

Brownsville Metropolitan Planning Organization
Technical Committee Meeting
Wednesday, December 6, 2017

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(to be distributed at the meeting)
- (6) Draft MPO Policy Committee Meeting Agenda for December 13, 2017.

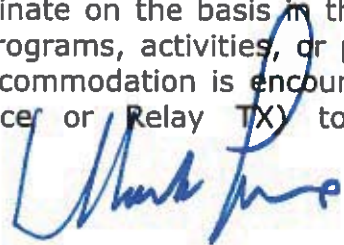
THE STATE OF TEXAS)
CITY OF BROWNSVILLE)
COUNTY OF CAMERON)

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, December 6, 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 November 1, 2017.
- IV. Discussion concerning a Proposed Amendment of the MPO Bylaws & Operating Procedures.
- V. Discussion/Review of a Draft MPO Resolution Re: Safety Performance Measures.
- VI. Review and Discussion of the draft MPO Policy Committee meeting agenda for December 13, 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 **December 6, 2017** agenda of items to be considered by the Brownsville MPO Technical Committee was posted in the bulletin area at City Hall on December 1, 2017.

Griselda Rosas, City Secretary

BROWNSVILLE MPO MEMORANDUM

TO: MPO Technical Committee Members
FROM: Mark Lund, MPO Director
DATE: November 30 2017
SUBJECT: MPO Technical Committee to be held on Wednesday, December 6, 2017 at 2 pm, 2nd floor Blue Room, City Plaza, 1034 E. Levee St., Brownsville, TX



Enclosed is an agenda for the next meeting of the MPO Technical Committee members.

Also, please review the enclosed set of meeting minutes from the last meeting which took place on November 1st, so we can take action on their adoption.

Please find proposed text for an MPO Bylaw amendment. We reviewed these text changes some months ago. Please see the attached correspondence herein.

Also, please see the Draft MPO resolution which will be discussed at this meeting.

In other business, the MPO Director is proposing modest salary increases for MPO staff. As a point of information, an enclosure for the Policy Committee members will be available for review at the upcoming meeting.

The Technical Committee members will review and discuss the draft MPO Policy Committee meeting agenda for December 13th. Please review this draft document prior to the upcoming meeting.

If you have any questions about these matters, please call me at (956) 548-6150.

Thank you.

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

Present

Mark Lund, MPO Director
Alfonso Vallejo, MPO Deputy Director
Antonio Zubieta, MPO Planner
Tracie Orcillez, BMetro
Homer Bazan, TxDOT Pharr
Raymond Sanchez, TxDOT Pharr
Andres Espinoza, TxDOT San Benito
Paolina Vega, Cameron County
Carlos Lastra, City of Brownsville – Engineering Dept.
Ariel Chavez, Brownsville Navigation District
Eva L. Garcia, City of Brownsville – Planning Dept.
Jose Herrera, BEDC
Robert Esparza, City of Brownsville – Traffic Dept.
Adrian Rincones, Cameron County RMA
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 October 4, 2017.

Eva Garcia made a motion to approve the minutes.

Alfonso Vallejo seconded the motion.

Bitty Truan abstained due to her absence at the meeting of October 4th.

Motion carried.

Item IV—Discussion/Review of MPO Safety Performance Measures.

Mark Lund asked for TxDOT Pharr District’s standing on the matter of Pavement Performance Measures.

Homer Bazan responded that he will look into it.

Mark Lund asked if the Brownsville MPO need to include off-system in terms of pavement.

Raymond Sanchez responded that at a previous presentation, it was explained that the State: (1) collects its pavement management system and (2) highway performance monitoring system

Mark Lund asked TxDOT staff if they have any data on the District level's standing compared to the State in regards to crashes.

Homer Bazan responded that previous reports have shown that DUIs and DWIs are higher in this area than the state average.

Item V—Discussion/Review of F.Y. 2017 Subdivision Plats Report.

Alfonso Vallejo stated that 816 lots and 29 approved plats were recorded in F.Y. 2017.

Homer Bazan asked if the approved plats are in-line with the thoroughfare plan.

Alfonso Vallejo responded 'yes'. He further stated that the needed right-of-way for these roadways have been dedicated.

Adrian Rincones requested a map that shows the locations of the approved subdivisions.

Mark Lund responded that a Traffic Analysis Zone (TAZ) map is available.

Adrian Rincones asked where some of the 2013 approved commercial lots are located.

Alfonso Vallejo responded the location was by Morrison Road.

Item VI—Discussion Re: Proposed MPO Merger Issues.

(Mark Lund distributed a spreadsheet regarding Category 2/10 year Programming & Planning Summary)

Mark Lund stated that MPO staff is currently working with TEMPO on Category 2, but a decision or recommendation has not yet been made.

Homer Bazan responded that the information shown on the spreadsheet is based on the current Unified Transportation Program (UTP) and Category 2 distribution. It does not take into account the TEMPO revision.

Mark Lund asked how the calculations were made to determine that Brownsville MPO would receive \$2 million more if the three Valley MPOs merge.

Homer Bazan responded that this area would go from the current 4.16% in Category 2 funds to 5.05%. He further stated that the Category 2 funding amounts would be in place in F.Y. 2019.

Mark Lund asked if the areas outside the MPO area are included in the calculation.

Homer Bazan responded 'no'. It is based on the existing MPO population.

Bitty Truan asked about the TEMPO's operation.

Mark Lund responded that the TEMPO consists of the 26 MPOs in Texas.

Bitty Truan requested more information about the merger before a decision can be made by the Policy Committee members.

Alfonso Vallejo asked who will cover the costs of transitioning from three MPOs into one MPO.

Raymond Sanchez responded that it will be a governance issue.

Bitty Truan suggested the possibility of the formation of a Cameron County MPO, to include Harlingen, San Benito and other surrounding cities.

Adrian Rincones asked if the MPO Policy Committee reviewed the governance model that was provided.

Mark Lund responded that the governance model has not been provided to the Brownsville MPO for review.

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

- Agenda Item V – Discussion regarding issues pertaining to a proposed Valley MPO Merger.

Bitty Truan asked who will make the presentation on this topic.

Mark Lund responded that Pete Alvarez, District Engineer, will make the presentation.

Item VIII—New business.

No new business.

Item IX—Adjournment.

Unanimous decision to adjourn the meeting.

BYLAWS AND OPERATING PROCEDURES

BROWNSVILLE METROPOLITAN PLANNING ORGANIZATION
C/O CITY OF BROWNSVILLE
PLANNING DEPARTMENT
P.O. BOX 911
BROWNSVILLE, TEXAS 78520

Adopted: April 9, 2014

PLEASE NOTE CHANGE:
UNDERLINED SECTION ON
PAGE 2

A. STATEMENT OF PRINCIPLE

As a provision for each urbanized area over 50,000 population, the Brownsville Metropolitan Planning Organization (MPO) was designated by the agreement between the Governor and local units of government representing 75% of affected populations (in the metropolitan area) including the central cities as defined by the Bureau of the Census; [23 USC 134 (b) (1)/FTA-Sec 8 (b) (1)].

Counties and cities have the local responsibility for anticipating and meeting the transportation needs for adequately moving people and goods within their jurisdiction. However, the Texas Department of Transportation is charged, by law, with the responsibility for planning, designing, constructing and maintaining the State Highway System. In addition, duly authorized transportation entities are responsible for planning, developing and operating public transportation services in their respective service area. **The Brownsville Metropolitan Planning Organization (MPO) makes recommendations involving the metropolitan transportation system to the City of Brownsville, City of Los Fresnos, Town of Rancho Viejo, Cameron County and the State for all modes of transportation. Final decisions for implementing the metropolitan transportation plan rest with the governing bodies of Cameron County, the local municipalities and the Texas Department of Transportation.**

The Metropolitan Planning Organization (MPO) will monitor the transportation planning process to assure that it is conducted in a manner consistent with requirements of the applicable state and federal laws and regulations.

B. INTENT

The intent of the bylaws and operating procedures is to provide rules and procedures to assure the orderly function of the Urban Transportation Planning Process for the Brownsville Metropolitan planning area.

C. ORGANIZATION

By designation, the Metropolitan Planning Organization shall consist of the Brownsville MPO Policy Committee, MPO Technical Committee and the MPO's fiscal agent, the City of Brownsville. The MPO Policy Committee shall be the forum for the cooperative decision-making by elected officials and other representatives of local/state government agencies in the Brownsville MPO Planning Area. The MPO Technical Committee shall be made up of the staff members of the agencies representing the Policy Committee.

D. MPO POLICY COMMITTEE

The MPO Policy Committee shall be composed of at least one member of each of the following groups or local/state governmental units in the Brownsville MPO study area. The following local government and public agencies shall be represented as follows:

GOVERNMENT/AGENCY	MEMBERS	ELECTED	NON-ELECTED
City of Brownsville	3	Mayor and (1) City Commissioner, or two (2) Commissioners	City Manager
City of Los Fresnos	1	Mayor, or (1) Alderman	
Town of Rancho Viejo	1	Mayor, or (1) Alderman	
TxDOT (Pharr District)	1		District Engineer
Cameron County	2	Pct. 1 & Pct. 2 Commissioners	
Brownsville Chamber of Commerce	1		Chairman of Transportation Committee
Brownsville Navigation District	1	(1) Commissioner (BND)	
Brownsville I.S.D.	1	(1) Trustee (BISD)	
Brownsville Economic Development Council Greater Brownsville Incentives Corporation	1		Chairman or Board Member
Brownsville/SPI Airport Advisory Committee	1		Representative of the Committee
TOTAL	13	8	5

Freight interests and/or stakeholders shall be considered to have representation on the MPO Policy Committee by virtue of their input to the Chamber of Commerce's Transportation Committee.

In addition, the State Senator and the State Representative(s) that represent the Brownsville Metropolitan Planning Organization Area shall serve as ex-officio members. The Director of the Lower Rio Grande Valley Development Council shall serve as an ex-officio member of the MPO Policy Committee. Ex-officio members shall have the same role as regular members, except that they do not vote and their attendance shall not count in determining the quorum.

The Chairman of the Cameron County Regional Mobility Authority, or his/her designate, shall serve as an ex-officio member of the MPO Policy Committee. The Mayor of the City of Los Fresnos shall serve as a voting member of the MPO Policy Committee. In the event that the Mayor elects not to serve on the Policy Committee, then a designated Alderman shall represent the City of Los Fresnos. The Mayor of the Town of Rancho Viejo shall serve as a voting member of the MPO Policy Committee. In the event that the Mayor elects not to serve on the Policy Committee, then a designated Alderman shall represent the Town of Rancho Viejo.

E. MPO POLICY COMMITTEE FUNCTIONS

The functions of the MPO Policy Committee shall include the following:

- Provide direction to the Metropolitan Transportation Planning Process.
- Certify the coordination, comprehensiveness and continuity of the Metropolitan Transportation Planning Process.
- Review and Adopt the Unified Planning Work Program (UPWP), the Metropolitan Transportation Improvement Program (TIP) and the Metropolitan Long-Range Transportation Plan in accordance with federal and state regulations and statutes.
- Review the limits of the MPO study area and make recommendations for appropriate revision, when necessary.
- Establish fiscal and personnel management agreements between the MPO Policy Committee and the City of Brownsville (the MPO's fiscal agent) to define relationships, roles and responsibilities.
- Review credentials and rank consultant firms competing/seeking to conduct studies on behalf of the Brownsville MPO.
- Provide guidance and direction to the MPO Director on MPO Policy Committee matters.
- Authority to hire and evaluate the MPO Director.
- To promote public involvement in transportation planning and programming.
- Ensure the efficient and effective use of Federal Highway Administration (FHWA) PL funds and Federal Transit Administration (FTA) Section 5303 funds and other federal/state funds provided to the MPO.
- Ensure that the Metropolitan Planning Organization is adequately staffed.

F. OFFICERS

The Chairperson of the MPO Policy Committee shall be the Mayor of the City of Brownsville. In the event that the Mayor is not one of the representatives of the City of Brownsville serving on the MPO Policy Committee, then two City Commissioners shall

serve on the Committee. One of these two City Commissioners shall be chosen by majority of the City Commission to serve as the Chairperson of the MPO Policy Committee. The MPO Policy Committee shall originally elect a Vice-Chairperson for a two-year term after the adoption of the Bylaws. The Vice-Chairperson shall serve as the chairperson of the MPO Policy Committee whenever the chairperson is absent. If the Vice-Chairperson position becomes vacant, a new person on the committee shall be elected to serve in this role at the next meeting.

In the event the Chairperson or Vice-Chairperson is absent from a meeting with a quorum, the attending MPO Policy Committee members shall elect a presiding officer to conduct the meeting until the meeting concludes or until the Chair or Vice-Chair arrives.

G. MPO DIRECTOR

The MPO Director shall make presentations to the Policy Committee on pending issues and provide the staff support necessary to enable the smooth functioning of both the MPO Policy Committee and the MPO Technical Committee meetings. The MPO Director is responsible to the MPO Policy Committee for policy and supervision.

The MPO Director shall undertake the following:

- Assure compliance with federal and state transportation planning regulations and provide certifications to the appropriate funding agencies.
- Administer and coordinate MPO activities with member agencies and the Texas Department of Transportation.
- Provide staff support for the MPO Policy Committee and the MPO Technical Committee.
- Prepare the meeting agenda and distribute it to the MPO Committees.

H. MPO TECHNICAL COMMITTEE

The MPO Technical Committee shall be represented by at least one member from the local groups and public agencies which have representation on the Brownsville MPO Policy Committee. More than one representative of the local agencies may attend the Technical Committee meetings and participate in the discussions of the group. However, only one representative of each group listed below, may vote on items placed before the Committee for formal action.

From time to time, the Technical Committee may ask other local agencies or groups to participate in the work of the committee.

The following agencies shall have at least one representative on the MPO Technical Committee:

- Brownsville City Engineering Department
- Brownsville Aviation Department
- Brownsville Planning Department
- Brownsville Metro System
- Brownsville Public Utilities Board
- Cameron County Engineer's Office
- Cameron County Regional Mobility Authority

- Brownsville Traffic Division
- Brownsville Independent School District
- TxDOT Pharr District
- TxDOT Area Engineer's Office
- TxDOT South Region
- Brownsville Navigation District
- Brownsville Economic Development Council
- City of Los Fresnos
- Los Fresnos Consolidated Independent School District
- Town of Rancho Viejo

Also, the Bicycle & Pedestrian Coordinator employed by the City of Brownsville shall be a voting representative on the MPO Technical Committee. At this time, this staff person is housed at Brownsville Metro.

Representatives from Valley Metro, Port Isabel and South Padre Island shall be allowed to participate in discussions at MPO Technical Committee meetings, but the aforementioned representatives will be considered non-voting participants.

I. MPO TECHNICAL COMMITTEE FUNCTIONS

The functions of the MPO Technical Committee shall include the following:

- Develop recommendations for submittal to the Policy Committee as to the contents of the Unified Planning Work Program, the Metropolitan Transportation Improvement Program and the Metropolitan Transportation Plan.
- Review transportation planning issues at the request of the Policy Committee, as specified in the Metropolitan Transportation Planning Contract.
- Review draft transportation plans and studies.
- Review technical studies identified in the Unified Planning Work Program conducted for the MPO by either MPO staff, City of Brownsville staff, County staff and/or consultant firms.
- Conduct interviews of consultant firms seeking to conduct studies for the MPO. Review the consultant firms as to their technical abilities and proposed work plan and make recommendations to the Policy Committee as to the relative merits to such consultant firm proposals.
- The Technical Committee shall meet once per month. Technical Committee meetings will usually take place at least five (5) days before the next scheduled Policy Committee meeting.
- Approve of Technical Committee meeting minutes prepared by the MPO staff.
- Assist the MPO staff in implementing the Unified Planning Work Program tasks.

J. FUNCTIONS OF THE CITY OF BROWNSVILLE

The City of Brownsville shall house the MPO staff. The MPO Director shall hire transportation planning staff and said staff shall be City of Brownsville employees. The MPO Director shall administer a budget, hire support staff, coordinate the transportation planning process, act as liaison to the local government agencies on MPO issues and act as liaison to both TxDOT Pharr District and to the Transportation Planning and Program Division of TxDOT. The City of Brownsville

shall provide office space, maintenance services and/or support and financial oversight for all MPO activities carried out as part of the metropolitan transportation planning process.

The City, which is the designated MPO, aids the MPO staff to develop transportation plans and programs in cooperation with TxDOT, under the terms of the Metropolitan Transportation Planning Contract.

K. MINUTES

Minutes of the MPO Policy Committee meetings shall be kept by the MPO staff. These minutes shall be submitted to the members of the MPO Policy Committee for approval.

L. MEETINGS

A written meeting agenda shall be provided to the members at least 72 hours in advance of any non-emergency MPO Policy Committee meeting. The place, time and date of the meeting shall be included as part of the meeting agenda. All meetings shall be held as open meetings as defined by law in the State of Texas.

M. QUORUM & PROXIES

At least seven (7) members of the thirteen (13) members of the MPO Policy Committee must be present as a requirement for the Committee to take action. Proxies or alternates for all positions on the Policy Committee will be allowed, provided all of the following conditions are satisfied:

- (a) the proxy appointment must be confirmed in writing and said correspondence is to be filed and acknowledged by the MPO staff;
- (b) the proxy acts on behalf of an under the supervision of the policy board member who appointed the proxy; and
- (c) the proxy member is authorized to vote for the policy member who appointed the proxy, to the extent that the policy member has given the member's voting power.

Also, MPO Policy Committee members may elect to forego (or refrain from) appointment of a proxy.

N. ETHICAL STANDARDS

Voting members of the Brownsville MPO Policy Committee must adhere to the ethical standards required of MPO members, as identified in Texas Senate Bill No. 585. Also, MPO staff members shall adhere to the ethical standards required of MPO employees, as identified in Texas Senate Bill No. 585.

These standards state that MPO employees and/or voting members of the Brownsville MPO Policy Committee are prohibited from engaging in the following:

- (1) accepting or soliciting any gift, favor or service that might reasonably tend to influence the voting member in the discharge of official duties, or that the voting member knows or should know is being offered with the intent to influence the voting member's official conduct;

- (2) accepting employment or engaging in a business or professional activity that the voting member might reasonably expect would require or induce the voting member to disclose confidential information acquired by reason of the official position;
- (3) accepting employment or compensation that could reasonably be expected to impair the voting member's judgment in the performance of the voting member's official duties;
- (4) making personal investments that could reasonably be expected to create a substantial conflict between the voting member's private interest and the public interest;
- (5) intentionally or knowingly solicit, accept or agree to accept any benefit for having exercised the voting member's official powers or performing the voting member's official duties in favor of another.

To ensure that MPO employees and MPO Policy Committee members are made aware of this MPO ethics policy, the MPO Director shall furnish a copy of the MPO Bylaws, (with this ethical standards section), to all new MPO Policy Committee members no later than the third business day after the person qualifies for office. Further, the MPO Director shall furnish a copy of the MPO Bylaws, (with this ethical standards section), to all new MPO employees no later than the third business day after the person begins employments.

In addition, the MPO Director shall develop and distribute an Ethical Standards Affidavit. This affidavit is to be signed by all MPO Policy Committee members and MPO employees, to provide evidence that said persons have read and understood the affidavit and agree to abide by its contents.

O. ADOPTION

These bylaws and operating procedures shall be in effect after the approval of the MPO Policy Committee.

P. REVISION

These bylaws and operating procedures may be revised by approval by two-thirds of the votes of the MPO Policy Committee. Proposed changes in the bylaws must be presented (in writing) at one regularly scheduled meeting and voted on at a following regularly scheduled meeting.

Q. MPO SUBCOMMITTEES & INTERLOCAL AGREEMENTS

The MPO Policy Committee shall have the authority to form temporary (or permanent) subcommittees to conduct the following activities, in order to carry out MPO Policy Committee functions:

- To negotiate the terms of possible funding agreements with member agencies.
- To investigate how MPO functions might be improved.
- To evaluate the MPO Director's performance.
- To conduct research and/or fact-finding regarding MPO plans, policies or operations.

All findings, recommendations and/or proposals submitted by MPO subcommittees shall not be binding, but are subject to review and final approval of the MPO Policy Committee.

R. ATTENDANCE

Attendance records of the MPO Policy Committee meetings shall be kept in accordance of the Open Meetings Act. Copies of these records shall be sent to Policy Committee members at their request. Members who miss three consecutive meetings shall be informed of their absences by the Policy Committee Chairperson.

The Committee may request the MPO Director to notify the affected agency or government of repeated absences of a Committee member, but any such request shall only be made by a formal vote of the Policy Committee at a regularly scheduled meeting. The intent of this policy is to encourage attendance. No substitute member may replace an absent member or represent a local government or participating agency.

**RESOLUTION
BROWNSVILLE MPO POLICY COMMITTEE**

WHEREAS, the Brownsville Metropolitan Planning Organization is the designated agency for Transportation Planning in the Brownsville Urban Study Area; and


WHEREAS, the Metropolitan Planning Organization has the authority to amend its own Bylaws; and

WHEREAS, the MPO Technical Committee recommends adoption of these MPO Bylaws; and

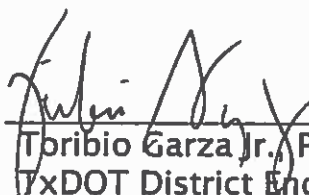
NOW, THEREFORE, BE IT RESOLVED that the Brownsville Metropolitan Planning Organization Policy Committee amends and/or ratifies the Brownsville MPO Bylaws.

Passed and Approved this 9th day of April 2014.

Signed:



Tony Martinez
Chairperson
Brownsville MPO Policy Committee



Toribio Garza Jr., P.E.
TxDOT District Engineer
TxDOT Pharr District



November 15, 2017

Mark Lund
MPO Director
c/o City of Brownsville
P.O. Box 911
Brownsville, TX 78520

Dear Mr. Lund:

Last week, I had the opportunity to discuss MPO Bylaw amendment issues regarding BEDC with Mayor Martinez.

As you will recall, the proposal to bestow the voting membership to the Greater Brownsville Incentives Corporation (GBIC), instead of the Brownsville Economic Development Council (BEDC), was tabled at an MPO meeting some weeks ago, as Mayor Martinez expressed some concerns about these matters.

Mayor Martinez no longer has concerns about this proposal. He agrees to substitute GBIC for BEDC. It makes sense to assign the MPO representative to GBIC, especially since that body will receive the vast bulk of the City of Brownsville's funding for economic development purposes.

Accordingly, please place the proposed MPO Bylaw amendment back on the MPO meeting agenda for discussion. As Mayor Martinez explained to me, due to these changes, BEDC will be in a precarious financial position for a period of time. We want for BEDC to succeed as it undertakes this difficult transition. Therefore, a GBIC representative should be included on the MPO Policy Committee for the reasons outlined above.

Please call me at (956) 544-4321 if you have any questions. Thank you for your assistance.

Sincerely,

Ben R. Naece
City Commissioner, District 4

**RESOLUTION
BROWNSVILLE MPO POLICY COMMITTEE**

WHEREAS, the Brownsville Metropolitan Planning Organization (MPO) became a Transportation Management Area (TMA) in 2012, by virtue of a Federal Register Notice of the MPO's study area exceeding the two hundred thousand population threshold in the 2010 U.S. Census; and

WHEREAS, the Brownsville MPO has many federal responsibilities to meet and fulfill, including the MPO's requirement to conform to Safety Performance Measures; and

WHEREAS, the Brownsville MPO by agreeing to support the State Highway Safety Improvement Program (HSIP) will work with TxDOT and other safety stakeholders to address areas of concern for fatalities and/or serious injuries within the MPO's Study Area; and

WHEREAS, the Brownsville MPO will include a description in the MPO's Transportation Improvement Program (TIP) of the anticipated effect of the TIP investments toward achieving HSIP targets in the Metropolitan Transportation Plan (MTP); and

WHEREAS, the Brownsville has chosen to support the State of Texas HSIP targets for the five (5) Safety Performance Measures, including the following:

- (1) Number of fatalities
- (2) Rate of fatalities
- (3) Number of serious injuries
- (4) Rate of serious injuries
- (5) Number of non-motorized fatalities and non-motorized serious injuries

ACCORDINGLY, the MPO Policy Committee hereby pledges to coordinate and integrate MPO policies and planning documents with the plans and programs of various safety stakeholders.

NOW, THEREFORE, BE IT RESOLVED that the Brownsville MPO Policy Committee hereby establishes a Highway Safety Improvement Program (HSIP) target of reducing fatalities and serious injuries by 2% (over a five year period) from the original trend line projection for 2022.

Signed:

Tony Martinez
Chairperson
Brownsville MPO Policy Committee

Pedro Alvarez., P.E.
TxDOT District Engineer
TxDOT Pharr District

Dated: _____

Metropolitan Planning Organization Safety Performance Measures Fact Sheet

Safety Performance Measures

The Safety Performance Management Measures regulation supports the Highway Safety Improvement Program (HSIP) and requires State Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs) to set HSIP targets for 5 safety performance measures. This document highlights the requirements specific to MPOs and provides a comparison of MPO and State DOT responsibilities.

How do MPOs establish HSIP targets?

Coordination is the key for all stakeholders in setting HSIP targets. Stakeholders should work together to share data, review strategies and understand outcomes. MPOs must work with the State DOT. MPOs should also coordinate with the State Highway Safety Office, transit operators, local governments, the FHWA Division Office, National Highway Transportation Safety Administration (NHTSA) Regional Office, law enforcement and emergency medical services agencies, and others. By working together, considering and integrating the plans and programs of various safety stakeholders, MPOs will be better able to understand impacts to safety performance to establish appropriate HSIP targets. Coordination should start with the Strategic Highway Safety Plan (SHSP). More information on the SHSP is available at <http://safety.fhwa.dot.gov/hsip/shsp/>.

1	Number of fatalities
2	Rate of fatalities
3	Number of serious injuries
4	Rate of serious injuries
5	Number of non-motorized fatalities and non-motorized serious injuries

MPOs establish HSIP targets by either:

1. agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT HSIP target or
2. committing to a quantifiable HSIP target for the metropolitan planning area.

To provide MPOs with flexibility, MPOs may support all the State HSIP targets, establish their own specific numeric HSIP targets for all of the performance measures, or any combination. MPOs may support the State HSIP target for one or more individual performance measures and establish specific numeric targets for the other performance measures.

If an MPO agrees to support a State HSIP target, the MPO would ...	If an MPO establishes its own HSIP target, the MPO would...
<ul style="list-style-type: none"> ■ Work with the State and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area ■ Coordinate with the State and include the safety performance measures and HSIP targets for all public roads in the metropolitan area in the MTP (Metropolitan Transportation Plan) ■ Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the HSIP, including the SHSP ■ Include a description in the TIP (Transportation Improvement Program) of the anticipated effect of the TIP toward achieving HSIP targets in the MTP, linking investment priorities in the TIP to those safety targets 	<ul style="list-style-type: none"> ■ Establish HSIP targets for all public roads in the metropolitan planning area in coordination with the State ■ Estimate vehicles miles traveled (VMT) for all public roads within the metropolitan planning area for rate targets ■ Include safety (HSIP) performance measures and HSIP targets in the MTP ■ Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the HSIP, including the SHSP ■ Include a description in the TIP of the anticipated effect of the TIP toward achieving HSIP targets in the MTP, linking investment priorities in the TIP to those safety targets



Volumes for HSIP Rate Targets: MPOs that establish fatality rate or serious injury rate HSIP targets must report the VMT estimate used for such targets, and the methodology used to develop the estimate, to the State DOT. For more information on volumes for HSIP rate targets, see http://www.fhwa.dot.gov/planning/processes/tools/technical_guidance/index.cfm.

Roads addressed by MPO HSIP Targets: HSIP targets cover all public roadways within the metropolitan planning area boundary regardless of ownership or functional classification, just as State HSIP targets cover all public roads in the State.

How do MPOs with multi-State boundaries establish HSIP targets?

MPOs with multi-State boundaries must coordinate with all States involved. If an MPO with multi-State boundaries chooses to support a State HSIP target, it must do so for each State. For example, an MPO that extends into two States would agree to plan and program projects to contribute to two separate sets of HSIP targets (one for each State). If a multi-State MPO decides to establish its own HSIP target, the MPO would establish the target for the entire metropolitan planning area.

When do MPOs need to establish these targets?

States establish HSIP targets and report them for the upcoming calendar year in their HSIP annual report that is due August 31 each year. MPOs must establish HSIP targets within 180 days of the State establishing and reporting its HSIP targets. Since FHWA deems the HSIP reports submitted on August 31, MPOs must establish HSIP targets no later than February 27 of each year.

Top 5 Things to Know about MPO HSIP Safety Performance Targets	
✓	All MPOs must set a target for each of the 5 HSIP Safety Performance Measures
✓	MPOs may adopt and support the State's HSIP targets, develop their own HSIP targets, or use a combination of both
✓	MPOs must establish their HSIP targets by February 27 of the calendar year for which they apply
✓	MPO HSIP targets are reported to the State DOT
✓	MPO HSIP targets are not annually assessed for significant progress toward meeting targets; State HSIP targets are assessed annually

Where do MPOs report targets?

While States report their HSIP targets to FHWA in their annual HSIP report, MPOs do not report their HSIP targets directly to FHWA. Rather, the State(s) and MPO mutually agree on the manner in which the MPO reports the targets to its respective DOT(s). MPOs must include baseline safety performance, HSIP targets and progress toward achieving HSIP targets in the system performance report in the MTP.

Whether an MPO agrees to support a State HSIP target or establishes its own HSIP target the MPO would include in the MTP a systems performance report evaluating the condition and performance of the transportation system with respect to the safety performance targets described in the MTP including progress achieved by the MPO in achieving safety performance targets

Assessment of Significant Progress

While FHWA will determine whether a State DOT has met or made significant progress toward meeting HSIP targets, it will not directly assess MPO progress toward meeting HSIP targets. However, FHWA will review MPO performance as part of ongoing transportation planning process reviews including the Transportation Management Area certification review and the Federal Planning Finding associated with the approval of the Statewide Transportation Improvement Program.



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, December 13, 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 November 8, 2017.
- IV. Discussion, Consideration and Action on Approval of MPO staff salary increases proposed by the MPO Director.
Questions, (if any).
- V. Discussion, Consideration and Action on Adoption of an MPO Resolution which establishes the MPO's Safety Targets by agreeing to plan and program projects towards fulfilling the State (TxDOT) Targets under the Highway Safety Improvement Program (HSIP).
- VI. Discussion concerning a Proposed Amendment of the MPO Bylaws & Operating Procedures to delete Brownsville Economic Development Council (BEDC) as a voting member and to add or substitute the Greater Brownsville Incentives Corporation (GBIC).
- VII. Presentation and Discussion of TxDOT's Project Status Report.
- VIII. 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
- IX. New business/Discussion items, (if any).
- X. 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 **December 13, 2017** agenda of items to be considered by the Brownsville MPO Policy Committee was posted in the bulletin area at City Hall on December 8, 2017.

Griselda Rosas, City Secretary