

MINUTES

**HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
BOARD OF DIRECTORS MEETING
5:30 P.M. – THURSDAY, NOVEMBER 06, 2008
LRGVDC Transportation Center
510 South Pleasantview Drive
Weslaco, Texas**

The Hidalgo County Regional Mobility Authority (HCRMA) Board of Directors held a regular meeting at 5:30 p.m. on Thursday, November 06, 2008 at the LRGVDC Transportation Center, Weslaco, TX.

In attendance were:

Board Members

Mr. Dennis Burleson, Chairman
Mr. Rick Perez, Vice Chairman
Mr. Ramiro, Salazar, Secretary-Treasurer
Mr. Ramon Garcia
Mr. Joe Olivarez

Others

Ms. Maria Champine
Ms Mary Escalona
Mr. Ken N. Jones, LRGVDC
Mr. Victor Morales, LRGVDC
Ms. Blakely Fernandez, Tuggey Rosenthal Pauerstein Sandoloski Agather LLP
Mr. Ron Morrison, RBC
Ms. Cheryl Bellamy, Salinas Allen & Schmitt
Mr. Everett Owen, Owen Consulting
Mr. Mario Jorge, TxDOT
Ms. Norma Y. Garza, TxDOT
Mr. Gerry Pate, HCRB
Ms. Flor Koll, HCRB
Ms. Jennie Taraborelli, HCRB
Mr. Jacinto Garza, L & G Engineering
Ms. Sharon Becca, PBS&J
Mr. Tracy Hill, PBS&J

1. CALL TO ORDER AND ESTABLISHMENT OF A QUORUM

Chairman Dennis Burleson called the meeting to order at 5:41pm and announced that a quorum of voting members was present.

2. PUBLIC COMMENTS

Chairman Burleson welcomed everyone in the audience to tonight's meeting. No public comments were submitted.

3. CONSENT ITEMS:

A. Consideration and Approval of Minutes for Regular Meeting – October 09, 2008

Mr. Ramiro Salazar made a motion to approve the October 09, 2008 Meeting Minutes as presented. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

B. Consideration and Approval of Financial Reports – Cheryl Bellamy, SAS, LLP.

Ms. Cheryl Bellamy, SAS, gave a brief summary of the Financial Reports. Ms. Bellamy stated that the transfer of funds from the LRGVDC accounts are almost finalized and only a certain amount is pending due to invoices that have not cleared.

Mr. Ramiro Salazar made a motion to approve the Financial Reports as presented. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

C. Consideration and Approval of Outstanding Invoices and Travel Requests

Ms. Maria Champine stated that the expense report listed all of the invoices that needed to be paid. She stated that Board Member Ramiro Salazar had previously reviewed all of the billing and had approved them for payment. Ms. Champine stated that there are some recurring bills that have to be paid by a certain date. These bills were approved by Ramiro and Dennis to be paid prior to the November RMA Meeting to avoid any late fees. Mr. Burluson advised the Board members that next month we will have an item on the agenda to approve payments on a recurring status to be paid automatically.

Mr. Ramiro Salazar made a motion to approve the Outstanding Invoices and Travel Requests as presented. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

D. Review and appropriate action on Hidalgo County Road Builders (HCRB) Milestone Invoice

Mr. Everett Owen stated that he reviewed the HCRB invoice thoroughly and reviewed the schematics and related work produce and that he recommends approval of the invoice as presented.

Mr. Ramiro Salazar made a motion to approve the Milestone Invoice as presented. Mr. Ramon Garcia seconded the motion and, upon a vote, the motion carried unanimously.

E. Next Meeting

Chairman Dennis Burluson stated that he would like to have next month's RMA meeting in the City of Edinburg, Mission or Pharr. Once availability has been determined, notice will go out to the Board Members of the designated location.

4. PRESENTATION OF REPORTS:

A. MARIO JORGE, P.E. TEXAS DEPT. OF TRANSPORTATION

- a. Update on TxDOT's participation in Loop Project
Mr. Jorge stated that the Advance Funding agreement was given to Mr. Owen for review. He stated that everything looked good and he didn't foresee any problems even though some technical issues may arise.
- b. Update on Market Valuation Waiver Request
No update was given.
- c. Update on Texas Transportation Commission recent actions
Mr. Jorge stated that a Commission Meeting took place last week in Austin discussion occurred related to proposed changes in the Pass-Through Financing program.
- d. Update on Public Hearing and meeting with Commissioners
Mr. Jorge stated that a TxDOT hosted a Town Hall Meeting with the Hidalgo and Cameron County RMAs on November 04th. He stated that they had a very good turnout.
Reports only, no action taken at this time.

B. RON MORRISON, RBC CAPITAL MARKETS

- a. Example of TxDOT Credit Enhancement for NTTA debt
Mr. Morrison presented an overview of the NTTA's recent debt offering with TxDOT credit enhancement. **Reports only, no action taken at this time.**
- b. Review Investment Policies and Procedures – deferred to December

C. EVERETT OWEN, PROJECT CONSULTANT

- a. Update on status of Loop Project
 - i. Summary of cash flow and milestones achieved
This item was discussed briefly during item 3. D. **Reports only, no action taken at this time.**

D. GERRY PATE, HIDALGO COUNTY ROAD BUILDERS

- a. Loop Project Update, including milestones achieved
 - i. Status Report – Services Provided for Sections A-F
- b. Public Outreach Update

- c. Transportation Reinvestment Zone Update
- d. Right of Way Update
- e. Pass-Through Application

Mr. Pate gave a brief report covering items a through e. He also handed out a more detail status report to all of the Board members for review. He stated that HCRB has been meeting with TxDOT staff on the project. **Reports only, no action taken at this time.**

E. Tracy Hill & Sharon Becca, PBS&J, Environmental Consultant

- a. Update on Environmental Review Process

Ms. Sharon Becca, PBS&J, gave a brief status report and provided a handout for the Board members to review. She stated that PBS&J, L & G Engineering, MPO Staff and some of the RMA Board members met to discuss certain segments of the corridor. She noted that the MPO Staff will be assisting PBS&J in acquiring some information for their analysis.

5. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION TO MODIFY SCOPE OF PROFESSIONAL SERVICES AGREEMENT FOR ENVIRONMENTAL SERVICES WITH PBS&J

Mr. Owen stated that he has met with PBS&J staff and has reviewed the proposed agreement amendment thoroughly and recommends approval by the Board. Mr. Owen noted that the proposal is within the price range of similar environmental work and he has compared the fees with other projects. After further discussion, several of the Board members stated that they would like a more detail report as to how the fee per mile was calculated. Mr. Burleson recommended that the Planning Committee meet with Mr. Owen to discuss the detail proposal and bring their recommendation to the Board next month.

Vice Chairman Rick Perez made a motion to table this item and have it brought back next month with Mr. Owen's detailed report, after review by the Planning Committee. Mr. Joe Olivarez seconded the motion and, upon a vote, the motion carried unanimously.

6. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON TRANSPORTATION REINVESTMENT ZONE RECOMMENDATION TO HIDALGO COUNTY.

Mr. Burleson stated that a presentation will be given at the Hidalgo County Commissioners Court. The County is scheduled to consider an Order creating the Reinvestment Zone.

Mr. Ramiro Salazar made a motion to approve the Transportation Reinvestment Zone Recommendation to Hidalgo County as presented. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

7. DISCUSSION, CONSIDERATION, AND APPROPRIATE ACTION ON EXECUTIVE DIRECTOR SERVICES

Mr. Burleson stated that this item, previously tabled until January, 2009, has been brought back for further review. He recommended that the Executive Committee to meet and discuss options for administrative services, including the use of a consultant, shared services with another mobility authority, etc. He requested a plan for administrative services be brought back to next month's meeting for further discussion. Mr. Ramon Garcia noted that, in his opinion, that the RMA needs a full-time executive.

Mr. Ramiro Salazar made a motion to authorize the Executive Committee to develop a plan for administrative and executive services. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

8. DISCUSSION AND APPROVAL OF INVESTMENTS

Mr. Ron Morrison briefly stated that the information given to the Board for review was regarding investing in Certificates of Deposit. He stated that with the Vehicle Registration revenue, the Board is able to invest money in CD's and have those funds accrue interest over time. He stated that the Board has an option to invest in CD's for short terms of three to six months or more. He noted that the Finance Committee has met and reviewed all of the options. Mr. Morrison stated that the Finance Committee is recommending approval of the Amendment to the Investment Policy with Resolution 2008-23.

Mr. Ramiro Salazar made a motion to approve the Investment strategy presented by the Finance Committee. Vice-Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

9. CONSIDERATION, AND APPROVAL OF DRAFT RFP FOR AUDIT SERVICES

Mr. Victor Morales, LRGVDC Procurement Officer, stated that a draft copy of the RFP was included for Board review. Mr. Morales stated that the Executive Committee and Cheryl Bellamy, Salinas Allen & Schmitt, had submitted their comments to him and such comments have been included in the current document. He noted that the RFP will be posted on the website and advertised in newspapers. Mr. Morales stated that the last date of response will be changed to December 02, 2008.

Mr. Ramiro Salazar made a motion to approval of RFP for Audit Services to be posted with minor changes. Vice Chairman Rick Perez seconded the motion and, upon a vote, the motion carried unanimously.

10. PUBLIC OUTREACH

- A. November 13th RMA Meeting – Location – LRGVDC Transit Center/ Weslaco
- B. TeamTX November 13-14, LRGV
- C. Border to Border Conference, November 18-20, McAllen
- D. Texas Lyceum Transportation Conference, December 3, Houston
- E. Texas Transportation Forum, January 5-7, Austin

Mr. Burluson stated that the next HCRMA meeting is scheduled for November 13th but it has been changed to Thursday, December 04, 2008. He stated that the HCRMA will be hosting the Team TX Meeting scheduled for November 13-14, 2008. The meeting will be taking place at the new McAllen Convention Center. Mr. Burluson stated that if any of the Board members wanted to attend any of the conferences described above, they need to meet with Maria to make proper arrangements. Ms. Champine stated that there is still time to sign up for the Border to Border Conference if anyone else would like to attend.

11. EXECUTIVE SESSION PURSUANT TO CHAPTER 551:

- A. Section 551.071. Consultation with Attorney
- B. Section 551.072. Deliberation Regarding Real Property
- C. Section 551.074. Personal Matters

No executive session was held.

12. NEW BUSINESS FOR FUTURE MEETING AGENDA

No new business was discussed.

13. ADJOURNMENT

Mr. Ramiro Salazar made a motion to adjourn. Mr. Ramon Garcia seconded the motion and upon a vote the motion carried unanimously.

ATTEST:

Ramiro E. Salazar, Secretary-Treasurer