



## MPO POLICY COMMITTEE MEETING

www.laredompo.org

**Meeting Date & Time:** September 15<sup>th</sup>, 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  
SEP 10 '21 AM 10:18

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 August 18<sup>th</sup>, 2021.
- B. Receive public testimony and approve Resolution No. MPO 2021-10, adopting 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).
- B. Update from the City and/or County on any plans they have to improve the internal roadway infrastructure and circulation at Unitec Industrial Park.
- C. Presentation by City of Laredo Engineering Staff on City sponsored projects listed in the Transportation Improvement Program (TIP).

### VI. DIRECTOR'S COMMENTS

### 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 956-794-1613, 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.

## MPO POLICY COMMITTEE MEETING AGENDA

**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.

**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 956-794-1613 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) 794-1613 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

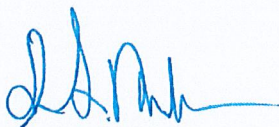
Private Sector Representative (Member at Large):

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

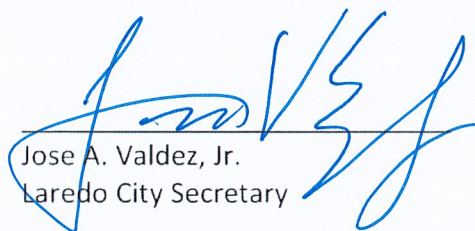
Ex-Officio Representatives:

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

AUGUST 18<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 1:32 p.m.

#### II. CHAIRPERSON TO CALL ROLL

Juan Mendive, LWCAMPO Staff, called roll and verified a quorum existed.

Judge Tijerina made a motion to **excuse** members not able to participate in the meeting.

Second: Cm. Gonzalez  
For: 4  
Against: 0  
Abstain: 0

Motion carried unanimously

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

Honorable Tano E. Tijerina, Webb County Judge  
Honorable Jesse Gonzalez, Webb County Commissioner, Pct. 1  
Honorable Vanessa Perez, City Councilmember, District VII (joined virtually)  
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 Dr. Marte A. Martinez, City Councilmember, District VI  
Honorable John Galo, Webb County Commissioner, Pct. 3  
David M. Salazar, Jr., P.E., TxDOT District Engineer

**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  
Julio Niño, LWCAMPO  
Angie Quijano, LWCAMPO

**Guests:**

Ramon Chavez, City Engineering Department  
Guillermo Cuellar, Webb County Engineering  
Sara Garza, TxDOT  
Roberto Rodriguez, TxDOT  
Jesus Saavedra, TxDOT  
Eduardo Bernal, Transit, El Metro  
Melisa Montemayor, HNTB, Inc. (joined virtually)  
Antonio Rodriguez, HNTB, Inc. (joined virtually)  
Bill Frawley, Texas A&M Transportation Institute (joined virtually)

**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 July 19<sup>th</sup>, 2021.**

Judge Tijerina made a motion to **approve** the minutes for the meeting held on July 19<sup>th</sup>, 2021.

Second: Cm. J. Gonzalez  
For: 4  
Against: 0  
Abstain: 0

Motion carried unanimously

**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."

Cm. J. Gonzalez made motion to **open** a public hearing and **initiate** a 10-day public review and comment period for the proposed amendment(s) of the MPO Bylaws.

Second: Judge Tijerina  
For: 4  
Against: 0  
Abstain: 0

Motion carried unanimously

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

Humberto Gonzalez, TxDOT, stated that TxDOT had received the last pending right of entry agreement that was needed. He also stated that the environmental process was in progress and TxDOT was already working on some archeological pending reviews. He further mentioned that in about six months there would be a public hearing for the project to present the schematic and the plans to the public and to receive public comment at that time. He reported the project was moving forward on time for an August 2023 letting date.

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

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

Antonio Rodriguez, HNTB, Inc., representing the RMA, gave a brief status report on the RMA which was as follows:

- **FM 1472 and Killam Industrial Blvd. Turn Lanes** – Notice to proceed (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.
- **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.
- **Vallecillo Road** – We are monitoring the progress of federal funding for this project.

Cm. Perez commented that it was her understanding that all member requested projects were denied and as a result the Vallecillo Road project was no longer being considered for funding. She further asked if her understanding was correct.

Melisa Montemayor, HNTB, Inc., representing the RMA, stated that was correct. She stated all of the member designated projects were currently removed from the draft bill. She stated that the latest information available was that when they reconvened on the week of the 23<sup>rd</sup>, the Congressman's office was still hopeful that perhaps those projects would find a way to be placed again for funding. She stated one of the things the Speaker of the House was wanting a budget reconciliation bill to pass first which would require two resolutions at both, the House and the Senate. After that, the reconciliation bill would then be available to pass at both the House and the Senate level. She stated that from the Speaker's side, she believed that was one of the items being requested to get support from the House in order to put the earmarks back in. She stated there were several steps pending for any chance for those member designated projects to be placed back into consideration and there is still a chance for this project to be approved.

Cm. Perez asked if there was anything that the MPO or the RMA could do to help push for this project to be funded.



Ms. Montemayor stated she would be contacting the Congressman's office to see if there was anything that could be done as a community to help demonstrate support for the Vallecillo Road project.

Humberto Gonzalez, TxDOT, recommended that perhaps RMA or the City of Laredo could help champion additional studies that would show how Vallecillo Road would improve mobility along FM1472. He further stated this road had recently ranked one of the 100 most congested roadways in the State of Texas as number 86. He added that one of the top priorities for the State was moving traffic safely.

Other items reported by Antonio Rodriguez, RMA were as follows:

- At 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 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.

## **VI. DIRECTOR'S COMMENTS**

### **A. Update by MPO Staff on the ongoing MPO Process Review.**

Mr. Mendive stated there was a written report on the last page of the packet and gave a brief update on the ongoing MPO Process Review. He also stated Mr. Bill Frawley from the Texas A&M Transportation Institute had joined the meeting via zoom in case anyone had any questions.

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.

**VII. ADJOURNMENT**

Judge Tijerina made a motion to adjourn the meeting at 1:53 p.m.

Second: Cm. Gonzalez  
 For: 4  
 Against: 0  
 Abstained: 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>  09-15-21	<b>SUBJECT: RESOLUTION</b> Receive public testimony and approve Resolution MPO No. 2021-10 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>Remove</b> - “The City of Laredo Planning Director shall act as the Transportation Planning Director for the MPO.”  <b>Add</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. The Policy Committee initiated a 10-day public review and comment period on August 18, 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. No comments were received during the 10-day public review and comment period.  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 approval.	<b>STAFF RECOMMENDATION:</b> Staff recommends approval.

**RESOLUTION NO. MPO 2021-10**

BY THE LAREDO WEBB COUNTY AREA  
METROPOLITAN PLANNING ORGANIZATION  
POLICY COMMITTEE

**AMENDING THE LWCAMPO BYLAWS**

**WHEREAS**, the Laredo Webb County Area Metropolitan Planning Organization (LWCAMPO), as the designated Metropolitan Planning Organization (MPO), for the Laredo Urbanized Area has reviewed the revisions to the LWCAMPO Bylaws; and,

**WHEREAS**, the Laredo Webb County Area Metropolitan Planning Organization finds that the revisions to the LWCAMPO Bylaws meet federal and state requirements, and meet the transportation needs of the Laredo Metropolitan Area; and,

**NOW THEREFORE BE IT RESOLVED**, that Article II, Section 2.3(a), entitled Administration of the Bylaws, 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."

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Honorable Pete Saenz  
Mayor of Laredo and Chairperson of the  
LWCAMPO Policy Committee

We certify that the above resolution was adopted on September 15, 2021, at a public meeting of the Policy Committee of the Laredo Webb County Area Metropolitan Planning Organization (LWCAMPO).

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Juan S. Mendive  
Interim MPO Director

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David Salazar, P.E.  
Laredo District Engineer

**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.

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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



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

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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**LAREDO WEBB COUNTY AREA METROPOLITAN PLANNING ORGANIZATION**

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)

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

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.

**BYLAWS AND OPERATING PROCEDURES  
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.

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

**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

## Angelica Quijano

---

**From:** Antonio Rodriguez <anrodriguez@HNTB.com>  
**Sent:** Friday, September 10, 2021 10:06 AM  
**To:** Angelica Quijano; Juan Mendive  
**Cc:** Melisa Montemayor; Jed Brown; Doug Howland; .62804 WCCL Project Documents Control  
**Subject:** MPO Policy Committee Packet September 15th, 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. Currently, Anderson Columbia is working from Big Bend to South of Killam Industrial Blvd. The Killam Turn Lanes portion of the project and the northern portion of the project is scheduled to commence on 10/24/21.
2. Los Presidentes (Cuatro Vientos to Brownwood) – Construction is ongoing. Our 3rd construction progress meeting occurred on 8/19/21. Currently, the project is scheduled for completion in May 2022. The schedule by the contractor is being updated to reflect the high amount of inclement weather encountered during the summer months. 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:
  - City of Laredo conducted the Springfield Phase III Bid Opening. The apparent low bidder provided a bid of \$4.2M. The WCCL RMA is contributing \$2M for the implementation of the project.

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

### Antonio Rodriguez, PE

WCCL RMA GEC Deputy Program Manager  
Cell (512) 800-0382

*This e-mail and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If you are NOT the intended recipient and receive this communication, please delete this message and any attachments. Thank you.*

V-B. Update from the City and/or County on any plans they have to improve the internal roadway infrastructure and circulation at Unitec Industrial Park.

V-C. Presentation by City of Laredo Engineering Staff on City sponsored projects listed in the Transportation Improvement Program (TIP).





# CITY OF LAREDO

## Engineering Department

[www.ci.laredo.tx.us/engineering](http://www.ci.laredo.tx.us/engineering)

### STATUS REPORT AUGUST 2021

#### Calton Road Grade Separation and Roadway Widening

##### 1. PS&E:

- August 24, 2021, TxDOT authorized to proceed with Amendment #11
- September 7, 2021 City Council approved supplemental services to Arcadis' existing contract in the amount of \$322,975.61 and contract time extension with a project completion date of August 31, 2024. The supplemental services include updating bid documents from TxDOT design manual, specifications and standard changes since November 2017, and bicycle lane raised median on Santa Maria Avenue constructed after project survey was taken.

Scope of supplemental services:

- a. Social, Economic And Environmental Studies, And Public Involvement (FC 120)
- b. Utility Coordination (130)
- c. Project Management (145)
- d. Roadway Design (160)
- e. Hydrology And Hydraulics (FC 161)
- f. Miscellaneous Roadway (163)
- g. Bridge Design (170)

##### 2. DESIGN SCHEDULE:

<u>Activity</u>	<u>Completion Date</u>
100% Plans (addressing TxDOT changes since Nov 2017)	October 2021
Environmental Re-Evaluation	May 2022
Project Letting	August 2022
Construction Phased Services Complete	August 2024

##### 3. DESIGN COORDINATION:

- Arcadis and AZB received and began addressed TxDOT comments for Amendment No. 11. Waiting on TxDOT comments or approval.

#### **4. UTILITY COORDINATION:**

##### **AEP**

- Roadway design team CADD files to AEP by 7/29/2020 (Task completed)
- AEP completes re-design (overhead electric) by 10/02/2020. (Note: Preliminary underground design omitted)
- Permit submitted to City of Laredo. Approval 10/30/2020. UPRR utility permits (3): approval completed.
- AEP completed new poles stakeout. Relocation in progress.
- AEP completes construction by 09/30/2021.

##### **AT&T**

- Roadway design team completes AT&T design review by 10/02/2020
- Pending redesign due to AEP re-design and AT&T administration approval for re-design (completion by end of November 2021)
- AT&T completes relocations by 12/30/2021

##### **Center Point Energy**

- CenterPoint design/review by 10/02/2020: horizontal clearance between existing gas line and proposed bridge bent drill shafts.
- Received confirmation for clearance no adjustment required.

##### **City of Laredo Utilities**

- Relocations will be included in the roadway bid package. Received additional redline comments from Laredo Utilities Dept. to be incorporated into the proposed water and sanitary design plans (AZ&B design team).
- **Spectrum**
  - Spectrum utility locate completed.
  - Spectrum completes design by 10/02/2020
  - Spectrum completes relocations by 12/01/2020
  - Spectrum will be coordinating with AEP and AT&T to determine adjustment/relocation of their existing facility.
  - Due to AEP and AT&T re-design a re-assessment to determine if existing facilities will require adjustment (completion by end of November 2021).

#### **5. ROW COORDINATION:**

- a) Right of Way encroachments (fences). City personnel are communication with property owner in the removal fence encroachments (In progress).
- b) Right of Way encroachments (floodlights). AEP will coordinate with the owners to remove/relocate the existing floodlights.
- c) AEP will relocate existing fence encroachment within their property. (removal of existing fence by the end of August 2021).

6. **REAL ESTATE:**

- Pending court date for Crown scheduled for September 27, 2021, the court has already granted the City a writ of possession and the trial is for a jury to decide if the City should pay more money for the property that was ordered by the Special commissioners.

October 25, 2019 Pre Trail guideline order, signed by Judge Villarreal.

April 9, 2018, Judge signs Writ of Possession for condemner.

March 28, 2018, City files application for Writ of Possession.

March 2, 2017, Judge Ron Carr signs release to funds Crown represents.

February 27, 2017, Jack Ross of Crown files motion to release funds by the Court.

January 30, 2017 City of Laredo deposits \$145,760.

January 17, 2017, Objection of award by Crown legal representatives.

January 11, 2017 Special Commission Hearing, awarded \$145,760 to Crown.

April 26,2016, First Amended Original Petition for Condemnation.

October 22, 2015, Original Petition for Condemnation.

6/12/2012

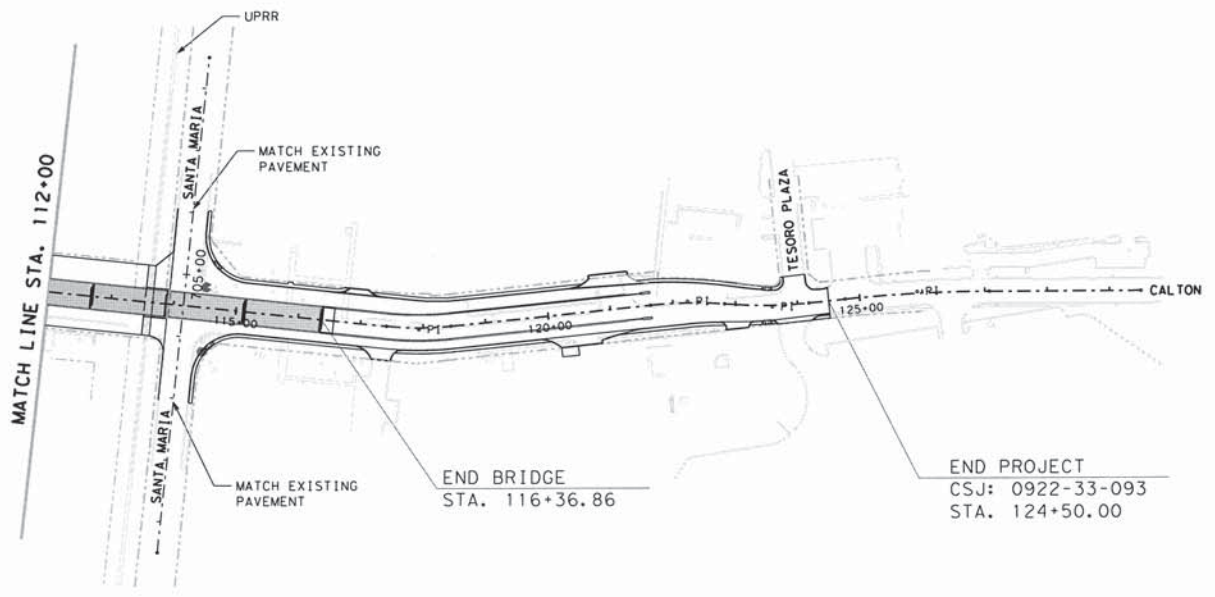
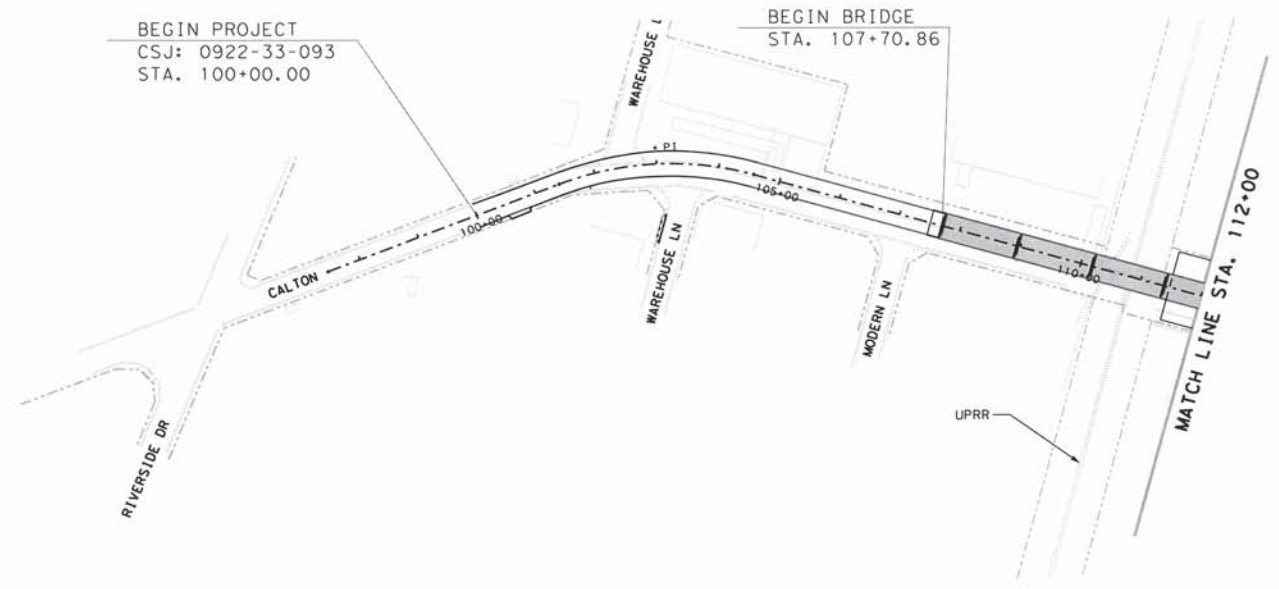
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BEGIN PROJECT  
CSJ: 0922-33-093  
STA. 100+00.00

BEGIN BRIDGE  
STA. 107+70.86

LEGEND

- PROPOSED BRIDGE
- ROW



SCALE: 1" = 200'



10205 WESTHEIMER SUITE 800  
HOUSTON, TX 77042  
TEL (281) 496-9737  
WWW.ARCADIS-US.COM  
TBPE FIRM # F-00533

CITY OF LAREDO



*R. Ramos* 6/12/12  
CALTON RD.  
ROADWAY IMPROVEMENTS  
PROJECT LAYOUT

SHEET 1 OF 1

PROJECT NO.	3	
STATE	DIST.	COUNTY
TEXAS	LRD	WEBB
CONT.	SECT.	JOB
		HIGHWAY NO.
		CS



# CITY OF LAREDO

## Engineering Department

[www.ci.laredo.tx.us/engineering](http://www.ci.laredo.tx.us/engineering)

### **STATUS REPORT August 2021**

#### **Realignment of Flecha Lane / Las Cruces Drive along FM 1472 (Mines Road)**

Project letting date is August 2022.

#### **Environmental**

On the Mitigation issue, Civil Engineering Consultants (CEC) made contact with Valley Land Fund and confirmed with them that they would be willing to partner with the City of Laredo to be the 3rd party conservation easement holder for the mitigation area for this project. They are scheduled to have their next board meeting on April 30th where their board will vote to enter in contract with the City. John Porter, from City Environmental Department and Edward Ochoa, P.E., from CEC, have been discussing them as the easement holders for months. Valley Land Fund currently are the easement holders for a conservation easement at the Laredo Town Center so the partnership with the City for this project should be easier for all involved. CEC have communicated with their environmental engineer who is finalizing the mitigation plans and conservation easement holder with the Corps of Engineers.

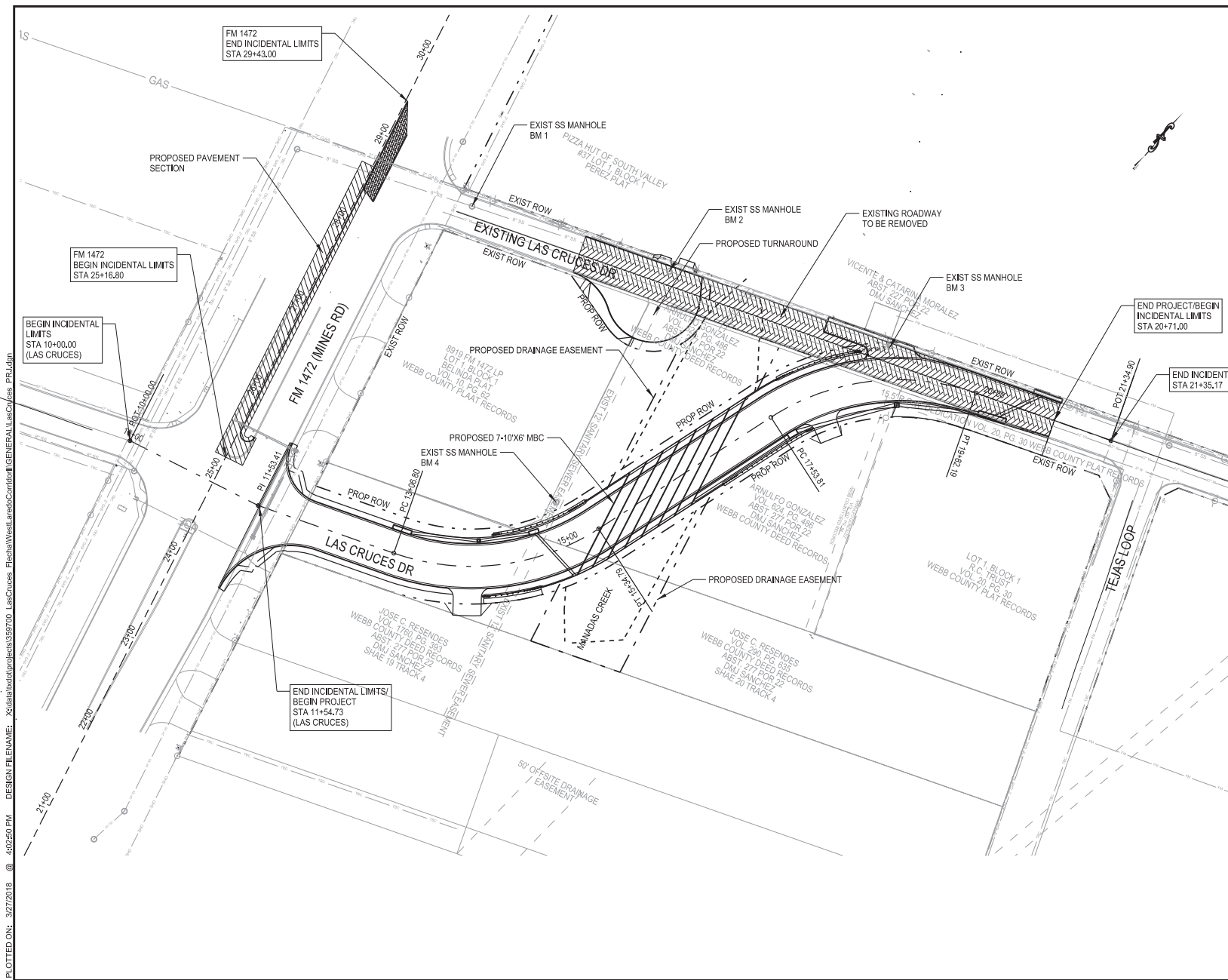
#### **Real Estate**

Offer letter was mailed out to property owner J&R Gon Investments, LTD on July 26, 2021, they have 30 days to respond. No response was received. Therefore, a final notice will be sent to the property owner.

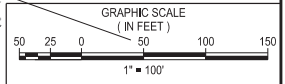
City had already acquired Mr. Resendez's property, but they were still pending the acquisition of Mr. Gonzalez's property.

In recent months City of Laredo Real Estate Division sent two Certified Mailed notice to acquire, without any form of response from the property owner. To further explain, the City advised the property owner in those correspondences that an updated appraisal will be conducted and seeking his authorization to do so.

Because of his refusal to respond, the City may need to consider Condemnation proceedings, or make a final and last plead before proceeding with condemnation proceedings.



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**INTERIM REVIEW**  
 THIS DOCUMENT HAS BEEN  
 RELEASED FOR INTERIM REVIEW  
 PURPOSES ONLY, UNDER THE  
 AUTHORITY OF  
 KYLE GASS, P.E. 94833  
 ON 3/27/2018

**LAS CRUCES REALIGNMENT**

**PROJECT LAYOUT**

SHEET 1 OF 1

<b>Puig Engineering</b> <small>LAREDO DIVISION OF CIVIL ENGINEERING CONSULTANTS</small> <b>CEC</b> <small>CONSULTING ENGINEERS</small>	<b>90% PS&amp;E SUBMITTAL</b>
8952 McPherson Rd., Ste. 7 Laredo, Texas 78045 Tel: (956) 724-7444 Fax: (956) 725-854 REGISTRATION NO. 04-2214	

© 2018  Texas Department of Transportation	
FED. RD. DIST. NO.	FEDERAL AID PROJECT NO.
6	DMO 2012 (628)
STATE	COUNTY
TEXAS	WEBB
CONTRACT NO.	HIGHWAY NO.
0922	CS



# LAREDO & WEBB COUNTY

## AREA METROPOLITAN PLANNING ORGANIZATION

### Director's Report September 15, 2021

1. As part of the MPO Process Review, Bill Frawley of Texas A&M Transportation Institute (TTI) visited with MPO staff on September 7<sup>th</sup> and September 8<sup>th</sup>. Topics of discussion included potential changes to the existing Planning Agreement between the MPO, TxDOT, and the City of Laredo (Fiscal Agent), necessary next steps to make any changes to the agreement, training needs, and staff composition. Mr. Frawley also met with Technical Committee members and provided an update of the Process Review during the Technical Committee meeting.

#### Next Steps:

- MPO staff will continue maintaining frequent communication with Bill Frawley and provide any requested information or documents.
  - Mr. Frawley will attend the October 20, 2021 Policy Committee Meeting and provide an update. During this visit, he will make additional time to meet with staff.
2. On August 24, 2021, we were informed that the audit of the Laredo Webb County Area MPO by TxDOT is programmed for FY22 and should begin in November 2021. Additional updates will be provided as they become available.
  3. The Technical Committee meeting was held in-person (with a virtual option) on September 7, 2021 at the El Metro Conference Room. The MPO would like to thank El Metro for graciously hosting us and their continued partnership.
  4. As part of the Comprehensive Operational Analysis (COA) being conducted by consultants for El Metro, two network planning workshops were held with MPO and El Metro staff on August 19<sup>th</sup> and August 26<sup>th</sup>. MPO and El Metro continue meeting with the consultants virtually on a regular basis. The COA is intended to evaluate both the current fixed route and paratransit bus services, and provide recommendations to improve the system's overall service, efficiency, effectiveness, and connectivity.