



# ALAMO RMA

Alamo Regional Mobility Authority

"Moving people faster"

## BOARD MEETING MINUTES

Thursday, August 25, 2016 3:00 p.m.

Bexar County Elections & Purchasing Building  
Elections Multipurpose Room  
1103 S. Frio Street  
San Antonio, Texas 78207

### 1. Call meeting to order.

Chairman Rad Weaver called the meeting to order at 3:06 P.M. Members present: Rad Weaver, David Starr, Gavino Ramos, Lou Miller, and Ramiro Cavazos who arrived during the meeting. John Montford participated through teleconference. Members absent: Walter Serna.

### 2. Approval of minutes from the Regular Board of Directors Meeting of July 28, 2016.

A motion was presented by L. Miller, seconded by G. Ramos, which motion was voted on as follows: D. Starr, R. Weaver, G. Ramos, L. Miller, and J. Montford voting "Aye". The motion was approved.

### 3. Executive Director's Report. David Smith presented.

#### A. Monthly Status Report on the Vehicle Registration Fee (VRF) Program

- VRF Program update for the month of August:
  1. Staff completed negotiations with HNTB for the Evans Road Phase II project and finalized the Work Authorization for Board approval
  2. Staff issued Notice-to-Proceed to PDM and held the Project Kick-Off Meeting for Design Services of Foster Road Phase III
  3. Staff began coordination with TxDOT for the Local Government Project Procedures necessary for Blanco Road Phase II to receive MPO funding
  4. Staff received Blanco Road Phase II Statements of Qualifications for Professional Engineering Services
  5. Staff attended the TxDOT Project Kick-Off Meeting for Environmental and Schematic Services of FM 1516
  6. Staff began coordination with TxDOT for the Groundbreaking Ceremony of the Loop 1604 Expansion Project from US 90 to Potranco Road

#### B. Monthly Status Report on the Loop 1604 Environmental Assessment

- **Work Authorization No. 5:** Environmental Assessment (EA):
  1. The Consultant is on hold pending the Financial Analysis of the Loop 1604 Managed Lane Project

#### C. Monthly Status Report on General Engineering Consultant (GEC) Work Authorizations

- For the month of August no work was performed with HNTB

- For the month of August PDM attended the Project Kick-Off Meeting and began survey work for the Foster Road Phase III Project.

#### **D. Monthly Financials for March 2016**

- Monthly financial statements are attached for July 2016 including the following:
  1. Balance Sheets
  2. Statement of Revenues, Expenses, and Changes in Net Assets
  3. Schedule of Budgetary Compliance and Changes to Net Assets
  4. Project Costs (Capitalized and Non-Capitalized)

The report was accepted by the Board of Directors as presented.

#### **4. Discussion and appropriate action regarding approval of an extension for Estrada-Hinojosa's contract for one year.** Seth McCabe presented.

The Alamo RMA entered into an agreement with Estrada Hinojosa & Company for financial advisory services on August 21, 2014. The agreement provided for an initial term of two (2) years with a potential extension of the term for one (1) additional year by agreement of the parties and subject to approval of the Board of Directors.

This First Extension between the Alamo RMA and Estrada Hinojosa would extend the term of the current agreement for a period of one (1) year ending August 20, 2017. All provisions of existing agreement will remain unchanged for the purposes of this extension.

*Ramiro Cavazos joined the meeting at this time.*

A motion was presented by L. Miller, seconded by G. Ramos, which motion was voted on as follows: D. Starr, R. Weaver, G. Ramos, L. Miller, R. Cavazos and J. Montford voting "Aye". The motion was approved.

#### **5. Discussion and direction regarding the Bond Counsel Professional Services Contract with Bracewell & Giuliani.** This item was deferred.

*John Montford requested to defer item 5 at this time and Chairman Weaver accepted.*

The Alamo RMA entered into an agreement with Vinson & Elkins, L.L.P. (Vinson & Elkins) for bond counsel services on October 13, 2011. The agreement provided for a five (5) year term ending October 13, 2016. On February 9<sup>th</sup>, 2012, the attorneys and associated staff at Vinson & Elkins who were providing services to the Alamo RMA under the agreement departed Vinson & Elkins and joined the law firm of Bracewell & Giuliani LLP (Bracewell & Giuliani). As a result, Vinson & Elkins assigned all of its rights, and all of the duties and obligations under the agreement to Bracewell & Giuliani, who currently serves as the Alamo RMA's bond counsel.

The purpose of this item is to inform the Board of the upcoming expiration of the current agreement for bond counsel services with Bracewell & Giuliani and provide an opportunity for discussion and subsequent direction to Alamo RMA staff.

#### **6. Discussion and appropriate action regarding approval of the Fiscal Year 2017 Operating and Capital Budgets.** Renee Green presented.

Staff presented the Fiscal Year 2017 Operating and Capital Budgets and requested appropriate action regarding approval.

Question by L. Miller: Who is providing the legislative services?

Response by R. Green: Locke-Lord is.

Question by R. Cavazos: Brian, do you outsource this work?

Response by B. Cassidy from Locke Lord: People in the firm work with me but not outside the firm.

Question by R. Cavazos: Was it a \$10 or \$20 fee for the Vehicle Registration?

Response by R. Green: \$10. The court voted it in 2013 and we started collecting in January 2014.

Question by R. Cavazos: Do we want to do that again, for an extra \$10? We need more infrastructure money in Bexar County. Could we give this signal to Commissioners? It's been very beneficial to us.

Response by D. Smith: From a timing perspective I think this is our opportunity since the County is beginning its internal development of its legislative agenda and so if this board were interested going to the legislature to try and get an additional \$10 fee approved this would be a good time to initiate that discussion.

Response by B. Cassidy: Hidalgo and Cameron County got the additional \$10 and they can only do that if they get the vote of the public and not just an action at Commissioners Court. If it's something you want to pursue as a legislative matter to get authority to increase the \$10 fee to \$20 fee without a vote you might want to consider putting it on the legislative agenda.

Response by R. Green: We will put this back on the next agenda for further discussion.

A motion was presented by R. Cavazos, seconded by L. Miller, which motion was voted on as follows: D. Starr, R. Weaver, G. Ramos, R. Cavazos, L. Miller and J. Montford voting "Aye". The motion was approved.

**7. Discussion and appropriate action regarding approval of HNTB's General Engineering Consultant Work Authorization No. 3 for Design, Bid, and Construction Phase Services of Evans Road Phase II.** Renee Green presented.

On March 24, 2016 the Alamo RMA Board of Directors directed staff to negotiate a Work Authorization with HNTB, Inc. for design related services of the Vehicle Registration Fee Evans Road Phase II Project. The scope of work for this Work Authorization includes the preparation of Plans, Specifications, and Estimate (PS&E), and Bidding Documents followed by Construction Phase Services.

Alamo RMA staff requests appropriate action regarding approval of Work Authorization Number 3 for a Not-to-Exceed amount of \$1,134,883.64.

A motion was presented by G. Ramos, seconded by L. Miller, which motion was voted on as follows: D. Starr, R. Weaver, G. Ramos, R. Cavazos, L. Miller and J. Montford voting "Aye". The motion was approved.

**8. Discussion of the Blanco Road Phase II Statements of Qualifications.** Renee Green presented.

In March of 2015, the Alamo Area Metropolitan Planning Organization (MPO) issued a call for projects, announcing that approximately \$100 million would be made available for eligible Surface Transportation Program – Metropolitan Mobility (STP-MM) projects.

The Alamo Regional Mobility Authority (ARMA) submitted the Blanco Road Phase II project for consideration and the project was selected to receive \$11.7 million in federal funding. Professional service contracts for federally funded projects must be competitively procured based on qualifications.

On June 30<sup>th</sup>, ARMA issued a Request for Qualifications for Professional Engineering Services for Blanco Road Phase II. Statements of Qualifications (SOQs) were due August 19<sup>th</sup>. We received 15 responses and staff will be scoring them and come back to you with a recommendation for a short list. You have expressed your desire to interview those firms so we will work with you to set that up.

Question by R. Weaver: How does that compare with previous projects?

Response by R. Green: This was the first RFQ we submitted. We normally receive between 12-20 responses for Bexar County so this is typical.

No action was taken by the Alamo RMA Board of Directors.

**9. Discussion and appropriate action regarding an appointment from the Alamo Regional Mobility Authority Board of Directors to the Alamo Area Metropolitan Planning Organization Transportation Policy Board.** Renee Green presented.

The Transportation Policy Board (TPB) is the Alamo Area Metropolitan Planning Organization's (MPO) Board of Directors. The TPB is comprised of fourteen elected and seven appointed officials. The Alamo RMA appoints one of the seven appointed officials. The purpose of the TPB is to oversee the continuous, comprehensive, and cooperative transportation planning process for the metropolitan area.

John Clamp served on the Transportation Policy Board prior to his resignation as Chairman of the Alamo RMA Board of Directors. New Chairman, Rad Weaver, was appointed from the Alamo RMA Board of Directors to the Alamo Area Metropolitan Planning Organization Transportation Policy Board.

A motion was presented by D. Starr, seconded by G. Ramos, which motion was voted on as follows: D. Starr, R. Weaver, G. Ramos, R. Cavazos, L. Miller and J. Montford voting "Aye". The motion was approved.

**10. Citizens' Communications - Citizens must sign the register to speak.**

No citizens signed up to speak.

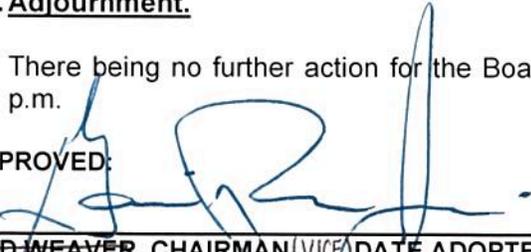
**11. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code.**

Alamo RMA Board of Directors did not meet in Executive Session and no action was taken.

**12. Adjournment.**

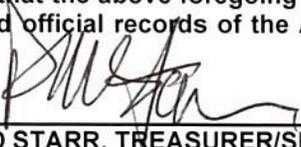
There being no further action for the Board, Chairman Weaver adjourned the meeting at 3:39 p.m.

APPROVED:

  
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RAD WEAVER, CHAIRMAN (VICE) DATE ADOPTED: October 27, 2016

GAVIN RAMOS

I hereby certify that the above foregoing pages constitute the full, true, and correct minutes of all the proceedings and official records of the Alamo Regional Mobility Authority at its meeting on August 25, 2016.

ATTEST:   
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DAVID STARR, TREASURER/SECRETARY