

Hidalgo County Metropolitan Planning Organization (HCMPO)  
Transportation Policy Committee Meeting Minutes  
December 17, 2015

**TAB I ROLL CALL**

- Chairman Norberto Salinas called the meeting to order at 5:30 pm. The Transportation Policy 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, Edcouch, Edinburg, Elsa, Granjeno, Hidalgo County, La Villa, McAllen, Mission, Palmview, Palmhurst, Penitas, Pharr, San Juan, Sullivan, TxDOT, Weslaco, Hidalgo County RMA and Valley Metro. Ex-Offio Members Present: Metro

**TAB II CITIZEN INPUT**

- None at this time.

**TAB III PRESENTATION / ACTION / DISCUSSION ITEMS**

**A) Adoption of Minutes from:**

➤ **October 15, 2015**

Chairman Norberto Salinas asked if there were any corrections to the minutes of October 15, 2015. **No corrections were noted to the minutes of October 15, 2015; City of San Juan made a motion to approve the minutes of October 15, 2015 as presented by staff. The City of Pharr seconded the motion; and upon a vote, the motion carried unanimously.**

**B) Presentation to Chairman Norberto "Beto" Salinas**

- Andrew Canon stated that Chairman Norberto "Beto" Salinas' term will be ending December 2015 and presented Mayor Salinas with a gavel plaque. Staff thanked Mayor Salinas for his years' of service and advised everyone that Mayor San Juanita Sanchez will move up to Chairman and Randy Sweeten will move up to Vice-Chairman Positions, leaving the Secretary position vacant. At the next Policy meeting, members will need to nominate someone to fill the Secretary position. **Presentation only, no action taken**

**C) Cost Over-Run Project(s) (If Needed)**

- Mr. Toribio Garza, Jr. P.E., TxDOT, stated that there were no updates at this time. **Reports only, no action taken at this time.**

Chairman Norberto "Beto" Salinas noted that items "K and L" – Executive Session" would be moved to the top of the agenda.

**K) Executive Session** - The HCMPO Transportation Policy Committee will convene in Executive Session, Pursuant to Tx. Gov. Code - Section 551.074 (Personnel Matters).

1. Discussion regarding evaluation of the Transportation Director for the HCMPO

- Chairman Norberto "Beto" Salinas called an Executive Session in to order at 5:32 p.m., to discuss the yearly evaluation of the Transportation Director. **The City of San Juan made a motion to go into Executive Session to discuss the yearly evaluation of the Transportation Director. The City of Alamo seconded the motion; and upon a vote, the motion carried unanimously.**

**L) Open Session** - The HCMPO Transportation Policy Committee will reconvene in Open Session to take necessary action if any, in accordance with Chapter 551, Open Meetings, Subchapter E, and Procedures Relating to Closed Meeting 551.102, Requirement to Vote or Take Final Action in Open Meeting.

1. Transportation Directors' Evaluation.

**The City of Alamo made a motion to come back from Executive Session at 6:30 p.m. The City of Alton seconded the motion; and upon a vote, the motion carried unanimously.**

- Vice Chairperson San Juanita Sanchez stated that after some discussion in executive session, recommendation is to "give a verbal warning" to Transportation Director. **HCRMA made a motion to give a verbal warning to Transportation Directors as discussed in executive session. The City of Pharr seconded the motion; and upon a vote, the motion died.**

- Vice Chairperson San Juanita Sanchez stated that after some discussion in executive session, recommendation is to accept the evaluation of Transportation Director as proposed in executive session. **The City of Palmhurst made a motion to accept the Transportation Directors' evaluation as proposed in executive session. The City of Alamo seconded the motion; and upon a vote, the motion passed unanimously.**

**D) Discussion and Action to approve the Cost Proposal from CoPlan and enter into contract for the Winter 2015**

- Andrew Canon stated that staff is seeking approval of the Cost Proposal and enter into contract for the Winter 2015 with CoPlan. All timelines have been met and this contract is for the collection of data on congestion levels in the urbanized area of Hidalgo County and the analysis and development of a plan to relieve congestion in several corridors identified in the Hidalgo County MPO's Congestion Management Process. The contract begins December 21, 2015. This item was voted upon and approved for TPC consideration unanimously by TAC members. **After some discussion on this item; City of Palmhurst made a motion to approve the Cost Proposal from CoPlan and enter into contract for the Winter 2015, as recommended by the TAC Committee and staff. TxDOT seconded the motion; and upon a vote, the motion passed unanimously.**

**E) Discussion and Action on Border To Border Transportation MOA Conference**

- Andrew Canon stated that staff is seeking approval to execute the Border To Border Transportation MOA with YUMA MPO, to co-host the 6<sup>th</sup> Annual Bi-Annual Border to Border Transportation Conference to be held November 15-17, 2016 in Yuma, Arizona. **After some discussion on this item, City of Palmhurst made a motion to approve and execute MOA for the upcoming Border to Border Transportation Conference with YUMA MPO as recommended by staff. The City of Pharr seconded the motion; and upon a vote, the motion passed unanimously.**

**F) Discussion on Performance Measures (MPO Staff)**

- Andrew Canon noted that he has been attending the HB 20 Meetings in Austin, which topics cover how other cities/organizations are working together to simplify the funding allocation/formulas in order to ensure projects get funded. HB 20 Committee members stress and focus on the POSC for the future. Staff recommended to the TAC members to put together a sub-committee to determine what funding amount it would take to get to 90% and maintain that score. Meetings will be scheduled in FY2016. The following cities were in consensus to be part of the sub-committee: Cities of Alton, Edinburg, Elsa, Pharr, Weslaco, San Juan and Hidalgo County, HCRMA and TxDOT. After some discussion on this item, Prop 1 & 7 was discussed by TxDOT on how to prepare/plan for these funds for future projects. **Reports only, no action taken at this time.**

**G) Discussion on UPWP/Budget Update (MPO Staff)**

- Andrew Canon provided an overview of the HCMPO UPWP to members present that consists of transportation planning projects/activities within a metropolitan area for which Federal assistance is sought. A UPWP is focused on a single metropolitan area and is developed by the MPO within the area. The UPWP include a level of detail commensurate with the size of the metropolitan area and the complexity of its transportation problems and sufficient information about planning for its metropolitan area to enable the state to provide the information FHWA and FTA required: 1) The UPWP is broken into 5 Tasks; 2) The HCMPO operates under a two (2) year UPWP; 3) The final expenditure percentage by TASK cannot go over or under 25% of the budgeted amount; 4) A subtask within a Task can go over or under at any percentage as long as the overall Tasks stays within +/- 25% of the budgeted amount; 6) The overall UPWP cannot go over 100% of the budgeted amount. During the last 10 years, the HCMPO's UPWP has never exceeded 100% of its budgeted amount; 7) An Annual Performance and Expenditure Report (APER) is required of an MPO annually and; 7) The Transportation Policy Committee (TPC) has to approve any transfer, obligation or de-obligation of funds in the UPWP. **Report only, no action taken at this time.**

**H) Discussion on TPC/TAC Training Location**

- Andrew Canon noted that staff is recommending to have a Policy Workshop for new board members and anyone else wishing to attend. Workshop will cover "Roles and Responsibilities" for Policy and TAC Members. An email will be sent to both the Policy and TAC members with optional dates to hold the workshop next year "FY2016". **Report only, no action taken at this time.**

**I) Discussion of the MPO Merger Committee with TTI (Vice Chair)**

- Vice Chairperson San Juanita Sanchez introduced William E. Frawley, AICP, Program Manager/Research Scientist, Texas A&M Transportation Institute. Mr. Frawley provided a presentation to Policy Members present. The presentation covered how the Rio Grande Valley MPO Merger Committee will analyze issue, impacts, and the benefits of the three MPO's merging into one. **Report only, no action taken at this time.**

**J. Monthly Letting Update**

- Toribio Garza, P.E., TxDOT provided the Monthly Letting Report to members present. The Monthly Letting Report is filed with the December 2015 agenda packet. **Report only, no action taken at this time.**

**TAB IV STAFF REPORTS**

**A) Directors Update**

➤ **Calendars Report**

**Month of January 2016:**

- BPAC Meeting – January 4, 2016 - Canceled
- TAC Meeting – Re-Scheduled January 7, 2016
- TPC Meeting – January 21, 2016
- New Year's Day Holiday – January 1, 2016 – Office Closed
- Martin Luther King Holiday – January 18, 2016 – Office Closed

➤ **Month of February 2016:**

- BPAC Meeting – February 1, 2016
- TAC Meeting – February 2, 2016
- TPC Meeting – February 18, 2016
- President's Day Holidays – February 15, 2016 – Office Closed

➤ **FY 2015 Ending Reports:**

- Staff provided hand-outs to members present of the HCMPO Annual Performance and Expenditure Report for FY2015. Staff noted that it is important to keep in mind that the "HCMPO" is on a (2) two year budget cycle. This APER was prepared at the request of TxDOT and is only reflective of half of the HCMPO budget cycle, FY2015. Staff prepared this report by using strictly the FY 2015 allocated funding. No discussion took place on this item.

➤ **Legislative Update:**

- Staff provided a hand-out to members present. No discussion took place on this item.

**B) HCMPO Budget Report**

- Linda De La Fuente briefly went through the Annual Performance & Expenditure Report (APER) and noted that Budget is (95.83%) and 20% below the balance budget.

**TAB V TXDOT CONSTRUCTION REPORT**

- TxDOT gave an update and provided a report of completed and pending projects (Hand out part of the packet)

**TAB VI HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)**

- Secretary Randy Sweeten reported that US 281/Military Highway Overpass/BSIF Connector Project is moving forward as plan. HCRMA Board awarded contract to Foremost Paving for construction of the US 281/Military Highway Overpass/BSIF Connector Project. Ground breaking is scheduled for next year on this project and invites will be sent out to Policy members.

**TAB VII VALLEY METRO**

- Reports was given and filed in TPC Packet.

**TAB VIII METRO**

- Robert De Leon reported that the City of McAllen purchased two new electric buses, which are the first inductive charging electric bus system in the State of Texas. A federal grant covered 90 percent of the expenses for the project. The buses are expected to arrive in McAllen at the end of the month. Once testing is complete, the buses will likely be placed on route four, which is the busiest route for Metro McAllen.

**TAB IX OLD OR NEW BUSINESS**

- Proxys for Cities – Staff to verify proxies and voting status for those cities that are still under the non-voting status.

**TAB X ADJOURNMENT**

- ***No other items were discussed; TxDOT made a motion to adjourn the meeting at 7:25 pm. The City of Weslaco seconded the motion; and upon a vote, the motion carried unanimously.***

ATTEST:

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Transportation Policy Committee (TPC)  
Secretary