



ALAMO RMA

Alamo Regional Mobility Authority

"Moving people faster"

BOARD MEETING MINUTES
Wednesday January 16, 2019 3:00 p.m.
San Antonio Chamber of Commerce
Bexar County Public Works
1948 Probandt Street
San Antonio, Texas 78214

1. Call meeting to order.

M. Lynd called the meeting to order at 3:04 P.M. Members present: M. Lynd, W. Serna, D. Starr, J. Montford, and L. Miller.

2. Approval of minutes from the Board of Directors meeting on October 17, 2018.

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

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

A. Monthly Financials

- Monthly financial statements are attached for October, November, and December 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 continued SAWS water line adjustments, installed Culvert No. 2 and Culvert No. 4, and began driveway pipe installations
 2. Heavy rain during the month of October continuing into early November
 3. 19.7% invoiced through December 25, 2018
- **Old FM 471/Talley Road (BC02) Design**
 1. Bexar County Public Works completed permanent Right-of-Way (ROW) dedications
 2. CPS Energy has staked proposed pole locations for verification at the new ROW prior to the required pole relocations
 3. Anticipated Summer 2019 Advertisement for Construction
- **Talley Road Phase I (BC03) Design**
 1. Bexar County Public Works completed all ROW acquisitions
 2. Property owners relocating fences to the new ROW prior to the required CPS Energy pole relocations
 3. 100 Percent plans received December 20, 2018

4. Staff provided 100 percent review comments on January 10, 2019

- **West Military Drive (BC05) Design**

K Friese + Associates performed the following work:

1. Completed archaeological desktop and field investigations
2. Completed additional intersection survey
3. Completed additional subsurface utility locations
4. Prepared the preliminary geotechnical report
5. Developed preliminary roadway geometry
6. Developed traffic control plan
7. Developed typical sections and schematic
8. Prepared preliminary cost estimate
9. Completed preliminary drainage design
10. 30 percent submittal on December 5, 2018
11. Staff provided 30 percent review comments on January 3, 2019

- **Blanco Road Phase II (BC06) (MPO Funded) Design**

CP&Y performed the following work:

1. Public Hearing held December 12, 2018
2. Staff continued to prepare the required local government documentation necessary to finalize design
3. Design 90 percent complete
4. Anticipated Summer 2019 Advertisement for Construction

- **Evans Road Phase I (BC07) Construction**

1. Notice-to-Proceed issued October 29, 2018
2. Heavy rain in early November
3. Contractor installed storm water pollution prevention items and cleared the Right-of-Way
4. 3.8% invoiced through December 25, 2018

- **Evans Road Phase II (BC08) Design**

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

1. On November 9, 2018 TCEQ approved the Water Pollution Abatement Plan (WPAP)
2. Pending receipt of joint-bid utility plans (SAWS & CPS Gas) to proceed to 100 percent plans
3. Anticipated Spring 2019 Advertisement for Construction

- **Candlemeadow (BC09) Design**

LNV performed the following work:

1. Completed geotechnical investigation and prepared the preliminary geotechnical report
2. Completed initial topographic survey
3. Began utility survey
4. Developed preliminary roadway geometry
5. Developed traffic control plan
6. Developed typical sections and schematic
7. Prepared preliminary cost estimate
8. Completed preliminary drainage design
9. Coordinated with VIA regarding existing bus stops
10. 30 percent submittal on December 19, 2018

- **Foster Road Phase III (BC10) Design**

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

1. ROW dedications complete

2. Continued coordination with affected utilities, CPS Gas pursuing easements to relocate the 30" gas main outside of the ROW
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 Spring 2019 Advertisement for Construction

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

4. Approval of the 1st Quarterly Investment Report for FY 2018-19 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.

Attached is the quarterly investment report for the 1st quarter of FY 2018-19. The weighted average yield (WAY) at the end of the quarter was 242 bps. The weighted average maturity (WAM) at the end of the quarter was 162 days. Total investment income earned over the quarter was \$642,455.

A motion was presented by L. Miller for approval of the 1st Quarterly Investment Report for FY 2018-19 in accordance with Section 2256.023(a) of the Texas Public Funds Investment Act., seconded by J. Montford which motion was voted on as follows: M. Lynd, J. Montford, L.. Miller, D. Starr, and W. Serna voting "Aye". The motion was approved.

5. Discussion and appropriate action regarding approval of the following FY 2018-19 Investment Items: J. Bownds presented.

- A. Discussion and appropriate action regarding approval of the FY 2018-19 Alamo RMA Investment Policy. (Seth McCabe)
- B. Discussion and appropriate action regarding approval of the FY 2018-19 Alamo RMA Investment Strategy. (Seth McCabe)
- C. Discussion and appropriate action regarding approval of the FY 2018-19 Alamo RMA Authorized Broker/Dealer list. (Seth McCabe)

- There are no substantive changes to the FY 2018-19 Investment Policy. This is partially due to the fact that the State Legislature did not convene in 2018. Minor wording changes have been made.
- The proposed FY 2018-19 Investment Strategy includes the following:
 - An economic and market overview of FY 2017-18 as well as commentary of what is expected in FY 2018-19.
 - Guidelines establishing the parameters by which the Alamo RMA will invest its available funds. The Alamo RMA will invest its funds with the four primary objectives of safety of principal, liquidity, yield, and public trust.
 - An investment strategy for both Operating Funds and Capital Funds that will be utilized throughout the fiscal year.
 - Portfolio allocation targets that will serve as a guideline for the investment of funds throughout the fiscal year.
 - On an annual basis, Alamo RMA staff works with its investment advisors to produce an Authorized Broker/Dealer list for investment transactions. For FY 2018-19, there are no proposed changes to the Authorized Broker/Dealer list.

A motion was presented by L. Miller for approval of Investment items for FY 2018-19 Alamo RMA Investment Policy, FY 2018-19 Alamo RMA Investment Strategy, and FY 2018-19 Alamo RMA Authorized Broker/Dealer list, seconded by J. Montford which motion was voted on as follows: M. Lynd, J. Montford, L.. Miller, D. Starr, and W. Serna voting "Aye". The motion was approved.

6. Discussion and appropriate action regarding Investment Advisory Services. S. McCabe Presented.

The Alamo RMA's current provider of investment advisory services is First Southwest Asset Management. An agreement with First Southwest was entered into on December 15, 2016 and provided for a term of two (2) years with two one (1) year renewal options. The original term of the agreement expired as of December 15, 2018.

At the October 18, 2018 Board meeting, Alamo RMA staff recommended to the Board that the first of the one (1) year renewal options with First Southwest be exercised, which would have extended the agreement to December 15, 2019. The Board subsequently gave Alamo RMA staff direction to explore additional options in the marketplace for investment advisory services and return with a recommendation while continuing to work with First Southwest in the interim.

At the Board's direction for additional information, Alamo RMA staff released a Request for Information (RFI) to obtain information on other available options for investment advisory services in the marketplace. The purpose of this item was for Alamo RMA staff to make a presentation on the result of the RFI and provide a recommendation to move forward for Board consideration.

A motion was presented by L. Miller for approval of Alamo RMA recommendation that the first of the one year renewal option with First Southwest be exercised which will extend the agreement to December 15, 2019 seconded by J. Montford which motion was voted on as follows: M. Lynd, J. Montford, L. Miller, D. Starr, and W. Serna voting "Aye". The motion was approved.

7. Discussion and appropriate action regarding approval of a Professional Services Agreement between the Alamo RMA and the DeBerry Group for Public Involvement and Marketing Services. R. Green 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.

On October 17, 2018 the Board of Directors directed staff to negotiate with The DeBerry Group (SMWBE) to provide the requested services

A motion was presented by L. Miller for approval of a Professional Services Agreement between the Alamo RMA and the DeBerry Group for Public Involvement and Marketing Services for a Not-to-Exceed amount of \$250,000, seconded by W. Serna which motion was voted on as follows: M. Lynd, D. Starr, J. Montford, L. Miller and W. Serna voting "Aye". The motion was approved.

8. Discussion of the Alamo RMA's Legislative Priorities for the 86th Texas Legislative Session.

R. Green and B. Cassidy presented.

Alamo RMA staff and General Counsel presented and discussed the Alamo RMA's Legislative priorities.

There was no action required of the Board on this Item.

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

There were no citizens who signed up to speak.

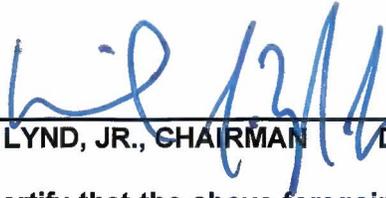
10. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code.

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 4:01 p.m.

APPROVED:



MICHAEL LYND, JR., CHAIRMAN DATE ADOPTED: March 20, 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 January 16, 2019.



ATTEST: _____
DAVID STARR, TREASURER/SECRETARY