ITEM 2. A.

MEMBERSHIP MEETING MINUTES
MINUTES

SEMI-ANNUAL MEMBERSHIP MEETING
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
WEDNESDAY, MAY 25, 2016
(IMMEDIATELY FOLLOWING BOARD OF DIRECTORS MEETING AT 12:00 P.M.)

LRGVDC TRANSPORTATION CENTER BOARD ROOM
510 SOUTH PLEASANTVIEW DRIVE
WESLACO, TEXAS

PRESIDING: MAYOR JIM DARLING, PRESIDENT

- DRAFT -

Recording continued from Board Meeting

President Jim Darling called the meeting to order at 12:48 p.m. and noted that roll had been called at the Board meeting held previous to this meeting and a quorum was identified, he then moved to item 2. – Consider Approval RE: January 27, 2016 Meeting Minutes.  Mr. Ronald Mills made a motion for approval of the January 27, 2016 minutes as presented. Mayor Pro-tem Esmeralda Lozano seconded the motion and upon a vote the motion carried unanimously.

Following approval of the minutes, President Darling recessed the meeting and proceeded to item 3. - Caucus to Seat New Board Members. Following the caucus, the President reconvened the meeting, and Mr. Ken Jones announced the following entities had been elected to sit on the Board:

Special Purpose Districts
   Delta Lake Irrigation District, and Port Mansfield PUB/Willacy County Navigation District

Educational Institutions
   South Texas College and TSTC - Harlingen

Small Cities
   Edcouch, Elsa, and La Villa

Medium Cities
   Alamo, Donna, and Mercedes

At the conclusion of the report on caucusing, President Darling moved to item 4. - Act on Recommendations of Nominating Committee, A – Election of Five Members-at-Large to Serve on Membership for 2016 – 2017 and stated that the Nominating Committee met and recommended the following five Members-at-Large:

   Hon. Norma G. Garcia       Donna
   Mayor Pro-tem Eddy Gonzalez  Edcouch
   Mr. Steve Brewer            La Feria
   Ms. Ann Cass                McAllen
   Commissioner Pete Garcia    San Juan

Mayor San Juanita Sanchez made a motion to elect the five members-at-large to serve on the membership for 2016 - 2017 as recommended by the Nominating Committee. Commissioner Sofia Benavides seconded the motion, and upon a vote, the motion carried unanimously.

Upon conclusion of action President Darling proceeded to item 4. B. - Election of Officers for 2016 –
2017 and stated that the Nominating Committee recommended the following officers:

Mayor Tony Martinez
Mayor Celeste Sanchez
Hon. Norma G. Garcia
Council Member Richard Molina
Mayor Ambrosio “Amos” Hernandez
Mayor Jim Darling

President
1st Vice President
2nd Vice President
Secretary
Treasurer
Immediate Past President

Mayor Henry Hinojosa made a motion to approve the slate of officers for the 2016 – 2017 term as recommended by the Nominating Committee. Mayor Pro-tem Eddy Gonzalez seconded the motion and upon a vote the motion carried unanimously.

There being no further business to be conducted by the Membership, the meeting was adjourned at 1:02 p.m.

_________________________________
Mayor Jim Darling, President

ATTEST:

_________________________________
Deborah Morales, Recording Secretary
ITEM 2. B.

BOARD MEETING MINUTES
Vice President Celeste Sanchez called the meeting to order at 12:00 p.m. and noted that a quorum of voting members was present. She then announced that today is 75th anniversary of the Bombing of Pearl Harbor and read a tribute to “the date that will live in infamy” after which there was a moment of silence. The Vice President then moved to item 2. – Consider Approval of October 26, 2016 Meeting Minutes. *Mr. Ronald Mills made a motion to approve the October 26, 2016 Meeting Minutes as presented. Councilman Homer Jasso, Jr. seconded the motion, and upon a vote the motion carried unanimously.*

Vice President Sanchez next recognized Mr. Manuel Cruz, Director of Homeland Security who announced that the Texas School Safety Center has selected six (6) youths from the Rio Grande Valley for the inaugural Texas Youth Preparedness Council. Mr. Cruz then turned the floor over to Homeland Security Planner Jayni Saenz who recognized three of these individuals who were able to attend this meeting: Miss Camila Saenz from IDEA Quest College Prep, Miss Amanda Borjas from Weslaco ISD, and Miss Ana Martinez from Weslaco ISD. Miss Ariana Cisneros from Brownsville ISD, Miss Jesli Ramirez from Brownsville ISD, and Miss Trinity Hernandez from Harlingen ISD were also selected but were unable to attend today’s meeting. The Texas Youth Preparedness Council is a new youth initiative; it is one (1) of only three (3) state youth preparedness councils across the nation; the other two are in Arkansas and New Mexico.

Upon conclusion of the presentation the Vice President moved to item 3. A. - Report from Legislative Delegation, however no reports were available at this time, and she moved to item 3.B. – Public Comment. Mr. Jose Ramirez, Texas Low Income Housing Information Services was recognized and commented on the Presentation on Stormwater Drainage Planning for the Colonias of the Lower RGV scheduled under item 9 on the agenda. Mr. Ramirez suggested that Halff and Associates select a community-driven venue to present the results of this study, one where colonia residents could be present in order for them to understand the status of their communities’ flooding issues. Mr. Ramirez offered locations at LUPE and ARISE for that purpose.

Vice President Sanchez next moved to item 3.C. – Consider Appointment of Annual Work Program & Budget Committee and recognized Executive Director Ron Garza. Mr. Garza reminded the Board that the Annual Work Program (AWP) is our service program that outlines our goals, objectives, and performance measures. This year, to avoid duplication of information contained in both the AWP and the Budget, staff has created one seamless document that will incorporate information from both. Mr. Garza suggested taking a different approach in appointing the 2017
Committee; since 2/3 of the Board were on the 2016 Committee, instead of asking who would like to serve, he asked who would NOT like to serve, to which no one responded. With this indication, the Hon. Norma G. Garcia made a motion to approve the full Board of Directors roster on the 2017 Annual Work Program and Budget Committee. Commissioner Veronica Whitacre seconded the motion, and upon a vote the motion carried unanimously. Mr. Garza noted that there is not a quorum requirement for the Annual Work Program and Budget Committee to make recommendations to the Board.

The Vice President next moved to item 3.D. – Consider Time and Date for Joint Annual Work Program & Budget Committee and Nominating Committee Meeting. Mr. Garza provided several options for the time, date, and location for this meeting during the second week of January, and upon conclusion of discussion Mayor Henry Hinojosa made a motion to schedule the Joint Committee meeting on Wednesday, January 11, 2017 at 12:00 noon at the LRGVDC Ken Jones Executive Board Room. Commissioner Eddy Gonzales seconded the motion, and upon a vote the motion carried unanimously.

Vice President Sanchez next moved to item 3.E. – Presentation and Possible Action RE: Changing from TexPool to TexPool Prime and recognized Mr. Ed Sanchez. Mr. Sanchez informed the Board that he represents Federated Investors, which is the portfolio and administrative manager for TexPool. The LRGVDC has been a member of TexPool since 2000, and in 2003 the Comptroller’s Office added a second fund called TexPool Prime. The differences between the two funds are minimal: TexPool can only invest in U.S. treasuries, U.S. agencies, and overnight repurchase agreements; TexPool Prime, in addition to those, can invest in commercial banks and CDs. Since TexPool Prime was opened after TexPool, all entities who want to participate in it must add it via a separate resolution. Vice President Sanchez asked if any fees were associated to adding TexPool Prime to the account. Mr. Sanchez said there were no fees; the only requirement is the resolution giving the LRGVDC authority to use TexPool Prime. Upon conclusion of the presentation and discussion Commissioner Danny Guzman made a motion to add TexPool Prime to the current LRGVDC account. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.

The Vice President then moved to item 3.F. – Executive Director Report and recognized Mr. Garza to address the following items:

1. **LRGVDC Updates & Activities**
   
   Mr. Garza was recognized and announced that in 2017 the Board Meeting information will be posted on lrgvdc.org instead of the FTP (File Transfer Protocol) site. This will eliminate the need for a user ID and password. This will also make the information available to the public and improve LRGVDC’s transparency. The Board was pleased with this change.

   Mr. Garza then unveiled the Regional Strategic Plan (RSP) Executive Summary and informed the Board that staff has been working on this document since March and the full plan is available on lrgvdc.org.

   Mr. Garza informed the Board that he attended three events since the last meeting:
   - On October 27th there was a legislative briefing session on the RSP that included funding to grow Valley Metro and Public Transportation;
   - LRGVDC staff hosted BiNED (Binational Economic Development Zone) committee meetings
On November 15th Rio Grande Guardian coordinated a Legislative Agenda event where Mr. Garza was a part of a five-person panel that highlighted the RSP.

2. **Consideration of Regional Rail Coalition Advisory Committee**

   Mr. Garza stated that during the October 27 legislative briefing session Senator Lucio presented “The Rio Grande Valley Challenge” to consider the feasibility of a light rail system from a regional perspective. With Board approval, the LRGVDC would like to provide administration as part of the Regional Rail Coalition Advisory Committee. The purpose would be to facilitate discussions with public and private stakeholders. Staff has had discussions with State Representative Armando Martinez because the Hidalgo County Rail Distract has had many of the same discussions. The Regional Rail Coalition Advisory Committee would be an extension of the Hidalgo County Rail Committee and would consider the long-term feasibility of commuter rail across the region.

   Vice President Sanchez asked how the Advisory Committee would be selected. Mr. Garza stated that the first meeting has been tentatively scheduled for December 20 and stakeholders would be invited to attend. The committee could be selected from those in attendance and could begin formulating potential bylaws. The Regional Rail Coalition Advisory Committee could operate as other LRGVDC advisory committees do. **Commissioner Jerry Tafolla made a motion to form the Regional Rail Coalition Advisory Committee. Commissioner Veronica Whitacre seconded the motion, and upon a vote the motion carried unanimously.**

3. **Large Cities Coalition (Upcoming Meeting – November 1)**

   Mr. Garza stated that at their last meeting the Coalition discussed Bi-NED and focused on exploring regional marketing efforts.

4. **Regional Spot Light**

   a. **Regional Active Tourism & Transportation Plan**

      Mr. Ramiro Gonzalez, Assistant Director of Planning for the City of Brownsville was recognized and informed the Board that the Lower Rio Grande Valley Active Transportation and Tourism Plan or “Active Plan” effort began a year and a half ago. Ten (10) communities in Cameron County agreed to be linked together through active transportation, to bring economic development, and target a niche of tourism that has not yet been targeted. The ten participating communities are Brownsville, Combes, Harlingen, Laguna Vista, Los Fresnos, Los Indios, Port Isabel, Rancho Viejo, San Benito, and South Padre Island. They will be linked by a regional bicycle and pedestrian network that will promote healthy lifestyles. The Harlingen-San Benito Metropolitan Planning Organization master plan envisions spending between $16 million and $58 million over the next two decades to link trails, paths, and parks.

   b. **RGV Partnership / Rio South Texas Economic Development**

      Mr. Garza introduced Mr. Sergio Contreras, RGV Partnership CEO, and Mr. Matt Ruszczak, RESTEC Executive Director, and stated that they both, like himself, are new to their organizations, which gives each of them a fresh perspective to guide their respective organizations. Mr. Garza stated that the three of them communicate routinely on regional issues and he foresees positive collaboration.
Mr. Contreras was recognized and thanked the Board and Mr. Garza for the opportunity to speak today. He reiterated the close communication and collaborative efforts between the three entities. Mr. Contreras stated he became the CEO of the RGV Partnership about one month ago, but has been involved with the organization since 2005. He informed the Board that the Partnership was founded in 1944 for the purpose of driving economic development and providing advocacy to the region. It is a membership driven organization and has a long history of advocating on behalf of their business partners. He then summarized a list of events scheduled for the next few months.

Upon conclusion of Mr. Contreras’ presentation, Mr. Matt Ruszczek was recognized and thanked the Board and Mr. Garza for the opportunity to speak. He informed the Board that he joined RESTEC as the CEO this June. RESTEC is a regional economic development organization that is membership based, and it morphed into its current form in 2008. RESTEC’s founding principle is “Collaborate to Compete”, which means that they consider this region as a whole when marketing it for economic investment. This is accomplished by building relationships and telling a story. They build outreach to developers, site selectors, commercial real estate agency, and community leaders and tell the story of the RGV. RESTEC also provides data to back up the stories that can be accessed during cyber analysis when this region is being considered for new development. Locally RESTEC helps build regional connections. Mr. Ruszczek stated that one of his personal goals is to make sure the leading groups of domestic and international site selectors will have an RGV data set in their portfolios and run that data as they search for locations. At the conclusion of his presentation Mr. Ruszczek praised Mr. Garza on his collaboration efforts between the three organizations.

Upon conclusion of Administration items Vice President Sanchez moved to item 4. – Report from 9-1-1 Department and recognized Program Director Sergio Castro. Mr. Castro stated that the regular status reports were on the Board tablets and announced that the 9-1-1 Department would participate in the Weslaco Christmas Parade on Saturday, December 10 where they planned to incorporate public education.

Vice President Sanchez next moved to item 5. – Report from Area Agency on Aging and recognized Program Director Joe Gonzalez. Mr. Gonzalez stated that his status report was on the Area Agency on Aging’s Annual Program Performance. Staff created this report to provide a picture of the positive impact of providing services to the elderly. No action needed.

Vice President Sanchez next moved to item 6. - Report from Economic Development Department and recognized Program Director Terrie Salinas who addressed item 1. – Consider Approval of Pace Resolutions for Cameron, Willacy, and Hidalgo Counties. Ms. Salinas stated that the Cameron County resolution was approved on January 12, the Willacy County resolution was approve on January 14, and the Hidalgo County resolution was recently approved on November 15. Although approved, the Cameron and Willacy County resolutions were pending, and have received final clearance by their respective legal departments. By this Board approving all three resolutions the LRGVDC will officially be the first Council of Governments to have the entire region designated as a PACE District. The Hon. Norma G. Garcia made a motion to approve the
PACE Resolutions for Cameron, Willacy, and Hidalgo Counties as presented. Mayor Pro-tem Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

Vice President Sanchez next moved to item 6.A.2. – Consider Approval of PACE Interlocal Agreements between Cameron, Hidalgo and Willacy Counties and the LRGVDC. Ms. Salinas stated that Hidalgo County also approved the PACE Interlocal Agreement with the LRGVDC. The LRGVDC recognizes the economic benefits the Hidalgo County PACE Program will provide and desires to provide support for the administration of this program. Therefore in consideration of the mutual promises, covenants, and agreements set forth in the agreement, the LRGVDC will, upon Board approval, provide the administrative services for the benefit of the Hidalgo County PACE Program. The Interlocal agreements for Cameron and Willacy Counties were previously approved by their commissioners’ courts and also require Board approval. The Hon. Norma G. Garcia made a motion to approve the PACE Interlocal Agreements between Cameron, Hidalgo, and Willacy Counties as presented. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action, Vice President Sanchez moved to item 3. – Consider Approval to Amend the Professional Services Agreement by and between LRGVDC and Texas Property Assessed Clean Energy Authority to Include Hidalgo County. Ms. Salinas stated that this agreement received Board approval on April 27 to allow the LRGVDC to engage the services of a qualified consultant to administer a Texas PACE Program for Cameron and Willacy Counties pursuant to the PACE Act. Due to the approval of the PACE program in Hidalgo County last month, the LRGVDC is requesting approval to amend this agreement to include Hidalgo county in the services to be provided by the Texas PACE Authority. The Hon. Norma G. Garcia made a motion to approve the amended Professional Services Agreement by and between the LRGVDC and Texas PACE Authority to Include Hidalgo County as presented. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of Economic Development items Vice President Sanchez then moved to item 7. – Report from Hidalgo County Metropolitan Planning Organization (HCMPO). HCMPO Director Andrew Canon was recognized and reported that a Policy Committee meeting is scheduled for tomorrow and the Board will consider action on merging the HCMPO with the Brownsville MPO and the Harlingen-San Benito MPO. The Board will consider the voting structure of the merged MPO and the process of merging itself.

Vice President Sanchez next moved to item 8. – Report from Homeland Security and recognized Program Director Manuel Cruz. Mr. Cruz introduced Ms. Odee Leal, HSAC Chair who offered to answer any questions the Board might have. Mr. Cruz then addressed item A.1. – Consider Approval RE: FY 2017 LRGVDC Homeland Security Grant Program Conditionally Approved Jurisdictions, Ranking, and Funding Amounts. Mr. Cruz stated that due to the State’s upcoming stringent timelines, and in an effort to conduct an accurate and thorough review of local applications, the Homeland Security Advisory Committee (HSAC) decided to take a proactive approach to next year’s grant application process by conducting the local grant application period earlier than in prior years. At their November meetings the HSAC reviewed the Notices of Intent (NOI) and has selected the eligible jurisdictions and amounts for each. The decision for the amounts was figured based on the three regional priority projects in accordance with the regions’ Risk Methodology and scoring instrument: 1. Interoperable communications, 2. Regional Response Teams, 3. Critical Infrastructure. These jurisdictions will submit their approved applications(s) on the Homeland Security Grant Division (HSGD) eGrants system once it becomes available in December. The HSAC will conduct a final screening to ensure all jurisdictions meet the state’s
eligibility criteria at their next meeting in March 2017. Upon conclusion of discussion Commissioner Jerry Tafolla made a motion to approve the FY 2017 LRGVDC Homeland Security Grant Program’s Conditionally Approved Jurisdictions, Ranking, and Funding Amounts as presented. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action Vice President Sanchez moved to item 8.A.2. – Consider Approval RE: Allocation of 25% for LRGVDC Homeland Security Program. Mr. Cruz stated that LRGVDC regional planning provides the foundation for all other regional efforts in building and sustaining essential operational capabilities and addressing gaps. Regional planning efforts continue to play a critical role by promoting the development of effective response measures prior to a disaster allowing any response to be carried out in an organized and effective manner. Planning benefits the region by enabling jurisdictions to collaboratively develop, train, and equip to a common standard and supported strategy for addressing all disasters. In doing so, the local readiness level is increased and ultimately the risks of loss of life and property damage are reduced. Historically, the federal and state guidelines have allowed for 25% maximum of the regional allocation for planning purposes. In 2016 LRGVDC planning grants were budgeted from $30,000 to more than $330,000. This coming funding cycle eliminates the cap of 25% for all COGs; however, a good assessment of the planning activities performed by LRGVDC staff should be conducted in order to determine the LRGVDC percentage allocation. The state will assess all project budgets; reasonableness and necessity will be factors in the approval process. In order to continue with the planning efforts noted above and many other planning activities, staff is requesting Board approval of a minimum of 25% of funding for LRGVDC planning from the regional allocation. There will be an annual reevaluation and the elimination of the prioritization process for future Homeland Security Grant Programming funding. Mr. Ron Mills made a motion to approve the allocation of 25% for the LRGVDC Homeland Security Program. Commissioner Jerry Tafolla seconded the motion, and upon a vote the motion carried unanimously.

Mr. Ron Mills made a motion to approve the allocation of 25% for the LRGVDC Homeland Security Program. Commissioner Jerry Tafolla seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action Mr. Cruz gave the status reports for both the Homeland Security and Criminal Justice programs.

The Vice President next moved to item 9. – Regional Planning & Services and recognized Program Director Marcie Oviedo. Ms. Oviedo stated that the status report for Region M was on the Board tablets for review, and then addressed item 9.A.2. – Solid Waste Management, item a. – Consider Approval of Solid Waste Advisory Committee Membership Appointments. She stated that at their November meeting the Solid Waste Advisory Committee made recommendations for Ms. Grace Gonzalez from South Texas College to fill the vacancy in the Education category and Mr. David Escobar to fill the vacancy in the Private Citizen category. Board action is required to make these appointments. Mayor Pro-tem Norie Gonzalez Garza made a motion to approve the appointments of Ms. Grace Gonzalez and Mr. David Escobar to the Solid Waste Advisory Committee. Commissioner Jerry Tafolla seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action Ms. Oviedo stated that the program status report was on the Board tablets for review and turned the floor over to Mr. Raul Garcia, Senior Project Manager for Halff Associates, Inc. who gave a presentation entitled Stormwater Drainage Planning for the Colonias of the Lower RGV “Filling the Gap”. Mr. Garcia began the presentation by giving the history of the study. The funding came from the state following Hurricanes Dolly and Ike, through the CDBG appropriations and was administered by TWDB. The goal of this project is to examine the drainage infrastructure needs of colonias and identify drainage study and infrastructure gaps that need to be filled in order to address drainage issues. He illustrated the Planning area and that the
LRGV is a flood-prone area. Upon conclusion of the presentation Ms. Oviedo noted that the Program Status Reports on the 2nd Round of Disaster Recovery Funding were in the Board folders for review.

Vice President Sanchez next moved to item 10. – Report from Regional Police Academy and Training Center and recognized Mr. Garza; he informed the Board that staff is finalizing the 2017 calendar for academies that will begin in the spring.

The Vice President next moved to item 11 - Report from Valley Metro and recognized Assistant Director Maribel Contreras who reported that FY 2017 saw a decrease of 3% due to service changes and that staff is promoting bus service through bus wraps and billboard advertising; she also noted that the Regional Transportation Plan should be completed by February 2017.

Vice President Sanchez then moved to item 12. – Old or New Business; there being none the Hon. Norma G. Garcia made a motion to adjourn; Mayor Pro-tem Eddy Gonzalez seconded and the meeting was adjourned at 1:31 pm.

Mayor Celeste Sanchez, Vice President

ATTEST:

Deborah Morales, Recording Secretary
ITEM 3. C.

NOMINATING COMMITTEE REPORT
NOMINATING COMMITTEE REPORT

3. Administration

C. Act on Recommendations from Nominating Committee

1. Consider Recommendations to Fill Vacant Seat for Member-at-Large to the Membership

As you will recall, Mr. Steve Brewer who was a Member-at-Large to the General Membership has resigned. At the October 26, 2016 meeting the Board of Directors unanimously agreed to convene the Nominating Committee to consider filling that vacancy.

<table>
<thead>
<tr>
<th>NAMES OF 10 MEMBERS-AT-LARGE</th>
<th>BOARD OR MEMBERSHIP</th>
<th>CITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1   Mayor Rick Cavazos</td>
<td>Board</td>
<td>Los Indios</td>
</tr>
<tr>
<td>2   Com. Leo Munoz</td>
<td>Board</td>
<td>Weslaco</td>
</tr>
<tr>
<td>3   Ms. Diana Serna</td>
<td>Board</td>
<td>Mercedes</td>
</tr>
<tr>
<td>4   Mr. Eleazar “Yogi” Garcia</td>
<td>Board</td>
<td>Raymondville</td>
</tr>
<tr>
<td>5   Mr. Brian Godinez</td>
<td>Board</td>
<td>McAllen</td>
</tr>
<tr>
<td>6   Ms. Ann Cass</td>
<td>Membership</td>
<td>McAllen</td>
</tr>
<tr>
<td>7   Com. Pete Garcia</td>
<td>Membership</td>
<td>San Juan</td>
</tr>
<tr>
<td>8   ** Hon. Norma G. Garcia</td>
<td>Membership</td>
<td>Donna</td>
</tr>
<tr>
<td>9   * Mr. Eddy Gonzalez</td>
<td>Membership</td>
<td>Edcouch</td>
</tr>
<tr>
<td>10  VACANT</td>
<td>Membership</td>
<td></td>
</tr>
</tbody>
</table>

** Currently Serving on the Board of Directors and Executive Committee
*Currently Serving on the Board of Directors

The Nominating Committee met on January 11, 2017 and has brought forth 2 nominations for consideration by the Membership:

- Mayor Pro-tem Esmeralda Lozano, La Feria
- Ms. Juanita Cox, LUPE in San Juan.

MEMBERSHIP ACTION ITEM
2. Consider Recommendation of One (1) Person from the Remaining Members-at-Large to Fill Vacancy on the Board of Directors

Mr. Steve Brewer who was appointed as a Member of the Board of Directors, has resigned. At the October 26, 2016 meeting the Board of Directors unanimously agreed to convene the Nominating Committee to consider filling that vacancy.

For reference, here is a list of the current Members-at-Large:

<table>
<thead>
<tr>
<th>NAMES OF 10 MEMBERS-AT-LARGE</th>
<th>BOARD OR MEMBERSHIP</th>
<th>CITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ** Mayor Rick Cavazos</td>
<td>Board</td>
<td>Los Indios</td>
</tr>
<tr>
<td>2 Com. Leo Munoz</td>
<td>Board</td>
<td>Weslaco</td>
</tr>
<tr>
<td>3 Ms. Diana Serna</td>
<td>Board</td>
<td>Mercedes</td>
</tr>
<tr>
<td>4 Mr. Eleazar “Yogi” Garcia</td>
<td>Board</td>
<td>Raymondville</td>
</tr>
<tr>
<td>5 Mr. Brian Godinez</td>
<td>Board</td>
<td>McAllen</td>
</tr>
<tr>
<td>6 Ms. Ann Cass</td>
<td>Membership</td>
<td>McAllen</td>
</tr>
<tr>
<td>7 Com. Pete Garcia</td>
<td>Membership</td>
<td>San Juan</td>
</tr>
<tr>
<td>8 ** Hon. Norma Garcia</td>
<td>Membership</td>
<td>Donna</td>
</tr>
<tr>
<td>9 * Mr. Eddy Gonzalez</td>
<td>Membership</td>
<td>Edcouch</td>
</tr>
<tr>
<td>10 VACANT</td>
<td>Membership</td>
<td></td>
</tr>
</tbody>
</table>

(to be filled by action from item 3. C. 1.)

** Currently Serving on the Board of Directors and Executive Committee
*Currently Serving on the Board of Directors

The Nominating Committee met on January 11, 2017 and has nominated Mayor Rick Cavazos to fill the vacancy on the Board of Directors.

MEMBERSHIP ACTION ITEM
3. Consider Nomination for Vacant Secretary Seat

As you will remember, Councilman Richard Molina vacated the Secretary’s seat, effective September 6, 2016.

Executive Committee appointments are assigned to the specific individual nominated.

At the October 26, 2016 meeting the Board of Directors unanimously agreed to convene the Nominating Committee to fill this vacancy.

The Nominating Committee will meeting again in May 2017 to consider and make a recommendation to the Board for the slate of officers for 2017-2018 terms

Below is a list of the current Executive Committee Members:

Mayor Tony Martinez President
Mayor Celeste Sanchez 1st Vice President
Hon. Norma G. Garcia 2nd Vice President
Vacant Secretary
Mayor Ambrosio Hernandez Treasurer
Mayor Jim Darling Immediate Past President

The Nominating Committee has nominated City of Weslaco Mayor David Suarez to fill the Secretary vacancy for the duration of the 2016-2017 term (which ends May 31, 2017).

MEMBERSHIP ACTION ITEM
ITEM 3. D.

ANNUAL WORK PROGRAM & BUDGET COMMITTEE REPORT
3. Administration

D. Act on Recommendations from Annual Work Program & Budget Committee

1. Consider and Act on 2017 Annual Work Program

The LRGVDC posted the draft Annual Work Program (AWP) on LRGVDC website (lrgvdc.org) for Board and Membership comment and input.

The Annual Work Program (AWP) is the service program that outlines LRGVDC goals, objectives, and performance measures.

The AWP & Budget Committee **unanimously recommends approval of the 2017 Annual Work Program.**

**MEMBERSHIP ACTION ITEM**
2. Consider and Act on Proposed 2017 Annual Budget

- 2017 Annual Budget is $26,783,447. *(Ref. page 63)*
  - This amount reflects a decrease of $6,541,445 from the 2016 Budget of $33,324,922. This decrease is result of the Hurricane Dolly HUD Disaster Recovery Program completion.

- 2017 Indirect Rate is 32.40%. *(Ref. page 60)*
  - This amount reflects an increase of 1.51% over the 2016 indirect rate amount of 30.89%. This rate increase reflects a decrease in Valley Metro staff due to more efficient scheduling and route service in Starr and Zapata County. Additionally, this reflects the Police Academy staff suspensions and personnel realignment.

- 2017 Fringe Benefit rate is 52.77% *(Ref. page 61)*
  - This amount reflects an increase of 1/10th of percentage over the 2016 fringe benefit rate of 52.66%. This slight increase reflects the addition of the Good Friday Holiday.

- 2017 Annual Budget does not reflect a Membership dues increase.

- 2017 Salary Recommendations for Staff to include a Performance Based Pay structure with three tier levels.
  - 0% Pay increase for work performance needing improvement.
  - 3.5% Pay increase for work performance which achieves expectations.
  - 5% Pay increase for work performance which significantly exceeds expectations.

  *(This structure replaces the previous 3.5% Cost of Living “across-the-board increases for all staff. To be eligible for an increase, an employee must have been employed for 12 consecutive months and all eligible increases would be effective January 1, 2016. Those employees not eligible in January will be considered eligible for increase consideration on their respective anniversary Date of Employment.)*
The Annual Work Program & Budget Committee recommends approval of the 2017 Budget with revision to the 2017 Salary Recommendations for Staff noted below:

The Committee recommends an “across-the-board” cost of living pay increase of 3.5% for all LRGVDC employees rather than a Performance Based Pay structure with three-tier levels. Any additional pay increases should be based on merit in accordance with the LRGVDC Personnel Policy Manual.
ITEM 3. E.

TexPOOL PRIME
RESOLUTION
Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives

WHEREAS, Lower Rio Grande Valley Development Council ("Participant") is a local government or state agency of the State of Texas and is empowered to delegate to the public funds investment pools the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pools ("TexPool/TexPool Prime"), public funds investment pools, were created on behalf of entities whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

A. That Participant shall enter into a Participation Agreement to establish an account in its name in TexPool/TexPool Prime, for the purpose of transmitting local funds for investment in TexPool/TexPool Prime.

B. That the individuals, whose signatures appear in this Resolution, are authorized representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool/TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

Authorized Representatives of the Participant
These individuals will be issued P.I.N. numbers to transact business via telephone with a Participant Service Representative.

<p>| | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Signature: Crystal Baiboa
   Printed Name: Director of Finance
   Title:  
   Telephone Number: 9566823481
   Fax Number: 9566314670
   Email: cbalboa@lgrvdc.org

2. Signature:  
   Printed Name:  
   Title:  
   Telephone Number:  
   Fax Number:  
   Email:  

3. Signature:  
   Printed Name:  
   Title:  
   Telephone Number:  
   Fax Number:  
   Email:  

4. Signature:  
   Printed Name:  
   Title:  
   Telephone Number:  
   Fax Number:  
   Email:  

FORM CONTINUES ON NEXT PAGE
Authorized Representatives of the Participant (continued)

5. [Signature] [ ] [ ] [ ] [ ] [ ] [ ]
   Telephone Number

   [Printed Name] [ ] [ ] [ ] [ ] [ ]
   Fax Number

   [Title] [ ] [ ] [ ] [ ] [ ]
   Email

List the name of the Authorized Representative provided above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Crystal Balboa
Printed Name

In addition and at the option of the Participant, one additional authorized representative can be designated to perform inquiry only of selected information. This limited representative cannot make deposits or withdrawals. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

1. Ron Garza
   Printed Name
   [Executive Director] [ ] [ ] [ ] [ ] [ ] [ ]
   Telephone Number
   9566823481

   Fax Number
   9566314670

C. That this resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool/TexPool Prime receives a copy of any such amendment or revocation.

This resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 25 Day of January 2017.

Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Lower Rio Grande Valley Development Council
Name of Participant

SIGNED:

[Signature]
Mayor Tony Martinez
Printed Name
President
Title

ATTEST:

[Signature]
Mayor Celeste Sanchez
Printed Name
1st Vice President
Title
ITEM 3. F.

INVESTMENT REPORTS
This quarterly report is in full compliance with investment policy and strategy as established for the Lower Rio Grande Valley Development Council and the Public Funds Investment Act.

| Recorded Interest Income for the quarter | $1,586.29 |
| Investments in TexPool: | | |
| Water Plan | $59,249.28 | $59,308.90 |
| 9-1-1 | 927,496.00 | 808,848.06 |
| TCEQ | 118,123.24 | 290,308.40 |
| Transit | 547,505.59 | 569,533.23 |
| TWDB | 2,300.61 | 12,643.10 |
| GLO | 0.00 | 0.00 |
| GLO-Closing Cost | 93,131.68 | 93,228.62 |
| **Total** | **$1,747,806.40** | **$1,833,870.31** |

TexPool Rate as of December 31, 2016 - .4790%

Crystal Balboa  
Director of Finance
This annual report is in full compliance with investment policy and strategy as established for the Lower Rio Grande Valley Development Council and the Public Funds Investment Act.

<table>
<thead>
<tr>
<th>Recorded Interest Income for the year</th>
<th>$4,634.77</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Investments in TexPool:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning</td>
<td>Ending</td>
</tr>
<tr>
<td>01/01/16</td>
<td>12/31/16</td>
</tr>
<tr>
<td>Water Plan</td>
<td>$59,101.31</td>
</tr>
<tr>
<td>9-1-1</td>
<td>1,026,345.95</td>
</tr>
<tr>
<td>TCEQ</td>
<td>39,611.03</td>
</tr>
<tr>
<td>Transit</td>
<td>374,550.52</td>
</tr>
<tr>
<td>TWDB</td>
<td>41,212.81</td>
</tr>
<tr>
<td>GLO</td>
<td>143,662.79</td>
</tr>
<tr>
<td>GLO-Closing Cist</td>
<td>43,053.98</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,727,538.39</strong></td>
</tr>
</tbody>
</table>

Crystal Balboa  
Director of Finance
ITEM 3. G. 1.

MEETING SCHEDULE
MEMORANDUM

TO: LRGVDC Board of Directors

FROM: Ron Garza, Executive Director

SUBJ: Discussion and Consideration of 2017 Board Meeting Dates

DATE: January 18, 2017

Traditionally the Board of Directors has met on the fourth (4th) Wednesday of the month; I would like to propose changing the schedule for regular meetings to the last Wednesday of the month.

The LRGVDC was established on August 2, 1967. I propose we schedule our August Board Meeting on August 2, 2017 in commemoration of our 50th Anniversary, which would preclude a meeting in July.

In addition, as our 2016 November/December holiday schedule worked out well, I am proposing we again schedule the December meeting on the first Wednesday of the month, and forgo a meeting in November.

PROPOSED 2017 LRGVDC BOARD OF DIRECTORS MEETING SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 25, 2017</td>
<td>*Semi-Annual Membership Meeting</td>
</tr>
<tr>
<td>February 22, 2017</td>
<td></td>
</tr>
<tr>
<td>March 29, 2017</td>
<td></td>
</tr>
<tr>
<td>April 26, 2017</td>
<td></td>
</tr>
<tr>
<td>May 31, 2017</td>
<td>*Semi-Annual Membership Meeting</td>
</tr>
<tr>
<td>June 28, 2017</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>(no meeting scheduled)</td>
</tr>
<tr>
<td>August 2, 2017**</td>
<td>**LRGVDC 50th Anniversary</td>
</tr>
<tr>
<td>September 27, 2017</td>
<td></td>
</tr>
<tr>
<td>October 25, 2017</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>(no meeting scheduled)</td>
</tr>
<tr>
<td>December 6, 2017</td>
<td></td>
</tr>
</tbody>
</table>

*All meeting scheduled on Wednesdays at 12:00 pm

Thank you for consideration of this item and please contact me should there be any questions prior to the Board Meeting.
ITEM 3. G. 2. A.

INVITATION TO FOTRST
January 12, 2017

Ron Garza - Director

LRGVDC

301 W. Railroad ST.

Weslaco, TX 78596

Dear Ron,

Future of the Region South Texas is an economic development think tank that has a proud and rich history in South Texas. The mission of FOTRST is to build a prosperous South Texas by addressing critical issues that cut across social, economic and political boundaries.

As a leader in the Lower Rio Grande Valley we would like to cordially invite you to be a part of our governing board. We believe that your experience and talents would be a strength to our cause.

Please accept this letter as an official request to sit on our board and join us in helping make South Texas the best and most prosperous it can be.

Sincerely,

Judge Jim Huff

President
ITEM 4.

9-1-1 DEPARTMENT
4. **Report from 9-1-1 Department**

A. **Program Status Report**

1. **Location Validation Program**
   Location Validation staff continuously addresses new subdivisions and address tickets. In an effort to help residents post their 9-1-1 physical address, the department will provide an address plaque to every address issued. This plaque is made of durable material and will have the department’s logo and reflective address numbers that are easy to see at night.

2. **Database Program**
   Database staff continuously updates the 9-1-1 database and adds new streets and ranges as new subdivisions are developed in Hidalgo and Willacy Counties. For the month of December, a total of 52 Telephone Numbers (TN) were corrected and 227 streets in the Master Street Address Guide (MSAG) were updated. Approximately over 150 address request calls were received, which resulted in creating 129 address tickets for 9-1-1 physical addresses.

3. **Mapping Program**
   Mapping Program staff has transitioned all 9-1-1 physical address data to the new State approved EGDMS Schema; this change is vital to the future of 9-1-1 call routing. It has been implemented at the LRGVDC 9-1-1 office as well as the host sites at McAllen PD and Hidalgo County Sheriff’s Office. The Mapping Program continues to use the Geolynx tool to add new data to the map more efficiently and to help detect and correct any errors in GIS. Staff continuously works on address point verification in order to ensure accurate call routing in the new I-3 9-1-1 environment. The mapping program also continues to update address information on its local maps.

4. **System and Public Safety Answering Point (PSAP) Operations Program**
   Systems continue performing site visits and doing proper conduit installation to prepare all PSAPs for the deployment of the 9-1-1 network backup to provide redundancy at all PSAPs.

5. **Public Education/Training Program**
   Public Education is an ongoing priority for the 9-1-1 Department and staff continues to reach out to communities and educate residents. The 9-1-1 Department participated in the Weslaco South of Border parade. Staff decorated a float that carried 9-1-1 mascots Cell Phone Sally, Kid Friendly Keith, and Josh. Efforts are still focused in educating the Lower Rio Grande Valley on Kari’s Laws.
ITEM 5

AREA AGENCY ON AGING
5. Report from Area Agency on Aging ..........................Jose L. Gonzalez, Director

A. Program Status Report

1. Texas Silver Haired Legislature

The Area Agency on Aging is accepting applications from individuals interested in running for the Texas Silver Haired Legislature. Any individual aged 60 as of January 1, 2017 is eligible to run. The deadline for applying is February 28, 2017.

The Texas Silver Haired Legislature is a nonpartisan and a nonprofit organization. Funding is managed by the Texas Silver-Haired Legislature Foundation, a 501(c)3 organization. TSHL is composed of 116 representatives elected by older Texans 60 years and older to serve two-year terms.

Their recommendations are submitted to the Texas Legislature for consideration as potential bills.
ITEM 6.

ECONOMIC DEVELOPMENT DEPARTMENT
6. REPORT FROM ECONOMIC DEVELOPMENT DEPARTMENT

A. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)

1. “Keeping PACE in the Valley” Status Report

The LRGVDC’s “Building PACE in the Valley” Training has been rescheduled. The Texas PACE Authority and the LRGVDC Economic Development Department have scheduled the PACE Training on Friday, February 24, 2017 in the Ken Jones Executive Board Room at the LRGVDC Main Campus in Weslaco. The training will begin at 10:00 am and includes an informational workbook and lunch. The fee for this training is $50.00.

To register or if you have any questions, please do not hesitate to contact Mrs. Terrie G. Salinas.

SPONSORED BY:

2. Regional Small Cities Coalition (RSCC) Status Report

One of the special events conducted by the Economic Development Department was this month’s RSCC meeting on January 12 at 5:30 pm in the LRGVDC’s Ken Jones Executive Board Room. The RSCC changed the time of the meeting from noon to evening and invited all Valley cities, and the LRGVDC Board of Directors to attend. After the monthly meeting, there was a reception honoring Dr. Guy Bailey, President of the University of Texas Rio Grande Valley (UTRGV). Dr. Bailey was the guest speaker and stressed the importance of small cities involvement with the university and the great contributions and unique assets each area has to offer. He also shared UTRGV’s future plans and offered his continued support to the RSCC.

The RSCC also provided information on the upcoming Rio Grande Valley Day at the Capitol scheduled for February 7, 2017. The McAllen Chamber of Commerce has chartered a bus for this event. The RSCC has made a concentrated effort to promote this annual event and currently 26 participants have registered. This annual trip to the Capitol is focused on bringing attention to Valley issues; this year it will include issues relevant to our small cities while supporting the Rio Grande Valley as a whole. For more information or if you want to register to join the RSCC, please contact Mr. Ron Garza or Mrs. Salinas.
ITEM 8. A.

HOMELAND SECURITY
8. Report from Homeland Security

Manuel Cruz
Director

A. Act upon Homeland Security Advisory Committee (HSAC) Recommendation

1. Consider Approval of HSAC Recommendations Regarding Nominations for Chair and Vice Chair for FY2017.

In accordance with their by-laws, the HSAC convened on January 5th and nominate new HSAC officers, Chair and Vice Chair, for 2017. The HSAC recommends Mrs. Odee Leal, City of Brownsville Emergency Management Coordinator as Chair, and Mr. Jason Arms, City of Pharr Emergency Management Coordinator as Vice Chair.

Should there be any questions please advise.
8. Report from Homeland Security………………………………………………..Manuel Cruz
   Director

   A. Act upon Homeland Security Advisory Committee (HSAC) Recommendations.

   2. Consider Approval of FY2017 Homeland Security Grant Program Reallocation of Funding from City of Edinburg, City of Mission, and Hidalgo County to the LRGVDC and Adoption of Resolutions.

   The HSAC convened on January 5th to review and take action on requests proposed by a number of jurisdictions that were approved for 2017 funding. At the request of the jurisdictions mention, the HSAC is recommending that the LRGVDC manage and implement the projects for which they were approved in December 2016. Upon completion of the projects, which will include the purchase of First Responder equipment, assets will be permanently transferred.

   In addition, as part of the Homeland Security Grant Divisions (HSGD) grant guidelines, applications must include a resolution that contains specific information relevant to the FY2017 HSGP. Upon approval, the resolutions will be uploaded and attached to their specific eGrants application.

   Attached for your review and approval are the resolutions for the three projects that will be managed by the LRGVDC.

   Please see Attachment A, B and C. Should there be any questions please advise.
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the citizens of the LRGVDC Region, that the Edinburg Fire HAZ-MAT Team Enhancement Project be operated for the FY2017 year and managed and implemented by the LRGVDC; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, LRGVDC Board of Directors, Governing Body designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Edinburg Fire HAZ-MAT Team Enhancement Project to the Office of the Governor, Homeland Security Grant Division for the amount of $35,756.86

Passed and Approved this 25th day of January, 2017

Signed by: _______________________________

The Honorable Tony Martinez, LRGVDC President
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the citizens of the LRGVDC Region, that the Mission Fire HAZ-MAT Team Enhancement Project be operated for the FY2017 year and managed and implemented by the LRGVDC; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, LRGVDC Board of Directors, Governing Body designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Mission Fire HAZ-MAT Team Enhancement Project to the Office of the Governor, Homeland Security Grant Division for the amount of $35,756.86

Passed and Approved this 25th day of January, 2017

Signed by: ________________________________

The Honorable Tony Martinez, LRGVDC President
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the citizens of the LRGVDC Region, that the Hidalgo County Interoperable Communications Expansion Project be operated for the FY2017 year and managed and implemented by the LRGVDC; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, LRGVDC Board of Directors, Governing Body designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Hidalgo County Interoperable Communications Expansion Project to the Office of the Governor, Homeland Security Grant Division for the amount of $65,103.28

Passed and Approved this 25th day of January, 2017

Signed by: ________________________________

The Honorable Tony Martinez, LRGVDC President
8. Report from Homeland Security

A. Act upon Homeland Security Program Recommendation.

3. Consider Approval of FY2017 Homeland Security Grant Program Resolutions

As part of the Homeland Security Grant Divisions (HSGD) grant guidelines, applications from nonprofit organizations, local governments, and other political subdivisions must include a resolution that contains specific information, such as authorization by its governing body for the submission of the application to OOG/HSGD. Upon approval, the resolution(s) will be uploaded in eGrants.

Attached for review and approval is the resolution for the LRGVDC, Regional Homeland Security Planning.

Should there be any questions please advise.
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the local governments and the citizens of the LRGVDC Region, that the Regional Homeland Security Planning be operated for 09/01/2017-08/31/2018; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, LRGVDC Board of Directors, designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Regional Homeland Security Planning Project to the Office of the Governor’s, Homeland Security Grant Division.

Passed and Approved this 25th day of January, 2017

Signed by:

________________________________________
The Honorable Tony Martinez, LRGVDC President
8. Report from Homeland Security.................................Manuel Cruz
   Director

   A. Homeland Security

   4. Status Reports

   a) Homeland Security Program

      Staff continues to provide technical assistance to jurisdictions with
      Emergency Management Plans (EMP), meeting eligibility requirements,
      expenditures, and grant deadlines.

      5th Annual 2017 South Texas All Hazards Conference

      Registration is now open for the 5th Annual 2017 South Texas All
      Hazards Conference, which takes place March 22 & 23, 2017.

      https://www.eventbrite.com/e/2017-south-texas-all-hazards-conference-
      tickets-30332164320
b) **Citizen Corps Program (CCP)/Preparedness**

Staff continues to conduct outreach and promote Community Emergency Preparedness and volunteer programs throughout the LRGV Region at the monthly Homeland Security Advisory Committee (HSAC) meetings and other venues.

c) **FY2015 Homeland Security Grant Program**

At this time, grantees are in the process of continuing to order equipment. The HSAC continues to monitor all grantees that are still within the grant performance period.

**UPDATE:** Pending completion are the Cities of Brownsville, Edinburg (Police Dept.), and Weslaco continue to be the only ones remaining.

d) **FY2016 Homeland Security Grant Program**

Staff continues to provide technical assistance to jurisdictions with grant awards.

**eGrants Help Desk:**

Any jurisdiction needing further training and assistance on how to complete, submit, or certify an application may contact LRGVDC Staff or email the state at eGrants@gov.state.tx.us. Services provided include: new and existing account management; password resets; navigating within eGrants; and resolving website and other technical issues.

**Resources:**

Detailed funding information and a calendar listing the available funding is located here - [https://eGrants.gov.texas.gov/fundopp.aspx](https://eGrants.gov.texas.gov/fundopp.aspx).


e) **FY2017 Homeland Security Grant Program**

At this time, the local process for the Homeland Security Grant Program, State Homeland Security Program (SHSP), Law Enforcement Terrorism Prevention Activities (LETPA) for Local Governments has been closed.

The applications that were approved in December have been notified to submit the online eGrants applications. This project are conditionally approved. Regardless, all applications **MUST** demonstrate the use of funds, alignment with regional, state, and national priorities as identified in the region’s 1.) Threat Hazard Identification and Risk Assessment (THIRA); 2.) State Preparedness Report (SPR); and Homeland Security Strategic Implementation Plan. Project quality, sustainability, and potential impact on multiple jurisdictions and/or multiple capability gaps must also be taken into consideration.
Due to the fact that there were no supplemental applications approved and that all of the LETPA applications were funded a portion of what was requested, the HSAC planned for contingencies at their January HSAC meeting. All LETPA applicants were instructed to submit their eGrants application with the full dollar amount. This contingency was put in place so that in the event that one application is not approved by the HSGD, the funds available would then be reallocated to another jurisdiction. This would take place in March 2017.

Should there be any questions please advise.
ITEM 8. B.

CRIMINAL JUSTICE
B. Criminal Justice Advisory Committee (CJAC) Recommendations

1. Consider Approval of Criminal Justice Advisory Committee (CJAC) Nominations for Chair, Vice Chair, and Parliamentarian/Secretary.

The CJAC convened on November 4th to discuss nominations for the CJAC Chair and Vice Chair. The committee nominated Raul Garza to ascend to Chair and David Longoria to ascend to Vice Chair. With the ascending nominations, Parliamentarian/Secretary was left vacant.

The CJAC convened on January 10th to review and discuss nominations for Parliamentarian/Secretary. The committee nominated Police Chief Eloy Cardenas for Parliamentarian/Secretary.

Should there be any questions, please advise.
8. Homeland Security…………………………………………………………….. Manuel Cruz
   Director

B. Criminal Justice Program

2. Consider Approval of Criminal Justice Advisory Committee (CJAC)
   Policy Manual FY2017-2018

   The CJAC convened on January 10th to review and revise the CJAC
   The CJAC recommends approval of changes noted on the following
   section:

   **MANDATORY GRANT WORKSHOPS / STRATEGIC PLANNING**

   Please see Attachment A, should there be any questions, please
   advise.

   ACTION ITEM
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL

Policy Manual  20176-20187

301 West Railroad Street • Weslaco, TX 78596
Phone 956.682.3481 • Fax 956.682.3295

Contacts:

Manuel Cruz
Director of Homeland Security & Criminal Justice
(956) 682-3481 ext. 105
(956) 279-4130
mcruz@lrgvdc.org

Juanita Saenz
Planner, Homeland Security & Criminal Justice
(956) 682-3481 ext. 157
jsaenz@lrgvdc.org
Table of Contents

Criminal Justice Division and application process.......................................................1

Funding Sources........................................................................................................2
  - General Victim Assistance Programs
  - Violent Crimes Against Women Programs
  - Criminal Justice Programs
  - General Juvenile Justice and Delinquency Prevention Programs

Policies Authority.......................................................................................................3

Rules and Policies (Application Review Procedures).................................................5

Priority Meetings.......................................................................................................6

Mandatory Grant Workshops and Strategic Planning...............................................8

Funding Recommendation Policy...............................................................................9

Conflict of Interest Statement....................................................................................10

Local Appeals Process.............................................................................................11

COG Responsibilities and Standard Operating Procedures.................................12
Criminal Justice Division and the LRGVDC

“...a relationship between two agencies for the betterment of a State's communities.”

The Office of the Governor's Criminal Justice Division (CJD) is the entity responsible for administering and awarding a number of grant programs across the State of Texas. The Lower Rio Grande Valley Development Council (LRGVDC) is the liaison between CJD and regional local communities and agencies. Projects can be for local, regional, or statewide services and activities.

CJD has the final decision to any program including those administered by the Council of Governments (COG).

CJD Application Process

CJD strongly encourages programs designed to serve juvenile populations to address one of the eight priorities developed by the Governor's Juvenile Justice Advisory Board: 1.) Family Stability. 2.) Substance Abuse Early Intervention and Prevention. 3.) Education. 4.) Disproportionate Minority Contact (DMC). 5.) Justice System Impact. 6.) Gang Prevention. 7.) Rural Access. 8.) Training. All programs serving juveniles must describe how they address the problem of Disproportionate Minority Contact in the juvenile justice system.
Funding Sources

The Criminal Justice Division has designated the Lower Rio Grande Valley Development Council’s CJAC committee to prioritize the four (4) funding sources listed below.

**General Victim Assistance – Direct Services Programs**
Minimum grant award - $5,000.
Required Match: Grantees, other than Native American Tribes, may be required to provide matching funds of at least twenty percent (20%) of total project expenditures. Native American Tribes may be required to provide a five percent (5%) match. This requirement may be met through either cash or in-kind contributions or a combination of both.

**Violent Crimes Against Women Criminal Justice and Training Projects - (Domestic Violence, Sexual Assault, Dating Violence, and Stalking)**
Minimum grant award - $5,000.
Required Match: Grantees, other than Native American tribes and non-profit, non-governmental victim service providers, must provide matching funds of at least thirty-five percent (35%) of total project expenditures. This requirement may be met through either cash or in-kind contributions or a combination of both.

**Criminal Justice Programs**
Minimum grant award- $10,000
Maximum award- None
Match requirement- None

**General Juvenile Justice and Delinquency Prevention Programs**
Minimum grant award - $5,000
Maximum award – None
Matching requirement – None

**Local Funding Source Descriptions**

**General Juvenile Justice and Delinquency Prevention Programs**
Eligible programs are prevention, diversion, intervention, and training projects related to juvenile justice or prevention activities for youths. Other Programs include law enforcement education partnerships, school resource officers, after school projects, comprehensive neighborhood drug- and violence-prevention projects, training projects, or any projects providing services not normally provided by the school. Also, programs applying to improve the juvenile justice system and develop effective education, training, research, prevention, diversion, treatment, and rehabilitation programs in the area of juvenile delinquency.
**Criminal Justice Programs**
These programs target crimes committed by adults or juveniles ranging from crime prevention, special law enforcement units, special prosecution units and/or special courts that dispose of cases involving violent and drug-related crimes. These programs will enhance information sharing among criminal justice agencies and provide advanced technology for law enforcement; prevention, diversion, and service delivery for juvenile programs. They will also provide regional delivery of services to crime victims, regional training for law enforcement personnel and statewide projects. Entities applying to operate programs geared towards reducing crime and improving the criminal justice system.

**Violent Crimes Against Women Criminal Justice and Training Projects**
These include projects that can aid in the training of law enforcement officers, prosecution; direct service activities for women; and courts for cases of violence against women. Another portion is set aside for discretionary funding purposes. The training of law enforcement officers and prosecutors shall serve to effectively identify and respond to violence crimes against women including sexual assault, domestic violence, and stalking/harassment. Direct service projects must address an un-served, under served and special population women in need of services. The services include crisis intervention, accompaniment, advocacy and support, safety planning and risk assessment, legal advocacy, information and referral, and public awareness and education. They also include programs applying to operate either training projects or projects within the criminal justice system (i.e. law enforcement, prosecution, or courts) focused on violent crimes against women including: domestic violence, sexual assault, dating violence.

**General Victim Assistance**
Provide assistance and services directly to victims of crime. Eligible projects include services to victims of assault, spousal abuse, child abuse, stalking, bias or hate crimes, abuse of the elderly, other forms of physical assault, survivors of victims of homicide, and families of kidnapped children. Programs applying will provide services directly to victims of violent crime in an effort to promote restoration to physical, mental, and emotional health.

**Policies Authority**
The following policies and procedures are established for the purpose of defining the rules and regulations that will govern the Lower Rio Grande Valley Development Council (LRGVDC) Criminal Justice Advisory Committee (CJAC) application review and prioritization process for designated funding streams controlled by the Criminal Justice Division (CJD) of the Governor’s Office. In addition, these policies and procedures govern the operation of LRGVDC’s Criminal Justice Planning as outlined in the Interagency Cooperation Agreement between the CJD and LRGVDC as it relates to LRGVDC’s Criminal Justice Advisory Committee (CJAC).
A. The CJAC is a volunteer committee comprised of a multi-disciplinary representation of members from the region per the requirements of the Governor’s Office, CJD. These discipline areas include citizens or parents, drug abuse prevention, education, juvenile justice, law enforcement, mental health, nonprofit organizations, prosecution/courts, and victim services. CJAC members are appointed by LRGVDC’s Executive Committee.

B. The primary responsibility of the CJAC is to review criminal justice grant applications from throughout the region, listen to grant application presentations, and provide funding recommendations based on a standardized scoring instrument, as well as information contained in the community plans relating to community-identified priority areas.

CJAC membership will consist of representatives from:

- law enforcement
- juvenile justice
- substance abuse prevention
- prosecution/courts
- education
- mental health
- victim services
- nonprofit organization
- citizens or parents

No Single Group/Discipline May Constitute More Than 1/3 of the CJAC.
Rules and Policies

APPLICATION REVIEW PROCEDURES
The COG shall ensure that the funding recommendations on applications are based upon the COG’s priorities, participation in the LRGVDC’s Strategic Plan, applicant eligibility, reasonableness, cost effectiveness of the proposed project, and current policies. Upon notification from CJD, the COG’s Criminal Justice Program Administrator will notify local eligible applicants that the new grant cycle has begun. Staff will also disseminate information regarding CJD application deadlines. All applicants regardless of funding status must meet ALL the necessary requirements, no exceptions. **Failure by any new or continuation grantee to follow the outlined process below will result in points being deducted from the scoring instrument.**

The Application and selection procedures will consist of the following steps:

**Regional Strategic Plan facilitated by the LRGVDC**
All eligible applications must address priorities outlined in the Criminal Justice Section of the Regional Strategic Plan. Applicants can obtain a copy of the most current plan on the LRGVDC’s website [www.lrgvdc.org](http://www.lrgvdc.org).

**Application(s)**
The COG will notify current grantees and other requestors of the availability of CJD grant applications. All applications shall be submitted to CJD’s online grant management system [https://egrants.governor.state.tx.us/](https://egrants.governor.state.tx.us/).

All submission deadlines shall be set by the Office of the Governor’s Criminal Justice Division. To obtain CJD’s deadline schedule please check their website at [https://egrants.governor.state.tx.us/fundopp.aspx](https://egrants.governor.state.tx.us/fundopp.aspx)

**Ineligible Applications**
**Duplicate applications** submitted for more than one COG administered funding source will not be considered.
**Priority Meetings**
A representative from each applicant organization shall attend the prioritization meeting. A representative of the applicant agency/organization will be allowed a three (3) minute presentation of the application and shall have the opportunity to answer any questions relevant to the project posed by the CJAC members.

**Vendor Hold and Special Conditions for Current Grantees**
Prior to the scoring of grant applications by the CJAC, the COG will contact applicants that are current grantees that are delinquent in submitting progress and financial reports. The COG will provide the CJAC with a list of grantees that were contacted and remain delinquent in submitting both progress and financial reports. Points will be deducted from a grant application for current grantees that are on vendor hold at the time CJAC scores the application, and incorporate the point deduction into the final score for each effected application. Each application receiving a reduced score based on the vendor hold will be noted on the final prioritization list submitted to CJD. A grant application may be disqualified by CJD from the grant application process if an applicant is shown on CJD’s vendor hold list at the time the application is scored by the CJAC.

A. An applicant that has been placed on Vendor Hold for the current grant year will receive a point deduction on their application for funding for a subsequent year of their project through the LRGVDC CJAC application review process.

B. An applicant that has a current grant and has been placed on Vendor Hold for the previous plan year and again for the current plan year is ineligible to participate in the LRGVDC CJAC application review process for ONE calendar year after their current grant has ended.

**Criminal Justice Advisory Committee Prioritization**
CJAC will hold a prioritization meeting(s) to score and prioritize applications. All applications must be represented at the CJAC priority meeting. Representatives can be a grant writer, one of the three grant designated officials (i.e. Authorized Official, Project Director and Financial Officer), or any other knowledgeable designee. Applicants will be provided with an opportunity to make a three minute presentation before the CJAC and answer any questions regarding their proposals. Once all questions and comments are answered, the CJAC will proceed to score each project individually.

The local CJAC will make funding recommendations. CJD is the sole agency responsible for determining the amount of money available for projects in the region. Once CJD makes a funding decision, they will notify grantee and COGs simultaneously.
A standard scoring instrument for each funding source, mandated by the CJD will be provided for each CJAC member. During the grant priority process alternates cannot have voting privileges unless the alternate was present during the entire grant category that is being presented.

The scoring instrument used will rate:

(Rating factors will be based on the final release of the scoring instrument for each funding source by CJD. Release is pending.)

Only COG staff will compute scores. CJAC members shall be asked to remain until the end of the scoring procedure. COG staff will prepare a priority list for LRGVDC Board of Directors and CJD’s approval based on these scores.

The COG will electronically submit a list to CJD with the following information:
(1.) The funding opportunities scored and voted on during the CJAC meeting.
(2.) A complete list of the CJAC members and the group/discipline that each member represents.
(3.) A complete list of CJAC members attendance that abstained and voted during the prioritization process for each program area (i.e. General Victim Assistance, Violent Crimes Against Women Criminal Justice and Training Projects, Criminal Justice Programs, and General Juvenile Justice and Delinquency Prevention Programs.

Ten Regular Business Working Days for Appeals of CJAC Actions
COG staff will send a copy of the CJAC recommended priority list to applicants through email. Any applicant may appeal the actions of the CJAC based on procedural violation(s). The appeal must be submitted in writing to the LRGVDC Board of Directors Chairman within ten regular business working days from the date of the CJAC priority meeting. Please note that appeals cannot be based on areas of discretion in the CJAC scoring criteria.

Recommendations Forwarded to Board of Directors
A priority list will be forwarded to the next LRGVDC Board of Directors Meeting. The LRGVDC Board of Directors regularly meets every fourth Wednesday of the month with exceptions in November and December. Applicants will have received notification of the next LRGVDC Board of Directors Meeting with the notice of the CJAC Priority Meeting. Representatives are encouraged to be present at the LRGVDC Board of Director’s meeting for any questions or comments from the Board. The LRGVDC Board of Directors will take final action on the funding source’s priority lists before forwarding all materials to the Governor’s Office.
Final Review by CJD
A priority list of applications recommended for funding by the local Council of Governments will be forwarded to the Office of the Governor's Criminal Justice Division. If corrections are deemed necessary, CJD will forward Preliminary Review Reports directly to the grantee. Grantees will be expected to submit the corrections to CJD and a copy to the COG. CJD staff will make funding recommendations to the Governor's Office for issuance of a Statement of Grant Award. All funding decisions made by the Criminal Justice Division's Executive Director are final. **No appeals will be accepted by the Criminal Justice Division regarding their funding decisions.**

Tie Breaking Procedure
The highest and lowest score will be removed and recalculated to obtain the new aggregated score and will not affect the overall rankings of all the other applicants.

MANDATORY GRANT WORKSHOPS AND STRATEGIC PLANNING
All applicants are required to attend at least one Grant Workshop sponsored by the LRGVDC Criminal Justice staff prior to submitting an application to be eligible for funding.

COG staff will electronically submit workshop materials and strategic plan provided, a list of workshops held to include the name, organization, address and telephone number of each attendee.

Applicants must have knowledge of the criminal justice priorities in the COG’s Region and submit solicitation application(s) in accordance with the priorities identified in the strategic plan. The criminal justice needs relevant to the strategic plan include, but are not limited to, Criminal Justice System Improvements, Juvenile Justice System Improvements, Direct Victim Services, and Mental Health/Substance abuse treatment.

The regions’ strategic plan describes the following:

- a. How local communities are engaged in the planning process;
- b. The data used to support the plan;
- c. The stakeholders participating in the planning process;
- d. The gaps in resources for criminal justice needs;
- e. The criminal justice priorities identified during the planning process; and
- f. How the plan will be used by the CJAC during the prioritization process.

Applicants that do not meet this requirement shall have points deducted on the scoring sheet(s) at the time of prioritization. This procedure may affect a continuing applicant’s grant award.

Applicants who fail to attend a mandatory grant workshop should be placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding that may be available.
The responsibility of attending a technical assistance workshop will lie with the applying agency. Representatives can be a grant writer, one of the three Grant Designated Officials, or any other knowledgeable designee.

**STRATEGIC PLANNING**
The regions’ strategic plan describes the following:

- a. How local communities are engaged in the planning process;
- b. The data used to support the plan;
- c. The stakeholders participating in the planning process;
- d. The gaps in resources for criminal justice needs;
- e. The criminal justice priorities identified during the planning process; and
- f. How the plan will be used by the CJAC during the prioritization process.

**FUNDING RECOMMENDATION POLICY**
The Committee will analyze the availability of funding resources from previous funding years and review priorities and goals for the tri county area. Upon the Committee’s recommendations, LRGVDC staff will seek LRGVDC Board of Director’s approval and endorsement in regard to the Committee’s recommendations. The LRGVDC Board of Directors reserves the right to endorse or disallow the Committee’s recommendations.

The Committee reserves the right to recommend an amount less than the requested amount based on the budget cost effectiveness, reasonableness or whether the proposed project costs are realistic and previous performance under all funding sources.

The Committee reserves the right to deny recommendation for funding on any application, ineligible activity or line item that is not permitted under the funding source. In the event that the Committee deems not to recommend full or partial funding of an application, LRGVDC staff will notify the Criminal Justice Division.

**Criminal Justice Program Solicitation**

Equipment Only Funding Requests: Applicants requesting funding only for equipment and no programmatic services, will be considered a biennium only applicant.

The Regional Police Academy’s application is not subject to the decreasing ratio rule and will be given priority above all other grants and ranked number one.
CONFLICT OF INTEREST STATEMENT

Under the conflict of interest provisions (Section 570.489 (h), which are included in the regulations governing state administration) no persons who exercise or have exercised any function or responsibilities with respect to CJD activities, or who are in a position to participate in a decision making process, or gain inside information regarding activities, may obtain a financial interest or benefit from the activity, or have interest in any contract, subcontract, or agreement or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure, or for one year thereafter. These conflict of interest provisions apply to any person who is an employee, agent, consultant, officer, or elected official of the state, or of a unit of general local government, or of any designated public agencies, or sub-recipient which are receiving funds.

When a potential conflict of interest exits, CJAC Members and members of the COG governing body must abstain from REVIEWING, VOTING, COMMENTING, OR TAKING ACTION ON ANY grant application during the prioritization process if the member, planner, or an individual related to the member within the third degree by consanguinity or within the, second degree by affinity:

- is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
- serves on any board that oversees the unit or division that would administer the grant, if awarded;
- owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency;
- receives any funds from the applicant agency as a result of the grant, if awarded; or
- uses or receives a substantial amount of tangible goods, services, or funds from the applicant agency.

If a member must abstain from reviewing, voting, commenting, or taking any action on any grant application, the member must also abstain from reviewing, voting, commenting, or taking any action on any competing grant applications within that funding source during the prioritization process.
LOCAL APPEALS PROCESS
An applicant applying for local funding may appeal the disposition of its application based on one or more of the following grounds:

- Misplacement of an application. (if all or a portion of an application is lost, misfiled, etc. by COG staff resulting in unequal consideration of the applicant's proposal)
- Mathematical error. (in rating the application, the score on any selection criteria is arrived at incorrectly by the COG staff due to human or computer error)

All appeals must include the specific alleged procedural violation(s) and must be submitted in writing to the LRGVDC Board of Directors. The Board of Directors may take one of the following actions:

- Concur with the appeal and make the appropriate adjustments to the applicant's scores.
- Disagree with the appeal and provide the basis for rejecting the appeal to the applicant.

If an applicant appeals a decision made by the CJAC, it must submit its appeal in writing to the LRGVDC Board of Directors Chairperson within 10 working days from the date of denial. Appeals cannot be based on the scoring discretion of CJAC members.

An applicant must base their appeal upon a verifiable error made during the prioritization of review process and the applicant must show that the error actually caused the denial of the application (or a portion of the application). The applicant must submit written documentation supporting the appeal.

Appeals made regarding a CJAC decision will be handled by the COG only. If an applicant appeals such a decision to CJD, they will be requested to go back to their COG for resolution. CJD does not accept or provide an appeals process.

The applicant will be entirely responsible to begin the appeals process within the given time frame. The responsibility and decision to consider initially filed appeals lies solely with the LRGVDC Board of Directors.
COG RESPONSIBILITIES AND STANDARD OPERATING PROCEDURES

A. The COG shall provide the services to current and potential CJD applicants and grantees in Cameron, Hidalgo and Willacy counties (“the COG’s Region”).

B. General Services and Coordinating Activities

The COG shall provide general planning and coordination activities for issues related to criminal justice, juvenile justice, delinquency prevention, victims services, and related topics throughout the year. Such services may include providing feedback on, input to, or communicating CJD’s real or proposed priorities.

C. Local Policies or Bylaws

1. The COG shall ensure that written policies or bylaws concerning the COG’s duties under this Agreement are developed and adopted by the COG’s governing body in accordance with applicable laws and regulations. Governing policies must include guidance concerning the following:
   
a. Notification of potential applicants regarding grant application submission deadlines;
   
b. Attendance requirements for prioritization meetings;
   
c. Prioritization of grant applications;
   
d. COG governing body’s review and approval process;
   
e. Notification of applicants regarding funding decisions;
   
f. COG’s strategic vision related to criminal justice issues;
   
g. Conflicts of interest;
   
h. Compliance with the requirements described in Texas Government Code, Chapter 551 (Texas Open Meetings Act);
   
i. Local funding recommendation limitations, including but not limited to minimum or maximum application requested amounts, competition cycles, or decreasing fund ratios, if applicable; and
   
j. Grant application workshop attendance requirements.

2. The COG shall inform current grantees and other requestors of the availability of relevant COG policies and bylaws, and shall provide such policies and bylaws to current grantees and other requestors upon request.

3. No later than November 3, 2015, the COG shall upload into CJD’s eGrants website, located at https://egrants.gov.texas.gov, a copy of the COG’s current written policies and.
D. Notification of the Availability of Funding

1. The COG shall notify current grantees and other requestors in the COG’s Region regarding the availability of current CJD grant applications for the following funding opportunities:
   a. General Victim Assistance – Direct Services Programs;
   c. Criminal Justice Programs; and
   d. General Juvenile Justice and Delinquency Prevention Programs.

2. The notifications must include the following:
   a. Name of the funding opportunity;
   b. Instructions for viewing the Request for Applications posted on CJD’s eGrants website;
   c. CJD’s eGrants website address: https://egrants.gov.texas.gov; and
   d. Due dates for the submission of applications for the funding opportunities listed in the CJD and COG agreement.

3. No later than January 5, 2016, the COG shall upload into CJD’s eGrants website a list of the individuals and agencies notified about the funding, which includes the name and contact information for each person notified.

E. Grant Application Workshops

1. The COG shall create and conduct grant application workshops to provide technical assistance to potential applicants in the COG’s Region for the funding opportunities listed in Section D. Application workshops must include the following:
   a. Who can apply and what activities are eligible under each funding opportunity;
   b. Requirements for project problem statements with supporting data, goal statement, project activity explanations, current and target output and outcome measures, and budget categories and line items;
   c. The project period for each funding opportunity as stated in the Request for Application issued by CJD;
   d. Applicable rules, regulations and certifications required for each funding opportunity;
   e. Any prohibitions stated in the Request for Applications issued by CJD;
   f. Civil rights rules related to applicant employees and projects or activities;
   g. State strategies or funding preferences identified by CJD;
   h. Priorities identified in the COG’s strategic plan related to criminal justice issues.
i. Local policies and procedures that affect the COG’s prioritization process;
j. Due dates for applicants to submit and certify applications for the funding opportunities;

2. No later than March 2, 2016, the COG shall upload into CJD’s eGrants website:
   a. All application workshop materials, including presentations, workbooks, handouts, or any other documents provided to workshop participants; and
   b. A list of grant application workshops held which includes the name of each attendee present at such workshops, the organization represented by each attendee, and the address and telephone number of each attendee.

F. Oversight of the Criminal Justice Advisory Committee (“CJAC”)

1. The COG shall ensure that the CJAC has a multi-disciplinary representation of members from the COG’s Region. The CJAC’s membership must include individuals from the following groups or disciplines: citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, nonprofit organizations, prosecution or courts, and victim services. No single group or discipline may constitute more than one-third (1/3) of the CJAC.

2. No later than May 13, 2016, the COG shall upload into CJD’s eGrants website a list with the following information:
   a. The funding opportunities scored and voted on during the CJAC meeting;
   b. A complete list of the members of the CJAC and the group or discipline that each member represents (i.e., citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, nonprofit organizations, prosecution or courts, and victim services);
   c. All members of the CJAC who attended the CJAC meeting;
   d. All members of the CJAC who abstained from scoring and voting and the funding opportunity affected; and
   e. All members of the CJAC who participated in the scoring and voting for each funding opportunity considered during the CJAC meeting.

3. The COG shall ensure that members of the COG’s governing body, the CJAC, and COG staff abstain from scoring and voting on any grant application, other than a grant application submitted by a COG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity:
   a. Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
   b. Serves on any board that oversees the unit or division that would administer the grant, if awarded;
   c. Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the
applicant agency;

d. Receives any funds from the applicant agency as a result of the grant, if awarded; or

e. Uses or receives a substantial amount of tangible goods, services, or funds from the applicant agency.

If a member must abstain from scoring and voting on any grant application, the member must also abstain from scoring and voting on any competing grant applications within that funding opportunity during the prioritization process.

4. The COG shall document all CJAC proceedings related to CJD business by recording the CJAC proceedings or by preparing written minutes of the CJAC proceedings.

5. The COG shall ensure that all COG governing board meetings and CJAC meetings at which CJD-related matters are discussed comply with the requirements listed in Texas Government Code, Chapter 551 (Texas Open Meetings Act).

G. Strategic Planning

1. The COG shall create a new strategic plan for prioritizing the criminal justice needs in the COG’s Region. The criminal justice needs relevant to this plan include, but are not limited to, criminal justice system improvements, juvenile justice system improvements, direct victim services, and mental health/substance abuse treatment.

2. The strategic plan must describe the following:

   a. How local communities are engaged in the planning process;
   b. The data used to support the plan;
   c. The stakeholders participating in the planning process;
   d. The gaps in resources for criminal justice needs;
   e. The criminal justice priorities identified during the planning process; and
   f. How the plan will be used by the CJAC during the prioritization process.

3. The plan must also include an executive summary, not to exceed two (2) pages, written for a general public audience that describes the following:

   a. The strategic planning process; and
   b. The top five (5) priorities for each of the following criminal justice needs:

      i. Criminal justice system improvements;
      ii. Juvenile justice system improvements;
      iii. Direct victim services; and
4. No later than March 2, 2016, the COG upload the new strategic plan and executive summary into CJD’s eGrants website.

H. Application Prioritization Process

1. The COG shall implement the scoring instrument developed by CJD, and ensure the CJAC members reviewing applications prioritize the applications using this scoring instrument to record and tabulate application scoring.

2. The COG shall provide current grantees and other requestors with copies of scoring instruments, the criteria used in scoring grant applications, and other relevant materials upon request.

3. Prior to the scoring of grant applications by the CJAC, the COG shall contact applicants that are shown on CJD’s vendor hold list and inform them that the hold could jeopardize payments to the CJD-funded grant projects and their ability to receive new grant funding from CJD. The COG shall provide the CJAC with a list of grantees that were contacted and the reason those grantees were shown on the vendor hold list. The scoring instrument will deduct points from a grant application that is shown on CJD’s vendor hold list any time during the last two plan years, and the point deduction will be incorporated into the final score for each effected application. Each application receiving a reduced score based on the vendor hold point deduction must be noted on the final prioritization list submitted to CJD. A grant application may be disqualified by CJD from the grant application process if an applicant is on vendor hold at the time funding decisions are finalized.

4. The COG shall ensure that the CJAC prioritizes grant applications under the funding opportunities listed in Section D.

5. The COG shall ensure that the COG’s governing body reviews and approves priority listings under the funding opportunities in compliance with the applicable provisions of Texas Administrative Code, Title 1, Part 1, Chapter 3.

6. The COG shall tabulate scores and compile accurate priority listings for submission to CJD using a format provided by CJD. In the event of a tie, the COG is responsible for breaking all ties.

7. The COG shall ensure that funding recommendations on grant applications are based upon:
   a. Any state strategies identified by CJD;
   b. Criminal justice priorities identified in the COG’s strategic plan;
   c. The eligibility, reasonableness, and cost-effectiveness of the proposed project; and
   d. Current COG policies and bylaws.

8. The COG shall notify all applicants of the approved priorities in writing within ten (10) calendar days of its decisions. The notice must state: “Pursuant to the provisions of the Texas Administrative Code, after the CJAC prioritizes the
grant applications and the COG’s governing body approves the priority listing, the COG submits the written priority listing to CJD. Based upon the COG’s priority listing, CJD will verify the eligibility, reasonableness and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The COG will notify grantees of any changes in the funding recommendations.”

9. No later than May 2, 2016, the COG shall submit, through CJD’s eGrants website, the approved priority listings for the funding.

10. The priority listing is the sole means of communicating COG grant allocation recommendations from the COG to CJD. The priority listing is one element upon which CJD bases funding decisions. The COG is responsible for ensuring the appropriateness and accuracy of the priority listing, and for correcting any inaccuracies or errors that occur on the priority listing prior to submission to CJD.

I. Cooperation with CJD.

1. The COG shall ensure that all personnel who work on CJD business are qualified by their education, training, and experience to fulfill the responsibilities of the position for which they are employed.

2. The COG shall provide sufficient personnel, equipment, materials, supplies, and facilities to perform the duties and responsibilities listed in this Agreement, and to support the CJAC and their meetings related to CJD business.

3. The COG shall inform grantees and applicants that technical assistance, to include but not limited to assistance with grant applications and vendor hold notification, is available through the COG and shall provide technical assistance to grantees and applicants upon request.

4. The COG shall prepare and submit all forms, reports, and records required by CJD in accordance with CJD-established deadlines.

5. The COG shall notify CJD of any Public Information Act or media request received by the COG relating to any application for CJD funding or CJD-funded grant program no later than one (1) business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by the COG, and a description of the information requested.

6. The COG shall notify CJD as to its response to any Public Information Act or media request received by the COG relating to any application for CJD funding or CJD-funded grant program no later than one (1) business day after providing its response to a requestor. The notification shall include a description of the response (or a copy of the response, if the request was made to the requestor in writing), any responsive documents, the date the response was provided to the requestor, and the name of the COG staff person who responded to the request.
7. The COG shall fully cooperate with CJD, its authorized representatives, and CJD-designated contractors.

J. Monthly Reports

The COG shall submit to CJD each month, along with the payment invoice, a report that outlines the activities completed during the billing cycle including the deliverables completed and any necessary numbers of volumes needed to understand the deliverables. The monthly report shall also include the total number of COG staff hours on CJD activities during the reporting period.

K. Quarterly Reports

1. The COG shall submit quarterly reports to Texas A&M University’s Public Policy Research Institute (“PPRI”) as follows:
   a. No later than December 15, 2015, a quarterly report covering the reporting period of September 1, 2015, through November 30, 2015, shall be submitted electronically to PPRI;
   b. No later than March 14, 2016, a quarterly report covering the reporting period of December 1, 2015, through February 29, 2016, shall be submitted electronically to PPRI;
   c. No later than June 15, 2016, a quarterly report covering the reporting period of March 1, 2016, through May 31, 2016, shall be submitted electronically to PPRI; and
   d. No later than September 15, 2016, a quarterly report covering the reporting period of June 1, 2016, through August 31, 2016, shall be submitted electronically to PPRI.

2. Each quarterly report shall include the following information:
   a. The number of current and potential grantees notified of CJD funding opportunities by the COG. Notification of available grant funding opportunities to current grantees and other requestors in the COG’s Region are limited to the funding opportunities listed in Section D.
   b. The number and purpose of CJAC meetings held at which business relating to the services was conducted;
   c. The number of grant application workshops conducted and the number of attendees at such workshops;
   d. The number of times the COG provided technical assistance to new applicants;
   e. The number of times the COG provided technical assistance to continuation applicants;
   f. The number of times the COG provided technical assistance to grantee organizations placed on CJD’s vendor hold list; and
g. The number of Public Information Act requests or requests from the media;

h. The number of strategic planning meetings conducted and the number of attendees at such meetings; and

i. Any other information requested by CJD regarding the services provided.

L. Training

1. The COG shall ensure that COG employees who work on CJD business have a working knowledge of Texas Administrative Code, Title 1, Part 1, Chapter 3; CJD’s Guide to Grants; and the state and federal statutes, rules, regulations, documents, and forms applicable to the funding opportunities listed in Section D.

2. The COG shall ensure that one employee who works on CJD business attends and participates in mandatory training workshops, meetings, webinars and conference calls sponsored by CJD. The Executive Director of CJD or an authorized representative may waive this requirement upon receipt of a written request from the Executive Director of the COG.

M. Vacancies

The COG shall notify CJD of a vacancy involving any staff position that provides criminal justice services within fourteen (14) calendar days of the vacancy. The COG shall also notify CJD when a replacement is hired to fill a vacancy involving any staff position that provides services under this Agreement within fourteen (14) calendar days of the replacement.

N. Access to Records, Records Retention

1. The COG shall maintain adequate record-keeping procedures and shall retain all documents and working papers stored on paper, electronic, or other media (“Records”) related to the services and requirements identified in the Interlocal Cooperative Agreement.

2. The COG agrees to follow all legal requirements for maintaining the confidentiality and security of all Records.

3. The COG shall provide originals or copies of all Records to CJD upon the request of CJD. The COG shall permit CJD or its designee to audit and inspect Records related to this Agreement at any time. The COG shall provide reasonable access to all Records required to accomplish a CJD review of activities, services, expenditures, and the accuracy of reviews and reports. The COG shall also provide reasonable access to its employees by CJD or other designated representatives of the Office of the Governor. Access to Records is not limited to the required retention periods. CJD and any of its authorized representatives shall have access to any and all Records, for any reason, upon request for as long as the records are maintained.
4. The COG shall retain the Records for a period of three (3) years after the final payment by CJD under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the three-year period, the Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular three-year period, whichever is later. At the end of the three-year period, the COG shall request disposition instructions for the Records from CJD, and shall dispose of the Records in accordance with CJD’s instructions.

5. Audits conducted pursuant to this subsection shall be in accordance with generally accepted auditing standards and established procedures and guidelines for the review or audit of an agency.

6. Where the audit concerns the COG, the auditing entity will afford the COG an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.

7. CJD reserves the right to require the reimbursement of any over-payments determined as a result of any audit or inspection of Records kept by the COG on work performed under this Agreement.

8. The COG shall ensure that the requirements listed in Section N, Paragraphs 1-4 of this document are included in any subcontract it awards.

O. Adoption and Amendment of these Standard Operating Procedures

This policy manual is reviewed on an annual basis by the LRGVDC Criminal Justice Staff, Criminal Justice Advisory Committee and COG Board of Directors.

All polices written are subject to change at any given time upon receipt of directives from the Office of Governor’s Criminal Justice Division.
B. Criminal Justice Advisory Committee (CJAC) Recommendation

3. Consider Approval of Criminal Justice Advisory Committee (CJAC) Bylaws.

The CJAC convened on January 10\textsuperscript{th} to review and revise the CJAC Bylaws for FY2017. The CJAC recommends approval of changes noted on the following Article:

\textbf{ARTICLE IV – PROCEDURES, MEMBERSHIP, AND RECORDS}

- Membership
- Professional Conduct
- Vacancy
- Alternates
- Voting
- Quorum for Business
- Attendance
- Meetings
- Minutes
- Temporary Subcommittees

Please see Attachment A, should there be any questions, please advise.
ARTICLE I - NAME
The name of the Committee shall be the Lower Rio Grande Valley Development Council (LRGVDC) Criminal Justice Advisory Committee (CJAC).

ARTICLE II - AUTHORITY
The CJAC is hereby created by the LRGVDC under the authority of the LRGVDC Bylaws. The CJAC shall furnish policy guidance to the LRGVDC Board of Directors and shall recommend programs to reduce crime and improve the Criminal Justice System throughout the region.

ARTICLE III - FUNCTIONS OF COMMITTEE
The CJAC shall carry out the following:

1. Participate and or review the LRGVDC Strategic Plan to reduce crime and improve the Regional Criminal Justice System.

2. Maintain a continuous planning program to identify criminal justice problems, determine regional needs, analyze existing Criminal Justice Systems and available resources; and establish goals and priorities.

3. Act as a catalyst in the development of new services and provide information and programs to create more realistic attitudes toward criminal justice issues.

4. Conduct, on a continuing basis, an evaluation of criminal justice programs to insure maximum program effectiveness.

The LRGVDC is a liaison for the Office of the Governor’s Criminal Justice Division (CJD). The CJAC is a subcommittee of the LRGVDC Board of Directors. The CJAC’s function is to prepare Regional Criminal Justice Plans. The Regional Criminal Justice Plans are a compilation of local grants that will bring the most benefit to their communities in the area of crime prevention, victim services, juvenile justice delinquency, law enforcement technology, and law enforcement training. The CJAC scores and prioritizes grant applications submitted to CJD. Recommendations are then sent to the LRGVDC Board for review and approval. Funding sources under the CJAC Committee are:

- General Victim Assistance - Direct Services Programs;
- Violent Crimes Against Women Criminal Justice and Training Projects - Domestic Violence, Sexual Assault, Dating Violence, and Stalking;
- Criminal Justice Programs; and
- General Juvenile Justice and Delinquency Prevention Programs.
ARTICLE IV - PROCEDURES, MEMBERSHIP, AND RECORDS

The following rules shall govern the procedures, membership, and records of the Criminal Justice Advisory Committee (CJAC).

Parliamentary Authority
The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the CJAC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the CJAC may adopt.

Officers
The officers shall be a Chairperson, Vice Chairperson and Parliamentarian/Secretary. The election for the officers shall be conducted at a regularly scheduled CJAC meeting and approved by the LRGVDC Board of Directors biennially.

Officers will serve a two (2) year term which will begin November 1st. These officers shall constitute the CJAC Executive Committee. Cameron, Hidalgo, and Willacy Counties shall each have a representative on this committee.

In the event of the Chairperson’s vacancy, the Vice Chairperson will ascend to Chairperson and the Parliamentarian/Secretary will ascend to Vice Chairperson thus creating a vacancy of Parliamentarian/Secretary who will be nominated from the corresponding county.

In the event that neither the Vice Chairperson or the Parliamentarian/Secretary accept the automatic ascension to Chairperson, nominations of CJAC members who have served for two (2) or more years on the CJAC may be submitted and voted into office by members.

Membership
Total CJAC membership shall be twenty-eight (28) persons appointed for a term of two (2) years by the LRGVDC Board of Directors. No single group/discipline may not constitute more than one-third (1/3) of the CJAC and must be a representative of the three (3) counties.

The CJAC membership must have a multi-disciplinary representation of members from the region. The CJAC’s membership must include individuals from the following groups/disciplines:

- citizens or parents,
- substance abuse prevention,
- education,
- juvenile justice,
- law enforcement,
- mental health,
- nonprofit organizations,
• prosecution/courts
• victim services.

The CJAC’s members’ terms will begin November 1st. Vacancies shall be filled by the Criminal Justice Advisory Committee chairperson of the CJAC to complete an unexpired term if a replacement from the same discipline/county/region is not found, not to exceed the (1/3) membership rule. All persons nominated by the CJAC shall be submitted for approval to the LRGVDC Board of Directors. LRGVDC staff shall offer an annual CJAC training for members, new members and assigned alternate/proxy. An Ex-Officio Liaison will be appointed by the LRGVDC Board of Directors as a liaison to the CJAC with no voting powers. A signed Biennium Commitment Statement will be included as a requirement of all CJAC members before they can participate in any official proceedings. This acknowledgement will be signed biennially by all CJAC members and will explain the Three-Two (32) Consecutive Absences rule.

Professional Conduct
CJAC members should maintain objectivity and professionalism when carrying out business of the CJAC. In the event a CJAC member acts in a manner which is not objective or professional, it shall brings the work of the CJAC into question or controversy, it shall be the responsibility of the LRGVDC Board of Directors to address the incident with the appointing member of the LRGVDC Board of Directors.

Vacancy
A vacancy occurs when:
1. A member’s term expires and the member is not reappointed;
2. A member resigns (resignations shall be in writing to the LRGVDC staff and the CJAC Chairperson);
3. A member may be removed upon recommendation of three-fourths (¾) of the CJAC’s quorum; A member is removed upon three-fourths (¾) of the CJAC’s quorum.
4. A member no longer meets the discipline requirements as listed under membership or attendance; or
5. A member dies.

Alternates
1) CJAC Member shall name up to two alternates at the time they sign the Biennium Commitment Statement.
2) Alternates/proxy shall, insofar as possible, represent the same functional discipline as primary Criminal Justice Advisory Committee members subject to applicable regulations and guidelines outlined in Article III (Memberships) of these bylaws.
3) Only primary Criminal Justice Advisory Committee members or their designated alternates/proxy shall have voting privileges during any committee meeting.
4) Prior to any scheduled CJAC meetings the primary member must provide training to their alternate(s)/proxy.

3) –

4) During the grant priority process alternates cannot have voting privileges unless the alternate(s) was present during the grant category that is being presented.

Voting

A CJAC member may not transfer or designate voting rights by proxy to another CJAC primary member, discipline, or proxy.

1) Each member of the CJAC or his/her alternatee/proxy shall have one (1) vote.

2) Each member or his/her alternatee/proxy must be present to cast a vote.

3) The Member or Alternate who is present at rollcall shall be the only one authorized to vote on any action items for that meeting.

4) For the prioritization meeting(s), the Member or Alternate who is present at rollcall shall be the only one authorized to vote on any action items for that category.

4) The alternate/ proxy must be associated on a permanent basis with the discipline he/she is representing. During the grant priority process a member cannot transfer voting privileges to their alternate unless the alternate was present during the grant category that is being presented. The Juvenile and Adult Probation Departments may be representative of the Judiciary Division.

Duties

The Chairperson shall preside at all CJAC meetings. In the absence of the Chairperson the Vice Chairperson shall assume the duties of the Chairperson. In the absence of both Chairperson and Vice Chairperson the Parliamentarian/Secretary shall assume the duties of the Chairperson.

Quorum for Business

The quorum for transaction of any business shall be fifty-one percent (51%) of the voting membership. The Member or Alternate who is present at rollcall must remain until adjournment of the meeting. The Member or Alternate who is present at rollcall shall be the only one authorized to vote on any action items for that meeting.

Attendance

Consecutive Absence Rule. Members who fail to attend three–two (32) consecutive meetings shall be automatically be subject to removal from the CJACed. After the first absence, the LRGVDC staff will notify the CJAC member to advise him/her of the three-two (32) Consecutive Absence Rule. On the second consecutive absence, the member will be notified by regular and electronic mail to inform him/her of the attendance provision. After the second/third consecutive absence, a member will be subject to automatically be removed, and a letter, signed by the LRGVDC Executive Director will be sent to the member informing him/her of their removal from the CJAC due to
An absence from any subcommittee meeting is exempt from the Consecutive Meeting Absence rule.

Meetings

Regular meetings will be held to review and modify the bylaws, policy manual and membership for a new grant cycle, for a training session regarding scoring procedures prior to a new grant cycle, and to prioritize grant applications set forth upon receipt of the CJAC’s grant application schedule. Special meetings will be called to orient new members about the function of the CJAC and to address other business that the CJAC deems necessary. The Chairperson shall announce the meeting and provide written notice of the date, hour, place and subject of the meeting via the LRGVDC staff. This notice will be submitted electronically and at least seven (7) days (72) hours in advance of the meeting date. This notice shall be submitted at least (72) hours seven (7) days in advance of the meeting date, in compliance with the Texas Open Meetings Act. When specifically authorized by a majority of the CJAC members, the CJAC may conduct business via conference call and/or electronic transmissions, with any actions taken by the CJAC being placed on the next regularly scheduled meeting for ratification by the board. All meetings shall be held in compliance with Article 6252-17, Vernon’s Annotated Civil Statutes; commonly known as the Texas Open Meetings Act.

Minutes

Minutes of all meetings shall be kept by the staff of the LRGVDC Criminal Justice Department and approved at the following meeting.

Administrative and Clerical Support

Administrative and clerical support for the CJAC shall be furnished by the staff of the LRGVDC.

Temporary Subcommittees

The Chairperson of the CJAC shall be responsible for the designation of the membership of any standing and temporary subcommittees as may be required from time to time. Standing subcommittees shall be created to improve the quality of service provided by the CJAC.

The subcommittees are comprised of the following categories:

Membership Subcommittee which will be assigned with:

1) Reviewing and recommending new appointments to the CJAC;
2) Review and recommend nominees to the Executive Board.

The Membership Subcommittee will also be charged with contacting any...
member with three (3) consecutive absences (see Article IV, Attendance).

Bylaws Subcommittee which will be assigned with reviewing and recommending any/or revisions of the bylaws on an annual basis.

Policies and Procedures Subcommittee which will be assigned with reviewing and recommending any/or revisions of the policies and procedures on an annual basis.

ARTICLE V - ADOPTION AND AMENDMENT OF THESE BY-LAWS

The following rules shall govern the procedures for the adoption and amendments of the bylaws contained herein.

Adoption of Amendments

These bylaws may be adopted by the Board of Directors of the LRGVDC. An Amendment to these procedures may be proposed by a majority vote of the CJAC present and voting. A proposed amendment passed by the CJAC shall be submitted for approval to the LRGVDC Board of Directors one week prior to a regular monthly meeting of the LRGVDC Board of Directors.

Disclosure: Bylaws implemented at the local level can only be superseded by the State of Texas, Criminal Justice Division guidelines.
8. Homeland Security………………………………………. .......................... Manuel Cruz Director

B. Criminal Justice Advisory Committee (CJAC) Recommendation

4. Consider Approval of Criminal Justice Advisory Committee (CJAC) Scoring Instrument

The CJAC convened on January 10th to review and revise the CJAC Scoring Instrument. The CJAC recommends approval of the changes noted on the attached document. Notable changes were made under Mandatory Grant Workshop. Points will no longer be given for attending LRGVDC Criminal Justice FY 2017-2018 Grant Workshop.

Please see Attachment A, should there be any questions, please advise.
# LRGVDC Criminal Justice Advisory Committee
## FY 2017-18 Application Score Sheet

<table>
<thead>
<tr>
<th>Funding Source:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant:</td>
<td></td>
</tr>
<tr>
<td>Project Title:</td>
<td></td>
</tr>
<tr>
<td>Application #:</td>
<td></td>
</tr>
<tr>
<td>Amount Request:</td>
<td>Total Score:</td>
</tr>
</tbody>
</table>

### CJAC Priority Identification (up to 20 points)
How well does the project address a priority identified in the LRGVDC Criminal Justice Strategic Plan? (Drug Related Crime, Violent Crime, Juvenile Crime, Crime & Drug Prevention, Technology/Public Safety Improvement, Mental Health)

### Problem Statement (up to 10 points)
The problem to be solved is documented and real; it is tied to appropriate target group.

### Target Group (up to 5 points)
The application identifies the geographic area targeted, the target audience, and the relevant characteristics of those persons to be directly served.

### Project Approach and Activities
The approach to be used is sound and clearly addresses the problem.

### Goal Statement (up to 5 points)
A clear, precise statement detailing the impact the project will have on the problem area.

### Project Activities (up to 15 points)
Program Type: This designates the program type that best describes the primary purpose of the project. Activity Description: This describes the activities or services the project provides to include support of goal statement and are consistent with the selections made in the fund specific criteria section.

### Collaboration (up to 5 points)
Applying agency exemplifies coordinated collaborative initiative with other organizations, agencies and/or service providers.

### Sustainability Plan (up to 5 points)
Applying agency has provided a sustainability plan that considers budget, personnel and other factors that would allow their agency to continue services.

### History (up to 5 points)
This category includes funding history, PRR’s late reports, vendor hold, results of monitoring findings, and information regarding the agency’s performance for currently funded projects.
Data Management (up to 10 points)
The organization has a clear plan to generate, collect, and assess output and outcome measure to support evaluation of results.
- Performance Measures – Shows the standard performance measures as identified by the activities section in the application. This should identify current and target level data for each required measure.
- Output Measures – Shows the level of activity of a project. They reflect the amount of services being provided (e.g. number of people served, number of classes held).
- Outcome Measures – Shows the impact of a project in targeted areas and reflect the extent to which the goals of the project have been achieved (e.g. percentage of program graduates).
- Current Annual Activity – Current statistics should be cited for performance measures. If information is not available, it should indicate N/A. A zero indicates no current activity.
- Target Levels – For each performance measure, the applicant should provide a number or measurement of accomplishment. Target levels should be realistic given the time frame for implementation and the funding requested.

Budget (up to 15 points)
- Personnel expenditures include fringe
- Contractual and professional services include a cost per service
- Travel and training includes per diem, mileage, and lodging rates, approximate number of miles to be traveled and any registration costs
- Equipment identified individually by unit and cost
- Communications and rent identified by rate per month (rent must include square footage)
- Indirect rate is less than or equal to 2% or applicant has approved cost allocation plan
- Project costs are reasonable, eligible and cost effective

Presentation (up to 5 points)
Soundness of presentation. An agency representative must be in attendance in person to make a brief presentation and answer any questions posed by the CJAC.

Mandatory Grant Workshop
Attended a LRGVDC Criminal Justice FY 2016-17 Grant Workshop.
☐ Yes
☐ No

Amount Recommended for Funding: $

Comments:

Printed Name of CJAC Member:

Signature of CJAC Members:

☐ Check if Exempt
If Exempt, reason:
☐ Application submitted in funding same category
☐ Other conflict of interest
8. Homeland Security…………………………………………… .......... Manuel Cruz
Director

B. Criminal Justice Program Recommendation

5. Consider Approval to Apply for the FY2017/2018 Criminal Justice
Division – Victims of Crime Act (VOCA).

The LRGVDC is requesting your support and approval to apply for the
VOCA solicitation. The VOCA Regional Crime Victim Liaison (CVL)
Training Project will benefit the region as it will provide the resources
that will be secured by the grant to the three county area to further
enhance the services that are provided to victims of crime.

Please see Attachment A, should there be any questions, please
advise.

ACTION ITEM
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
REGIONAL CRIME VICTIM LIAISON (CVL) TRAINING PROJECT
RESOLUTION 09/1/2017-08/31/2018

WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the local governments and the citizens of the LRGVDC Region, that the Regional CVL Training Project be operated for 09/01/2017-08/31/2018; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, LRGVDC Board of Directors, designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Regional CVL Training Project to the Office of the Governor’s, Criminal Justice Division.

Passed and Approved this 25th day of January, 2017

Signed by:

______________________________
The Honorable Tony Martinez, LRGVDC President

Grant Number: ____________
8. Homeland Security ................................................................................................................. Manuel Cruz
   Director

B. Criminal Justice Program

6. Status Report

The FY2017 Criminal Justice funding cycle for agencies interested in improving the criminal justice system, juvenile justice system, direct victim services, and mental health/substance abuse treatment services is currently underway. The LRGVDC’s Criminal Justice Program has scheduled three (3) CJD Grant Webinars for the FY2017-18 CJD funding year. Future potential applicants are highly encouraged to attend the MANDATORY Grant Webinar. Applicants who fail to attend a mandatory grant workshop will be placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding that may be available.

Who should attend the workshops?
Anyone who has an interest in making our community safer:

- Law Enforcement Officials
- Juvenile Organizations
- School District Officials
- Non-Profit Agencies
- Probation Department Employees
- Faith-Based Organizations
- Concerned Citizens
- Victims’ Assistance Agencies

The workshop schedules and details regarding eligible applicants and requirements are available for viewing and downloading at the LRGVDC website www.lrgvdc.org - Criminal Justice tab.
An email along with RFA’s regarding the Criminal Justice Grant Notification of the Availability of Funding was sent out to the following groups:

- CJAC Members
- HSAC Members
- HSAC General Distribution List
- Police Chiefs
- Emergency Management Coordinators
- City Managers
- Sheriff’s office for Cameron County
- Sheriff’s office for Hidalgo County
- Sheriff’s office for Willacy
- Constables for Cameron County
- Constables for Hidalgo County
- Constables for Willacy County

*A friendly reminder will be sent to the groups mentioned above in February 2017.*

In addition, the following steps will be taken to provide notice of this funding announcement opportunity during the months of January and February:

- Notification of the Availability of Funding will be posted on the LRGVDC website, under the Criminal Justice Tab and Regional Calendar, which will included links to the CJD website.
- Notification of this funding opportunity will be sent out via Twitter.
- Announcements will be posted on various local newspapers.
- Funding announcement will be made at the next HSAC monthly meetings and LRGVDC Board of Directors meeting in January and February.
- A notice will be mail out to all 46 local governments (City Managers) within the counties of Cameron Hidalgo and Willacy in January.

Please refer to Attachment A, Should you have any questions, please advise.
TO: Local City and County Governments

FROM: Manuel Cruz, Director of Homeland Security and Criminal Justice

DATE: January 10, 2017

SUBJECT: Notification of Criminal Justice Grant Funding Opportunities for FY2017-2018

The new Criminal Justice funding cycle for agencies interested in enhancing the criminal justice system, juvenile justice system, direct victim services, and mental health/substance abuse treatment is currently underway. CJJ has posted the Request for Applications (RFAs) on the eGrants website. Carefully review the RFAs before applying. Detailed funding information to include MANDATORY Grant Webinar and a calendar listing these and other opportunities are located on the following website:

http://www.lrgvdc.org/emcalendar.html


Closing Date of Applications: All applications must be certified via the CJJ’s grant management website, (eGrants), by no later than February 28, 2017. The following grant funding opportunities are available:

- VOCA – General Victim Assistance – Direct Services Programs
- VAWA – Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking
- JAG – Criminal Justice Programs – Justice Assistance Programs
- JJDP – Juvenile Justice and Delinquency Prevention Programs

Submission Process is as follows:

There are 3 phases that must take place in the development and finalization of applications:

- Create – Responsibility: Project Director/Financial Officer (eGrants Log-in account required)
- Submit – Responsibility: Project Director/Financial Officer (eGrants Log-in account required)
- Certify – Responsibility: Must be the Elected Official/City Manager or Executive Director (eGrants Log-in account required)

NOTE: An application must be certified by the Authorized Official before it is accepted by CJJ for consideration. Applications not certified by the due date will not be considered or accepted by CJJ for funding. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. Please ensure that your agency is familiar with the eGrants submission process.

If you have any questions or need further information, please contact LRGVDC Staff by email: Dennis Moreno, hls@lrgvdc.org or Manuel Cruz, mcruz@lrgvdc.org, or phone: 956-682-3481.
Lower Rio Grande Valley Development Council
FY 2017-18 Criminal Justice Workshops

In anticipation of the upcoming CJD (Criminal Justice Division) grant funding cycle and as part of the application process, the LRGVDC’s Criminal Justice Program has scheduled three (3) CJD Online Grant Workshops for the FY2017-18 CJD funding year:

- Friday, January 20, 2017 at 10AM-11AM
- Friday, January 27, 2017 at 10AM-11AM
- Friday, February 3, 2017 at 10AM-11AM

The upcoming Office of the Governor’s Criminal Justice Division (CJD) grant funding opportunities will include the following:

- Victims of Crime Act (VOCA)
- Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking (VAWA)
- Justice Assistance Grant (JAG)
- General Juvenile Justice and Delinquency Prevention Programs (JJDP)

If your agency/organization plans to apply, **workshop participation is mandatory. You don’t need to attend all three workshops.** Each webinar is limited to 50 registrants per session. Please register for only one (1) date and time that works best for you:

https://attendee.gotowebinar.com/rt/2799510915424422147

After registering, you will receive a confirmation email containing information about joining the webinar.

It’s important to keep in mind, the CJAC (Criminal Justice Advisory Committee) will no longer allow points on the grant scoresheet for the 1 to 1 Technical Assistance. If your agency/organization is applying for a CJD grant, the applying agency must attend one workshop to be eligible for funding. **You don’t need to attend all three workshops.**

If you have any questions regarding this process, please feel free to contact our office.
ITEM 9.

REGIONAL PLANNING & SERVICES
9. Report from Regional Planning and Services

A. Environmental Resources

   1. Water Resources

      a. Program Activity and Status Report (Region M)

         ❖ The next Region M meeting is scheduled for February 8, 2017.
         ❖ Region M Website has been updated for review.

   2. Solid Waste Management

      a. Program Status Report on Solid Waste Program Activities

         Staff continues to provide technical assistance and outreach and continues to monitor all Solid Waste Management Projects. All information pertaining to the solid waste program is available on our web site at www.lrgvdc.org – regional planning page. Should there be no questions, this concludes the Solid Waste Management Program Status Report.
9. Report from Regional Planning and Services................................................................. Marcie Oviedo  
Director

B. HUD Disaster Recovery Funding

1. Program Status Report on 2nd Round Disaster Recovery Funding

   a. Non-Rental Contract

   The LRGVDC executed contract for Disaster Recovery Housing Program (DRHP) on October 12, 2012. The DRHP consisted of Single Family Homeowner Assistance Program (HAP), Homeowner Opportunity Program (HOP), and Rapid Housing Recovery Pilot Program. The DRHP was designed to provide funds for rehabilitation or reconstruction for their existing home. However, if applicant qualified for HOP they could relocation to a higher opportunity area for the purchase of an existing home or lot purchase with a new constructed program home. Funding available through the Community Development Block Grant (CDBG) Disaster Recovery Program, administered by GLO. The LRGVDC primary goals were to provide decent, safe, and sanitary housing.; second to ensure housing needs for low, very low and extremely low-income households; third prioritize elderly and disable populations; fourth provide initial target outreach to persons located in FEMA High Risk areas. Through these funds the LRGVDC served 757 applicants, 641 HAP and 116 HOP.

   b. Rental Contract

   The LRGVDC executed contract for Hurricane Dolly Disaster Recovery Affordable Rental Program (DRARP) on October 12, 2012. The DRARP was designed to provide funds for rehabilitation, reconstruction, and/or new construction of affordable multi-family and single family rental housing projects in areas impacted by Hurricane Dolly. Funding available through the Community Development Block Grant (CDBG) Disaster Recovery Program, administered by GLO. The LRGVDC primary goals were to provide decent, safe, and sanitary housing. Second to ensure housing needs for low, very low and extremely low-income households; third prioritize elderly and disable populations. Through these funds the LRGVDC was able to award five multi-family rental projects, consisting a total of 223 units. Three of the multi projects were new construction and two were rehabs. Three single family rental projects were award, consisting a total of 12 units and were new construction.
10. Regional Police Academy and Training Center Report..................Glenda Garcia-Assistant Director
                                            David Briales-Assistant Director

A. Consider Approval of Revisions to Adjunct Instructor Procedure/Contract

This procedure allows the LRGVDC Regional Police Academy to solicit applications for
adjunct instructors and contract with those instructors for the Basic Peace Officer Course
and In-Service courses.

ACTION ITEM
Lower Rio Grande Valley Development Council
Regional Police Academy

Training Contract Agreement

This contract for professional services (the “Contract”) is between the Lower Rio Grande Valley Development Council (LRGVDC), through its Regional Police Academy and Training Center, hereinafter referred to as “LRGVDC Academy” and [SUB-CONTRACTOR’S name], hereinafter referred to as “Sub-contractor.”

- The SUB-CONTRACTOR agrees to provide Police Training Instructor services to the LRGVDC Regional Police Academy and Training Center as prescribed and approved by the LRGVDC Regional Police Academy and Training Center’s Coordinator/Director.

- LRGVDC Academy agrees to compensate the SUB-CONTRACTOR on an hourly basis for contracted Police Training Instructor services.

- Sub-contractor agrees to schedule training consistent with the LRGVDC Academy scheduling policy.

- At the request of the LRGVDC Academy Coordinator/Director, the SUB-CONTRACTOR shall prepare lesson plans, test or exam questions or criteria for the assessment of student skills.

- Payment for services shall be at an hourly rate of $25.00 per hour of instruction. Reimbursement Rate for SUB-CONTRACTOR will not exceed $25.00 per hour of instruction. Payment is established by the LRGVDC Academy in accordance with LRGVDC payment policies. The LRGVDC shall not withhold any deductions from Sub-contractor payment since all SUB-CONTRACTOR’s are independent contractors and not employees of the Lower Rio Grande Valley Development Council.

- Payment for services provided will be initiated by the submittal of an invoice from by the SUB-CONTRACTOR, detailing the actual number of hours taught and services provided during each period.

- Payment for services delivered will be processed upon receipt of the invoice, contingent upon availability of funds. If possible, such payment from LRGVDC Academy will be accomplished within thirty (30) days of receipt of the Instructor’s Invoice. All payments for services by the SUB-CONTRACTOR shall be made payable to: [Sub-contractor’s name].

- In the event of a default by the SUB-CONTRACTOR, LRGVDC Academy may cancel or suspend the contract and the SUB-CONTRACTOR shall be compensated for all services provided or materials delivered prior to the cancellation date or shall repay any funds advanced for services not yet rendered.

- All licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable state and federal laws and local ordinances and LRGVDC Academy rules must be complied with by the SUB-CONTRACTOR. Specifically, the SUB-CONTRACTOR agrees to become familiar with and comply with the Rules and Standards of the Lower Rio Grande Valley Development
Council Regional Police Academy and Training Center. Failure to comply with this requirement shall be treated as a default under the contract.

- The SUB-CONTRACTOR shall, upon execution of the contract, furnish the LRGVDC Academy completed LRGVDC Academy forms per the requirements of the Texas Commission on Law Enforcement (TCOLE), which includes the Sub-contractor’s résumé or vitae and copies of relevant certificates as requested by the LRGVDC Academy. In addition, the SUB-CONTRACTOR agrees to provide LRGVDC Academy a completed and up-to-date copy of the lesson plan and other documents as required by TCOLE for each course being delivered to the LRGVDC Academy and its customers during the term of this contract. Failure to comply with this requirement shall be treated as a default under the contract.

- The Sub-contractor understands that the Sub-contractor is not an employee of the Lower Rio Grande Valley Development Council or of the LRGVDC Regional Police Academy and Training Center and shall not present her/himself as such, nor is the Sub-contractor entitled to any benefits bestowed to employees of the Lower Rio Grande Valley Development Council.

- This Contract commences on the date signed below and terminates on August 31, 2017, unless written notice is given by the Sub-contractor to terminate sooner or the LRGVDC Academy indicating that the Sub-contractor’s services are no longer required by the LRGVDC Academy.

**Monitoring Policy**

- Should SUB-CONTRACTOR instruct more than (5) times annually, LRGVDC Regional Police Academy will conduct an on-site observation. The following criteria will be monitored:
  - Instructor Resume (Does it accompany course being monitored?)
  - Course Objectives (Have course objectives been identified?)
  - Course Lesson Plans (Are lesson plans included in packet and up to date?)
  - Power Points/Handouts (Have handouts available and administered to class?)
  - Test/Key to be administered (Does test cover all subject matter reviewed?)
  - Student Evaluations (to be distributed at end of every course)

- LRGVDC Regional Police Academy will periodically review student evaluations of instructor to ensure BPOC objectives are being effectively reviewed and taught.

- Assistant Director of Curriculum and Instruction will ensure monitoring of instructors and courses.
  - Instructor’s knowledge of the subject was
  - Instructor’s preparedness for the class was
  - Presentation of clear course objectives
  - Presentation of course materials was
  - Instructor’s enthusiasm for the subject was
  - Encouragement of participation was
• Failure to comply with the LRGVDC monitoring policy will result in replacement of instructor and/or Host Site.

• All Instructor Contracts and Instructor Course Monitoring Tool Results will be on file with LRGVDC Finance Department and Regional Police Academy.

Ron Garza     
Executive Director     
LRGVDC Police Academy     
rongarza@lrgvdc.org     
(956) 682-3481

[printed name of SUB-CONTRACTOR]     
[address]     
[email address]     
[phone number(s)]
10. Regional Police Academy and Training Center Report

Glenda Garcia-Assistant Director
David Briales-Assistant Director

B. Consider Approval of Instructor Monitoring Checklist and Report

This procedure allows the LRGVDC Regional Police Academy to conduct on-site Monitoring of Instructors that teach either the Basic Peace Officer Course or In-Service Trainings.
Instructor Monitoring
Checklist and Report

Instructions:
1. **Preparation for Visit**: Note whether specific documents have been reviewed and pre-visit actions have been taken.
2. **Purpose of the Visit**: Briefly describe the purpose of the visit (1) Routine monitoring in compliance with *Instructor Contract Agreement* (2) In response to (stipulate specific issue or problem); or (3) To review and participate in project’s training class or other activities.
3. **Grant Status**: Note the status of important grant activities
4. **Performance Information**: Note whether required reports and documents were submitted and complete, including appropriate supporting documentation, and whether performance requirements are being met. Explain any “No” and any exemplary or special activities or actions, Including Best Practices.

<table>
<thead>
<tr>
<th>Date</th>
<th>GRANT #</th>
<th>BPOC Host Site</th>
<th>Start Date:– End Date:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Instructor Name &amp; Title:</th>
<th>Supervisor Name &amp; Title:</th>
<th>TCOLE Course Name:</th>
<th>TCOLE Course Number:</th>
</tr>
</thead>
</table>

**PREPARATION FOR VISIT:**

- Is course on schedule per set calendar? If no, explain.
- Is course packet on file for course being evaluated
  - a. Instructor Resume
  - b. Course Objectives
  - c. Course Lesson Plans
  - d. Power Points/Handouts
  - e. Test/Key to be administered
  - f. Student Evaluations (to be distributed at end of every course)
- Is Instructor Contract on file with LRGVDC Finance Department?
- Is Instructor W-9 on file with LRGVDC Finance Department?
- Is Instructor Invoice completed for set course?

**PURPOSE OF THE VISIT (INSTRUCTOR)**

*Instructions: Please rate (3) Excellent (2) Average (1) Poor (N/A)-0*

- **Instructor's knowledge of the subject was**
  Comments:
- **Instructor's preparedness for the class was**
  Comments:
- **Presentation of clear course objectives**
  Comments:
- **Presentation of course materials was**
  Comments:
- **Instructor's enthusiasm for the subject was**
  Comments:
- **Encouragement of participation was**
  Comments:
GRANT STATUS

- Is project being implemented on schedule (per Training Calendar)?
- Are all procedures relating to grant management being followed and documented? (See policy and procedure manual)
- Is the project fully staffed with qualified and trained personnel?

PERFORMANCE INFORMATION

- Is documentation satisfactory to justify activities and reimbursement?
- Are objectives and performance measures being met?

GENERAL-ADDITIONAL COMMENTS


GOALS AND OBJECTIVES FOR NEXT EVALUATION PERIOD


INSTRUCTOR SIGNATURE/SUPERVISOR SIGNATURE

<table>
<thead>
<tr>
<th>Instructor Signature</th>
<th>Supervisor Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Name</td>
</tr>
<tr>
<td>Date</td>
<td>Date</td>
</tr>
<tr>
<td>[End date]</td>
<td>[End date]</td>
</tr>
</tbody>
</table>
10. Regional Police Academy and Training Center Report

C. Status Report from Regional Police Academy

1. In-Service training

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Classes Reported</th>
<th>Officers Attending</th>
<th>Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/01/2016 thru 12/31/2016</td>
<td>01</td>
<td>51</td>
<td>1,021</td>
</tr>
<tr>
<td>Year to date</td>
<td>61</td>
<td>1,291</td>
<td>12,376</td>
</tr>
</tbody>
</table>

2. Basic Peace Officer Academy

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Graduating programs</th>
<th>Cadets graduated</th>
<th>Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/01/2016 thru 12/31/2016</td>
<td>3</td>
<td>40</td>
<td>25,720</td>
</tr>
<tr>
<td>Year to date</td>
<td>5</td>
<td>80</td>
<td>61,518</td>
</tr>
</tbody>
</table>

3. Training Courses Reported (November/December 2016)

- Canine Encounters (Intermediate/Advanced) 12/12/2016

4. November/December 2016 Training Courses

No In-Service Courses Scheduled

5. Regional Police Academy & Training Center

The registration process has begun for the upcoming Mission, Hidalgo Harlingen and Edinburg Full-time and Part-time academies. Testing dates have been posted on our website for upcoming Academies.

- Mission Day Tentative 06/05/2017
- Harlingen Day Tentative 06/05/2017
- Hidalgo Day Tentative 06/05/2017
- Edinburg Day Tentative 06/05/2017

6. Academy Projected Graduation Dates

- Mission Day Academy 193rd (B) BPOC 04/28/2017
- Hidalgo Day Academy 193rd (A) BPOC 04/28/2017
ITEM 11.

VALLEY METRO
11. Report from Valley Metro

A. Rural and Urban System

1. Program Status Reports

   a. Ridership Report

   Both the Rural and Urban Transit Systems are operating and all systems are monitored daily. For the month of January 2017 ridership for the Urban System, which operates Monday through Saturday in the urban areas of Hidalgo and Cameron Counties has been averaging 5,695 passengers a week. Ridership for the rural System which operates in the rural areas of Cameron, Hidalgo, Willacy, Starr and Zapata Counties had an average of 1,501 passengers for the month of January. Please see attached graph for details.

   b. Regional Transportation Advisory Panel (RTAP) Activity

   The next RTAP Monthly Meeting is scheduled for Friday, January 20 2017.

   Location: Valley Metro Transit Center
   510 S Pleasantview Dr
   Weslaco, Texas
   10:00 AM

   c. Federal Transit Administration FY 2016 Triennial Review

   On January 10, 2017 Robert C. Patrick, Federal Transit Administration (FTA) Regional Administrator informed us that all findings in FY 2016 Triennial Review of the Lower Rio Grande Valley Development Council had been closed.

   Federal Transit Laws, 49 US.C. 5301et.seq requires the FTA perform reviews and evaluations of section 5307 grant activities at least three years. This requirement is contained in Sections 5307 (i)(2) and 9(i)(3) of the Transit Law.

   Please see attached letter.
### FY 2017 September - December

**RURAL Ridership by Route**

<table>
<thead>
<tr>
<th>Route</th>
<th>Total Passenger Trips</th>
<th>Route Activity</th>
<th>Area(s) Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Route 11 (DB)</td>
<td>7</td>
<td>0%</td>
<td>Hargill, Edinburg</td>
</tr>
<tr>
<td>Route 21</td>
<td>717</td>
<td>0%</td>
<td>Sullivan City, West Hidalgo County</td>
</tr>
<tr>
<td>Route 43</td>
<td>485</td>
<td>0%</td>
<td>South Cameron County</td>
</tr>
<tr>
<td>Route 50</td>
<td>20,680</td>
<td>10%</td>
<td>Brownsville, Port Isabel</td>
</tr>
<tr>
<td>Route 61</td>
<td>483</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Route 62</td>
<td>407</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Willacy (DR)</td>
<td>2,229</td>
<td>1%</td>
<td>Willacy County</td>
</tr>
<tr>
<td>Starr (DR)</td>
<td>3,458</td>
<td>2%</td>
<td>Starr County</td>
</tr>
<tr>
<td>Zapata (DR)</td>
<td>257</td>
<td>0%</td>
<td>Zapata County</td>
</tr>
</tbody>
</table>

**Urban**

<table>
<thead>
<tr>
<th>Route</th>
<th>Total Passenger Trips</th>
<th>Route Activity</th>
<th>Area(s) Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Route 10</td>
<td>8,856</td>
<td>4%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 12</td>
<td>4,177</td>
<td>2%</td>
<td>Edcouch, Elsa, Edinburg</td>
</tr>
<tr>
<td>Route 14</td>
<td>8,984</td>
<td>4%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 15</td>
<td>1,312</td>
<td>1%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 20</td>
<td>7,379</td>
<td>4%</td>
<td>Mission</td>
</tr>
<tr>
<td>Route 30</td>
<td>4,317</td>
<td>2%</td>
<td>Pharr, San Juan</td>
</tr>
<tr>
<td>Route 31</td>
<td>23,723</td>
<td>12%</td>
<td>Hidalgo County</td>
</tr>
<tr>
<td>Route 32</td>
<td>165</td>
<td>0%</td>
<td>Donna</td>
</tr>
<tr>
<td>Route 40</td>
<td>3,155</td>
<td>2%</td>
<td>Harlingen</td>
</tr>
<tr>
<td>Route 41</td>
<td>3,827</td>
<td>2%</td>
<td>Harlingen</td>
</tr>
<tr>
<td>Route 42</td>
<td>2,920</td>
<td>1%</td>
<td>San Benito</td>
</tr>
<tr>
<td>Route 44</td>
<td>2,572</td>
<td>1%</td>
<td>Primera, La Feria, Santa Rosa</td>
</tr>
<tr>
<td>Route 45</td>
<td>15,229</td>
<td>8%</td>
<td>Cameron County</td>
</tr>
<tr>
<td>JagExpress</td>
<td>35,872</td>
<td>18%</td>
<td>Weslaco, Pharr, McAllen</td>
</tr>
<tr>
<td>Vaquero Express</td>
<td>51,132</td>
<td>25%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Hidalgo</td>
<td>453</td>
<td>0%</td>
<td>City of Hidalgo</td>
</tr>
</tbody>
</table>

**TOTAL RURAL** | 202,749 | 100% |

**URBAN**

<table>
<thead>
<tr>
<th>Route</th>
<th>Total Passenger Trips</th>
<th>Route Activity</th>
<th>Area(s) Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Route 11 (DR)</td>
<td>7</td>
<td>0%</td>
<td>Hargill, Edinburg</td>
</tr>
<tr>
<td>Route 21</td>
<td>717</td>
<td>0%</td>
<td>Sullivan City, West Hidalgo County</td>
</tr>
<tr>
<td>Route 43</td>
<td>485</td>
<td>0%</td>
<td>South Cameron County</td>
</tr>
<tr>
<td>Route 50</td>
<td>20,680</td>
<td>10%</td>
<td>Brownsville, Port Isabel</td>
</tr>
<tr>
<td>Route 61</td>
<td>483</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Route 62</td>
<td>407</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Willacy (DR)</td>
<td>2,229</td>
<td>1%</td>
<td>Willacy County</td>
</tr>
<tr>
<td>Starr (DR)</td>
<td>3,458</td>
<td>2%</td>
<td>Starr County</td>
</tr>
<tr>
<td>Zapata (DR)</td>
<td>257</td>
<td>0%</td>
<td>Zapata County</td>
</tr>
</tbody>
</table>

**TOTAL URBAN** | 202,749 | 100% |

**YEAR TO DATE RIDERSHIP REPORT**

<table>
<thead>
<tr>
<th>YEAR</th>
<th>TOTAL</th>
<th>FY 2017</th>
<th>FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2017</td>
<td>202,749</td>
<td>213,379</td>
<td></td>
</tr>
<tr>
<td>FY 2016</td>
<td>202,749</td>
<td>202,749</td>
<td></td>
</tr>
</tbody>
</table>

**FY 2007 - FY 2017 Monthly Ridership Summary**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 07</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 08</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 09</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FY 2016 URBANIZED PERFORMANCE MEASURES**

- **Cost per revenue mile = $3.36 State Avg. = $4.11**
- **Cost per revenue hour = $66.57 State Avg = $63.50**
- **Cost per passenger = $11.39 State Avg = $4.65**

**FY 2016 NONURBANIZED PERFORMANCE MEASURES**

- **Cost per revenue mile = $3.26 State Avg = $2.98**
- **Cost per revenue hour = $57.59 State Avg = $56.94**
- **Cost per passenger = $10.60 State Avg = $15.20**

---

**Notes:**

- Rural service - service in rural low-population areas outside of urbanized areas
- Urban service - service between or within urbanized areas

---

**Farebox Recovery Rate = 100%, 2016**

---

**Ridership Breakdown by Category**

- Adult 35%
- Child 2%
- Senior 10%
- Med 10%
- Elderly 10%
- Student 46%
- Other 0%
- Toddler 0%
- Vet 8%
- Transfers 8%
- Exc 0%
- Sick 0%
- PWD 0%

---

**Summary**

- **Total Ridership for FY 2017: 202,749**
- **Monthly Change:**
  - FY 17: -336,682 (62%)
  - FY 16: 539,431 (13%)
  - FY 15: 397,587 (11%)
  - FY 14: 358,850 (8%)
  - FY 13: 305,984 (6%)
  - FY 12: 259,624 (2%)
  - FY 11: 201,679 (0%)
  - FY 10: 151,534 (4%)
  - FY 09: 120,564 (8%)

---

**Difference from FY 2016**

- **Difference in Ridership:**
  - Total: -10,630 (5.5%)
### Valley Metro Ridership Summary

**FY 2017 September - December**

#### Hidalgo County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo</td>
<td>1,844</td>
</tr>
<tr>
<td>Alton</td>
<td>65</td>
</tr>
<tr>
<td>Donna</td>
<td>2,613</td>
</tr>
<tr>
<td>Edcouch</td>
<td>97</td>
</tr>
<tr>
<td>Edinburg</td>
<td>67,300</td>
</tr>
<tr>
<td>Elsa</td>
<td>286</td>
</tr>
<tr>
<td>Hargill</td>
<td>0</td>
</tr>
<tr>
<td>Hidalgo</td>
<td>453</td>
</tr>
<tr>
<td>La Blanca</td>
<td>23</td>
</tr>
<tr>
<td>La Joya</td>
<td>74</td>
</tr>
<tr>
<td>La Villa</td>
<td>34</td>
</tr>
<tr>
<td>McAllen</td>
<td>44,756</td>
</tr>
<tr>
<td>Mercedes</td>
<td>1,589</td>
</tr>
<tr>
<td>Mission</td>
<td>3,554</td>
</tr>
<tr>
<td>Palmhurst</td>
<td>89</td>
</tr>
<tr>
<td>Palmview</td>
<td>56</td>
</tr>
<tr>
<td>Penitas</td>
<td>21</td>
</tr>
<tr>
<td>Pharr</td>
<td>8,457</td>
</tr>
<tr>
<td>San Carlos</td>
<td>16</td>
</tr>
<tr>
<td>San Juan</td>
<td>2,350</td>
</tr>
<tr>
<td>Sullivan City</td>
<td>283</td>
</tr>
<tr>
<td>Weslaco</td>
<td>6,948</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>140,908</strong></td>
</tr>
</tbody>
</table>

#### Cameron County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownsville</td>
<td>14,877</td>
</tr>
<tr>
<td>El Ranchito</td>
<td>55</td>
</tr>
<tr>
<td>Harlingen</td>
<td>15,222</td>
</tr>
<tr>
<td>La Feria</td>
<td>1,435</td>
</tr>
<tr>
<td>La Paloma</td>
<td>130</td>
</tr>
<tr>
<td>Laguna Heights</td>
<td>2,970</td>
</tr>
<tr>
<td>Laguna Vista</td>
<td>2,661</td>
</tr>
<tr>
<td>Los Fresnos</td>
<td>2,370</td>
</tr>
<tr>
<td>Los Indios</td>
<td>13</td>
</tr>
<tr>
<td>Olmito</td>
<td>21</td>
</tr>
<tr>
<td>Port Isabel</td>
<td>7,553</td>
</tr>
<tr>
<td>Primera</td>
<td>0</td>
</tr>
<tr>
<td>Combes</td>
<td>40</td>
</tr>
<tr>
<td>Rio Hondo</td>
<td>0</td>
</tr>
<tr>
<td>San Benito</td>
<td>4,459</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>517</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>52,323</strong></td>
</tr>
</tbody>
</table>

#### Willacy County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,229</strong></td>
</tr>
</tbody>
</table>

#### Starr County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7,032</strong></td>
</tr>
</tbody>
</table>

#### Zapata County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>257</strong></td>
</tr>
</tbody>
</table>

**SYSTEM TOTAL** **202,749**
January 10, 2017

Honorable Mayor Tony Martinez
President, Lower Rio Grande Valley Development Council
P.O. Box 911
Brownsville, Texas 78522

Re: Federal Transit Administration FY 2016 Triennial Review

Dear Mayor Martinez:

The Federal Transit Administration (FTA) is pleased to inform you that all findings in the FY 2016 Triennial Review of the Lower Rio Grande Valley Development Council have been resolved. Federal Transit Laws, 49 U.S.C. 5301 et.seq. require the FTA to perform reviews and evaluations of Section 5307 grant activities at least every three years. This requirement is contained in Sections 5307(i)(2) and 9(i)(3) of the Transit Laws.

Attached is an updated matrix of the Triennial Review Final Report showing the findings have been closed.

Please convey our appreciation to the entire staff for the assistance and cooperation provided to the FTA review team during and after the review. Should you have any questions, please feel free to contact Brian Hooker, or Phyllis DeGarmo, at 817-978-0550.

Sincerely,

[Signature]
Robert C. Patrick
Regional Administrator

Enclosure

cc: Ken Jones, Executive Director, LRGVDC
    Tom Logan, Director, Valley Metro
    Maribel Contreras, Assistant Director, Valley Metro
ITEM 13. A.

RESERVOIR LEVELS
Water Levels at Amistad and Falcon Reservoirs (U.S. Ownership)

1/14/2017, 63.08% of Capacity or 2,139,464 AF
Down from 2,253,774 AF of Normal Conservation a year ago at this time

NOTE: Mexico Ownership/Reservoir Capacity for January 14, 2017: 35.63% (901,510) A.F.
# Rio Grande Watermaster Report

**01/14/17**

**Amistad**

<table>
<thead>
<tr>
<th></th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>340.462</td>
<td>Meters</td>
<td>1,117.00</td>
<td>Feet</td>
</tr>
<tr>
<td>Water Elevation</td>
<td>335.330</td>
<td>Meters</td>
<td>1,100.16</td>
<td>Feet</td>
</tr>
<tr>
<td>Total Normal Conservation Capacity</td>
<td>4,040,325</td>
<td>TCM</td>
<td>3,275,532</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Total Combined Storage</td>
<td>2,851,000</td>
<td>TCM</td>
<td>2,311,334</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Current Storage</td>
<td>1,901,000</td>
<td>TCM</td>
<td>1,541,160</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Mexico share of Current Storage</td>
<td>950,000</td>
<td>TCM</td>
<td>770,175</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>TOTAL RELEASES AVG</td>
<td>103.00</td>
<td>CMS</td>
<td>3,637</td>
<td>CFS</td>
</tr>
<tr>
<td>US Release AVG</td>
<td>47.00</td>
<td>CMS</td>
<td>1,660</td>
<td>CFS</td>
</tr>
<tr>
<td>Mexico Release AVG</td>
<td>56.00</td>
<td>CMS</td>
<td>1,978</td>
<td>CFS</td>
</tr>
<tr>
<td>TOTAL INFLOWS AVG</td>
<td>53.70</td>
<td>CMS</td>
<td>1,896</td>
<td>CFS</td>
</tr>
<tr>
<td>US Inflows AVG</td>
<td>34.40</td>
<td>CMS</td>
<td>1,215</td>
<td>CFS</td>
</tr>
<tr>
<td>Mexico Inflows AVG</td>
<td>19.30</td>
<td>CMS</td>
<td>682</td>
<td>CFS</td>
</tr>
<tr>
<td>US Reservoir Loss</td>
<td>5.89</td>
<td>CMS</td>
<td>208</td>
<td>CFS</td>
</tr>
</tbody>
</table>

**Falcon**

<table>
<thead>
<tr>
<th></th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>91.805</td>
<td>Meters</td>
<td>301.20</td>
<td>Feet</td>
</tr>
<tr>
<td>Water Elevation</td>
<td>81.905</td>
<td>Meters</td>
<td>268.72</td>
<td>Feet</td>
</tr>
<tr>
<td>Total Normal Conservation Capacity</td>
<td>3,264,813</td>
<td>TCM</td>
<td>2,646,817</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Total Combined Storage</td>
<td>900,000</td>
<td>TCM</td>
<td>729,639</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Current Storage</td>
<td>738,000</td>
<td>TCM</td>
<td>598,304</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Mexico share of Current Storage</td>
<td>162,000</td>
<td>TCM</td>
<td>131,335</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Total Releases AVG</td>
<td>241.00</td>
<td>CMS</td>
<td>8,511</td>
<td>CFS</td>
</tr>
<tr>
<td>US Release AVG</td>
<td>48.30</td>
<td>CMS</td>
<td>1,706</td>
<td>CFS</td>
</tr>
<tr>
<td>Mexico Release AVG</td>
<td>192.70</td>
<td>CMS</td>
<td>6,805</td>
<td>CFS</td>
</tr>
<tr>
<td>TOTAL INFLOWS AVG</td>
<td>47.50</td>
<td>CMS</td>
<td>1,677</td>
<td>CFS</td>
</tr>
<tr>
<td>US Inflows AVG</td>
<td>37.20</td>
<td>CMS</td>
<td>1,314</td>
<td>CFS</td>
</tr>
<tr>
<td>Mexico Inflows AVG</td>
<td>10.30</td>
<td>CMS</td>
<td>364</td>
<td>CFS</td>
</tr>
<tr>
<td>US Reservoir Loss</td>
<td>4.32</td>
<td>CMS</td>
<td>153</td>
<td>CFS</td>
</tr>
</tbody>
</table>

**Overall Status**

<table>
<thead>
<tr>
<th></th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Capacity - Amistad</td>
<td>4,040,325</td>
<td>TCM</td>
<td>3,275,532</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Amistad Normal Conservation</td>
<td>2,270,663</td>
<td>TCM</td>
<td>1,840,849</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current US share of Normal Conservation</td>
<td>1,901,000</td>
<td>TCM</td>
<td>1,541,160</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Conservation Capacity - Falcon</td>
<td>3,264,813</td>
<td>TCM</td>
<td>2,646,817</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Falcon Normal Conservation</td>
<td>1,913,180</td>
<td>TCM</td>
<td>1,551,034</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current US share of Normal Conservation</td>
<td>738,000</td>
<td>TCM</td>
<td>598,304</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Capacity - Amistad/Falcon System</td>
<td>7,305,138</td>
<td>TCM</td>
<td>5,922,348</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Conservation Capacity - US</td>
<td>4,183,843</td>
<td>TCM</td>
<td>3,391,883</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Conservation Capacity - Mexico</td>
<td>3,121,295</td>
<td>TCM</td>
<td>2,530,466</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current Storage US</td>
<td>2,639,000</td>
<td>TCM</td>
<td>2,139,464</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current Storage Mexico</td>
<td>1,112,000</td>
<td>TCM</td>
<td>901,510</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current Storage - Amistad - Falcon System</td>
<td>3,751,000</td>
<td>TCM</td>
<td>3,040,973</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Percent of Storage Capacity</td>
<td>51.35%</td>
<td></td>
<td>51.35%</td>
<td></td>
</tr>
</tbody>
</table>