AGENDA

MEETING OF THE BOARD OF DIRECTORS, GENERAL MEMBERSHIP &
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL CORPORATION

LRGVDC Main Campus, 301 W. Railroad Street, Building B
Weslaco, TX 78596

Wednesday, January 29, 2020  12:00 Noon     Ken Jones Executive Board Room

Presiding: Mayor David Suarez

(The complete meeting packet will be available at http://www.lrgvdc.org/meetings.html on December 5, 2019)

Item #1: Call to Order

A. Roll Call
B. Invocation
C. Pledge of Allegiance

Item #2: Consideration and ACTION to Approve Meeting Minutes:

A. Annual Elections of May 29, 2019
B. Board Meeting of December 11, 2019

Item #3: Public Comment and/or Report from Legislative Delegation

Item #4: Administration

A. Consideration and ACTION BY GENERAL MEMBERSHIP
Regarding FY 2020 Annual Report and Budget

Mayor Jim Darling
Committee Chair
B. Consideration and **ACTION** Regarding Revisions to LRGVDC Personnel Policy Manual

Ron Garza
Executive Director

C. Consideration and **ACTION** to Accept Quarterly and Annual Investment Reports

Crystal Balboa
Finance Director

D. Executive Director Report

Ron Garza

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**ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS**

**LRGVDC Updates & Activities**

1. Introduction of New Staff Members
2. Census 2020
3. Mitigation & Disaster Recovery Funding
4. Explore RGV
5. RGV B-Cycle
6. 2020 Mayors’ Walk for Wellness (It’s Time Texas Community Challenge)

**Item #5: Department Reports**

**A. Community & Economic Development**

Blanca Davila, Assistant Director

1. Consideration and **ACTION** to Approve Regional Small Cities Coalition (RSCC) Updated Bylaws

**Program Status Reports:**

- Regional Small Cities Coalition
- Explore RGV
- Census 2020
- HUD Disaster Recovery Housing Program
- Solid Waste Management Program
- Water Quality Program
- Regional Water Resource Advisory Committee
- Rio Grande Regional Water Planning Group (Region M)
- Reservoir Levels
B. Health & Human Services

Program Status Reports: .................................................................Jose L. Gonzalez, Director

- Visit by Health & Human Services Regional Director
- Older Americans Act Programs Fared Well on Appropriations

C. Public Safety

Program Action Items:

1. Consideration and ACTION to Approve Resolutions for Homeland Security Funding for Regional Planning, Fire Academy, and Statewide Emergency Radio Infrastructure.

2. Consideration and ACTION to Approve the Regional Animal Care Coalition (RACC) Bylaws

Program Status Reports: ..................................................................................... Manuel Cruz, Director

- 911/Emergency Communications
- Regional Police Academy
- Criminal Justice Program
- Homeland Security
  - DPS Presentation on Form 147 ................................................................. John O'Valle
    TDEM District Coordinator
- Kari's Law .............................................................................................. Marcie Oviedo
  Program Specialist VII

D. Transportation

Program Status Reports: ......................................................................................... Tom Logan, Director

- Valley Metro
- Rio Grande Valley MPO

Item #6: Executive Session

A. Personnel Matters pursuant to Section 551-074(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee RE: Executive Director Annual Performance Evaluation

B. Reconvene into Open Session to Consider ACTION, if any, on Items Related to Executive Session as Described above.
Item #7: New or Unfinished Business

Item #8: Adjourn

*REMINDER*
Next Meeting Date:
Wednesday, February 26, 2020
12:00 PM

Agenda items may be considered, deliberated and/or acted upon in a different order than numbered above.

The Board of Directors of the Lower Rio Grande Valley Development Council reserves the right to adjourn into Executive (Closed) session at any time during the course of this meeting to discuss any of the items listed on this agenda as authorized by the Texas Open Meetings Act, Chapters 551.071, 551.072, 551.074, and 551.075, Texas Government Code. No final action will be taken in Executive Session.

PUBLIC INPUT POLICY:
"At the beginning of each LRGVDC meeting, the LRGVDC will allow for an open public forum/comment period. This comment period shall not exceed one-half (1/2) hour in length and each speaker will be allowed a maximum of three (3) minutes to speak. All individuals desiring to address the LRGVDC must be signed up to do so prior to the open comment period. The purpose of this comment period is to provide the public an opportunity to address issues or topics that are under the jurisdiction of the LRGVDC. For issues or topics which are not otherwise part of the posted agenda for the meeting, LRGVDC members may direct staff to investigate the issue or topic further. No action or discussion shall be taken on issues or topics which are not part of the posted agenda for the meeting. Members of the public may be recognized on posted agenda items deemed appropriate by the Chair as these items are considered, and the same 3-minute time limitation applies."
ITEM #2.

MINUTES
President Norma Garcia called the meeting to order at 12:00 p.m. Roll call was taken for the General Membership and the Board of Directors, who are scheduled to meet immediately after this meeting, and a quorum was declared for both entities.

The President then moved to item 2: Consider Approval of January 30, 2019 Board, General Membership and Corporation Meeting Minutes. Commissioner David Fuentes made a motion to approve the minutes as presented. Mayor Armando O’Caña seconded and upon a vote the motion carried unanimously.

Upon conclusion of action President Garcia moved to item #3: Caucus to Seat New Board Members. Upon conclusion of the caucus the following entities were elected to the Board of Directors:

A. Three (3) Directors Representing Member Cities with Population from 10,000-24,999

<table>
<thead>
<tr>
<th>CITY</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Alamo</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>City of Mercedes</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>City of Raymondville</td>
<td>Willacy</td>
</tr>
</tbody>
</table>

B. Three (3) Directors Representing Member Cities with Population under 10,000

<table>
<thead>
<tr>
<th>CITY</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Los Fresnos</td>
<td>Cameron</td>
</tr>
<tr>
<td>City of Lyford</td>
<td>Willacy</td>
</tr>
<tr>
<td>Town of Primera</td>
<td>Cameron</td>
</tr>
</tbody>
</table>

C. Two (2) Directors Representing Educational Institutions

<table>
<thead>
<tr>
<th>EDUCATIONAL INSTITUTION</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Texas College</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Texas State Technical College</td>
<td>Cameron</td>
</tr>
</tbody>
</table>

D. Two (2) Directors Representing Special Governmental Units

<table>
<thead>
<tr>
<th>ENTITY</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delta Lake Irrigation District</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Willacy County Navigation District</td>
<td>Willacy</td>
</tr>
</tbody>
</table>
E. One (1) Director Representing the Poor and Underprivileged (Grassroots Organizations)

<table>
<thead>
<tr>
<th>NAME</th>
<th>ENTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christina Patino Houle</td>
<td>RGV Equal Voice Network</td>
</tr>
<tr>
<td>Alternate - Lupita Sanchez</td>
<td>Proyeto Juan Diego</td>
</tr>
</tbody>
</table>

Their terms will begin at the next Board of Directors meeting scheduled for June 26, 2019.

Upon conclusion of caucusing President Garcia moved to item #4: Act on Recommendations of Nominating Committee and addressed the following:

A. Election of Five Members-at-Large to Serve on General Membership for the 2019-2020 Term

The Nominating Committee recommends the following individuals as at-Large Members to the LRGVDC General Membership:

<table>
<thead>
<tr>
<th>NAME</th>
<th>CITY</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hon. Norma G. Garcia</td>
<td>Donna</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Ms. Ann Cass</td>
<td>McAllen</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Mr. David Penoli</td>
<td>McAllen</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Commissioner Ben Neece</td>
<td>Brownsville</td>
<td>Cameron</td>
</tr>
<tr>
<td>Ms. Celeste Sanchez</td>
<td>San Benito</td>
<td>Cameron</td>
</tr>
</tbody>
</table>

President Garcia noted that having City of Brownsville Commissioner Ben Neece as a member-at-large would put two elected officials from Brownsville on the General Membership since the City of Brownsville has an automatic seat. She then asked for nominations from the floor.

Mayor Marco Sanchez, City of Combes, nominated Mayor Cyndie Rathbun, Town of Rancho Viejo to replace Commissioner Neece.

*Mayor David Suarez, City of Weslaco, nominated Commissioner Jesse Zuniga, La Feria. Hidalgo County Commissioner David Fuentes seconded the nomination of Commissioner Zuniga.*

Mayor Sanchez withdrew his nomination of Mayor Rathbun.

*President Garcia asked if there were any other nominations; there being none she called for a vote which was unanimously in favor of Commissioner Jesse Zuniga.*
B. Election of Officers for the 2019-2020 Term

The Nominating Committee recommends the following slate of officers for the 2019-2020 term:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>NAME</th>
<th>COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Mayor David Suarez</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>1st Vice President</td>
<td>Mayor Jim Darling</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>2nd Vice President</td>
<td>Judge Aurelio Guerra</td>
<td>Willacy</td>
</tr>
<tr>
<td>Secretary</td>
<td>Mayor Ambrosio Hernandez</td>
<td>Hidalgo</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Mayor Chris Boswell</td>
<td>Cameron</td>
</tr>
<tr>
<td>Immediate Past President</td>
<td>Hon. Norma G. Garcia</td>
<td>Hidalgo</td>
</tr>
</tbody>
</table>

Mayor Dave Kusch made a motion to elect the slate of officers for the 2019-2020 term as presented. Mayor Cyndie Rathbun seconded the motion, and upon a vote the motion carried unanimously.

President Garcia next moved to item #6. – New or Unfinished Business; there being no further business to come before the General Membership Mayor Dave Kusch made a motion to adjourn; Commissioner Rick Guerra seconded the motion and the meeting was adjourned at 12:35 pm.

ATTEST:

Hon. Norma G. Garcia, President

Deborah Morales, Recording Secretary
President David Suarez called the meeting to order at 12:01 p.m. Roll call was taken and a quorum was declared.

He then moved to item 2: Consider Approval of Meeting Minutes (October 30, 2019). Ms. Celeste Sanchez made a motion to approve the October 30, 2019 Board Meeting minutes as presented. Judge Aurelio Guerra seconded, and upon a vote, the motion carried unanimously.

President Suarez then moved to item 3: Public Comment and/or Report from Legislative Delegation. There being none, he moved to item 4: Administration and recognized Executive Director Ron Garza to address the following:

A. Consideration and Action on Date and Time for Annual Work Program & Budget Committee Meeting

Mr. Garza informed the Board that this is an annual meeting and that the committee is comprised of all Board Members and there is no quorum requirement. This year, in addition to reviewing the Annual Work Program and Budget, the committee will be presented with the draft revised Personnel Policy Manuel for review. He suggested scheduling the meeting on Wednesday, January 22, 2020. Ms. Celeste Sanchez made a motion to schedule the Annual Work Program & Budget Committee meeting on Wednesday, January 22, 2020 at 12:00 noon at the LRGVDC Main Campus, Building B in the Ken Jones Executive Board Room. Commissioner David Garza seconded, and upon a vote the motion carried unanimously.

B. Executive Director Report

LRGVDC Updates & Activities

1. Introduction of New Staff Members
   Mr. Garza announced that the following individuals have recently joined the LRGVDC staff:
   - Ms. Aleida Gonzalez, Vehicle Driver for Valley Metro
   - Mr. Elias Lopez, Vehicle Driver for Valley Metro
   - Mr. Roberto Salinas, Vehicle Driver for Valley Metro
   - Mr. Feliciano Arreazola, Vehicle Driver for Valley Metro
   - Mr. Cristian Leal, Vehicle Technician for Valley Metro
   - Ms. Lorena Gonzalez, Case Manager for Area Agency on Aging
   The Board warmly welcomed our new staff members.

2. 2020 Board Meeting Calendar/Schedule
   Mr. Garza stated that the 2020 Meeting Calendar follows the same schedule as the 2019 calendar. Board meetings will be scheduled on the last Wednesday of the month, no meetings in July or November, and the December meeting will be on the seconded Wednesday to accommodate the holidays. Commissioner David Garza made a motion to approve the 2020 Board Meeting
3. GLO Mitigation Action Plan

Mr. Garza informed the Board that there are two funding opportunities through the Texas General Land Office (GLO).

**#1 - Disaster Mitigation** which is primarily tied to damage from Hurricane Harvey. There is a $4.2 billion allocation, the bulk of which will be allocated for Hurricane Harvey. However, Cameron County, Hidalgo County, and Willacy County are eligible for certain allocations based on impact from the 2015 and 2016 disasters. Mr. Garza stated that the 45-day comment period for the Disaster Mitigation Action plan is currently open and will close at 5:00 pm on January 6, 2020. The Rio Grande Valley area is eligible for approximately $42 million of the $4.2 billion allocation. LRGVDC staff is in close communication with GLO staff and will keep the Board informed as these programs develop.

**#2 - Disaster Recovery Funding** is for recovery efforts from the 2018 floods. The counties eligible for the $46 Million in Disaster Recovery funds are Cameron, Hidalgo, and Jim Wells. The GLO has created an online survey through SurveyMonkey.com to receive feedback from affected entities. To date, only 12 entities have responded, and Mr. Garza strongly encouraged those present to take the survey as well as encourage others to also do so.

4. Census 2020

Mr. Garza thanked those who attended the November 18, 2019 Census Forum for its success. Currently, Census staff are focusing on staff recruitment. The Census Self-Response Operation begins on March 12, 2020 and is fast approaching.

Mr. Garza informed the Board that the State of Texas does not have an official complete count committee. So, the Center for Public Policies and Community Foundation of Texas has created one called “Texas Counts”. Texas Counts is a state-wide collaborative effort working to engage cross sector leaders and organizations to leverage and share resources to promote the 2020 Census. They serve as a partner, connector, and hub for “get out the count” efforts in Texas, and they are providing grant opportunities to support census efforts.

Mr. Garza next recognized members of the US Census Bureau who informed the Board on the status of their successful recruitment efforts throughout the three-county area.

5. Explore RGV

Mr. Garza reminded the Board that a few months ago the Explore RGV project won the National Association of Development Organizations (NADO) “Impact Award” that honors significant advances in community and economic development. He was pleased to announce that in November, at the Southwest Region Economic Development Association (SWREDA) Annual Conference, the LRGVDC was awarded the “Star of the Southwest” for this project. This award recognizes projects funded by the Austin EDA Regional Office that demonstrate significant economic impact for the community, a meaningful commitment by the private sector, and a return on investment for EDA. Mr. Garza stated that this accolade is exciting because the project is still in the development stage. Through collaboration with our partner cities, staff will be able to see the actual marketing efforts and marketing campaign that will be driven by the Explore RGV Advisory Committee. The advisory committee will begin meeting in early 2020. He thanked the Explore RGV partner cities, Ms. Blanca Davila, Assistant Director of Economic Development, and Ms. Leticia Pantoja, Economic Development VISTA, for their work in developing this program.
6. RGV B-Cycle

Mr. Garza thanked the City of Harlingen and the City of Brownsville for becoming the first two partners that expand McAllen BCycle into RGV B-Cycle. The bikes and stations should be installed in these two cities within 60-90 days and their service will be launched simultaneously. The bikes and docking stations in these locations will create a network to ride between Brownsville, Harlingen, and McAllen. In addition, Mr. Garza announced that BCycle has developed a smaller dock they are calling the “Connected Dock” which is a dock for a single unit (bicycle) and could be placed strategically across the valley in smaller cities that might not have the funds for a 10-unit dock. Staff is excited to finalize plans and launch RGV B-Cycle in the next few months.

7. 2020 Mayors’ Walk for Wellness (It’s Time Texas Community Challenge)

Mr. Garza informed the Board that the 3rd Annual It’s Time Texas (ITT) Mayors’ Walk for Wellness and RGV Fit 5K is scheduled for Saturday, January 25, 2020. This time the 5K will offer an “Urban Adventure” that will incorporate obstacles using existing infrastructure along the racecourse. He reminded the Board that the Mayors’ Walk is a state-wide challenge to mayors to inspire their communities to become healthier. The LRGVDC organizes the Mayors’ Walk for Wellness to provide Valley mayors with the opportunity to earn bonus points for the ITT challenge. He reminded the Board of how well the Rio Grande Valley ranked in 2019:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>CITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metropolitan Areas - 300,000 +</td>
<td>Austin 1st (Valley does not qualify)</td>
</tr>
<tr>
<td>Large Cities of 100,000 - 300,000</td>
<td>McAllen 1st, Brownsville 2nd</td>
</tr>
<tr>
<td>Mid-Size Cities of 40,000 - 100,000</td>
<td>Harlingen 1st, Pharr 3rd</td>
</tr>
<tr>
<td>Small Cities of 5,001-40,000</td>
<td>Los Fresnos 1st, San Juan 3rd, Port Isabel 5th</td>
</tr>
<tr>
<td>Extra Small Cities of 1 – 5,000</td>
<td>Laguna Vista 4th</td>
</tr>
</tbody>
</table>

Mr. Garza added that ITT is in the process of printing the giant Mayors’ Pledge signature board for 2020, and because of input from the LRGVDC, ITT will also include a category for counties.

President Suarez next moved to item 5: Department Reports.

C. Community & Economic Development

Assistant Director Blanca Davila was recognized to address the following:

Program Action Items:

1. Consideration and Action to Approve the Professional Services Agreement for Economic Development Administration (EDA) Grant Administration by and between the Lower Rio Grande Valley Development Council (LRGVDC) and City of Weslaco and Brownsville Community Improvement Corporation

Ms. Davila stated that Board approval is needed for the LRGVDC to execute the Grant Administration Professional Agreements for:

- Weslaco Mid Valley Airport Hangar Expansion & Infrastructure Development: EDA Grant No. 08-79-05334
- eBridge: Center for Business & Commercialization: EDA Grant No. 08-79-05333

Commissioner David Garza made a motion to approve the Professional Services Agreement for EDA grant administration by and between the LRGVDC and the City of Weslaco and the Brownsville Community Improvement Corporation as presented. Ms. Veronica Gonzales seconded the motion, and upon a vote the motion carried unanimously.
2. Consideration and Action to Approve Regional Small Cities Coalition (RSCC) Officers for Year 2020

Ms. Davila stated that the officer nominees are:
- Chair: City of Palm Valley – Mayor George Rivera
- Vice Chair: City of Primera – Mayor R. Dave Kusch
- Secretary: City of Lyford – Mayor Pro-tem Rick Salinas

Judge Aurelio Guerra made a motion to approve the nominees as presented. Ms. Celeste Sanchez seconded the motion, and upon a vote the motion carried unanimously.

3. Consideration and Action to Appoint Member to the Regional Water Resources Advisory Committee (RWRAC)

Ms. Davila stated that Mr. Paul Greenhill from Willacy County has been nominated to fill the vacancy in the Special Purpose District category on the RWRAC. She added that the City of Brownsville has requested that Mr. David Licon, Jr. be appointed to the RWRAC and that Mr. Doroteo Garcia, Jr. be appointed as his alternate. Commissioner David Garza made a motion to approve Mr. Greenhill to fill the Special Purpose District Category, to appoint Mr. David Licon, Jr. to represent the City of Brownsville and appoint Mr. Doroteo Garcia, Jr. as his alternate to the RWRAC. Mr. Javier Deleon seconded the motion, and upon a vote the motion carried unanimously.

Program Status Reports
Upon conclusion of action, Ms. Davila stated that the status reports were provided in the meeting packet for review.

D. Health & Human Services

Program Status Report
Program Director Joe Gonzalez was recognized and gave the status reports on the Medicare Open Enrollment and the Opioid Awareness and Prevention Project.

E. Public Safety

Program Action Items:
Public Safety Director Manuel Cruz was recognized to report on the following:

1. Consideration and Action to Approve Revisions to LRGVDC 9-1-1 Regional Advisory Committee Bylaws and Committee Name Change

Mr. Cruz informed the Board that staff and the 9-1-1 Bylaws Subcommittee convened in September to review the bylaws and make revisions. The 9-1-1 RAC convened in November to review the committee structure and bylaws. The bylaws revisions were made in order to be in compliance with changes made by the Office of the Governor.

The Advisory Committee also recommends approval to change its name from the “LRGVDC 9-1-1 Regional Advisory Committee” to the “LRGVDC 9-1-1 Emergency Communications Advisory Committee (LRGVDC 9-1-1 ECAC). Mr. Paul Hernandez made a motion to approve the revisions to the Advisory Committee bylaws and the advisory committee name change as presented. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.

2. Consideration and Action to Nominate an LRGVDC Board Director to Serve as Ex-Officio Liaison Member to the Criminal Justice Advisory Committee (CJAC)

Mr. Cruz informed the Board that the CJAC bylaws indicate the option for a current LRGVDC Board
Director to be appointed as an Ex-Officio (Non-Voting) member to this advisory committee. Upon conclusion of discussion Commissioner David Garza made a motion to appoint Ms. Christina Patiño Houle as the Board Ex-Officio (Non-Voting) Member to the CJAC. Commissioner Rick Guerra seconded the motion, and upon a vote the motion carried unanimously.

3. Consideration and Action to Approve the Homeland Security Advisory Committee’s (HSAC) Scoresheet and Updates to the Policy Manual for FY 2020-21 HSGD Funding Cycle

Mr. Cruz stated that the HSAC reviewed and updated the Application Scoresheet and Policy Manual for FY 2020-2021 funding cycle. These documents were developed by LRGVDC staff to provide committee members with scoring parameters and guidance for grantees applying for funding. The deadline to submit is December 31, 2019. Mr. Javier Deleon made a motion to approve the updated HSAC Scoresheet and Policy Manual for FY 2020-2021 HSGD funding cycle as presented. Commissioner Rick Salinas seconded the motion, and upon a vote the motion carried unanimously.

4. Consideration and Action to Approve the Regional Animal Care Coalition (RACC) Nominations for Officers

Mr. Cruz informed the Board that at their October meeting the RACC nominated Mr. Eddie Olivarez, Hidalgo County Health and Human Services, as Chair and Mr. Gustavo Olivarez, Cameron County Health and Human Services as Vice Chair. These nominations require Board approval. Commissioner David Garza made a motion to approve Mr. Eddie Olivarez as RACC Chair, and Mr. Gustavo Olivarez as Vice Chair. Ms. Celeste Sanchez seconded the motion, and upon a vote the motion carried unanimously.

Program Status Reports:
Mr. Cruz informed the Board that the department status reports were provided in the meeting packet for review.

F. Transportation

Program Status Reports:
Valley Metro Director Tom Logan informed the Board that year to date Valley Metro transported 190,000 passengers. This is a 12% increase, 35% of which is due to routes serving South Texas College, Texas State Technical College and University of Texas Rio Grande Valley.

President Suarez next moved to item 6. – Executive Session

A. Consultation with Attorney: (advice of counsel concerning pending, potential and/or contemplated litigation, settlement offers, and/or legal matters subject to the attorney-client privilege): in accordance with Texas government code, Section 551.071, the Board reserves the right to retire into executive session for consultation with attorney.

Commissioner David Garza made a motion to go into executive session; Judge Aurelio Guerra seconded, and upon a vote executive session began at 12:36 pm.

B. Reconvene into Open Session to Consider Action on Items Related to Executive Session as Described above

At 12:57 President Suarez reconvened open session. Commissioner David Garza made a motion to acknowledge the report given during executive session. Commissioner Marco Villegas seconded the motion and upon a vote the motion carried unanimously.

President Suarez next moved to item 7. – New or Unfinished Business.
There being no further business to come before the Board, Commissioner Rick Salinas made a motion to adjourn; Mayor Pro-tem Norie Gonzalez Garza seconded and the meeting was adjourned at 12:57 pm.

ATTEST:

Mayor David Suarez, President

Deborah Morales, Recording Secretary
ITEM #4. A.

ADMINISTRATION

FY 2020
ANNUAL
REPORT &
BUDGET
Lower Rio Grande Valley Development Council  
Board of Directors, General Membership, & LRGVDCC Meeting  

Wednesday, January 29, 2020

Item #4: Administration

A. Consideration and **ACTION BY GENERAL MEMBERSHIP**  
Regarding FY 2020 Annual Report and Budget  

(2020 Performance Goals, 2019 Performance Outcomes, & 2020 Budget)

The Annual Report offers the general membership, board of directors, and members of the public a detailed outline of the LRGVDC’s composition, organizational structure, and programmatic responsibilities.

The Annual Report outlines LRGVDC’s performance goals and budget for the current year as well as performance outcomes for FY2019.

Budget Summary:

- **2020 Annual Budget** is $26,435,640; reflecting a decrease of $959,448 from the 2019 budget due to some projects coming to the end of their contract.

- **2020 Annual Budget** does not reflect an increase in Membership dues.

- **2020 Fringe Benefit rate** is 51.85% and reflects a decrease of 2.65% over the 2019 fringe benefit rate of 54.50%.

- **2020 (Total Budget Expenditure) Indirect Rate** is 14.37%; reflecting the State’s revised guidance for calculation. Utilizing the revised calculation method, the 2020 indirect rate reflects an increase of 1.21% from the 2019 amount of 13.16%.

- **2020 Salary Recommendations for Staff** includes a 3% performance-based salary increase for those employees who have successfully achieved all standards per annual evaluation process.

*The Committee met on January 22 and reviewed the Annual Report and Budget. The Committee unanimously recommends approval.*
ITEM #4. B.
ADMINISTRATION
REVISIONS TO
LRGVDC
PERSONNEL
POLICY MANUAL
Item #4: Administration

B. Consideration and **ACTION** Regarding Revisions to LRGVDC Personnel Policy Manual ........................................................ Mayor Jim Darling Committee Officer

LRGVDC’s Personnel Policy Manual includes the comprehensive set of policies established to provide rules, guidelines, and standards to professional staff and representatives.

The revision process has been lengthy and inclusive. As previously reported at the December Board of Director meeting, the Executive Director hosted an all-staff meeting in which the initial draft was presented for feedback and comment. Additionally, each staff member had the opportunity to present written comments.

The draft manual has also been thoroughly reviewed by legal representation. The presented draft includes these additions and revisions.

**The Annual Report & Budget Committee met on January 22 and reviewed the Revised Personnel Policy Manual.**

**The Committee unanimously recommends approval.**
ITEM #4. C.
ADMINISTRATION
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.

<table>
<thead>
<tr>
<th>Recorded Interest Income for the quarter</th>
<th>$7,884.52</th>
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<table>
<thead>
<tr>
<th>Investments in TexPool Prime:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Plan</td>
<td>$62,318.56</td>
</tr>
<tr>
<td>9-1-1</td>
<td>226,825.09</td>
</tr>
<tr>
<td>TCEQ</td>
<td>71,998.61</td>
</tr>
<tr>
<td>Transit</td>
<td>345,528.91</td>
</tr>
<tr>
<td>TWDB</td>
<td>199,126.21</td>
</tr>
<tr>
<td>GLO-Closing Cost</td>
<td>97,990.68</td>
</tr>
<tr>
<td>Karl’s Law</td>
<td>74,990.79</td>
</tr>
<tr>
<td>Tire Project</td>
<td>22,640.27</td>
</tr>
<tr>
<td>RGV Explorer</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,101,419.12</strong></td>
</tr>
</tbody>
</table>

TexPool Prime Rate as of December 31, 2019 – 1.8342%

This report of pooled fund investments is in compliance with the written investment policy and investment strategy approved by the Lower Rio Grande Valley Development Council Board of Directors and is in compliance with the relevant portions of the Public Funds Investment Act.

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>$32,886.54</th>
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<tbody>
<tr>
<td>Investments in TexPool Prime:</td>
<td></td>
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<tr>
<td>Water Plan</td>
<td>$61,162.25</td>
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<tr>
<td>9-1-1</td>
<td>1,000,484.97</td>
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<tr>
<td>TCEQ</td>
<td>261,942.32</td>
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<tr>
<td>Transit</td>
<td>507,843.85</td>
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<td>TWDB</td>
<td>71,193.59</td>
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<td>GLO-Closing Cost</td>
<td>96,172.50</td>
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<td>Karl's Law</td>
<td>126,627.56</td>
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<tr>
<td>Tire Project</td>
<td>22,220.22</td>
</tr>
<tr>
<td>RGV Explorer</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,147,647.26</strong></td>
</tr>
</tbody>
</table>

This report of pooled fund investments is in compliance with the written investment policy and investment strategy approved by the Lower Rio Grande Valley Development Council Board of Directors and is in compliance with the relevant portions of the Public Funds Investment Act.

Crystal Balboa
Director of Finance
ITEM #4. D.
ADMINISTRATION
EXECUTIVE DIRECTOR REPORT
ITEM #5. A.

COMMUNITY & ECONOMIC DEVELOPMENT
Item #5: Department Reports

A. Community & Economic Development

Program Status Report

1. Consideration and **ACTION** to Approve Regional Small Cities Coalition (RSCC) Updated Bylaws

   RSCC members updated their bylaws to specify that member cities will have a population of no more than 24,999, according to the most current census numbers. There are currently thirty (30) such incorporated municipalities in Cameron, Hidalgo, and Willacy Counties that are eligible for membership to the RSCC.
ARTICLE I: Organization:

The official, designated name of the advisory committee shall be Regional Small Cities Coalition (RSCC).

ARTICLE II: Authority:

The creation of the Regional Small Cities Coalition is authorized by the Lower Rio Grande Valley Development Council. The Regional Small Cities Coalition shall implement its purpose within the service area of Hidalgo, Cameron and Willacy Counties.

Committee progress, updates, and recommended actions shall be presented for discussion and/or required approvals during regular meetings of the LRGVDC Board of Directors.

ARTICLE III: Purpose & Function:

The Coalition shall serve as a regional capacity building and information sharing forum for the small cities of the Rio Grande Valley to further expand opportunities for economic growth, job creation, infrastructure development, and tourism.

The Coalition shall utilize partnerships and resources to engage in regional initiatives such as collaborative economic development planning, legislative advocacy, strategic planning, best-practice sharing, and resource and partnership development.

ARTICLE IV: Membership:

Incorporated municipalities of Hidalgo, Cameron, and Willacy Counties with a population (of the most current census) of no more than 24,999 shall be eligible as a member of the RSCC.

Prospective members to the Regional Small Cities Coalition should be carefully selected for their interest and commitment to improving the economic vitality and quality of life for residents living in small, rural areas. They should be able and willing to donate their time to attend regular scheduled meetings and to work on other assigned tasks to benefit the committee and the citizens it serves.
a. Composition

The Regional Small Cities Coalition members may be any of the following:

- Mayor or other municipal Elected Official;
- City Manager, City Administrator, or City Secretary; or
- City Economic Development Directors or Manager.

b. Voting

Participating cities may have multiple member attendees per city; however, shall only have one vote per city for items requiring action.

Each city shall designate a primary member; however, any member of eligible composition in attendance shall serve as proxy for voting.

c. Officers

The Advisory Committee shall designate the following officers, as elected by the RSCC and approved by the LRGVDC Board of Directors:

- Chair  Shall preside during advisory committee meetings.
- Vice-Chair  Shall act on behalf of Chair during absence.
- Secretary  Shall act on behalf of Vice-Chair or Chair during absence.

Officers shall also actively perform the following duties:

- Serve as representative of the RSCC at public gatherings and/or LRGVDC Board meetings;
- Promote the efforts and attendance of RSCC meetings;
- Encourage newly elected officials or city managers to engage in RSCC;
- Assist with fundraising, promotion efforts (when applicable); and
- Assist in the development of training and meeting topics.

Officers shall be elected annually and may be reappointed to multiple terms without term limits.

d. Officer Vacancies

An officer vacancy occurs when:

- Term expires without reappointment;
- Member voluntarily resigns;
- Member is physically unable to perform duties of committee; or
- LRGVDC Board of Directors reappoints committee member due to conduct, disqualification of representation, or other business-related reasons.
RSCC shall reappoint any vacancies immediately, or during the next scheduled regular meeting through committee level selection and recommendation process and approved by LRGVDC Board of Directors.

e. Attendance

Members who miss three consecutive meetings shall temporarily lose voting rights until effort is shown to attend three consecutive meetings.

f. Conduct.

Each Advisory Committee member shall maintain professionalism and objectivity when carrying out business of the Committee and is subject to LRGVDC’s code of ethics and professionalism. Unbecoming conduct of RSCC members shall be addressed by LRGVDC staff liaison or executive director. Removal from RSCC advisory committee may result if necessary.

g. Conflict of Interest.

All Advisory Committee members must disclose perceived or actual conflicts of interest and/or abstain from applicable votes. It is the responsibility of each Committee Member to discharge his or her duties in those respective capacities in good faith, in a manner the person reasonably believes to be in the best interests of RSCC and LRGVDC.

h. Ex-Officio Membership:

As an inclusive resource to the region, executives and administrators representing publicly-funded, official-capacity federal and state organizations designated to provide resources or value to the scope of the committee shall be recommended to serve as ex-officio, non-voting member. Ex-officio members shall not count towards establishment of a quorum.

Article V: Procedures:

a. Meetings.

Regular meetings shall be held at least quarterly with written notice and agenda submitted to all members at least (3) business days prior to meeting date. Special meetings may be called more frequently, at the discretion of the Advisory Committee or a LRGVDC designated staff liaison with written notice and agenda submitted to all members at least (3) business days prior to meeting date. Advisory Committee meetings shall be conducted under Robert's Rules of Order.
b. Quorum.

The quorum for transaction of substantive action shall be ten (10) municipalities per regular scheduled meeting. In the absence of quorum, the Advisory Committee may choose to discuss topics informally but may take no action or accept recommendations.

c. Minutes.

A designated LRGVDC staff member shall maintain minutes of each Advisory Committee meeting. Minutes shall be reviewed and approved as a standing agenda item.

d. Subcommittees.

The Advisory Committee shall maintain the authority to designate standing, technical, ad-hoc and/or temporary subcommittees within scope to improve the recommendations and nature of the advisory committee. Subcommittee activity updates shall be recorded at Advisory Committee meetings.

e. Open Meetings.

RSSC Advisory Committee meetings shall be open to the public and generally subject to the Texas Open Meetings Act.

Article VI: Amendments:

The Advisory Committee shall propose amendments to bylaws by subcommittee recommendation, regular, or special meetings; however, shall not be effective or approved until formal action is taken by LRGVDC Board of Directors as per Article II.
Lower Rio Grande Valley Development Council
Board of Directors Meeting
January 29, 2020

Item #5: Department Reports

A. Community & Economic Development

Program Status Reports

- Regional Small Cities Coalition

  The Regional Small Cities Coalition Meeting (RSCC) was held on Thursday, January 09, 2020 at 11:30 a.m. at City of Raymondville where regional funding opportunities were discussed, and bylaws were updated.

  The next meeting for RSCC is scheduled for Thursday, February 13, 2020 at 11:30 a.m. at City of La Feria.

- Explore RGV

  The Tourism & Travel Advisory Committee (TTAC) is scheduled to meet February 11, 2020 at 10:00 AM at the Lower Rio Grande Valley Development Council – Building B.

  Download Explore RGV app at the Apple Store and Google Play or visit www.goexplorergv.com. Please follow @goexplorergv on Twitter, Instagram, and Facebook.

- Census 2020

  Census 2020 Regional Taskforce is scheduled to meet February 14, 2020 at 10:00 AM at the Lower Rio Grande Valley Development Council – Building B to provide regional updates and best practices for community outreach. Self-response date begins March 12, 2020 and Census Day is April 1, 2020.

- HUD Disaster Recovery Housing Program

  The LRGVDC was awarded contracts with the Texas General Land Office as a subrecipient to administer HUD CDBG-Disaster Recovery funding issued as a result of Hurricane Dolly. All funds have been expended for the following, Non-Family Rental, Multi-Family Rental and Administrative costs. The grants awarded to the LRGVDC were expended and projects have been completed at a 100%. The contract between LRGVDC and the Texas General Land Office (GLO) for Multi-Family Rental ended December 31, 2018. LRGVDC is working with GLO to finalize contract close-out.
• Solid Waste Management Program

The Solid Waste Grant opened on January 06, 2020 at 12:00 PM and will close on February 14, 2020 at 12:00 PM. The Request for Application (RFA), Solid Waste Grant Application, grant workshop date, and next Solid Waste Advisory Committee (SWAC) Meeting information was posted on the LRGVDC website.

The next meeting for the SWAC will be in March 11, 2020 at the Lower Rio Grande Valley Development Council – Building B.

Staff continues to provide technical assistance and outreach and continues to monitor all Solid Waste Management Projects. All information about the Solid Waste Program is available at www.lrgvdc.org/solidwaste.html.

• Water Quality Program

Staff continues to provide education and outreach to the cities/communities on water quality issues by attending different functions.

• Regional Water Resource Advisory Committee

The Regional Water Resource Advisory Committee (RWRAC) was held on Wednesday, January 08, 2020 at 2:00 PM.

LRGVDC Staff submitted three Freshwater Flows Topics study proposals to Texas Water Development Board (TWDB) in December 2019. Study proposals priorities were as follows:

1. TWDB REON IBWC North Floodway
2. TWDB FY2020 Hidalgo & Willacy
3. TWDB REON Raymondville Drain

The next meeting for the RWRAC is scheduled for Wednesday, February 12, 2020 at 2:00 PM at the Lower Rio Grande Valley Development Council - Building B.

• Rio Grande Regional Water Planning Group (Region M)

The next meeting of the Region M Group is scheduled for Wednesday, February 5, 2020 at 10:30 AM. At this meeting the Voting Membership will take action on a request for local funds. This request is based on a $0.05 per capita formula to fund administrative services for the Regional Water Planning Group. Municipalities within the 8-county Water Planning Group Region will receive a letter of explanation and an invoice in April.

Please visit the Region M Website at www.riograndewaterplan.org for updates on the 2021 Regional Water Plan and other Rio Grande Regional Water Planning Group activities.
• **Reservoir Levels**

On January 18, 2020, the U.S. combined ownership at Amistad/Falcon stood at 55.45% of normal conservation capacity, impounding 1,880,847 acre-feet, down from 63.96% (2,169,460 AF) of normal conservation a year ago. Overall the system is holding 38.55% of normal conservation capacity, impounding 2,282,959 acre-feet with Amistad at 51.90% of conservation capacity, impounding 1,700,059 acre-feet and Falcon at 22.02% of conservation capacity, impounding 582,900 acre-feet. Mexico has 15.89% of normal conservation capacity, impounding 402,112 acre-feet at Amistad/Falcon.
Water Levels at Amistad and Falcon Reservoirs
(U.S. Ownership)

1/18/2020, 55.45% of Capacity or 1,880,847 AF
down from 2,169,460 AF of Normal Conservation a year ago

NOTE: Mexico Ownership/Reservoir Capacity for
January 18, 2020: 15.89% (402,112) A.F.
### Rio Grande Watermaster Report

#### Amistad

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<tr>
<th>Parameter</th>
<th>Value</th>
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<tr>
<td>Normal Conservation Elevation</td>
<td>340.462 Meters</td>
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<td>Water Elevation</td>
<td>331.210 Meters</td>
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<td>Total Normal Conservation Capacity</td>
<td>4,040,325 TCM</td>
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<td>US Share of Current Storage</td>
<td>1,702,000 TCM</td>
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<td>Mexico share of Current Storage</td>
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<td>Total Release AVG</td>
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<td>US INFLOWS AVG</td>
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<td>Mexico INFLOWS AVG</td>
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<td>US Reservoir Loss</td>
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#### Falcon

<table>
<thead>
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<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>91.805 Meters</td>
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<td>Water Elevation</td>
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<td>Total Normal Conservation Capacity</td>
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<td>US Share of Current Storage</td>
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<td>Mexico share of Current Storage</td>
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<td>Total Releases AVG</td>
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<td>US Release AVG</td>
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<td>Mexico Release AVG</td>
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<td>Total INFLOWS AVG</td>
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<td>US INFLOWS AVG</td>
<td>35.60 CMS 1,257 CFS</td>
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<td>Mexico INFLOWS AVG</td>
<td>8.80 CMS 311 CFS</td>
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<td>US Reservoir Loss</td>
<td>2.78 CMS 98 CFS</td>
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#### Overall Status

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<tr>
<th>Parameter</th>
<th>Value</th>
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<tbody>
<tr>
<td>Normal Conservation Capacity - <strong>Amistad</strong></td>
<td>4,040,325 TCM 3,275,532 Acre-Feet</td>
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<tr>
<td>US Share of Amistad Normal Conservation</td>
<td>2,270,663 TCM 1,840,849 Acre-Feet</td>
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<tr>
<td>Current US share of Normal Conservation</td>
<td>1,702,000 TCM 1,379,828 Acre-Feet</td>
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<tr>
<td>Normal Conservation Capacity - <strong>Falcon</strong></td>
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<tr>
<td>US Share of Falcon Normal Conservation</td>
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<td>Current US share of Normal Conservation</td>
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<table>
<thead>
<tr>
<th>Parameter</th>
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<tr>
<td>Normal Capacity - Amistad/Falcon System</td>
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<td>Normal Conservation Capacity - <strong>US</strong></td>
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<td>Normal Conservation Capacity - <strong>Mexico</strong></td>
<td>3,121,295 TCM 2,530,466 Acre-Feet</td>
</tr>
<tr>
<td>Current Storage US</td>
<td>2,320,000 TCM 1,880,847 Acre-Feet</td>
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<tr>
<td>Current Storage Mexico</td>
<td>496,000 TCM 402,112 Acre-Feet</td>
</tr>
<tr>
<td>Current Storage - <strong>Amistad - Falcon System</strong></td>
<td>2,816,000 TCM 2,282,959 Acre-Feet</td>
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<tr>
<td>Percent of Storage Capacity</td>
<td>38.55% 38.55%</td>
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ITEM #5. B.

HEALTH &

HUMAN SERVICES
Item #5: Department Reports

B. Health & Human Services

**Area Agency on Aging Status Report** ............................ Jose L. Gonzalez, Director

- **Visit by Health & Human Services Regional Director Fred Schuster**

  The Area Agency on Aging office has been notified that HHS Regional Director Fred Schuster will be in the area February 6 & 7. He is scheduled to visit the Area Agency on Aging the afternoon of February 6. On the agenda he would like to share the current HHS priorities, hear about the work the Area Agency is doing to assist senior citizens in the Rio Grande Valley and explore areas that HHS may be able to support our efforts.

- **Older American Act Programs Fared Well on Appropriations**

  Lawmakers ultimately agreed upon important, but modest national funding increases for the Older American Act Title III programs. The committee boosted titles:

  - Title III B Home and Community-Based Supportive Services by $5 million, from $385 million to $390 million;
  - Title III C1 Congregate Meals by $15 million, from $495 million to $510 million;
  - Title III C2 Home-Delivered Meals by $15 million, from $251 million to $266 million; and
  - Title III E National Family Caregiver Support Program by $4.75 million, from $181.25 million to $186 million.
ITEM #5. C.

PUBLIC SAFETY
Item #5: Department Reports

C. Public Safety

Program Status Report ........................................................................................................... Manuel Cruz, Director

1. Consideration and ACTION to Approve Resolutions for Homeland Security Funding for Regional Planning, Regional Fire Training Academy, and Statewide Emergency Radio Infrastructure

As part of the Public Safety, 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 HSGD. Upon approval, the resolution(s) will be uploaded in eGrants on or before the grant deadline of February 29.
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 09/01/2020-08/31/2021; 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 29th day of January 2020

Signed by:

________________________________________
The Honorable David Suarez, LRGVDC President

Grant Number: _2968006_
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
REGIONAL HOMELAND SECURITY PROJECT

RESOLUTION: 2020 REGIONAL FIRE TRAINING ACADEMY

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 09/01/2020-08/31/2021; 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

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Passed and Approved this 29th day of January 2020

Signed by:

_____________________________________
The Honorable David Suarez, LRGVDC President
Item #5: Department Reports

C. Public Safety

Program Status Report .............................................................. Manuel Cruz, Director

2. Consideration and ACTION to Approve the Regional Animal Care Coalition (RACC) Bylaws.

The RACC convened on January 9 to review the final draft of the committee bylaws. After much discussion the members unanimously approved the recommendations of the updates that were presented.
Lower Rio Grande Valley Development Council
Regional Animal Care Coalition
Bylaws

Article I. Name, Purpose, Responsibilities

The name of the Committee shall be the Lower Rio Grande Valley Development Council (LRGVDC) Regional Animal Care Coalition (RACC).

The RACC serves the local governments in Cameron, Hidalgo and Willacy County within Regional Planning Commission (RPC) – Region 21. The primary purpose and responsibilities shall be to carry out essential governmental functions, including but not limited to providing direction and action in providing a leadership role within the LRGVDC Region for animal welfare concerns by developing a multi-jurisdiction animal control coalition to help develop or identify regional best practices, policies, regulations and for using financial resource efficiently.

Subject to LRGVDC Board of Directors specifying otherwise and pursuant to local and state guidelines established within Health and Safety Code, Regional Animal Care Coalition’s specific responsibilities are:

a. To provide recommendation to local governments and the LRGVDC Board of Directors on issues affecting local government interests in addressing the overpopulation of animals.

b. To advise LRGVDC’s member cities, counties and special districts, directly or through the LRGVDC Board of Directors, on matters within their jurisdiction pertaining to animal welfare and services and all other matters related to animal services.

c. To maintain a continuous planning program to identify regional issues and determine the region’s needs by analyzing existing data and available resources and establish goals and priorities.

d. To assist, encourage and coordinate the activities of all parties concerned, both public and private, in implementing cost effective measures and conducting training and awareness workshops.

e. Appointing technical advisory committees.

All operations of the RACC shall be managed by the LRGVDC Executive Director and other employees as assigned by the director.
Article II. Membership

The RACC is composed of member cities/counties that require a third-party service and/or provide a third-parity service. DSHS and Texas Animal Commission will be non-voting members. Non-voting ex-officio members may be appointed by the LRGVDC Board of Directors. Local governments shall be appointed members based upon the following criteria.

a. All governmental units situated within the geographic area of the planning region are eligible for membership. Governmental units eligible for membership who desire to join the RACC subsequent to the adoption of these by-laws may become members by passage of an ordinance, resolution, rule, order, or other means adopted by the RACC.

b. An LRGVDC staff member, designated by the Executive Director, shall serve as RACC liaison and shall attend each RACC meeting.

c. A representative of the LRGVDC Board of Directors may serve on the Advisory Committee.

d. The membership of the RACC (having qualified under existing criteria) shall remain as members of the RACC, so long as they remain eligible pursuant to these Bylaws.

e. Upon a vacancy, as described hereunder, the jurisdictions within the affected county shall appoint a replacement candidate. Thereafter, the proposed candidate must be confirmed by a simple majority of all committee members.

f. Non-voting members from the state department of health and the animal health commission will be permitted.
Article III. Appointments and Qualifications

Member jurisdictions shall designate one or more individuals to exercise the member’s voting and other privileges on the committee. Such individual shall be an elected official or an employee of the member jurisdiction. Each member jurisdiction shall appoint a primary representative and up to two alternative representatives representation on the committee. Appointments to the REGIONAL ANIMAL CARE COALITION shall be submitted in writing on agency official correspondence and by an Authorized Official and submitted to the committee by a duly authorized representative of the member jurisdiction.

The designation may be changed from time to time by the member jurisdiction by submitting an amended written designation. No person other than the persons so designated shall be eligible to exercise voting or other privileges for the member.

Article IV. Membership Terms

a. The membership term shall be two (2) years by the LRGVDC Board of Directors.
b. A member jurisdiction may be reappointed by the LRGVDC Board of Directors.
c. In the case of a vacancy, the LRGVDC Board of Directors shall appoint a replacement to serve for the remainder of the unexpired term.
d. A member jurisdiction may be removed for good cause at any time by the LRGVDC Board of Directors.

Article V. Removal Resignation and Disqualification

All members shall make a good faith effort to attend all REGIONAL ANIMAL CARE COALITION Meetings or shall designate the alternate to act on his/her behalf at any scheduled meeting. A record of attendance shall be kept of all meeting and shall be reviewed annually for good attendance and participation. The appointing authority shall be notified of attendance for appropriate action.

Article VI. Vacancies & Attendance

a. Vacancies shall exist upon the death, removal, resignation or disqualification of any member. Vacancies shall be filled in the manner described in Article IV.

b. Member jurisdictions shall be responsible for ensuring that the member’s designated representative attends all meeting.

c. Attendance records documenting member absences will be maintained by the LRGVDC liaison. If none of the representatives designated by a member are able
to attend a scheduled meeting, notification must be provided to the liaison prior to the meeting.

d. A member jurisdiction failing to attend at least 50% of the meetings during a calendar year shall be automatically removed from the Committee. The member will be notified in writing of such removal.

e. Members so removed may appeal in writing to the LRGVDC Board of Directors within two (2) weeks of the date of notification. Appeals will be handled in a timely manner and the member will be notified in writing of the decision.

Article VII. Elections

The REGIONAL ANIMAL CARE COALITION shall hold election in August of every odd year.

Election

a. The REGIONAL ANIMAL CARE COALITION shall elect a Chair and Vice-Chair from among the primary representatives designated by the member jurisdiction. Election of a Chair and Vice-Chair will occur at the initial meeting of the Advisory Committee and, thereafter, at the first meeting of the calendar year. Only the individual elected by the committee shall be eligible to carry out the functions of the office to which that person is elected, i.e., alternative representatives from the same member jurisdiction do not serve in the officer's absence.

Term

a. Officers serve one-year terms beginning on the date of election. Upon committee and LRGVDC Board of Directors approval, Officers may serve a maximum of three (3) consecutive terms.

Duties

a. The Chair presides at the meetings and shall have full voting privileges.

b. The Vice-Chair performs the Chair's duties in the absence of the Chair. In the event that both the Chair and Vice-Chair are absent from the meeting, the committee shall select a temporary chair from among those board members present at the meeting, who shall preside at the meeting.

Other Officers
The committee may elect other Officers from time to time to carry out its responsibilities. This may be done by a simple majority vote of the members at any regularly scheduled meeting where a quorum is present.

**Article VIII. Officers**

The REGIONAL ANIMAL CARE COALITION shall elect a Chair and a Vice Chair from its membership to serve (1) one-year term. Officers shall be eligible for re-election. Terms of office shall be for a period of (3) three years following election or appointment. The Chair shall preside at the meetings, appoint task forces or sub-committees as necessary and shall represent the committee. In the absence of the Chair, the Vice Chair shall perform the duties of the Chair.

**Article IX. Voting**

The voting procedures for the REGIONAL ANIMAL CARE COALITION shall be as follows:

a. Each member or alternate on the committee, except for the Chair, shall have one (1) vote.

b. The Chair votes only in the case of a tie.

c. Committee members or alternates shall not vote if they have a vested interest in the matter being addressed or acted upon.

d. The member present will represent its jurisdiction and shall assume the authority of its jurisdiction and vote on action items as presented on the agenda.

**Article X. Meetings**

a. Regular Meetings

The REGIONAL ANIMAL CARE COALITION shall schedule meetings to occur as needed, but not less than quarterly, time and place specified by the LRGVDC Board of Directors, the LRGVDC liaison or the REGIONAL ANIMAL CARE COALITION as a whole.

Written notice, including an agenda, or each regular meeting shall be prepared by the LRGVDC liaison and electronically transmitted to each member at least five (5) business days before the meeting date provided, however, if the notice is not provided within the time indicated here, and a quorum of members are present at
the meeting, such meeting may proceed and the defect in notice shall not affect the validity of any action taken at such meeting.

In an emergency or public necessity, as determined by the Chair and Vice Chair, may conduct telephone and videoconference calls to conduct meetings. These meetings must be set up to provide live two-way communication during the entire conference call and the identity of each member must clearly stated prior to speaking.

b. Special Meetings

The committee shall meet specially if called upon by the LRGVDC Board of Directors, the LRGVDC liaison, the Chair or requested in writing by at least one third (1/3) of the membership, excluding vacancies of the committee.

A request by the membership for a special meeting must be in writing, addressed to the Chair and LRGVDC liaison and describe the purpose or purposes of the meeting. Only that business reasonably related to the purposes described in the request may be conducted at a special meeting.

When possible, notice of any special meeting shall be given at least 72 hours prior to the special meeting.

c. Quorum

A majority of the total voting membership, excluding vacancies, constitutes a quorum for conducting REGIONAL ANIMAL CARE COALITION business.

A majority vote of the members present at a meeting at which a quorum is present is necessary for action by the committee. During a meeting at which a quorum a quorum has been established, and then subsequently lost due to members leaving all remaining business items requiring a committee vote or action much be postponed until the next scheduled meeting at which a quorum is established.

An REGIONAL ANIMAL CARE COALITION member may not transfer voting rights by proxy to another jurisdiction.
d. Professional Conduct

REGIONAL ANIMAL CARE COALITION members should maintain objectivity and professionalism when carrying out business of the committee. In the event a member acts in a manner which brings the work of the committee 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.

**Article XI. Ad Hoc Committees**

a. Ad hoc committees may be appointed by the Chair with the approval of the REGIONAL ANIMAL CARE COALITION and shall serve for special purposes to comply with special needs.

b. Membership on ad hoc committees shall be established to achieve the purpose for which the committee was created.

c. The method for calling ad hoc committee meetings shall be the same as that for calling REGIONAL ANIMAL CARE COALITION meetings or at the discretion of the ad hoc committee membership to discharge their responsibility.

d. Chairs of the ad hoc committees shall be appointed by the Chair of the REGIONAL ANIMAL CARE COALITION.

**Article XII. Parliamentary Procedures, Open Meetings and Records**

Except where these bylaws require otherwise, Robert’s Rules of Order shall govern the conduct of REGIONAL ANIMAL CARE COALITION meetings in the event of any dispute regarding the conduct of business.

All regular meetings of the REGIONAL ANIMAL CARE COALITION shall be open to the public. Minutes of the meetings, documents distributed and other records are the property of the LRGVDC. The LRGVDC liaison shall keep the tape recordings of all meetings produced by the Secretary for a period of ninety (90) days after each meeting; print copies of summary minutes for each meeting shall be permanently maintained on file. These materials are available for public view, at the LRGVDC offices, upon receipt of a written request by the interested party.
When specifically authorized by a majority of the membership, the committee may conduct business via conference call and/or electronic transmissions, with any actions taken by the committee being placed on the next regularly scheduled meeting for ratification by the REGIONAL ANIMAL CARE COALITION.

**Article XIII. Administrative Support**

The staff of the LRGVDC shall serve as Administrative Support to the committee and shall be responsible for the scheduling of meetings, the development of agendas, meeting notices, preparation of appropriate presentations at such meeting, and maintenance of Committee minutes and other records. The LRGVDC staff will provide day-to-day administrative functions necessary to implement and operate the REGIONAL ANIMAL CARE COALITION.

**Article XIV – Amendments**

a. **By LRGVDC Board of Directors**

   The LRGVDC Board of Directors may amend these bylaws at a regular or special meeting. The written text of a proposed amendment must be included with the notice of the meeting at which the amendment will be considered.

b. **By REGIONAL ANIMAL CARE COALITION**

   The Committee may recommend amendments to these bylaws by a vote of two-thirds of its membership at a regular or special meeting. The written text of a proposed amendment must be included with the notice of the meeting at which the amendment will be considered. A recommendation for amendment adopted by the committee is not effective unless approved by the LRGVDC Board of Directors.

c. **By LRGVDC Liaison or Staff**

   Pursuant to state guidelines and requirements, the LRGVDC may amend these bylaws at a regular or special meeting. The written text of a proposed amendment must be included with the notice of the meeting at which the amendment will be considered.
XV. Effective Date

An Amendment to the bylaws takes effect when approved by the LRGVDC Board of Directors unless the amendment specifies a later effective date. Copies of amended bylaws will be distributed to Committee members by the Committee liaison.

NOTE: these bylaws shall be in effect as of December 11, 2019 with the approval of the LRGVDC Board of Directors.

Bylaws History

Adopted – December 11, 2019
Item #5: Department Reports

C. Public Safety

9-1-1/Emergency Communications Status Report

- Location Validation Program
  Staff continues routinely issuing 9-1-1 physical addresses and addressing new subdivisions for Hidalgo and Willacy Counties. Also, staff has initiated field work on 200 new wind turbines being built in the Willacy County area.

- Database Program
  Database staff continues updating the 9-1-1 database and has finished reviewing the inside city limit plats; the findings have been transferred to GIS staff to add address points in the 9-1-1 GIS map. In December over 300 address request calls were received which resulted in 277 address tickets for 9-1-1 physical addresses.

- Mapping Program
  The Mapping GIS team continues mapping all address tickets, while maintaining data quality. Staff is scheduled to attend a two-day NENA NG9-1-1 Standards & Best Practices conference in Austin the week of January 20.

- System and Public Safety Answering Point (PSAP) Operations
  OurSystems team has completed its quarterly report to CSEC to ensure compliance with state standards in performance measures. We continue to monitor the 9-1-1 Network and focus on improvements to help progress with Next Gen 9-1-1.

- Public Education /Training Program
  Public Education is an ongoing priority for the 9-1-1/Emergency Communications Division. Staff continues to reach out to communities to educate residents. This month staff participated at a Career Day presentation at J.P. LeNoir Elementary. Also, staff is preparing and planning for an ESRI Training and TC Week recognitions.

Event Request Notice: All event requests must be submitted through our online system. This “Online Request Form” must be submitted 14 business days prior to the event. All fields must be populated, and the event flier must be uploaded. To view the online system, visit our website: [www.lrgvdc911.org](http://www.lrgvdc911.org) and select the “Event Request” tab. Once the event has been submitted an ECOMMS staff member will receive the notification and approve or deny the event based on availability.
Item #5: Department Reports

C. Public Safety

Criminal Justice Program Status Report

- Staff hosted grant workshops for the FY2020-21 Criminal Justice Division Grants on January 14 and 16 at the LRGVDC Main Campus. Overall, 90 people from different agencies attended.

- Regional Crime Victim Program Advocates collaborated with other agencies (TAASA, Mujeres Unidas, Common Thread, and Border Workers United) to host the National Human Trafficking Awareness Day event on January 9 in Weslaco. The purpose of this event was to create awareness and encourage networking to better assist victims of crime.
Item #5: Department Reports

C. Public Safety

Homeland Security Program Status Report

- Four (4) grant workshops for the FY2020-21 State Homeland Security Program Grants and Law Enforcement Terrorism Prevention activities were held on January 14 & 16 at the LRGVDC Main Campus in Weslaco. Overall 87 people from different agencies attend the workshops.

- Staff participated at the Tactical Pipeline Response Training (Homeland Security Exercises and Evaluation Program) Tabletop Exercise on January 8 in McAllen.

- Staff submitted the regional Homeland Security Implementation Plan to the Texas Homeland Security office.

- The first meeting of the Emergency Management Working Group was held on January 9 at the DPS Headquarters in Weslaco; more than 50 representatives from local jurisdictions, including state and federal agencies attended. The purpose of this group is to enhance the region’s disaster preparedness capabilities with a focus on emergency management. It will also help staff identify strengths and gaps to input in assessments for the region. This group is scheduled to meet on a monthly basis.

Regional Animal Care Coalition (RACC)

- The RACC met on January 9 to review and finalize committee bylaws. Critical discussions have been taking place and one of the items on the agenda for the next meeting is to solidify regional priorities in writing. The major concern at this point is the overpopulation of animals in the three-county area; this will be a major topic for discussion that will be addressed once funding sources are identified. Other areas of concern for the RACC is the evacuation of animal before a natural disaster.
Item #5: Department Reports

C. Public Safety

Regional Police Academy Status Report

- Report on 201st Basic Peace Officer Course
  The 201st Basic Peace Officer Course will graduate on Wednesday, February 5, 2020. Currently 57 cadets are on track to graduate. The cadets will take their comprehensive final exam on Wednesday, January 29, 2020. The cadets are scheduled to take the TCOLE Licensing Exam on February 4 (35 Cadets) and February 6 (22 Cadets).

- Report on 202nd Basic Peace Officer Course
  The 202nd Basic Peace Officer Course will begin on Monday January 27, 2020. This is the Night Academy that currently has 35 cadets registered. This Academy is being held in Weslaco.

- Report on 203rd Basic Peace Officer Course
  Testing for the 203rd Basic Peace Officer Course was completed on Tuesday January 21, 2020. This class will begin on Monday, March 2, 2020.

- The updated Basic Peace Officer Curriculum, course #1000696 will be utilized for all incoming academies. This is ahead of the April 1, 2020 deadline. The new curriculum includes all currently required legislative mandates. The Regional Police Academy will continue to provide classes beyond what the legislation requires.
ITEM #5. D.

TRANSPORTATION
Item #5: Department Reports

D. Transportation

Valley Metro Status Report .............................................................. Tom Logan, Director

- Ridership Report
  Both the rural and urban transit systems are in operation and all systems are monitored daily. For the month of December 2019, ridership for the urban system, which operates Monday through Saturday in the urban areas of Cameron, Hidalgo, and Starr Counties has been averaging **10,136** passengers a week. Ridership for the rural system which operates in the rural areas of Cameron, Hidalgo, Willacy, Starr, and Zapata Counties has an average of **3,637** passengers per week for the month of October.

- Regional Transportation Advisory Panel (RTAP) Activity

  The RTAP met in October to discuss regional planning and service coordination. The RTAP will meet again on January 30, 2020.
Passengers per revenue hour = 1,653
Farebox Recovery Rate = Edinburg
 FY' 2019
20,904 100%
SERVICE EFFICIENCY
FY' 2012
State Avg. = $73.39
1,982 763,376.00
State Avg. = 13%
1%
1,027 1%
120,712
Total Operating Expenses = $14.83
1%
6.69%
$3.03 5%
34328.85
FY' 2017
2,565
Passengers per revenue mile =
1%
1%
State Avg. = .15
2%
1%
FY' 2015
Passengers per revenue hour = 6,428
3%
Passengers per revenue mile =
[40x22]Source: 2015 Texas Transit Statistics

YEAR TO DATE RIDERSHIP REPORT
FY 2019 Sept-December 328,216
FY 2020 Sept-December 330,581
DIFFERENCE 41,365 % DIFFERENCE 14%

RURAL Ridership by Route

Route Total Route Activity Area(s) Served
21 845 0% Sullivan City, West Hidalgo County
43 697 0% South Cameron County
50 20,004 6% Brownsville, Port Isabel
60 3,808 1% Roma, Rio Grande City
61 1,653 0% Rio Grande City
2 2,423 1% Rio Grande City
Willacy (DR) 1,982 1% Willacy County
Starr (DR) 3,716 1% Starr County
Zapata (DR) 1,027 0% Zapata County
Metro Express 22,109 7% Rio Grande Valley
Route 10 9,854 3% Edinburg
Route 12 4,484 1% Edcouch, Elsa, Edinburg
Route 14 11,765 4% Edinburg
Route 15 3,588 1% Edinburg
Route 16 25,171 8% Edinburg
Route 20 9,024 3% Mission
Route 30 5,584 2% Pharr, San Juan
Route 31 20,904 6% Hidalgo County
Route 32 1,071 0% Donna
Route 40 4,916 1% Harlingen
Route 41 6,428 2% Harlingen
Route 42 2,448 1% San Benito
Route 44 2,565 1% Primera, La Feria, Santa Rosa
Route 45 15,082 5% Cameron County
JagExpress 28,599 10% Weslaco, Pharr, McAllen
Vaquero Express 120,712 36% Edinburg
Hidalgo 141 0% City of Hidalgo
TOTAL 330,581 100%

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

FY 2008 - FY 2020 Monthly Ridership Summary

COST EFFECTIVENESS
Cost per revenue mile = $2.40 State Avg. = $4.85
Cost per revenue hour = $46.22 State Avg. = $73.39
Cost per passenger = $4.16 State Avg. = $5.21

COST EFFECTIVENESS
Cost per revenue mile = $3.03 State Avg. = $2.99
Cost per revenue hour = $71.08 State Avg. = $59.91
Cost per passenger = $14.83 State Avg. = $20.21

SERVICE EFFICIENCY
Passengers per revenue mile = 0.58 State Avg. = 0.93
Passengers per revenue hour = 11.12 State Avg. = 14.10

SERVICE EFFICIENCY
Passengers per revenue mile = 0.20 State Avg. = 0.15
Passengers per revenue hour = 5.44 State Avg. = 2.96

*2018 Texas Transit Statistics Preliminary Report

LOWEST & HIGHEST RATES OF SERVICE PRODUCTIVITY

FY 2018 URBANIZED PERFORMANCE MEASURES

FY 2018 NONURBANIZED PERFORMANCE MEASURES
### Distribution of Ridership

#### Hidalgo County by Cities

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
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<tbody>
<tr>
<td>Alamo</td>
<td>1,356</td>
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<td>Alton</td>
<td>9</td>
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<tr>
<td>Donna</td>
<td>2,741</td>
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<tr>
<td>Edcouch</td>
<td>415</td>
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<td>Edinburg</td>
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<td>Elsa</td>
<td>868</td>
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<td>Hargill</td>
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<tr>
<td>Hidalgo</td>
<td>141</td>
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<tr>
<td>La Blanca</td>
<td>74</td>
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<tr>
<td>La Joya</td>
<td>18</td>
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<td>La Villa</td>
<td>468</td>
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<tr>
<td>McAllen</td>
<td>49,948</td>
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<td>Mercedes</td>
<td>1,959</td>
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<td>Mission</td>
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<td>Palmhurst</td>
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<td>Palmview</td>
<td>18</td>
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<td>Penitas</td>
<td>218</td>
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<td>Pharr</td>
<td>7,306</td>
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<td>San Carlos</td>
<td>81</td>
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<td>San Juan</td>
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<td>Sullivan City</td>
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<td>Weslaco</td>
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#### Cameron County by Cities

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<td>Harlingen</td>
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<td>La Feria</td>
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<td>La Paloma</td>
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<td>Laguna Heights</td>
<td>1,185</td>
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<td>Los Fresnos</td>
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<td>Los Indios</td>
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<td>Olmito</td>
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<td>Port Isabel</td>
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<td>Primera</td>
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<td>Combes</td>
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<td>Rio Hondo</td>
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<td>Santa Rosa</td>
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#### Willacy County

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<tr>
<td>Total</td>
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#### Starr County

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<th>City</th>
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<td>Total</td>
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#### Zapata County

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<tbody>
<tr>
<td>Total</td>
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#### SYSTEM TOTAL

| Total | 330,581 |

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**Notes:**
- The data represents the distribution of ridership by cities within Hidalgo, Cameron, Willacy, Starr, and Zapata counties.
- The bars in the bar charts indicate the number of riders for each county.
- The pie chart illustrates the percentage distribution of ridership by county.
**Revenue Hours Provided**
- Hidalgo County: 26,722.55
- Starr County: 3,597.47
- Zapata County: 503.45
- Cameron County: 8,013.68
- Willacy County: 585.56

**Total Revenue Hours: 39,422.71**

**Distribution of Revenue Hours**
- Hidalgo County: 68%
- Starr County: 9%
- Zapata County: 1%
- Cameron County: 20%
- Willacy County: 2%

**Revenue Miles Provided**
- Hidalgo County: 592,465
- Starr County: 71,974
- Zapata County: 11,879
- Cameron County: 183,180
- Willacy County: 15,149

**Total Revenue Miles: 874,547**
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<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
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### 2018 - 2019 Valley Metro Routes UTRGV Student Passenger Count

![Bar chart showing passenger counts for each month from September 2018 to August 2019 for different routes, with data points for each month indicating passenger counts for FY 2018 and FY 2019.](chart.png)
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### South Texas College - Mid Valley JagExpress

#### STC Student Passenger Counts Comparison

**FY 2019**

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### Connecting Service

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## FY 2020 TSTC
### Valley Metro Routes
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### TSTC Student Ridership

![Bar Chart](chart.png)

- Month