



**CENTRAL TEXAS**  
**Regional Mobility Authority**

May 31, 2017  
AGENDA ITEM #6

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Approve the minutes from the April 26, 2017  
Regular Board meeting and from the May 15, 2017  
Board Workshop 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 April 26, 2017 Regular Board Meeting and the attached draft minutes for the May 15, 2017 Board Workshop.

Backup provided: Draft Minutes, April 26, 2017 Regular Board Meeting  
Draft Minutes, May 15, 2017 Board Workshop

## **MINUTES**

### **Regular Meeting of the Board of**

### **Directors of the**

### **CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

**Wednesday, April 26, 2017**

The meeting was held in the Mobility Authority's Lowell H. H. Lebermann, Jr. Board Room at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Notice of the meeting was posted April 19, 2017 at the respective County Court Houses 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:**

[www.mobilityauthority.com/about/vod.php](http://www.mobilityauthority.com/about/vod.php)

**1. Welcome and opening remarks by the Chairman and the members of the Board of Directors.**

After noting that a quorum of the Board was present, Chairman Ray Wilkerson called the meeting to order at 9:04 a.m. with the following Board members present: David Singleton, Nikelle Meade, Charles Heimsath, David Armbrust, Amy Ellsworth and Mark Ayotte.

**2. Opportunity for public comment.**

**3. Welcome newly appointed Board Member and administer the oath of office.**

Chairman Wilkerson introduced Mark Ayotte, the new Board member replacing Jim Mills, and administered the oath of office.

Chairman Wilkerson recessed the Board Meeting and reconvened as the Audit Committee.

**Audit Committee Meeting:**

David Singleton, Chairman of the Audit Committee called the Audit Committee Meeting to order at 9:08 a.m.

- A. Mary Temple, Controller introduced auditor Michael Brian and Tino Robledo, from RSM US, LLP.
- B. Accept the letter of engagement for annual independent auditing services.

Michael O’Brian and Tino Robledo, RSM US, LLP spoke on this item.

Chairman Wilkerson mentioned that the Mobility Authority complies annually with audits and accountability reports that include an Independent External Audit, a Single Audit required by the federal government, an annual report to County Commissioner Courts, the annual disclosure report sent to Southwest Securities and posted electronically on EMMA, and numerous other reports filed with the Texas Transportation Commission and other agencies.

Audit Committee Chairman Singleton entertained a motion to accept the letter of engagement.

**MOTION:** Accept the letter of engagement for annual independent auditing services.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Charles Heimsath

**SECONDED BY:** David Armbrust

**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust, Ellsworth, Ayotte

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 17-019**

- C. Insurance Audit.

Bill Chapman, Chief Financial Officer presented this item. Mr. Chapman mentioned the Mobility Authority undergoes an insurance audit every three years as required by bond covenants.

- D. Adjourn Audit Committee.

After completing the Audit Committee, Chairman Singleton adjourned the Audit Committee meeting at 9:19 a.m. Chairman Wilkerson reconvened in open meeting at 9:20 a.m.

#### **Regular Board Items**

#### **4. Approve the minutes from the March 29, 2017 Regular Board Meeting.**

**MOTION:** Approval for the March 29, 2017, Board Meeting minutes.

**RESULT:** Approved (Mark Ayotte abstained); 6-0

**MOTION:** David Singleton

**SECONDED BY:** Charles Heimsath

**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust, Ellsworth

**NAY:** None.

#### **5. Accept the financial statements for March 2017.**

Mary Temple, Controller presented this item.

**MOTION:** Accept the March 2017 financial statements.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Amy Ellsworth

**SECONDED BY:** Nikelle Meade

**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust, Ellsworth, Ayotte

**NAY:** None.

**ADOPTED AS:** RESOLUTION NO. 17-020

#### **6. Approve financial institutions and qualified brokers authorized to provide investment services and engage in investment transactions with the Mobility Authority and reaffirm the CTRMA investment policy.**

Bill Chapman, Chief Financial Officer, presented this item.

**MOTION:** Approve financial institutions and qualified brokers authorized to provide investment services and engage in investment transactions with the Mobility Authority.

**RESULT:** Approved (Unanimous); 7-0  
**MOTION:** Meade  
**SECONDED BY:** Heimsath  
**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust,  
Ellsworth, Ayotte  
**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 17-021**

**7. Approve the annual compliance report to the Texas Department of Transportation required by 43 Texas Administrative Code § 26.65.**

Bill Chapman, Chief Financial Officer presented this item.

**MOTION:** Approve the annual compliance report to the Texas Department of Transpiration required by 43 Tex. Admin. Code § 26.65.

**RESULT:** Approved (Unanimous); 7-0  
**MOTION:** Heimsath  
**SECONDED BY:** Ayotte  
**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust,  
Ellsworth, Ayotte  
**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 17-022**

**8. Exercise the option of the Mobility Authority under state law to develop, finance, construct, and operate the 183 North Project as a toll project.**

Justin Word, Director of Engineering presented this item.

**MOTION:** Exercise the option of the Mobility Authority under state law to develop, finance, construct, and operate the 183 North Project as a toll project.

**RESULT:** Approved (Unanimous); 7-0  
**MOTION:** Armbrust  
**SECONDED BY:** Meade  
**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust,  
Ellsworth, Ayotte  
**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 17-022**

- 9. Discuss and consider approval of Amendment No. 4 to the Agreement for HNTB's General Consulting Civil Engineering Services and Supplement No. 4 to Work Authorization No. 16 for the MoPac Improvement Project.**

Justin Word, Director of Engineering provided presentation and mentioned this was a time extension only.

**MOTION:** Approve Amendment No. 4 to the HNTB Agreement for consulting engineering services and Supplement No. 4 to Work Authorization No. 16 for the MoPac Improvement Project.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Heimsath

**SECONDED BY:** Meade

**AYE:** Wilkerson, Meade, Singleton, Heimsath, Armbrust, Ellsworth, Ayotte

**NAY:** None.

**ADOPTED AS: RESOLUTION NO. 17-023**

### **Briefings and Reports**

**10. Executive Director Report.**

A. Quarterly update on transportation projects under construction.

I. 183 South Project.

Justin Word, Director of Engineering, Steve Pustelnyk, Director of Community Relations, and Dan Freeman, GEC Deputy Project Manager, Atkins presented.

II. SH 45 SW Project.

Justin Word, Director of Engineering and Cris Peña, GEC Project Manager, RS&H presented.

III. MoPac Improvement Project.

Steve Pustelnyk, Director of Community Relations presented.

IV. Status of Change Orders.

Justin Word, Director of Engineering and Mike Heiligenstein, Executive Director presented.

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

- 11.** 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).
- 12.** Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation with Attorney).
- 13.** Discuss personnel matters as authorized by §551.074 (Personnel Matters).

Chairman Wilkerson announced that the Board would not meet in Executive Session.

After confirming that no member of the public wished to address the Board, Chairman Wilkerson declared the meeting adjourned at 10:38 a.m.

**Minutes  
Board of Directors of the  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY  
Workshop  
Monday, May 15, 2017**

**Hotel Ella – Azalea Meeting Rooms 1&2  
1900 Rio Grande  
Austin, TX**

*Items presented at the Workshop were for briefing and discussion only. The Board took no action. There is a Board Workshop PowerPoint containing additional information. The PowerPoint for the May 15, 2017 Board of Directors Workshop is available on the CTRMA website at the following link:*

<https://www.mobilityauthority.com/board-meetings/05-15-2017>

1. *Opening Remarks from Chairman Wilkerson and Executive Director Heiligenstein.*
  - a. After noting that a quorum of the Board was present, Chairman Ray Wilkerson called the workshop to order at 9:15am with the following Board Members present: David Singleton, Nikelle Meade, Charles Heimsath, David Armbrust, Amy Ellsworth, and Mark Ayotte.
2. *Public Comment*
  - a. No members of the public in attendance.
3. *National/State/Local Legislative:* Presenters: Karen Johnson/ISI Consulting, Jerry Valdez/Valdez Government Affairs, Brian Cassidy/Locke Lorde, and Ashby Johnson, Capital Area Metropolitan Organization (CAMPO).
  - a. Karen Johnson/ISI Consulting: Provided transportation updates on the federal level and described what is included in the proposed \$1 Trillion Transportation plan, and ways in which it might be funded.
  - b. Jerry Valdez/Valdez Government Affairs. Provided status update on Texas Legislation regarding transportation bills affecting the RMAs. Also, described the bill process and how bills are amended.
  - c. Brian Cassidy/Locke Lord: Discussed in detail the various transportation bills that directly affect the RMAs, focusing on anti-toll bills such as Sunset Review. Described how many have now been funneled down a select few that he cited as fundamentally problematic for the RMAs.



- d. Ashby Johnson/CAMPO discussed the Regional Transportation Plan.
  - i. Provided background on CAMPO, its organizational structure and the long-term transportation plan and how it becomes implemented. Discussed the status of the CDA Bill and the projects that would be affected by its outcome.
  - ii. Discussed the possibility of the RMA having a seat on CAMPO's board.
- 4. *Financial Report*: Presenters: Bill Chapman, Vince Dolan and Prakash Ganesh with KPMG).
- 5. *Project Report*: Presenters: Justin Word and Jeff Dailey
- 6. *Ethics Presentation*: Presenter: Geoff Petrov
- 7. *Consensus building on regional solutions*: Presenters: Bill Ihlo / Stantec, Matthew Jukes / Kapsch, Clarke Heidrick / AARO. Tina Geiselbrecht / Texas Transportation Institute also present.
  - a. Bill Ihlo/Stantec – discussed how we determine toll rate increases.
  - b. Matthew Jukes/Kapsch – Discussed ways in which the RMA can partner with local agencies to address future mobility in the region
  - c. Clarke Heidrick/AARO: Discussed AARO's (Austin Area Research Organization) background, organizational structure, and purpose, specifically how their organization is connected with transportation throughout the region covering six counties in Central Texas.

NOTE: The Board Members had discussions and provided comments and feedback throughout the Workshop as each item was presented instead of reserving discussion and comments for Items 8 & 9.

- 8. Roundtable Discussion (Board and staff roles, practices, and procedures)
- 9. Closing Comments and Feedback
- 10. Adjourn Meeting

Chairman Wilkerson declared the Board Workshop adjourned at 3:30pm.