



**CENTRAL TEXAS  
Regional Mobility Authority**

## AGENDA ITEM #3 SUMMARY

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Approve the minutes for the January 30, 2013,  
Special Called Board Meeting.

Department: Law  
Associated Costs: None  
Funding Source: None  
Board Action Required: YES (by Motion)

Description of Matter:

The Minutes for the January 30, 2013, Special Called Board Meeting.

Attached documentation for reference:

Draft Minutes for the January 30, 2013, Special Called Board Meeting

Contact for further information:

Andrew Martin, General Counsel

## MINUTES

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

Wednesday, January 30, 2013  
9:30 A.M.

The meeting was held at 301 Congress Avenue, Suite 360, Austin, Texas 78701. Notice of the meeting was posted January 25, 2013 at the respective County Courthouses of Williamson and Travis Counties; online at the website of the Secretary of State; online at the website of the Mobility Authority; and on the bulletin board in the Mobility Authority's lobby at 301 Congress Avenue, Suite 650, Austin, Texas 78701.

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

Chairman Ray Wilkerson called the meeting to order at 9:36 a.m. and called the roll. Directors present when the meeting was called to order were Vice Chairman Jim Mills, Ms. Nikelle Meade, Mr. David Singleton, Mr. Bob Bennett, Mr. Charles Heimsath, and Mr. David Armbrust.

**2. Open Comment Period.**

No public comments were offered.

**3. Approve the minutes for the December 21, 2012, Special Called Board Meeting.**

Chairman Ray Wilkerson presented the minutes for the December 21, 2012, Special Called Board Meeting for consideration by the Board. Mr. David Singleton moved for approval, and Mr. Bob Bennett seconded the motion. The motion carried unanimously 7-0, and the minutes were approved as drafted.

**4. Approve an interlocal agreement with the North East Texas Regional Mobility Authority to provide toll transaction processing and toll collection services by and through the Mobility Authority.**

Mr. Tim Reilly presented this item. Staff recommended approval of an interlocal agreement with the North East Texas Regional Mobility Authority that will allow the Mobility Authority to provide toll transaction processing and toll collection services to the NETRMA.

Mr. Bob Bennett moved for approval, and Mr. David Singleton seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**5. Authorize procurement of landscape maintenance services for Mobility Authority road corridors.**

Mr. Wes Burford presented this item. To continue providing maintenance services for the landscaped areas along the Mobility Authority's corridors, staff recommends initiating procurement for a new contract for landscape maintenance services.

A Request for Proposals and associated documents will be prepared and advertised to solicit proposals for landscape maintenance services. After responses to the RFP are received, staff will analyze the proposals and bring a recommendation to the Board of Directors for approval and award of a contract, in accordance with Mobility Authority procurement policies.

Mr. David Singleton moved for approval, and Mr. Bob Bennett seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**6. Authorize a new work authorization with HNTB Corporation for general engineering consultant services related to the 183 North Express Lanes Project.**

Mr. Wes Burford presented this item. The new work authorization will authorize HNTB to perform project management and administrative tasks; procurement and oversight of an environmental development team; coordinate with the Texas Department of Transportation, Austin District, Consultants, Resource Agencies, TxDOT's Environmental Affairs Division, and the Federal Highway Administration as required for permitting and environmental approval; Schematic Design Review; and provide public involvement support.

Ms. Nikelle Meade moved for approval, and Mr. Jim Mills seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**7. Approve an agreement with the Texas Department of Transportation to use TxDOT conduit and related infrastructure to install Mobility Authority telecommunication and toll system infrastructure.**

Mr. Tim Reilly presented this item. Staff recommends approval of an interlocal agreement with the Texas Department of Transportation for shared use of existing conduits and related infrastructure for the MoPac Improvement Project.

Mr. David Singleton moved for approval, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**8. Authorize the issuance of a request for qualifications for additional firms interested in providing investment banking services to the Mobility Authority.**

Mr. Bill Chapman presented this item. Staff recommends issuing a request for qualifications to solicit additional investment banking services from firms that are not currently included in the pool of authorized investment banking firms. After reviewing and analyzing the response, staff will make a recommendation to the board for board action to add the qualified firms to the pool.

Mr. Charles Heimsath moved for approval, and Mr. Bob Bennett seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**9. Approve an updated list of brokers authorized to provide investment services to the Mobility Authority.**

Ms. Cindy Demers presented this item. Staff recommends adding Alamo Capital to the Mobility Authority's current list of authorized brokers.

Mr. Jim Mills moved for approval, and Mr. Bob Bennett seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**10. Approve Article 1 (Investment Policy), Chapter 2 of the Policy Code with no changes following the annual review of that policy.**

Ms. Cindy Demers presented this item. Sec. 201.017 of the Policy Code provides that the Mobility Authority shall review and approve the Investment Policy annually. This section restates the obligation imposed by Section 2256.005(e), Texas Public Funds Investment Act.

The Chief Financial Officer and Controller have reviewed the adopted Investment Policy. Based on their recommendation, the Executive Director recommends board review and approval of the existing policy with no changes.

Mr. Charles Heimsath moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**11. Report on legislative issues and possible action to revise the Mobility Authority legislative program for the 83<sup>rd</sup> Texas Legislature.**

Mr. Brian Cassidy provided a status report on legislation addressing issues addressed in the legislative program adopted by the Mobility Authority for the 83<sup>rd</sup> Legislature.

No action was taken.

**12. Accept the financial reports for November and December, 2012.**

Mr. Bill Chapman presented this item. The Mobility Authority is expecting over 3.1 million transactions for the month of January.

There is nothing unusual to report on the November and December 2012 financial reports.

Mr. Bob Bennett moved for approval, and Mr. David Singleton seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**Briefing and discussion on the following:**

**13. Quarterly Briefing on the MoPac Improvement Project.**

Ms. Heather Reavey presented this item. Proposer prepared technical and price proposals, submitted them in January 2013, and are currently under technical review. The Mobility Authority will engage in a pre-construction comprehensive communications campaign to inform the community about the project and prepare for groundbreaking in the summer/fall

2013. The Mobility Authority is currently in the process of hiring a Community Outreach Manager to lead all community outreach activities regarding construction.

Anticipated milestones include approval of design/build contractor in February 2013; design/build contract negotiations and execution in March 2013; field office established, partnering meetings, design initiated, permits obtained, agreements developed, field surveys completed, and design accepted in the spring of 2013.

#### **14. Quarterly Briefing on the Manor Expressway Project.**

Mr. Eric Ploch presented this item. Phase I of the Manor Expressway Project continues to progress. Webber LLC completed the placement of all substructure and super structure elements for the direct connectors. Construction progress included placement of all remaining bridge deck units and installation of bridge railing and pilasters. All asphalt and concrete paving has been completed. The toll systems integrator was successfully installed. The south-to-east direct connector was opened to traffic on December 5<sup>th</sup>, and the north-to-east direct connector was opened to traffic on December 12<sup>th</sup>. The west-to-north and west-to-south direct connectors were opened to traffic on December 22<sup>nd</sup>. The Mobility Authority commenced toll revenue collection for the direct connectors on January 13, 2013.

Central Texas Mobility Constructors has made substantial progress on the Interim Development Work for Phase II of the Manor Expressway Project, including completion of construction of the westbound frontage road, and the eastbound and westbound mainlanes. CTMC projects substantial completion of all Interim Development Work by February 7, 2013.

#### **15. Quarterly Briefing on environmental assessments for the Bergstrom Expressway, Oak Hill Parkway, MoPac South Express Lanes Project, 183 North Express Lanes Project, and SH 45 Southwest Project.**

Mr. Wes Burford presented this item. The Bergstrom Expressway is currently in the environmental clearance phase of development, and is anticipated to be completed by mid-2014. The Environmental Assessment document is being developed by the Texas Department of Transportation, and public outreach is being led by the Mobility Authority.

The Oak Hill Parkway Project is currently in the environmental clearance phase of development, and is expected to take four years to complete. The implementation of the project is focusing on public outreach and resource agency involvement.

The Mobility Authority is initiating activities to start the environmental study for improvements to MoPac from Cesar Chavez Street south to Slaughter Lane. The MoPac South Project has been selected as one of the recipients of the Texas Legislature's Rider 42 funding allocation projects.

The Mobility Authority will soon initiate activities to start the environmental study for improvements to US 183 North from RM 620 to MoPac. The 183 North Express Lanes Project was selected as one of the recipients of the Capital Area Metropolitan Planning Organization Surface Transportation Program – Metropolitan Mobility funding program. The environmental study and community outreach are anticipated to start in 2013.

The Mobility Authority is proposing a 3.6-mile, four-lane limited access expressway on a new alignment connecting MoPac South to FM 1626 in southern Travis County known as the SH 45 Southwest Project.

## **16. Executive Director's report.**

Mr. Mike Heiligenstein presented this item and introduced new staff members Ginny Burcham and Denise Tristan. Mr. Heiligenstein announced that Nikelle Meade was re-appointed to the Mobility Authority Board of Directors.

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

Chairman Wilkerson announced in open session at 10:55 a.m. that the Board would recess the open meeting and reconvene in Executive Session to deliberate the following items:

17. Discuss acquisition of one or more parcels or interests in real property needed for the Manor Expressway Project as authorized by §551.072 (Deliberation Regarding Real Property), and related legal issues as authorized by §551.071 (Consultation with Attorney).
18. 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).
19. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation With Attorney).
20. Discuss legal issues relating to legislation proposed to the 83rd Texas Legislature that could affect the Mobility Authority or its operations, as authorized by §551.071 (Consultation With Attorney).
21. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

The Board reconvened in open meeting at 11:31 a.m., and Chairman Wilkerson announced that no action was taken in Executive Session.

### **Discuss, consider, and take appropriate action on the following:**

20. Authorize negotiation and execution of purchase contract, a settlement agreement, or both in a pending eminent domain proceeding to acquire the following described parcel or property interest for the Manor Expressway Project:

- A. Parcel 32 of the Manor Expressway Toll Project, a 1.468 acre tract in Travis County, at 9493 US 290 East, owned by Bobby Joe Barnett and DeeAnne Barnett.

Mr. Andy Martin presented this item. Staff recommends Board approval of a purchase contract or settlement agreement in the amount of \$1,325,000.00.

Mr. Bob Bennett moved for approval of the staff recommendation, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously 7-0, and the resolution was approved as drafted.

**23. Adjourn Meeting.**

Chairman Ray Wilkerson declared the meeting adjourned at 11:33 a.m. with unanimous consent.