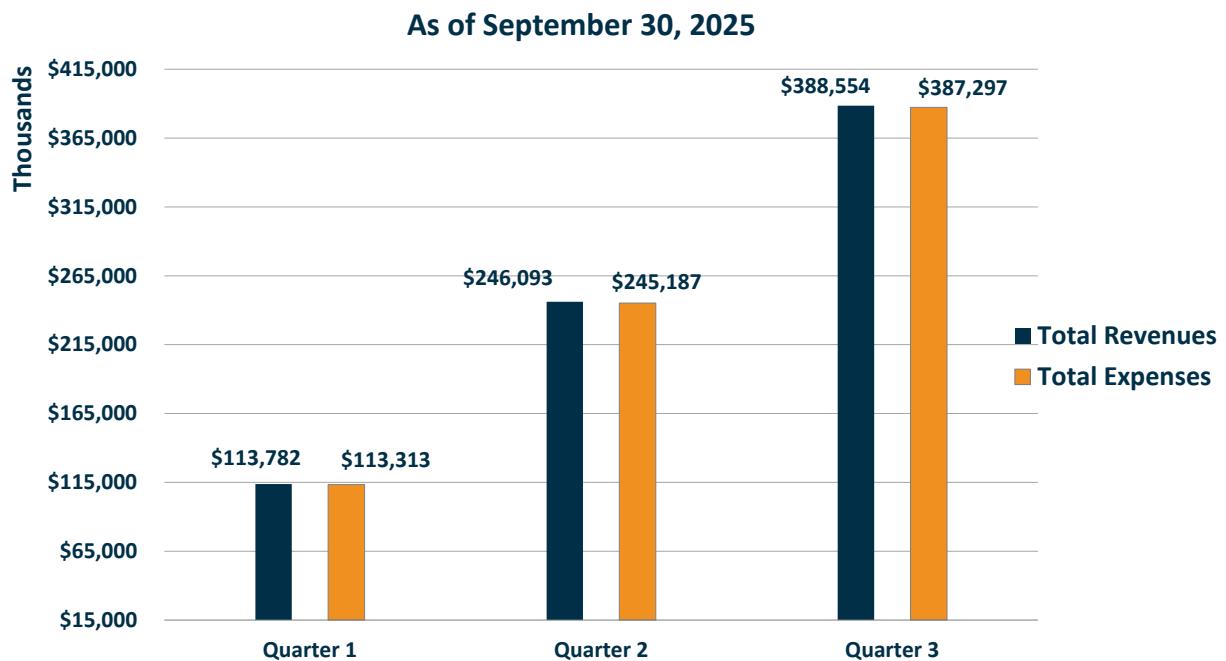
- > As of September 30, membership dues collections total 311K, of which 5.7K pertains to outstanding dues from 2024. We currently have 151K outstanding for 2025 and are diligently following up with our members to ensure timely collection.
- > We collected 14% of the budgeted federal revenue in September - this is attributed to the Environmental Protection Agency and Department of Energy grants.
- > As of September 30, 2025, the cooperative purchasing revenue stands at 60%, slightly below last year's 65% of the budget. Year-to-date collections total 4 mil, compared to 3.7 mil at the same point last year, reflecting stronger overall performance despite being slightly under the budgeted percentage.

#### EXPENDITURES

- > Personnel expenditures remain within budget as we continue to fill vacant positions. Year-to-date, personnel costs are at 64% of the budget, compared to 75% of the year that has elapsed. At September 30, we had 440 employees, compared to 361 in September 2024.
- > The majority of equipment expenditures are for 911 program call-handling equipment replacement and H-GAC space renovations for the additional leased space - these are expected to materialize by mid-to-late fourth quarter.
- > Travel expenses continue to pick up, and we anticipate that they will reach the budgeted level by the end of the year.

\*\*\* 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. \*\*\*

**Quarterly Trends Chart**



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY25 Quarterly Trends Report

For Quarter Ending September 30, 2025

	Quarter 1	Quarter 2	Quarter 3
<b>Revenues</b>			
<b>General &amp; Enterprise Fund Revenues</b>			
Membership Dues	\$ -	\$ 305,595	\$ 6,028
HGAC Energy Corporation	24,309	29,360	38,154
Cooperative Purchasing Fees	1,076,030	1,548,937	1,419,954
Gulf Coast Regional 911 Fees	1,045,363	1,767,489	1,292,038
Interest Income	414,587	289,287	326,018
Other Revenues	442,002	1,021,203	349,528
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 3,002,290</b>	<b>\$ 4,961,871</b>	<b>\$ 3,431,720</b>
 <b>Special Revenue Fund</b>			
Federal Grants	\$ 81,175	\$ 68,712	\$ 168,559
State Grants	110,698,514	127,280,687	138,860,704
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 110,779,690</b>	<b>\$ 127,349,398</b>	<b>\$ 139,029,263</b>
<b>Total Revenues</b>	<b>\$ 113,781,979</b>	<b>\$ 132,311,269</b>	<b>\$ 142,460,982</b>
 <b>Expenditures</b>			
Personnel	\$ 10,160,488	\$ 11,503,546	\$ 13,759,635
Pass-through Funds - Grant	99,464,950	115,046,882	123,167,828
Consultant and Contract Services	1,879,196	3,029,246	2,315,159
Lease of Office Space	375,414	377,877	387,330
Equipment	146,886	109,815	301,694
Travel	99,172	160,152	215,702
Other Expenses	1,187,183	1,646,144	1,963,138
<b>Total Expenditures</b>	<b>\$ 113,313,289</b>	<b>\$ 131,873,661</b>	<b>\$ 142,110,485</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ 468,690</b>	<b>\$ 437,608</b>	<b>\$ 350,498</b>

# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

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## FY25 Budget to Actual Report - All Funds

For Month Ending September 30, 2025

75% 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
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Membership Dues	\$ 462,937	\$ 311,623	67%	\$ 462,137	\$ 353,865	77%
HGAC Energy Purchasing Corporation	130,000	91,823	71%	80,000	101,292	127%
Cooperative Purchasing Fees	6,704,157	4,044,920	60%	5,640,451	3,669,042	65%
Gulf Coast Regional 911 Fees	5,793,623	4,104,889	71%	2,767,797	3,696,144	134%
Interest Income	1,000,000	1,029,892	103%	1,200,000	1,176,800	98%
Other Revenues	8,713,867	1,812,733	21%	7,173,876	4,279,617	60%
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 22,804,584</b>	<b>\$ 11,395,880</b>	<b>50%</b>	<b>\$ 17,324,261</b>	<b>\$ 13,276,760</b>	<b>77%</b>
<b>Special Revenue Fund</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Federal Grant	\$ 695,000	\$ 318,446	46%	\$ 695,000	\$ 284,349	41%
State Grants	571,145,162	376,839,905	66%	523,305,764	375,030,600	72%
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 571,840,162</b>	<b>\$ 377,158,351</b>	<b>66%</b>	<b>\$ 524,000,764</b>	<b>\$ 375,314,949</b>	<b>72%</b>
<b>Total Revenues</b>	<b>\$ 594,644,746</b>	<b>\$ 388,554,231</b>	<b>65%</b>	<b>\$ 541,325,025</b>	<b>\$ 388,591,709</b>	<b>72%</b>
<b>Expenditures</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Personnel	\$ 55,702,282	\$ 35,423,668	64%	\$ 39,263,214	\$ 27,496,468	70%
Pass-through Funds - Grant	497,596,133	337,679,660	68%	478,270,303	345,048,306	72%
Consultant and Contract Services	20,414,078	7,223,601	35%	14,691,223	7,443,636	51%
Lease of Office Space	2,525,527	1,140,621	45%	1,461,237	1,100,131	75%
Equipment	5,765,834	558,394	10%	602,696	518,767	86%
Travel	909,870	475,026	52%	700,865	316,409	45%
Other Expenses	11,731,022	4,796,465	41%	6,754,873	3,853,537	57%
<b>Total Expenditures</b>	<b>\$ 594,644,746</b>	<b>\$ 387,297,435</b>	<b>65%</b>	<b>\$ 541,744,411</b>	<b>\$ 385,777,253</b>	<b>71%</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 1,256,796</b>		<b>\$ (419,386)</b>	<b>\$ 2,814,456</b>	
<b>Beginning Fund Balance (all funds) - Jan. 1 (1)</b>	<b>\$ 45,454,933</b>	<b>\$ 45,454,933</b>		<b>\$ 43,468,636</b>	<b>\$ 43,468,636</b>	
<b>Ending Fund Balance (all funds) - September 30 (2)</b>	<b>\$ 45,454,933</b>	<b>\$ 46,711,729</b>		<b>\$ 43,049,250</b>	<b>\$ 46,283,092</b>	

(1) All beginning fund balances are as of January 1 for each year. Jan. 1, 2025 beginning fund balance is based on the 2024 ACFR which was presented during the May 2025 Board.

(2) All ending fund balances are as of end of September 30th for each year.

# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

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## 5 Year Trends Report

For Month Ending September 30, 2025

	FY25 Year-to-Date Actuals	FY24 Year-to-Date Actuals	FY23 Year-to-Date Actuals	FY22 Year-to-Date Actuals	FY21 Year-to-Date Actuals
<b><u>Revenues</u></b>					
<b>General &amp; Enterprise Fund Revenues</b>					
Membership Dues	\$ 311,623	\$ 353,865	\$ 446,747	\$ 237,363	\$ 361,328
HGAC Energy Purchasing Corporation	91,823	101,292	107,100	148,379	61,301
Cooperative Purchasing Fees	4,044,920	3,669,042	3,635,901	3,195,560	3,248,097
Gulf Coast Regional 911 Fees	4,104,889	3,696,144	2,833,487	3,464,626	3,061,721
Interest Income	1,029,892	1,176,800	246,275	30,391	2,723
Other Revenues	1,812,733	4,279,617	5,387,981	2,202,314	3,341,514
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 11,395,880</b>	<b>\$ 13,276,760</b>	<b>\$ 12,657,491</b>	<b>\$ 9,278,633</b>	<b>\$ 10,076,684</b>
<b>Special Revenue Fund</b>					
Federal Grants	\$ 318,446	\$ 284,349	\$ 137,624	\$ 163,094	\$ 238,844
State Grants	376,839,905	375,030,600	301,302,795	321,905,693	242,779,829
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 377,158,351</b>	<b>\$ 375,314,949</b>	<b>\$ 301,440,419</b>	<b>\$ 322,068,787</b>	<b>\$ 243,018,673</b>
<b>Total Revenues</b>	<b>\$ 388,554,231</b>	<b>\$ 388,591,709</b>	<b>\$ 314,097,910</b>	<b>\$ 331,347,420</b>	<b>\$ 253,095,357</b>
<b>Expenditures</b>					
Personnel	\$ 35,423,668	\$ 27,496,468	\$ 24,006,319	\$ 21,983,149	\$ 19,745,791
Pass-through Funds - Grant	337,679,660	345,048,306	275,542,457	295,099,726	222,178,714
Consultant and Contract Services	7,223,601	7,443,636	5,256,888	8,191,815	5,738,591
Lease of Office Space	1,140,621	1,100,131	1,321,388	1,293,137	1,297,131
Equipment	558,394	518,767	3,471,073	267,004	401,333
Travel	475,026	316,409	290,699	202,093	59,390
Other Expenses	4,796,465	3,853,537	3,397,564	2,821,654	1,785,767
<b>Total Expenditures</b>	<b>\$ 387,297,435</b>	<b>\$ 385,777,253</b>	<b>\$ 313,286,388</b>	<b>\$ 329,858,578</b>	<b>\$ 251,206,717</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ 1,256,796</b>	<b>\$ 2,814,456</b>	<b>\$ 811,522</b>	<b>\$ 1,488,842</b>	<b>\$ 1,888,640</b>
<b>Beginning Fund Balance (all funds) - Jan. 1 (1)</b>	<b>\$ 45,454,933</b>	<b>\$ 43,468,636</b>	<b>\$ 40,013,176</b>	<b>\$ 38,694,329</b>	<b>\$ 36,062,620</b>
<b>Ending Fund Balance (all funds) - September, 30 (2)</b>	<b>\$ 46,711,729</b>	<b>\$ 46,283,092</b>	<b>\$ 40,824,698</b>	<b>\$ 40,183,171</b>	<b>\$ 37,951,260</b>

(1) All beginning fund balances are as of January 1 for each year. Jan. 1, 2025 beginning fund balance is based on the 2024 ACFR which was presented during the May 2025 Board.

(2) All ending fund balances are as of September 30th for each year.

## RECOMMENDED 2026 SALARY PROGRAM

### Background

H-GAC operates under a policy-oriented job classification and pay-for-performance framework designed to ensure equity, accountability, and market responsiveness. The system emphasizes:

- Common classifications for similar roles,
- Structured ranges that recognize performance and growth,
- Individual, merit-based evaluation, and
- Pay for performance.

The Board annually reviews and approves the agency job classifications. These classifications group comparable positions and establish minimum and maximum salaries for each job group. Individual compensation within each range is determined by management's assessment of current performance and expected future contribution. Each year, the schedule is reviewed for equity and market alignment using multiple data sources.

State law requires regional councils to implement a salary classification system similar to the State of Texas compensation system, with classifications submitted to the Governor's office for review.

### Current Situation

For 2026, we compared H-GAC's proposed salary ranges to the State of Texas ranges for the 2026-2027 biennium (see attachment). We recommend adopting a salary structure that remains comparable to the state's schedule. This approach:

- Keeps H-GAC compliant with statutory expectations,
- Maintains competitiveness in attracting and retaining talent,
- Supports a merit-based culture by enabling management to differentiate pay based on performance within approved ranges, and
- Preserves fiscal discipline through defined salary bands.

Consistent with H-GAC practice, the proposed program does not include cost-of-living or other across-the-board adjustments.

### Funding Source

N/A

### Budgeted

N/A

### Action Requested

Request approval of the recommended 2026 Salary Program and authorize submission of the classification schedule to the Governor's Office for review. (Staff Contact: Madison Handy)

**ATTACHMENTS:**

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- RECOMMENDED 2026 SALARY PROGRAM Cover Memo

H-GAC Salary Range Matrix 2026							
Grade	Job Family	H-GAC Job Family Titles	2026 Salary Range			State Salary Group	2026 - 2027 Texas State Salary Range
			Minimum	Midpoint	Maximum		
E-25	Executive	Executive Director	\$215,000	\$287,500	\$360,000	B37	\$215,000 \$360,000
E-24	Executive	Chief	\$180,453	\$258,082	\$335,710	B35-B36	\$180,453 \$335,710
E-23	Executive	Director	\$149,134	\$213,290	\$277,446	B33-B34	\$149,134 \$277,446
E-22	Executive	Associate Director	\$135,577	\$182,436	\$229,295	B32	\$135,577 \$229,295
E-21	Executive	Assistant Director	\$112,047	\$160,248	\$208,449	B30-B31	\$112,047 \$208,449
M-20	Manager	Senior Manager	\$112,047	\$150,773	\$189,499	B30	\$112,047 \$189,499
M-19	Manager	Manager of Teams	\$101,860	\$145,680	\$189,499	B29-B30	\$101,860 \$189,499
M-18	Manager	Manager	\$92,600	\$132,436	\$172,272	B28-B29	\$92,600 \$172,272
M-17	Manager	Supervisor	\$92,600	\$124,606	\$156,612	B28	\$92,600 \$156,612
M-16	Manager	Special Projects Manager	\$84,182	\$113,278	\$142,374	B27	\$84,182 \$142,374
P-15	Professional	Administrator, Principal, Project Manager	\$76,530	\$116,571	\$156,612	B26-B28	\$76,530 \$156,612
P-14	Professional	Lead II, Senior II	\$65,104	\$97,267	\$129,430	B24-B26	\$65,104 \$129,430
P-13	Professional	Lead I, Senior I	\$61,184	\$83,909	\$106,634	B23-B24	\$61,184 \$106,634
P-12	Professional	Analyst II, Coordinator II, Executive Assistant	\$57,614	\$78,636	\$99,658	B22-B23	\$57,614 \$99,658
P-11	Professional	Analyst I, Coordinator I	\$51,158	\$72,148	\$93,138	B20-B22	\$51,158 \$93,138
T-10	Technical/Professional	Specialist V	\$54,278	\$73,708	\$93,138	B21-B22	\$54,278 \$93,138
T-9	Technical/Professional	Specialist IV	\$48,244	\$64,798	\$81,351	B19-B20	\$48,244 \$81,351
T-8	Technical/Professional	Specialist III	\$42,976	\$57,016	\$71,055	B17-B18	\$42,976 \$71,055
T-7	Technical/Professional	Specialist II	\$38,976	\$50,053	\$61,130	B15-B16	\$38,976 \$61,130
T-6	Technical/Professional	Specialist I	\$33,840	\$44,487	\$55,134	B12-B14	\$33,840 \$55,134
S-5	Support	Administrative Assistant III	\$45,521	\$60,775	\$76,028	A18-A19	\$45,521 \$76,028
S-4	Support	Administrative Assistant II	\$40,918	\$52,694	\$64,469	A16-A17	\$40,918 \$64,469
S-3	Support	Administrative Assistant I	\$33,840	\$45,943	\$58,045	A12-A15	\$33,840 \$58,045
S-2	Support	Graduate Intern, Receptionist	\$32,332	\$39,844	\$47,355	A11	\$32,332 \$47,355
S-1	Support	Intern	\$30,910	\$36,741	\$42,571	A10	\$30,910 \$42,571

## **H-GAC 2025 MID-YEAR BUDGET & SERVICE PLAN**

### **Background**

H-GAC budget is a dynamic document. The bulk of H-GAC's revenues derive from intergovernmental contracts with local, state and federal entities. These contracts have various durations and may span more than one H-GAC budget year.

### **Current Situation**

The proposed 2025 revised budget incorporates all known changes in revenues and expenditures, as well as financial results of operations through May. The mid-year budget revisions is presented to the Board of Directors and serves as a true-up of the budget approved in December 2024. Our budget is dynamic with new sources of funding arriving each spring, and some programs experiencing budget reductions. I will provide a detailed review of the revisions during the Finance & Budget Committee meeting and at the general Board of Directors meeting.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the 2025 Mid-Year Budget & Service Plan Revision. (Staff Contact: Chuck Wemple)

## **PRESENTATION OF PROPOSED H-GAC 2026 BUDGET & SERVICE PLAN**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Presentation and discussion of proposed H-GAC 2026 Budget & Service Plan. For information only. No action required. (Staff Contact: Chuck Wemple)

## MONTGOMERY COUNTY MOBILITY PLAN

### Background

H-GAC has established a partnership with Montgomery County to conduct a county-wide mobility plan (see Attachment 1 - Study Area). The goal of this plan is to examine the County's transportation network holistically rather than by individual segments or modes to maximize the network efficiency. The plan will determine existing and future transportation needs by integrating land use and growth scenarios. The plan will result in the 2027 Montgomery County Mobility Plan and implementation workbooks for the County and each precinct. The workbooks will outline short-, medium-, and long-range transportation investments that improve roadway safety, mitigate congestion, and improve air quality.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under Project ID: RFP-TRN25-11 on July 2, 2025 and which closed on August 14, 2025. Eleven (11) responsive submissions were received and thoroughly evaluated by a committee of H-GAC, Montgomery County and TxDOT representatives. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings are presented below:

Company Name	Score
1. Kimley-Horn and Associates, Inc.	78
2. Freese and Nichols, Inc.	76
3. Alliance Transportation Group, LLC	71.38
4. ASRI Technical Services	71.13
5. BGE, Inc.	67
6. Stanley Consultants, Inc.	63
7. Ardurra Group, Inc.	60
8. TJKM	58
9. Lionheart Places	55
10. Woolpert	53
11. AAA GeoPlan Solutions, LLC	50

Evaluation Criteria: Study Methodology; Qualifications, Experience, and Capability; Challenge, Opportunity, and Success Statement; Project Organization, Key Personnel and Management Plan; and Staff Allocation and Level of Effort.

### Funding Source

\$900,000 Planning Funds

### Budgeted

Yes

### Action Requested

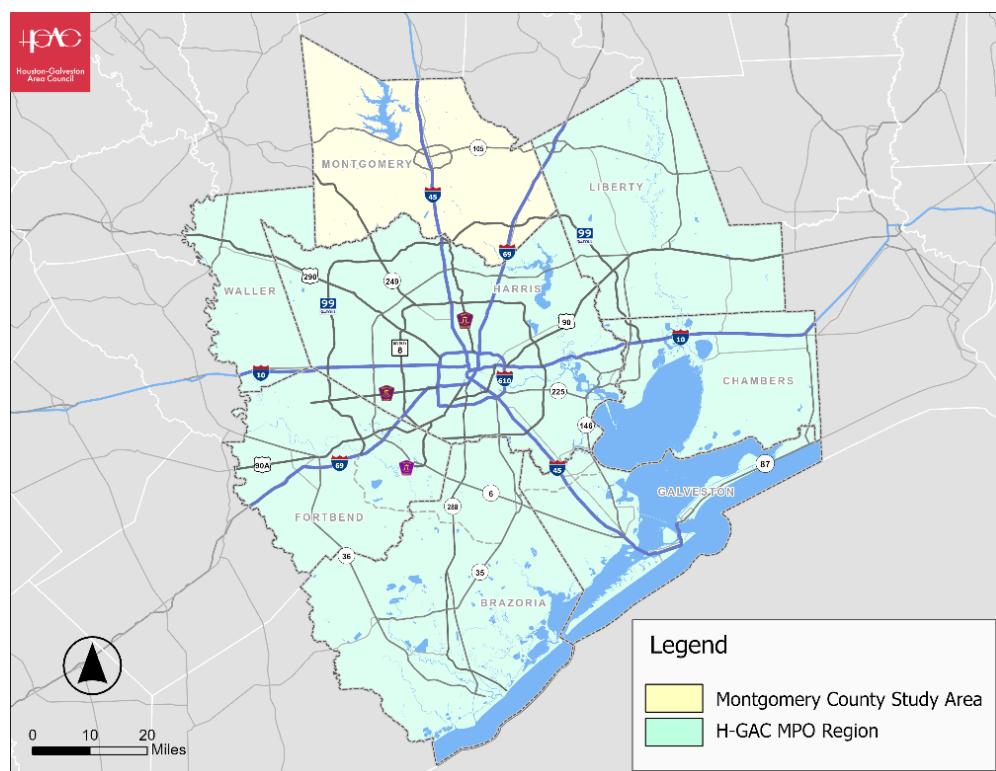
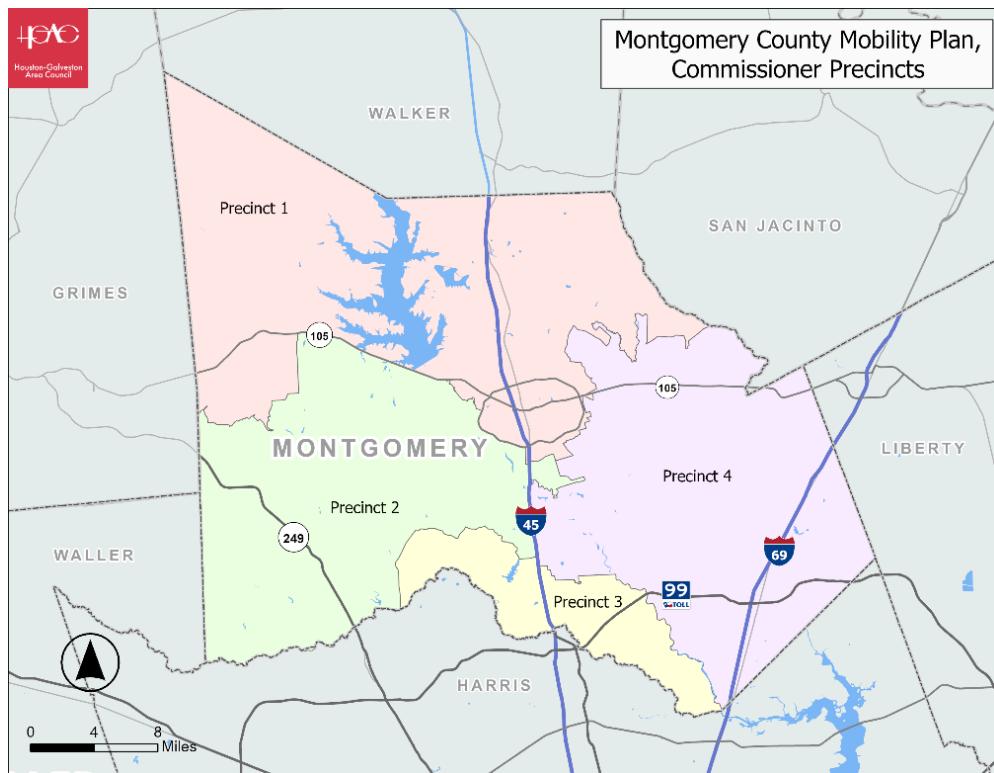
Request authorization to contract with firms in the order presented for a contract term of 18-months for a total of \$900,000. (Staff Contact: Carlene Mullins)

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**ATTACHMENTS:**

- Montgomery County Mobility Plan Study Area Cover Memo

## Attachment 1 – Study Area



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

### **Background**

H-GAC advisory committees are appointed by H-GAC's Board as a whole, based upon nominations from individual Board members and other groups.

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

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

### **ATTACHMENTS:**

- October Nominations Cover Memo

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

### **REGIONAL AIR QUALITY PLANNING ADVISORY COMMITTEE**

The Regional Air Quality Planning Advisory Committee (RAQPAC) plays a critical role in addressing air quality challenges across the Houston-Galveston region. RAQPAC brings representatives from local governments, transportation agencies, public health organizations, industry, and environmental groups to review air quality plans and recommend strategies for improvement.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Carlos Gamarra	HARC	Committee Nomination

## **HOUSING COMMITTEE UPDATE**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

An update on the Housing Committee's most recent and upcoming activities. No action requested.  
(Contact: Mayor Kevin Cole, Committee Chair)

## **FUNDING DEVELOPMENT PROGRAM**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

An update on the rollout of H-GAC's Funding Development Program. No action requested. (Staff Contact: Meghan Lyons)

## **H-GAC SPOTLIGHT - SUMMER EARN AND LEARN**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

For information only. No action requested. (Staff Contact: LaToya Casimere)

## OUTREACH AND GOVERNMENT AFFAIRS REPORT

### **Background**

Outreach & Government Affairs continues to serve as the primary liaison between the organization and external stakeholders, including elected officials, community leaders, and partner agencies. Our team fosters strategic relationships that advance the organization's goals, support policy initiatives, and enhance public trust.

### **Current Situation**

This month, we will provide updates on key outreach activities, legislative developments, and stakeholder engagement efforts that may impact our operations or strategic priorities. We will also present the 2025 Mid-year report of progress on activities and programs at H-GAC and note any delays or achievements.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

## **EXECUTIVE DIRECTOR'S REPORT**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

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