



## **Advisory Committee:** Minutes of Regular Meeting – January 26, 2016

### *IN ATTENDANCE:*

Gilbert A. Herrera, Chair – **Present**

Jeri Brooks – **Present**

Steven E. Parker – **Present**

Kathryn Easterly – **Present**

Scott Elmer – Absent, with notice

Vernita Harris – Absent, with notice

Bert Keller – **Present**

Jeff Ross – Absent, with notice

Edward Taravella – **Present**

### **1. Call to Order / Welcome**

Chairman Gilbert Herrera called the meeting of the ReBuild Houston Advisory Committee (RHAC) to order at 10:38 a.m. and thanked all in attendance.

### **2. New Committee Member Welcome and Remarks**

Mr. Herrera introduced new committee member, Mr. Steven E. Parker. Mr. Parker shared his background with the group including his experience as the Greater Eastwood, Lawndale and Wayside Super Neighborhood and with the East End community.

### **3. Approval of the Minutes**

Motion to approve the November 17, 2015 meeting minutes was made by Mr. Bert Keller and seconded by Mr. Ed Taravella. Motion carried.

### **4. PWE's Draft "5+5 Year Plan" (FY2017 – 2026)**

Mr. Dale Rudick, P.E., Director of the Department of Public Works and Engineering (PWE), informed committee members that the draft CIP "5+5 Year Plan" (FY2017 – 2026) documents are internal, working documents that are not ready to be shared with individuals outside this committee as of yet. These documents will be modified and ready for display as a DRAFT during the annual CIP Town Hall Meetings.

**a. CIP Program Update**

Mr. Daniel Menendez, P.E., Deputy Director of PWE Engineering and Construction Division, offered a brief breakdown of all document types included in the draft CIP “5+5 Year Plan” (FY2017 – 2026) binders:

- *Form D* - shows project allocations and funding sources.
- *Form C* - displays projects by CIP number and shows funding.
- *Form A* - offers project details such as description, location, etc.
- *Inventory of Candidate Projects* - offers information on candidate projects that have been pre-engineered but are not funded and not scheduled. They are categorized by Major Thoroughfares, Storm and Local Streets. These candidate projects are scored and organized by rank (benefit/cost score) and will compete against each other for programming in future CIPs.
- *Newly Added Projects and Subprojects for the Preliminary Draft FY17-21 CIP.*
- *Need Areas* - lists where the worst areas of street and drainage infrastructure are; categorized by Major Road (concrete or asphalt), Storm Drainage and Local Street need areas.

Mr. Ed Taravella asked if Need Areas are static. Ms. Carol Haddock, P.E., Senior Assistant Director of PWE’s Infrastructure Planning Branch, shared that Need Areas are reassessed annually and subject to change due to changes in construction costs. Mr. Menendez added that Need Areas are assessed by category, so that only storm candidate projects will compete against other storm candidate projects; major thoroughfare candidate projects will only compete against other major thoroughfare candidate projects, and local street candidate projects will only compete against other local street candidate projects.

Ms. Haddock informed the committee that ‘need identification’ is the first step in the process of what PWE looks at when beginning the project assessment process. The second step is a benefit/cost analysis. Ms. Haddock then stated that it can take anywhere from 6 - 10 years to develop a project from Need Area to project construction.

Mr. Rudick informed the committee that while we are continuously seeking to make the project determination process better each year, it is not a perfect process. He stated that sometimes the best way to find out what’s happening in a community is to ask the council member. Hence, last year, we requested input from our District Council Members as to what the greatest needs are in their respective communities.

**b. Prioritized Need Areas**

Mr. Paresh Lad, Senior Project Manager of the Infrastructure Planning Branch, conducted a presentation on FY16 refinements to the planning and prioritization process which includes the updates to the prioritization data and the *CIP Process Manual*.

Mr. Lad noted that last year PWE presented the addition of the open ditch survey data into the SWEET Model. This year PWE completed the analysis on the underground pipe system adequacy and, with the open ditch information, have created a new design event adequacy layer. This new layer provides an update to the previous Comprehensive Drainage Plan.

He informed the committee that in the CIP process manual, PWE will be reviewing new data additions and parameter weightings. Mr. Lad stated that, in terms of SWEET weighting factors, there have been no changes. PWE is still using 38% for System Adequacy; 38% for Flood Losses; and 24% for Mobility Impacts. He then informed the committee that with the new data layers, we are able to more clearly examine what is occurring in very particular areas and/or neighborhoods. This, in turn, assists PWE in identifying the areas that provide the worst level of service. Mr. Lad continued by stating that this next generation of analysis filled in areas of adequacies/inadequacies using Flood Losses (FEMA), completed CIP's and reported 311 data. Previously, open ditch areas relied on reported damages to determine their adequacies which were shown as adequate/inadequate by observation. As the open ditch survey data was integrated in the tool, it allowed us to analyze these neighborhoods for ditch adequacies and determine a level of service that was previously unavailable.

Mr. Lad stated that, in terms of data set updates, PWE has added new pavement condition information for major thoroughfares as well as to the annual updates for repetitive losses and 311 data. As new data is made available, PWE is proactively thinking of new ways to optimize the data and incorporate it into the prioritization tool. He also shared that with the recent open ditch survey, we were able to capture the edge of pavement information. This will help PWE prioritize open ditch neighborhoods that have narrow streets and also add factors to our local streets prioritization process.

## **5. Executive Report**

Mr. Rudick informed the group that since Mayor Turner's promise to citizens to have a 24 hour turn around on all pothole service requests properly reported to the 311 system, PWE has filled 1,370 potholes; another 3,230 potholes have been filled pro-actively; and PWE has achieved a 96% success rate for this initiative.

Mr. Rudick also shared that the CIP Town Hall Meetings will begin the week of February 15, 2016 (since changed to February 22) and that when the final meeting schedule is released, we will provide the information. Mr. Rudick stated that, similar to years' past, there will be no February ReBuild Houston Advisory Committee meeting during the CIP Town Hall Meetings. He then shared that in March 2016, the committee will begin the annual discussions on the project selection and methodology process.

Mr. Rudick stated that the three financial reports are included in the meeting packet:

1. Drainage Utility Collections/Expenditures Report (attached);

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2. Drainage Utility Collections Quarterly Report (attached);
3. Dedicated Street and the Drainage Fund Group FY16 Adopted Budget and CIP Report (attached)

Mr. Rob Lazaro, ReBuild Houston Executive, informed the committee that during 2015, PWE held 19 community engagement meetings addressing more than 1,000 citizens. He also stated that there will be a community meeting tonight, January 26, 2016 regarding the Fondren project at Fondren Middle School (6333 S. Braeswood Blvd., Houston, TX 77096) from 6:30 p.m. to 8 p.m.; and another community meeting regarding the Shepherd and Durham project on February 4, 2016 at West End Multi-Service Center (170 Heights Blvd., Houston, TX 77007) from 6 p.m. to 8 p.m.

### **6. Old Business/New Business**

None.

### **7. Public Comments**

Chairman Herrera introduced Mr. David Collins and Mr. Santiago Castaneda who are co-chairs of the ReBuild Houston Transition Committee for Mayor Sylvester Turner.

Ms. Virginia Gregory from the Spring Branch community thanked PWE for recent work completed in the Spring Branch area.

### **8. Adjourn:** Meeting adjourned at 12:14 p.m.

#### Attachments:

- FY16 Refinements PowerPoint Presentation (Jan. 20, 2016)
- Drainage Utility Collections/Expenditures Report (as of Dec. 31, 2015)
- Drainage Utility Collections Quarterly Report (FY16 – Qtr. 1)
- Dedicated Street & Drainage Fund Group FY16 Adopted Budget & CIP Report (as of 12/31/15)
- CY 2016 Meeting Calendar (DRAFT)

thumbs up  for progress



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## FY16 Refinements

**Planning & Programming  
Updates for FY17-26 Prioritization**

Department of Public Works & Engineering

1/20/16

# Today's Topics



2

- SWEET Model Refinements
  - ▣ Open Ditch and Pipe System Adequacy
  - ▣ New Pavement Data for Major Roads
- CIP Process Manual Refinements
  - ▣ Analyzing new parameters
    - Estimate update in July 2016

# SWEET Parameters

## Storm Drainage



**Table 2.1**  
**Storm Drainage Need Prioritization Weighting Factors**

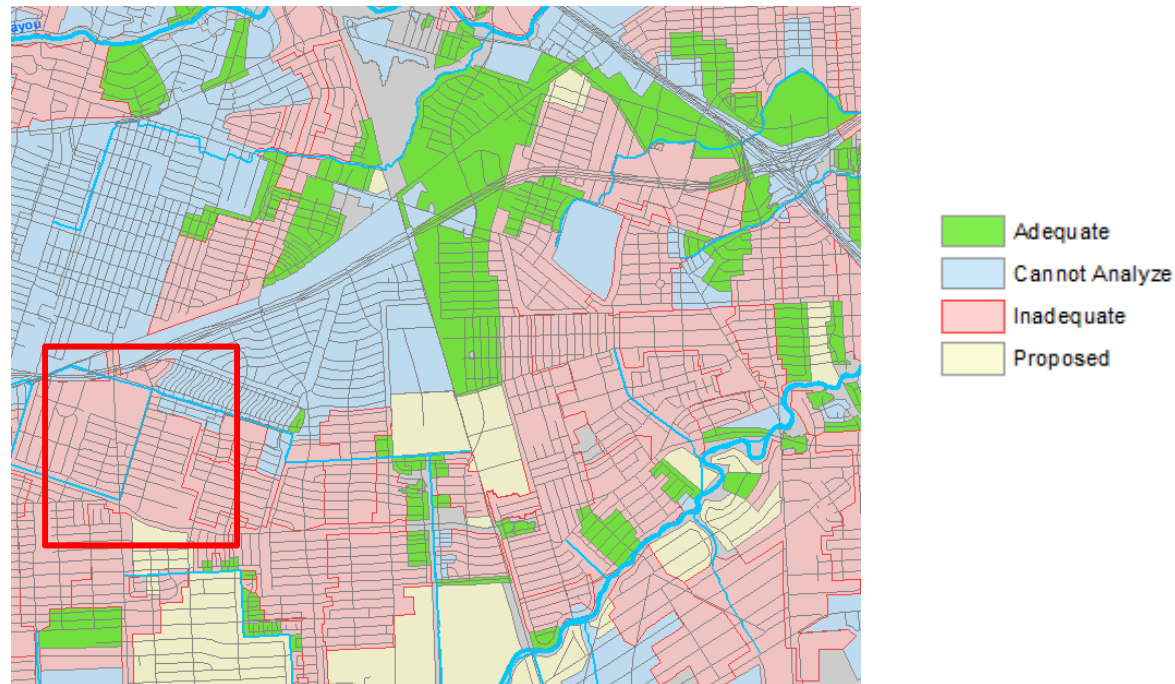
Parameter	Percent
<b>Capacity of Existing Storm Drainage System</b>	<b>38%</b>
Design Event System Adequacy	40%
Extreme Event System Adequacy	20%
Reported "Non-Structural" Flooding	40%
<b>Existence of Structural Flooding</b>	<b>38%</b>
Reported "Structural" Flooding	65%
Flood Insurance Claims	35%
<b>Drainage Impacts to Mobility</b>	<b>24%</b>
Reported "Street Impassable" Flooding	100%

Incorporate  
 Open Ditch and  
 Pipe System  
 Adequacy

# Drainage Assets Design Event Adequacy

4

- Systems are large and do not provide detail level of service
- Previous coverage analyzed with available data (CDP)



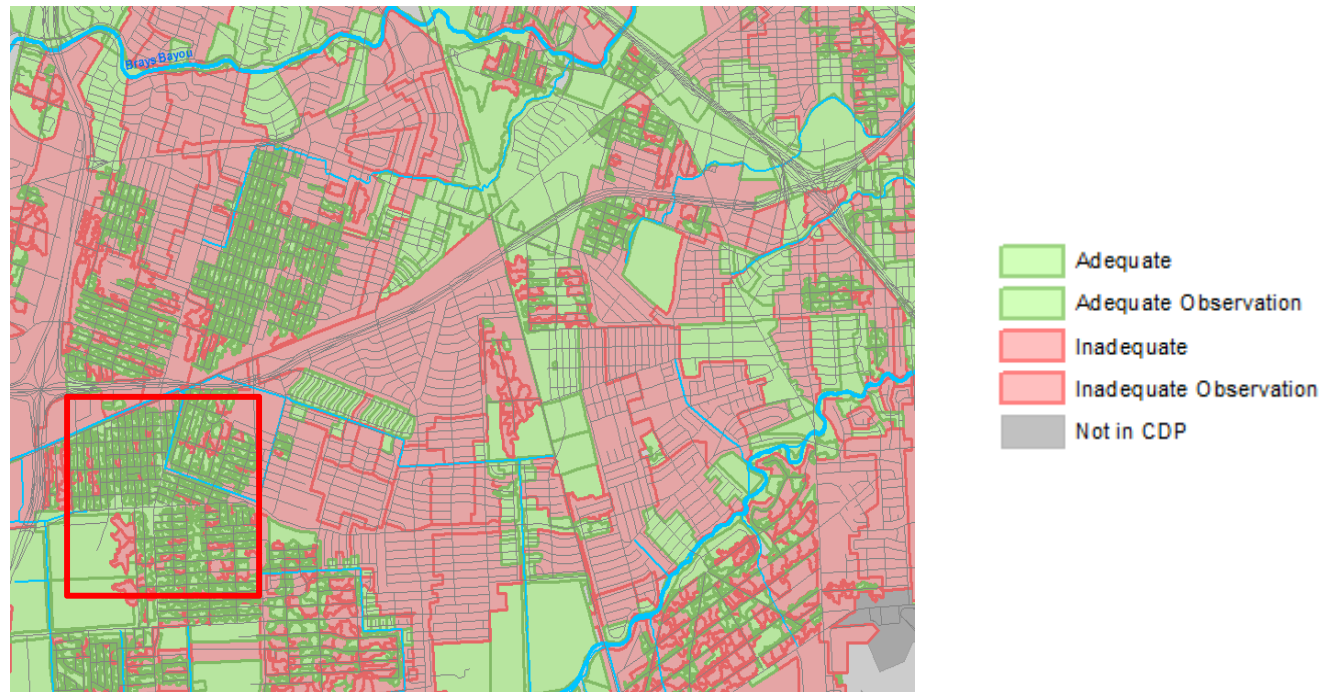
Previous System Adequacy



# Drainage Assets

## Design Event Adequacy

- Drainage Areas were analyzed with updated data



Updated System Adequacies with Reported data and Observation

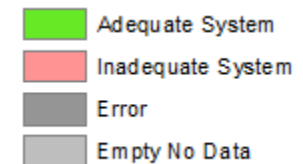
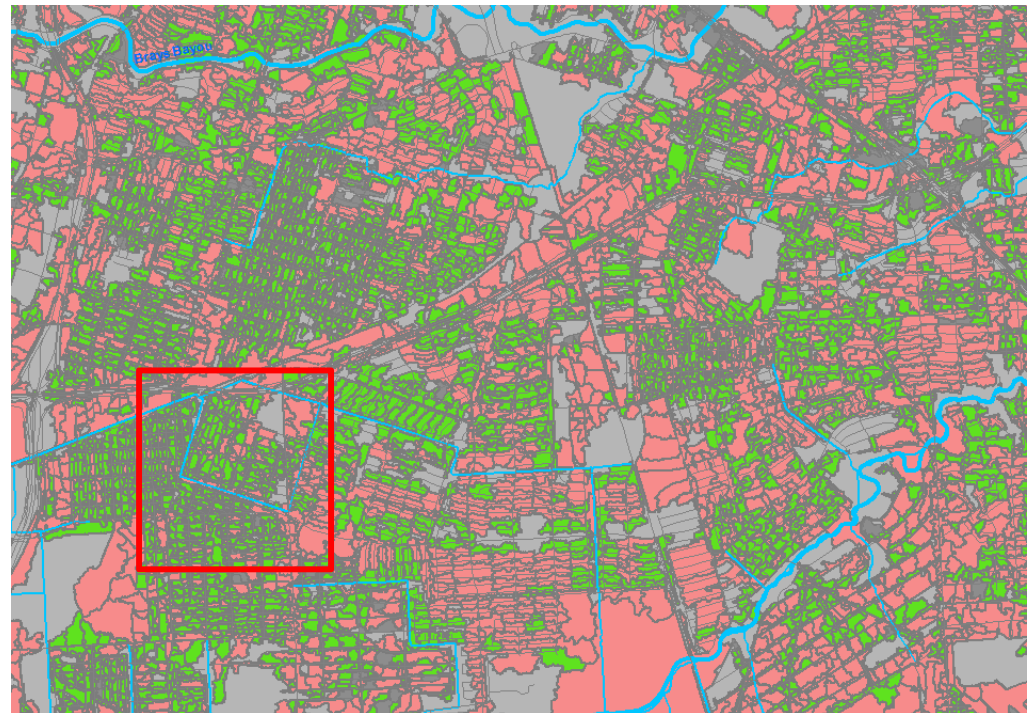
# Drainage Assets

## Design Event Adequacy Update



6

- Define Drainage Area to determine pipe system capacities
- Integrate Open Ditch Capacity Analysis



# SWEET Model Refinements



7

- Storm Sewer Adequacy Updates
  - Updated City-Wide coverage for our open-ditch and close system network
- Data Sets Updates
  - Pavement Data for Major Thoroughfares
  - 2015 FEMA Datasets
  - Citizen Reported (311), PWE Verified

# Planning (Chapter 2)

## CIP Process Manual Refinements



8

### □ Local Street

- Street Width (apply weighting for narrow streets)

### □ Storm Drainage

- Analyze weightings with adequacy coverage

thumbs up  for progress

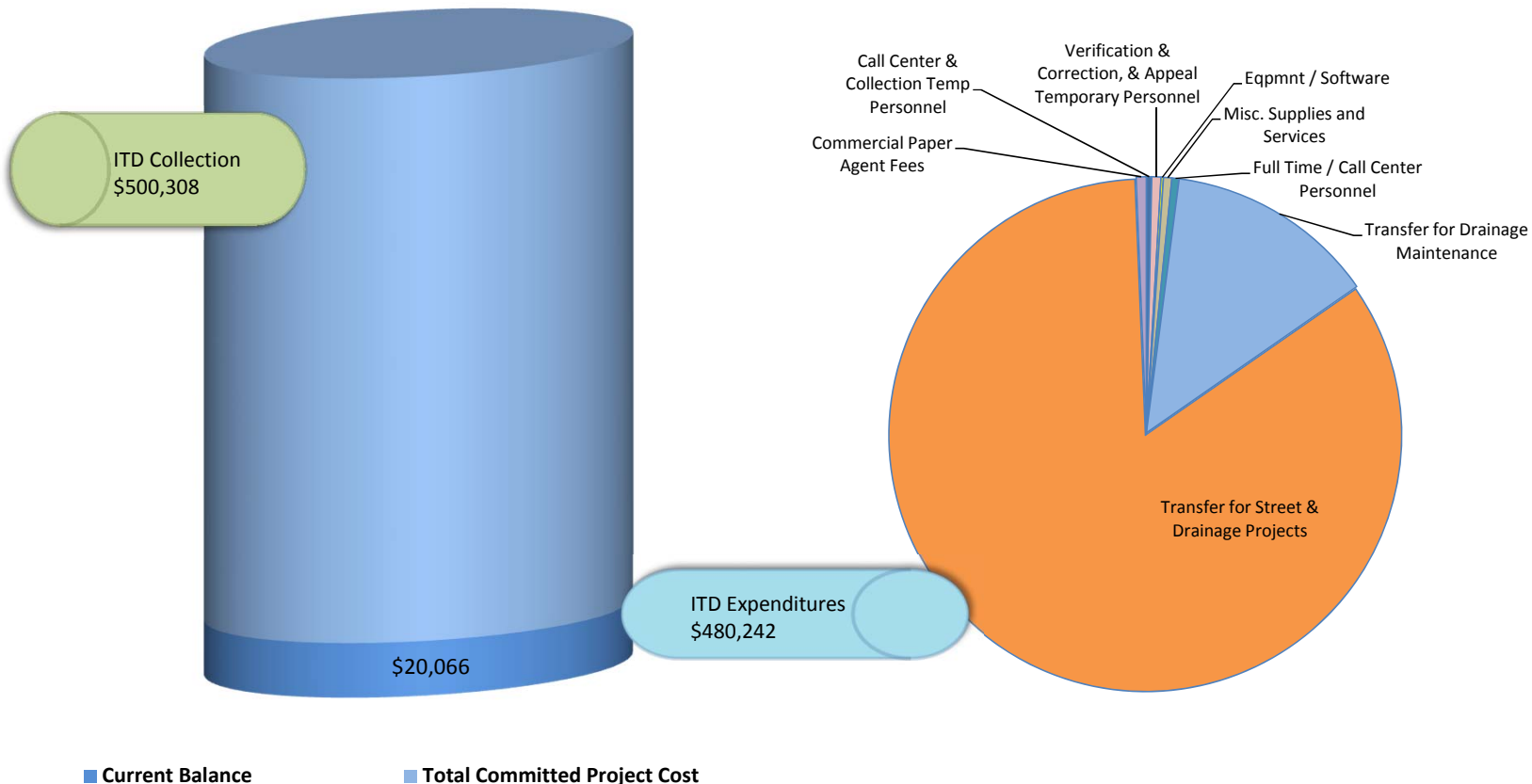
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**QUESTIONS**

**[www.ReBuildHouston.org](http://www.ReBuildHouston.org)**

**Drainage Utility  
Inception to Date (ITD) Collections / Expenditures  
(\$ in Thousands)  
(As of December 31, 2015)**



**Note: Currently committed project costs total \$224.7 Million.**

**Drainage Utility Collections  
Quarterly Collections and Annual Projections**

	Billing and Collections through September 2015			Projections for Fiscal Year		
	Billings <sup>1</sup>	Collections <sup>2</sup>	% Collected	Billings	Collections	Projected % Collected
Monthly Bills	\$ 19,577,174	\$ 15,565,356	79.51%	\$ 79,792,898	\$ 75,801,555	95.00%
Annual/Bi-Monthly Accounts <sup>3</sup>	\$ 2,717,601	\$ 1,011,380	37.22%	\$ 3,315,618	\$ 1,339,510	40.40%
Quarterly - 1 quarter <sup>4</sup>	\$ 6,687,368	\$ 6,040,994	90.33%	\$ 29,736,484	\$ 26,762,836	90.00%
City Bills	\$ 1,771,737	\$ 1,771,737	100.00%	\$ 6,859,300	\$ 6,859,300	100.00%
<b>Total</b>	<b>\$ 30,753,880</b>	<b>\$ 24,389,467</b>	<b>79.31%</b>	<b>\$ 119,704,300</b>	<b>\$ 110,763,200</b>	<b>92.53%</b>

1 Total Fiscal Year billings reflect actual status as of September 30, 2015 and includes amounts in litigation.

2 Collection figures include payments received through September 30, 2015.

3 Accounts with total annual drainage charges of \$60 or less and accounts for which no payment has ever been remitted are billed annually. Accounts with sewer and drainage charges only (no water) are billed bi-monthly.

4 Quarterly bills are systematically being moved from quarterly to monthly as matched. Some monthly bills have been consolidated based on owner request and billed quarterly. As of this report, first quarter has been billed.

City of Houston  
Public Works and Engineering Department  
Dedicated Street & Drainage Fund Group  
FY16 Adopted Budget and CIP Report  
For the Quarter ending December 31<sup>st</sup>, 2015

<i>CONSOLIDATED APPROPRIATIONS</i>	<i>Adopted Budget</i>	<i>Adopted CIP</i>	<i>Adopted + Refined CIP<sup>2</sup></i>	<i>YTD Actual 12/31/2015</i>	<i>December Projection</i>
<b>OPERATIONS AND MAINTENANCE</b>					
Street and Drainage <sup>1</sup>	\$ 23,144,371		\$ 23,144,371	\$ 11,447,624	\$ 23,144,371
Traffic Operations <sup>1</sup>	\$ 25,938,100		\$ 25,938,100	\$ 11,183,911	\$ 25,938,100
Support Operations	\$ 978,500		\$ 978,500	\$ 271,198	\$ 978,500
Transfer to Stormwater Fund	\$ 14,712,000		\$ 14,712,000	\$ 14,712,000	\$ 14,712,000
Other Drainage Operational Expenditures	\$ 3,887,500		\$ 3,887,500	\$ 1,044,702	\$ 3,887,500
<b>Total O&amp;M</b>	<b>\$ 68,660,471</b>		<b>\$ 68,660,471</b>	<b>\$ 38,659,435</b>	<b>\$ 68,660,471</b>
<b>PERMANENT AND CAPITAL IMPROVEMENTS</b>					
Street Resurfacing <sup>1</sup>	\$ 18,053,267		\$ 18,053,267	\$ 5,428,108	\$ 18,053,267
Bridge Replacement <sup>1</sup>	\$ 1,421,432		\$ 1,421,432	\$ 452,187	\$ 1,421,432
Concrete Replacement <sup>1</sup>	\$ 12,365,830		\$ 12,365,830	\$ 6,221,709	\$ 12,365,830
Capital Equipment	\$ 154,800		\$ 154,800	\$ -	\$ 154,800
<b>Total Permanent Impr./Capital Impr.</b>	<b>\$ 31,995,329</b>		<b>\$ 31,995,329</b>	<b>\$ 12,102,004</b>	<b>\$ 31,995,329</b>
<b>Sub-total - Budget</b>	<b>\$ 100,655,800</b>	\$ -	<b>\$ 100,655,800</b>	<b>\$ 50,761,439</b>	<b>\$ 100,655,800</b>
<b>CIP</b>					
Metro Capital		\$ 67,307,000	\$ 67,307,000	\$ 5,875,775	\$ 67,307,000
Grant Funds		\$ 25,644,000	\$ 25,644,000	\$ 12,647,308	\$ 25,644,000
Capital Contribution		\$ -	\$ 1,682,000	\$ 1,682,000	\$ 1,682,000
Other		\$ 2,057,000	\$ 2,057,000	\$ -	\$ 2,057,000
DDSRF Capital Fund (4042)		\$ 140,000,000	\$ 180,125,132	\$ 61,803,104	\$ 180,125,132
<b>Total CIP</b>		<b>\$ 235,008,000</b>	<b>\$ 276,815,132</b>	<b>\$ 82,008,187</b>	<b>\$ 276,815,132</b>
<b>Total Permanent and Capital</b>			<b>\$ 308,810,461</b>	<b>\$ 94,110,191</b>	<b>\$ 308,810,461</b>
<b>Reconciling Items</b>					
Transfer to DDSRF Capital Projects	\$ 127,600,000				
380 Agreements	\$ 6,400,000				
<b>Total Transfers</b>	<b>\$ 134,000,000</b>				
<b>Grand Total</b>	<b>\$ 234,655,800</b>	<b>\$ 235,008,000</b>	<b>\$ 377,470,932</b>	<b>\$ 132,769,626</b>	<b>\$ 377,470,932</b>
<b>O&amp;M Expenditure as Percentage of Total O&amp;M Budget and CIP Appropriation<sup>3</sup></b>			<b>18.19%</b>	<b>10.24%</b>	<b>18.19%</b>

- 1) Budgeted amounts for ongoing level of service provided by City Personnel - previously in the General Fund and reimbursed by METRO, now in fund 2310 and reimbursed by METRO.
- 2) The difference between Adopted CIP vs. Refined CIP is due to rollover of projects that were in the FY15 CIP but were not appropriated until FY16.
- 3) Based on the ReBuild Houston charter amendment, the percentage calculation is: The amount of the O&M (purple) divided by the amount appropriated (sum of blue highlighted numbers).



**Advisory Committee: CY 2016 Meeting Schedule – SUBJECT TO CHANGE**

January 26, 2016

- PWE's Draft "5+5 Year Plan" (FY 17 – 26); CIP Program Update & Prioritized Need Areas
- Preview: CIP Town Hall Meetings & Process (February & March)

February 2016 – No RHAC meeting during CIP Town Hall Meetings

March 22, 2016

- Overview of CIP Town Hall Meetings and Public Input Period
- Look Back/Look Forward
- Suggestions for future educational workshops (August thru November below)

April 26, 2016

- Discussion on "project selection, process methodology & recommended changes" for FY 18-27

May 24, 2016 – No meeting scheduled unless specifically called

June 21, 2016

- Consensus on Recommendations for FY 18 – FY 27 Plan

July 26, 2016 – No RHAC meeting; PWE 101 Orientation Tour for interested members

August 23, 2016

- Workshop (Topic TBD)

September 20, 2016

- Workshop (Topic TBD)

October 25, 2016

- Workshop (Topic TBD)

November 15, 2016 (Nov. & Dec. meetings combined)

- Workshop (Topic TBD)
- Timeline for January release of FY 18-27 "5+5 Year Plan"
  - January 20, 2017 (tentative) – Release of Internal Draft FY 18-27 "5+5" to RHAC
  - January 24, 2017 – RHAC discussion on Draft FY 18-27 "5+5"
  - Feb/March – CIP District Town Hall meetings/Public Comment Period

December 2016 – No Meeting