

MINUTES

**HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
BOARD OF DIRECTORS MEETING
5:30 P.M. – WEDNESDAY, FEBRUARY 13, 2008
MCALLEN CITY HALL, THIRD FLOOR CITY COMMISSION ROOM
1300 HOUSTON, MCALLEN, TX**

The Hidalgo County Regional Mobility Authority (HCRMA) Board of Directors held a regular meeting at 5:30 p.m. on Wednesday, February 13, 2008 at the McAllen City Hall City Commission Chamber, 1300 Houston, McAllen, 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. Debby Morales, LRGVDC
Mr. Victor Morales, LRGVDC
Mr. Andrew A. Canon, HCMPO
Mr. Gerry Pate, Pate Engineering
Mr. Everett Owen, Owen Consulting
Mr. Jesus Ramirez, Ramirez & Guerra, LLP
Mr. Ron Morrison, RBC Capital Market
Ms. Veronica De la Fuente, HCRB
Mr. Norma Y. Garza, TxDOT
Mr. David Diaz, EdinburgPolitics.com
Mr. Eduardo Mendoza, COM
Mr. Roberto Fina, J.E. Saenz
Mr. John Womack, Penitas Prop
Mr. Gus Lopez, LIG Engineering
Mr. Richard Zamora, Hidalgo County Roadbuilders
Mr. Joe A. Califa, J.E. Saenz
Mr. Rick Salazar, J.E. Saenz
Mr. Stan Wilcox, Raba-Kistner, Inc.
Mr. Robert Mache

1. Call to Order & Establishment of a Quorum

Chairman Dennis Burleson called the meeting to order at 5:40 p.m. and announced that a quorum of voting members was present.

2. Consider Approval of January 10, 2008 Meeting MinutesChairman

Chairman Burleson moved to item 2. *Mr. Ramiro Salazar made a motion to approve the minutes from January 10, 2008 as presented. Mr. Rick Perez, Vice Chairman seconded the motion, and upon a vote the motion carried unanimously.*

3. Public Comment

Chairman Burleson moved to item 3. - Public Comment; and noted no one had signed up for Public Comment.

4. Presentation RE: The Foresight McAllen PlanCity of McAllen

Chairman then moved to item 4 and recognized Mr. Ed Taylor, City of McAllen Senior Planner and Mr. Eduard Mendoza, Head of City of McAllen Traffic Safety Department who gave a presentation that detailed the plans the City of McAllen had for road improvements and traffic management. *Presentation only, no action.*

5. Consider Approval RE: 2007 Annual Report of Accomplishments.....Chairman

Chairman Burleson then moved to item 5 and stated that the Annual Report listed all meetings held and action taken by the HCRMA Board in 2007 and added that it was a very active year. *Mr. Ramiro Salazar made a motion to approve the 2007 Annual Report of Accomplishments as presented. Mr. Joe Olivarez seconded the motion, and upon a vote the motion carried unanimously.*

6. Consider Approval RE: Expense ReportChairman

Chairman Burleson then moved to item 6 and recognized Mr. Ken Jones. Mr. Jones informed the Board that attached to the expense report was a letter of explanation for additional travel expenses incurred by Secretary/Treasurer Ramiro Salazar and Mr. Jones while attending the TxDOT sponsored training on Disadvantaged Business Enterprise (DBE). Mr. Jones then summarized the expenses up for consideration and the list of contributions which included \$50,000 from the City of McAllen and the first checks from the Hidalgo County Vehicle Registration Fee. Mr. Jones explained that an updated billing from Ramirez & Guerrero for \$700.00 had been received and had also been added to the Expense Report for consideration. *Mr. Ramiro Salazar made a motion to approve the Expense Report & additional travel expenses and legal fees as presented. Mr. Rick Perez, Vice Chairman seconded the motion and upon a vote the motion carried unanimously.*

7. Presentation RE: Five (5) Year Strategic PlanChairman

Chairman Burleson moved to item 7 and recognized Mr. Jim Moore. Mr. Moore then summarized the strategic plan and the process of creating the document. Mr. Moore emphasized that this was a “living” document that would evolve to include ongoing input as it become relevant. Mr. Ramiro Salazar pointed out a statistical error on page four of the Strategic Plan regarding the length of the east end of the loop; Mr. Moore stated that that error would be corrected. *Mr. Ramiro Salazar made a motion to approve the Strategic Plan as a “living” document with the correction noted. Mr. Ramon Garcia seconded the motion, and upon a vote the motion carried unanimously.*

8. Consider Approval RE: 2008 Budget Plan.....Chairman

The Chairman then moved to item 8 and stated that the Board had adopted a preliminary budget at the end of 2007 and the budget up for consideration was modified from the preliminary using the assumption of hiring an Executive Director. Mr. Jones was recognized and stated that this document could be considered a revision of the preliminary budget and could be reshaped on an as-needed basis. It was the consensus of the Board to take no action on this item and include it for consideration in the March agenda.

9. Consider Approval of SIB Loan Application.....Chairman

Chairman Burleson then moved to item 9 and stated that staff had submitted the SIB loan request in November 2007 and TxDOT had since requested supplemental information. Mr. Gerry Pate was recognized and confirmed that TxDOT had requested four addition pieces of information: 1) Requested to see the revenue that will be available to repay the loan, 2) the draft of the Strategic Plan, 3) the 2007 Annual Report of Accomplishments, 4) clarification of the budget, or what will be the total budget the Board will be working with. Upon conclusion of discussion the Chairman stated that this was more of a status item and no action was necessary.

10. Status Report.....Chairman

A. Report from TxDOTMario Jorge

Mr. Mario Jorge, TxDOT was unable to attend and Ms Norma Garza, RMA Coordinator for the Pharr TxDOT District office was recognized and gave the status report in his stead. Ms. Garza stated that once the four aforementioned items for the SIB loan application were received, the application will be reviewed and sent to Austin for processing. Ms. Garza added that there was another issue that the Environmental Division requested; a supplemental letter should be attached to the application that states the HCRMA would commit to address any social, economic or environmental impact. Ms. Garza stated that an email message had been sent that included the proper wording for said supplemental letter. Mr. Gerry Pate informed the Board that a draft letter had been prepared for signature, stating that the Board would follow the NEPA process. Ms. Garza then addressed the Advanced Funding Agreement and stated a draft was forwarded to the Board for review. Chairman Burleson stated that this item would be considered at the next meeting scheduled for February 28th. Ms. Garza’s last item pertained to the market valuation process and expressed TxDOT’s desire that, once HCRMA has its own staff on board, they would be working with staff to initiate the market valuation process starting with the La Joya Bypass as the first project. Chairman Burleson stated that if the consultant agreement with Everett Own is approved later on in the agenda then Mr. Owen would be working the HCRMA on market valuation and he would be TxDOT’s contact person on such matters. *Reports only, no action taken at this time.*

B. Report from Hidalgo County Road BuildersGerry Pate

Mr. Gerry Pate stated that he and his staff were looking forward in the next month to finalize contract negotiations for the project development agreement and staff has submitted said contract and the figures associated with it to legal counsel for review. Mr. Pate stated that staff was moving ahead with TRZ process and would like the opportunity in next month to meet with committees appropriate for these projects. *Reports only, no action taken at this time.*

C. Legal Counsel Update.....Jesus Ramirez

Chairman Burleson then addressed item 10.C.1 – Consider Action RE: Professional Services agreement. The Chairman reminded the Board that at the previous meeting the Board had authorized the Chairman to negotiate with Owen Consulting regarding a Professional Services Agreement, that negotiation being complete, the contract now needed to be approved. *Mr. Rick Perez, Vice Chairman made a motion for approval of the Professional Services Agreement between the HCRMA and Owen Consulting as presented. Mr. Ramiro Salazar seconded the motion and upon a vote the motion carried unanimously.*

The Chairman the moved to item 10.C.2. – Consider Resolution and Revised MOU from TxDOT RE: DBE Program. The Chairman stated that this program had been previously adopted by the Board; however, the document was never executed by TxDOT. **Chairman Burleson then asked for a motion to resubmit the Resolution and Revised MOU for the DBE Program. Mr. Ramiro Salazar so moved. Mr. Ruben Serna seconded the motion, and upon a vote the motion carried unanimously.**

Chairman Burleson then addressed item 10.C.3. – Consider Resolution and Request for Letter of Interest RE: HCRMA Executive Director. Upon conclusion of discussion it was consensus of the Board to act on this item at a later Board meeting. **Mr. Rick Perez, Vice Chairman made a motion to table the Resolution and Request for Letter of Interest RE: HCRMA Executive Director. Mr. Ruben Serna seconded this motion and upon a vote this item was tabled.**

The Chairman then moved to item 10.C.4. – Consider Resolution and RFP for Bookkeeping and Accounting Services. Chairman Burleson stated that the HCRMA had a need to separate its growing and expanding accounts from the LRGVDC accounts for logistical purposes. Mr. Ramirez informed the Board that this should be a Request for Qualifications (RFQ), and not a Request for Proposals (RFP) because the Board was asking for a set of qualifications from the respondents; an RFP pertains to costs of services. Mr. Ramirez also recommended a change to section 4 regarding the contract term; the recommendation is for the contract to start in April 2008 and end in April 2009. Upon conclusion of discussion **Mr. Ramon Garcia made a motion to table the Resolution and RFP for Bookkeeping and Accounting Services until the suggested revisions were made. Mr. Ramiro Salazar seconded the motion and upon a vote this item was tabled.**

Chairman Burleson then moved to item 10.C.5. – Consider Selection of Bond Counsel. The Chairman stated that Bond Counsel could be selected without seeking proposals and it was the recommendation of the Executive Committee, that in the interest of time, the firm of Vinson & Elkins be selected as Bond Counsel. Mr. Barron Wallace, Vinson & Elkins addressed the Board and provided a summary of the firm’s background and staff support. At the conclusion of Mr. Wallace’s comments and discussion **Mr. Rick Perez, Vice Chairman made a motion to approve Vinson & Elkins as Bond Counsel for the Board. Mr. Ramiro Salazar seconded the motion, and upon a vote the motion carried unanimously.**

Chairman Burleson then addressed item 10.C.6. – Update on Contract with Hidalgo County Roadbuilders. Mr. Everett Owen stated that he and Ms. Blakely Fernandez had reviewed the contract for Hidalgo County Roadbuilders (HCRB). Mr. Own stated that with the initial review of the contract concluded the next step was to consider serious negotiations on all aspects of the contract. **No action taken at this time**

D. Report from Financial Advisor..... Ron Morrison

Chairman Burleson addressed item 10.D.1. – Discussion and Consideration of Resolution RE: Investment Policy and recognized Mr. Ron Morrison. Mr. Morrison summarized the recent Finance Committee meeting and stated his firm was working on molding an Investment Policy to the Board’s needs as well as formulating a budget for the Board. **Mr. Ramiro Salazar made**

a motion to table the Resolution RE: Investment Policy. Mr. Ricardo Perez seconded the motion, and upon a vote the motion carried unanimously.

E. Summary of DBE Training Held at TxDOT Austin February 4th & 5thKen Jones
Mr. Jones distributed a CD with information on the training to the Board members.

11. New or Old Business

Chairman Burleson reminded the Board that the 2008 Texas Transportation Forum was scheduled for April 20th – 22nd.

12. 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 7:25 p.m.*

ATTEST:

Ramiro E. Salazar, Secretary-Treasurer