



## MPO POLICY COMMITTEE MEETING

[www.laredompo.org](http://www.laredompo.org)

**Meeting Date & Time:** August 18th, 2021 at 1:30 p.m.

**Meeting Location:** City of Laredo Council Chambers, 1110 Houston St., Laredo, Texas 78040

**Meeting Link:** <http://laredotx.swagit.com/live>

**Public Access Channel:** Spectrum TV channel 1300

### AGENDA:

- I. CHAIRPERSON TO CALL MEETING TO ORDER
- II. CHAIRPERSON TO CALL ROLL
- III. CITIZEN COMMENTS

REC'D CITY SEC OFF  
AUG 13 '21 AM 10:22

Speakers are required to fill out witness cards, which must be submitted to MPO Staff no later than 1:15 p.m. the day of the meeting. Speakers shall identify themselves at the microphone. Comments are limited to three (3) minutes per speaker. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a specific issue, they should select not more than three (3) representatives to speak on their behalf. The presiding officer may further limit public on the interest of order or time. Speakers may not transfer their minutes to any other speaker. Comments should be relevant to MPO business and delivered in a professional manner. No derogatory remarks shall be permitted.



## MPO POLICY COMMITTEE MEETING AGENDA

### IV. ITEMS REQUIRING POLICY COMMITTEE ACTION:

- A. Approval of the minutes for the meeting held on July 19<sup>th</sup>, 2021.
- B. Receive public testimony and initiate a 10-day public review and comment period for the following proposed amendment(s) of the MPO Bylaws:

- 1. Article II, Section 2.3(a), entitled Administration, shall be amended as follows:

**Remove** - "The City of Laredo Planning Director shall act as the Transportation Planning Director for the MPO."

**Add** - "The MPO shall be led by a full-time MPO Transportation Planning Director."

- C. Discussion with possible action on the Hachar-Reuthinger road project.

### V. REPORT(S) AND PRESENTATIONS (No action required).

- A. Status report by the Regional Mobility Authority (RMA).

### VI. DIRECTOR'S COMMENTS

- A. Update by MPO Staff on the ongoing MPO Process Review.

### VII. ADJOURNMENT

### NOTICE INFORMATION:

Notice of this meeting was posted at the municipal government offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily accessible to the public at all times. Said notice was posted 72 hours before the meeting date and time. The agenda and meeting information was also posted online at <http://www.laredompo.org/agendas-minutes/>.

All meetings of the MPO Committee are open to the public. Persons who plan to attend this meeting and who may need auxiliary aid or services such as: interpreters for persons who are deaf or hearing impaired, readers of large print or Braille, or a translator for the Spanish language are requested to contact MPO Staff at 956-794-1602, or via email at [aquijano@ci.laredo.tx.us](mailto:aquijano@ci.laredo.tx.us) prior to the meeting so that appropriate arrangements can be made. Materials in Spanish may also be provided upon request.

Disability Access Statement: This meeting is wheelchair accessible. The accessible ramps are located at 1110 Victoria and 910 Flores. Accessible parking spaces are located at City Hall, 1110 Victoria.



## MPO POLICY COMMITTEE MEETING AGENDA

**Ayuda o Servicios Auxiliares:** Todas las reuniones del Comité del MPO están abiertas al público. Personas que planean asistir a esta reunión y que pueden necesitar ayuda o servicios auxiliares como: interpretes para personas con discapacidad auditiva, lectores de letra grande o en Braille, o un traductor para el idioma español deben comunicarse con el personal del MPO al 956-794-1602 o por correo electrónico [aquijano@ci.laredo.tx.us](mailto:aquijano@ci.laredo.tx.us) antes de la reunión para que se puedan hacer los arreglos apropiados. Material en español está disponible mediante una petición.

**Declaración de Acceso a la Discapacidad:** Esta reunión permite el acceso a personas en silla de ruedas. Las rampas de acceso están ubicadas en 1110 Victoria y 900 Flores. Los espacios de estacionamiento para discapacitados se encuentran por la calle Victoria.

**Información en español:** Si usted desea esta información en español o si desea explicación sobre el contenido, por favor llámenos al teléfono (956) 794-1602 o comunicarse con nosotros mediante correo electrónico a [aquijano@ci.laredo.tx.us](mailto:aquijano@ci.laredo.tx.us).



## MPO POLICY COMMITTEE MEETING AGENDA

### **POLICY COMMITTEE MEMBERSHIP:**

#### City of Laredo Representatives:

Honorable Pete Saenz, Mayor and LWCAMPO Chairperson  
Honorable Ruben Gutierrez, Jr., City Councilmember, District V  
Honorable Dr. Marte Martinez, City Councilmember, District VI

#### County of Webb Representatives:

Honorable Tano E. Tijerina, Webb County Judge and LWCAMPO Vice-Chairperson  
Honorable Jesse Gonzalez, Webb County Commissioner, Pct. 1  
Honorable John Galo, Webb County Commissioner, Pct. 3

#### Laredo Mass Transit Board Representative:

Honorable Vanessa Perez, City Councilmember, District VII

#### State Representative:

Mr. David M. Salazar, Jr. P.E., TxDOT District Engineer

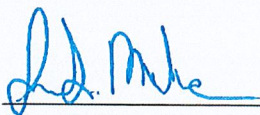
#### Private Sector Representative (Member at Large):

Mr. Humberto "Tito" Gonzalez, Jr., P.E.

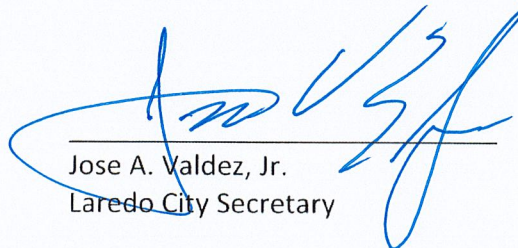
#### Ex-Officio Representatives:

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

### **AGENDA REVIEWED:**



Juan S. Mendive,  
LWCAMPO Interim Director



Jose A. Valdez, Jr.  
Laredo City Secretary



# LAREDO & WEBB COUNTY

## AREA METROPOLITAN PLANNING ORGANIZATION

### POLICY COMMITTEE

#### MEETING MINUTES

JULY 19<sup>TH</sup>, 2021

LIVE WEB LINK: <http://laredotx.swagit.com/live>

PUBLIC ACCESS CHANNEL: Spectrum TV channel 1300

#### I. CHAIRPERSON TO CALL MEETING TO ORDER

Judge Tijerina, LWCAMPO Vice-Chairperson called the meeting to order at 1:36 p.m.

#### II. CHAIRPERSON TO CALL ROLL

Graciela Briones, LWCAMPO Staff, called roll and verified a quorum existed.

CM. Galo made a motion to excuse members not able to participate in the meeting.

Second: Dr. Martinez

For: 5

Against: 0

Abstain: 0

Motion carried unanimously

#### **Regular members present:**

Honorable Tano E. Tijerina, Webb County Judge

Honorable John Galo, Webb County Commissioner, Pct. 3

Honorable Dr. Marte A. Martinez, City Councilmember, District VI (joined virtually)

Honorable Vanessa Perez, City Councilmember, District VII (joined virtually)

David M. Salazar, Jr., P.E., TxDOT District Engineer (joined the meeting at 1:50 p.m.)

Humberto "Tito" Gonzalez, P.E., Private Sector

**Regular members not present:**

Honorable Pete Saenz, Mayor and LWCAMPO Chairperson  
Honorable Ruben Gutierrez, Jr., City Councilmember, District V  
Honorable Jesse Gonzalez, Webb County Commissioner, Pct. 1

**Ex-Officio members not present:**

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

**Staff present:**

Juan Mendive, LWCAMPO  
Graciela Briones, LWCAMPO  
Julio Niño, LWCAMPO  
Angie Quijano, LWCAMPO

**Guests:**

Ramon Chavez, City Engineering Department  
Danny Magee, City Traffic Safety Department  
Luis Perez Garcia, Webb County Engineering  
Sara Garza, TxDOT  
Roberto Rodriguez, TxDOT  
Claudia San Miguel, Transit, El Metro  
Eduardo Bernal, Transit, El Metro  
Jed Brown, Regional Mobility Authority (RMA)  
Melisa Montemayor, HNTB, Inc.  
Antonio Rodriguez, HNTB, Inc.

**III. CITIZEN COMMENTS**

Speakers are required to fill out witness cards, which must be submitted to MPO Staff no later than 15 minutes after the start of the meeting. Speakers shall identify themselves at the microphone. Comments are limited to three (3) minutes per speaker. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a specific issue, they should select not more than three (3) representatives to speak on their behalf. The presiding officer may further limit public on the interest of order or time. Speakers may not transfer their minutes to any other speaker. Comments should be relevant to City business and delivered in a professional manner. No derogatory remarks shall be permitted.

There were no citizen comments.

**IV. ITEMS REQUIRING POLICY COMMITTEE ACTION:**

**A. Approval of the minutes for the meeting held on June 21<sup>st</sup>, 2021.**

Dr. Martinez made a motion to approve the minutes for the meeting held on June 21<sup>st</sup>, 2021.

Second: Cm. Galo  
For: 5  
Against: 0  
Abstain: 0

Motion carried unanimously

**B. Receive public testimony and approve Resolution No. MPO 2021-08, adopting the FY 2022 Unified Planning Work Program (UPWP).**

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

Second: Cm. Perez  
For: 5  
Against: 0  
Abstained: 0

Motion carried unanimously

Juan Mendive, Interim MPO Director, gave a brief presentation on the proposed item.

Dr. Martinez made a motion to close the public hearing and approve resolution No. MPO 2021-08, adopting the FY 2022 UPWP.

Second: Cm. Galo  
For: 5  
Against: 0  
Abstained: 0

Motion carried unanimously

**C. Receive public testimony and approve Resolution No. MPO 2021-09, reaffirming support for the adjusted statewide system performance (PM3) targets.**

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

Second: Cm. Perez

For: 5  
Against: 0  
Abstained: 0

Motion carried unanimously.

Mr. Mendive gave a brief presentation on the proposed item. He stated that the performance measures were established by the federal government and TxDOT developed statewide targets for said measures. MPO's are supposed to either support the statewide targets to incorporate them in their metropolitan planning process or to create their own targets. He further stated that our MPO had been adopting the statewide targets. The state had slightly modified them for the reliability targets which was done on a periodic basis when TxDOT conducted their mid-period performance review. He also mentioned that the state was adjusting the 2022 targets that they had set for the reliability performance measures. The performance measures include interstate highway level of travel time reliability, non-interstate highway system travel time reliability, and truck travel time reliability.

Mr. Mendive stated that the MPO was seeking the Committee's support to either reaffirm the adjustments made to the targets and adopted by the state or to establish its own in the future.

Dr. Martinez asked if there was anything additional that the MPO Policy committee should look at regarding said performance measures and if they were adequate to be incorporated in the MPO locally.

Mr. Mendive stated that the MPO staff was recommending the approval to reaffirm and support said performance measures.

Dr. Martinez made a motion to close the public hearing and approve Resolution No. MPO 2021-09, reaffirming support for adjusted statewide system performance (PM3) targets.

Second: Cm. Galo (for discussion)

Cm. Galo asked why the original target of 56.6% for the travel time reliability was so low. He asked for clarification of what exactly a statewide performance target was.

Mr. Mendive answered that for the travel time reliability, the figure provided was the percentage of person per miles traveled on the interstate system and rated as reliable. He also mentioned that TxDOT had a very technical process and based on the current data and the way the system was performing in terms of time reliability, the target was adjusted to 70%. He further said that when projects were being planned and selected,



MPO's needed to make sure that those projects were working towards meeting said specific targets.

Humberto Gonzalez, TxDOT, stated that the reliability factor numbers went into equations that determined funding and there were also mechanisms through some of TxDOT's funding programs. He further stated that TxDOT could provide a more detailed presentation of how the numbers would get calculated and would also be able to pull a report with actual scores for the major corridors that impact the region and the MPO area.

Dr. Martinez asked if the committee would adopt measures that are not being met, would it impact the ability to get future funding for certain projects.

Dr. Martinez made a motion to **table** the item and to bring back a presentation.

Second: Judge Tijerina

Mr. Mendive informed the committee that there was a deadline to adopt said targets that needed to be met.

Dr. Martinez made a motion to **withdraw** his motion to table this item.

Judge Tijerina made a motion to **withdraw** his second for tabling the item.

Mr. Jed Brown, RMA Chairman, stated that based on the way the item was worded, the committee would be able to adopt the item with the word 'consider' and would still be able to meet the requirements.

David Salazar, TxDOT, joined the meeting at 1:50 p.m.

Mr. Salazar stated that based on the target goals that were established, he agreed with recommending to move forward with the item as it was presented, and recommended approval.

Cm. Galo made a motion to **close** the public hearing and **approve** Resolution No. MPO 2021-09, reaffirming support for the adjusted statewide system performance (PM3) targets.

Second: Judge Tijerina

For: 6

Against: 0

Abstained: 0

Motion carried unanimously

**D. Discussion with possible action on changing the regularly scheduled meeting dates of the MPO Policy Committee currently held on the 3<sup>rd</sup> Monday of each month subject to the results based on the poll sent out to the Policy Committee members.**

Discussion was done on the proposed item.

Dr. Martinez made a motion to change the regularly scheduled MPO meetings to every 3<sup>rd</sup> Friday at 1:30 p.m.

Second: Judge Tijerina (for discussion)

Judge Tijerina made a motion to withdraw his motion for second.

Motion dies for lack of second.

Cm. Galo made a motion to change the regularly scheduled MPO meetings to every 3<sup>rd</sup> Wednesday at 1:30 p.m.

Second: Judge Tijerina  
For: 5  
Against: 1 (Cm. Perez)  
Abstained: 0

Motion carried

**E. Discussion with possible action on the Hachar-Reuthinger road project.**

Cm. Galo made a motion to combine items IV-E and V-A together.

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

Motion carried unanimously

Luis Perez Garcia, Webb County Engineering, reported that all the information provided by the consultant regarding the Reuthinger section of the project, under Webb County responsibility, had been submitted and is under TxDOT review.

Humberto Gonzalez, TxDOT, confirmed the files requested had been submitted and were complete. He further stated TxDOT was already working on the pending



environmental clearance items and estimating an eight to ten-month window to get the environmental clearance completed. He also stated TxDOT already had their consultant on board and had started the plan development for the project as well. He further mentioned that according to the timeline, plans were going to be concurrently developed to reach the target date of August 2023.

Cm. Galo asked if TxDOT would completely take over the project and if the County had already paid all commitments.

Mr. Salazar confirmed and said TxDOT would take over.

Mr. Gonzalez stated that if there were questions regarding Webb County to remain as the responsible party that would incur additional funds. Instead, TxDOT would be taking over the work and at no additional cost to the City, Webb County, or the MPO. TxDOT would be absorbing that cost and get that work completed to expedite the process.

Cm. Galo requested status on the Right-of-Way (ROW) of the project.

Ramon Chavez, City Engineer, stated engineering staff had been working with TxDOT and the understanding was that until full environmental clearance is received, surveys and the ROW would be dedicated. He also mentioned the City did not have possession of the ROW at this time.

Cm. Galo asked if the ROW had been cleared.

Mr. Chavez stated that as per the developers, the ROW has been cleared.

Mr. Perez Garcia stated that since TxDOT would now have updates and details on the project, he requested for the item to be addressed by TxDOT. He stated Webb County would still be available if any questions arose.

**V. REPORT(S) AND PRESENTATIONS (No action required).**

**A. Status report by the Regional Mobility Authority (RMA).**

Jed Brown, RMA Chairman was glad to report that FM1472 and Killam Industrial Blvd. Turn Lanes had started the previous week. He also reported that Los Presidentes was moving along rapidly. These were two projects where they are active participants. He further mentioned they were very pleased to announce that there were funds from 2014 and the RMA are putting these funds back to the community on important projects like the Vallecillo project.

Cm. Galo asked if there was a way to do gap funding through the MPO.

Mr. Salazar stated TxDOT was still awaiting the results of this year's Unified Transportation Plan (UTP) to see if additional funds are available. He recommended to wait until all funds were appropriated within TxDOT by August 2021.

Melisa Montemayor, HNTB, Inc., stated the RMA had a project in the transportation infrastructure (T&I) earmark listing that is on top of Congressman Cuellar's list. Ms. Montemayor recommended to wait until the T&I earmarks are selected so then Vallecillo Road would be funded.

Mr. Brown stated the RMA had a project with the City of Laredo and had assisted with \$2M to help the City build a phase of the Springfield Avenue extension. He further mentioned this project was structured in several phases and the one the RMA was participating in, did not tie to Bob Bullock Loop 20, but it was the phase immediately south, from Shiloh north to where Springfield Ave. dead ends.

Cm. Dr. Martinez, asked TxDOT about a previous conversation discussing deceleration-acceleration lanes to connect Springfield to the Loop.

Ramon Chavez, City Engineer, stated bids for construction of Phase 3 of this project were currently out and were due July 29<sup>th</sup>.

Mr. Chavez also stated Phase 4 of the project on Sandia St. to Loop 20 was not yet designed, only schematics. He also mentioned Phase 2 from Mary Help of Christians School to International Blvd. was under design and would depend on funding in order to move forward.

Mr. Brown provided an RMA status report via e-mail which read as followed:

1. *FM 1472 and Killam Industrial Blvd. Turn Lanes – Construction started on June 28, 2021. This project is being constructed as part of the TxDOT Project, FM 1472 from Big Bend Blvd. to Killam Industrial Blvd. The Killam Industrial Blvd. Turn Lanes section would be constructed as part of Phase 2 of the project. Tentatively, the Killam Industrial Blvd. Turn Lanes section is scheduled to commence in September 2021. It should be noted that this change in phasing was needed to accommodate the extremely long lag time for the signal poles to arrive to the project. Anderson Columbia ordered the poles in February and construction projects across the state are seeing up to months in lag time for the arrival of steel signal poles.*
2. *Los Presidentes (Cuatro Vientos to Brownwood) – Construction is ongoing. Our 2nd construction progress meeting occurred on 6/30/21. Regarding the Cuatro Vientos Acceleration/ Deceleration Lane project, we received comments from TxDOT. The updated Final plans are to be submitted to TxDOT the week of the 23<sup>rd</sup> of July. The project is scheduled for letting in October of this year.*
3. *Vallecillo Road – We are monitoring the progress of federal funding for this project.*
4. *Other Items – We will have our Board meeting this Thursday on the 22<sup>nd</sup> at 3 pm.*



Cm. Perez thanked Mr. Brown and the RMA for their commitment to District VII. Especially on the efforts to alleviate the congestion in certain areas and hopefully the funds are found for Vallecillo.

## **VI. DIRECTOR's COMMENTS**

Mr. Mendive stated that at the last MPO meeting, the committee voted to initiate an MPO Process Review for transitioning the MPO to be more independent. He stated Mr. Bill Frawley from the Texas Transportation Institute (TTI) would be in Laredo from July 21<sup>st</sup>-23<sup>rd</sup>. Mr. Frawley would be meeting with MPO Staff, TxDOT Staff, Mayor Saenz, City Managers and County Judge, Tijerina. Mr. Frawley would also be in Laredo in September and would be reviewing the chart hierarchy, Bylaws, staffing needs and would provide a presentation to the committee. In November or December, he would start to look more into the fiscal agent, staffing needs, and office space. By February 2022, he would have an update for the Policy committee and have a final presentation in April or May of 2022 the latest.

Mr. Mendive also reported that at the last meeting the committee voted for TxDOT to do an audit for the MPO. He stated that was tentatively scheduled for late August or early September and would provide updates as they are available.

Mr. Mendive mentioned that LWCAMPO had provided a letter of support to the City of Laredo and El Metro for the U.S. Department of Transportation race grant application to seek funds for El Metro north mobility center.

## **VII. ADJOURNMENT**

Judge Tijerina made a motion to adjourn the meeting at 2:34 p.m.

Second: Cm. Galo  
For: 6  
Against: 0

Motion carried unanimously

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Juan S. Mendive  
Interim MPO Director

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Pete Saenz, Mayor and LWCAMPO  
Chairperson

**LAREDO WEBB COUNTY AREA MPO  
ACTION ITEM**

<b>DATE:</b>  08-18-21	<b>SUBJECT: MOTION</b> Receive public testimony and initiate a 10-day public review and comment period for the proposed amendment(s) of the MPO Bylaws: <ul style="list-style-type: none"><li>Article II, Section 2.3(a), entitled Administration, shall be amended as follows:  <b><i>Remove</i></b> - “The City of Laredo Planning Director shall act as the Transportation Planning Director for the MPO.”  <b><i>Add</i></b> - “The MPO shall be led by a full-time MPO Transportation Planning Director.”</li></ul>	
<b>INITIATED BY:</b> Staff		<b>STAFF SOURCE:</b> Juan S. Mendive, Interim MPO Director
<b>PREVIOUS ACTION:</b> The MPO Policy Committee adopted the Bylaws in 1997, and subsequently amended them in 2000, 2007, 2009, 2012, 2013, 2014, 2015, 2020, and January of 2021.		
<b>BACKGROUND</b>  In accordance with the MPO’s Public Participation Plan a 10-day public review and comment period is required for revisions to the Bylaws prior to final action by the Policy Committee.  The proposed amendment would ensure that the Bylaws are consistent with the recent changes to the MPO regarding the appointment of an Interim MPO Director separate from the City of Laredo Planning Director. Additionally, the proposed amendment does not conflict with the planning agreement dated September 24, 2018 between the Texas Department of Transportation, Laredo Webb County Area MPO, and City of Laredo (Fiscal Agent).		
<b>COMMITTEE RECOMMENDATION:</b> The LWCAMPO Technical Committee recommends initiation of the 10-day public review and comment period.		<b>STAFF RECOMMENDATION:</b> Staff recommends initiation of the 10-day public review and comment period.



**BYLAWS AND OPERATING PROCEDURES  
LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

**MISSION STATEMENT**

To set transportation related policy, identify existing and future local transportation needs in cooperation with TxDOT, and propose and recommend projects for all modes of transportation including mass transit and active transportation, with special attention to freight

**ARTICLE I  
DEFINITIONS, PURPOSE AND AUTHORITY**

**Section 1.1 Definitions**

- **Laredo Webb County Area Metropolitan Planning Organization (LWCAMPO)** – is the organization, formerly known as the Laredo Urban Transportation Study, designated by the Governor of the State of Texas, to serve as the Metropolitan Planning Organization for the Laredo Urbanized Area. It shall be hereinafter referred to as the “MPO.”
- **Metropolitan Planning Area-** The geographic area for which the MPO is responsible and in which the metropolitan transportation planning process must be carried out pursuant to Title 23 USC Section 134 and Title 49 USC Section 5303.
- **Metropolitan Planning Organization (MPO)** - The forum for cooperative transportation decision-making, as designated by the Governor, and units of general-purpose local government representing 75 percent of the affected metropolitan population. The MPO is responsible for identifying local transportation needs, in cooperation with the Texas Department of Transportation (TxDOT), following a "Continuing, Comprehensive, and Cooperative" transportation planning process pursuant to 23 USC 134. The MPO is also responsible for proposing and recommending projects for all modes of urban transportation to those governmental units that are responsible for program development and project implementation.
- **Metropolitan Planning Organization Policy Committee (Policy Committee)** - The policy body, established pursuant to 23 USC 134, with the responsibility for establishing overall transportation for, and taking the required approval actions as the Metropolitan Planning Organization. The Policy Committee is comprised of those governmental agencies identified in the original designation agreement and those agencies or organizations subsequently added to the membership of the board. The Policy Committee shall have decision-making authority over issues such as the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP) and the Metropolitan Transportation Plan (MTP).
- **Metropolitan Planning Organization Technical Review Committee (Technical Committee)** - The body of the MPO responsible for professional and technical review of work programs, policy recommendations and transportation planning activities. The Technical Committee shall review issues for accuracy and advise the Policy Committee on recommended actions. The Technical Committee is composed of representatives of the City

## **BYLAWS AND OPERATING PROCEDURES**

### **LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

of Laredo, the County of Webb, the Texas Department of Transportation and private sector representatives.

- **Metropolitan Planning Organization Active Transportation Committee** – the body of the MPO responsible for improving and promoting active modes of mobility in the MPO study area by monitoring the implementation of the Laredo Webb County Active Transportation Plan, and providing recommendations on MPO active transportation related activities.
- **Fiscal Agent for the Metropolitan Planning Organization (Fiscal Agent)** – The governmental entity or agency designated by written agreement between the MPO Policy Committee and the governmental entity or agency providing fiscal administrative services and other services (which may include personnel and staff support) to the MPO Policy Committee and the Staff of the MPO.
- **Laredo Metropolitan Transportation Plan (MTP)** - The MTP is an official, comprehensive, intermodal transportation plan developed and adopted for the Laredo Metropolitan Area through the transportation planning process. The MTP identifies the existing and future transportation needs and develops coordinated strategies to provide the necessary transportation facilities essential for the continued mobility and economic vitality of Laredo. These coordinated transportation strategies include roadway development and operations, truck and rail freight movement, transit operations, bikeways and pedestrian facilities. The development of the MTP is required under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) to assure the continuation of federal transportation funds. The plan shall address a continuous twenty-year planning horizon.
- **Transportation Improvement Program (TIP)** - A staged, multiyear, intermodal program, of transportation projects which is consistent with the metropolitan transportation plan and which is also financially constrained.
- **Unified Planning Work Program (UPWP)** - Shall mean the program of work that includes goals, objectives and/or tasks required by each of the several agencies involved in the metropolitan transportation planning process. The UPWP shall describe metropolitan transportation and transportation-related planning activities anticipated in the area during the next one-year period and reflect transportation planning work to be funded by federal, state or local transportation or transportation-related planning funds.

#### **Section 1.2 Purpose**

The MPO is the designated organization responsible for identifying local transportation needs in cooperation with the Texas Department of Transportation (TxDOT). The MPO is also the entity responsible for proposing and recommending projects for all modes of urban transportation to those governmental units that are responsible for program development and project implementation.

**BYLAWS AND OPERATING PROCEDURES  
LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

**Section 1.3 Authority**

The MPO shall have the following authority pursuant to 23 CFR Part 450:

- (a) To develop and establish policies, procedures, plans and programs for the metropolitan area.
- (b) To certify such actions as may be necessary to comply with state and federal regulations.
- (c) To establish such rules of procedure and approve such actions as it deems necessary to fulfill its purposes.
- (d) To ensure those requirements of 23 USC 134 and 135 and 49 USC, Chapter 53, 5301, et seq. are carried out.
- (e) To use federal transportation planning funds, as well as in-kind matching funds as authorized by the Texas Transportation Commission, to develop and maintain a comprehensive regional transportation planning program in conformity with requirements of 23 USC 135 and 49 USC 5303.
- (f) To adopt a Metropolitan Transportation Plan (MTP) for the metropolitan planning area that will complement the Statewide Transportation Plan required by state and federal laws, a Transportation Improvement Program and a Unified Planning Work Program and such other planning documents and reports that may be required by state or federal laws or regulations.
- (g) To establish one or more advisory committees to assist in the transportation planning process and/or assist in promoting the implementation of approved plans. The Policy Committee may create ad-hoc committees or other technical subcommittees.

**ARTICLE II  
MEMBERSHIP, TERMS AND ADMINISTRATION**

**Section 2.1 Membership and Qualifications**

- (a) The MPO shall be comprised of a Policy Committee and a Technical Committee. The Policy Committee shall include the following members:

City of Laredo:

Mayor (Chairperson)

Two City Councilmembers, as appointed by the Mayor in his/her sole discretion.

**BYLAWS AND OPERATING PROCEDURES  
LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

Laredo Mass Transit Board      One Laredo Mass Transit Board member as appointed by the Board's presiding officer/Mayor in his/her sole discretion.

County of Webb:      County Judge (Vice-Chairperson)  
Two County Commissioners as appointed by the Webb County Judge in his/her sole discretion.

State of Texas:      TxDOT District Engineer

Member at Large      Member to be appointed by the Policy Committee

\*\*\* EX-OFFICIO \*\*\*

State of Texas:      State Senator(s)  
State Representative(s)

- (b) Members shall serve until a replacement is qualified pursuant to section 2.1 Subsection (e).
- (c) The Mayor of the City of Laredo shall appoint the two City Councilmembers that represent the City of Laredo.
- (d) Laredo Mass Transit Board's presiding officer/Mayor shall appoint one member to represent the Laredo Mass Transit Board.
- (e) The County Judge of the County of Webb shall appoint the two County Commissioners that represent the County of Webb.
- (f) Appointments to the Policy Committee shall be for a period of two years. A member may be reappointed with no limitation to number of terms, except that such term will not continue in the event an officer becomes ineligible for membership on the Policy Committee.

**Section 2.2 Meetings, Quorum and Voting**

- (a) The Policy Committee shall meet at least twice per year or as often as necessary to fulfill its purposes.
- (b) Quorum shall consist of four (4) members of the voting membership.
- (c) The use of proxies by the voting members of the Policy Committee is prohibited.
- (d) The official actions of the Policy Committee shall be by affirmative action of the majority of the voting membership present and voting at public meetings. All meetings are to be held as



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open meetings as defined in Chapter 551, Texas Government Code (Texas Open Meetings Act), and the Transportation Planning Director of the MPO shall insure that the written notice of the meeting is posted at City of Laredo City Hall and Webb County Commissioners Court Building at least 72 hours prior to the meeting. Additionally, the notice may be posted at TxDOT Laredo District Office, and on the City of Laredo and Webb County website. The Transportation Planning Director shall insure that at least two copies of the agenda and such supporting documentation as is available to the Policy Committee are made available for public inspection in the MPO offices at the same time they are made available to the Policy Committee members.

- (e) All official actions of the Policy Committee shall be duly recorded in the minutes of the meeting.
- (f) The Mayor of the City of Laredo shall serve as Chairperson of the Policy Committee. The responsibilities of the Chairperson shall include, but are not limited to the following:
  - 1. Preside at all meeting of the Policy Committee.
  - 2. Authenticate, by signature, all resolutions adopted by the Policy Committee.
  - 3. Serve as chief policy advocate for the Policy Committee.
  - 4. Represent the committee at hearings, conferences, and other events as required or designate another member of the Committee or the Chairperson of the Technical Committee to represent the Chairperson.
- (g) The County Judge of the County of Webb shall serve as Vice Chairperson of the Policy Committee. During the absence of the Chairperson, the Vice Chairperson shall preside over meetings and shall exercise all the duties of the Chairperson.
- (h) In the absence of the Chairperson and Vice Chairperson from a Policy Committee meeting at which a quorum is present, the remaining members present shall elect a presiding officer who shall serve until the conclusion of that meeting or until the arrival of the Chairperson or Vice Chairperson.

#### Section 2.3 Administration

- (a) ~~The City of Laredo Planning Director shall act as the Transportation Planning Director for the MPO.~~ The MPO shall be led by a full-time MPO Transportation Planning Director. The responsibilities of the Director shall include, but are not limited to the following:
  - 1. All staff support for the Policy Committee, oversight and coordination of MPO administration and transportation planning activities, grant administration, maintaining records and providing notice of meetings as required by the Public Participation Process.

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2. Shall act as Chairperson of the Technical Committee with responsibility for drafting findings and recommendations of the Technical Committee for review by the Policy Committee.
  3. Shall be responsible for all plans and reports prepared by and for the review and consideration of the Policy Committee and for submitting the recommended policies, procedures and programs of the Technical Committee to the Policy Committee.
  4. Supervise the MPO staff.
  5. Serve as a liaison to the Texas Department of Transportation's planning program through the department's district office and the department's Transportation Planning and Programming Division's representative.
  6. In cooperation with the Texas Department of Transportation, collect, maintain, forecast, and report to the department appropriate socioeconomic, roadway, and travel data.
  7. Prepare and submit all required plans, reports, programs, data, and certifications.
  8. Develop and present to the MPO Policy Committee a Metropolitan Transportation Plan for the metropolitan planning area, a Transportation Improvement Program and a Unified Planning Work Program and such other planning documents and reports that may be required by state or federal laws or regulations.
- (b) The Technical Committee shall include the following:
1. City Representatives:  
Laredo City Planner  
The General Manager of the City Transit System  
Laredo Director of Traffic Safety  
Laredo Airport Manager  
Laredo City Engineer  
Laredo Bridge Director
  2. County and Regional Representatives:  
Webb County Planning Director  
South Texas Development Council Regional Planning Director  
The General Manager of the Rural Transit System  
Webb County Engineer
  3. State Representatives:  
TxDOT Planning Representative (Vice-Chairperson)

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TxDOT Planning Representative  
TxDOT Area Engineer  
TxDOT TPP Field Representative

4. Federal representatives:  
FHWA Planning Representative (Austin)
  5. Private Sector Representatives:  
A representative of the Kansas City Southern Railroad Company  
A representative of the Union Pacific Railroad Company  
A representative of the Laredo Transportation Association  
A Transportation Provider Representative who shall also serve on the  
Laredo Transportation & Traffic Safety Advisory Committee
  6. School system representatives  
A representative of the Laredo Independent School District  
A representative of the United Independent School District  
A representative of Texas A&M International University  
A representative of Laredo Community College
- (c) Each voting member of the Technical Committee may have a designated alternate member to serve on the committee in the member's absence. Appointed alternate members will have the voting rights and privileges of members when serving in the absence of the Technical Committee member.

The responsibilities of the Technical Committee include technical review of work programs, policy recommendations and transportation planning activities.

- (d) The Active Transportation Committee (ATC)
1. The responsibilities of the Active Transportation Committee shall include the following:
    - a. Monitor the implementation of the Laredo and Webb County Active Transportation Plan.
    - b. Recommend active transportation related planning studies to be conducted.
    - c. Provide recommendations to the MPO Policy Committee regarding active transportation planning activities.
    - d. Advise the MPO Policy Committee on active transportation related technical and policy issues.
    - e. Explore and recommend funding options and opportunities for active transportation related projects.
    - f. Promote community outreach efforts such as bicycle and pedestrian safety campaigns and educational programs.

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LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

**2. Membership**

- a. The Active Transportation Committee shall be composed of a broad group of representatives from the regional community.
- b. Members shall be selected by MPO staff.
- c. The MPO Director shall select the Active Transportation Committee Chair.

**Section 2.4 Ethic Policy for MPO Policy Members and Employees**

(a) A policy board member or employee of a metropolitan planning organization may not:

- (1) accept or solicit any gift, favor, or service that might reasonably tend to influence the member or employee in the discharge of official duties or that the member or employee knows or should know is being offered with the intent to influence the member's or employee's official conduct; or,
- (2) accept other employment or engage in a business or professional activity that the member or employee might reasonably expect would require or induce the member or employee to disclose confidential information acquired by reason of the official position; or,
- (3) accept other employment or compensation that could reasonably be expected to impair the member's or employee's independence of judgment in the performance of the member's or employee's official duties; or,
- (4) make personal investments that could reasonably be expected to create a substantial conflict between the member's or employee's private interest and the public interest; or,
- (5) intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised the member's or employee's official powers or performed the member's or employee's official duties in favor of another.



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**ARTICLE III  
AMENDMENTS**

**Section 3.1 Bylaw Revisions**

The Bylaws may be revised or amended by approval of the Policy Committee at a meeting at which a quorum, as defined herein, is present.

PASSED AND APPROVED, on this the \_\_\_\_\_, 2021.

\_\_\_\_\_  
Honorable Pete Saenz  
Mayor of Laredo and Chairperson of the  
LWCAMPO Transportation Planning Committee

We certify that the LWCAMPO By-laws were revised at a public meeting of the Policy Committee of the Laredo Webb County Area Metropolitan Planning Organization.

\_\_\_\_\_  
Juan S. Mendive  
Interim MPO Director

\_\_\_\_\_  
David M. Salazar  
TxDOT District Engineer

IV.C. Discussion with possible action on the Hachar-Reuthinger road project.

## Deidre Garcia

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**From:** Deidre Garcia  
**Sent:** Friday, August 13, 2021 1:45 PM  
**To:** Deidre Garcia  
**Subject:** FW: MPO Policy Committee Packet August 18th, 2021

**From:** Antonio Rodriguez <[anrodriguez@HNTB.com](mailto:anrodriguez@HNTB.com)>  
**Sent:** Thursday, August 12, 2021 2:57 PM  
**To:** Angelica Quijano <[aquijano@ci.laredo.tx.us](mailto:aquijano@ci.laredo.tx.us)>; Juan Mendive <[jmendive@ci.laredo.tx.us](mailto:jmendive@ci.laredo.tx.us)>  
**Cc:** Melisa Montemayor <[mmontemayor@HNTB.com](mailto:mmontemayor@HNTB.com)>; Jed Brown <[brown.wccl.rma@gmail.com](mailto:brown.wccl.rma@gmail.com)>; Doug Howland <[dhowland1950@gmail.com](mailto:dhowland1950@gmail.com)>; .62804 WCCL Project Documents Control <[62804WCCLProjectDocumentsControl@HNTB.com](mailto:62804WCCLProjectDocumentsControl@HNTB.com)>  
**Subject:** MPO Policy Committee Packet August 18th, 2021

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Team, please see the update below. Please include in the Policy Committee packet.

1. FM 1472 and Killam Industrial Blvd. Turn Lanes – NTP for the contractor was provided by TxDOT at the end June. This project is being constructed as part of the TxDOT Project, FM 1472 from Big Bend Blvd. to Killam Industrial Blvd. The Killam Industrial Blvd. Turn Lanes section will be constructed as part of Phase 2 of the project. Tentatively, the Killam Industrial Blvd. Turn Lanes section is scheduled to commence in September 2021. It should be noted that this change in phasing was needed to accommodate the extremely long lag time for the signal poles to arrive to the project. Anderson Columbia ordered the poles in February and construction projects across the state are seeing up to months in lag time for the arrival of steel signal poles.
2. Los Presidentes (Cuatro Vientos to Brownwood) – Construction is ongoing. Our 3rd construction progress meeting is scheduled for later this month. Regarding the Cuatro Vientos Acceleration/ Deceleration Lane project, all TxDOT Laredo District Comments have been addressed. The project is scheduled for letting in October of this year.
3. Vallecillo Road – We are monitoring the progress of federal funding for this project.
4. Other Items:
  - At our Board meeting on the 22<sup>nd</sup> of July, the WCCL RMA approved an Inter Local Agreement with the City of Laredo to provide financial support for the Springfield Phase III project.
  - At our Board meeting on the 22<sup>nd</sup> of July, the WCCL RMA passed a resolution of support for the El Metro RAISE Grant Application for the El Metro North Mobility Center.

If you have any other questions, please let us know. I hope you have a great day.

**Antonio Rodriguez, PE**  
WCCL RMA GEO Deputy Program Manager  
Cell (512) 800-0382



# LAREDO & WEBB COUNTY

## AREA METROPOLITAN PLANNING ORGANIZATION

### Director's Report August 18, 2021

1. The MPO Process Review kick-off session was held on July 21<sup>st</sup>. Bill Frawley of Texas A&M Transportation Institute (TTI) met with MPO staff to discuss the approved process review work plan. On July 22<sup>nd</sup>, Mr. Frawley met individually with Chairperson Mayor Pete Saenz, Vice-Chair Judge Tijerina, and City Management. On July 23<sup>rd</sup>, Mr. Frawley met with TxDOT Staff. During Mr. Frawley's 3-day visit, a series of next steps and action items were identified. The action items that will be addressed during the process review include the following:

- Bylaws amendment to reflect separate MPO Director
- Position descriptions and organization
- Fiscal Agent roles and responsibilities
- Financial analysis
- Staff-Task Matrix
- Carry-over expenditure strategy
- Mission and Vision statements review
- Planning agreement changes and other amendments to Bylaws
- Census Impacts
- Identify training needs (i.e. performance-based planning)
- Policy Committee structure
- Technical Committee role

#### Next Steps:

- MPO staff will continue maintaining frequent communication with Bill Frawley and provide any requested information or documents.
  - Bill Frawley will be present at the next Technical Committee meeting on September 7, 2021. During his visit there will be a work-session with MPO staff.
  - Mr. Frawley will attend the October 20, 2021 Policy Committee Meeting and provide an update.
2. MPO staff was invited to present to the City of Laredo Planning & Zoning Commission on August 5, 2021. The presentation provided an overview of the Laredo Webb County Area MPO and its ongoing activities.
  3. The next Active Transportation Committee (ATC) meeting is scheduled for August 25, 2021. ATC meetings continue to be held virtually.
  4. The audit of the MPO by TxDOT is tentatively scheduled to begin late August or early September of 2021. Updates will be provided as they become available.