



ALAMO RMA
Alamo Regional Mobility Authority
"Moving people faster"

BOARD MEETING MINUTES
Thursday, March 21, 2018 3:30 p.m.
San Antonio Chamber of Commerce
Northside Business Center
1100 NW Loop 410, Suite 109
San Antonio, Texas 78213

1. Call meeting to order.

M. Lynd called the meeting to order at 3:01 P.M. Members present: M. Lynd, J. Montford, L. Miller, R. Cavazos, D. Starr, and G. Ramos. Members absent: W. Serna.

2. Swearing-In of Bobby Perez as a Director of the Alamo Regional Mobility Authority.

Bobby Perez was sworn in as a Director of the Alamo Regional Mobility Authority by Maricruz Alonso.

3. Approval of minutes from the Board of Directors meeting on December 14, 2017.

L. Miller moved for approval of the Meeting Minutes, B. Perez seconded the motion. The minutes were approved without objection.

4. Executive Director's Report. D. Smith presented.

A. Monthly Financials

- Monthly financial statements are attached for January and February 2018 including the following:
 1. Balance Sheet
 2. Statement of Revenues, Expenses, and Changes in Net Assets
 3. Schedule of Budgetary Compliance and Changes to Net Assets
 4. Fund Balance Sheet

B. Monthly Status Report on the Vehicle Registration Fee Program & Schedule

VRF Program and Schedule update:

- **Fischer Road Phase II (BC01) Bidding**
 1. Project Opened for Bidding on Friday, February 23, 2018
 2. Pre-Bid Meeting held on Wednesday, March 7, 2018, 13 Contractors represented
 3. Bids are due Thursday, March 29, 2018
- **Old FM 471/Talley Road (BC02) Design**
 1. Bexar County Public Works continuing to coordinate with Developer for Right-of-Way dedication to improve drainage conditions
 2. Utility relocations will begin once dedication is complete
 3. 100 Percent Plans and Specifications due March 19, 2018

4. Anticipated Fall 2018 Advertisement for Construction
- **Talley Road Phase I (BC03) Design**
 1. Bexar County Public Works continued the required Right-of-Way (ROW) acquisition, as of March 14, 2018 Bexar County is in possession of 30 of the 34 acquisitions
 2. ROW acquisition is estimated to be complete in April, 2018 dependent on condemnation parcel
 3. Coordination meeting with CPS Gas for joint bid utility work held on February 28, 2018
 4. CPS Overhead has begun relocating existing power poles to the new ROW in phases
 - **West Military Drive (BC05) Design**

K Friese + Associates performed the following work:

 1. Continued field survey
 2. Continued utility coordination including subsurface utility engineering (SUE)
 3. Began pavement design and geotechnical report
 4. Began roadway and drainage design
 5. Began schematic development
 6. Began archaeological desktop survey
 7. Consultant preparing cost estimate for rehabilitation options
 - **Blanco Road Phase II (BC06) Design**

CP&Y performed the following work:

 1. Submitted the Biological Evaluation Form Report, Air Quality Report, and the Noise Report to TxDOT Environmental for review
 2. Attended TxDOT 60 Percent District Review on January 11, 2018
 3. Attended TxDOT Drainage Review on January 25, 2018
 4. Notice-to-Proceed for 90 Percent Design Phase Services issued on January 30, 2018
 5. Completed SUE potholes for utility locates
 6. Held the Utility Conflict Meeting on February 8, 2018
 - **Evans Road Phase I (BC07) Design**
 1. ROW acquisition complete
 2. Bexar County Public Works Maintenance clearing newly acquired ROW in advance of required CPS Energy utility pole relocations
 3. Meeting held on March 6, 2018 with CPS Energy to review relocations
 4. Pending receipt of CPS Gas joint bid plans to finalize Plans and Specifications
 5. Anticipated May 2018 Advertisement for Construction
 - **Evans Road Phase II (BC08) Design**

HNTB performed the following work under GEC Work Authorization Number 3:

 1. Public Meeting Number 2 held on January 10, 2018
 2. Coordination Meeting with TCEQ held January 23, 2018 to review Water Pollution Abatement Plan (WPAP) approach
 3. Meeting with Property Owner on January 31, 2018 to discuss necessary driveway relocations and the proposed locations for the new driveways, temporary construction easement will be necessary for driveway reconstruction
 4. Additional Coordination Meeting with TCEQ held February 26, 2018 to review proposed calculations for WPAP and prepare application submittal
 5. Preparation of Contract Amendment for storm sewer design and additional surveying services

- **Candlemeadow (BC09) Design**
 1. Staff prepared the draft Engineering Services Agreement including the Scope of Services
 2. Preliminary Scoping Meeting held on February 27, 2018
 3. Consultant preparing draft Level of Effort based on the Scope of Services
- **Foster Road Phase III (BC10) Design**

PDM performed the following work under GEC Work Authorization Number 2:

 1. Archaeological Survey Report accepted by the Texas Historical Commission
 2. Notice-to-Proceed for revised 90 Percent Design Phase Services issued on January 23, 2018
 3. Began Traffic Signal design
 4. Developed Hydraulics for proposed bridge
 5. Began geotechnical investigation for bridge foundation design
 6. Conducted additional SUE potholes for utility locates
 7. Continued coordination with Developers for ROW dedications

C. Monthly Status Report on the 1604 Managed Lanes Project

- **Work Authorization No. 5:** Environmental Assessment (EA):
 1. Staff continued coordination with TxDOT for the Financial Assistance Agreement which will outline the terms for receipt of the Federal Funds for the project

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

5. Discussion and update regarding the status of the Vehicle Registration Fee Projects.

R. Green presented.

Staff presented an update regarding the status of the current Vehicle Registration Fee Projects.

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

6. Discussion and appropriate action regarding approval of HNTB's Amendment Number 1 for preparation of the Water Pollution Abatement Plan and Additional Surveying Services related to the Evans Road Phase II Project.

R. Green presented.

On July 28, 2016 the Alamo RMA Board of Directors approved a HNTB Work Authorization for Professional Engineering Services related to the Evans Road Phase II Project (the Project).

During development of the Texas Commission on Environmental Quality (TCEQ) Water Pollution Abatement Plan (WPAP) it was determined that the planned vegetative filter strips and grassy swales would not be sufficient to meet the required treatment. After two meetings with TCEQ staff, a proposed treatment approach that includes utilization of Contech Jellyfish Stormwater Treatment filters was determined to be the most effective approach. This amendment will add additional WPAP services necessary for design of the Jellyfish system including storm sewer to the Work Authorization.

Additionally during Project Development it was determined that several driveways belonging to one property owner will need to be adjusted due to the proposed improvements. A temporary construction easement is necessary. This amendment will add surveying services necessary to prepare documents for the Temporary Construction Easement to the Work Authorization.

This amendment will increase the amount payable for services under the Work Authorization by \$41,734.54 for a total Not-to-Exceed amount of \$1,176,568.18.

A motion was presented by R. Cavazos for approval of HNTB's Amendment Number 1 in the amount of \$41,734.54 for preparation of the Water Pollution Abatement Plan and Additional Surveying Services related to the Evans Road Phase II Project for a total Not-to-Exceed Work Authorization amount of \$1,176,568.18, seconded by D. Starr which motion was voted on as follows: M. Lynd, R. Cavazos, D. Starr, J. Montford, L. Miller, B. Perez voting "Aye". The motion was approved.

7. Discussion and appropriate action regarding acceptance of the FY 2017 Annual Financial Statement Audit prepared by RSM S. McCabe presented.

This item requested approval of the FY 2017 Audited Financial Statements prepared by the Alamo RMA's outside Auditor, RSM. The opinion on the Financial Statements is "Unmodified", also referred to as a "Clean Opinion", with no findings noted. There were also no findings noted as it relates to compliance with laws and regulations.

Joel Perez with RSM provided a brief presentation on the Audit to the Board.

A motion was presented by B. Perez for acceptance of the FY 2017 Annual Financial Statement Audit prepared by RSM, seconded by L. Miller which motion was voted on as follows: M. Lynd, L. Miller, B. Perez, R. Cavazos, J. Montford, D. Starr voting "Aye". The motion was approved.

8. Discussion and appropriate action regarding approval of the submission of the Annual Compliance Report for FY 2017 in accordance with requirements set forth in 43TAC§26.65. S. McCabe presented.

Section 2256.023 (a) of the Texas Public Funds Investment Act (PFIA) requires that investment reports be filed with the governing body on a quarterly basis each fiscal year.

This item requested approval of the submission of the Alamo RMA's Compliance Report for fiscal year 2017 to the Texas Department of Transportation (TxDOT). The Compliance Report certifies that the Alamo RMA has completed all necessary reporting requirements under Subchapter G (Reports and Audits) of the Texas Administrative Code.

A motion was presented by L. Miller for approval of the submission of the Annual Compliance Report for FY 2017 in accordance with requirements set forth in 43TAC§26.65., seconded by B. Perez which motion was voted on as follows: M. Lynd, R. Cavazos, J. Montford, L. Miller, B. Perez, and D. Starr voting "Aye". The motion was approved.

9. Citizens' Communications. (Citizens must sign the register to speak)

Jack M. Finger signed up to speak and withdrew.

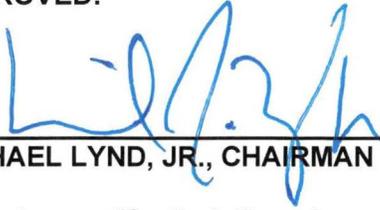
10. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code.

The Alamo RMA Board of Directors did not meet in Executive Session.

11. Adjournment.

There being no further action for the Board, Michael Lynd, Jr. adjourned the meeting at 3:45 p.m.

APPROVED:



MICHAEL LYND, JR., CHAIRMAN

DATE ADOPTED: May 16, 2018

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 March 21, 2018.



ATTEST:

DAVID STARR, TREASURER/SECRETARY