



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

December 14, 2022  
**AGENDA ITEM #2**

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Approve the minutes from the  
October 26, 2022 Regular Board  
Meeting

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

**Description/Background:** Approve the attached draft minutes for the October 26, 2022, Regular Board Meeting.

**Backup provided:** Draft minutes

## MINUTES

### Regular Meeting of the Board of Directors of the CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

Wednesday, October 26, 2022

9:00 a.m.

This was an in-person meeting. Notice of the meeting was posted October 21, 2022, 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. Chairman Robert Jenkins, Vice Chair Nikelle Meade and Board Members David Singleton, David Armbrust, Heather Gaddes and Jay Blazek Crossley were present in the Lebermann Board Room.

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

<https://mobilityauthority.swagit.com/play/10262022-832>

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 9:02 a.m. and had each Board Member state their name for the record.

1. Welcome and opportunity for public comment.

Chairman Jenkins announced a speaker signed up to address the Board under Item 8.

2. **Audit Committee Meeting:**

Chairman Jenkins recessed the regular meeting of the Board of Directors and David Singleton, Chairman of the Audit Committee, called the Audit Committee Meeting to order at 9:04 a.m.

- A. Audit Committee meeting called to order by Committee Chairman Singleton.
- B. Jose Hernandez, Chief Financial Officer, introduced auditors Joel Perez, Partner, Marc Sewell, Partner and Tino Robledo, Senior Manager with RSM US, LLP.

Joel Perez, Partner, RSM US, LLP introduced Marc Sewell, Partner, RSM US, LLP who presented the Fiscal Year 2022 Audit Reports and Tino Robledo, Senior Manager with RSM US, LLP presented on the required communication portion of the Fiscal Year 2022 Audit.

- C. Discuss, consider, and take appropriate action to accept the Fiscal Year 2022 Audit Reports.

Following the Board discussion, Audit Committee Chairman Singleton entertained a motion to accept the Fiscal Year 2022 Audit Reports.

**MOTION:** Accept the Fiscal Year 2022 Audit Reports subject to final determination of contingency items.

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

**MOTION:** David Armbrust

**SECONDED BY:** Nikelle Meade

**AYE:** Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 22-046**

- D. Adjourn Audit Committee.

David Singleton adjourned the Audit Committee and Chairman Jenkins reconvened the regular meeting of the Board of Directors 9:19 a.m.

### **Consent Agenda**

3. Approve the minutes from the September 28, 2022 Regular Board Meeting.
4. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

**ADOPTED AS:** **RESOLUTION NO. 22-047**

**MOTION:** Approve Item Nos. 3 and 4.

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

**MOTION:** Nikelle Meade

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

**NAY:** None.

### **Regular Items**

5. Discuss and consider amending the Mobility Authority Policy Code § 301.012 to clarify the purpose of Article 10 of the Mobility Authority Policy Code.

Presentation by James M. Bass, Executive Director.

**MOTION:** Amend the Mobility Authority Policy Code § 301.012 to clarify the purpose of Article 10 of the Mobility Authority Policy Code

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

**MOTION:** Jay Crossley

**SECONDED BY:** Heather Gaddes

**AYE:** Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 22-048**

6. Discuss and consider modifying the annual toll rate escalation becoming effective on January 1, 2023.

Presentation by Jose Hernandez, Chief Financial Officer.

7. Discuss and consider approving a request to Issue a Request for Proposals (RFP) for Intelligent Transportation System (ITS) Performance-based Maintenance Services with an allowance for an Executive Director approved shortlist.

Note: Nikelle Meade stepped away from the dais but attended and voted remotely.

Presentation by Greg Mack, Director of Information Technology.

**MOTION:** Approve a request to Issue a Request for Proposals (RFP) for Intelligent Transportation System (ITS) Performance-based Maintenance Services with an allowance for an Executive Director approved shortlist.

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

**MOTION:** Heather Gaddes

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 22-049**

8. Discuss and consider approving a contract with Tight Line Construction, LLC for landscape improvements at Austin’s Memorial Park Cemetery.

Sharon Blythe, Director, Rescue Austin Memorial Park Cemetery provided public comment.

Presentation by Mike Sexton, P.E., Acting Director of Engineering.

**MOTION:** Approve a contract with Tight Line Construction, LLC for landscape improvements at Austin’s Memorial Park Cemetery.

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

**MOTION:** David Singleton

**SECONDED BY:** Heather Gaddes

**AYE:** Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 22-050**

**Briefings and Reports**

9. Quarterly Project updates.

Presentation by Mike Sexton P.E., Acting Director of Engineering.

- A. 183A Phase III Project
- B. 183 North Mobility Project

10. Executive Director Board Report

Presentation by James M. Bass, Executive Director.

- A. Agency performance metrics.
  - (i) Roadway performance
  - (ii) Call-Center performance
- B. New employee introductions.

## **Executive Session**

Chairman Jenkins announced in open session at 10:25 a.m. that the Board would recess the meeting and reconvene in Executive Session to deliberate the following items:

- 11.** Discuss the sale, transfer, or exchange of one or more parcels or interests in real property owned by the Mobility Authority and related legal issues as authorized by §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).
- 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 and toll system improvements, as authorized by §551.071 (Consultation with Attorney).
- 14.** Discuss personnel matters as authorized by §551.074 (Personnel Matters).

After completing the executive session, the Board reconvened in open meeting at 10:56 a.m.

Note: Nikelle Meade joined the dais following Executive Session.

## **Regular Items**

- 15.** Adjourn Meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 10:56 a.m.