



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

November 20, 2024 AGENDA ITEM #2

Approve the minutes from the
October 30, 2024 Regular Board
Meeting and November 1 & 2, 2024
Board Workshop

Strategic Plan Relevance: Service
Department: Legal
Contact: Geoff Petrov, General Counsel
Associated Costs: N/A
Funding Source: N/A
Action Requested: Consider and act on motion to approve minutes

Description/Background: Approve the attached draft minutes for the October 30, 2024, Regular Board Meeting and the November 1 & 2, 2024 Board Workshop.

Backup provided: Draft October 30, 2024, Regular Board Meeting and the 1 & 2, 2024 Board Workshop.

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

Wednesday, October 30, 2024
9:00 a.m.

This was an in-person meeting. Notice of the meeting was posted October 25, 2024, 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. Chairman Jenkins, Vice Chair Nikelle Meade, Board Members David Armbrust, Mike Doss, Heather Gaddes*, David Singleton, and Ben Thompson were present.

**An archived copy of the live-stream of this
meeting is available at:**

<https://mobilityauthority.new.swagit.com/videos/319013>

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 9:02 a.m. and had each Board Member state their name for the record.

1. Welcome and opportunity for public comment.

No comment was provided.

2. **Audit Committee Meeting**

Chairman Jenkins recessed the regular meeting of the Board of Directors.

- A. Audit Committee meeting called to order by Committee Chairman Singleton.

David Singleton, Chairman of the Audit Committee, called the Audit Committee Meeting to order at 9:03 a.m.

- B. Introduction of external auditors from RSM US LLP.

Jose Hernandez, Chief Financial Officer, introduced auditors Heath Jackson, Senior Manager, Marc Sewell, Partner and Tino Robledo, Senior Director with RSM US, LLP.

- C. Discuss, consider, and take appropriate action to accept the Fiscal Year 2024 Audit Reports.

Following the Board discussion, Audit Committee Chairman Singleton entertained a motion to accept the Fiscal Year 2024 Audit Reports.

MOTION: Accept the Fiscal Year 2024 Audit Reports.

RESULT: Approved (Unanimous); 6-0

MOTION: Nikelle Meade

SECONDED BY: Mike Doss

AYE: Armbrust, Doss, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-062**

- D. Adjourn Audit Committee.

David Singleton adjourned the Audit Committee and Chairman Jenkins reconvened the regular meeting of the Board of Directors.

Consent Agenda

- 3. Approve the minutes from the September 25, 2024 Regular Board Meeting.
- 4. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

ADOPTED AS: **RESOLUTION NO. 24-063**

MOTION: Approve Item Nos. 3 and 4.

RESULT: Approved (Unanimous); 6-0

MOTION: David Singleton

SECONDED BY: Nikelle Meade

AYE: Armbrust, Doss, Jenkins, Meade, Singleton, Thompson

NAY: None.

Regular Items

5. Accept the unaudited financial statements for September 2024.

Presentation by Jose Hernandez, Chief Financial Officer.

*Note: Gaddes arrived at the dais at 9:15 a.m.

MOTION: Accept the unaudited financial statements for September 2024.

RESULT: Approved (Unanimous); 7-0

MOTION: David Armbrust

SECONDED BY: David Singleton

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: RESOLUTION NO. 24-064

6. Discuss and consider modifying the annual toll rate escalation on Mobility Authority toll facilities and approving a toll rate adjustment for certain locations becoming effective January 1, 2025.

Presentation by Jose Hernandez, Chief Financial Officer.

MOTION: Modify the annual toll rate escalation on Mobility Authority toll facilities and approving a toll rate adjustment for certain locations becoming effective January 1, 2025.

RESULT: Approved (Unanimous); 7-0

MOTION: Mike Doss

SECONDED BY: Ben Thompson

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: RESOLUTION NO. 24-065

7. Discuss and consider amending the Mobility Authority Policy Code § 301.002 regarding toll rates for Mobility Authority express lane facilities.

Presentation by Jose Hernandez, Chief Financial Officer.

MOTION: Amend the Mobility Authority Policy Code § 301.002 regarding toll rates for Mobility Authority express lane facilities.

RESULT: Approved (Unanimous); 7-0

MOTION: Nikelle Meade

SECONDED BY: David Singleton

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-066**

8. Discuss and consider approving an amendment to the interlocal agreement with the Texas Department of Transportation for highway emergency response operations (HERO) to add services for 183 Toll, 45SW Toll, 183A Phase III and the 183N Express Lanes and remove services for MoPac south of Stratford Drive.

Presentation by Tracie Brown, Director of Operations and Fabiola Bowers, Traffic Incident Manager answered questions.

MOTION: Approve an amendment to the interlocal agreement with the Texas Department of Transportation for highway emergency response operations (HERO) to add services for 183 Toll, 45SW Toll, 183A Phase III and the 183N Express Lanes and remove services for MoPac south of Stratford Drive.

RESULT: Approved (Unanimous); 7-0

MOTION: Ben Thompson

SECONDED BY: David Singleton

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-067**

9. Discuss and consider approving an agreement with Penn Credit Corporation to provide process servers to support the Mobility Authority's Habitual Violator Program.

Presentation by Tracie Brown, Director of Operations.

MOTION: Approve an agreement with Penn Credit Corporation to provide process servers to support the Mobility Authority's Habitual Violator Program.

RESULT: Approved (Unanimous); 7-0

MOTION: Heather Gaddes

SECONDED BY: David Singleton

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-068**

10. Discuss and consider approving an agreement with Deloitte Consulting LLP for monthly toll operations and maintenance services for the Mobility Authority's Data Platform System.

Presentation by Greg Mack, Director of Information Technology.

MOTION: Approve an agreement with Deloitte Consulting LLP for monthly toll operations and maintenance services for the Mobility Authority's Data Platform System.

RESULT: Approved (Unanimous); 7-0

MOTION: David Singleton

SECONDED BY: Heather Gaddes

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-069**

11. Discuss and consider approving an agreement with AtkinsRéalis USA, Inc. for general engineering consulting services.

Presentation by Mike Sexton, Director of Engineering.

MOTION: Approve an agreement with AtkinsRéalis USA, Inc. for general engineering consulting services.

RESULT: Approved (Unanimous); 7-0

MOTION: Mike Doss

SECONDED BY: David Armbrust

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-070**

12. Discuss and consider approving an agreement with Carrington Coleman, Sloman & Blumenthal LLP for legal services for the 183A Phase III Project and the 183 North Project.

Presentation by Geoff Petrov, General Counsel.

MOTION: Approve an agreement with Carrington Coleman, Sloman & Blumenthal LLP for legal services for the 183A Phase III Project and the 183 North Project.

RESULT: Approved (Unanimous); 7-0

MOTION: David Singleton

SECONDED BY: Ben Thompson

AYE: Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-071**

Briefings and Reports

13. Project updates.

Presentation by Mike Sexton, Director of Engineering.

- A. 183A Phase III.

B. 183 North Mobility Project.

14. Executive Director Report.

Presentation by James Bass, Executive Director.

A. 183A Phase III.

B. 183 North Mobility Project.

Executive Session

Chairman Jenkins announced in open session at 11:12 a.m. that the Board would recess the meeting and reconvene in Executive Session to deliberate the following items:

15. Discuss acquisition of one or more parcels or interests in real property needed for a Mobility Authority headquarters, including facilities for traffic and incident management and other agency functions, pursuant to §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).
16. Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).
17. Discuss legal issues related to the development of the Mopac South Project, as authorized by §551.071 (Consultation with Attorney).
18. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements including potential impacts of the Texas Department of Transportation's US 183 General Purpose Lane Project on Mobility Authority Toll System financing, as authorized by §551.071 (Consultation with Attorney).
19. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

After completing the executive session, the Board reconvened in open meeting at 12:35 p.m.

*Note: Mike Doss and David Singleton did not return to the dais following Executive Session.

Regular Items

20. Discuss and consider approving a project development agreement with the Texas Department of Transportation for the US 183 General Purpose Lane Project and making associated determinations regarding the effect of the US 183 General Purpose Lane Project on the operation of the Mobility Authority Toll System and the ability of the Mobility Authority to comply with outstanding debt agreements and covenants.

Presentation by Jose Hernandez, Chief Financial Officer.

MOTION: Approve a project development agreement with the Texas Department of Transportation for the US 183 General Purpose Lane Project and making associated determinations regarding the effect of the US 183 General Purpose Lane Project on the operation of the Mobility Authority Toll System and the ability of the Mobility Authority to comply with outstanding debt agreements and covenants.

RESULT: Approved (Unanimous); 5-0

MOTION: Ben Thompson

SECONDED BY: Heather Gaddes

AYE: Armbrust, Gaddes, Jenkins, Meade, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-072**

21. Adjourn meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 12:39 p.m.

MINUTES
Workshop of the Board of the Board of Directors of the
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

Friday, November 1, 2024

1:00 p.m.

Saturday, November 2, 2024

8 a.m.

This was an in-person meeting. Notice of the meeting was posted October 29, 2024, 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. Chairman Jenkins, Vice Chair Nikelle Meade** and Board Members David Armbrust, Mike Doss, Heather Gaddes, David Singleton*, and Ben Thompson were present.

Chairman Jenkins called the board workshop to order at 1:12 p.m. and had each Board Member state their name for the record.

I. Welcome and opportunity for public comment.

No comments were offered.

II. Discussion topics:

With the exception of the first item below, James Bass, Executive Director, presented the discussion topics. Geoff Petrov, General Counsel; Jose Hernandez, Chief Financial Officer; Tracie Brown, Director of Operations; Greg Mack, Director of Information Technology; Jori Liu, Director of Communications; and Mike Sexton; Acting Director of Engineering, acted as subject matter experts.

a. Project updates from Texas Department of Transportation and Austin Transit Partnership.

Presentations were made by Greg Canally, Executive Director of the Austin Transit Partnership, and Tucker Ferguson, District Engineer for Texas Department of Transportation – Austin District, on Project Connect and plans for regional highway projects, including IH 35, respectively.

*David Singleton arrived during the presentation at 1:15 p.m.

b. Coordination with Regional Partners.

Discussion concerning activities of the Construction Partnership Program including the purpose, participating agencies, and current plans was led by James M. Bass, Executive Director.

c. CTRMA Finances.

Discussion on possible impacts to CTRMA due to the transition of TxTag operations to the Harris County Toll Road Authority was led by Tracie Brown, Director of Operations, and Jose Hernandez, Chief Financial Officer.

**Nikelle Meade arrived during the presentation at 3:38 p.m.

d. 89th Regular Session of the Texas Legislature (2025).

Discussion on possible topics and themes during the upcoming legislative session that may impact the CTRMA was led by James M. Bass, Executive Director.

Chairman Jenkins recessed the meeting at 5:14 p.m. on November 1, 2024. Chairman Jenkins reconvened the meeting at 8:14 a.m. on November 2, 2024, with all Board Members present. After confirming that no members of the public wished to offer comments, Chairman Jenkins resumed the Workshop.

e. Potential revisions to CTRMA Policies & Procedures.

Discussion on possible changes to CTRMA's Conflict of Interest rules and the dollar limit for delegation of contracting to the Executive Director was led by James M. Bass, Executive Director.

f. Pay by Mail Program.

Discussion on the options of continuing to have Pail By Mail services provided by a private vendor or entering into a toll services agreement to have those services provided by another governmental entity was led by Tracie Brown, Director of Operation, and Greg Mack, Director of IT.

g. Headquarter update.

Discussion included updates on the due diligence activities and possibility of closing on a property this year was led by Jose Hernandez, Chief Financial Officer.

h. 2024 Strategic Planning Process.

Discussion focusing on possible revisions to the Mission, Vision, Values Statements, and Strategic Priorities and Goals was led by James M. Bass, Executive Director, and Jori Liu, Director of Communications.

III. Closing remarks.

IV. Adjourn meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 10:54 a.m.