

## MINUTES

### Regular Meeting of the Board of Directors of the CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

Wednesday, June 25, 2014  
9:00 A.M.

The meeting was held in the Mobility Authority's Lowell H. Lebermann, Jr., Board Room at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Notice of the meeting was posted June 20, 2014 at the respective County Courthouses of Williamson and Travis Counties; online on the website of the Secretary of State; 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.

**1. Welcome and Opening Remarks by Chairman Ray Wilkerson.**

Chairman Ray Wilkerson called the meeting to order at 9:04 a.m. and called the roll. Directors present at the time the meeting was called to order were Mr. Jim Mills, Ms. Nikelle Meade, Mr. David Singleton, and Mr. David Armbrust. Mr. Charles Heimsath joined the dais after item 3. Mr. Bob Bennett was not present for the meeting.

**2. Open Comment Period.**

No public comments were given during the open comment period.

**3. Introduction and presentation by PMB Helin Donovan, LLP, auditors for the Mobility Authority Fiscal Year 2014 audit.**

Don McFee with PMB Helin Donovan provided a brief presentation on the Fiscal Year 2014 audit for the Mobility Authority.

**4. Approve the minutes for the May 21, 2014, Regular Board Meeting.**

Chairman Ray Wilkerson presented for Board consideration the minutes for the May 21, 2014, Regular Board Meeting. Mr. David Singleton moved to approve the minutes as drafted, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously 6-0, and the minutes were approved as drafted.

**5. Approve an amendment to the contract with Crosswind Communications, LLC, for communication and marketing services.**

Mr. Mario Espinoza presented this item. Due to the increased requirement for services related to all our projects under development and construction, staff is recommending a supplement of \$250,000 for each of the contract extensions. This will increase the total not to exceed amount for each contract to \$650,000 for the contracts ending July 2014 and July 2015.

Ms. Nikelle Meade moved for approval, and Mr. David Armbrust seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**6. Approve a personal services contract with Neal Spelce to provide community outreach services for the MoPac Improvement Project.**

Mr. Mario Espinoza presented this item. As part of its extensive community outreach efforts related to the construction of the MoPac Improvement Project, the Mobility Authority administratively contracted with Neal Spelce on a five month pilot basis to assist in communication and outreach efforts. With the pilot contract near expiration, staff is recommending a 12 month contract with Mr. Spelce for communication and community outreach services for a total contract amount not to exceed \$60,000.

Mr. Charles Heimsath moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**7. Authorize the Executive Director to negotiate and execute an agreement with Metropia, Inc., for transportation management software, consistent with funding approval by the Federal Highway Administration.**

Mr. Andy Martin presented this item. Funding to provide the Metropia software as an “experimental project” is currently under consideration by the Federal Highway Administration. The draft resolution authorizes the Executive Director to negotiate and execute a contract between the Authority and Metropia that is consistent with terms and conditions of FHWA funding approval.

Ms. Nikelle Meade moved for approval, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**8. Approve a change order with Central Texas Mobility Constructors LLC for the Manor Expressway Phase II Project.**

Mr. Wes Burford presented this item. Staff requests Board approval of a change order with Central Texas Mobility Constructors, LLC (“CTMC”) on the Manor Expressway Phase II Project to compensate CTMC for installing stone and concrete riprap as well as landscape curb in and around the US 183 interchange. These changes were made to reduce future maintenance costs.

Mr. David Armbrust moved for approval, and Mr. David Singleton seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**9. Award a contract for milling and overlay work on 183A frontage roads.**

Mr. Wes Burford presented this item. Staff recommends that the contract be awarded to the lowest responsive bidder, Ramming Paving Company.

Mr. David Armbrust moved for approval, and Mr. Jim Mills seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**10. Authorize a procurement of a construction contract for improvements to the US 183/183A intersection.**

Mr. Wes Burford presented this item. The US 183/183A Intersection Project is designed to improve safety and driver expectation issues at the US 183 and 183A intersection in Leander, Texas, which also includes the adjacent intersection of US 183 and CR 276. In addition to improving safety for the traveling public, the proposed improvements will provide improved access to the intersection.

Mr. David Singleton moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**11. Accept the Risk Management Audit performed by The Hidler Group, Inc.**

Mr. Bill Chapman presented this item.

Mr. David Singleton moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**12. Approve the Investment Policy (Article 1, Chapter 2 of the Policy Code) for Fiscal Year 2015.**

Mr. Bill Chapman presented that there were no changes to the Investment Policy.

Mr. Charles Heimsath moved for approval, and Mr. Jim Mills seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**13. Approve the financial institutions and brokers authorized to provide investment services to the Mobility Authority for Fiscal Year 2015.**

Mr. Bill Chapman presented that there were no additions to the financial institutions and brokers authorized to provide investment services.

Mr. Jim Mills moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**14. Approve the 2014 Mobility Authority Strategic Plan.**

Ms. Cindy Demers presented this item and provided the changes made to the Mobility Authority Strategic Plan.

Mr. Charles Heimsath moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**15. Approve the budget for Fiscal Year 2015.**

Mr. Bill Chapman and Ms. Cindy Demers presented this item and provided an explanation of the budget for Fiscal Year 2015.

Ms. Nikelle Meade moved for approval, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**16. Approve the financial statements for May 2014.**

Mr. Bill Chapman presented this item. There was nothing unusual to report on the May 2014 financial statements.

Mr. Charles Heimsath moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

**Briefing and discussion on the following:**

**17. Executive Director's report.**

Mr. Mike Heiligenstein presented this item and provided a brief update on positive traffic trends, the communications summit held with Mobility Authority staff and contractors, as well as a discussion on contracts with local firms. Melissa Hurst provided an update on public comments from Open Houses for the 183 North Project, SH 45 SW Project, and the MoPac South Project. Carlos Lopez of HNTB provided an update on the I-35 Stakeholder Working Group.

**11. Adjourn Meeting.**

Chairman Ray Wilkerson declared the meeting adjourned at 11:20 a.m. with unanimous consent.

Approved 07/30/2014