

Hidalgo County Metropolitan Planning Organization
Technical Advisory Committee Meeting Minutes
May 5, 2015

- 1) Roll Call**
- Vice Chairman Javier Cervantes called the meeting to order at 1:32pm. The Technical Advisory Committee Meeting was held at the Hidalgo County MPO Office at 510 South Pleasantview Drive, Weslaco, Texas. Present were representatives from the Cities of: Alamo, Alton, Donna, Edinburg, Hidalgo County, McAllen, Mercedes, Penitas, Pharr, San Juan, TxDOT, Valley Metro, Hidalgo County RMA: Ex-Officio Members Present: Metro.
- 2) Adoption of Minutes**
- **April 7, 2015**
Vice Chairman Javier Cervantes asked if there were any corrections to the minutes of April 7, 2015. **No corrections were noted to the minutes; the City of Edinburg made a motion to approve the minutes of April 7, 2015 as presented. The motion was seconded by the City of Penitas and upon a vote, the motion carried unanimously.**
- 3) Cost Over-Run Projects**
- None given at this time.
- 4) Discussion and Action on the Transit Plan**
- Maria Champine provided the final Transit Plan, to include surveys and maps that apply to the Transit Plan to members present. The HCMPO Staff has been working on the Public Transportation Plan as one of the elements of the Multi-Modal Plan. The Public Transportation Plan is being provided and presented for final approval, and will then be presented to the TPC Committee for their review and approval. Maria Champine concluded by noting that once it is approved by the TPC Committee, it will become one of the elements of the Multi-Modal Plan and an essential component of the transportation system. **After some discussion on this item; the City of Edinburg made a motion to approve the Transit Plan as presented by staff. The motion was seconded by Hidalgo County and upon a vote the motion carried unanimously.**
- 5) Discussion of FY 2016-2017 Unified Planning Work Program (UPWP) - DRAFT**
- Andrew Canon reported that the FY 2016-2017 UPWP is a two year budget in which the Hidalgo County Metropolitan Planning Organization (HCMPO) staff defines the tasks that are to be undertaken to meet the requirements of MAP21, and to provide open, transparent resources for the public on what funds are being expended to meet these requirements. It is a \$2 Million budget, and if the UPWP is approved by TPC Committee, the new Fiscal Agent is already incorporated in the plan. If the new Fiscal Agent gets approved, expected time frame is October 2015 to relocate HCMPO. Andrew Canon noted that on Subtask 1.4: Computer and Equipment Purchase – HCMPO has a contract with a local firm, Wireless Internet, for the provision of technical (IT) support for the entire HCMPO network of computers, plotters, printers, iPADS, server, etc. The contract will require renewal in Fiscal Years 2016-2017. HCMPO Staff will upgrade computers(s)/server, hardware and software as the budget allows, in order to store purchased aerial photos and in order to store GIS, data. As additional GIS support, the HCMPO will be purchasing a GIS server and supporting software that will assist us to keep GIS data uniformed, interactive, user friendly, and more accessible. As the server becomes outdated, or out of space, HCMPO Staff will need to purchase a server and supporting hardware and software in order to save and store the day to day work projects. Andrew Canon concluded and noted that this item will be presented again in July to both the TAC and TPC Committees as an Action Item. **Presentation only, no action taken.**
- 6) Discussion of Pavement Management System (PMS)**
- Maria Champine reported that the HCMPO Staff is currently looking into updating the Pavement Management System (PMS). It has been a while since the last update, and staff is seeking assistance from the various cities, by asking them to please send any updates the cities have done to new streets or on-system within the cities' limits. HCMPO staff will be conducting workshops, to help identify, when new streets were paved, rehab overlaid were done and identify any new city limits. Workshops will be held either in May or June 2015 depending on availabilities. Maria Champine concluded by letting members present knows that "deadline" reminders will be sent out periodically to both the TPC and TAC Committees. **Presentation only, no action taken.**
- 7 Discussion of TAP Application Deadline (May 8, 2015)**
- Andrew Canon reported that the HCMPO has approximately \$4.6 million available to fund the Transportation Alternatives Program (TAP), a program established under MAP-21 legislation to provide funding for transportation alternatives, for projects within the MPO's planning area for FY2015-2016. Andrew Canon noted that the TAP Timeline was as follows below, and noted that TAP Call for Project will close May 8, 2015 and will no longer accept applications after 5p.m. Andrew Canon concluded by letting members know, that Application/Project must be complete, prior to submitting to HCMPO Staff with all the supporting documents related to the project. **Presentation only, no action taken.**
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| February 20, 2015 | The FY2015 TAP Call for Projects will open to all eligible project entities for project submissions. |
| May 8, 2015 | The FY2015 TAP Call for Projects will close and no longer accept applications after 5PM on May 8, 2015. |
| May 11, 2015 | BPAC will review and evaluate submitted projects and submit scores to TAC. |
| June 2 & 18, 2015 | TAC will review scores and recommend projects for selection. TPC will review the recommendations from TAC. |
| June 3 – July 15, 2015 | Projects being recommended for selection will go through public involvement prior to final approval. |
| July 7 & 16, 2015 | TAC/TPC will finalize and approve TAP projects. |
| August 2015 | Selected Projects will be included in the TIP Revision Cycle. |

8) Discussion of Bike Plan Update

- Maria Champine noted the HCMPO Staff is currently working on updating the Bicycle Plan. On April 15, 2015, staff sent an email to all TAC members asking for their updates to be submitted, no later than May 8, 2015 to Cody Baczewski. The Bicycle Plan is one of the elements for the Multi-Modal Plan, and the plan is to update it once a year. Maria Champine concluded by letting members know, that if cities do not make the deadline this time around, staff will go through the same process next year. **Presentation only, no action taken.**

9) Monthly Letting Report

- Mr. Homer Bazan provided to TAC Members present handouts of the TxDOT Monthly Letting Update for April 2015 on Projects within the Hidalgo County MPO Area. Mr. Bazan advised members present that several projects will be letting earlier throughout the year than originally scheduled. One of the projects to Lett US 83 Relief Route at La La Joya/Penitas Project. TAC members present suggested having a groundbreaking on this project. TxDOT will look into this request, to determine when it can be arranged. **Presentation only, no action taken.**

10) Status Reports

A. Calendars 2015:

- Andrew Canon reported on the Calendars as follows:

Month of May 2015:

- BPAC Meeting – Scheduled for May 4, 2015
- TAC Meeting – Scheduled for May 5, 2015
- CAC Meeting – Scheduled for May 6, 2015
- TPC Meeting – Scheduled for May 21, 2015
- Office Closed – Memorial Holiday – May 25, 2015
- TxDOT Meeting – May 27-28, 2015 – Austin (Andrew Attending)

Month of June 2015:

- BPAC Meeting – Scheduled for June 1, 2015
- TAC Meeting – Scheduled for June 2, 2015
- CAC Meeting – Scheduled for June 3, 2015
- TPC Meeting – Scheduled for June 18, 2015
- TxDOT Meeting – June 24-25, 2015 – Austin (Andrew Attending)

B. Director' Updates

- Legislative Update – April 2015 – Andrew Canon provided to members present a hand-out on the Senate and House of Representatives Bills that are going before the Legislative for consideration. (Hand-Out on File)
- 5th Annual Walk N Rolla Update – Andrew Canon noted that funds raised from the 5th Annual Walk N Rolla will go towards the STJDA and thanked all the cities that were sponsors for this event. Presentation of the check to STJDA will be done in June during TPC Meeting.

C. HCMPO Budget Report

- Linda de la Fuente gave a brief update on the HCMPO Budget.

11) HCRMA Update

- Eric Davila with Hidalgo County RMA noted that a Public Hearing will be held to present the proposed State Highway 365 (SH 365) controlled access tolled facility from Farm-to-Market Road (FM) 1016 (Conway Avenue) East to U.S. Highway 281 (Military Highway) in Hidalgo County, Texas, and to receive public comment on:
Tuesday, May, 26 @ 5:30
STC Technology Campus
3700 Military Hwy
McAllen, TX 78503

12) Valley Metro

- Gabriel Zuniga, Mobility Manager gave a brief update on Valley Metro.

13) Metro

- Sandra Gama gave a brief update on the Metro Report.

14) Hidalgo County Commuter Rail District

- No update was given at this time.

15) Old or New Business

- City of Edinburg noted that the city will build a 3-mile hike and bike trail along Jackson Road with plans to eventually tie it into the University of Texas-Pan American's trail.

16) Adjournment

- **The meeting adjourn at 2:26 pm.**