



BOARD MEETING MINUTES
Wednesday October 17, 2018 3:00 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 3:11 P.M. Members present: M. Lynd, W. Serna, D. Starr, J. Montford, B. Perez and L. Miller.

M. Lynd requested to suspend the regular order of business and consider Agenda Item 6 at this time.

6. Discussion and appropriate action regarding approval of Interlocal Agreements between the Alamo RMA and utility providers for the Evans Road Phase I Project. R.Green presented.

On August 15, 2018 the Board of Directors awarded the Evans Road Phase I construction contract to Capital Excavation Company in the amount of \$8,616,347. The total amount bid includes \$1,385,474 for construction of San Antonio Water System (SAWS) joint-bid water utility relocations and \$258,792 for construction of City Public Service (CPS) gas joint-bid gas utility relocations.

A. San Antonio Water System (SAWS) Sewer and Water joint-bid relocations

On September 11, 2018 the SAWS Board of Trustees approved the Interlocal Agreement between the Alamo RMA and SAWS governing the terms and providing the funding for the joint-bid items of work. SAWS will provide the Alamo RMA with the bid amount of \$1,385,474 plus a two percent contingency amount of \$27,709 for total SAWS contribution of \$1,413,184.

A motion was presented by J. Montford for approval of an Interlocal Agreement between the Alamo RMA and the San Antonio Water System for the Evans Road Phase I joint-bid utility relocations, seconded by D. Starr which motion was voted as follows: M. Lynd, J. Montford, D. Starr, B. Perez voting "Aye" and W. Serna abstaining. The motion was approved.

B. City Public Service Gas joint-bid relocations

On September 24, 2018 CPS Energy Board of Trustees approved the Interlocal Agreement between the Alamo RMA and CPS Energy governing the terms and providing the funding for the joint-bid items of work. CPS Energy will provide the Alamo RMA with the bid amount of \$258,792.

A motion was presented by J. Montford for Approval of an Interlocal Agreement between the Alamo RMA and City Public Service for the Evans Road Phase I joint-bid utility relocations, seconded by D. Starr which motion was voted on as follows: M. Lynd, J. Montford, D. Starr, B. Perez, and W. Serna voting "Aye". The motion was approved.

M. Lynd requested to suspend the regular order of business and consider Agenda Item 7 at this time.

7. Discussion and appropriate action regarding selection of a Public Involvement and Marketing Services Provider. M. Ramos presented.

On July 24, 2018, the Alamo Regional Mobility Authority issued a Request for Qualifications (RFQ) for Public Involvement and Marketing Services. Statements of Qualifications (SOQs) were due August 10, 2018. Three SOQs were received which staff reviewed and numerically scored based on criteria included in the RFQ. Staff presented a recommendation to the Board regarding firm selection.

A motion was presented by W. Serna for approval of the selection of the Public Involvement and Marketing Services Provider, seconded by D. Starr which motion was voted on as follows: M. Lynd, D. Starr, J. Montford, B. Perez and W. Serna voting "Aye". The motion was approved.

M. Lynd requested to suspend the regular order of business and consider Agenda Item 4 at this time.

4. Approval of the 4th Quarterly Investment Report for FY 2017-18 in accordance with Section 2256.023(a) of the Texas Public Funds Investment Act. J. Bownds 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.

An attachment of the quarterly investment report for the 4th quarter of FY 2017-18 was presented. The weighted average yield (WAY) at the end of the quarter was 209.9 bps. The weighted average maturity (WAM) at the end of the quarter was 140 days. Total investment income earned over the quarter was \$538,779.

A motion was presented by J. Montford for approval of the 4th Quarterly Investment Report for FY 2017-18 in accordance with Section 2256.023(a) of the Texas Public Funds Investment Act., seconded by B. Serna which motion was voted on as follows: M. Lynd, J. Montford, B. Perez, D. Starr, and W. Serna voting "Aye". The motion was approved.

M. Lynd requested to suspend the regular order of business and consider Agenda Item 5 at this time.

5. Discussion and appropriate action regarding an extension of the Agreement with First Southwest for Investment Advisory Services. J. Bownds presented.

On December 15, 2016, the Board approved an agreement with First Southwest Asset Management to provide investment advisory services to the Alamo RMA. This agreement provided the Alamo RMA with the flexibility to purchase individual investment securities in the marketplace. First Southwest currently provides the Alamo RMA the following services pursuant to the agreement:

- Annual review of the Alamo RMA's Investment Policy
- Recommendations and advisement regarding current market conditions, appropriate investment strategies, and other general financial and investment information
- An annually approved authorized Broker/Dealer list from which authorized securities are competitively bid
- Review of safekeeping arrangements as well as assist in developing investment and security clearance procedures
- Continue to provide monthly and quarterly investment reports as required by the Public Funds Investment Act

The term of the original agreement provided for an initial two-year term ending on December 15, 2018, with the option for two additional one-year renewals. The purpose of this item is to seek Board approval of the first one-year renewal option. This renewal will extend the agreement to December 15, 2019.

As compensation for these services, the Alamo RMA will continue to pay a transaction-based fee of 4 basis points to be subtracted from the purchase yield-to-maturity of any security purchased. The minimum fee threshold for any given quarter is \$1,500.

The Board of Directors requested that this item be postponed until the next Board Meeting so that a representative from First Southwest Asset Management may provide a presentation regarding their qualifications.

M. Lynd requested to continue the regular order of business at this time.

2. Approval of minutes from the Board of Directors meeting on May 16, 2018.

A motion was presented by B. Perez for approval of the Meeting Minutes, seconded by W. Serna which motion was voted on as follows: M. Lynd, J. Montford, D. Starr, B Perez, and W. Serna voting "Aye". The motion was approved.

3. Executive Director's Report. R. Green - J. Bownds presented.

A. Monthly Financials

- Monthly financial statements are attached for August and September 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) Construction**
 1. Contractor Notice-to-Proceed issued August 27, 2018
 2. Contractor installed storm water pollution prevention items, began clearing the Right-of-Way and began SAWS water line adjustments
 3. Heavy rain during the month of September
 4. 7.76% invoiced to date which includes mobilization
- **Old FM 471/Talley Road (BC02) Design**
 1. Bexar County Public Works continuing to coordinate with Developers for Right-of-Way (ROW) dedications to improve drainage conditions
 2. 2 of 2 partial release of liens received
 3. Dedication Deeds have been sent to Developers for signature
 4. Utility relocations will begin once dedications are complete
 5. Anticipated Spring 2018 Advertisement for Construction
- **Talley Road Phase I (BC03) Design**
 1. Bexar County Public Works continued the required ROW acquisition, as of October 12, 2018 Bexar County is in possession of 33 of the 34 parcels
 2. Condemnation proceedings are necessary for the remaining parcel
 3. Staff met with CPS Energy on October 4, 2018 to coordinate the next phase of pole relocations from Medio Drive to Wiseman
- **West Military Drive (BC05) Design**

K Friese + Associates performed the following work:

 1. Notice-to-Proceed issued September 6, 2018 for preparation of the 30 percent submittal including preliminary design of the roundabouts at Saxonhill Drive and Kingsbridge
- **Blanco Road Phase II (BC06) (MPO Funded) Design**

CP&Y performed the following work:

 1. Continued coordination with affected utilities including SAWS, CPS Energy, and CPS Gas
 2. Staff continued coordinating with TxDOT regarding Local Government requirements (Public Hearing), tentative early December 2018 for the Public Hearing date

- 3. Design 90 percent complete
- **Evans Road Phase I (BC07) Construction**
 - 1. Contractor continuing to turn in the required information prior to the start of construction
 - 2. Groundbreaking Event held October 12, 2018
- **Evans Road Phase II (BC08) Design**

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

 - 1. Met with TCEQ on September 28, 2018 regarding additional comments for the Water Pollution Abatement Plan (WPAP), WPAP re-submitted to TCEQ on October 5, 2018
 - 2. Continued coordination with affected utilities
 - 3. Continued preparing the documents for the Temporary Construction Easement including the appraisal report
 - 4. Pending receipt of joint-bid utility plans (SAWS & CPS Gas) to proceed to 100 percent plans
 - 5. Anticipated Fall 2018 Advertisement for Construction
- **Candlemeadow (BC09) Design**
 - 1. Notice-to-Proceed issued August 21, 2018
 - 2. Project Kickoff Meeting with LNV, Inc. held for August 21, 2018
- **Foster Road Phase III (BC10) Design**

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

 - 1. Staff continued coordination with Developers for ROW dedications, as of August 10, 2018 6 of 7 parcels have been dedicated to Bexar County
 - 2. Continued coordination with affected utilities
 - 3. Pending receipt of joint-bid utility plans (SAWS and CPS Gas) to proceed to 100 percent plans
 - 4. Design 90 Percent Complete
 - 5. Anticipated Fall 2018 Advertisement for Construction

C. Monthly Status Report on the 1604 Managed Lanes Project

- **Work Authorization No. 5: Environmental Assessment (EA):**
 - 1. On August 3, 2018 the Alamo Area Metropolitan Planning Organization Technical Advisory Committee took action approving a Resolution in Support of Loop 1604 from SH 16 to IH 35 North as a Non-Toll Project
 - 2. On August 27, 2018 the Alamo Area Metropolitan Planning Organization Policy Board took action approving a Resolution in Support of Loop 1604 from SH 16 to IH 35 North as a Non-Toll Project and requested TxDOT to fully fund the Project

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

8. Discussion and appropriate action regarding the November and December 2018 Board Meeting Dates. R. Green presented.

Due to the Thanksgiving and Christmas holidays, staff requests that the regularly scheduled Board Meetings for November and December 2018 be held as one combined meeting in early December if necessary.

The Board of Directors directed staff to schedule the Board Meeting on December 12, 2018 at 3:00 P.M.

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

Jack M. Finger signed up to speak.

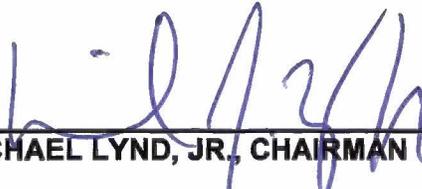
10. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code.

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 4:03 p.m.

APPROVED:



MICHAEL LYND, JR., CHAIRMAN **DATE ADOPTED: January 16, 2019**

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 October 17, 2018.

ATTEST: 

DAVID STARR, TREASURER/SECRETARY