



**CENTRAL TEXAS  
Regional Mobility Authority**

October 26, 2016  
AGENDA ITEM #3

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Approve the minutes for the September 28,  
2016 Regular Board Meeting

Strategic Plan Relevance: Regional Mobility  
Department: Legal  
Contact: Geoffrey Petrov, General Counsel  
Associated Costs: N/A  
Funding Source: N/A  
Action Requested: Consider and act on motion to approve minutes

Summary:

Approve the attached draft minutes for the September 28, 2016 Regular Board Meeting.

Backup provided: Draft Minutes, September 28, 2016 Regular Board Meeting.

**MINUTES**  
**Regular Meeting of the Board of**  
**Directors of the**  
**CENTRAL TEXAS REGIONAL MOBILITY**  
**AUTHORITY**  
**Wednesday, September 28, 2016**  
**9:00 A.M.**

The meeting was held in the Mobility Authority's Lowell H. Lebermann, Jr. Board Room at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Notice of the meeting was posted September 23, 2016 at the respective County Courthouses of Williamson and Travis Counties; online on the website of the Mobility Authority; and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849.

**An archived copy of the live-streamed video of this meeting is available at:**

<http://www.mobilityauthority.com/about/vod.php>

**1. Welcome and Opening Remarks by Chairman Ray Wilkerson.**

After noting a quorum of the Board was present, Chairman Ray Wilkerson called the meeting to order at 9:05 a.m. with the following Board members present: James H. Mills, Bob Bennett, David B. Armbrust, and Nikelle Meade

**2. Opportunity for Public Comment.**

Public comment by Clay Huckaby, Buda Fire Chief

Public Comment by AJ Bingham, Director of Government Affairs, Real Estate Council of Austin

**3. Audit Committee Meeting:**

**A. Audit Committee meeting called to order by Committee Chairman Bennett.**

Bob Bennett, Chairman of the Audit Committee called the meeting at 9:08 a.m.

**NOTE:** *Charles Heimsath joined the dais at 9:09 a.m.*

**B. Introduction of external auditors from Padgett, Stratemann & Co., LLP.**

Mary Temple, Controller spoke on the item and introduced Michael O'Brien of Padgett, Stratemann & Co., LLP.

- C. Discuss, consider, and take appropriate action to accept the Fiscal Year 2016 Audit Reports.

Michael O'Brien spoke on the results of the audit, stating that the 2016 Financial Audit had an unqualified opinion. The single audit had no reportable conditions and there were no reportable findings of non-compliance or internal control deficiencies.

Committee Chairman Bennett entertained a motion to accept the independent audit reports by Padgett, Stratemann & Co., LLP for the fiscal year ending June 30, 2016.

**MOTION:** Accept the independent audit reports by Padgett, Stratemann & Co., LLP.  
**RESULT:** Approved (Unanimous); 6-0  
**MOTION BY:** Charles Heimsath  
**SECOND BY:** Nikelle Meade  
**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.  
**NAY:** None

**ADOPTED AS: RESOLUTION 16-070**

- D. Adjourn Audit Committee.

**NOTE:** Regular Board Meeting reconvened at 9:17 a.m.

**Consent Board Items**

Chairman Ray Wilkerson presented Items 4 thru 9 for Board consideration as the consent agenda:

**MOTION:** Approval of consent agenda items 4-9.  
**RESULT:** Approved (Unanimous); 6-0  
**MOTION BY:** Bob Bennett  
**SECOND BY:** Jim Mills  
**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.  
**NAY:** None

- 4. Approve an Interlocal Agreement with TxDOT to provide a secure area at the TxTag Customer Service Center for CTRMA customer service representatives.

**ADOPTED AS: RESOLUTION 16-071**

- 5. Authorize negotiation and execution of an Advance Funding Agreement with the Texas Department of Transportation for Highway Emergency Response Operator Patrol Services.

**ADOPTED AS: RESOLUTION 16-072**

6. Approve Amendment No. 7 to the contract with W.P. Engineering Consultants, Inc., to continue providing services for the HERO Program.

**ADOPTED AS: RESOLUTION 16-073**

7. Approve Work Authorization No. 4 with Parsons Brinckerhoff, Inc. for general engineering consultant services related to the HERO Program.

**ADOPTED AS: RESOLUTION 16-074**

8. Adopt the 2017 Texas County and District Retirement System contribution rate.

**ADOPTED AS: RESOLUTION 16-075**

9. Approve Amendment No. 8 to the Agreement with Stantec Consulting Services, Inc. for traffic and revenue consulting services.

**ADOPTED AS: RESOLUTION 16-076**

10. Approve the minutes for the September 7, 2016 Regular Board.

**MOTION:** Accept the minutes for the September 7, 2016, Regular Board Meeting.  
**RESULT:** Approved (Unanimous); 6-0  
**MOTION BY:** Jim Mills  
**SECONDED BY:** Charles Heimsath  
**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.  
**NAY:** None

11. Accept the financial statements for August 2016.

Speaking on item: Mary Temple, Controller

**MOTION:** Accept the financial statements for August 2016.  
**RESULT:** Approved (Unanimous); 6-0  
**MOTION BY:** Charles Heimsath  
**SECONDED BY:** Nikelle Meade  
**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.  
**NAY:** None

**ADOPTED AS: RESOLUTION 16-077**

12. Approve a financial assistance agreement and State Highway Fund loan agreement with the Texas Department of Transportation for the SH 45 SW Project.

Speaking on item: Justin Word, P.E., Director of Engineering  
Bill Chapman, Chief Financial Officer

**MOTION:** Approve a financial assistance agreement and State Highway Fund loan agreement with the Texas Department of Transportation for the SH 45 SW Project.

**RESULT:** Approved (Unanimous); 6-0

**MOTION BY:** Charles Heimsath

**SECONDED BY:** Jim Mills

**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.

**NAY:** None

**ADOPTED AS: RESOLUTION 16-078**

13. Authorize negotiation and execution of a Project Development Agreement with the Texas Department of Transportation for the SH 45 Southwest Project.

Speaking on item: Justin Word, P.E., Director of Engineering

**MOTION:** Authorize negotiation and execution of a Project Development Agreement with the Texas Department of Transportation for the SH 45 SW Project.

**RESULT:** Approved (Unanimous); 6-0

**MOTION BY:** Charles Heimsath

**SECONDED BY:** Nikelle Meade

**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.

**NAY:** None

**ADOPTED AS: RESOLUTION 16-079**

14. Exercise the option of the Mobility Authority under state law to develop, finance, construct, and operate the Manor Expressway (290E) Phase III Project as a toll project.

Speaking on item: Justin Word, P.E., Director of Engineering

**MOTION:** Authorize negotiation and execution of a Project Development Agreement with the Texas Department of Transportation for the SH 45 SW Project.

**RESULT:** Approved (Unanimous); 6-0

**MOTION BY:** Nikelle Meade

**SECONDED BY:** Charles Heimsath

**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.

**NAY:** None

**ADOPTED AS: RESOLUTION 16-080**

15. Discuss, consider and take appropriate action on the Mobility Authority's involvement in a study on the viability of urban cable in Central Texas.

Speaking on item: Jeff Dailey, Deputy Executive Director

**MOTION:** Approve the Mobility Authority's participation in a study on the viability of urban cable in Central Texas.

**RESULT:** Approved (Unanimous); 6-0

**MOTION BY:** David Armbrust

**SECONDED BY:** Nikelle Meade

**AYE:** Wilkerson, Armbrust, Bennett, Mills, Heimsath, and Meade.

**NAY:** None

**Briefings and Discussion on the following:**

16. Monthly briefing on the MoPac Improvement Project.

Speaking on item: Steve Pustelnyk, Director of Community Relations  
JD Stokes, HNTB MoPac North Project Manager

17. Discussion of Toll Rate Escalation for calendar year 2017.

Speaking on item: Bill Chapman, Chief Financial Officer

18. Executive Director's Report

Speaking on item: Mike Heiligenstein, Executive Director

Public comment by Lloyd Chance, Contract Specialist and CTRMA Liaison

**Executive Session Pursuant to Government Code, Chapter 551**

Chairman Wilkerson announced in open session that the Board would recess the open meeting at 10:12 a.m. and reconvene in Executive Session to deliberate the following items:

19. Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).

20. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation with Attorney).

**21.** Discuss personnel matters as authorized by §551.074 (Personnel Matters).

The Board then recessed into an executive session in the Travis Conference Room.

After completing the executive session, the Board reconvened in open meeting at 10:38 a.m. and after confirming that no member of the public wished to address the Board, Chairman Wilkerson declared the meeting adjourned at 10:39 a.m.