MINUTES
MEETING OF THE
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
BOARD OF DIRECTORS
WEDNESDAY, AUGUST 29, 2018 – 12:00 PM
LRGVDC MAIN CAMPUS - 301 W. RAILROAD ST., WESLACO, TEXAS
BUILDING B, KEN JONES EXECUTIVE BOARD ROOM
PRESIDING: MAYOR DAVID SUAREZ, 1ST VICE PRESIDENT

1st Vice President David Suarez called the meeting to order at 12:00 p.m. Roll call was taken and a quorum declared.

The Vice President then moved to item 2: Consider Approval of Meeting Minutes (June 27, 2018). Mr. Eddy Gonzalez made a motion to approve the minutes as presented. Mayor Dave Kusch seconded the motion, and upon a vote the motion carried unanimously.

Vice President Suarez then moved to item 3: Public Comment and/or Report from Legislative Delegation and recognized Mr. Ron Tupper, Senior Consultant with Doctors Hospital at Renaissance and Mr. Felix Rodriguez, Hidalgo County Veterans’ Services. They informed the Board that Doctors Hospital at Renaissance is sponsoring the 5th Annual Veterans Health, Education, and Benefits Fair scheduled for Saturday, October 20, 2018 from 9:00 am – 1:00 pm and encouraged Board Members to spread the word to their communities.

Vice President Suarez next moved to item 4: Administration.

A. Presentation and Consider Approval of 2017 Annual Audit
   Mr. Guillermo Reyna, CPA with Oscar R. Gonzalez, CPA & Associates, was recognized. He informed the Board that there are no findings as a result of the completed 2017 audit and the staff at Oscar R. Gonzalez, CPA & Associates gives it a clean opinion. Upon conclusion of the presentation Mayor Jim Darling made a motion to accept the 2017 Annual Audit; Mr. Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

B. Consider Approval of Quarterly Investment Report
   Mr. Ronald Mills made a motion to approve the Quarterly Investment Report. Commissioner Eduard Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

C. Executive Director Report
   Mr. Garza was recognized and addressed the following items:
1. Introduction of New Staff Members

Mr. Garza introduced:
- Mr. Conrad Hernandez, Assistant Clerk, Administration
- Ms. Monica Estrada, Customer Service Rep, Public Safety

The Board warmly welcomed our new staff members. The following is a list of other newly hired staff who were unable to attend this meeting:
- Ms. Julie Gutierrez, Vehicle Driver, Valley Metro
- Ms. Marcelita Vela, Vehicle Driver, Valley Metro
- Mr. Juan Ochoa, Motor Vehicle Tech Assistant Intern, Valley Metro
- Mr. Santiago Velasquez, Jr., Motor Vehicle Tech II, Valley Metro
- Ms. Claudia Olmedo, Dispatcher/Scheduler, Valley Metro
- Ms. Melissa Gonzalez, Dispatcher/Scheduler, Valley Metro

2. Status of Texas Gas Service’s 2018 COSA Settlement

Mr. Garza informed the Board that on April 27, 2018, Texas Gas Service (TGS) filed its first Cost of Service Adjustment (COSA) filing under the tariff cities approved earlier this year. The COSA is an annual expedited limited review rate increase. The City of McAllen authorized Lloyd Gosselin Law Firm to review this filing and they hired a consultant. This is a reimbursable matter so there is no direct cost to the cities.

The 2018 COSA filing proposed to increase rates in the cities by $1,056,363. A residential customer using an average of 12 Ccf of gas per month would see an increase of $0.65 per month under the COSA. This is on top of the $1.25 per month decrease beginning in April due to the TCJA tax cut. So, compared to rates before the tax cut, an average residential customer would still see a net decrease of $0.60 per month. In addition, TGS issued a one-time refund of $6.15 per customer in May to reflect the impact of the TCJA tax cut for the period of January 1 through March 2018.

The Cities’ consultants found that TGS’s cost of service calculations were consistent with the terms of the COSA tariff with one exception. TGS had improperly included $52,398 in energy efficiency program expenses in its base rate request. As these costs are recovered elsewhere, they should be removed from base rates. However, removing these costs does not affect the overall requested revenue requirement. This is because the Company already met the cap on the increase contained in the tariff. Additionally, TGS agrees to present a specific treatment for the amortization of excess accumulated deferred income tax caused by the reduction in the federal income tax rate in its next statement of intent filing or other rate proceeding. TGS has agreed to work with Cities to establish an appropriate amortization process to refund the excess deferred taxes to customers. Cities do not need to take any action at this time. Under the tariff rate adjustments are to be effective for meters read on or after the first billing cycle of August each year. No action needed.

With the Board’s permission Mr. Garza brought to their attention a separate but similar topic that is not on this agenda, but that the Board should be aware of. He stated that American Electric Power (AEP) has requested a significant rate adjustment to cover losses due to repairs from damage caused by recent natural disasters. The City of McAllen has taken the lead to advocate on behalf of citizens of the cities that receive electricity from AEP. He then turned the floor over to McAllen Mayor Jim Darling for further comment.
Mayor Darling stated that this case is unusual because it is not a regular rate case, so there are no reimbursable provisions for it. This is a $415,000,000 rate case. We propose an assessment of approximately 3¢-5¢ to cover the estimated $40,000 - $50,000 cost to intervene. Mayor Darling stated that the City of McAllen would not receive any of the funds associated with this case and that the LRGVDC has agreed act as treasurer for these funds. The purpose of this case is to protect the residential rate payer in the distribution of these funds. Mr. Garza stated that further information will be brought before the Board as it becomes available.

**LRGVDC Updates & Activities**

3. **Census 2020**

a. Consider Approval of Resolution 2018-04 Creating a Census 2020 Regional Complete Count Taskforce
   Mr. Garza welcomed Ana Leonard, a locally hired Partnership Specialist with the US Census Bureau who is based in the McAllen area. He also reminded the Board that several months ago a Regional Taskforce was created to ensure that Valley communities receive continuous and accurate information regarding the 2020 Census. Cities and counties are welcomed to adapt this LRGVDC resolution and use it as a sample outline to formally create their own Complete Count Committee (CCC). This resolution requires Board approval. *Commissioner David Fuentes made a motion to approve Resolution 2018-04 Creating a Census 2020 Regional Complete Count Task Force as presented. Mayor Jim Darling seconded the motion, and upon a vote the motion carried unanimously.*

4. **2018 Road to Recycling Regional Tire Collection Project**
   This event was held on July 28 and three (3) different methods of collection were used. A shredding machine owned by the City of Brownsville, that has been dubbed “The Terminator”, was the most cost effective method at $1.38 per tire. Mr. Garza stated that there was tremendous participation for this project that resulted in the collection of 16,835 tires that were properly disposed. Funds have been allocated for another collection effort in 2019.

5. **BikeShare RGV**
   The BikeShare RGV Committee met recently and selected LimeBike as the company to provide dockless rental bikes for the Valley. The next step is to create a sample ordinance to share with interested cities. The rollout will take place between late October and early November.

6. **Administrative Agreement between LRGVDC and Hidalgo County MPO**
   Mr. Garza informed the Board that this is a renewal agreement that designates the LRGVDC as the administrative agent for the HCMPO. He briefly summarized the agreement and noted that this is for information only, no action required.

On another note, Mr. Garza announced that the LRGVDC has gotten approval from CSEC to move forward to consider designs to expand the main campus and bring the LRGVDC Emergency Communications/9-1-1 staff to the main campus. They are currently located on
the other of Expressway 83 at the City of Weslaco Public Works Building. Further information will be available as this project progresses.

7. Acknowledgement of Regional Transit Coordination
   Mr. Garza presented certificates of appreciation to Brownsville Metro, Island Metro, McAllen Metro, UTRGV, and Valley Metro for their commitment and dedication towards regional collaboration for the advancement of public transportation service for passengers, visitors, and citizens of the Rio Grande Valley. Mr. Garza was excited to announce that TxDOT will transition and re-brand Metro Connect to Metro Express for at least 2 years of continued funding.

Upon conclusion of Administration items, Vice President Suarez moved to item 5: Department Reports.

A. Economic Development

Economic Development Status Reports
Ms. Terrie Salinas, Economic Development Director summarized the most recent Regional Small Cities Coalition meeting hosted by the City of Hidalgo. She also gave updates on the Kari’s Law Business Project, Property Assessed Clean Energy (PACE) Program, and the Hidalgo County Small Town Economic Development (STED) Grant Program.

Explore RGV Status Report
Ms. Blanca Davila, Economic Development Specialist, was recognized and reported that discussions were held earlier this month about the functionality and aesthetics of the Explore RGV website and mobile app. Beta test stakeholder forums were successfully held in Mission and in Brownsville.

1. Consider Approval to Organize Explore RGV Reception and Allow RGV Partnership to Solicit Sponsorship Contributions for this Event
   Ms. Davila informed the Board that the Explore RGV’s interactive website and mobile app is nearing project completion. In lieu of a traditional press conference to unveil the project to the community, staff recommends a celebratory event such as a networking reception. This reception would unveil the product’s features, marketing material, and videos. It will also allow networking with regional stakeholders such as chambers of commerce and CVB’s. Additionally, The RGV partnership which is coordinating the funding for the Explore RGV publication will also unveil a guide booklet in alignment with the release of the website and app. The reception is tentatively scheduled for Thursday, October 25, 2018 at the LRGVDC Main Campus. Ms. Veronica Gonzales made a motion to approve organizing a networking reception with non-alcoholic beverages for the Explore RGV project and allowing the RGV Partnership to solicit sponsorship contributions. Mayor Rick Cavazos seconded the motion, and upon a vote the motion carried unanimously.

B. Community & Environmental Services

Community Development Status Report
Program Director Marcie Oviedo was recognized and informed the Board that the status reports on the HUD Disaster Recovery Housing Program were in the Board packet for review.
Environmental Resources Status Report

1. Consider Solid Waste Advisory Committee (SWAC) Recommendation RE: Membership Appointment
   Ms. Oviedo stated that the SWAC recommends Mr. J. J. Platas from Valley Proud Environmental Council to fill the vacancy in the Environmental category. Norie Gonzalez Garza made a motion to approve Mr. J. J. Platas to fill the SWAC vacancy in the Environmental Category. Commissioner David Garza seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action Ms. Oviedo stated that the Solid Waste Management Program status report was in the meeting packet for review.

Under the Water Resources status report, Mayor Jim Darling emphasized the importance of cities submitting their water projects to the Region M Group for inclusion in the Rio Grande Regional Water Plan; submission of water project plans may increase the opportunity to fund such projects. He noted that there is a Voting Member Vacancy in the Electric Generating Utilities category on Region M. Commissioner David Fuentes thanked Mayor Darling and Commissioner David Garza for their support in his being accepted as a voting member of Region M in the County category.

Mayor Darling also noted that the reservoir system level is now below 50% and encouraged municipalities to review their water conservation strategies.

C. Health & Human Services

Area Agency on Aging Status Reports
   Assistant Program Director Richard Flores was recognized and gave the status on the Aging Well VISTA Volunteer, the Emergency Assistance Project, and the Benefits Counseling and Enrollment Assistance Project.

D. Public Safety
   Vice President Suarez next recognized Public Safety Director Manuel Cruz to address the following items:

Criminal Justice Program Status Reports
   Mr. Cruz stated that the status reports for the Criminal Justice Program were available for review in the Board meeting packet.

Emergency Communications Status Report

1. Consider Approval of Cinema Advertisement in Local theatres within Hidalgo County for ECOMMS/9-1-1
   Mr. Cruz informed the Board that the ECOMMS/9-1-1 Department recommends purchasing air time for service announcements that will run in Cinemark Theatres in Hidalgo County at a cost of $190,000. As part of our programmatic approach to continue providing 9-1-1 awareness to the community, we look forward to launching our 9-1-1 public education campaign and continue to display public service announcements at local theatres. The 9-1-1
Public Education campaigns advertised will be as follows: TEXT - to - 911, Multi-line Telephone System, Deaf and Hard of Hearing, Know your location, and Pocket Dial. The vendor selected is National CineMedia, which is the single, exclusive sales and marketing representative and therefore the purchase contract will be a sole source. This is a Commission State Emergency Communication (CSEC) approved budget line item.

Commissioner David Fuentes made a motion to approve Cinema Advertisement in Local Theatres within Hidalgo County for ECOMMS/9-1-1 as presented. Mayor Pro-tem Pete Garcia seconded the motion, and upon a vote the motion carried unanimously.

2. Consider Approval to Purchase Front Room Equipment and Software Upgrades for all 9-1-1 Public Safety Answering Points (PSAP)
Mr. Cruz stated that staff recommends replacing all front room equipment at all of our PSAP’s. This includes all 9-1-1 call taking workstations, any required software upgrades, and installation. The total estimated cost is $880,000. The purchase is necessary for efficiency and as a part of our strategic plan’s equipment replacement schedule. Equipment is considered proprietary and therefore will be a sole source purchased through H-GAC; the vendor will be Century Link. This is a CSEC and legislative approved budget line item. Mr. Ronald Mills made a motion to approve the purchase of Front Room Equipment and software upgrades for all 9-1-1 PSAPs and recommended. Commissioner Eduard Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

3. Consider Approval to Renew ESRI Arc GIS Enterprise License Agreement for FY 2019
Mr. Cruz informed the Board that staff recommends the purchase of ESRI Enterprise software license, maintenance, and tier 1 customer support. The cost for this product is an estimated $175,000. ESRI is the approved provider for Arc GIS which is the software that is used to maintain our 9-1-1 GIS data. GIS is at the core of 9-1-1 as it will be the primary call delivery function in the next state of Next Generation 9-1-1. The software is considered proprietary and therefore will be a sole source purchase contract with ESRI Arc GIS. This is a CSEC and legislative approved budget line item. Commissioner Eduard Gonzalez made a motion to approve renewal of the ESRI Arc GIS Enterprise license agreement for FY 2019 as presented. Mayor Pro-tem Pete Garcia seconded the motion, and upon a vote the motion carried unanimously.

4. Consider Approval to Purchase Enterprise Geospatial Database Management System (EGDMS III) Contract Service
Mr. Cruz stated that staff recommends the purchase of the EGDMS III services. It will provide management services necessary in order to transition to the new Next Generation 9-1-1 platform. This will achieve the compliance threshold established in PPS 030:9-1-1 Database Maintenance for Next Generation 9-1-1 Geospatial Data Maintenance activities. The estimated cost is $116,887.42. The vendor was selected by CSEC under Statement of Work no. 477.8.00127 as authorized by and subject to the terms and conditions of the contract with the Department of Information Resources (DIR); specifically DIR Contract number DIR-TWO-3441. This is a CSEC and legislative approved budget line item. Mr. Paul Hernandez made a motion to approve the purchase of Enterprise Geospatial Database Management System (EDGMS III) contract services as presented. Mr. Ronald Mills seconded the motion, and upon a vote the motion carried unanimously. Upon conclusion of action Mr. Cruz noted that the Emergency Communications program status reports were in the meeting packet for review.
Homeland Security Status Report
Mr. Cruz noted that the Homeland Security Program status reports were in the Board meeting packet for review.

Regional Police Academy Status Report
Mr. Cruz noted that the Regional Police Academy status report was in the meeting packet for review. He announced that the LRGVDC has been awarded a grant to establish a regional fire academy to assist current fire department cadets that require certification.

E. Transportation

Hidalgo County Metropolitan Planning Organization Status Report
Linda De La Fuente, HCMPO Assistant Director was recognized and reported that the Policy Committee met and the Transportation Alternative Program (TAP) opened Sunday and will close September 21. Any community can apply for this program and information is on www.hcmpo.org under TAP. This funding can be used for cycling projects, lighting projects, improvement of historic sites, and includes a broad range of projects.

Valley Metro Status Report
Program Director Tom Logan was recognized and addressed the following items:

1. Consider Approval of Revisions to Operating Policies and Procedures
Mr. Logan stated that the policy revisions consist of clarification for Section 3.4 Passenger Stop Requests within the Valley Metro Operating Policies and Procedures handbook in accordance with the Texas Transportation Code. The revisions include specifying when an operator of a vehicle may or may not stop, as well as in what manner it is deemed safe to board or alight a passenger. Commissioner David Fuentes made a motion to approve the revisions to the Operating Policies and Procedures as presented. Mr. Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

2. Consider Approval to Commence Route 16 – Hidalgo County Courthouse Circulator
Mr. Logan informed the Board that in partnership with Hidalgo County, Valley Metro will begin Route 16 – Hidalgo County Courthouse Circulator. This circulator route will service Downtown Edinburg and the Hidalgo County Courthouse. Route 16 directly benefits residents of Hidalgo County and visitors in accessing various resources and services with three (3) stops with 5-minute intervals from 7:30 AM to 1:30 PM. After 1:30 PM intervals will last every 10 minutes. Mayor Pro-tem Norie Gonzalez Garza made a motion to approve commencement of Route 16 – Hidalgo County Courthouse Circulator as presented. Mr. Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

3. Consider Approval of Revisions to Vehicle Maintenance & Facility Maintenance Policy
Mr. Logan stated that these draft policy revisions consist of the addition of the International Starcraft XL Type 11 Preventative Maintenance checklist and inspection list to the Valley Metro Vehicle Maintenance & Facility Maintenance Policy. This addition reflects new vehicles purchased and leased through the University of Texas Rio Grande Valley. No other changes are recommended to this policy other than placing this checklist at the end of the
document. Mr. Ronald Mills made a motion to approve the revisions to the Vehicle Maintenance & Facility Maintenance Policy as presented. Commissioner David Fuentes seconded the motion, and upon a vote the motion carried unanimously.

4. Consider Approval to Submit Grant Application for funding of Mobility Manager Position
Mr. Logan requested approval to submit a grant application to the Valley Baptist Legacy Foundation to support the creation of the Multimodal Mobility Manager Position in Valley Metro. This position will serve the community by providing analysis and management of regional pedestrian, bicycling, and transition activities such as facilitating BikeShare RGV. Mayor Rick Cavazos made a motion to approve submitting a grant application for fund of a Mobility Manager Position as presented. Mr. Ronald Mills seconded the motion, and upon a vote the motion carried unanimously.

Vice President Suarez next moved to item 6. – New or Unfinished Business; there being no further business to come before the Board Mr. Eddy Gonzalez made a motion to adjourn; Mr. Ronald Mills seconded and the meeting was adjourned at 1:16 pm.

ATTEST:

Deborah Morales, Recording Secretary

Hon. Norma G. Garcia, President