

MINUTES

**HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
BOARD OF DIRECTORS MEETING
5:30 P.M. – THURSDAY, JANUARY 10, 2008
International Trade & Technology Building
1201 W. University Drive, 300 Block, Dr. Miguel Nevarez Drive
EDINBURG, TX**

The Hidalgo County Regional Mobility Authority (HCRMA) Board of Directors held a regular meeting at 5:30 p.m. on Thursday, January 10, 2008 at the Pan American University, International Trade & Technology Building, 1201 W. University Drive, 300 Block, Dr. Miguel Nevarez Drive, Edinburg, Tx.

In attendance were:

Board Members

Mr. Dennis Burleson, Chairman
Mr. Rick Perez, Vice-Chairman
Mr. Ramiro, Salazar, Secretary-Treasurer
Mr. Ruben Serna
Mr. Ricardo Perez
Mr. Ramon Garcia

Others

Mr. Ken Jones, LRGVDC
Ms. Mary Escalona, HCMPO
Mr. Andrew A. Canon, HCMPO
Mr. Gerry Pate, Pate Engineering
Mr. Jose G. Reyes, Hidalgo County/ TEDSI
Mr. Jesse Salinas, TEDSI
Mr. Everett Owen, Owen Consulting
Ms. Blakely Fernandez, Tuggey Rosenthal Pauerstein
Sandoloski Agather LLP
Mr. Jesus Ramirez, Ramirez & Guerra, LLP
Mr. J. Moore, HCRB
Ms. Veronica De la Fuente, HCRB
Mr. Allen Butcher, Raba-Kistner
Ms. Alma Walker, S & B Infrastructure
Mr. Robert Macheska, L & G Engineering
Mr. David A. Saenz, L & G Engineering
Mr. Reza Badiozzamani, L & G Engineering
Mr. Jeff Underwood, Hunt Valley Development
Mr. Eddie Saenz, J.B. Saenz & Assoc.
Mr. Sam Maldonado, J.E. Saenz & Assoc.
Mr. Mario Jorge, TxDOT
Mr. Norma Y. Garza, TxDOT
Mr. David Diaz, EdinburgPolitics.com
Ms. Tammie Kotzur
Mr. Robert Kotzur

1. **Call to Order & Establishment of a Quorum**

Chairman Dennis Burleson called the meeting to order at 5:35 p.m. and announced that a quorum of voting members was present.

2. **Consider Approval of December 13, 2007 Meeting Minutes**Chairman
Chairman Burleson moved to item 3. *Mr. Ramiro Salazar made a motion to approve the minutes from December 13, 2007 as presented. Mr. Ruben Serna seconded the motion, and upon a vote the motion carried unanimously.*

3. **Public Comment**
Chairman Burleson moved to item 4. - Public Comment; however no one had signed up for Public Comment.

4. **Consider Request for Federal Assistance RE: Appropriation Request**Chairman
Chairman Burleson moved to item 4. Mr. Ken Jones, LRGVDC, stated that the deadline to submit any Earmark requests for a particular project to the Congressional Delegation is late February or early March. Mr. Burleson stated asked if any of the Hidalgo County RMA projects qualify for Earmark funding. Mr. Gary Pate, HCRB, stated that the Hidalgo County RMA may request general assistance with Earmark funding from the State to assist in funding the Southern Loop Project. Mr. Burleson asked staff to look into if any of the local Entities or the County were in the process of applying for Earmark funding. *No action taken at this time.*

5. **Consider Approval RE: Expense / Budget Reports****Ken Jones**
Chairman Burleson moved to item 5. Mr. Ken Jones, LRGVDC, stated that an updated schedule of administrative funds received from the local Cities was included in the meeting information. The City of McAllen has scheduled a City Commission Meeting to approve the funding agreement between the Hidalgo County RMA and the City of McAllen. At the last RMA meeting it was discussed to move the meetings back by one week in order to have ample time to submit the monthly expense report but due to conflicting schedules it was not possible. After further discussion with Mr. Ramiro Salazar, Treasurer, it was decided to delay the expense report by one month. This will give all of the Board members ample time to review the entire expense report. Mr. Jones stated that after meeting with the Finance department and after a recalculation was completed an adjustment of an additional \$400 in interest will be reflected in the November 2007 report. Therefore, the interest earned for November was \$603.36. The current fees received for general legal services were \$2,948.54. Additional billing for legal services related specifically to the Hidalgo County Loop Project total \$9,591.30. Staff has reviewed these billings and recommends approval of legal fees in the amount of \$12,539.84. *Mr. Ramiro Salazar made a motion to approve payment of the legal counsel bills in the amount of \$12,539.84. Mr. Ruben Serna seconded the motion, and upon a vote the motion carried unanimously.*

Chairman Burleson asked the Board Members if they would prefer moving the February 14, 2008 RMA meeting to another date; due to this day being Valentine's Day. After further discussion; it was decided to poll all of the board members and see if it were possible to have next month's meeting moved to Tuesday, February 19, 2008 at 5:30pm. Veronica De La Fuente, HCRB, will notify staff if the City of McAllen conference room will be available on this date and time or if we will need to find a different location.

6. **Discussion of Fiscal Management Services****Chairman**
Chairman Burleson moved to item 6. Mr. Burleson stated that for this past year the RMA has grown tremendously. This New Year will be an extremely busy year for the Hidalgo County RMA. The Executive Committee has met and discussed acquiring a Bookkeeping Firm and or Auditing Firm in

the near future. Mr. Burleson requested for staff to look into working on a draft RFQ for a Bookkeeping Firm or Auditing Firm within the next two or three months down the road. It was further discussed looking into hiring a full-time or part-time RMA employee. Mr. Burleson asked Mr. Ken Jones to work on a draft job posting for a full-time RMA Director. He advised the Board members that the Executive Committee will need to meet in the near future and start working on the RMA funding and see which positions will be needed the most. ***Mr. Rick Perez, Vice Chairman, made a motion to approve to move forward and start working on a draft RFQ/ RFP for Bookkeeping Firm and Auditing Firm and a job posting for an RMA Director. Mr. Ramiro Salazar seconded the motion, and upon a vote the motion carried unanimously.***

7. Consider Procurement of Professional Services Ron Morrison

Chairman Burleson moved to item 7. Mr. Burleson stated that we had four submittals from Engineering Consultants. The Executive Committee met on Monday, January 7, 2008, and recommend to the Board members that we negotiate an engagement with Mr. Everett Owen, Owen Consultant. Mr. Owen has worked in the past with Central Texas and North East Texas RMA. Mr. Owen currently has 35 years of experience as an Engineering Consultant. Mr. Owen will be working diligently with Pate Engineering/ Hidalgo County Road Builders. ***Mr. Ramiro Salazar made a motion to approve to go into negotiations with Mr. Everett Owen, Owen Consulting. Mr. Rick Perez, Vice-Chairman, seconded the motion, and upon a vote the motion carried unanimously.***

8. Status Report.....Chairman

A. Report from TxDOTMario Jorge

Mr. Mario Jorge, TxDOT, stated that the SIB Loan is being processed and being reviewed by the Austin office. There were some questions regarding the Environmental process but after review, the questions were answered. Mr. Jorge stated that the SIB Loan should be approved by February 2008. Mr. Jorge stated that a Town Hall meeting is being scheduled to meet on January 31, 2008 and he requests for an RMA Board member be present if possible. He also stated that a Market Evaluation meeting has been scheduled to meet at TxDOT on February 11th and 12th. ***Reports only, no action taken at this time.***

B. Report from Hidalgo County Road BuildersGerry Pate

Mr. Gerry Pate thanked Mr. Jorge and the TxDOT staff for their assistance with the SIB Loan. He stated that HCRB is currently moving forward with the Southern Loop Project. HCRB is looking forward to working with Mr. Everett Owen, Owen Consulting. ***Reports only, no action taken at this time.***

C. Legal Counsel Update Blakely Fernandez

Ms. Blakely Fernandez stated that in March the RMA will be receiving funding from the County for the Vehicle Registration project. She recommends for the Finance Committee to convene and consider investments policies for the Hidalgo County RMA. She presented draft investments policies from TTA and TxDOT. Those draft policies will be left with Mr. Ken Jones, to be presented to the RMA board. Mr. Burleson asked Mr. Ruben Serna to serve on the Finance Committee. Mr. Jesus Ramirez, Ramirez & Guerra, LLP, recommended an independent CPA Consulting firm to help assist in organizing the Hidalgo County RMA accounting.

D. Report from Financial Advisor..... Ron Morrison
No reports were given at this time.

9. **New or Old Business**

Chairman Burleson stated that Mr. Ken Jones, LRGVDC, is planning to attend the Training Seminar for Regional Mobility Authorities & Other Toll Authorities on February 4th – 6th. Mr. Burleson asked the Board members if any of them would like to attend the 2008 Texas Transportation Forum scheduled to meet on April 20th – 22nd. He also advised the Board members that a Dinner Reception has been scheduled for tomorrow night in Honor of Mr. Amadeo Saenz, TxDOT Austin.

10. **Adjournment**

As there was no further business to conduct, the Chairman asked for a motion to adjourn. ***Mr. Ruben Serna made a motion for adjournment; Mr. Ramiro Salazar seconded the motion and the meeting was adjourned at 7:00 p.m.***

ATTEST:

Ramiro E. Salazar, Secretary-Treasurer