

Brownsville Metropolitan Planning Organization
Technical Committee Meeting
Wednesday, March 1, 2017

TABLE OF CONTENTS

- (1) Meeting Agenda and MPO Memo from staff.
- (2) Meeting Minutes for February 1, 2017.
- (3) MPO Quarterly Reporting Form.
- (4) TIGER TIP Revision Information.

To be distributed at the meeting

- (5) Draft MPO Policy Committee Meeting Agenda for March 8, 2017.

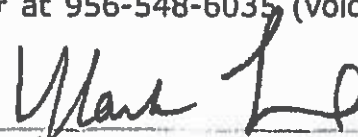
THE STATE OF TEXAS)
CITY OF BROWNSVILLE)
COUNTY OF CAMERON)

NOTICE OF PUBLIC MEETING OF THE
BROWNSVILLE MPO TECHNICAL COMMITTEE

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meeting Act, NOTICE IS HEREBY GIVEN that a meeting of the MPO TECHNICAL COMMITTEE of the BROWNSVILLE METROPOLITAN PLANNING ORGANIZATION, (MPO) of the City of Brownsville will be held on **Wednesday, March 1, 2017 at 2:00 p.m.**, Brownsville City Plaza, 1034 E. Levee St., 2nd floor (Blue Room), Brownsville, Texas 78520. At said meeting, the following items will be considered:

- I. Welcome and Introduction of Guests.
- II. Roll call of Technical Committee Members.
- III. Discussion, Consideration and Action on Adoption of Minutes for the Technical Committee meeting held on February 1, 2017.
- IV. Discussion Re: Quarterly Reporting on MPO-sponsored studies.
- V. Discussion concerning a proposed TIGER TIP Revision (for BMetro), as follows:
 - Phase I – Rehab of the Transit Maintenance Facility at Jose Colunga.
 - Phase II – Construction of a BMetro Transfer Station at the same location.
- VI. Review and Discussion of the draft MPO Policy Committee meeting agenda for March 8, 2017.
- VII. New business, (if any).
- VIII. Adjournment.

NOTE: The City of Brownsville does not discriminate on the basis in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956-548-6035 (voice or Relay TX) to make proper arrangements.



Mark Lund, MPO Director

I certify that a copy of the **March 1, 2017** agenda of items to be considered by the Brownsville MPO Technical Committee was posted in the bulletin area at City Hall on February 24, 2017.



Michael L. Lopez, City Secretary

BROWNSVILLE MPO MEMORANDUM

TO: MPO Technical Committee Members
FROM: Mark Lund, MPO Director
DATE: February 23, 2017
SUBJECT: MPO Technical Committee meeting on Wednesday, March 1, 2017 at 2 pm, City Plaza, 2nd floor Blue Room, 1034 E. Levee St., Brownsville, TX



Attached, please find an agenda for the next MPO Technical Committee meeting.

Enclosed, please find meeting minutes for the MPO Technical Committee meeting held in February. Please review these minutes prior to the meeting, so that we can take action on their adoption.

FRIENDLY REMINDER – The Quarterly Reporting forms are due at the end of the month of March. Please make plans to complete and submit this form, if you are conducting an MPO-sponsored study.

In other business, we will review information regarding a proposed TIP revision. The TIGER grant awarded to the City of Brownsville involves transit improvements (purchase of vehicles) as well as transit-related projects, such as bus stop improvements. MPO staff hope to establish and confirm the correct TIP project data, such that the MPO Policy Committee members can take action on adoption of the TIGER TIP Revision sometime in April.

Also, as is our usual practice, we will review the proposed (draft) meeting agenda for the upcoming MPO Policy Committee meeting. Please review this draft document (enclosed) prior to the upcoming MPO Technical Committee meeting.

Please take some time in the upcoming weeks to complete the Off-System (Category 7) Quarterly Reporting Form. Please forward this completion item to the MPO staff as soon as it is practical.

If you have any questions on these matters, please call me or Alfonso Vallejo, MPO Deputy Director, at (956) 548-6150.

Thank you.

Meeting Minutes
of the Brownsville Metropolitan Planning Organization (MPO)
Technical Committee on
Wednesday, February 1, 2017

Present

Mark Lund, MPO Director
Alfonso Vallejo, MPO Deputy Director
Antonio Zubieta, MPO Planner
Monica Tellam, BMetro
RJ Garza, BMetro
Carlos Lastra, City of Brownsville-Engineering Dept.
Eva Garcia, City of Brownsville-Planning Dept.
Raymond Sanchez, TxDOT TP&P
Homer Bazan, TxDOT Pharr
Ariel Chavez, Port of Brownsville
Miles Bullion, Half Associates
Paolina Vega, Cameron County
Roberto Jimenez, TxDOT San Benito
Greg Wood, FHWA
Cyndie Rathbun, Town of Rancho Viejo
Tracie Orcillez, BMetro
Bitty Truan, Town of Rancho Viejo

Item I—Welcome and Introduction of Guests.

Meeting called to order by Mark Lund.

Item II—Roll Call of Technical Committee Members.

Item III—Discussion, Consideration and Action on Adoption of Minutes for the Technical Committee meeting held on January 4, 2017.

Monica Tellam made a motion to approve the minutes.

Alfonso Vallejo seconded the motion.

All ayes – Motion carried.

Item IV—Discussion concerning formulation of the F.Y. 2018 Unified Planning Work Program (UPWP).

Mark Lund stated that public comments will be requested in F.Y. 2018 to discuss MTP long range plan issues.

Mark Lund stated that he will address the Technical and Policy Committees sometime in March or April regarding the formation of a Valley Regional Transportation Plan and

in coordination with Hidalgo MPO, Harlingen-San Benito and Brownsville MPO look at regionally significant projects and obtain Category 12 funding.

Raymond Sanchez asked if the work being performed in F.Y. 2017 will be carried over into F.Y. 2018.

Mark Lund responded that about 99% of the work on the Transit Study is expected to be completed in F.Y. 2017. A small printing expense might be carried over into October 2017.

Mark Lund also stated that he organized a contract with Halff Associates for the Town of Rancho Viejo Master Bicycle & Pedestrian Plan for work to begin in February and end in late October.

Raymond Sanchez asked if the work on the Travel Demand Model will be carried over into F.Y. 2018.

Mark Lund responded 'yes'.

Bitty Truan asked if a discussion was made in regards to the lack of attendance at the previous Merger Committee meeting.

Raymond Sanchez made a clarification that the meeting was a workshop with only Hidalgo County MPO to formulate draft bylaws.

Item V—Discussion concerning use of the Monthly MPO Reporting Form (Category 7 Studies).

Category 7 monies have been allocated to conduct engineering studies. Mark Lund stated that the Technical Committee can decide whether to complete the reporting form on a monthly basis or quarterly basis.

Mark Lund urged the Technical Committee members to begin completing the reporting form on a quarterly basis with the first report due by March 31, 2017.

Ariel Chavez noted that the reporting form should include a line to write-in the month being reported.

Mark Lund encouraged the members to customize the form for their use.

Homer Bazan asked for clarification on the "Time Spent (%)" field entry.

Suggestions were given to change the field entry name to "% Progress" or "Completion %".

Robert Esparza stated that he submitted his request for funding for traffic signals. He spoke with Eddie Saenz of TxDOT and he stated that funding will need to wait until the State releases the monies.

Homer Bazan responded that he will look into the matter.

Mark Lund asked the Technical Committee members to submit their report no later than April 4, 2017.

Item VI—Discussion concerning the Scope of Work for the Town of Rancho Viejo Master Bicycle & Pedestrian Plan.

(Antonio Zubieta made a presentation.)

This study was awarded to Halff Associates Consulting Group. The plan will address the needs of the citizens of the Town of Rancho Viejo to provide safe access routes for bicyclists and pedestrians. Halff Associates is expected to complete the study in six to seven months.

Mark Lund explained to Bitty Truan that she will need to provide an alternate member if she or the Town of Rancho Viejo Mayor will be unable to attend meetings of the Advisory Committee.

Cyndie Rathbun stated the possibility of construction of a trail by the owners of one of the golf courses not being used. She requested to meet with MPO staff to discuss this matter.

Item VII—Review and Discussion of the draft MPO Policy Committee meeting agenda for February 8, 2017.

- Category 2 Funding

Homer Bazan stated that all TxDOT districts will work with MPOs regarding Category 2 funding distribution. A table was presented at the meeting in August that shows Category 2 funding amounts. It is assumed that 25% of the amount is from Category 2 federal funds.

Mark Lund requested a letter from TxDOT in Austin that states the above information.

Homer Bazan responded that he will provide information to all three Valley MPOs.

Item VIII—New business (if any).

Alfonso Vallejo received calls from citizens regarding F.M. 1732 connecting to I-69E. Citizens expressed their concerns that accidents have occurred due to motorists using the shoulder lane as a vehicle lane. Alfonso Vallejo asked if designation for bicyclists or emergencies can be placed on the shoulder lane to prevent motorists from driving on that lane.

Other New Business:

Alfonso Vallejo also expressed the concern that there is no signage on New Carmen to take a left turn to Resaca de la Palma Park.

Mark Lund responded that he will contact TxDOT in San Benito via email about this concern and request if maintenance monies can be used to make a left turn lane.

Mark Lund asked Robert Esparza if he can address this issue, since this area is in the Brownsville city limits.

Robert Esparza responded that he will look into the matter.

Other New Business:

Alfonso Vallejo stated that City staff provided the metes and bounds for Dana Road along with the ordinance that states what portions of Dana Road pertain to Cameron County and the City of Brownsville.

Paolina Vega responded that Cameron County Engineering Department staff will verify the information and will submit the results to Alfonso Vallejo via email.

Mark Lund stated that Mayor Martinez requested a report to be presented to the Policy Committee that will show improvement costs on Dana Road.

Raymond Sanchez stated that this improvement project may qualify for Category 7 funding. A partnership will need to be developed between the Cameron County and the City of Brownsville. Raymond Sanchez also stated that a portion of Category 2 funding will be allocated for off-system projects. He recommended to verify the functional classification of Dana Road and if there is sufficient right-of-way to make the improvements.

Item IX—Adjournment.

(Unanimous decision to adjourn the meeting.)

Brownsville MPO

Quarterly Status Report: MPO-Sponsored Study

MPO Agency:

Name of MPO-sponsored study:

Brief Outline or Description
Objective/Purpose of Study:

Start Date:

MPO Funding Share:

Local Share:

Date that TxDOT Funding Agreement was executed:

Remarks/Status:

Completion & Time Spent (%):

THE STATE OF TEXAS)
CITY OF BROWNSVILLE)
COUNTY OF CAMERON)

NOTICE OF PUBLIC MEETING OF THE
BROWNSVILLE MPO POLICY COMMITTEE

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meeting Act, NOTICE IS HEREBY GIVEN that a meeting of the MPO POLICY COMMITTEE of the BROWNSVILLE METROPOLITAN PLANNING ORGANIZATION, (MPO) of the City of Brownsville will be held on **Wednesday, March 8, 2017 at 10:00 am at the Brownsville City Hall, 2nd floor Commission Chambers, 1001 E. Elizabeth St., Brownsville, TX 78520.** At said meeting, the following items will be considered:

- I. Welcome and Introduction of Guests.
- II. Roll call of Policy Committee Members.
- III. Discussion, Consideration and Action on Adoption of Meeting Minutes for February 8 and 15, 2017.
- IV. Discussion concerning proposed Adoption of TIP Revisions, as follows:
 - Phase I – Rehab of the Transit Maintenance Facility at Jose Colunga.
 - Phase II – Construction of a BMetro Transfer Station at the same location.Public Comments/Questions, (if any).
- V. Brief Presentation: Off-System Quarterly Reporting regarding MPO-sponsored studies.
By: Mark Lund, MPO Director
- VI. Presentation and Discussion of TxDOT’s Project Status Report.
- VII. Presentation and Discussion of Off-System Projects, as follows:
 - (a) City of Brownsville
 - (b) Cameron County
 - (c) Cameron County Regional Mobility Authority (RMA)
 - (d) Port of Brownsville
- VIII. New business/Discussion items, (if any).
- IX. Adjournment.

NOTE: The City of Brownsville does not discriminate on the basis in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956-548-6035 (voice or Relay TX) to make proper arrangements.

Mark Lund, MPO Director

I certify that a copy of the **March 8, 2017** agenda of items to be considered by the Brownsville MPO Policy Committee was posted in the bulletin area at City Hall on March 3, 2017.

Michael L. Lopez, City Secretary