

# MINUTES

**HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)  
BOARD OF DIRECTORS MEETING  
5:30 P.M. – TUESDAY, MARCH 8, 2007  
MCALLEN CITY HALL, 3<sup>RD</sup> FLOOR, CITY COMMISSION ROOM  
1300 HOUSTON, MCALLEN, TX.**

**PRESIDING: DENNIS BURLESON, CHAIRMAN**

The Hidalgo County Regional Mobility Authority (HCRMA) Board of Directors held a regular meeting at 5:30 p.m. on Tuesday, March 8, 2007 at the City of McAllen Commissioner's Court Room, in McAllen, Texas. In attendance were:

Board Members

Mr. Dennis Burleson, Chairman  
Mr. Rick Perez, Vice-Chairman  
Mr. Ramiro Salazar, Secretary-Treasurer  
Mr. Joe Olivarez  
Mr. Ruben Serna  
Mr. Ruben Plata

Others

Ms. Mary Escalona, HCMPO  
Mr. Victor Morales, LRGVDC  
Mr. Ken Jones, LRGVDC  
Ms. Debby Morales, LRGVDC  
Mr. Tim Tuggey, Loeffler Tuggey Pauerstein Rosenthal LLP  
Ms. Blakely Fernandez, Loeffler Tuggey Pauerstein Rosenthal LLP  
Mr. Richard Zamora, Pate Transp. Partners  
Ms. Veronica Chidester, Pate Engineering  
Mr. Jerry Dale, City of McAllen  
Mr. Jose G. Reyes, TEDSI  
Ms. Melba Ramos, TX DOT  
Mr. Ed Taylor, City of McAllen  
Mr. Brent Branham, City of McAllen  
Mr. Donato Medina, LRGVDC  
Ms. Sofia Hernandez, Hidalgo County Judge's Office

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

Chairman Dennis Burleson called the meeting to order at 5:32 p.m. and announced that a quorum of voting members was present. Chairman Burleson thanked the City of McAllen and Mayor Richard Cortez for allowing the RMA Board meetings to take place at the City of McAllen

**2. Consider Approval of February 8, 2007 Meeting Minutes (ACTION ITEM)**

Chairman Burleson then moved to item 2. –Mr. Ramiro Salazar made a motion to approve the minutes from the meeting of February 08, 2007. Mr. Joe Olivarez seconded the motion, and upon a vote the motion carried unanimously.

**3. Public Comment**

Chairman Burleson then moved to item 3. - Public Comment, as no one had signed up for Public Comment.

**4. Report from Legal Counsel (ACTION ITEM)**

**A. Review of Policies, Documents and Training Needs, Including Recommendations (ACTION ITEM)**

Ms. Fernandez stated all board members needed to file financial statements to the Tx Ethics Commissions; we will need all board members to file on an annual basis. Ms. Fernandez stated the RMA has several

policies in place but there are some others policies that will need to be drafted and approved. The RMA also needs to approve the following policies: Environmental Review Policy, Public Access Policy, Appointment Policy, Liability Insurance, Annual Report to Hidalgo County before March 31<sup>st</sup> and a Strategic Plan: due every second year but to be endorsed by the County. **Mr. Ramiro Salazar made a motion to authorize Tim Tuggey & Blakely Fernandez to prepare documents for next upcoming meeting in April. Mr. Rick Perez seconded the motion, and upon a vote the motion carried unanimously.**

**B: Discuss and Consider Adoption of Travel Policy (ACTION ITEM)**

Mr. Tim Tuggey stated that the Hidalgo County policy has been attached and is being requested to be adopted as the RMA policy. The policy does comply with the state law and is satisfactory. **Mr. Ruben Plata made a motion to approve the Hidalgo County Policy as the RMA Policy. Mr. Ramiro Salazar seconded the motion, and upon a vote the motion carried unanimously.**

**C: Overview of Bond Financing / Bond Team**

Mr. Tim Tuggey stated that he does not believe that the RMA needs a bond team at this time. Therefore, the RMA does not need to go out for RFP for a bond financing team. He recommended using this issue as a jumping off point for a discussion about the RMA next steps in developing of your master plan. Mr. Tuggey suggested drafting a RFP seeking an Engineering Firm to create a master plan. A draft copy will be brought back to the April 12<sup>th</sup> RMA meeting for approval. **Mr. Rick Perez made a motion for counsel to draft a RFP for an Engineering firm to create a master plan. Mr. Ramiro Salazar seconded the motion, and upon a vote the motion carried unanimously.**

**D: Legislative Update**

Mr. Tuggey stated that there is a bill to reconcile the powers of TxDOT vs the RMA's. Several RMA's are currently bringing up this topic in the Senate. If this discussion affects this RMA: Mr. Tuggey will bring it to the board for further discussion. Mr. Tuggey advised the board that at the April 12<sup>th</sup> RMA meeting Commissioner Andrade would be in attendance. Chairman Burleson asked if anyone has any questions for Mr. Tuggey; their being none the chairman moved to item 5. **Reports only.**

**5. Discussion and Possible Action RE: Meeting Schedule (ACTION ITEM)**

Chairman Burleson asked if we could have the next RMA Meeting on Thursday, March 29, 2007 @ 5:30pm, to meet at the McAllen City Hall **Mr. Ruben Plata made a motion to schedule the next RMA meeting for March 29, 2007 at McAllen City Hall. Mr. Ramiro Salazar seconded the motion, and upon a vote the motion carried unanimously.**

**6. Consider Adoption of 2007 Administrative Budget (Tabled 2/8/07) (ACTION ITEM)**

Chairman Burleson then moved to item 6. . Mr. Ken Jones stated that this item was tabled at the last RMA meeting; Mr. Jones requested that this item be removed from the table. **Mr. Ramiro Salazar made a motion to remove item #6 Administrative Budget from the table. Mr. Ruben Serna seconded the motion, and upon a vote the motion carried unanimously.**

Mr. Ken Jones introduced Mr. Donato Medina, LRGVDC Board Member. Mr. Jones stated that at the last two RMA meetings we have discussed the option to provide administrative assistance with the Hidalgo County MPO. A spreadsheet with the administrative costs breakdown was provided for everyone to review. He recommended to cost share time with the existing staff within the COG that deal with transportation; which will be the MPO staff. Mr. Jones stated that the amount that needed to be approved by the board would be approximately \$250-450 per month for personnel administrative services. Chairman Burleson stated that the Executive board members had met and discussed this item and agreed that this change on administrative staff change would be a good decision for the RMA. **Mr. Ramiro Salazar made a motion to approve the administrative staff assistance to the MPO. Mr. Ruben Serna seconded the motion and upon a vote the motion carried unanimously.**

## 7. Presentation of Expense Report

(ACTION ITEM)

The Chairman moved to item 7.A. – Mr. Jones stated that a spreadsheet was provided for everyone to review. He stated that the fund balance has increased by \$195,000 since last month. We did receive additional funds by the County and was added to the administrative budget. The current balance as of the last day of February is: \$198,466.68. Current expenses are a little over \$1,500 for advertising for RFQ for legal council and Bond & Insurance premium payments. Staff is requesting approval for the reimbursements for travel expense, hotel expense for the Team Tx meeting held in January and as well as the registration fee. **Mr. Ruben Plata made a motion to approve payment reimbursements. Mr. Ramiro Salazar seconded the motion and upon a vote the motion carried unanimously.**

## 8. Status Report (ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS)

- A. TxDOT Meeting with RMA's and Associated MPO's (February 12<sup>th</sup>)  
Chairman Burleson stated that there was a meeting of all of the RMA's & MPO's back on February 12<sup>th</sup>. The MPO's were over drawn by 15%. The HCMPO had three (3) projects and the RMA's \$66 million were on the chopping block. Only \$33 million of the RMA funds survived. **Reports only.**
- B. HCMPO Meeting Held 2/22/07  
The MPO had an emergency meeting on Feb. 22<sup>nd</sup>. They discussed several options to come up with additional forms of funding for Hidalgo County. **Reports only.**
- C. Team Tx Meeting April 9 – 10, 2007 in Dallas  
Chairman Burleson stated that a Team Tx meeting has been scheduled to meet in April. He stated that if any other member wanted to attend we would need to register as soon as possible. Mr. Burleson stated that he would be out next week in Washington. Mr. Jones provided additional information from the February Team TX Meeting. **Reports only.**
- D. Financial Advisor RFQ  
Mr. Victor Morales stated that the RFQ's have been published and the deadline to receive responses is approximately one week. **Reports only.**
- E. Addendum to Website Development Services RFQ  
Mr. Victor Morales stated the deadline is March 16<sup>th</sup> at 2pm. Mr. Morales will forward copies of to the board after the opening for the website and legal advisor. Mr. Burleson stated that we would have an executive meeting the week of March 19<sup>th</sup> to review all information. **Reports only.**
- F. Discussion RE: Establishment of Subcommittees & Task Forces  
No action. No reports at this time.
- G. Proposed Congressional Meetings  
No action. No reports at this time.

## 9. New or Old Business

Chairman Burleson moved to item 9. – New or Old Business, as there was no new or old business to discuss.

## 10. Adjournment

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 6:38 p.m.**

ATTEST:

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Ramiro E. Salazar, Secretary-Treasurer