



Advisory Committee: Minutes of Regular Meeting – June 23, 2015

IN ATTENDANCE:

Gilbert A. Herrera, Chair – **Present**
Jeri Brooks – **Present**
Frances Castaneda Dyess – Absent
Kathryn Easterly – **Present**
Scott Elmer – **Present**
Vernita Harris – **Present**
Bert Keller – Absent
Jeff Ross – Absent, with notice
Edward Taravella – **Present**
Council Member Oliver Pennington, Ex-Officio – **Present**

1. Call to Order / Welcome

Chairman Gilbert Herrera called the meeting of the ReBuild Houston Advisory Committee (RHAC) to order at 10:39 a.m. and thanked all in attendance.

2. Approval of the Minutes

Motion to approve the April 28, 2015 meeting minutes was made. Motion carried. Chairman Herrera pointed out the useful resource of the Street Maintenance report included in the meeting minutes as it addresses one of the biggest issues in the upcoming election - potholes. Mr. Rudick (Director of Public Works and Engineering) stated that PWE has exhausted nearly all \$10.8 million of additional budget funding to address street maintenance issues for this fiscal year. PWE not only filled potholes to make the roadway safer for users, but it also greatly increased the number of asphalt skin patches as well as full-depth asphalt or concrete panel replacement where needed to serve as a longer-term solution than just filling the potholes. Mr. Rudick stated that when we started to tackle the growing pothole issue earlier this year there were more than 3,800 open work orders for skin patching and full depth repairs. Today there are 2,348 open work orders. This number includes the regular supply of new work orders PWE open every day based on reports by the public. The goal is to bring this total number of work

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orders to fewer than 1,000. Ms. Easterly asked when we might see this total reach below 1,000. Mr. Rudick stated it depends on a number of factors such as money and weather, so it is difficult to estimate an exact timeline.

3. Final Consensus on Recommendations for FY17 – FY26 Plan “Project Selection, Process Methodology & Recommended Changes”

Mr. Dale Rudick introduced Ms. Carol Haddock (Senior Assistant Director of the Infrastructure Planning Branch). Ms. Haddock offered the committee an update of infrastructure prioritization improvements recommended for FY16. The updates were listed on a hand out and dispersed to the committee members (attached). Ms. Haddock discussed various improvements including but not limited to:

- Data set updates
 - Reported structural flooding (includes all reports of structural flooding reported to 3-1-1 and verified by City staff);
 - Flood insurance claims (updated list of FEMA flood insurance claims);
 - Pavement Condition Rating (new citywide assessment of street condition for local streets)
- Pre-Engineering
 - Enhanced public engagement (Community input and public meetings)
- Capital Improvement Plan Process Manual
 - Repair history (Clarification and inclusion of repair history for street segments; major rehabilitation as a life extension tool);
 - City accepted alleys (Acknowledgement that city accepted alleys are evaluated as part of neighborhood evaluation)

Additionally, Ms. Haddock discussed traffic projections and how the travel demand model is used to project growth on major thoroughfares. Mr. Herrera asked how much weight was placed on current versus projected growth. Ms. Haddock replied weight is split 65% current, 35% projected. She also added that the open-ditch assessment was already incorporated into this year’s prioritization process. Mr. Herrera suggested that PWE needs to better inform citizens about its program accomplishments such as the recent completion of Airline Road. Currently, ReBuild Houston projects such as Airline Road are announced on CitizensNet and on Facebook and other social media channels.

Mr. Ed Taravella asked what is the measurement length used by PWE to determine the Pavement Condition Rating (PCR) score. Ms. Haddock replied that PWE takes a weighted average of the length divided by the score of each segment measured, but in the future, PWE will measure PCR scores on a block-by-block basis. Mr. Taravella commented that averaging may mask the true condition of a road segment. Mr. Rudick stated that is why PWE is making this change and continues to strive to improve its measurement processes.

Ms. Haddock highlighted PWE’s new community engagement efforts during the planning and design stages of a project, which will also be included in the FY16 update. Mr. Rudick emphasized that the new

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community engagement process was an initiative developed with the Mayor to better communicate with the citizens. Ms. Kathy Easterly stated that the Greenbriar Project community meeting was incredibly well received and reflects a new level of outreach, creativity and pro-activeness from the department. Ms. Haddock stated that all input from the Greenbriar meeting was taken into consideration and adjustments were made to the project preliminary plans to demonstrate this new commitment to community engagement.

Chairman Herrera asked Ms. Haddock what she feels PWE has learned from the meeting. Ms. Haddock shared that she is discovering that citizens are getting frustrated with the length of time a project takes to complete which can take 7 – 10 years (from planning to construction). However, the length of time is not the planning process but the amount of time we must wait until construction funding is available. Council Member Pennington observed that the ReBuild Houston has provided invaluable data that was previously unavailable such as PCR scores and other infrastructure measures.

4. Finalize 2015 Meeting Schedule

Mr. Rudick asked the committee if they had any new workshop requests or suggestions to be held during the remainder of this calendar year. He then shared that the September workshop will detail the project bidding and selection process; October will highlight ReBuild Houston program metrics and reporting. Mr. Rudick also reiterated that there will be no July meeting and instead, we will conduct a PWE 101 Orientation Tour similar to last year which will be approximately from 8 a.m. to 1 p.m.

5. Executive Report

Mr. Rudick shared with the committee that at tomorrow's council meeting, council will be discussing the proposed FY 16 – FY 20 CIP. Mr. Rudick then stated that PWE is continuing to make greater effort to further engage with Houston communities regarding street and drainage projects. The first of multiple project-specific community meetings was held on May 7, 2015 regarding the Greenbriar Improvement Project. The next meeting will be tonight (June 23, 2015) and will address the proposed T.C. Jester Reconstruction Project at the Texas Department of Transportation (7600 Washington Ave., 77007). Mr. Rudick offered a brief overview of the quarterly financial documents, as well as the monthly spigot report (attached).

6. Old Business/New Business

None

7. Public Comments

Ms. Virginia Gregory, Mr. Atul Vir, Mr. Ed Brown and Mr. Bob Tucker came to the committee meeting to speak on behalf of the Spring Branch Civic Association and Super Neighborhood regarding structural flooding issues within their community. More specifically, they were addressing flooding issues along Du Lock Lane. Ms. Gregory submitted a packet to each of the committee members offering additional detail on their concerns and request for a drainage project in the community.

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Mr. Judson Bryant dispersed a packet to each committee member offering his independent financial analysis of the ReBuild Houston program. In his analysis, Mr. Bryant estimated that the City was spending an average of \$255,403,903 on Capital Investments in street and drainage infrastructure each year as documented in various annual financial reports. He stated that if this estimate (\$255,403,903) is divided by the total amount the CIP Process Manual recommends that the city should spend for Capital Investment each year (approximately \$650,000,000), he estimated that the City is currently spending only 39% of the total recommended funding for Capital Investment each year. He concluded by stating if the City does not start investing more in the CIP, we will continue to live with mediocre streets and drainage for the indefinite future.

Mr. Rudick spoke to the concerns of the Spring Branch Civic Association. He first stated that the City wants to get citizens back into their homes and that we are continuously working to address the issues described. Mr. Rudick commented that the effort is not only within PWE and the City of Houston, and that PWE is working with other organizations such as Harris County Flood Control District, the Texas Water Development Board and FEMA to help respond to the issues. Specifically, one of the ways the ReBuild Houston program is addressing flooding issues is during the pre-engineering process. PWE reviews regional detention options as well as underground pipe detention options for areas where flooding has occurred. The pre-engineering analysis of these Need Areas often finds that the problem is multi-faceted involving areas that do not have the necessary outfall into the larger HCFCD drainage facility combined with building elevations that are lower than current standards would allow. Mr. Rudick stated this issue is compounded by what Mr. Bryant observed and historical lack of investment for infrastructure improvements. Mr. Rudick stated that addressing the issue will require a continued coordinated effort with Harris County Flood Control District to ensure the capacity is available in the bayous.

Mr. Rudick shared that one factor to keep in mind is that if it had not been for ReBuild Houston, the FY12 – FY16 CIP budget would have been cut significantly. He added that in the current proposed CIP, we will be receiving close to a billion dollars in local dollars for street and drainage infrastructure, which is nearly double the amount of local funding available in FY12 – FY16 CIP; so we are already seeing the benefit of ReBuild Houston. Mr. Rudick also stated that ReBuild Houston is a funding mechanism that enables the City to achieve its street and drainage infrastructure goals. While it is not perfect, the methodology is transparent and the means of funding infrastructure projects is reliable and steady. Additionally, he stated that ReBuild Houston is not an overnight solution; however, without the funding sources, there will never be a solution to the problem.

Responding to the Spring Branch Civic Association, Mr. Rudick encouraged the residents to submit their claim to FEMA if they do have flood insurance so we can receive all the necessary input to help formulate solutions. If they do not report it through FEMA or their insurance company, the alternative is to report the information to 311 to ensure the data is included into the analysis model. FEMA has recorded, to date, more than 5,000 houses flooded by the recent event. Mr. Rudick reminded residents that permits are required for most home repairs resulting from the flood damage and to call the

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Floodplain Management Office for guidance at (832) 394-8854 or visit www.houstonrecovers.org to learn more about the Chapter 19 ordinance. Finally, he stated that PWE will also be working with the TIRZ to ensure that any solutions developed are coordinated throughout the need area.

Council Member Pennington shared that there are three major contributors to flooding in the area: 1) amount of rain; 2) commercial construction; and 3) under-design of infrastructure. He encouraged PWE to look into adding detention in both the north and south side of the area to help relieve some of the flooding and flow issues. Chairman Herrera stated that their community is being heard and that PWE and the committee will work with citizens to help address their issues.

8. Adjourn: Meeting adjourned at 12:04 p.m.

Attachments:

- Infrastructure Prioritization Improvements – Recommended FY16 Updates
- Advisory Committee CY15 Draft Meeting Schedule
- Drainage Utility Collections/Expenditures – Inception to Date (as of May 31, 2015)
- Quarterly Financial Reports (2) for quarter ending March 31, 2015

**Infrastructure Prioritization Improvements
Recommended Fiscal Year 2016 Updates**

| | | |
|-------------------------|-------------------------------------|---|
| Data Set Updates | Reported Structural Flooding | Includes all reports of structural flooding reported to 3-1-1 and verified by City staff; FEMA disaster assistance actions |
| | Flood Insurance Claims | Updated list of FEMA Flood Insurance Claims |
| | Street Impassable Reports | Updated reports of impassable streets and intersections from 3-1-1 reports |
| | Pavement Condition Rateing | New citywide assessment of street condition for local streets |
| | Supplemental Information | Address CM Amendment to include repair history performed by City; Mayor rehabilitation is a life extension tool |
| | Traffic Projections | Migrate to updated regional demand model that is currently under development by H-GAC for 2040 (extended from 2035) - used in Candidate Project scoring |
| | Adequacy to MTFP | Updated to MTFP Amendments adopted by Council |

| | | |
|------------------------|--|---|
| Pre-Engineering | Enhanced Public Engagement | Community Input and Public Meetings/Engagement during Pre-Engineering; transition meetings for all efforts already past pre-engineering |
| | Complete Streets & Transportation Planning Guidance | Guidance document prepared to consultants to use consistent approaches to all mobility modes including METO Re-Imagining |

| | | |
|--|-----------------------------------|--|
| Capital Improvement Plan Process Manual | Repair History | Clarification and inclusion of repair history for street segments; Major rehabilitation is a life extension tool |
| | Alternative Mobility Modes | Clarification and discussion on how the City of Houston Bikeways masterplan and METRO's Re-Imagining will be incorporated into candidate project development |
| | City Accepted Alleys | Acknowledgement that city accepted alleys are evaluated as part of neighborhood evaluation |

Advisory Committee: CY 2015 Meeting Schedule – SUBJECT TO CHANGE

January 27, 2015

- PWE's Draft "5+5 year Plan" (FY 16 – 25); CIP Program Update & Prioritized Need Areas
- Preview: CIP Town Hall Meetings & Process (February & March)

February 2015 – No RHAC meeting during CIP Town Hall Meetings

March 24, 2015

- Overview of CIP Town Hall Meetings and Public Input Period
- Look Back/Look Forward
- Discussion on "project selection, process methodology & recommended changes" for FY 17-26
- Suggestions for future educational workshops (August thru November below)

April 28, 2015

- Consensus on "project selection, process methodology & recommended changes" for FY 17-26

May 26, 2015 – Day after Memorial Day – Cancelled in 2014

June 23, 2015

- Final Consensus on Recommendations for FY 17 – FY 26 Plan

July 28, 2015 – No RHAC meeting; PWE 101 Orientation Tour for interested members

August 25, 2015

- Workshop about Street Maintenance

September 22, 2015

- Workshop on project bidding and selections

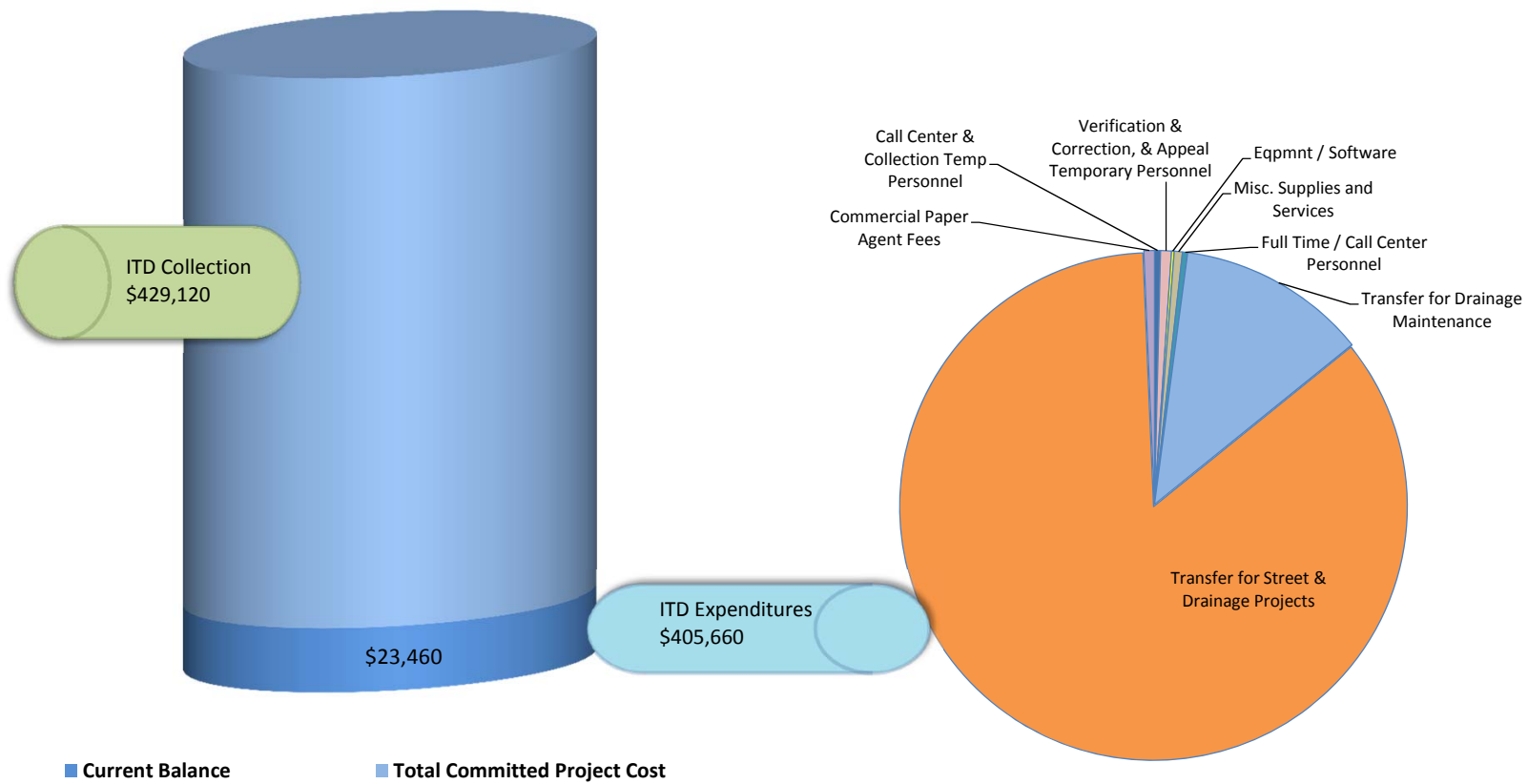
October 27, 2015

- Workshop on standardized program metrics and reporting

November 17, 2015 (Nov. & Dec. meetings combined)

- Workshop TBD
- Timeline for January release of FY 17-26 "5+5 Year Plan"
 - January 22, 2016 (tentative) – Release of Internal Draft FY 16-25 "5+5" to RHAC
 - January 26, 2016 – RHAC discussion on Draft FY 17-26 "5+5"
 - Feb/March – CIP District Town Hall meetings/Public Comment Period

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



Note: Currently committed project costs total \$224.6 Million.

City of Houston
Public Works and Engineering Department
Dedicated Street & Drainage Fund Group
FY15 Adopted Budget and CIP Report

| <i>CONSOLIDATED APPROPRIATIONS</i> | <i>Adopted Budget</i> | <i>Adopted CIP</i> | <i>Adopted + Refined CIP²</i> | <i>YTD Actual 03/31/15</i> | <i>Current Projection</i> |
|--|---------------------------|------------------------|--|--------------------------------|-------------------------------|
| OPERATIONS AND MAINTENANCE | | | | | |
| Street and Drainage ¹ | \$ 20,891,369 | | \$ 20,891,369 | \$ 11,240,485 | \$ 19,377,898 |
| Traffic Operations ¹ | \$ 23,440,000 | | \$ 23,440,000 | \$ 15,553,538 | \$ 22,232,703 |
| Support Operations | \$ 920,200 | | \$ 920,200 | \$ 396,615 | \$ 800,395 |
| Transfer to Stormwater Fund | \$ 14,012,000 | | \$ 14,012,000 | \$ 14,012,000 | \$ 14,012,000 |
| Other Drainage Operational Expenditures | \$ 3,937,100 | | \$ 3,937,100 | \$ 1,580,765 | \$ 2,691,624 |
| Total O&M | \$ 63,200,669 | | \$ 63,200,669 | \$ 42,783,403 | \$ 59,114,620 |
| PERMANENT AND CAPITAL IMPROVEMENTS | | | | | |
| Street Resurfacing ¹ | \$ 18,046,876 | | \$ 18,046,876 | \$ 8,687,603 | \$ 17,072,298 |
| Bridge Replacement ¹ | \$ 1,561,009 | | \$ 1,561,009 | \$ 1,077,435 | \$ 1,532,148 |
| Concrete Replacement ^{1,4} | \$ 7,891,247 | | \$ 7,891,247 | \$ 6,589,124 | \$ 21,138,900 |
| Capital Equipment | \$ 183,200 | | \$ 183,200 | \$ 16,344 | \$ 78,400 |
| Total Permanent Impr./Capital Impr. | \$ 27,682,331 | | \$ 27,682,331 | \$ 16,370,506 | \$ 39,821,745 |
| Sub-total - Budget | \$ 90,883,000 | \$ - | \$ 90,883,000 | \$ 59,153,909 | \$ 98,936,366 |
| CIP | | | | | |
| Metro Capital | | \$ 57,109,000 | \$ 57,109,000 | \$ 17,124,311 | \$ 57,109,000 |
| Grant Funds | | \$ 32,569,000 | \$ 32,569,000 | \$ 4,304,300 | \$ 32,569,000 |
| Capital Contribution | | \$ 5,208,000 | \$ 5,208,000 | \$ 1,385,900 | \$ 5,208,000 |
| Other | | \$ 2,057,000 | \$ 2,057,000 | \$ - | \$ 2,057,000 |
| DDSRF Capital Fund (4042) | | \$ 168,779,000 | \$ 210,872,915 | \$ 32,863,098 | \$ 210,872,915 |
| Total CIP | | \$ 265,722,000 | \$ 307,815,915 | \$ 55,677,610 | \$ 307,815,915 |
| Total Permanent and Capital | | | \$ 335,498,246 | \$ 72,048,115 | \$ 347,637,660 |
| Reconciling Items | | | | | |
| Transfer to DDSRF Capital Fund | | | | | |
| Transfer to DDSRF Capital Fund ⁴ | \$ 162,346,556 | | | | |
| Total Transfers | \$ 162,346,556 | | | | |
| Grand Total | \$ 253,229,556 | \$ 265,722,000 | \$ 398,698,915 | \$ 114,831,518 | \$ 406,752,281 |
| O&M Expenditure as Percentage of Total O&M Budget and CIP Appropriation³ | | | 15.85% | 14.83% | |

- 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 FY14 CIP but were not appropriated until FY15.
- 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).
- 4) Transferring monies from the Transfer to DDSRF Capital account to cover increased costs related to the emergency street repairs that consists of full depth asphalt street repairs and concrete street panel replacements. In addition, the Adopted Budget for Transfer to DDSRF Capital was increased by \$31.3M (from \$131.0M to \$162.3M) to reflect the budget amendment that was approved by City Council in FY15.

Drainage Utility Collections
Quarterly Collections and Annual Projections as of 03/31/2015

| | Billing and Collection through March 2015 | | | Projections for Fiscal Year | | |
|---|---|--------------------------|---------------|-----------------------------|-----------------------|-----------------------|
| | Billings ¹ | Collections ² | % Collected | Billings | Collections | Projected % Collected |
| Monthly Bills | \$ 60,800,305 | \$ 53,744,397 | 88.39% | \$ 79,792,898 | \$ 75,745,468 | 94.93% |
| Annual/Bi-Monthly Accounts ³ | \$ 2,768,603 | \$ 1,412,442 | 51.02% | \$ 3,315,618 | \$ 1,412,442 | 42.60% |
| Quarterly - 3 quarters ⁴ | \$ 20,589,131 | \$ 22,708,616 | 110.29% | \$ 29,736,484 | \$ 27,742,434 | 93.29% |
| City Bills | \$ 5,144,395 | \$ 5,144,395 | 100.00% | \$ 6,877,700 | \$ 6,877,700 | 100.00% |
| Total | \$ 89,302,433 | \$ 83,009,850 | 92.95% | \$ 119,722,700 | \$ 111,778,044 | 93.36% |

1 Total Fiscal Year billings reflect actual status as of March 31, 2015 and includes amounts in litigation.

2 Collection figures include payments received through March 31, 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, second and third quarters have been billed. Collection rate is higher than 100% due to application of late fee credits to FY15 billings.