LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL

AGENDA
BOARD OF DIRECTORS
LRGVDC Main Campus, Building B
301 W. Railroad Street
Weslaco, TX 78596

Wednesday, October 31, 2018  12:00 PM  Ken Jones Executive Board Room
Presiding:  The Honorable Norma G. Garcia, President

Item #1:  Call to Order
A.  Roll Call
B.  Invocation
C.  Pledge of Allegiance

Item #2:  Consider Approval of Meeting Minutes (September 26, 2018)

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

Item #4:  Administration
A.  Presentation RE:  86th Legislative Session & Regional Transit Authorities (RTA) ................................................................. State Representative Armando “Mando” Martinez

B.  Consider Appointment of Board Designees and Alternates to Texas Association of Regional Councils (TARC) and Corporation for Texas Regionalism (CTR) ......................... President

C.  Consider Annual Adoption of Investment Policy ............................................Crystal Balboa, Finance Director

D.  Presentation of Quarterly Investment Report ..............................................Crystal Balboa, Finance Director

ACTION ITEM

ACTION ITEM

ACTION ITEM

ACTION ITEM
E. Executive Director Report

ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS

1. Introduction of New Staff Members

LRGVDC Updates & Activities

2. CIEDO Building Expansion
3. Census 2020
4. Large & Small Cities Coalition “Legislative Collaborative Forum”
5. BikeShare RGV
6. 2019 RGV Fit 5K & Mayor’s Walk for Wellness (It’s Time Texas Community Challenge)

Item #5: Department Reports

A. Economic Development

Economic Development Status Report.......................... Terrie G. Salinas, Director

1. Consider Approval to provide EDA Grant Administration Services to the Town of Laguna Vista

ACTION ITEM

• Economic Development Projects
• Regional Small Cities Coalition (RSCC)
• Property Assessed Clean Energy (PACE) Program

Explore RGV Status Report ................................................................. Blanca Davila
Economic Development Specialist

1. Consider Approval to Create Explore RGV Advisory Committee

ACTION ITEM

• Explore RGV Launch Reception
B. Community & Environmental Services

Community Development Status Report...................................................... Marcie Oviedo, Director

- HUD Disaster Recovery Housing Program

Environmental Resources Status Report

- Solid Waste Management Program
  1. Consider Solid Waste Advisory Committee (SWAC) Recommendation for Revision on Scope of Work for Hidalgo County Solid Waste Project

C. Health & Human Services

Area Agency on Aging (AAoA) Status Reports .........................................Jose L. Gonzalez, Director

1. Consider Approval to Authorize the Area Agency on Aging to Apply for Community Development Block Grant (CDBG) Funding

2. Consider Approval to Authorize LRGVDC Executive Director Ron Garza to Sign Documents Required for CDBG Funding

3. Consider Approval to Authorize the Area Agency on Aging to Issue a Special Request for Proposals for One-Time Projects

- Special n4a MIPPA Project
D. Public Safety

Criminal Justice Status Report ................................................................. Manuel Cruz, Director

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

   ACTION ITEM

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

   ACTION ITEM

3. Consider Approval of Criminal Justice Advisory Committee (CJAC) Biannual term Appointment

   ACTION ITEM

4. Consider Approval of Criminal Justice Advisory Committee (CJAC) Chair and Vice Chair for the FY 2018-2020 Term

   ACTION ITEM

5. Consider Approval of Criminal Justice Advisory Committee (CJAC) Parliamentarian/Secretary

   ACTION ITEM

6. Consider Approval of Nomination for Criminal Justice Advisory Committee (CJAC) Vacancy in the Citizen/Parent/Faith Based Discipline

   ACTION ITEM

   • Urgent. National Incident –Based Reporting System (NIBRS) Compliance
   • Regional Crime Victim’s Liaison Program

Emergency Communications Status Report ................................................. Manuel Cruz, Director

1. Consider Approval for the Purchase of Two (2) Vehicles for Emergency Communications/9-1-1 Division

   ACTION ITEM

   • Ongoing Projects
   • Location Validation Program
   • Database Program
   • Mapping Program
   • System and Public Safety Answering Point (PSAP) Operations Program
   • Public Education/Training Program
Homeland Security Status Report ................................................................. Manuel Cruz, Director

- Homeland Security Program
- Citizen Corps Program (CCP)/Community Preparedness
- FY 2017 Homeland Security Grant Program
- FY 2016 Homeland Security Grant Program

Regional Police Academy Status Report ........................................... Randall Snyder, Training Coordinator

- In-Service Training Hours Reported
- Basic Peace Officer Academy Cadets Enrolled
- August/September In-Service Schedule
- Basic Peace Officer Course Upcoming Academies
- Academy Graduation Dates

E. Transportation

Hidalgo County Metropolitan Planning Organization Status Report .......... Andrew Canon, Director

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

1. Consider Approval of Revisions to Operating Policies and Procedures

   ACTION ITEM

2. Consider Approval to Authorize Purchase of Transit Revenue Vehicle through Texas Smart Buy

   ACTION ITEM

3. Consider Approval to Submit Regional Hike & Bike Planning and Bike Infrastructure Project Requests for Transportation Alternative Program to HCMPO

   ACTION ITEM

- Ridership Report

Item #6: New or Unfinished Business
Item #7: Adjourn

*REMININDER*

HOLIDAY SCHEDULE:
No meeting in November
Next Meeting Date:
Wednesday, December 5, 2018

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 G. Garcia called the meeting to order at 12:01 p.m. Roll call was taken and a quorum declared.

The President then moved to item 2: Consider Approval of Meeting Minutes (August 29, 2018). **Mr. Ronald Mills made a motion to approve the minutes as presented. Mayor Dave Kusch seconded the motion, and upon a vote the motion carried unanimously.**

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

A. Executive Director Report

1. **Introduction of New Staff Member**
   
   Mr. Garza announced that Mr. Steve Maldonado, Motor Vehicle Technician, Valley Metro is our newest staff member.

2. **Consider Approval of Resolution 2018-05 Requesting Further Consideration from FEMA Regarding Damage Assessment from June 2018 Flooding Events**
   
   Mr. Garza informed the Board that Valley leaders conducted an analysis that contains a great deal of data and information. FEMA damage estimates have not been consistent with local estimates. This supports a request for another, more comprehensive assessment. There was a forum on August 31 with FEMA at which they released an assessment of $18MM in damages, which is a shortfall of the $36MM threshold for FEMA assistance for damage to public property. The purpose of this resolution is to spotlight this information so that the Valley can have a venue to further explore damage assessments. **Mayor David Suarez made a motion to approve Resolution 2018-05 as presented. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.**

3. **American Electric Power (AEP) Rate Case**
   
   Mr. Garza stated that as mentioned at the August meeting and with assistance from the City of McAllen’s legal team, staff has drafted a memo regarding this $415MM rate case. AEP seeks compensation for repair costs from damage caused by Hurricane Harvey. The City of McAllen...
has offered to intervene for this case by referring it to the law firm of Lloyd Gosselink Rochelle & Townsend, P.C.; the estimated cost for legal fees is approximately $45,000. As the LRGVDC has done in the past, we will communicate and help facilitate an assessment for a cost share for the legal fees. This cost share, which is based on TML population estimates, will include the City of Corpus Christi which will somewhat ease the financial burden from Valley cities. Upon conclusion of discussion Mayor Henry Hinojosa made a motion to approve the memo and rate chart as presented and to send these documents to the cities effected by this rate case. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.

LRGVDC Updates & Activities

4. Census 2020
   Mr. Garza reported that more cities, counties, and jurisdictions are forming their own Complete Count Committees (CCC). The Taskforce is developing a fact sheet and a list of general activities to assist cities in sharing a unified message. A regional logo and a regional marketing packet are also being developed. An additional Complete Count Committee 101 training is scheduled for November 6 to help CCCs distribute a unified message.

5. Animal Control Roundtable
   Mr. Garza reported that the Animal Control Roundtable group has brought together community leaders to discuss animal control best practices to mitigate the severe pet overpopulation issue in the Rio Grande Valley. Mr. Garza will report further progress of this initiative as discussions develop.

6. BikeShare RGV
   Mr. Garza reminded the Board that in order for a city to participate in the BikeShare program, they should pass an ordinance allowing LimeBike to operate in that city. The draft ordinance has been reviewed by legal counsel from the City of Harlingen and LimeBike and will be distributed to Valley cities for consideration by their city commissions.

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

A. Economic Development

Economic Development Status Reports
Mr. Garza reported that the status reports on Kari’s Law Business Project and the Hidalgo County Small Town Economic Development (STED) grant program were in the meeting packets for review.

Explore RGV Status Report
Mr. Garza announced that the Launch Reception for the Explore RGV website and mobile app is scheduled for Wednesday, November 14, 2018 from 5:30 pm – 7:30 pm at the LRGVDC Main Campus.
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
Ms. Oviedo stated that the Solid Waste Management Program status report was in the meeting packet for review. She announced that the next Rio Grande Regional Water Planning Group meeting is scheduled for November 7. She also reminded the Board about the importance of submitting any water related projects to the Planning Group for inclusion in the Regional Water Plan in order to increase their opportunities for state funding.

C. Health & Human Services

Area Agency on Aging Status Reports
Program Director Joe Gonzalez was recognized and stated that the status reports on Medicare Part D Enrollment Period and the Benefits Counseling and Enrollment Assistance Project were in the meeting packet for review. He informed the Board that Area Agency on Aging staff are available to come to individual communities to present information on the Medicare Part D Enrollment process.

D. Public Safety

President Garcia 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 meeting packet.

Emergency Communications Status Report

1. Consider Approval to Purchase 9-1-1 Promotional Material
Mr. Cruz informed the Board that as a part of the requirement for ongoing educational awareness, additional promotional items are needed to distribute to the public. Distributing promotion items with slogans and wording for ongoing 9-1-1 campaigns assist in promoting important information to the public. The cost estimate for this purchase is $198,703.10 and ECOMMS has an existing contract with Promo Direct for this purchase. This is a budgeted item previously approved by the Commission on State Emergency Communications (CSEC).

Mr. Ron Mills made a motion for approval to purchase 9-1-1 promotional material as requested. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.

Homeland Security Status Report
Mr. Cruz noted that the Homeland Security Program status reports were in the meeting packet for review and added that September is National Preparedness Month and that the “Ready RGV”
website is up and running with information on how to prepare for disasters.

**Regional Police Academy Status Report**
Mr. Cruz noted that the Regional Police Academy status report was in the meeting packet for review.

**E. Transportation**

**Hidalgo County Metropolitan Planning Organization Status Report**
There were no significant reports at this time.

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

1. **Consider Approval to Authorize the Purchase of Transit Revenue Vehicle through Texas Smart Buy**
   Mr. Logan stated that Valley Metro recommends the purchase of a transit revenue vehicle through Texas Smart Buy, contract #071-A1. The vehicle price is $70,492. This is a Type II Cutaway Bus with 24 passenger seats and is ADA accessible. Funds received through the Texas Department of Transportation from Section 5339 Funding will support the purchase of this vehicle. This unit will be placed in service within the rural Willacy County Demand Response service area. *Mr. Eddy Gonzalez made a motion to authorize the purchase of a Transit Revenue Vehicle through Texas Smart Buy as requested. Mr. Troy Allen seconded the motion, and upon a vote the motion carried unanimously.*

2. **Consider Approval to Authorize Agreement between LRGVDC and the City of Brownsville for Administration of Metro Connect Transit Services**
   Mr. Logan recognized Mr. R. J. Garza, Assistant Director of Brownsville Metro, and Mr. Mario Delgado, Transit Director for the City of McAllen, as partners in this agreement. He informed the Board that the purpose of this agreement is to establish a cooperative and mutually beneficial relationship between the parties and to set forth the relative responsibilities of the parties to disseminate information and make appropriate referrals. The City of Brownsville has received funding from the Texas Department of Transportation to provide transportation services through the Intercity Bus Program for the Metro Connect Services. Metro Connect established three (3) new routes: the Green Line, the Red Line, and the Blue Line, which will feed directly into the two (2) regional hubs at La Plaza and Central Station. The proposed routes will provide limited-stop intercity service from UTRGV Edinburg to McAllen, from McAllen to Brownsville, and from Brownsville to Port Isabel. Connecting regional hubs in the area and commitment to seamless transportation are the primary driving forces for this project. *Mayor David Suarez made a motion to authorize the Agreement between LRGVDC and the City of Brownsville for Administration of Metro Connect Transit Services as presented. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.* Upon conclusion of action Mr. Logan reported that Valley Metro’s ridership for the state fiscal year has reached 675,000 passengers, which is a milestone. He credited this achievement to the Fare Free program and Valley Metro’s partnerships with UTRGV, STC and TSTC. He also reported that the newly established Hidalgo County Courthouse Circulator (Route 16) is being fully utilized and has averaged 200 passengers a day within the first month of being in service.
Mr. Logan announced that Valley Metro, in partnership with UTRGV, applied for a grant through the FTA’s Section 5339 Bus and Bus Facilities Program. 339 projects with requests totaling $2B across the nation competed for the available $366MM. The Valley Metro/UTRGV project was 1 of 107 projects selected and $660K was secured for projects across the Valley.

President Garcia next moved to item 6. – New or Unfinished Business; there being none, Mr. Ronald Mills made a motion to adjourn; Mayor Henry Hinojosa seconded and the meeting was adjourned at 12:36 pm.

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ATTEST:

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Hon. Norma G. Garcia, President

Deborah Morales, Recording Secretary
ITEM #4. B.
ADMINISTRATION REPRESENTATIVES FOR TARC & CTR
MEMORANDUM

TO: LRGVDC Board of Directors
FROM: Ron Garza, Executive Director
SUBJ: Agenda Item 4. B.
DATE: October 25, 2018

It is time to consider our Board Member appointments for the Texas Association of Regional Councils (TARC) and the Corporation for Texas Regionalism (CTR). Currently our designated representative for TARC is Mr. Javier De Leon, and Mayor Jim Darling serves as the alternate. For CTR Mayor Jim Darling is the designee and Mr. Javier De Leon is the alternate. Both Mr. Deleon and Mayor Darling have served two (2) terms in this capacity.

Thank you for consideration of this item and please contact me should there be any questions.
ITEM #4. C.
ADMINISTRATION
ANNUAL
INVESTMENT
POLICY
MEMORANDUM

TO: LRGVDC BOARD MEMBERS

FROM: Crystal Balboa, Director of Finance

SUBJ: LRGVDC Investment Policy

DATE: October 31, 2018

It is time again for LRGVDC’s Annual consideration of our Investment Policy. Staff is recommending re-adoption of our current policy (attached). Thank you for consideration of this item and please contact me or Ron Garza should there be any questions.
I. Scope
This investment policy applies to any advance funds received by the LRGVDC for future expenditures. These funds are accounted for in the LRGVDC's Annual Financial Report.

II. Objectives
The LRGVDC shall manage and invest its cash with four objectives listed in order of priority: Safety, Liquidity, Yield, and Public Trust. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and Local law.

Safety - The primary objective of the LRGVDC's investment activity is the preservation of capital. Each investment transaction shall be conducted in a manner to avoid capital losses.

Liquidity - The LRGVDC's investment portfolio shall be structured such that the LRGVDC is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements.

Yield - The yield will be the current yield available on certificates of deposit.

Public Trust - All participants in the LRGVDC's investment process shall seek to act responsible as custodians of the public trust. Investment officials shall avoid any transaction which might impair public confidence in the LRGVDC.

III. Responsibility and Control

Investment Committee - An Investment Committee, consisting of the Executive Director and Director of Finance shall meet quarterly to determine operational strategies and to monitor results.

Delegation of Authority and Training - Authority to manage the LRGVDC's investment program is derived from a resolution of the Board of Directors. The Director of Finance is designated as investment officer of the LRGVDC and is responsible for investment decisions and activities. The Director of Finance shall establish written procedures for the operation of the investment program, consistent with this investment policy. The
investment officer shall attend at least one training session relating to the officer's responsibility under the Act every two years and receive 10 hours of training.

Internal Controls - The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process for annual independent review by an independent auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

a. Control of collusion.
b. Separation of transaction authority from accounting and record keeping.
c. Custodial safekeeping.
d. Clear delegation of authority to subordinate staff members.

Prudence - The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

a. The investment of all funds, or funds under the LRGVDC's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.

b. Whether the investment decision was consistent with the written investment policy of the LRGVDC.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible.
Ethics and Conflicts of Interest - The LRGVDC staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions.

IV. Reporting

The Director of Finance shall submit a signed quarterly investment report to the LRGVDC Board of Directors. Additionally, within 30 days of the end of the year, the Director of Finance shall submit an annual report showing certificate of deposits purchased by banks and total interest earned to date.

V. Investment Portfolio

The only investments available to the LRGVDC will be:
A. Investments through TexPool and TexPool Prime
B. Certificates of deposit purchased from the local banks in the three county area - Hidalgo, Cameron, and Willacy Counties

VI. Safekeeping and Custody

A. Investments in TexPool and TexPool Prime: The LRGVDC has executed a Participation Agreement adopting TexPool's Investment Policy. (Attachments A&B)

B. Certificate of Deposits purchased from the local banks in the three county area:

Insurance or Collateral - All deposits and investment of the LRGVDC funds shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or FSLIC. Evidence of the pledged collateral shall be maintained by the Director of Finance. Collateral shall be reviewed monthly to assure that the market value of the pledged securities is adequate.

Safekeeping Agreement - Collateral pledged to secure deposits of the LRGVDC shall be held by a safekeeping institution in accordance with a Safekeeping Agreement which clearly defines the procedural steps for gaining access to the collateral should the LRGVDC determine that the LRGVDC's funds are in jeopardy. The safekeeping institution, or Trustee, shall be an institution not affiliated with the firm pledging the collateral. The safekeeping agreement shall include
the signatures of authorized representatives of the LRGVDC, the firm
pledging the collateral, and the Trustee, if applicable.

Collateral Defined - The LRGVDC shall accept only the following securites as
collateral:
   a. FDIC and FSLIC insurance coverage.
   b. A bond, certificate of indebtedness, or Treasury Note of the United States,
      or other evidence of indebtedness of the United States that is guaranteed
      as to principal and interest by the United States.

VII. Investment Policy Adoption

The LRGVDC investment policy shall be adopted by resolution of the Board
of Directors. The policy shall be reviewed on an annual basis by the
Investment Committee and any modifications will be recommended for
approval to the Board of Directors. The Board of Directors shall review
these investment policies not less than annually.

Adopted by the Board of Directors of the LRGVDC this 31st day of
October, 2018.

__________________________________________________________________________
LRGVDC Board President
TexPool Prime
Investment Policy

Texas Local Government
Investment Pool

Revised August 2018
I. PURPOSE AND OBJECTIVES STATEMENT

A. TEXPOOL PRIME
The Interlocal Cooperation Act, chapter 791 of the Texas Government Code, and the Public Funds Investment Act, chapter 2256 of the Texas Government Code (the “Act”), provide for the creation of public funds investment pools through which political subdivisions and other entities may invest public funds.

TexPool Prime will use amortized cost to value portfolio assets and follow the criteria established by Governmental Accounting Standards Board (“GASB”) Statement No. 79 for use of amortized cost. This Investment Policy shall be interpreted and applied in a manner consistent with GASB guidance on external investment pools that use amortized cost to value all portfolio assets.

Pursuant to subchapter G of chapter 404, the Comptroller of Public Accounts (the “Comptroller”) administers the Texas Local Government Investment Pools (the “TexPool Prime Portfolios”) as public funds investment pools through the Texas Treasury Safekeeping Trust Company (the “Trust Company”). The Trust Company is a special-purpose trust company authorized to receive, transfer, and disburse money and securities as provided by statute or belonging to the state, agencies, and local political subdivisions and other organizations created on behalf of the state or agency or political subdivision of the state. The Comptroller is the sole officer, director, and shareholder of the Trust Company.

The Comptroller and the Trust Company have contracted with an administrator and investment manager (“Investment Manager”) for the TexPool Portfolios. The TexPool Portfolios comprise two investment alternatives: TexPool and TexPool Prime. This Investment Policy relates only to TexPool Prime. TexPool Prime invests in U.S. Treasury and government agency securities, repurchase agreements, certain mutual funds, commercial paper, and certificates of deposit.

In accordance with the Act, the Comptroller has appointed the TexPool Prime Investment Advisory Board (the “Board”) to advise with respect to TexPool Prime. The Board is composed equally of participants in the TexPool Prime Portfolios and other persons who do not have a business relationship with the TexPool Prime Portfolios and are qualified to advise the TexPool Portfolios.

B. PURPOSE
The purpose of TexPool Prime is to offer a safe, efficient, and liquid investment alternative to local governments in the State of Texas. The expectation is that local governments will benefit from the receipt of higher investment returns as a result of economies of scale and the investment expertise and management oversight of the Comptroller and the Trust Company. Investments are made in accordance with this investment policy (the “TexPool Prime Investment Policy”) established by the Trust Company and approved by the Comptroller. The TexPool Prime Investment Policy’s investment parameters are more conservative than those contained in the Act. The TexPool Prime Investment Policy is reviewed annually and revised as necessary.
C. OBJECTIVES
As required by the Act, the investment objectives of TexPool Prime in order of priority are:

- preservation and safety of principal;
- liquidity; and
- yield

TexPool Prime’s additional objective is to maintain a stable $1.00 price per unit. In accordance with the Act, TexPool Prime securities are marked to market daily, and if the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, TexPool Prime will take any appropriate action necessary to maintain the ratio between 0.995 and 1.005. However, the $1.00 price is not guaranteed or insured by the State of Texas.

D. STANDARD OF CARE
As also required by the Act, TexPool Prime investments are made subject to the “prudent person” standard of care. Accordingly, the Investment Manager must make investment decisions:

“with [the] judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.”

E. STRATEGIES
1. Portfolio Composition
The TexPool Prime portfolio is designed and managed to ensure that it maintains its AAAm rating (or the equivalent) by a nationally recognized statistical rating organization (“NRSRO”).

The following guidelines shall be followed by the Investment Manager to maintain the portfolio maturity consistent with a stable net asset value per share:

- The maximum remaining maturity of any security or other investment acquired for the portfolio shall be 397 calendar days or less.
- The portfolio should maintain a weighted average maturity of 60 days or less.
- The portfolio should maintain a weighted average life of 120 days or less.

Maturity limits are applied as defined in GASB 79.

A cure period of not more than 10 business days shall be permitted in the event that the weighted average maturity of the portfolio exceeds these limits, consistent with NRSRO guidelines.

2. Risk Management
Principal is protected and market and credit risks minimized by investing in a diversified pool of assets of high credit quality. Actual risks are minimized by adequate collateralization and use of delivery versus payment procedures.

The following procedure shall be followed by the Investment Manager to monitor investment rating changes:

- Perform ongoing monitoring of the credit risks of all securities.
- Create and update, as necessary, an approved list of issuers and securities.
• Maintain the approved list in the Investment Manager’s trading and compliance system and utilize the system to monitor the credit risk on a pre-trade compliance basis.
• Note any changes in the rating of a security and determine whether such change is in compliance with the Act.
• If an investment is downgraded such that it is not in compliance with the Act, liquidate the security as required by the Act.

3. Liquidity
Cash needs and cash expectations take priority in the design and structure of TexPool Prime. Income and expenditure history are developed and continuously updated to determine the liquidity needs of TexPool Prime. Reports of anticipated cash flow needs are used to develop the maturity structure of the portfolio to provide liquidity to all participants. To meet the anticipated liquidity needs, TexPool Prime is invested to ensure sufficient distribution of investments in liquid, short-term instruments. The maturities of the investments are distributed such that there is a continuing stream of securities maturing at frequent intervals.

Under normal operating conditions, TexPool Prime seeks to remain fully invested. At the end of each business day, cash is primarily swept into repurchase agreements and/or an eligible money market fund.

4. Returns
After consideration of safety and liquidity, TexPool Prime assets are invested with the goal of achieving a competitive rate of return that meets or exceeds the yield on money market mutual funds with similar investment authority. TexPool Prime is structured to benefit from anticipated market conditions and to achieve a reasonable return.

F. DISTRIBUTION OF GAINS AND LOSSES
All gains and losses from the sale of securities are distributed among TexPool Prime participants and will be amortized over the remaining term to maturity of the liquidated securities.
II. AUTHORIZED INVESTMENTS

The Act governs the investment of TexPool Prime. The Act sets out a number of authorized investments. TexPool Prime funds may be invested only in the following authorized investments:

A. GOVERNMENT SECURITIES (section 2256.009(a)(1) of the Act)

1. Statutory Requirements

Obligations of the United States, its agencies, or instrumentalities, including the Federal Home Loan Banks, and EXCLUDING the following:

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

2. Policy Guidelines

**Portfolio Composition:** Up to 100% of TexPool Prime assets may be invested in government obligations of the United States, its agencies, or instrumentalities. However, no more than 60% of the portfolio may be invested in variable rate notes.

**Maturity Limits:** The maximum final stated maturity of a security may not exceed 397 days, other than for floating or variable rate government obligations of the United States, its agencies, or instrumentalities. The final stated maturity of securities that are not obligations of the United States, its agencies or instrumentalities, is the earlier of the contractual final maturity date or the next date on which full repayment of principal can be obtained through exercise of a demand feature.

B. REPURCHASE AGREEMENTS (section 2256.011 of the Act)

1. Statutory Requirements

Fully collateralized repurchase agreements or reverse repurchase agreements (i) with defined termination dates, (ii) secured by obligations of the United States, its agencies, or its instrumentalities, including certain mortgage-backed securities, (iii) that require purchased securities to be pledged to the investing entity, in the entity’s name, and deposited at the time of investment with the investing entity or a third party, and (iv) that are placed through primary government securities dealers, as defined by the Federal Reserve, or a financial institution doing business in the State of Texas.

The term of a reverse repurchase agreement may not exceed 90 days after the date of delivery. Money received under a reverse repurchase agreement may be used to acquire additional authorized investments provided such investments mature not later than the expiration date stated in the reverse repurchase agreement.
2. Policy Guidelines

a. Repurchase Agreements

Portfolio Composition:

Direct Repurchase Agreements: Up to 100% of TexPool Prime assets may be invested in repurchase agreements.

Term Repurchase Agreements: A term repurchase agreement refers to any repurchase agreement with more than 7 calendar days remaining to maturity or more than 7 calendar days to the next put option that allows TexPool Prime to liquidate the position at par (principal plus accrued interest).

Maturity Limits: The maximum final maturity on repurchase agreements may not exceed 365 days. For purposes of calculating the weighted average maturity of the portfolio, the maturity date of a term repurchase agreement will be equal to the put option notice period.

Margin Requirement: Collateral must be equal to at least 102% of the total market value of the repurchase agreement, including accrued interest.

b. Reverse Repurchase Agreements

Portfolio Composition: TexPool Prime may enter into reverse repurchase agreements for up to one third (1/3) of the value of TexPool Prime assets.

c. Repurchase Agreements and Reverse Repurchase Agreements

Documentation: All repurchase transactions are governed by a Bond Market Association (BMA) or Securities Industry and Financial Markets Association (SIFMA) approved Master Repurchase Agreement and Master Reverse Repurchase Agreement.

Custody: If collateral is to be held by a third party, the third party must have been previously approved by the Trust Company or the Investment Manager.

C. MONEY MARKET MUTUAL FUNDS (section 2256.014 of the Act)

1. Statutory and Other Requirements

No-load money market mutual fund that (i) is registered with and regulated by the Securities and Exchange Commission, (ii) provides a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940, and (iii) complies with federal Securities and Exchange Commission rule 2a-7, as promulgated under the Investment Company Act of 1940.

TexPool Prime may not acquire shares of a money market mutual fund that represent more than 10% of the outstanding shares of that fund at the time of purchase.

2. Policy Guidelines

Portfolio Composition: TexPool Prime assets may be invested in approved money market mutual funds. The Investment Manager may utilize affiliated money market funds for this purpose provided the Investment Manager waives its management fee equal to the relevant affiliated fund’s net management fee, and provides an annual accounting of such waivers to the Trust Company.

Concentration Limits: No more than 15% of the TexPool Prime assets may be invested in money market mutual funds that do not seek to maintain a stable net asset value per share.

Rating: The money market mutual fund must be rated AAA or its equivalent by at least one NRSRO.
D. SECURITIES LENDING (section 2256.0115 of the Act)
1. Statutory Requirements
TexPool Prime may engage in a securities lending program that complies with the following:
   a. the value of the securities loaned, including accrued interest, must be fully collateralized by:
      (i) government securities,
      (ii) irrevocable letters of credit issued by a bank organized under U.S. or state law and continuously rated at least A or its equivalent by at least one NRSRO, or
      (iii) cash invested in government securities, commercial paper, mutual funds, or investment pools authorized by the Act;
   b. the loan must be terminable at any time;
   c. the loan terms must require that the collateral be pledged to the investing entity, held in its name, and deposited with the investing entity or a third party selected and approved by the investing entity;
   d. the loan must be placed through primary dealers or financial institutions doing business in the state; and
   e. the loan agreement must have a term of one year or less.

2. Policy Guidelines
Cash received under securities lending agreements must be used to acquire obligations authorized under this investment policy, provided that the average life of the obligations cannot exceed the average life of the securities lending agreements.

E. CERTIFICATES OF DEPOSIT (section 2256.010 of the Act)
1. Statutory Requirements
Certificates of deposit issued by a state or national bank, savings bank, or a state or federal credit union that has its main office or a branch office in Texas that are (a) guaranteed or insured by the FDIC or the National Credit Union Share Insurance Fund; (b) secured by obligations of the United States, its agencies, or its instrumentalities, including certain mortgage-backed securities that have a market value at least equal to the principal amount of the certificates; or (c) secured in accordance with Chapter 2257 of the Texas Government Code or in any manner and amount provided by other law for deposits of the investing entity.

2. Policy Guidelines
Up to 75% of TexPool Prime assets may be invested in certificates of deposit.

F. COMMERCIAL PAPER (section 2256.013 of the Act)
1. Statutory Requirements
Commercial paper (a) with a stated maturity of 270 days or fewer from the date of issuance; and (b) that is rated at least A-1 or P-1 or an equivalent rating by at least two NRSROs or one NRSRO and fully secured by an irrevocable letter of credit by a national or state bank.

2. Policy Guidelines
Portfolio Composition: Up to 75% of TexPool Prime assets may be invested in commercial paper. However, no more than 25% of TexPool Prime assets may be invested in a single industry or business sector, provided that this limitation does not apply to securities issued or guaranteed by companies in the financial services industry.

Concentration Limits: No more than 5% of TexPool Prime assets may be invested in a single corporate entity. A 10 business day cure period shall be permitted in the event that the portfolio exceeds this limit, consistent with NRSRO guidelines.
III. PROHIBITED INVESTMENTS

A. STATUTORY
As required by section 2256.009 of the Act, TexPool Prime cannot invest in the following:

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

B. POLICY
1. Derivatives
TexPool Prime will not invest in “derivatives.” For the purposes of this Investment Policy, “derivatives” means instruments with embedded features that alter their characteristics or income stream or allow holders to hedge or speculate on a market or spreads between markets that are external to the issuer, or are not directly correlated on a one-to-one basis to the associated index or market. Derivatives include, but are not limited to, the following:

- Arrangements in which an investor has swapped the natural cash flows or some portion of the natural cash flows of an instrument for a different set of cash flows. (i.e., interest rate swaps).
- Over-the-counter/exchange traded options or futures (i.e., option contracts, futures contracts).
- Collateralized mortgage obligations, inverse floating rate notes, range index notes, non-money market index based notes, dual index notes, index amortizing notes, inverse multi-index bonds, stepped inverse index bonds, inverse index bonds.

Securities that are not considered derivatives and that are authorized investments for TexPool Prime include the following:

- Treasury Bills, Treasury Notes, Treasury Bonds, Treasury Strips, repurchase agreements, reverse repurchase agreements, U.S. agency notes with a defined maturity and fixed coupon rate, U.S. agency discount notes, money market index Treasury and agency variable rate notes (i.e., floating rate notes tied to money market indices such as three and six month Treasury Bills; one, three, and six month London Interbank Offering Rate [LIBOR]; Fed Funds; one year Constant Maturity Treasury; prime rate; and commercial paper composite); U.S. agency step-up notes and any authorized investment that is callable prior to its final maturity.
IV. ADMINISTRATIVE GUIDELINES

A. COMPETITIVE BIDDING
TexPool Prime trades, purchases, and sales are done on a best execution basis through a documented competitive bidding process. The broker/dealers used for TexPool Prime are those approved by the Comptroller and the Trust Company and in compliance with the Comptroller rules.

B. SAFEKEEPING
All eligible book-entry securities whether purchased outright or under repurchase agreements, are held in a separate custodial account at the Federal Reserve Bank in the name of the TexPool Portfolios or in an independent third party institution designated by Federated on behalf of the TexPool Portfolios. All securities not held in book entry form are held at an independent third-party institution designated by Federated on behalf of the TexPool Portfolios. Third party institutions must issue original safekeeping receipts to the Investment Manager.

C. AUTHORIZED PERSONNEL
The Investment Manager personnel authorized to buy and sell investment instruments, send and receive securities, and make fund transfers and other types of related investment transactions are directly supervised by senior investment management personnel in the Investment Manager’s Investment Management Group.

D. DOCUMENTATION
Complete documentation and audit trails are maintained for all investment transactions.

E. MONITORING MARKET PRICE
State Street Bank and Trust, the custodian designated by the Investment Manager (the “Custodian”) provides fund accounting services for TexPool Prime and is responsible for marking-to-market the portfolio holdings of TexPool Prime on a daily basis. The Custodian receives electronic transmissions from various pricing vendors in order to determine the individual market price of each security held in TexPool Prime. These electronic transmissions are checked daily for current data and validity of information. The Custodian also performs a reasonableness test to determine whether the prices received are within a set tolerance range. In the event that any of the prices fall outside of the range, then these prices are investigated against secondary pricing sources. As a further check, the Investment Manager also monitors the prices of securities held in TexPool Prime, in order to independently determine reasonableness and validity.

The shadow price is the net asset value per share of TexPool Prime, calculated using total investments measured at fair value at the calculation date. The Investment Manager calculates TexPool Prime’s shadow price at a minimum on a monthly basis. The monthly calculation of the shadow price should occur no earlier than five business days prior to and no later than the end of the month.

F. PARTICIPATION AGREEMENTS
Each participant must have a fully executed participation agreement on file with the Trust Company before participating in TexPool Prime.
G. DEPOSIT AND WITHDRAWAL DEADLINES
See separate TexPool Prime Operating Procedures for detailed deposit and withdrawal deadlines.

H. REPORTING AND DISCLOSURE
The Act requires that public fund investment pools provide basic information regarding the pool’s investments and operations. The pool is to provide the investment officer, or other authorized representative of a participating entity, disclosure information in an Information Statement. The required disclosure items are listed in the Act. This information is provided to all participants. Further, to maintain eligibility to receive funds from and invest funds on behalf of the pool’s participants, TexPool Prime must furnish investment confirmations and a monthly report disclosing certain information. Finally, the Comptroller requires that TexPool Prime be audited annually by an independent auditor.

F. AUTHORIZED DEALERS
The Comptroller maintains a list of approved dealers and brokers (collectively, “dealers”) authorized to provide investment services. All dealers who desire to become qualified bidders for investment transactions for TexPool Prime must be on the approved list. The Comptroller annually reviews the financial condition and registration of the qualified dealers and revises the approved list as needed.

G. ETHICS AND CONFLICT OF INTEREST
The Comptroller requires the Investment Manager and its staff that are involved with making investment decisions for or executing trades on behalf of TexPool Prime to disclose any personal or business relationship with a broker/dealer seeking to sell investments to TexPool Prime. These employees are also required to refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. The Investment Manager’s Compliance Officer is required to file a quarterly statement with the Trust Company evidencing compliance with foregoing matters by the Investment Manager and its employees.

Moreover, agents, advisors, and contractors providing services in connection with the custody, management, and investment of public funds under a contract with the Comptroller are required to at all times avoid any actual or apparent conflict of interest with respect to the custody, management, and investment of public funds. For purposes of this investment policy, a conflict of interest refers to any circumstances in which an agent, advisor, or contractor who, in the context of duties under its contract with the Comptroller, has interests that are or may become inconsistent with the interests of the agent, advisor, or contractor with respect to other duties, contractual or otherwise.
TexPool Investment Policy

Texas Local Government Investment Pool

Revised August 2018
I. PURPOSE AND OBJECTIVES STATEMENT

A. TEXPOOL
The Interlocal Cooperation Act, chapter 791 of the Texas Government Code, and the Public Funds Investment Act, chapter 2256 of the Texas Government Code (the "Act"), provide for the creation of public funds investment pools through which political subdivisions and other entities may invest public funds.

TexPool will use amortized cost to value portfolio assets and follow the criteria established by Governmental Accounting Standards Board ("GASB") Statement No. 79 for use of amortized cost. This Investment Policy shall be interpreted and applied in a manner consistent with GASB guidance on external investment pools that use amortized cost to value all portfolio assets.

Pursuant to subchapter G of chapter 404, the Comptroller of Public Accounts (the "Comptroller") administers the Texas Local Government Investment Pools (the "TexPool Portfolios") as public funds investment pools through the Texas Treasury Safekeeping Trust Company (the "Trust Company"). The Trust Company is a special-purpose trust company authorized to receive, transfer, and disburse money and securities as provided by statute or belonging to the state, agencies, and local political subdivisions and other organizations created on behalf of the state or agency or political subdivision of the state. The Comptroller is the sole officer, director, and shareholder of the Trust Company.

The Comptroller and the Trust Company have contracted with an administrator and investment manager ("Investment Manager") for the TexPool Portfolios. The TexPool Portfolios comprise two investment alternatives: TexPool and TexPool Prime. This Investment Policy relates only to TexPool. TexPool invests in U.S. Treasury and government agency securities, repurchase agreements, and certain mutual funds.

In accordance with the Act, the Comptroller has appointed the TexPool Investment Advisory Board (the "Board") to advise with respect to TexPool. The Board is composed equally of participants in the TexPool Portfolios and other persons who do not have a business relationship with the TexPool Portfolios and are qualified to advise the TexPool Portfolios.

B. PURPOSE
The purpose of TexPool is to offer a safe, efficient, and liquid investment alternative to local governments in the State of Texas. The expectation is that local governments will benefit from the receipt of higher investment returns as a result of economies of scale and the investment expertise and management oversight of the Comptroller and the Trust Company. Investments are made in accordance with this investment policy (the "TexPool Investment Policy") established by the Trust Company and approved by the Comptroller. The TexPool Investment Policy's investment parameters are more conservative than those contained in the Act. The TexPool Investment Policy is reviewed annually and revised as necessary.
C. OBJECTIVES
As required by the Act, the investment objectives of TexPool in order of priority are:

- preservation and safety of principal;
- liquidity; and
- yield

TexPool’s additional objective is to maintain a stable $1.00 price per unit. In accordance with the Act, TexPool securities are marked to market daily, and if the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, TexPool will take any appropriate action necessary to maintain the ratio between 0.995 and 1.005. However, the $1.00 price is not guaranteed or insured by the State of Texas.

D. STANDARD OF CARE
As also required by the Act, TexPool investments are made subject to the “prudent person” standard of care. Accordingly, the Investment Manager must make investment decisions:

"with [the] judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived."

E. STRATEGIES
1. Portfolio Composition
The TexPool portfolio is designed and managed to ensure that it maintains its AAAm rating (or the equivalent) by a nationally recognized statistical rating organization ("NRSRO").

The following guidelines shall be followed by the Investment Manager to maintain the portfolio maturity consistent with a stable net asset value per share:

- The maximum remaining maturity of any security or other investment acquired for the portfolio shall be 397 calendar days or less.
- The portfolio should maintain a weighted average maturity of 60 days or less.
- The portfolio should maintain a weighted average life of 120 days or less.

Maturity limits are applied as defined in GASB 79.

A cure period of not more than 10 business days shall be permitted in the event that the weighted average maturity of the portfolio exceeds these limits, consistent with NRSRO guidelines.

2. Risk Management
Principal is protected and market and credit risks minimized by investing in a diversified pool of assets of high credit quality. Actual risks are minimized by adequate collateralization and use of delivery versus payment procedures.

The following procedure shall be followed by the Investment Manager to monitor investment rating changes:

- Perform ongoing monitoring of the credit risks of all securities.
- Create and update, as necessary, an approved list of issuers and securities.
- Maintain the approved list in the Investment Manager’s trading and compliance system and utilize the system to monitor the credit risk on a pre-trade compliance basis.
- Note any changes in the rating of a security and determine whether such change is in compliance with the Act.
- If an investment is downgraded such that it is not in compliance with the Act, liquidate the security as required by the Act.

3. Liquidity
Cash needs and cash expectations take priority in the design and structure of TexPool. Income and expenditure history are developed and continuously updated to determine the liquidity needs of TexPool. Reports of anticipated cash flow needs are used to develop the maturity structure of the portfolio to provide liquidity to all participants. To meet the anticipated liquidity needs, TexPool is invested to ensure sufficient distribution of investments in liquid, short-term instruments. The maturities of the investments are distributed such that there is a continuing stream of securities maturing at frequent intervals.

Under normal operating conditions, TexPool seeks to remain fully invested. At the end of each business day, cash is primarily swept into repurchase agreements and/or an eligible money market fund.

4. Returns
After consideration of safety and liquidity, TexPool assets are invested with the goal of achieving a competitive rate of return that meets or exceeds the yield on money market mutual funds with similar investment authority. TexPool is structured to benefit from anticipated market conditions and to achieve a reasonable return.

F. DISTRIBUTION OF GAINS AND LOSSES
All gains or losses from the sale of securities are distributed among TexPool participants, and will be amortized over the remaining term to maturity of the liquidated securities.
II. AUTHORIZED INVESTMENTS

The Act governs the investment of TexPool. The Act sets out a number of authorized investments. TexPool funds may be invested only in the following authorized investments:

A. GOVERNMENT SECURITIES (section 2256.009(a)(1) of the Act)

1. Statutory Requirements
Obligations of the United States, its agencies, or instrumentalities, including the Federal Home Loan Banks, and EXCLUDING the following:

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

2. Policy Guidelines

*Portfolio Composition:* Up to 100% of TexPool assets may be invested in government obligations of the United States, its agencies, or instrumentalities. However, no more than 60% of the portfolio may be invested in variable rate notes.

*Maturity Limits:* The maximum final stated maturity of a security may not exceed 397 days, other than for floating or variable rate government obligations of the United States, its agencies, or instrumentalities.

B. REPURCHASE AGREEMENTS (section 2256.011 of the Act)

1. Statutory Requirements
Fully collateralized repurchase agreements or reverse repurchase agreements (i) with defined termination dates, (ii) secured by obligations of the United States, its agencies, or its instrumentalities, including certain mortgage-backed securities, (iii) that require purchased securities to be pledged to the investing entity, in the entity’s name, and deposited at the time of investment with the investing entity or a third party, and (iv) that are placed through primary government securities dealers, as defined by the Federal Reserve, or a financial institution doing business in the State of Texas.

The term of a reverse repurchase agreement may not exceed 90 days after the date of delivery. Money received under a reverse repurchase agreement may be used to acquire additional authorized investments provided such investments mature not later than the expiration date stated in the reverse repurchase agreement.

2. Policy Guidelines
a. Repurchase Agreements

*Portfolio Composition:

*Direct Repurchase Agreements:* Up to 100% of TexPool assets may be invested in repurchase agreements.
Term Repurchase Agreements: A term repurchase agreement refers to any repurchase agreement with more than 7 calendar days remaining to maturity or more than 7 calendar days to the next put option that allows TexPool to liquidate the position at par (principal plus accrued interest.)

Maturity Limits: The maximum final maturity on repurchase agreements may not exceed 365 days. For purposes of calculating the weighted average maturity of the portfolio, the maturity date of a term repurchase agreement will be equal to the put option notice period.

Margin Requirement: Collateral must be equal to at least 102% of the total market value of the repurchase agreement, including accrued interest.

b. Reverse Repurchase Agreements

Portfolio Composition:
TexPool may enter into reverse repurchase agreements for up to one third (1/3) of the value of TexPool assets.

c. Repurchase Agreements and Reverse Repurchase Agreements

Documentation: All repurchase transactions are governed by a Bond Market Association (BMA) or Securities Industry and Financial Markets Association (SIFMA) approved Master Repurchase Agreement and Master Reverse Repurchase Agreement.

Custody: If collateral is to be held by a third party, the third party must have been previously approved by the Trust Company or the Investment Manager.

C. MONEY MARKET MUTUAL FUNDS (section 2256.014 of the Act)

1. Statutory and Other Requirements

No-load money market mutual fund that (i) is registered with and regulated by the Securities and Exchange Commission, (ii) provides a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940, (iii) complies with federal Securities and Exchange Commission rule 2a-7, as promulgated under the Investment Company Act of 1940, (iv) is a permissible investment, and (v) includes in its investment objectives the maintenance of a stable net asset value of $1.00 for each share.

2. Policy Guidelines

Portfolio Composition: TexPool assets may be invested in approved money market mutual funds. The Investment Manager may utilize affiliated money market funds for this purpose provided the Investment Manager waives its management fee equal to the relevant affiliated fund's net management fee, and provides an annual accounting of such waivers to the Trust Company.

Concentration Limits: No more than 10% of the TexPool assets may be invested in a single money market fund.

Rating: The money market mutual fund must be rated AAA or its equivalent by at least one NRSRO.
D. SECURITIES LENDING (section 2256.0115 of the Act)

1. Statutory Requirements
TexPool may engage in a securities lending program that complies with the following:
   a. the value of the securities loaned, including accrued interest, must be fully collateralized by:
      (i) government securities,
      (ii) irrevocable letters of credit issued by a bank organized under U.S. or state law and continuously rated at least A or its equivalent by at least one NRSRO, or
      (iii) cash invested in government securities, commercial paper, mutual funds, or investment pools authorized by the Act;
   b. the loan must be terminable at any time;
   c. the loan terms must require that the collateral be pledged to the investing entity, held in its name, and deposited with the investing entity or a third party selected and approved by the investing entity;
   d. the loan must be placed through primary dealers or financial institutions doing business in the state; and
   e. the loan agreement must have a term of one year or less.

2. Policy Guidelines
Cash received under securities lending agreements must be used to acquire obligations authorized under this investment policy, provided that the average life of the obligations cannot exceed the average life of the securities lending agreements.
III. PROHIBITED INVESTMENTS

A. STATUTORY
As required by section 2256.009 of the Act, TexPool cannot invest in the following:

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

B. POLICY
1. Derivatives
TexPool will not invest in “derivatives.” For the purposes of this Investment Policy, “derivatives” means instruments with embedded features that alter their characteristics or income stream or allow holders to hedge or speculate on a market or spreads between markets that are external to the issuer, or are not directly correlated on a one-to-one basis to the associated index or market. Derivatives include, but are not limited to, the following:

- Arrangements in which an investor has swapped the natural cash flows or some portion of the natural cash flows of an instrument for a different set of cash flows. (i.e., interest rate swaps).
- Over-the-counter/exchange traded options or futures (i.e., option contracts, futures contracts).
- Collateralized mortgage obligations, inverse floating rate notes, range index notes, non-money market index based notes, dual index notes, index amortizing notes, inverse multi-index bonds, stepped inverse index bonds, inverse index bonds.

Securities that are not considered derivatives and that are authorized investments for TexPool include the following:

Treasury Bills, Treasury Notes, Treasury Bonds, Treasury Strips, repurchase agreements, reverse repurchase agreements, U.S. agency notes with a defined maturity and fixed coupon rate, U.S. agency discount notes, money market index Treasury and agency variable rate notes (i.e., floating rate notes tied to money market indices such as three and six month Treasury Bills; one, three, and six month London Interbank Offering Rate [LIBOR]; Fed Funds; one year Constant Maturity Treasury; prime rate; and Commercial paper composite); U.S. agency step-up notes and any authorized investment that is callable prior to its final maturity.

2. Commercial Paper
While an authorized investment under the Act, TexPool will not invest in commercial paper.

3. Certificates of Deposit
While an authorized investment under the Act, TexPool will not invest in certificates of deposit.
IV. ADMINISTRATIVE GUIDELINES

A. COMPETITIVE BIDDING
TexPool trades, purchases, and sales are done on a best execution basis through a documented competitive bidding process. The broker/dealers used for TexPool are those approved by the Comptroller and the Trust Company and in compliance with the Comptroller rules.

B. SAFEKEEPING
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C. AUTHORIZED PERSONNEL
The Investment Manager personnel authorized to buy and sell investment instruments, send and receive securities, and make fund transfers and other types of related investment transactions are directly supervised by senior investment management personnel in the Investment Manager’s Investment Management Group.

D. DOCUMENTATION
Complete documentation and audit trails are maintained for all investment transactions.

E. MONITORING MARKET PRICE
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The shadow price is the net asset value per share of TexPool, calculated using total investments measured at fair value at the calculation date. The Investment Manager calculates TexPool’s shadow price at a minimum on a monthly basis. The monthly calculation of the shadow price should occur no earlier than five business days prior to and no later than the end of the month.

F. PARTICIPATION AGREEMENTS
Each participant must have a fully executed participation agreement on file with the Trust Company before participating in TexPool.

G. DEPOSIT AND WITHDRAWAL DEADLINES
See separate TexPool Operating Procedures for detailed deposit and withdrawal deadlines.
H. REPORTING AND DISCLOSURE
The Act requires that public fund investment pools provide basic information regarding the pool's investments and operations. The pool is to provide the investment officer, or other authorized representative of a participating entity, disclosure information in an Information Statement. The required disclosure items are listed in the Act. This information is provided to all participants. Further, to maintain eligibility to receive funds from and invest funds on behalf of the pool's participants, TexPool must furnish investment confirmations and a monthly report disclosing certain information. Finally, the Comptroller requires that TexPool be audited annually by an independent auditor.

I. AUTHORIZED DEALERS
The Comptroller maintains a list of approved dealers and brokers (collectively, "dealers") authorized to provide investment services. All dealers who desire to become qualified bidders for investment transactions for TexPool must be on the approved list. The Comptroller annually reviews the financial condition and registration of the qualified dealers and revises the approved list as needed.

J. ETHICS AND CONFLICT OF INTEREST
The Comptroller requires the Investment Manager and its staff that are involved with making investment decisions for or executing trades on behalf of TexPool to disclose any personal or business relationship with a broker/dealer seeking to sell investments to TexPool. These employees are also required to refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. The Investment Manager's Compliance Officer is required to file a quarterly statement with the Trust Company evidencing compliance with foregoing matters by the Investment Manager and its employees.

Moreover, agents, advisors, and contractors providing services in connection with the custody, management, and investment of public funds under a contract with the Comptroller are required to at all times avoid any actual or apparent conflict of interest with respect to the custody, management, and investment of public funds. For purposes of this investment policy, a conflict of interest refers to any circumstances in which an agent, advisor, or contractor who, in the context of duties under its contract with the Comptroller, has interests that are or may become inconsistent with the interests of the agent, advisor, or contractor with respect to other duties, contractual or otherwise.
ITEM #4. D.
ADMINISTRATION
QUARTERLY INVESTMENT REPORT
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
Quarterly Investment Report
July 1, 2018 through September 30, 2018

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

Recorded Interest Income for the quarter $7,100.12

Beginning Ending
07/01/18 09/30/18

Investments in TexPool Prime:

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TexPool Prime Rate as of September 30, 2018 – 2.3072%

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. E.
ADMINISTRATION
EXECUTIVE DIRECTOR REPORT
Please join us as we engage in collaborative discussion about our region’s unified priorities in preparation for the 2019 legislative session.

The event will feature remarks from members of the RGV state delegation.

THURSDAY DECEMBER 13 2018

301 W. Railroad St. Weslaco, Texas 78596
Ken Jones Executive Board Room
Building B

11:30am - 1:30pm

Open to: Mayors, City Managers, LRGVDC Board of Directors and members of LRGVDC Large & Small Cities Coalition Advisory Committees.

Please RSVP to: Debby Morales dmorales@lrgvdc.org or (956)682-3481

Brought to you in cooperation with:
ITEM #5. A.

ECONOMIC DEVELOPMENT
Item #5: Department Reports

A. Economic Development

Economic Development Status Report...............................................Terrie G. Salinas, Director

1. Consider Approval to Provide EDA Grant Administration Services to the Town of Laguna Vista

The Town of Laguna Vista has been invited to submit a full grant application to the Austin Regional Office of the Economic Development Administration (EDA). For this application, the EDA requests financial assistance for a public works infrastructure project totaling $1,000,000. The Town of Laguna Vista will provide the $300,000 match required to construct the infrastructure needed to attract retail and commercial businesses and other future development to this area.

The Town of Laguna Vista has requested that the LRGVDC Economic Development District assist in the grant administration of this project. As per the Economic Development Administration (EDA) Program, Economic Development Districts are eligible to administer EDA grants and charge administration costs to the grant project. The administrative assistance provided to the grantee by the LRGVEDD is an excellent opportunity to also assist staff in planning other development projects that will help this small rural town grow.

The Contract for Professional Services signed by the Mayor of Laguna Vista is attached. Board Action is required.

ACTION ITEM
PROFESSIONAL MANAGEMENT CONTRACT

PART I – AGREEMENT

THIS AGREEMENT, entered into this 10TH day of July, 2018, by and between the Town of Laguna Vista, hereinafter called the "Town", acting herein by Mayor Susie Houston hereunto duly authorized, and the Lower Rio Grande Valley Economic Development District (LRGVEDD) hereinafter called "District," acting herein by Ron Garza, Executive Director.

WITNESSETH THAT:

WHEREAS, the Town of Laguna Vista desires to implement a Public Works Program under the general direction of the US Department of Commerce, Economic Development Administration (EDA); and whereas the Town desires to engage the District to render certain services in connection with its Public Works Project.

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services - Part II, Scope of Services, is hereby incorporated by reference into this Agreement.

2. Time of Performance - The services of the District shall commence in Grant Period, 2018. In any event, all of the services required and performed hereunder shall be completed no later than the Grant Period ending in 2021.

3. Access to Information - It is agreed that all information, data, reports and records and maps as are existing, available and necessary for the carrying out of the work outlined above shall be furnished to the District by the Town and its agencies. No charge will be made to the District for such information and the Town and its agencies will cooperate with the District in every way possible to facilitate the performance of the work described in the Agreement.

4. Compensation and Method of Payment - The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed twenty-four thousand ($24,000.00), upon EDA awarding the grant. Payment to the District shall be based on satisfactory completion of identified milestones in Part III - Payment Schedule of this Agreement, which is hereby incorporated by reference into this Agreement and shall be contingent upon receipt of the grant funding from EDA.

5. Indemnification - The District shall comply with the requirements of all applicable laws, rules and regulations, and shall exonerate, indemnify, and hold harmless the Town and its agency members from and against them, and shall assume full responsibility for payments of Federal, State and local taxes-on contributions imposed or required under the Social Security, workers compensation and income tax laws.


   a. This Agreement shall be construed under and accord with the laws of the State of
Texas, and all obligations of the parties created hereunder are performable in Cameron County, Texas.

b. This Agreement shall be binding upon and insure to the benefit of the parties hereto and heir respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.

c. If one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability, shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. All other terms hereof shall remain in full force and effect.

d. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

e. This Agreement may be amended by mutual agreement of the parties hereto and in writing to be attached to and incorporated into this Agreement.

7. Terms and Conditions – This agreement is subject to the provisions titled, "Part IV Terms and Conditions" and attached hereto and incorporated by reference herein and shall be contingent upon receipt of the grant funding from EDA.

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals.

TOWN OF: Laguna Vista

DISTRICT: Lower Rio Grande Valley
Economic Development District

BY: Mayor Susie Houston

BY: Ron Garza, Executive Director

NOTE: This document has important legal consequences. Please consult with your legal counsel with respect to its completion or modification.
PART II - SCOPE OF SERVICES

The District shall provide the following scope of services:

A. Project Management

1. Develop a recordkeeping and filing system consistent with program guidelines.
2. Maintenance of filing system.
3. Provide general advice and technical assistance to Town personnel on implementation of the project and regulatory matters pertaining thereto.
4. Assist in the procurement of professional consulting engineering services through the request for proposal process, if applicable, and as required by the Department/Agency regulations.
5. Furnish Town with necessary forms and procedures required for implementation of project.
6. Assist the Town in meeting all special award condition requirements that may be stipulated in the Financial Assistance Award between the Town and Department/Agency.
7. Prepare and submit to Department/Agency documentation necessary for amending the Contract.
8. Assist Town with environmental clearance for any program amendments.
9. Prepare and submit quarterly reports (progress and minority hiring).
11. Establish procedures to document expenditures associated with local project administration.
12. Provide guidance and assistance to Town regarding acquisition of property as detailed in Section C below.

B. Financial Management

1. Assist the Town in proving its ability to manage the Department/Agency financial assistance funds to the state's audit division.
2. Assist the Town in establishing and maintaining a bank account (Direct Deposit account) and/or separate local bank account, journals and ledgers.
3. Assist the Town in submitting the required Accounting System Certification letter, Direct Deposit Authorization Form (if applicable), and/or Depository/Authorized Signatory form to Department/Agency.
4. Prepare all fund drawdowns on behalf of the Town in order to ensure orderly, timely payments to all contracting parties within the allotted time period.
5. Review invoices received for payment and file back-up documentation.
6. Provide general advice and technical assistance to Town personnel on implementation of project and regulatory matters.
7. Assist the Town in establishing procedures to handle the use of any Department/Agency program income.

C. Environmental Review

1. Assist in preparing appropriate environmental review documents, including obtaining environmental assessment or Phase I.
2. Coordinate environmental clearance procedures with other federal or state agencies and interested parties responsible for implementing applicable laws.
3. Document consideration of any public comments.
4. Prepare any environmental review documents for the grant.
5. Ensure compliance with Executive Order 11988 for projects in the flood plains, as amended by Executive Order 13690.
6. Prepare Request for Release of Funds and certifications to be sent to Department/Agency.

D. Acquisition

1. Prepare and submit required reports concerning acquisition activities, including those related to acquisitions of real property, to Department/Agency.
2. Obtain documentation of ownership for Town-owned property and/or rights-of-way.
3. Maintain property management register for property/equipment purchased/leased.
4. Assist the Town in executing and properly recording any titles acquired and any mortgages, deeds of trust, or covenants required to secure any Department/Agency interest in the property.
5. Serve as liaison for the Town during any monitoring visit by Department/Agency staff.

E. Construction Management

1. Establish procedures to document expenditures associated with local construction of the project (if force account is applicable):
   - Assist Town in determining whether and/or what Department/Agency contract activities will be carried out in whole or in part via force account labor.
   - Assist Town in determining whether or not it will be necessary to hire temporary employees to specifically carry out Department/Agency contract activities.
   - Assist Town in maintaining adequate documentation of personnel, equipment and materials expended/used and their costs.

2. Assist Town in documenting compliance with all federal and state requirements
related to equal employment opportunity.
3. Assist Town in documenting compliance with all federal and state requirements related to minimum wage and overtime pay requirements.
4. Provide assistance to or act as local labor standards officer.
5. Notify Department/Agency in writing of name, address, and phone number of appointed labor standards compliance officer.
6. Request wage rates from Department/Agency.
7. Provide all applicable equal opportunity provisions and certifications for inclusion in bid packet.
8. Provide sample Department/Agency contract documents to engineer.
10. Verify construction contractor eligibility with Department/Agency.
11. Review construction contract,
12. Conduct pre-construction conference and prepare minutes.
13. Submit any reports of additional classification and rates to Department/Agency.
15. Review weekly payrolls, including compliance follow-ups.
16. Process and submit change orders to Department/Agency prior to execution.
17. Obtain Certificate of Construction Completion/Final Wage Compliance Report and submit to Department/Agency.
18. Provide general advice and technical assistance to Town personnel on implementation of project and regulatory matters.

G. Relocation (NOT APPLICABLE)

1. Interview relocatees and identify assistance needs.
2. Maintain a relocation record for each individual/family.
3. Provide education/assistance to relocatees.
4. Issue appropriate notices to relocatees.
5. Ensure that all payments are made in a timely manner.
6. Prepare and submit local relocation guidelines to Department/Agency for approval.
7. Assist Town in identifying individuals to be relocated and prepare appropriate notices.

I. Audit / Closeout Procedures

1. Prepare the Final Acceptance Report for appropriate signatures to submit to the Department/Agency.
2. Assist Town in resolving any monitoring and audit findings.
3. Assist Town in resolving any third-party claims.
4. Provide auditor with Department/Agency audit guidelines.
PROFESSIONAL MANAGEMENT SERVICES
PART III - PAYMENT SCHEDULE

Town shall reimburse Lower Rio Grande Valley Economic Development District for management services provided for completion of the following project milestones per the following percentages of the maximum contract amount:

<table>
<thead>
<tr>
<th>Milestone</th>
<th>% of Contract Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of recordkeeping system</td>
<td>10%</td>
</tr>
<tr>
<td>Completion of environmental/other Special Award Conditions</td>
<td>10%</td>
</tr>
<tr>
<td>Completion of all acquisition activities</td>
<td>10%</td>
</tr>
<tr>
<td>Completion of the bid/contract award process</td>
<td>20%</td>
</tr>
<tr>
<td>Financial and progress reporting requirements</td>
<td>10%</td>
</tr>
<tr>
<td>Labor Standards compliance/construction completion</td>
<td>30%</td>
</tr>
<tr>
<td>Filing of all required closeout information</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

NOTE: Percentages of payment listed here are guidelines based on management services typically provided. The payment schedule should be tied directly to the actual Scope of Work identified in Part II – Administrative Scope of Services.
Item #5: Department Reports

A. Economic Development

Economic Development Status Report...............................................Terrie G. Salinas, Director

- Economic Development Projects
  Staff is happy to announce that the Austin Regional Office for Economic Development Administration has approved funding for two Valley projects. They are as follows:

  **Title:** Hidalgo Infrastructure Project
  
  **Applicant:** Hidalgo Economic Development Corporation
  
  **Co-Applicant:** City of Hidalgo
  
  **EDA Investment Amount:** $1,200,000
  
  **Total Project Cost:** $1,500,000
  
  **Anticipated Impact/Outcome:** 100 jobs created, 100 jobs saved and $20 million in private investment leveraged.

  **Description:** This EDA investment supports construction of new public infrastructure, including a water and sewer system and new road to enhance development opportunities in the City of Hidalgo’s commercial and industrial sectors. The improvements will ease the long-term economic distress in the area and support private investment and job creation throughout the region.

  **Title:** Port Infrastructure Project
  
  **Applicant:** Brownsville Navigation District
  
  **City/County, State:** Brownsville/Cameron County, TX
  
  **EDA Investment Amount:** $1,800,000
  
  **Total Project Cost:** $6,437,200
  
  **Anticipated Impact/Outcome:** 700 jobs created and $3 million in private investment leveraged.

  **Description:** This EDA investment funds construction of a public assembly and erection pad to assist tenants in ship building industry and future companies with their construction and cargo operations’ needs in the Port of Brownsville. The investment will also improve and expand marine delivery and diversity of shipment, which will increase global competitiveness for Lower Rio Grande Valley Region of Texas.

- Regional Small Cities Coalition (RSCC)
  The RSCC Meeting was held in the Lyford City Hall on Thursday, October 18. This month’s speaker was State Representative Armando Martinez. Representative Martinez presented an overview of the “Regional Transit Authority Act”. The discussion was lively with members asking several questions and providing great input. The next important topic was a brief overview of TML’s Municipal Policy
Summit Summary of Action. The LRGVDC will host the RSCC Meeting in December and invite the Large Cities Coalition so a more in-depth discussion will take place regarding legislative issues that impact our communities. The meeting will be held at the LRGVDC’s Ken Jones Executive Board Room in Weslaco on Thursday, December 13, 2018, beginning at 11:30 a.m.

- Property Assessed Clean Energy (PACE) Program
  Staff is working with Texas PACE Authority on the upcoming Contractor’s Workshop scheduled for December 11. The training workshop will be a half-day event and will be a unique opportunity to learn about PACE financing, examine the technical requirements that go into a PACE project, and learn how the application process works. The workshop will be held in the LRGVDC’s Small Board Room in Weslaco.
Item #5: Department Reports

A. Economic Development

Explore RGV ................................................................. Blanca Davila, Economic Development Specialist

1. Consider Approval to Create Explore RGV Advisory Committee

As part of the ongoing stakeholder involvement and feedback, we realize that the engagement and suggestions are key to developing and sustaining the most up-to-date and relevant information regarding our region’s assets. In an effort to formally capture this information and continually improve the ExploreRGV platform, staff recommends the creation of the ExploreRGV Advisory Committee.

This advisory committee would develop bylaws for governance under the LRGVDC Board of Directors and would be comprised of regional chambers of commerce, convention and visitors bureaus, and other tourism stakeholders.

ACTION ITEM

- Explore RGV Launch Reception

  Project launch for Explore RGV is scheduled for November 14, 2018 at the Lower Rio Grande Valley Development Council from 5:30 PM to 7:30 PM. We are working on final website and mobile app touches with RGVision and RGV Partnership to ensure a successful Launch Reception.
LRGVDC invites you to the Explore RGV Launch Reception

Please join the Lower Rio Grande Valley Development Council and other regional partners for the unveiling of the ExploreRGV interactive website, mobile phone application and publication guide.

Lower Rio Grande Valley Development Council
301 W. Railroad St. Weslaco, TX 78596

Food and Refreshments will be provided.
ITEM #5. B.

COMMUNITY & ENVIRONMENTAL SERVICES
Item #5: Department Reports

B. Community & Environmental Services .......................... Marcie Oviedo, Director

Community Development Status Report

- HUD Disaster Recovery Housing Program

The Lower Rio Grande Valley Development Council is under contract with the Texas General Land Office as a sub-recipient to administer HUD CDBG-Disaster Recovery funding issued as a result of Hurricane Dolly. South Texas Economic Development Corporation – Donna Project for eight (8) units has completed construction and will be finalizing all contract requirements this month.

Environmental Resources Status Report

- Solid Waste Management Program

- Consider Solid Waste Advisory Committee (SWAC) Recommendation for Revision on Scope of Work for Hidalgo County Solid Waste Project

The SWAC met Tuesday, October 9, to review the Revised Scope of Work for the Solid Waste Project. Hidalgo County requested to change the scope of work from a Feasibility Study for Rural Solid Waste Collection to a Regional Study on Scrap Tire Disposal.

SWAC recommends the revision as submitted.

Thank you and this agenda item requires Board Action.

ACTION ITEM

- Staff continues to provide technical assistance and outreach and continues to monitor all Solid Waste Management Projects. Contracts for FY-2018 are nearing completion and FY-2019 contracts will be effective on September 1st. All information pertaining to the Solid Waste Program is available at www.lrgvdc.org/solidwaste.html
Lower Rio Grande Valley Development Council
Board of Directors Meeting
Wednesday, October 31, 2018

Item #5: Department Reports

B. Community & Environmental Services ................................. Marcie Oviedo, Director

Environmental Resources Status Report

- Water Resources

  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. The next Region M Meeting has been scheduled for Wednesday, November 7, 2018.

- Reservoir Levels

  On October 20, 2018, the U.S. combined ownership at Amistad/Falcon stood at 56.55% of normal conservation capacity, impounding 1,918,140 acre-feet, down from 63.94% (2,168,649 AF) of normal conservation a year ago. Overall the system is holding 45.95% of normal conservation capacity, impounding 2,721,553 acre-feet with Amistad at 52.57% of conservation capacity, impounding 1,721,948 acre-feet and Falcon at 37.77% of conservation capacity, impounding 999,605 acre-feet. Mexico has 31.75% of normal conservation capacity, impounding 803,414 acre-feet at Amistad/Falcon.
Water Levels at Amistad and Falcon Reservoirs
(U.S. Ownership)

10/20/2018, 56.55% of Capacity or 1,918,140 AF
donw from 2,168,649 AF of Normal Conservation a year ago

NOTE:  Mexico Ownership/Reservoir Capacity for
October 20, 2018:   31.75% (803,414) A.F.
## Rio Grande Watermaster Report

### 10/20/18

#### Amistad

<table>
<thead>
<tr>
<th>Description</th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>340.462</td>
<td>Meters</td>
<td>1,117.00</td>
<td>Feet</td>
</tr>
<tr>
<td>Water Elevation</td>
<td>331.375</td>
<td>Meters</td>
<td>1,087.19</td>
<td>Feet</td>
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<tr>
<td>Total Normal Conservation Capacity</td>
<td>4,040,325</td>
<td>TCM</td>
<td>3,275,532</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Total Combined Storage</td>
<td>2,124,000</td>
<td>TCM</td>
<td>1,721,948</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Current Storage</td>
<td>1,493,000</td>
<td>TCM</td>
<td>1,210,390</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Mexico share of Current Storage</td>
<td>631,000</td>
<td>TCM</td>
<td>511,558</td>
<td>Acre-Feet</td>
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<tr>
<td>TOTAL RELEASES AVG</td>
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<td>CMS</td>
<td>872</td>
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<td>US Release AVG</td>
<td>21.00</td>
<td>CMS</td>
<td>742</td>
<td>CFS</td>
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<td>Mexico Release AVG</td>
<td>3.70</td>
<td>CMS</td>
<td>131</td>
<td>CFS</td>
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<td>TOTAL INFLOWS AVG</td>
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<td>CMS</td>
<td>5,756</td>
<td>CFS</td>
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<tr>
<td>US Inflows AVG</td>
<td>143.00</td>
<td>CMS</td>
<td>5,050</td>
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<tr>
<td>Mexico Inflows AVG</td>
<td>20.00</td>
<td>CMS</td>
<td>706</td>
<td>CFS</td>
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<tr>
<td>US Reservoir Loss</td>
<td>1.99</td>
<td>CMS</td>
<td>70</td>
<td>CFS</td>
</tr>
<tr>
<td><strong>Percent of Storage Capacity</strong></td>
<td></td>
<td></td>
<td>45.95%</td>
<td></td>
</tr>
</tbody>
</table>

#### Falcon

<table>
<thead>
<tr>
<th>Description</th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 2</th>
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<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>91,805</td>
<td>Meters</td>
<td>301.20</td>
<td>Feet</td>
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<td>Water Elevation</td>
<td>83,910</td>
<td>Meters</td>
<td>275.29</td>
<td>Feet</td>
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<td>Total Normal Conservation Capacity</td>
<td>3,264,813</td>
<td>TCM</td>
<td>2,646,817</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Total Combined Storage</td>
<td>1,233,000</td>
<td>TCM</td>
<td>999,605</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>US Share of Current Storage</td>
<td>873,000</td>
<td>TCM</td>
<td>707,750</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Mexico share of Current Storage</td>
<td>360,000</td>
<td>TCM</td>
<td>291,856</td>
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<tr>
<td>Total Releases AVG</td>
<td>14.40</td>
<td>CMS</td>
<td>509</td>
<td>CFS</td>
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<td>US Release AVG</td>
<td>5.86</td>
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<td>207</td>
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<td>Mexico Release AVG</td>
<td>8.54</td>
<td>CMS</td>
<td>302</td>
<td>CFS</td>
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<td>TOTAL INFLOWS AVG</td>
<td>104.00</td>
<td>CMS</td>
<td>3,673</td>
<td>CFS</td>
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<td>US Inflows AVG</td>
<td>57.40</td>
<td>CMS</td>
<td>2,027</td>
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<td>Mexico Inflows AVG</td>
<td>46.60</td>
<td>CMS</td>
<td>1,646</td>
<td>CFS</td>
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<td>US Reservoir Loss</td>
<td>2.04</td>
<td>CMS</td>
<td>72</td>
<td>CFS</td>
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<tr>
<td><strong>Percent of Storage Capacity</strong></td>
<td></td>
<td></td>
<td>45.95%</td>
<td></td>
</tr>
</tbody>
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#### Overall Status

<table>
<thead>
<tr>
<th>Description</th>
<th>Value 1</th>
<th>Unit 1</th>
<th>Value 2</th>
<th>Unit 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Capacity - <strong>Amistad</strong></td>
<td>4,040,325</td>
<td>TCM</td>
<td>3,275,532</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Conservation Capacity - <strong>Falcon</strong></td>
<td>3,264,813</td>
<td>TCM</td>
<td>2,646,817</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current US share of Normal Conservation - <strong>Amistad</strong></td>
<td>1,493,000</td>
<td>TCM</td>
<td>1,210,390</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current US share of Normal Conservation - <strong>Falcon</strong></td>
<td>873,000</td>
<td>TCM</td>
<td>707,750</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Capacity - Amistad/Falcon System</td>
<td>7,305,138</td>
<td>TCM</td>
<td>5,922,348</td>
<td>Acre-Feet</td>
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<tr>
<td>Normal Conservation Capacity - <strong>US</strong></td>
<td>4,183,843</td>
<td>TCM</td>
<td>3,391,883</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Normal Conservation Capacity - <strong>Mexico</strong></td>
<td>3,121,295</td>
<td>TCM</td>
<td>2,530,466</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current Storage <strong>US</strong></td>
<td>2,366,000</td>
<td>TCM</td>
<td>1,918,140</td>
<td>Acre-Feet</td>
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<tr>
<td>Current Storage <strong>Mexico</strong></td>
<td>991,000</td>
<td>TCM</td>
<td>803,414</td>
<td>Acre-Feet</td>
</tr>
<tr>
<td>Current Storage - <strong>Amistad - Falcon System</strong></td>
<td>3,357,000</td>
<td>TCM</td>
<td>2,721,553</td>
<td>Acre-Feet</td>
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<tr>
<td>Percent of Storage Capacity</td>
<td>45.95%</td>
<td></td>
<td>45.95%</td>
<td></td>
</tr>
</tbody>
</table>
ITEM #5. C. HEALTH & HUMAN SERVICES
Item #5: Department Reports

C. Health & Human Services

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

1. Consider Approval to Authorize the Area Agency on Aging to Apply for Community Development Block Grant (CDBG) Funding

The AAA Advisory Council recommends approval to authorize the Area Agency on Aging to seek CDBG funding from the cities of McAllen, Mission, Pharr, Edinburg, Harlingen, Brownsville, and San Benito. This funding will be used to match the Title III-B funding and provide additional services to low-income seniors within these communities.

ACTION ITEM

2. Consider Approval to Authorize LRGVDC Executive Director Ron Garza to Sign Documents Required for CDBG Funding

The Advisory Council recommends approval to authorize Executive Director Ron Garza to sign all applications and agreements on behalf of the Area Agency on Aging for CDBG funding. This authorization is for the cities of McAllen, Mission, Pharr, Edinburg, Harlingen, Brownsville, and San Benito and to cover the program years for 2018 – 2019 and 2019 – 2020.

ACTION ITEM

3. Consider Approval to Authorize the Area Agency on Aging to Issue a Special Request for Proposals for One-Time Projects

The Advisory Council recommends approval to authorize the Area Agency on Aging to issue a Request for Proposals for one-time projects under Title III-B support services and Title III-E caregiver services. Proposals shall include services such as: senior center equipment, senior center repairs, caregiver training, and support to family caregivers. The available funding is a one-time only opportunity because this is carryover funding from the prior year. The 2018 funding had significant increases and came in late June. This did not allow the Area Agency on Aging to commit the funding in the current year.

ACTION ITEM

- Special n4a MIPPA Project

The agreement for the n4a (National Association of Area Agencies on Aging) special projected related to the Medicare Improvement for Patients and Providers Act has arrived. The project is meant to develop partnerships with Medicare Advantage Plans and to assist
their members to access the cost saving programs under Medicare. One of the programs is the Low-Income Subsidy. It assists eligible individuals with their Medicare premiums and deductibles.

The Area Agency on Aging is also planning on extending this type of partnership with local Accountable Care Organizations to assist their patients to access these services under Medicare.
ITEM #5. D.
PUBLIC SAFETY
CRIMINAL JUSTICE
Item #5: Department Reports

D. Public Safety

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

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

In accordance with the 2018 LRGVDC Interagency Contract, the CJAC convened on October 11, reviewed and approved the recommendations made by the CJAC Subcommittee. Staff recommends approval of the CJAC Bylaws.

Refer to Attachment A. Should there be any questions, please advise.

ACTION ITEM
ARTICLE I - NAME
The name of the Committee shall be the Lower Rio Grande Valley Development Council (LRGVDC) Criminal Justice Advisory Committee (CJAC).

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

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

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

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

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

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

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

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

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

Parliamentary Authority

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

Officers

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

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

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

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

Membership

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

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

- citizens or parents,
- substance abuse prevention,
- education,
- juvenile justice,
- law enforcement,
- mental health,
- nonprofit organizations,
The CJAC’s members’ terms will begin November 1st. Vacancies shall be filled by the Criminal Justice Advisory Committee to complete an unexpired term as a replacement from the same county, not to exceed the (1/3) membership rule. All persons nominated by the CJAC shall be submitted for approval to the LRGVDC Board of Directors. LRGVDC staff shall offer an annual CJAC training for members, new members and assigned alternate/proxy. An Ex-Officio Liaison will be appointed by the LRGVDC Board of Directors as a liaison to the CJAC with no voting powers. A signed Biennium Commitment Statement will be included as a requirement of all CJAC members before they can participate in any official proceedings. This acknowledgement will be signed biennially by all CJAC members and will explain the Two (2) Consecutive Absences rule.

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

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

Alternates
1) CJAC Member shall name up to two alternates at the time they sign the Biennium Commitment Statement.
2) Alternates shall, insofar as possible, represent the same functional discipline as primary Criminal Justice Advisory Committee members subject to applicable regulations and guidelines outlined in Article III (Memberships) of these bylaws.
3) Only primary Criminal Justice Advisory Committee members or their designated alternates shall have voting privileges during any committee meeting.
4) Prior to any scheduled CJAC meetings the primary member must provide training to their alternate(s).
5) During the grant priority process alternates cannot have voting privileges unless the alternate(s) was present during the grant category that is being presented.

**Voting**

1) Each member of the CJAC or his/her alternate shall have one (1) vote.
2) Each member or his/her alternate must be present to cast a vote.
3) The Member or Alternate who is present at rollcall shall be the only one authorized to vote on any action items for that meeting.
4) For the prioritization meeting(s), the Member or Alternate who is present at rollcall shall be the only one authorized to vote on any action items for that category.

**Officers Duties**

a. The Chairperson shall preside at all CJAC meetings.

b. In the absence of the Chairperson the Vice Chairperson shall assume the duties of the Chairperson or in the event of the Chairperson inability or refusal to act, shall have the powers of, and shall perform the duties of the Chairperson.

c. In the absence of both Chairperson and Vice Chairperson the Parliamentarian/Secretary shall assume the duties of the Chairperson. The Parliamentarian/Secretary shall keep, or cause to be kept, minutes of the meetings and the records of the CJAC; attest the signatures of the CJAC officers; certify orders or matters of the minutes of meetings; and see that notices are duly given in accordance with the provisions of these by-laws, or required by law.

**Quorum for Business**

The quorum for transaction of any business shall be fifty-one percent (51%) of the voting membership.

**Attendance**

Consecutive Absence Rule. Members who fail to attend two (2) consecutive meetings shall be subject to removal from the CJAC. After the first absence, the LRGVDC staff will notify the CJAC member to advise him/her of the two (2) Consecutive Absence Rule. On the second consecutive absence, the member will be notified by regular and electronic mail to inform him/her of the attendance provision. After the second consecutive absence, a member will be subject to removal, and a letter, signed by the LRGVDC Executive Director will be sent to the member informing him/her of their possible removal. The member will be allowed to appeal to the membership subcommittee their removal from the CJAC. The membership subcommittee will make a recommendation on the appeal to the CJAC at the next scheduled meeting. Throughout the entire process, the LRGVDC staff will keep the LRGVDC Board of Directors informed by providing updates on the Criminal Justice
Division Status Reports.

An absence from any subcommittee meeting is exempt from the Consecutive Meeting Absence rule.

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

Minutes
Minutes of all meetings shall be kept by the staff of the LRGVDC Criminal Justice Department.

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

The subcommittees are comprised of the following categories:

Membership Subcommittee which will be assigned with:
1) Reviewing and recommending new appointments to the CJAC;
2) Review and recommend nominees to the Executive Board; and
3) If a member appeals their removal from the CJAC based on the consecutive absence rule, the committee will consider the appeal and make the recommendation to the CJAC board.

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

Policies and Procedures Subcommittee which will be assigned with reviewing and recommending any revisions the policies and procedures on an annual basis.
ARTICLE V - ADOPTION AND AMENDMENT OF THESE BY-LAWS

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

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

Disclosure: Bylaws implemented at the local level can only be superseded by the State of Texas, Criminal Justice Division guidelines.
Item #5: Department Reports

D. Public Safety

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

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

In accordance with the 2018 LRGVDC Interagency Contract, the CJAC convened on October 11, reviewed and approved the recommendations made by the CJAC Subcommittee. Staff recommends approval of the CJAC Policy Manual.

Refer to Attachment B. Should there be any questions, please advise.

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Criminal Justice Division and the LRGVDC

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

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

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

CJD Application Process

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

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

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

**Violent Crimes Against Women Criminal Justice and Training Projects - (Domestic Violence, Sexual Assault, Dating Violence, and Stalking)**
Minimum grant award - $5,000.
Required Match: Grantees, other than Native American tribes and non-profit, non-governmental victim service providers, must provide matching funds of at least twenty-nine percent (29%) of total project expenditures. This requirement may be met through either cash or in-kind contributions or a combination of both.

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

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

**Local Funding Source Descriptions**

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

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

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

Policies Authority
The following policies and procedures are established for the purpose of defining the rules and regulations that will govern the Lower Rio Grande Valley Development Council (LRGVDC) Criminal Justice Advisory Committee (CJAC) application review and prioritization process for designated funding streams controlled by the Criminal Justice Division (CJD) of the Governor’s Office. In addition, these policies and procedures govern the operation of LRGVDC’s Criminal Justice Planning as outlined in the Interagency Cooperation Agreement between the CJD and LRGVDC as it relates to LRGVDC’s Criminal Justice Advisory Committee (CJAC).
Criminal Justice Advisory Committee

A. The CJAC is a volunteer committee comprised of a multi-disciplinary representation of members from the region per the requirements of the Governor’s Office, CJD. These discipline areas include citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, nonprofit organizations, prosecution/courts, and victim services. CJAC members are appointed by LRGVDC’s Executive Committee.

CJAC membership will consist of representatives from:

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

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

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

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

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

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

Application(s)
The COG will notify current grantees and other requestors of the availability of CJD grant applications. All applications shall be submitted to CJD’s online grant management system egrants.gov.texas.gov.

All submission deadlines shall be set by the Office of the Governor’s Criminal Justice Division. To obtain CJD’s deadline schedule please check their website at https://egrants.gov.texas.gov/fundopp.aspx

Ineligible Applications
Duplicate applications submitted for more than one COG administered funding source will not be considered.

MINIMUM REQUIREMENT FOR REVIEW
The LRGVDC will only consider for review applications that (1) attend technical assistance training (2) address priorities in the Regional Strategic Plan and (3) applied for eligible projects and are eligible applicants as outlined in the Texas Administrative Code. Applicants who fail to attend a mandatory grant workshop should be placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding.

Deleted: Any application not meeting these criteria will not be considered or recommended by the CJAC.

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**Priority Meetings**
A representative from each applicant organization shall attend the prioritization meeting. A representative of the applicant agency/organization will be allowed a three (3) minute presentation of the application and shall have the opportunity to answer any questions relevant to the project posed by the CJAC members.

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

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

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

**Criminal Justice Advisory Committee Prioritization**
CJAC will hold a prioritization meeting(s) to score and prioritize applications. All applications must be represented at the CJAC priority meeting. Representatives can be one of the three grant designated officials (i.e. Authorized Official, Project Director and Financial Officer), or any other knowledgeable agency / entity designee. Applicants will be provided with an opportunity to make a three minute presentation before the CJAC and answer any questions regarding their proposals. Once all questions and comments are answered, the CJAC will proceed to score each project individually.
A standard scoring instrument for each funding source, mandated by the CJD will be provided for each CJAC member. During the grant priority process alternates cannot have voting privileges unless the alternate was present during the entire grant category that is being presented.

The scoring instrument used will rate:

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

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

**The COG will electronically submit a list to CJD with the following information:**

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

**Ten Regular Business Working Days for Appeals of CJAC Actions**

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

**Recommendations Forwarded to Board of Directors**

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

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

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

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

Applicants must have knowledge of the criminal justice priorities in the COG’s Region and submit solicitation application(s) in accordance with the priorities identified in the strategic plan. The criminal justice needs relevant to the strategic plan include, but are not limited to, Criminal Justice System Improvements, Juvenile Justice System Improvements, Direct Victim Services, and Mental Health/Substance abuse treatment. The responsibility of attending a technical assistance workshop is the responsibility of the agency. Representatives must be one of the three Grant Designated Officials or any employee designee of the authorized official. (Authorized Official, Project Director, Financial Officer).

Applicants who fail to attend a mandatory grant workshop should be placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding that may be available.

STRATEGIC PLANNING
The regions’ strategic plan describes the following:

a. How local communities are engaged in the planning process;

b. The data used to support the plan;

c. The stakeholders participating in the planning process;

d. The gaps in resources for criminal justice needs;
e. The criminal justice priorities identified during the planning process; and

f. How the plan will be used by the CJAC during the prioritization process.

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

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

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

CRIMINAL JUSTICE PROGRAM SOLICITATION

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

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

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

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

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

If a member must abstain from reviewing, voting, commenting, or taking any action on any grant application, the member must also abstain from reviewing, voting, commenting, or taking any action on any competing grant applications within that funding source during the prioritization process.

**LOCAL APPEALS PROCESS**

An applicant applying for local funding may appeal the disposition of its application based on one or more of the following grounds:

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

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

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

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

An applicant must base their appeal upon a verifiable error made during the prioritization of review process and the applicant must show that the error actually caused the denial of the application (or a portion of the application). The applicant must submit written documentation supporting the appeal.
Appeals made regarding a CJAC decision will be handled by the COG only. If an applicant appeals such a decision to CJD, they will be requested to go back to their COG for resolution. CJD does not accept or provide an appeals process.

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

**COG RESPONSIBILITIES AND STANDARD OPERATING PROCEDURES**

A. Available upon request.
Item #5: Department Reports

D. Public Safety

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

3. Consider Approval of Criminal Justice Advisory Committee (CJAC) Biannual Term Appointment

The CJAC convened on October 11 and review the biannual term appointments. The list of appointees the committee recommends is presented for your consideration and approval.

Refer to Attachment C. Should there be any questions, please advise.

ACTION ITEM
<table>
<thead>
<tr>
<th>County</th>
<th>COMMITTEE MEMBER</th>
<th>YR/MM Appointed</th>
<th>Law Enforcement</th>
<th>Proc/ Courts</th>
<th>Education</th>
<th>Juvenile Justice</th>
<th>Drug/Abuse Prevention</th>
<th>Non-Profit Organization</th>
<th>Citizen/Parent (Faith Based)</th>
<th>Mental Health</th>
<th>Victim Services</th>
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<tbody>
<tr>
<td>Cameron</td>
<td>Annie Romero - Cameron Co. Juvenile Probation</td>
<td>2006</td>
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<td>Cameron</td>
<td>Luis Saenz - Cameron County District Attorney</td>
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<td>Cameron</td>
<td>Gloria Ocampo - Friendship of Women</td>
<td>2013</td>
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<tr>
<td>Hidalgo</td>
<td>Christina Sprawls, Academic Counselor - South TX BETA</td>
<td>2015 - 11</td>
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<tr>
<td>Hidalgo</td>
<td>Robert Lopez, Weslaco Police Department</td>
<td>2018 - 03</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Hidalgo</td>
<td>Cookie Bader</td>
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<tr>
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<td></td>
<td>X</td>
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<tr>
<td>Cameron</td>
<td>Rosie Mendoza</td>
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<tr>
<td>Hidalgo</td>
<td>Patrick McCormick</td>
<td>2017-03</td>
<td></td>
<td>X</td>
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<tr>
<td>Regional</td>
<td>Monica Sanchez- Rio Grande Valley Council, Inc.</td>
<td>2018</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Hidalgo</td>
<td>Benjamin Clinton - Raymondville ISD</td>
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<tr>
<td>Hidalgo</td>
<td>Annette Hinojosa - Hidalgo Co. District Attorney's Office</td>
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<td>Jvaldo Zamora, Chief of Police - City of Raymondville</td>
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<td>Aurelio Torres, Chief of Police - TSTC</td>
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<td>VACANT</td>
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<td>Cameron</td>
<td>Laura Soule, Service Manager - Tropical TX Behavioral Health</td>
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<td>David K. Longoria - Harlingen Crime Stoppers</td>
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<td>Eddie Guerra, Sheriff - Hidalgo County</td>
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<td>Hidalgo</td>
<td>Carla Rodriguez</td>
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<td>Hidalgo</td>
<td>Ricardo &quot;Rick&quot; Rodriguez, Jr. - Hidalgo County District Attorney</td>
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<td>Rodgers Truitt- President, Edinburg Baseball League</td>
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<td>Hidalgo</td>
<td>Michael Vela, Chief of Police - City of Palmhurst</td>
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<td>Regional</td>
<td>Roy Valdez - Chief Justice State Judge</td>
<td>1993</td>
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<td>2009</td>
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</table>

**Office Member County**

- CHAIRPERSON: David Longoria - Cameron
- VICE CHAIRPERSON: Carla Rodriguez - Hidalgo
- PARLIAMENTARIAN/SECRETARY: Jvaldo Zamora - Willacy

* CJAC recommendation for Chair
** CJAC recommendation for Vice Chair
Item #5: Department Reports

D. Public Safety

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

4. Consider Approval of Criminal Justice Advisory Committee (CJAC) Chairperson and Vice Chairperson for the FY 2018-2020 Term

The CJAC convened on October 11 and reviewed the biennial term for the CJAC Officers. As noted on the CJAC Bylaws, the Vice Chairperson David Longoria of Cameron County accepted the automatic ascension to Chair, and Parliamentarian/Secretary Carla Rodriguez of Hidalgo County accepted the ascension to Vice Chair.

Should there be any questions, please advise.
Lower Rio Grande Valley Development Council
Board of Directors Meeting

Wednesday, October 31, 2018

Item #5: Department Reports

D. Public Safety

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

5. Consider Approval of Criminal Justice Advisory Committee (CJAC)
Parliamentarian/Secretary

The CJAC convened on October 11 and reviewed the vacancy for Parliamentarian/Secretary. The CJAC nominated Uvaldo Zamora of Willacy County as Parliamentarian/Secretary and he has accepted.

Should there be any questions, please advise.

ACTION ITEM
Item #5: Department Reports

D. Public Safety

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

6. Consider Approval of Nomination for Criminal Justice Advisory Committee (CJAC) Vacancy in the Citizen/Parent/Faith Based Discipline

The CJAC convened on October 11 and reviewed the subcommittee recommendation on the noted vacancy below. The following nomination is being presented for your consideration and approval:

Soila Garcia, Hidalgo County – Citizen/Parent/Faith Based

Should there be any questions, please advise.

ACTION ITEM
Item #5: Department Reports

D. Public Safety

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

- **URGENT. National Incident-Based Reporting System (NIBRS) Compliance**

  DPS has a Legislature-defined goal of having all Uniform Crime Report (UCR) -reporting departments on NIBRS by September 1, 2019. Expect CJD applications for the FY2021 grants (applications due in Dec 2019 – Feb 2020) to have a condition that grantees must be NIBRS compliant in order to receive grant awards.

  Based on DPS records the following agencies are currently NIBRS reporting agencies:

<table>
<thead>
<tr>
<th>Cameron County</th>
<th>Hidalgo County</th>
<th>Willacy County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Fresnos PD</td>
<td>Donna PD</td>
<td>Lyford PD</td>
</tr>
<tr>
<td>Port Isabel PD</td>
<td>Edcouch PD</td>
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<tr>
<td>South Padre Island PD</td>
<td>La Villa PD</td>
<td></td>
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<tr>
<td></td>
<td>San Juan PD</td>
<td></td>
</tr>
</tbody>
</table>

  Currently, 21% of agencies in our region are NIBRS compliant.

- **Regional Crime Victim’s Liaison Program**

  Staff continues to do outreach throughout the region. This past month staff participated at various local National Night Out events as well as events bringing awareness to Domestic Violence. Staff continues to collaborate with other agencies in the region to help provide services to victims of crime.

  Should you have any questions, please advise.
ITEM #5. D.

PUBLIC SAFETY

EMERGENCY COMMUNICATIONS
Item #5: Department Reports

D. Public Safety

Emergency Communications Status Report

1. Consider Approval for the Purchase of Two (2) Vehicles for Emergency Communications/9-1-1 Division

Staff requests Board approval to purchase two vehicles (1-F250 2500 Truck and 1-Passenger Cargo Van). These vehicles would be used to transport staff, cargo (PSAP equipment) and tow the ECOMMS/9-1-1 equipment display trailer to public education events. These vehicles would also provide transportation for department staff to local and out of region travel.

The Commission on State Emergency Communications (CSEC) has approved the purchase of vehicles, which will be made through Texas Buy Board Purchasing Cooperative, Texas Smart Buy Contract #072-A1, of which LRGVDC is a member. CSEC supports this option as a feasible, more cost-effective means versus employee mileage reimbursement.

The Buy Board Purchasing Cooperative has selected the vendor through a competitive bid process to sell these vehicles at a combined estimated cost of $80,000.00.

ACTION ITEM
Lower Rio Grande Valley Development Council
Board of Directors Meeting

Wednesday, October 31, 2018

Item #5: Department Reports

D. Public Safety

**Emergency Communications Status Report**

- Staff continues efforts with local PSAP in Hidalgo & Willacy Counties to further enhance all 9-1-1 PSAP Communication Centers. Some of the ongoing projects range from the installation of generators at all 18 PSAPs, implementation of Next Gen 9-1-1, assisting PSAPs with critical relocation of workstations, and collaboration with U.S. Customs and Border Protection. Staff has prepared a report from each of the work centers that will provide further details on some of these projects.

- Location Validation Program
  Staff constantly generates address tickets, addresses new subdivisions and customer requests for their 9-1-1 Physical Address for Hidalgo and Willacy Counties.

Staff is working in collaboration with Ann Cass from Projecto Azteca, to reach out to residents needing physical addresses in rural colonias. A total of 7,000 English and Spanish Location Validation brochures were printed and will be delivered house-to-house by the Equal Voice Housing Group.

- Database Program
  Database staff updates the 9-1-1 database and adds new streets and ranges as new subdivisions are developed in Hidalgo and Willacy Counties. In September, 18 Telephone Numbers (TN) were corrected and 65 streets in the Master Street Address Guide (MSAG) were added/updated. Also, over 200 address request calls were received which resulted in 193 address tickets for 9-1-1 physical addresses. Staff also updates the No Record Found (NRF) list received from West Inc. daily. The NRFs are those telephone numbers that dial 9-1-1 and no record shows in the 9-1-1 system.

Additionally, staff validates 9-1-1 physical addresses for West Inc. on the new Voice Over Internet Protocol (VOIP) TNs being issued in this Region. This process is performed because it is the telephone company’s responsibility to validate a phone number’s physical address before issuing them to customers.

- Mapping Program
  Mapping Program staff has transitioned all 9-1-1 physical address data to the new State approved EGDMS Schema. This change is vital to the future of 9-1-1 call routing. It has been implemented at the LRGVDC 9-1-1 office as well as the host sites at McAllen PD and the Hidalgo County Sheriff’s Office. The EGDMS 3 project has started and LRGVDC ECOMMS/9-1-1 has been selected to be part of the initial project; this makes our office one of the few leading the charge in the NextGen 9-1-1 efforts. Staff continuously works on address point verification in order to ensure accurate call routing in the new I-3 9-1-1 Environment. Staff also continues to update address information on its local maps. We are continuing our efforts in training staff to become more efficient and are focusing heavily on expanding our GIS web presence.
• System and Public Safety Answering Point (PSAP) Operations
  Systems staff continues monitoring our PSAP sites. The Systems team continues the
  installation of a third Host site at our Weslaco office that will help create a segregated
  network. PSAP Audits for FY19 have been completed and we are happy to report that all
  PSAPs audited were in compliance. Our back-up network has been completely deployed
  with AT&T fiber which has added redundancy to our 9-1-1 networks and will significantly
  decrease down time. Systems team has also acquired Amp for Endpoints and Umbrella to
  increase our 9-1-1 office cybersecurity network. In a collaborative effort between Systems
  and GIS we have been approved to be a Test site for Rapid SOS (software used to get better
  location accuracy and, continued location service during and after a 9-1-1 call is made).

• Public Education /Training Program
  Public Education is an ongoing priority for the Emergency Communications 9-1-1
  Division; and staff continues to reach out to communities to educate residents. The
  ECOMMS/9-1-1 Division distributed over 3,150 promotional items in September;
  unfortunately, due to inclement weather several events had to be canceled.

Upcoming Public Education events:
  • October 23, 2018 – Munoz Elementary - Drug & Bullying Event
  • October 23, 2018 – Paredes Elementary – Red Ribbon Work
  • October 23, 2018 – City of Palmhurst National Night Out
  • October 24, 2018 – Julian S. Adame Elementary – Red Ribbon Week
  • October 30, 2018 – Maeghan Pointe Homes – Fall Festival Fair
  • October 31, 2018 – Well-O-Weem Health Fair
  • October 31, 2018 – Spooky-tacular Book Fair
  • October 31, 2018 - Raymondville PD – Safe Haven

Event Request Notice: To streamline the event request process, a new online request
form has been implemented to assist in scheduling new event requests. Since August, all
event requests need to be submitted through our online system. This “Online Request
Form” must be submitted 14 business days before your event. All field’s must be
populated, and the event flier must be uploaded as well; leaving any fields unpopulated,
will not allow you to submit your request through the online system. To view the online
system, visit our site: 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.

There were no trainings scheduled for the month of September. Efforts continue to focus
on educating the Lower Rio Grande Valley on “Kari’s Law” along with “Text to 9-1-1” and
“Know Your Location.” Currently (3) PSA’s are being created to promote and assist staff in
raising awareness to our resident’s.
ITEM #5. D.

PUBLIC SAFETY

HOMELAND SECURITY
Lower Rio Grande Valley Development Council  
Board of Directors Meeting  
Wednesday, October 31, 2018

Item #5: Department Reports

D. Public Safety

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

- Homeland Security Program
  The HSGD FY 2018-19 Grants (LETPA/SHSP) should be released by October 26, 2018
  Staff continues to provide technical assistance to jurisdictions with Emergency Management Plans (EMPs) and to identify training opportunities for regional first responders.

- Citizen Corps Program (CCP)/Community Preparedness
  Program continues to promote its new website, “Ready RGV! Learn. Prepare. Engage”; the new website serves as a regional clearing house for community preparedness.

- FY 2017 Homeland Security Grant Program
  Staff continues to monitor active grants for the FY 2017 grant funding cycle and to provide jurisdictions with technical assistance. Staff has closed out two FY 2017-18 grants: Edinburg-Mission HAZ-MAT Team Project, and Hidalgo County Interop Communications Expansion Project.

- FY 2016 Homeland Security Grant Program
  Staff closed out a FY 2016 LRGVDC Citizen Corps PPE grant (reallocations monies) which allowed for the purchase of personal protective kits for community preparedness classes.
ITEM #5. D.

PUBLIC SAFETY REGIONAL POLICE ACADEMY
Item #5: Department Reports

D. Public Safety

Regional Police Academy Status Report

- **In-Service Training Hours Reported**
  
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<th>Classes Reported</th>
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<td>Officers Attending</td>
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<tr>
<td>Total Training Hours</td>
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<td>96</td>
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- **Basic Peace Officer Academy Cadets Enrolled**
  
  197th Total Cadets – 36
  
  198th Total – 32

- **August/September In-Service Scheduled**
  
  - Crisis Intervention Training
  - Verbal De-Escalation
  - Intermediate Arrest Search and Seizure
  - Intermediate Use of Force
  - Intermediate Spanish Test Out
  - Mental Health Peace Officer

- **Basic Peace Officer Course Upcoming Academies**
  
  - 197th BPOC Night Academy – Upper Valley  
    Started: March 05, 2018
  - 197th BPOC Night Academy – Lower Valley  
    Started: March 05, 2018
  - 198th BPOC – Day Academy  
    Started: September 04, 2018
  - 199th and 200th – Testing will begin October 2018

- **Academy Graduation Dates**
  
  - 197th BPOC-Night Academy  Scheduled: November 14, 2018
  - 198th BPOC – Day Academy  Estimated: February 2019
ITEM #5. E.

TRANSPORTATION
Item #5: Department Reports

E. Transportation

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

1. Consider Approval of Revisions to Operating Policies and Procedures

The policy revisions provide more detail and clarification to the DOT Physical Exam Policy within the Valley Metro Operating Policies and Procedures handbook. The revisions include language in the Pre-Employment section for the Regional Transit Services Department to accept active and certified DOT Physical Medical cards not tested through Valley Metro. Valley Metro will accept the Medical Examiner’s Certificate or DOT Physical Medical Card once the card has been verified and authenticated as required for any safety sensitive position. Valley Metro staff will verify the authenticity of the active Medical Examiner’s Certificate by contacting the Medical Examiner, identifying the expiration date, and verifying the Medical Examiner is listed in the National Registry of Certified Medical Examiners.

Please see Attachment A

ACTION ITEM
DOT Physical examinations will be required at the following times:

1. **Pre-employment**

   After acceptance of conditional job offer, applicant may provide copy of the Medical Examiner’s Certificate or DOT Physical Medical Card. For the LRGVDC to accept the Medical Examiner’s Certificate, the certificate:

   - cannot expire within 6 months,
   - must be certified by a Medical Examiner, and
   - the Medical examiner must be listed on the National Registry of Certified Medical Examiners.

   LRGVDC Staff upon receiving the applicants Medical Examiner’s Certificate will verify information listed on the certificate, assuring the expiration date, certification, and listing of Medical examiner are valid.
Item #5: Department Reports

E. Transportation

Valley Metro Status Report

2. Consider Approval to Authorize Purchase of Transit Revenue Vehicle through Texas Smart Buy

Valley Metro recommends the purchase of a transit revenue vehicle through Texas Smart Buy, Contract #071-A1. The vehicle price will be $74,000. This transit revenue vehicle is a Type II Cutaway Bus providing 24 seats for passengers, and has ADA accessibility. Funds received through the Texas Department of Transportation (TxDOT) from Section 5339 Funding will support the purchase of this vehicle. This unit will be placed in service within the small urban Harlingen Urbanized Area. The Harlingen Urbanized Area service ensures passengers reach medical, educational, and other necessary resources on a regular basis. FTA regulations allow this purchase through State managed Co-ops like Texas Smart Buy.

ACTION ITEM
TX Comptroller Smart Buy
RFP # 304T-18-070A1

Preparer: Jeffrey E. Johnson

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Base Model: Glaval Option 142 12+2
Chassis: Ford E350 6.8L V10 12,500 GVWR

Agency Options-Requires Separate PO-TXDOT:

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Sub-Total TX Comptroller Only (excluding Agency Options): $64,060.55
Total per Unit: $70,492.84
Quantity: 1
Total: $70,492.84

Proposal For: Lower Rio Grande Valley Development Council
Contact: Rick Carrera
Delivery Address: 301 West Railroad, Weslaco, TX 78596
Office: 946-682-3481 Mobile: 956-330-7797
Email: rcarrera@lrgvdc.org

Floorplan
### Included Options

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<tr>
<td>1</td>
<td><strong>FORD E350/E450 / CUTAWAY / RH DOOR DELETE / 96&quot; WIDE BODY</strong></td>
</tr>
<tr>
<td>1</td>
<td>22' Glaval Commute: Ford Transit T350 Chassis</td>
</tr>
<tr>
<td>1</td>
<td><strong>BASE TOTAL</strong></td>
</tr>
</tbody>
</table>

#### Chassis Options

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>EXTRA SET OF KEYS, OEM NON-CHIPPED IGNITION/DOOR &amp; GLAVAL CONVERSION KEYS, FORD &amp; FREIGHTLINER, ALL MODELS</td>
</tr>
<tr>
<td>1</td>
<td>RELOCATE OEM BATTERY UNDER HOOD TO BATTERY BOX, E-SERIES, C4500</td>
</tr>
<tr>
<td>1</td>
<td>BATTERY BOX AND STEEL TRAY W/ROD LATCH AND TOP HINGED LAMINATED DOOR W/ TRIM - UNIVERSAL/TITAN II/LEGACY (OR AS 2ND BOX ON CII OR APOLLO)</td>
</tr>
<tr>
<td>1</td>
<td>GLUE PIECE OF SMOOTH RCA FLOOR RUBBER TO INSIDE OF BATTERY BOX DOOR TO PREVENT BATTERY SHORT ON DOOR</td>
</tr>
</tbody>
</table>

*NOTE: STANDARD EXHAUST IS REAR C/S (OUT THE REAR)*

#### Climate Control - AMERICAN COOLING TECHNOLOGY (ACT) PRO AIR

**NOTE: BTU RATINGS INCLUDE CHASSIS/DASH AIR OF APPROXIMATELY 15,000 BTU**

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FORD GAS CHASSIS</td>
</tr>
</tbody>
</table>

ACT, ACT-50HD 70,000 BTU AIR CONDITIONIG, E350/450 6.8L GAS, EZ5 EVAP W/ ADJ LOUVERS, CS3 COND, OEM & TM16 COMPS, OEM 225 AMP ALT

#### Auxiliary Heaters

**NOTE: STD HEATER SWITCH IS THE OEM DASH CONTROL. IF A SEPARATE HEATER SWITCH IS REQUIRED FOR EACH HEATER, SELECT X1 FOR UP TO 2 HEATERS; X2 FOR UP TO 3 HEATERS, ETC.**

**NOTE: MUST CHOOSE G15483 FLEXTECH EXPANSION BOARD IF MORE THAN 2 HEATERS ARE SELECTED**

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HEATER, 35,000 BTU FLOOR MOUNTED, #435 p/n 50-000-508 (BULK)</td>
</tr>
</tbody>
</table>

See Heater Location(s) on Floor Plan

#### Audio and Video Options

#### Electric Options

**PRODUCTION NOTE: FLEX TECH NOW INCLUDES DOOR ACTIVATED DOME LIGHTS W/ 5 SECOND OFF DELAY, ENTRY DOOR RESTRICTED OPERATION (DOOR WILL NOT OPEN IF MORE THAN 1 MPH), AND LOW FUEL WARNING BUZZER (15% OR LESS FUEL LEFT IN TANK)**

**NOTE: LED INTERIOR COURTESY LIGHTS (LIGHT BAR AND DRIVER'S DOME)**

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>EXT LIGHTING PKG INC: CLEARANCE, UPPER MARKER LIGHT, LOWER REAR SIDE MARKER LIGHT, SIDE MARKER-DIRECTIONAL LIGHT, 3RD BRAKE LIGHT, LICENSE PLATE LIGHT, BRAKE LIGHTS, BACK UP LIGHTS &amp; REAR TURNS</td>
</tr>
</tbody>
</table>

#### Exterior Options

**NOTE: MUST SHIM ALL RADIUS BLOCKS WITH LAUAN STRIPS FOR CLEER VISION ELITE WINDOWS**

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>WINDOW FIXED EGRESS 46.5w X 32.5h, 20% LIGHT TRANS, CLEER VISION</td>
</tr>
<tr>
<td>2</td>
<td>WINDOW FIXED 46.5w X 32.5h, 20% LIGHT TRANS, CLEER VISION</td>
</tr>
<tr>
<td>1</td>
<td>WINDOW FIXED 44.5w X 32.5h, 20% LIGHT TRANS, CLEER VISION</td>
</tr>
<tr>
<td>1</td>
<td>WINDOW FIXED 20.5 X 32.5 20% LIGHT TRANS, CLEER VISION</td>
</tr>
</tbody>
</table>

**NOTE: REAR EMERGENCY DOOR INCLUDES FlexTech, PRPC FAST IDLE WINTERLOCK, WITH COMPLETE DISPLAY, GTWW G500-6**

#### Exterior Paint and Graphics
### Included Options

**Paratransit Options**

**PRODUCTION NOTE:** UPGRADE TO NON-STANDARD LIFT DOOR CONSTRUCTION &/OR HARDWARE – SEE FURTHER DETAILS BELOW

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DOUBLE LIFT DOORS W/2-10&quot; X 32.63&quot; WINDOWS</td>
</tr>
<tr>
<td>1</td>
<td>ADDITIONAL GAS STRUT FOR WHEEL CHAIR DOOR OR REAR DOOR (SPECIFY LOCATION)</td>
</tr>
<tr>
<td>2</td>
<td>Q'STRAINT MESH STORAGE POUCH (Holds 1 set of Tie Downs), Q5-8522</td>
</tr>
<tr>
<td>2</td>
<td>Q'STRAINT, Q-8100-A1-L QRT DELUXE RETRACTOR SYSTEM FOR L-TRACK INSTALLATION</td>
</tr>
<tr>
<td>2</td>
<td>Q'STRAINT, Q-8-6340 EXTENSION FOR SHOULDER/LAP COMBO (USED IN Q-8100-A1-L) &amp; Q8-6325 QRT LAP BELT</td>
</tr>
<tr>
<td>2</td>
<td>ADDITIONAL 8&quot; L-TRACK AND ADJUSTABLE Q8-6510-RET FITTING ABOVE WINDOWS FOR SHOULDER BELT PLACEMENT, Q5-6100-PD &amp; Q8-6510-RET</td>
</tr>
<tr>
<td>1</td>
<td>Ricon 800lb Lift</td>
</tr>
</tbody>
</table>

**Lift Package Includes:** Non-standard door construction &/or hardware, Modified Roof Opening, Lift, ADA Signs, ADA Lift & Entrance Lighting, Door Ajar Buzzer & Light, Rear Exhaust on Rear Lifts (MUST CHOOSE FLEX TECH INTERLOCK OPTION G15472)

**Safety Options**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ROOF HATCH, SMI, 1976-028-011, STANDARD SAFETY VENT II - GRAY</td>
</tr>
<tr>
<td>1</td>
<td>EMERGENCY EXIT WINDOW ALARM, BUZZER &amp; DASH RED LIGHT</td>
</tr>
<tr>
<td>1</td>
<td>HAND RAILS, OVERHEAD (2), 20'-27' Unit Required to meet ADA on bus over 22'</td>
</tr>
<tr>
<td>1</td>
<td>MIRROR, INTERIOR 9&quot; ROUND CONVEX</td>
</tr>
<tr>
<td>1</td>
<td>MIRROR, INTERIOR 6&quot; x 16&quot; FLAT E350,E450, C3500, C4500</td>
</tr>
<tr>
<td>1</td>
<td>STANCHION &amp; MODESTY PANEL BEHIND DRIVER, 2015 MODEL, SPORT/PT/COMMUTE/UNIVERSAL/TII/ENTOURAGE/CII/LEGACY</td>
</tr>
<tr>
<td>1</td>
<td>DECAL &quot;WATCH YOUR STEP&quot;</td>
</tr>
<tr>
<td>1</td>
<td>FRESNAL LENS, 11&quot; x 14&quot;</td>
</tr>
<tr>
<td>1</td>
<td>SAFETY PKG 1 Includes: 5# Extinguisher; SPEC-25M Unit First Aid Kit; Triangles &amp; B/U Alarm</td>
</tr>
</tbody>
</table>

**Interior Options**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FILON INTERIOR (WHITE) 20'-27'</td>
</tr>
</tbody>
</table>

**NOTE:** GLAVAL STANDARD FLOORING IS GERFLOR SIRIUS "DUNE". IF YOU DO NOT ENTER AN "UPGRADE" FLOORING OPTION, DUNE WILL BE THE FLOORING INSTALLED IN YOUR BUS.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PLYWOOD SUB FLOOR SHALL HAVE SEALED EDGES</td>
</tr>
</tbody>
</table>

**Freedman Seating - FEATHERWEIGHT SEATS**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>FEATHER WEIGHT, 17.5&quot; MID-HIGH DOUBLE RIGID</td>
</tr>
</tbody>
</table>

**Freedman Seating - Fabric Selection - Per Passenger Seat**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>PASSENGER SEAT LEVEL 1</td>
</tr>
<tr>
<td>1</td>
<td>NEED FABRIC SELECTION</td>
</tr>
</tbody>
</table>

**Freedman Accessories (ALL)**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>ANTI-VANDALISM GRAB RAIL, TOP RH (LOW, MID &amp; FOLDAWAY ONLY)</td>
</tr>
<tr>
<td>3</td>
<td>ANTI-VANDALISM GRAB RAIL, TOP LH (LOW, MID &amp; FOLDAWAY ONLY)</td>
</tr>
</tbody>
</table>

**Driver Seat / Driver’s Seat Accessories**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FORD OEM DRIVER'S SEAT COVER (REQUIRED W/FORD OEM DRIVER'S SEAT)</td>
</tr>
</tbody>
</table>

**Freedman Seating - Driver Seat - Fabric Selection - Per Driver Seat (Required w/GMC OEM Drivers Seat Also)**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DRIVER'S SEAT LEVEL 1</td>
</tr>
<tr>
<td>1</td>
<td>NEED FABRIC SELECTION</td>
</tr>
</tbody>
</table>

**Seat Belts**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>MANUAL SEAT BELT - Double Seat (N/A ON PERIMETER OR HANDI FLIP SEATS), FREEDMAN</td>
</tr>
<tr>
<td>Manufacturer (Brand)</td>
<td>Manufacturer's Code/Part No</td>
</tr>
<tr>
<td>----------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB01-001</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB01-002</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB01-004</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB01-019</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB01-023</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB02-004</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB02-006</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB02-007</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB02-011</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB02-014</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB03-006</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB05-002</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB05-007</td>
</tr>
<tr>
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<td>CB06-00A</td>
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<tr>
<td>Bus Manufactures</td>
<td>CB06-011</td>
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<td>CB09-032</td>
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<td>Bus Manufactures</td>
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</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-004</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-006</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-007</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-008</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-009</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB10-013</td>
</tr>
<tr>
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<tr>
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<td>CB12-001</td>
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<td>CB14-002</td>
</tr>
<tr>
<td>Bus Manufactures</td>
<td>CB17-007</td>
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<tr>
<td>Bus Manufactures</td>
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<tr>
<td>CBS</td>
<td>CB18-001</td>
</tr>
<tr>
<td>CWI</td>
<td>DVR-4</td>
</tr>
<tr>
<td>FORD</td>
<td>T350</td>
</tr>
<tr>
<td>Transign</td>
<td>Transign</td>
</tr>
<tr>
<td>CBS</td>
<td>CBS</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
</tr>
</tbody>
</table>
Item #5: Department Reports

E. Transportation

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

3. Consider Approval to Submit Regional Hike & Bike Planning and Bike Infrastructure Project Request for Transportation Alternatives Program to HCMPO.

Staff requests approval to submit a two (2) project grant applications to the Hidalgo County Metropolitan Planning Organization (HCMPO) for the Transportation Alternatives Program (TAP).

One project will be submitted under the Planning funding category to facilitate and plan for regional connectivity of a Hike & Bike Trail Plan. This plan would be inclusive of any city or county precinct who wishes to contribute the matching funds to conduct an assessment of current trail infrastructure, plan for gaps in access, and develop a long-range guide for seamless East/West connectivity across Hidalgo County.

A second project will be submitted under the Construction funding category for the purchase of B-Cycle docking stations. Again, this resource would be inclusive of any city, county precinct, or college who wishes to contribute the matching funds to purchase B-Cycle docking stations. This infrastructure would enhance the B-Cycle program to begin expansion across the region.

ACTION ITEM
Item #5: Department Reports

E. Transportation

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

• Ridership Report

Both the rural and urban transit systems are operating and all systems are monitored daily. For the month of September 2018 ridership for the urban system, which operates Monday through Saturday in the urban areas of Hidalgo, Cameron, and Starr Counties has been averaging 17,642 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 1,679 passengers per week for the month of September.
RURAL Ridership by Route

<table>
<thead>
<tr>
<th>Route</th>
<th>Total Passenger Trips</th>
<th>Route Activity</th>
<th>Area(s) Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Route 44</td>
<td>1,188</td>
<td>0%</td>
<td>Sullivan City, West Hidalgo County</td>
</tr>
<tr>
<td>Route 43</td>
<td>62</td>
<td>0%</td>
<td>South Cameron County</td>
</tr>
<tr>
<td>Route 50</td>
<td>4,848</td>
<td>6%</td>
<td>Brownsville, Port Isabel</td>
</tr>
<tr>
<td>Route 60</td>
<td>1,035</td>
<td>1%</td>
<td>Roma, Rio Grande City</td>
</tr>
<tr>
<td>Route 61</td>
<td>290</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Route 62</td>
<td>319</td>
<td>0%</td>
<td>Rio Grande City</td>
</tr>
<tr>
<td>Willacy (DR)</td>
<td>379</td>
<td>0%</td>
<td>Willacy County</td>
</tr>
<tr>
<td>Starr (DR)</td>
<td>599</td>
<td>1%</td>
<td>Starr County</td>
</tr>
<tr>
<td>Zapata (DR)</td>
<td>681</td>
<td>1%</td>
<td>Zapata County</td>
</tr>
<tr>
<td>Route 10</td>
<td>3,081</td>
<td>4%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 12</td>
<td>1,540</td>
<td>2%</td>
<td>Edcouch, Elsa, Edinburg</td>
</tr>
<tr>
<td>Route 14</td>
<td>3,784</td>
<td>5%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 15</td>
<td>631</td>
<td>1%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 16</td>
<td>3,785</td>
<td>5%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Route 20</td>
<td>3,129</td>
<td>4%</td>
<td>Mission</td>
</tr>
<tr>
<td>Route 30</td>
<td>1,742</td>
<td>2%</td>
<td>Pharr, San Juan</td>
</tr>
<tr>
<td>Route 31</td>
<td>6,801</td>
<td>9%</td>
<td>Hidalgo County</td>
</tr>
<tr>
<td>Route 32</td>
<td>547</td>
<td>1%</td>
<td>Donna</td>
</tr>
<tr>
<td>Route 40</td>
<td>1,121</td>
<td>2%</td>
<td>Harlingen</td>
</tr>
<tr>
<td>Route 41</td>
<td>1,159</td>
<td>1%</td>
<td>Harlingen</td>
</tr>
<tr>
<td>Route 42</td>
<td>577</td>
<td>1%</td>
<td>San Benito</td>
</tr>
<tr>
<td>Route 44</td>
<td>560</td>
<td>1%</td>
<td>Primera, La Feria, Santa Rosa</td>
</tr>
<tr>
<td>Route 45</td>
<td>4,415</td>
<td>6%</td>
<td>Cameron County</td>
</tr>
<tr>
<td>JAGexpress</td>
<td>10,085</td>
<td>14%</td>
<td>Weslaco, Pharr, McAllen</td>
</tr>
<tr>
<td>Vaquero Express</td>
<td>26,864</td>
<td>34%</td>
<td>Edinburg</td>
</tr>
<tr>
<td>Hidalgo</td>
<td>18</td>
<td>0%</td>
<td>City of Hidalgo</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>78,440</strong></td>
<td><strong>100%</strong></td>
<td></td>
</tr>
</tbody>
</table>

YEAR TO DATE RIDEHIP REPORT

FY 2019 September

FAREbox Recovery Rate =

COST EFFECTIVENESS

<table>
<thead>
<tr>
<th>FY 2016 URBANIZ PERFORMANCE MEASURES</th>
<th>SERVICE EFFICIENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost per revenue mile = $3.01 State Avg. = $4.54</td>
<td>Passengers per revenue mile = 0.29 State Avg. = 0.95</td>
</tr>
<tr>
<td>Cost per revenue hour = $57.91 State Avg. = $66.62</td>
<td>Passengers per revenue hour = 5.85 State Avg. = 14.57</td>
</tr>
<tr>
<td>Cost per passenger = $8.41 State Avg. = $4.78</td>
<td></td>
</tr>
</tbody>
</table>

COST EFFECTIVENESS

<table>
<thead>
<tr>
<th>FY 2016 NONURBANIZ PERFORMANCE MEASURES</th>
<th>SERVICE EFFICIENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost per revenue mile = $3.95 State Avg. = $3.19</td>
<td>Passengers per revenue mile = 0.31 State Avg. = 19</td>
</tr>
<tr>
<td>Cost per revenue hour = $71.08 State Avg. = $60.90</td>
<td>Passengers per revenue hour = 5.44 State Avg. = 3.61</td>
</tr>
<tr>
<td>Cost per passenger = $19.24 State Avg. = $16.89</td>
<td></td>
</tr>
</tbody>
</table>
Distribution of Ridership

**Hidalgo County by Cities**

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo</td>
<td>541</td>
</tr>
<tr>
<td>Alton</td>
<td>3</td>
</tr>
<tr>
<td>Donna</td>
<td>1,135</td>
</tr>
<tr>
<td>Edcouch</td>
<td>66</td>
</tr>
<tr>
<td>Edinburg</td>
<td>37,301</td>
</tr>
<tr>
<td>Elsa</td>
<td>169</td>
</tr>
<tr>
<td>Hargill</td>
<td>0</td>
</tr>
<tr>
<td>Hidalgo</td>
<td>18</td>
</tr>
<tr>
<td>La Blanca</td>
<td>31</td>
</tr>
<tr>
<td>La Joya</td>
<td>5</td>
</tr>
<tr>
<td>La Villa</td>
<td>35</td>
</tr>
<tr>
<td>McAllen</td>
<td>14,571</td>
</tr>
<tr>
<td>Mercedes</td>
<td>422</td>
</tr>
<tr>
<td>Mission</td>
<td>1,552</td>
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**Cameron County by Cities**

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**Willacy County**

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**Starr County**

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**Zapata County**

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**SYSTEM TOTAL**

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### Distribution of Revenue Hours

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**Total Revenue Hours**: 8,770.00

### Distribution of Revenue Miles

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**Total Revenue Miles**: 200,888
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**Change Over Previous Month**

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**2018 - 2019 Valley Metro Routes UTRGV Student Passenger Count**
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<td>Green Line</td>
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## 2019 TSTC Valley Metro Routes Monthly Cumulative Passenger Counts

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### Change Over Previous Month
-783

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### TSTC Student Ridership

![Bar chart showing TSTC Student Ridership](image)

- **Sept**: 783
- **Oct**: 0
- **Nov**: 0
- **Dec**: 0
- **Jan**: 0
- **Feb**: 0
- **Mar**: 0
- **Apr**: 0
- **May**: 0
- **Jun**: 0
- **July**: 0
- **Aug**: 0

**Month**