Laredo Urban Transportation Study

Metropolitan Planning Organization Policy Committee
City of Laredo Council Chambers
1110 Houston St. -Laredo, Texas

MINUTES OF THE JUNE 15, 2015 MEETING

I. CHAIRPERSON TO CALL MEETING TO ORDER

Mayor Pete Saenz called the meeting to order at 12:05 P.M.

II. CHAIRPERSON TO CALL ROLL

Nathan Bratton, MPO Director called roll and verified that a quorum did exist.

Cm. Galo made a motion to **excuse** members not present.

Second:	Judge Tijerina
For:	5
Against:	0
Abstained:	0

Motion carried unanimously

Regular members present:

Honorable Pete Saenz, Mayor and LUTS Chairperson
Honorable Roque Vela, Jr., City Councilmember, District V (joined the meeting at 12:15 pm)
Honorable Charlie San Miguel, City Councilmember, District VI
Honorable Tano E. Tijerina, Webb County Judge
Honorable John Galo, Webb County Commissioner, Pct. 3
Alberto Ramirez, TxDOT

Regular members not present:

Honorable Roberto Balli, City Councilmember, District IV
Melisa Montemayor, TxDOT
Honorable John Galo, Webb County Commissioner, Pct. 3

Ex-Officio Members Not Present:

Honorable Richard Raymond, State Representative, District 42
Honorable Judith Zaffirini, State Senator, District 21
Honorable Tracy O. King, State Representative, District 80

Staff (Of Participating LUTS Agencies) Present:

City: Nathan R. Bratton, City Planning/LUTS Staff
Vanessa Guerra, City Planning/LUTS Staff
Angie Quijano, City Planning/LUTS Staff
Eduardo Bernal, Transit, El Metro

State: Ana Duncan, TxDOT
Carlos Rodriguez, TxDOT
Sara Garza, TxDOT

Others: Ruben Soto, Regional Mobility Authority (RMA)
Andy Gonzalez, Killam Development
Anthony Garza, Dannenbaum Engineering
Louis Jones, Dannanbaum Engineering
Thomas Lowe, Atkins
Antonio Rodriguez, HNTB
Scott Cooper, HNTB
Richard Ridings, HNTB
Eddie Garza, Crane Engineering
David Plutowski, TxDOT
Frank Holzmann, TxDOT
Lisa Mitchell
Kyle Madsen, TxDOT
Enrique Valdez, LNV
JoeEmma Sherfey, Sherfey Engineering
Gene Belmares

III. COMMITTEE AND DIRECTOR'S REPORTS (No action required)

1. **Report on the Livability Workshop to be hosted by the Federal Highway Administration is scheduled for August 20th, 2015, from 9:00 am to 4:00 pm at the Laredo Texas Department of Transportation District Offices. RSVP required as seating is limited.**

Ms. Guerra informed the members the workshop will be hosted by the Federal Highway Administration and will be held on August 20th, 2015. She stated to submit the RSVP form as seating is limited.

Cm. Charlie San Miguel requested information on living wages in the City of Laredo possibly to be presented at the next meeting.

2. **Report on the public meeting held on May 28, 2015 for the Rail Road Quiet Zone study.**

Mr. Bratton stated the public meeting had a very good turnout. Between 65-70 people were in attendance. He stated the meeting was held to present the project to the public and discuss any concerns they may have. The proposed closure of the Zaragoza street crossing was among the topics that generated the most discussion. Though the crossing has an alternate road nearby, neighborhood residents were still very concerned regarding neighborhood access. Meeting comments were collected for future review and analysis.

Cm. Galo made a motion to **move up** item #V-6.

Second:	Judge Tijerina
For:	5
Against:	0
Abstained:	0

Motion carried unanimously

Cm. Vela joined the meeting at 12:15 p.m.

V-6 Discussion and status report on the RMA.

Mr. Ruben Soto, Chairman, Regional Mobility Authority (RMA) gave a brief status report on the state of the RMA organization. He stated the RMA's By-Laws; Procurement Policies and Conflicts of Interests Policies were all recently adopted. He also stated a revision to the By-Laws would be needed to amend the section on the maximum term limits for Board members. At the moment, the maximum term by state law is 2 years.

Mr. Soto stated the final draft of the Inter-Local Agreement was adopted and would be going to the County for approval.

Mr. Soto also stated the RMA can be found online at the following website address: webbrma.com.

Mr. Soto stated Request for Proposals (RFP's) and Request for Qualifications (RFQ's) for general engineering consultant services and financial advisory services were also posted. The deadline to submit for those requests is July 24th, 2015.

Mayor Saenz asked for a status report on Vallecillo Road.

Mr. Soto stated that once a consultant is hired, the consultant will advise the RMA on possible future for funding sources.

IV. ITEMS REQUIRING POLICY COMMITTEE ACTION

1. Approval of the minutes for the meeting held on May 18, 2015.

Cm. Galo made a motion to **approve** the minutes for the meeting held on May 18, 2015.

Second: Judge Tijerina
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

2. Receive public testimony and approve Resolution No. MPO 2015-06 adopting the Title VI Complaint Procedures and Form.

Cm. Galo made a motion to **open** a public hearing.

Second: Judge Tijerina
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

Cm. Galo made a motion to **close** the public hearing and **approve** Resolution NO. MPO 2015-06 adopting the Title VI Complaint Procedures and Form.

Second: Cm. San Miguel
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

3. Motion to authorize the execution of a contract in the amount of $290,000 with CDM Smith for the development of the Transit Plan Update.

Mr. Bratton stated the study will include : the review and analysis of current operational data, including trend analysis and peer analysis; the evaluation of existing transit services and programs, the assessment of unmet transit needs and service gaps; analysis of individual and system route performance; assessment of current/future operating, capital, and matching needs with available resources; recommendations for service modifications/improvements, and guidance in the preparation of annual budgets.

Cm. Galo made a motion to **close** the public hearing and **execute** the contract with CDM Smith for the development of the Transit Plan Update.

Second: Cm. San Miguel
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

4. **Motion to authorize the execution of contract Amendment #4 for the Railroad Quiet Zone Study.**

Mr. Bratton stated the amendment of the contract is intended to extend the contract completion date to September 30, 2015.

Cm. Galo made a motion to **approve** the execution of contract Amendment #4 of the contract with Kimley-Horn and Associates.

Second: Cm. San Miguel
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

5. **Receive public testimony and approve a motion initiating a 10 day public review and comment period on the proposed amendment of the 2015-2018 Transportation Improvement Program (TIP).**

Cm. Galo made a motion to **open** a public hearing.

Second: Judge Tijerina
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

Cm. San Miguel made a motion to **close** the public hearing and **initiate** a 10 day public review and comment period for the proposed 2015-2016 TIP.

Second: Judge Tijerina
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

6. Receive public testimony and approve a motion initiating a 20 day public review and comment period for the draft 2016 Unified Planning Work Program (UPWP).

Cm. Galo made a motion to **open** a public hearing.

Second: Judge Tijerina
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

Cm. Vela made a motion to **close** the public hearing and **initiate** at 20 day comment period for the proposed 2016 UPWP.

Second: Cm. Galo
For: 6
Against: 0
Abstained: 0

Motion carried unanimously

7. Discussion with possible action on the Mines Road Project.

Alberto Ramirez, TxDOT, informed the members present that Texas Transportation Institute (TTI) is still working on the Mines Road study. TxDOT will report on the findings at the next meeting.

8. Discussion with possible action on the Hachar Road Project.

Louis Jones, Dannenbaum Engineering, stated his firm is in the process of developing the preliminary engineering for a waterline and alignment study for the Hachar Road.

V. TECHNICAL COMMITTEE REPORT(S) (No action required)

1. Presentation by Dannenbaum Engineering on Loop 20/I-69 schedule and project status.

Louie Jones, Dannenbaum made a brief presentation on the item. He stated that Webb County is sponsoring the planning portion of the Loop 20/I-69 project and that the environmental document would be completed by July.

Cm. Galo requested a status on the Clark/Spur 400 project.

Carlos Rodriguez, TxDOT, stated preconstruction of said project should begin in mid-July, 2015.

2. Discussion and status report on traffic accidents located on Loop 20 in the vicinity of the Laredo International Airport.

Ana Duncan, TxDOT, stated TxDOT provided a crash data report for the Policy Board for portion of Loop 20 located in the vicinity of the Laredo International Airport.

3. Report by TxDOT on possible project funding alternatives.

Frank Holzmann, TxDOT Strategic Projects Division, stated preliminary studies are being developed on Loop 20 and that TxDOT is still in the process of in the process of determining funding source and availability.

4. Discussion on land acquisition planning for the Loop 20/I-69 corridor project.

Kyle Madsen, TxDOT R.O.W. Division, gave a brief presentation on the TxDOT's R.O.W. acquisition process. Early acquisition is defined as right of way acquisition that occurs before normal release for acquiring right of way is given on a transportation project. Examples of early acquisition include the following:

- Hardship acquisition is early acquisition of a parcel on a right of way project at the property owner's request to alleviate particular hardship to the owner. This does not include hardship due solely to an inability to sell the property.
- Protective buying is early parcel acquisition to prevent *imminent* parcel development that would materially increase right of way costs, or tend to limit the choice of highway alternatives. The parcel must be needed for a proposed transportation project.
- Donation is the acquisition of land for right of way purposes for no consideration, and such acquisition must be in accordance with the provisions of right of way donation and exchanges.

TxDOT's right of way acquisition policy dictates that early acquisition on a parcel by parcel basis should only be considered or utilized on a very limited basis, and only for fully qualifying hardship, protective buy, or donation situations.

5. Presentation by TxDOT on Loop 20/I-69 Environmental status.

Mike Graham gave a brief presentation on the environmental status of the project. He stated that the Environmental Assessment document was progressing according to schedule and is approximately 35% complete. (See attached presentation)

Judge Tijerina left the meeting at approximately 1:34 p.m.

Cm. Vela made a motion to **direct staff** to develop a resolution urging TxDOT to consider early R.O.W. acquisition of locations prone to imminent construction.

Second: Cm. Galo
For: 5

Against: 0
Abstained: 0

Motion carricd unanimously

VI. ADJOURNMENT

Commissioner Galo made a motion to adjourn the meeting at 1:36 p.m.

Second Cm Vela
For: 5
Against: 0
Abstained: 0

Motion carried unanimously

Prepared by: _____
Angie Quijano
MPO Staff

Reviewed by: _____
Vanessa Guerra,
MPO Coordinator

Reviewed by: _____
Nathan R. Bratton,
MPO Director

_____
Melisa Montemayor,
District Administrator

_____
Pete Saenz,
Mayor and LUTS Chairperson