

# Regular Meeting of the Board of Directors



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

May 27, 2020

# Welcome and opportunity for public comment



# 1

**Bobby Jenkins**  
Chairman



# Consent Agenda

2. Approve the minutes from the April 29, 2020 Regular Board Meeting
3. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program
4. Approve Amendment No. 3 to the Central United States Interoperability Hub Agreement
5. Approve Work Authorization No. 19 with Kapsch TrafficComm USA Inc. for intelligent transportation system technology enhancements on 45SW and the MoPac Express Lanes



# 2-5

**Bobby Jenkins**

Chairman



# Accept the financial statements through April 2020

# 6

William Chapman – Chief Financial Officer  
Mary Temple - Controller



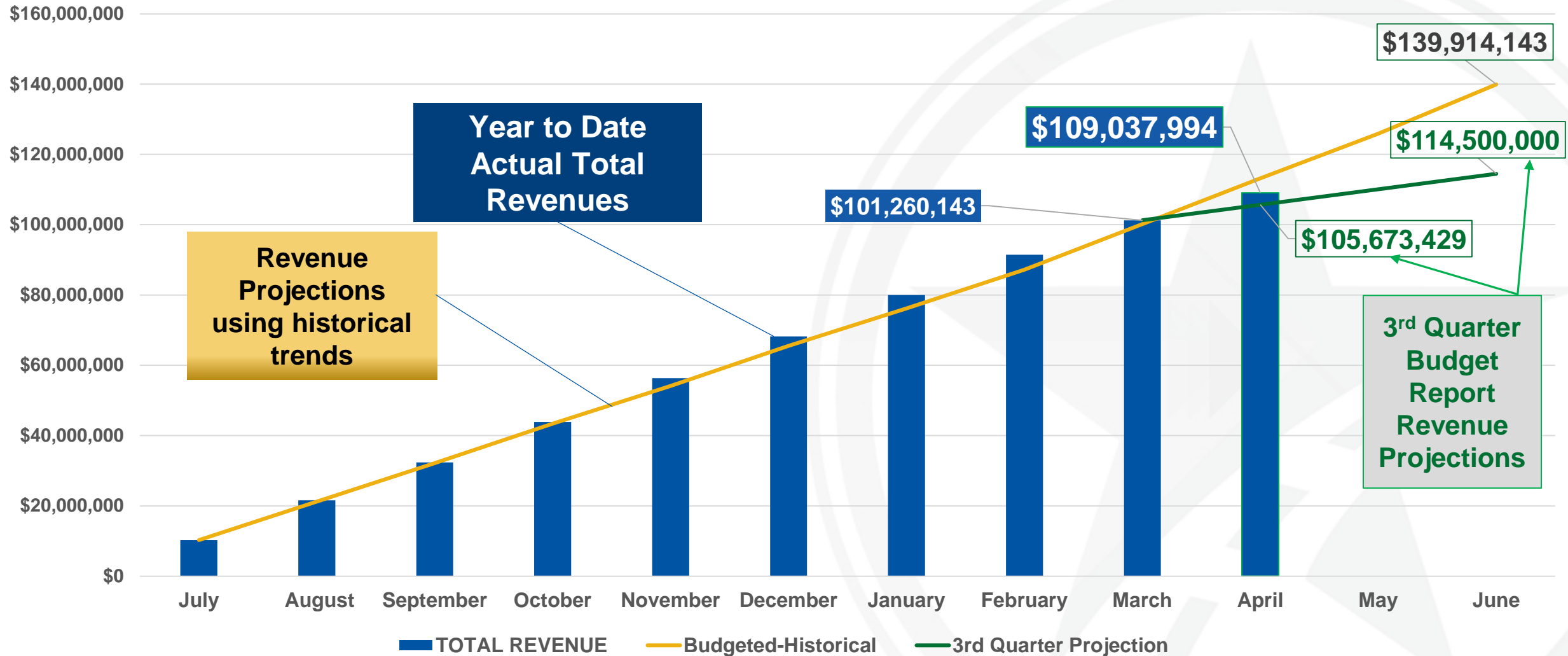
# Transaction Trends Update





# Actual vs Budgeted Revenue

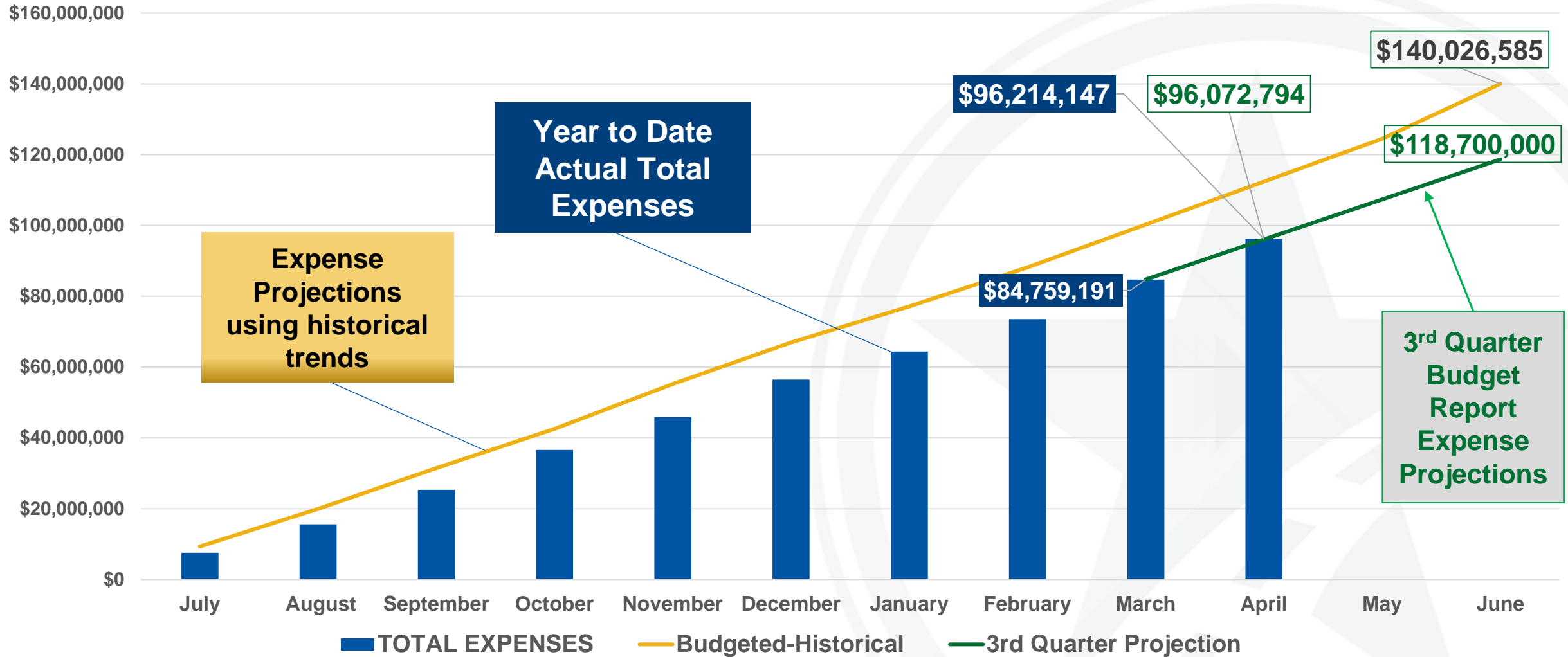
## Actual vs Historical and 3<sup>rd</sup> Quarter Budget Report Projected Revenue





# Actual vs Budgeted Expenses

## Actual vs Historical and 3<sup>rd</sup> Quarter Budget Report Projected Expenses





**Discuss and consider approving a cost of living adjustment for Mobility Authority retirees**



**#7**

**William Chapman**  
Chief Financial Officer



**Discuss and consider approving an interlocal agreement with the Texas Department of Transportation for routine maintenance services on Texas Department of Transportation right-of-way adjacent to Mobility Authority facilities**

**#8**

**Justin Word, P.E.**  
Director of Engineering



# Discuss and consider approving an Advance Funding Agreement with the Texas Department of Transportation for the Barton Skyway Ramp Relief Project

#9

Justin Word, P.E.  
Director of Engineering



# Preliminary FY 2021 budget and process



#10

William Chapman – Chief Financial Officer  
Mary Temple - Controller



# Preliminary FY 2021 budget and process



## Consolidated Summary of Revenues and Expenses

### Central Texas Regional Mobility Authority FY 2021 Revenue and Expense by Line Item All Departments

Account Name	Budget Amount FY 2019	Actual Amount FY 2019	Budget Amount FY 2020	FY 2020 Actual as of 4/30/2020	Preliminary Budget FY 2021	% Change From Prior Year
<b>Revenue</b>						
<b>Operating Revenue</b>						
Tag Revenue	73,700,000	81,738,310	97,816,954	73,521,650	83,100,000	-15.05%
Video Tolls	17,587,500	21,098,390	24,963,459	19,873,162	20,900,000	-16.28%
Fee Revenue	6,762,500	5,477,573	7,589,784	8,882,218	9,500,000	25.17%
<b>Total Operating Revenue</b>	<b>98,050,000</b>	<b>108,314,272</b>	<b>130,370,198</b>	<b>102,275,030</b>	<b>113,500,000</b>	<b>-12.94%</b>
<b>Other Revenue</b>						
Interest Income	950,000	5,273,581	4,000,000	5,160,881	2,500,000	-37.50%
Grant Revenue	-	4,932,399	5,541,945	1,586,852	3,000,000	0.00%
Miscellaneous	2,000	40,514	2,000	4,111	3,000	50.00%
Gain/Loss on Sale of Asset	-	4,348	-	11,117	-	0.00%
<b>Total Other Revenue</b>	<b>952,000</b>	<b>10,250,842</b>	<b>9,543,945</b>	<b>6,762,965</b>	<b>5,503,000</b>	<b>-42.34%</b>
<b>Total Revenue</b>	<b>\$ 99,002,000</b>	<b>\$ 118,565,118</b>	<b>\$ 139,914,143</b>	<b>\$ 109,037,995</b>	<b>\$ 119,003,000</b>	<b>-14.95%</b>
<b>Expenses</b>						
<b>Salaries and Benefits</b>						
<b>Salaries &amp; Wages</b>						
Salary Expense-Regular	4,138,603	4,101,344	4,469,989	3,418,356	4,773,694	6.79%
Salary Reserve	80,000	-	80,000	-	80,000	0.00%
<b>Total Salaries</b>	<b>4,218,603</b>	<b>4,101,344</b>	<b>4,549,989</b>	<b>3,418,356</b>	<b>4,853,694</b>	<b>6.67%</b>
<b>Benefits</b>						
TCDRS	579,405	516,006	630,057	472,040	675,000	6.79%
FICA	150,792	179,004	204,345	151,450	221,877	8.58%
FICA MED	65,880	55,762	67,769	49,798	72,321	6.72%
Health Insurance Expense	391,184	391,225	510,761	354,079	513,812	0.60%
Life Insurance Expense	11,165	7,100	8,034	6,772	8,138	1.30%
Auto Allowance Expense	10,200	10,200	10,200	8,075	10,200	0.00%
Other Benefits	136,476	163,629	122,131	100,669	213,038	74.43%
<b>Total Benefits</b>	<b>1,365,102</b>	<b>1,322,927</b>	<b>1,555,297</b>	<b>1,142,883</b>	<b>1,714,385</b>	<b>10.23%</b>
<b>Payroll Taxes</b>						
Unemployment Taxes	4,212	543	2,823	4,506	4,608	63.23%
<b>Total Payroll Taxes</b>	<b>4,212</b>	<b>543</b>	<b>2,823</b>	<b>4,506</b>	<b>4,608</b>	<b>63.23%</b>
<b>Total Salaries and Benefits</b>	<b>5,627,917</b>	<b>5,424,714</b>	<b>6,108,109</b>	<b>4,565,745</b>	<b>6,572,687</b>	<b>7.61%</b>
<b>Administrative</b>						
<b>Administrative and Office Expenses</b>						
Accounting	10,000	8,411	10,000	6,925	8,000	-20.00%
Auditing	125,000	119,571	125,000	110,736	115,000	-8.00%
Human Resources	35,000	35,013	40,000	28,549	52,000	30.00%
IT Services	174,000	147,951	307,700	99,875	742,000	-21.35%
Internet	4,500	4,971	450	215	450	0.00%
Software Licenses	65,700	67,710	123,100	44,633	947,000	181.88%
Cell Phones	16,100	19,712	23,891	16,588	24,185	1.23%
Local Telephone Service	12,000	7,891	120,000	75,278	85,000	-20.83%
Oversight Delivery Services	520	89	550	53	350	-36.36%
Local Delivery Services	600	114	725	25	50	-93.10%
Copy Machine	24,000	16,002	14,735	12,720	15,264	3.59%
Repair & Maintenance-General	15,500	5,501	14,200	6,206	12,000	-15.49%
Meeting Facilities	-	-	5,000	-	5,000	0.00%
Community Meeting/ Events	15,000	-	7,000	-	-	-100.00%
Meeting Expense	16,000	10,304	14,750	13,097	14,750	0.00%
Public Notices	100	-	100	(9)	-	-100.00%
Toll Tag Expense	3,150	2,646	4,150	1,900	3,050	+26.51%
Parking / Local Ride Share	1,800	1,557	2,800	1,507	2,900	3.57%
Mileage Reimbursement	9,900	4,153	8,300	2,303	6,800	+18.07%
Insurance Expense	251,000	188,488	256,200	255,171	450,998	76.03%
Rent Expense	650,000	591,991	720,000	458,190	570,000	-20.83%
Building Parking	-	5,384	27,000	14,636	11,000	0.00%
Legal Services	396,500	397,428	500,000	213,803	591,000	18.20%
<b>Total Administrative and Office Expenses</b>	<b>1,846,400</b>	<b>1,634,897</b>	<b>2,325,651</b>	<b>1,361,901</b>	<b>2,566,797</b>	<b>10.37%</b>





# Preliminary FY 2021 budget and process



## Consolidated Summary of Revenues and Expenses

Central Texas Regional Mobility Authority  
 FY 2021 Revenue and Expense by Line Item  
 All Departments

Account Name	Budget Amount FY 2019	Actual Amount FY 2019	Budget Amount FY 2020	FY 2020 Actual as of 4/30/2020	Preliminary Budget FY 2021	% Change From Prior Year
<b>Toll Operations Expense</b>						
Generator Fuel	2,000	3,555	2,500	1,778	3,000	20.00%
Fire and Burglar Alarm	500	484	599	370	500	-16.53%
Refuse	1,500	1,389	1,500	1,469	2,400	60.00%
Telecommunications	120,000	70,588	-	-	-	0.00%
Water - Irrigation	10,000	4,213	10,000	3,640	7,500	-25.00%
Electricity	2,500	1,058	2,500	400	500	-80.00%
ETC spare parts expense	50,000	5,573	25,000	8,272	50,000	100.00%
Repair & Maintenance Toll Equip	5,000	-	150,000	-	-	-100.00%
Law Enforcement	290,000	200,870	274,998	23,955	300,000	9.09%
ETC Maintenance Contract	1,980,386	2,170,881	4,524,237	1,355,902	4,191,000	-7.37%
ETC Toll Management Center System Operation	360,000	-	402,587	-	534,000	32.64%
ETC Development	1,636,000	919,309	2,361,999	405,789	1,250,000	-47.08%
ETC Testing	100,000	52,536	252,999	109,443	200,000	-20.95%
<b>Total Toll Operations</b>	<b>4,565,886</b>	<b>3,450,456</b>	<b>8,008,919</b>	<b>1,911,019</b>	<b>6,538,900</b>	<b>-18.35%</b>
<b>Total Operations and Maintenance</b>	<b>24,561,126</b>	<b>18,896,292</b>	<b>32,474,146</b>	<b>14,778,967</b>	<b>25,376,689</b>	<b>-21.86%</b>
<b>Other Expenses</b>						
<b>Special Projects and Contingencies</b>						
HERO	148,000	147,829	150,000	110,872	148,000	-1.33%
Special Projects	500,000	79,722	400,001	23,891	-	-100.00%
71 Express Net Revenue Payment	3,635,405	3,362,688	4,500,000	3,364,737	2,300,000	-48.89%
Customer Relations	-	931,013	-	-	-	0.00%
Technology Task Force	650,000	243,580	525,000	234,315	125,000	-76.19%
Other Contractual Svcs	150,000	3,576,736	150,000	122,000	220,000	46.67%
Contingency	250,000	-	400,000	10,000	750,000	87.50%
<b>Total Special Projects and Contingencies</b>	<b>5,333,405</b>	<b>8,341,568</b>	<b>6,125,001</b>	<b>3,865,815</b>	<b>3,543,000</b>	<b>-42.16%</b>
<b>Non Cash Expenses</b>						
Amortization Expense	487,699	428,768	771,625	799,046	1,000,000	29.60%
Amort Expense - Refund Savings	1,027,860	1,043,810	1,050,000	874,922	1,050,000	0.00%
Dep Exp - Furniture & Fixtures	3,014	2,614	2,620	2,178	2,620	0.00%
Dep Expense - Equipment	15,999	15,999	16,000	44,482	59,000	268.75%
Dep Expense - Autos & Trucks	37,437	29,015	40,500	27,023	30,000	-25.93%
Dep Expense - Building & Toll Fac	176,748	166,437	176,800	147,290	176,800	0.00%
Dep Expense - Highways & Bridges	22,541,478	25,197,996	38,568,000	27,430,871	40,000,000	3.71%
Dep Expense - Toll Equipment	2,485,026	2,715,236	3,670,250	3,010,815	4,000,000	8.98%
Dep Expense - Signs	326,893	330,546	326,200	675,322	800,000	145.25%
Dep Expense - Land Improvements	884,934	811,190	884,935	811,189	985,000	11.31%
Depreciation Expense - Computers	20,917	9,234	9,660	70,676	75,000	681.25%
<b>Total Non Cash</b>	<b>28,007,405</b>	<b>30,750,844</b>	<b>45,516,530</b>	<b>33,893,864</b>	<b>48,178,420</b>	<b>5.85%</b>
<b>Total Other Expenses</b>	<b>33,340,810</b>	<b>39,092,411</b>	<b>51,641,531</b>	<b>37,759,679</b>	<b>51,721,420</b>	<b>0.15%</b>
<b>Non Operating Expenses</b>						
Bond Issuance Expense	1,413,508	2,481,672	150,000	1,319,369	2,600,000	700.00%
Loan Fee Expense	-	47,610	75,000	27,000	50,000	0.00%
Interest Expense	40,371,558	34,602,478	43,741,254	31,965,977	42,091,626	-3.77%
Community Initiatives	275,000	24,351	325,000	124,254	65,000	-80.00%
<b>Total Non Operating Expense</b>	<b>42,060,066</b>	<b>37,206,070</b>	<b>44,191,254</b>	<b>33,436,485</b>	<b>44,206,626</b>	<b>-0.42%</b>
<b>Total Expenses</b>	<b>110,672,889</b>	<b>104,777,756</b>	<b>140,026,585</b>	<b>93,214,147</b>	<b>131,227,621</b>	<b>-6.21%</b>
Net Income	\$ (11,670,889)	\$ 13,787,362	\$ (112,443)	\$ 15,823,847	\$ (12,324,621)	

# Executive Director Report

## A. Effect of COVID-19 on agency operations

#11

**Mike Heiligenstein**

Executive Director



# Executive Session

Please remain seated and quiet while the Executive Session agenda is read into the record.

12. 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).
13. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation with Attorney).
14. Discuss personnel matters as authorized by §551.074 (Personnel Matters). Discuss personnel matters as authorized by §551.074 (Personnel Matters)

#12-14

**Bobby Jenkins**

Chairman



# Adjourn Meeting

# 15

**Bobby Jenkins**  
Chairman



# Regular Meeting of the Board of Directors



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

May 27, 2020

# CONSENT AGENDA BACKUP MATERIALS



CENTRAL TEXAS REGIONAL  
MOBILITY AUTHORITY





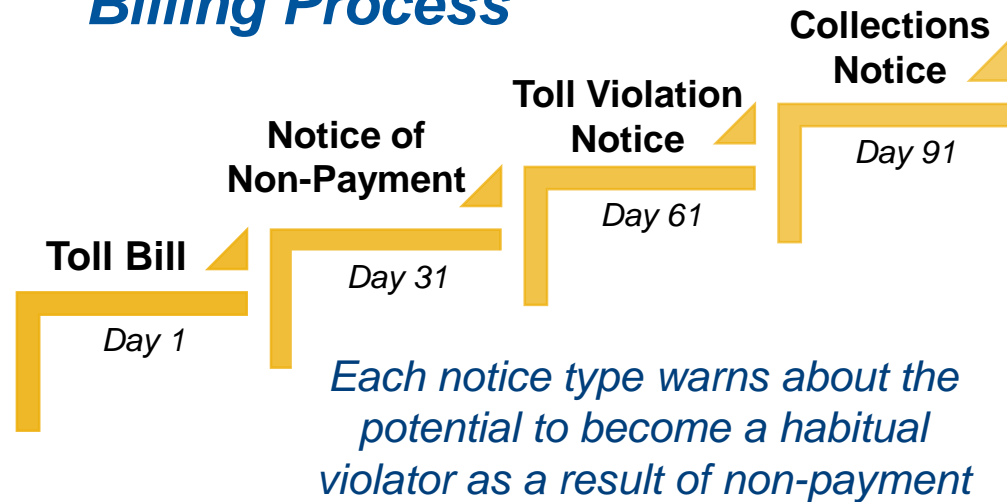
# Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program

#3

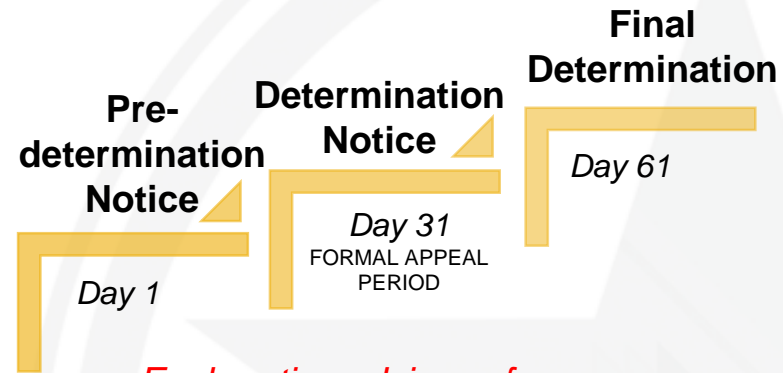
**Tracie Brown**  
Director of Operations



## Pay By Mail Billing Process



## Habitual Violator Process



*Each notice advises of outstanding balance, penalties for continued non-payment and resolution information*

### OUTCOMES

1. Vehicle Registration Renewal Block
2. Notice of Vehicle Prohibition
3. On-road Enforcement








## » Approval of a *Vehicle Prohibition Order* for the identified habitual violator customers

- » Number of prohibited vehicles: 293
- » Total number of unpaid tolls: 275,953
  - Median number of outstanding tolls per vehicle: 897
  - Median unpaid toll balance: \$1,517.12
  - Median unpaid admin fee balance: \$528.00

## » Next Steps

- » Customers will receive *Prohibition Order* by mail
- » Customers found to be in violation of prohibition are subject to warning, citation with up to \$500 fine and/or vehicle impoundment

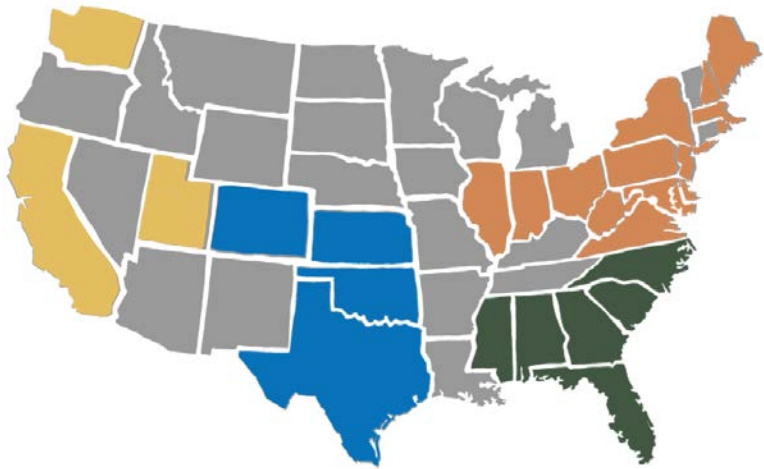


# Approve Amendment No. 3 to the Central United States Interoperability Hub Agreement

#4

**Tracie Brown**  
Director of Operations

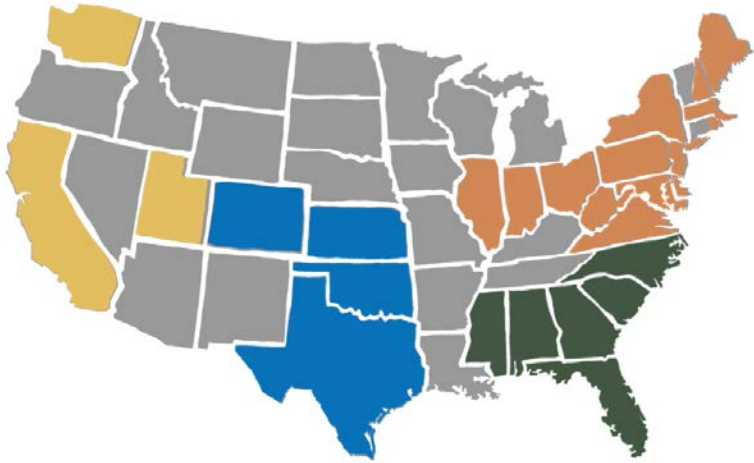




- » Central United States Interoperability (CUSIOP) group is comprised of 10 agencies from Texas, Oklahoma and Kansas
- » The agencies negotiated an inter-local agreement (ILA) in 2016 regarding the interoperability of toll systems and transponders
- » The Agreement facilitates the transmission and reconciliation of toll transactions and associated revenue
- » The Agreement also allows toll agencies to submit customer and transaction information to a centralized processing server, which then reroutes information to the applicable toll agency(ies)



# Amendment No. 3 Changes



- » Amendment No. 3 to the Interoperability Agreement adds covenants regarding the confidentiality of certain information shared between the CUSIOP agencies
- » The Amendment also provides clarity regarding the process for considering the addition of other parties to the Interoperability Agreement







**Approve Work Authorization No. 19  
with Kapsch TrafficComm USA Inc.  
for intelligent transportation system  
technology enhancements on 45SW  
and the MoPac Express Lanes**

**#5**

**Greg Mack**

Assistant Director of IT and Toll Systems





- » **Work Authorization is for the first phase deployment of the Roadway Technology Plan as presented at the February 2020 Board Meeting**
- » **Deployment includes emerging mobility technology to:**
  - » Improve communications with first responders and traveling public
  - » Automatically detect incidents
- » **Benefits expected:**
  - » Increased safety and efficiency of roadways through quicker response and clearance of incidents
  - » Improved travel decisions through an ability to deliver timely and relevant traffic information directly to vehicles
- » **Board approval will be sought for future deployments**



- » **Kapsch is the Authority's toll system integrator**
  - » Installs and maintains the Authority's toll system hardware and software
  - » Installs and maintains the Authority's Intelligent Transportation Systems (ITS)
- » **Work Authorization #19 installs a number of fixed-view closed circuit cameras and Connected Vehicle Roadside Units on 45SW and Mopac Express Lanes**
  - » Hardware installations support research and analysis of Automatic Incident Detection and Connected Vehicle technologies to improve Mobility Authority roadway operations and safety
- » **Price not to exceed \$100,000**
  - » \$80,500 - Work Authorization #19
  - » \$19,500 - Staff-Directed Contingency Budget





## » **Automated Incident Detection System (AID)**

- » Fixed-view closed circuit video cameras support AID software which quickly detects irregularities in roadway conditions such as accidents, stalled/abandoned vehicles, pedestrians, animals or debris.
- » Camera installations proposed
  - 45SW (3)
  - Mopac Express Lanes (4)

## » **Connected Vehicle Roadside Units (RSUs)**

- » Allow the Authority to receive vehicular data and send traveler information alerts directly to vehicles.
- » Additional potential to become a future toll collection method
- » RSU installations proposed
  - 45SW (3)
  - Mopac Express Lanes (1)



- » **Staff recommends approval of Work Authorization No. 19 with Kapsch TrafficCom USA and a staff-directed contingency budget for ITS Technology Enhancements on 45SW and Mopac Express Lanes**



# Transaction Trends Backup Material

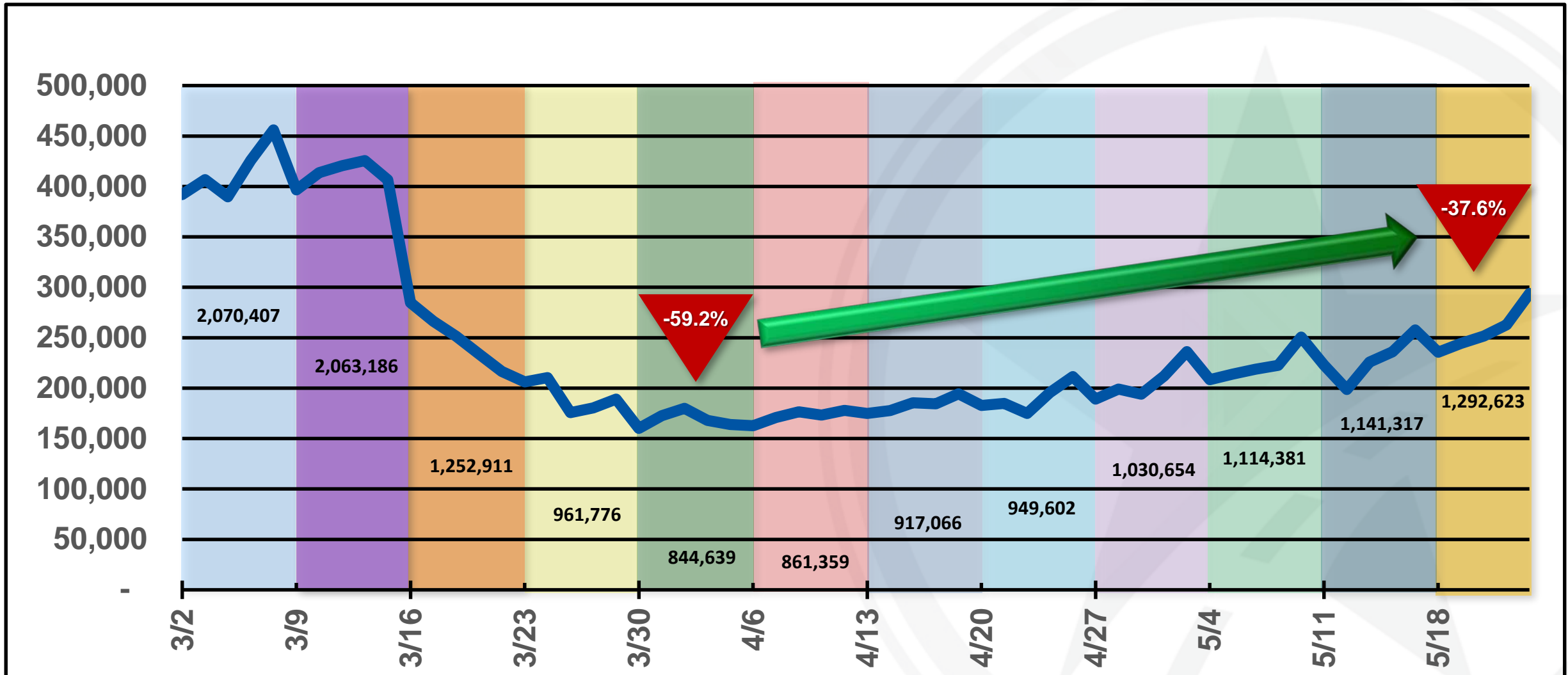


CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**



# Weekday Transaction Trends (All Roadways)

Percent Change by Week (Monday to Friday) - Compared to First Week of March 2020







# Weekly (Sunday to Saturday) Transaction Trends by Roadway

