



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

Regular Meeting of the Board of Directors

9:00 a.m.

Wednesday, December 18, 2024

Lowell H. Lebermann, Jr., Board Room
3300 N. IH-35, Suite 300
Austin, Texas 78705

*A live video stream of this meeting may be viewed on the internet at
www.mobilityauthority.com*

Persons with disabilities. If you plan to attend this meeting and may need auxiliary aids or services, such as an interpreter for those who are deaf or hearing impaired, or if you are a reader of large print or Braille, please contact Laura Bohl at (512) 996-9778 at least two days before the meeting so that appropriate arrangements can be made.

Español. Si desea recibir asistencia gratuita para traducir esta información, llame al (512) 996-9778.

AGENDA

No action on the following:

1. Welcome and opportunity for public comment – See **Notes** at the end of this agenda.

Consent Agenda

*See **Notes** at the end of this agenda.*

2. Approve the minutes from the November 20, 2024 Regular Board Meeting.
3. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

Regular Items

Items to discuss, consider, and take appropriate action.

4. Discuss and consider adoption of the 2024 Strategic Plan.
5. Discuss and consider approving the ranking of firms for negotiation of a contract for the development of schematic design and environmental study for the 290E Phase IV Project.
6. Discuss and consider authorizing the Executive Director to take all actions necessary to occupy, operate, manage and maintain a new headquarters building.

Briefings and Reports

Items for briefing and discussion only. No action will be taken by the Board.

7. Project updates.
 - A. 183A Phase III.
 - B. 183 North.
8. Executive Director Report.
 - A. Recent agency staff activities.
 - B. Agency roadway performance metrics.

Executive Session

Under Chapter 551 of the Texas Government Code, the Board may recess into a closed meeting (an executive session) to deliberate any item on this agenda if the Chairman announces the item will be deliberated in executive session and identifies the section or sections of Chapter 551 that authorize meeting in executive session. A final action, decision, or vote on a matter deliberated in executive session will be made only after the Board reconvenes in an open meeting.

The Board may deliberate the following items in executive session if announced by the Chairman:

9. 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).

10. Discuss legal issues related to the development of the Mopac South Project, as authorized by §551.071 (Consultation with Attorney).
11. 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).
12. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements, as authorized by §551.071 (Consultation with Attorney).
13. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

Reconvene in Open Session.

Regular Items

Items to discuss, consider, and take appropriate action.

14. Adjourn meeting.

Notes

Opportunity for Public Comment. At the beginning of the meeting, the Board provides a period of up to one hour for public comment on any matter subject to the Mobility Authority's jurisdiction. Each speaker is allowed a maximum of three minutes. A person who wishes to address the Board must register in advance and provide the speaker's name, address, phone number and email, as well as the agenda item number and whether you wish to speak during the public comment period or during the agenda item. If a speaker's topic is not listed on this agenda, the Board may not deliberate the speaker's topic or question the speaker during the open comment period but may direct staff to investigate the matter or propose that an item be placed on a subsequent agenda for deliberation and possible action by the Board. The Board may not deliberate or act on an item that is not listed on this agenda.

Consent Agenda. The Consent Agenda includes routine or recurring items for Board action with a single vote. The Chairman or any Board Member may defer action on a Consent Agenda item for discussion and consideration by the Board with the other Regular Items.

Public Comment on Agenda Items. A member of the public may offer comments on a specific agenda item in open session if he or she signs the speaker registration sheet for that item before the Board takes up consideration of the item. The Chairman may limit the amount of time allowed for each speaker. Public comment unrelated to a specific agenda item must be offered during the open comment period.

Meeting Procedures. The order and numbering of agenda items is for ease of reference only. After the meeting is convened, the Chairman may rearrange the order in which agenda items are considered, and the Board may consider items on the agenda in any order or at any time during the meeting.

Participation by Telephone Conference Call. One or more members of the Board of Directors may participate in this meeting through a telephone conference call, as authorized by Sec. 370.262, Texas Transportation Code (*see below*). Under that law, each part of the telephone conference call meeting that by law must be open to the public, shall be audible to the public at the meeting location, and will be tape-recorded or documented by written minutes. On conclusion of the meeting, the tape recording or the written minutes of the meeting will be made available to the public.

*Mobility Authority Board Meeting Agenda
Wednesday, December 18, 2024*

TEXAS TRANSPORTATION CODE Sec. 370.262. MEETINGS BY TELEPHONE CONFERENCE CALL.

(a) Chapter 551, Government Code, does not prohibit any open or closed meeting of the board, a committee of the board, or the staff, or any combination of the board or staff, from being held by telephone conference call. The board may hold an open or closed meeting by telephone conference call subject to the requirements of Sections 551.125(c)-(f), Government Code, but is not subject to the requirements of Subsection (b) of that section.

(b) A telephone conference call meeting is subject to the notice requirements applicable to other meetings.

(c) Notice of a telephone conference call meeting that by law must be open to the public must specify the location of the meeting. The location must be a conference room of the authority or other facility in a county of the authority that is accessible to the public.

(d) Each part of the telephone conference call meeting that by law must be open to the public shall be audible to the public at the location specified in the notice and shall be tape-recorded or documented by written minutes. On conclusion of the meeting, the tape recording or the written minutes of the meeting shall be made available to the public.

TEXAS GOVERNMENT CODE Sec. 551.125. OTHER GOVERNMENTAL BODY. (a) Except as otherwise provided by this subchapter, this chapter does not prohibit a governmental body from holding an open or closed meeting by telephone conference call.

~~(b) A meeting held by telephone conference call may be held only if:~~

- ~~(1) an emergency or public necessity exists within the meaning of Section 551.045 of this chapter; and~~
- ~~(2) the convening at one location of a quorum of the governmental body is difficult or impossible; or~~
- ~~(3) the meeting is held by an advisory board.~~

(c) The telephone conference call meeting is subject to the notice requirements applicable to other meetings.

(d) The notice of the telephone conference call meeting must specify as the location of the meeting the location where meetings of the governmental body are usually held.

(e) Each part of the telephone conference call meeting that is required to be open to the public shall be audible to the public at the location specified in the notice of the meeting as the location of the meeting and shall be tape-recorded. The tape recording shall be made available to the public.

(f) The location designated in the notice as the location of the meeting shall provide two-way communication during the entire telephone conference call meeting and the identification of each party to the telephone conference shall be clearly stated prior to speaking.



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #1

Welcome and opportunity for public
comment

Welcome and opportunity for public comment.
No Board action required.



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #2

Approve the minutes from the
November 20, 2024 Regular Board
Meeting

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 November 20, 2024 Regular Board Meeting.

Backup provided: Draft November 20, 2024 Regular Board Meeting minutes.

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

Wednesday, November 20, 2024
9:00 a.m.

This was an in-person meeting. Notice of the meeting was posted November 15, 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, Board Members Mike Doss, Heather Gaddes and Ben Thompson were present and Vice Chair Nikelle Meade was present via audio call.

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

<https://mobilityauthority.new.swagit.com/videos/320909>

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 9:03 a.m. and had each Board Member state their name for the record.

1. Welcome and opportunity for public comment.

Irby Foster provided comment.

Consent Agenda

2. Approve the minutes from the October 30, 2024 Regular Board Meeting and the November 1 & 2, 2024 Board Workshop.
3. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

ADOPTED AS: RESOLUTION NO. 24-073

4. Approve the annual compliance report for submittal to the Texas Department of Transportation as required by 43 Texas Administrative Code §26.65.

ADOPTED AS: RESOLUTION NO. 24-074

MOTION: Approve Item Nos. 2 through 4.

RESULT: Approved (Unanimous); 5-0

MOTION: Ben Thompson

SECONDED BY: Heather Gaddes

AYE: Doss, Gaddes, Jenkins, Meade, Thompson

NAY: None.

Regular Items

5. Accept the unaudited financial statements for October 2024.

Presentation by Jose Hernandez, Chief Financial Officer.

MOTION: Accept the unaudited financial statements for October 2024.

RESULT: Approved (Unanimous); 5-0

MOTION: Mike Doss

SECONDED BY: Heather Gaddes

AYE: Doss, Gaddes, Jenkins, Meade, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-075**

6. Discuss and consider approving an agreement with Felix Media Solutions for audio visual system integrator consulting services for the Traffic and Incident Management Center.

Presentation by Mike Sexton, Director of Engineering.

MOTION: Approve an agreement with Felix Media Solutions for audio visual system integrator consulting services for the Traffic and Incident Management Center.

RESULT: Approved (Unanimous); 5-0

MOTION: Heather Gaddes

SECONDED BY: Mike Doss

AYE: Doss, Gaddes, Jenkins, Meade, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-076**

Briefings and Reports

7. Project updates.

Presentation by Mike Sexton, Director of Engineering.

- A. 183A Phase III.
- B. 183 North Mobility Project.

8. 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 9:55 a.m. that the Board would recess the meeting and reconvene in Executive Session to deliberate the following items:

- 9. 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).
- 10. 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).
- 11. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements, as authorized by §551.071 (Consultation with Attorney).
- 12. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

After completing the executive session, the Board reconvened in open meeting at 10:28 a.m.

Regular Items

13. Discuss and consider authorizing the Executive Director to take all actions necessary to exercise the Mobility Authority’s rights under a Purchase and Sale Agreement, dated effective August 30, 2024, to complete the purchase of the property that may serve as the future headquarters for the Mobility Authority, including executing and delivering ancillary agreements, affidavits, and other documents required to complete the purchase.

Presentation by James Bass, Executive Director.

MOTION: Authorize the Executive Director to take all actions necessary to exercise the Mobility Authority’s rights under a Purchase and Sale Agreement, dated effective August 30, 2024, to complete the purchase of the property that may serve as the future headquarters for the Mobility Authority, including executing and delivering ancillary agreements, affidavits, and other documents required to complete the purchase.

RESULT: Approved (Unanimous); 5-0

MOTION: Ben Thompson

SECONDED BY: Heather Gaddes

AYE: Doss, Gaddes, Jenkins, Meade, Thompson

NAY: None.

ADOPTED AS: **RESOLUTION NO. 24-077**

14. Adjourn meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 10:30 a.m.



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024 AGENDA ITEM #3

Prohibit the operation of certain
vehicles on Mobility Authority toll
facilities pursuant to the Habitual
Violator Program

Strategic Plan Relevance:	Stewardship & Service
Department:	Operations
Contact:	Tracie Brown, Director of Operations
Associated Costs:	N/A
Funding Source:	N/A
Action Requested:	Consider and act on draft resolution

Project Description/Background: The Mobility Authority's habitual violator process prescribes two notices before habitual violator remedies go into effect. A pre-determination letter is sent 60 days before any remedies are enforced advising the customer again of their outstanding balance and providing an opportunity for resolution. Assuming no resolution, a *Notice of Determination* is mailed notifying the customer they've been determined to be a habitual violator and advising of the consequences. The customer is also informed of their right to appeal the decision and the process by which to do so.

If the customer does not contact the Authority to appeal the habitual violator determination or resolve their outstanding balance, a block is placed on the related vehicle's registration preventing renewal. The block remains in effect until all tolls and fees have been paid, a payment plan has been arranged with the Mobility Authority or the customer is determined to no longer be a habitual violator.

Previous Actions & Brief History of the Program/Project: State law provides that persons deemed to be habitual violators may also be prohibited from use of the Mobility Authority's toll facilities by order of the Board of Directors. Habitual violator customers operating a vehicle in violation of a ban are subject to a Class C misdemeanor with a fine up to \$500. A second or subsequent occurrence may result in impoundment of the vehicle. Similar to registration blocks, vehicle bans remain in effect until all

outstanding amounts owed to the Authority have been resolved or the customer is no longer deemed a habitual violator.

Financing: Not applicable.

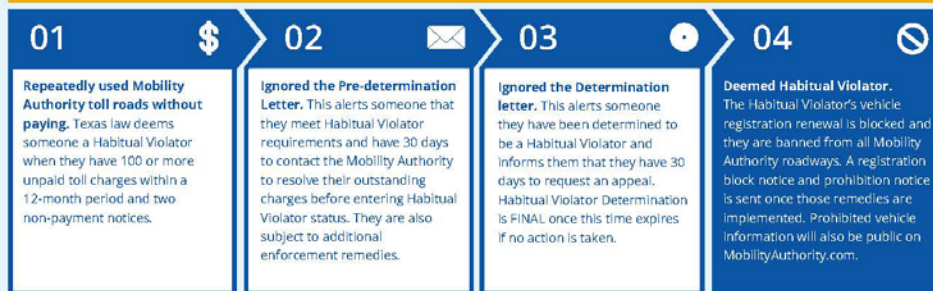
Action requested/Staff Recommendation: Staff affirms that all required steps have been followed and proper notice previously provided to customers determined to be habitual violators. To date, these customers have not appealed this determination or resolved their outstanding balances.

Therefore, staff recommends that the Board of Directors approve the order prohibiting certain vehicles from use of the Authority's toll facilities. Following the Board's approval of this order, a Notice of Prohibition will be mailed by first class mail advising of the ban, consequences if the ban is violated and how the customer may resolve their outstanding balance.

Backup provided: Habitual Violator Vehicle Ban FAQs
Draft Resolution



Habitual Violator Process



Who is a Habitual Violator?

A Habitual Violator is defined in Section 372.106(a) of the Texas Transportation Code as (A) one who was issued at least two written notices of nonpayment that contained in aggregate 100 or more events of nonpayment within a period of one year and, (B) was issued a warning that failure to pay the amounts specified in the notices may result in the toll project entity's exercise of Habitual Violator remedies.

What enforcement remedies is the Mobility Authority implementing for Habitual Violators?

To encourage equitable payment by all customers, legislation allows for enforcement remedies up to and including vehicle registration renewal blocks, prohibiting Habitual Violator's vehicles on Mobility Authority roadways, on-road enforcement of the vehicle ban, as well as posting names to the agency website of those Habitual Violators with banned vehicles. The Mobility Authority will be implementing these remedies beginning November 2019.

How will I know I'm a Habitual Violator subject to enforcement remedies?

Habitual Violators are provided due process protections prior to any enforcement action.

- A registered vehicle owner who the Mobility Authority determines meets the Habitual Violator status is sent a letter advising them that Habitual Violator remedies may be implemented if the customer's outstanding balance is not resolved. This letter is not required by law but is sent as a courtesy to reflect the Mobility Authority's commitment to the customer.
- A registered vehicle owner who the Mobility Authority determines to be a Habitual Violator receives written notice of that determination and an opportunity for a justice of the peace hearing to challenge their Habitual Violator status.
- Habitual Violator Determination is FINAL if no action is taken, prompt in the Mobility Authority to send a Vehicle Registration Block Notice and/or a Vehicle Ban Notice. These notices urge the Habitual Violator yet again to resolve their toll debt with the Mobility Authority.
- Sufficient time is provided to respond to all notifications.

Learn more about the Habitual Violator Enforcement Program at MobilityAuthority.com



How can I resolve my Habitual Violator status and settle my toll bill balance?

You can pay outstanding tolls and administrative fees with cash, money order or credit card (a payment plan may be available) by: calling the Mobility Authority Customer Service Center at 512-410-0562, online at www.paymobilitybill.com, or in person at our walk-up center.

Why is the Mobility Authority pursuing enforcement remedies?

The vehicle registration block and other toll enforcement actions are intended to encourage tollway drivers to pay for services rendered to ensure fairness to the overwhelming majority of drivers who pay for the service, maintenance and safety of the toll roads.

How will a person be notified that he or she is subject to enforcement remedies?

A notification letter announcing that a person has met the criteria of Habitual Violator is sent to the address in the Texas Department of Motor Vehicles (TTC 372.106) database, allowing 30 days to contact to dispute their determination as a Habitual Violator or address the account balance before remedies are applied. If the Habitual Violator does not make arrangements with the Mobility Authority during this period, they will be subject to all enforcement remedies. Additionally, notification of a registration renewal block is mailed.

Can someone dispute a toll bill?

Yes. You may contact the Mobility Authority to review all outstanding tolls and fees, correct any errors and arrange for payment to clear your status as a Habitual Violator and the block on your registration. Habitual Violators are also given an opportunity to request an administrative hearing with a justice of the peace.

How will I know or be notified that I am subject to a vehicle ban?

Habitual violators subject to vehicle ban will receive notification that they have been banned, including when the ban will take effect and instructions for how to remove their status as a Habitual Violator.

Can I dispute my toll bill that subjects me to the vehicle ban?

Yes. You may contact the Mobility Authority to review all outstanding tolls and administrative fees, correct any errors and arrange for payment to clear your status as a Habitual Violator and remove the vehicle ban.

What happens if I am banned, but get caught driving on a Mobility Authority toll road?

A person commits an offense when operating a vehicle in violation of the ban and is subject to a Class C misdemeanor with a fine up to \$500. A second or subsequent occurrence of driving on the tollway in violation of a ban may result in impoundment of the vehicle.

How will the Mobility Authority know if I'm still driving (after being banned)?

Mobility Authority roads are equipped with technology that recognizes vehicle and license plates on our prohibited list. Individuals operating a prohibited vehicle on Mobility Authority roads will be reported to nearby law enforcement patrolling Mobility Authority roads.

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 24-0XX

**PROHIBITING THE OPERATION OF CERTAIN MOTOR VEHICLES
ON MOBILITY AUTHORITY TOLL FACILITIES PURSUANT TO
THE HABITUAL VIOLATOR PROGRAM**

WHEREAS, Transportation Code, Chapter 372, Subchapter C, authorizes toll project entities, including the Central Texas Regional Mobility Authority (Mobility Authority), to exercise various remedies against certain motorists with unpaid toll violations; and

WHEREAS, Transportation Code §372.106 provides that a “habitual violator” is a registered owner of a vehicle who a toll project entity determines:

(1) was issued at least two written notices of nonpayment that contained:

(A) in the aggregate, 100 or more events of nonpayment within a period of one year, not including events of nonpayment for which: (i) the registered owner has provided to the toll project entity information establishing that the vehicle was subject to a lease at the time of nonpayment, as provided by applicable toll project entity law; or (ii) a defense of theft at the time of the nonpayment has been established as provided by applicable toll project entity law; and

(B) a warning that the failure to pay the amounts specified in the notices may result in the toll project entity’s exercise of habitual violator remedies; and

(2) has not paid in full the total amount due for tolls and administrative fees under those notices; and

WHEREAS, the Mobility Authority previously determined that the individuals listed in Exhibit A are habitual violators, and these determinations are now considered final in accordance with Transportation Code, Chapter 372, Subchapter C; and

WHEREAS, Transportation Code §372.109 provides that a final determination that a person is a habitual violator remains in effect until (1) the total amount due for the person’s tolls and administrative fees is paid; or (2) the toll project entity, in its sole discretion, determines that the amount has been otherwise addressed; and

WHEREAS, Transportation Code §372.110 provides that a toll project entity, by order of its governing body, may prohibit the operation of a motor vehicle on a toll project of the entity if:

(1) the registered owner of the vehicle has been finally determined to be a habitual violator; and

(2) the toll project entity has provided notice of the prohibition order to the registered owner; and

WHEREAS, the Executive Director recommends that the Board prohibit the operation of the motor vehicles listed in Exhibit A on the Mobility Authority's toll roads, including (1) 183A Toll; (2) 290 Toll; (3) 71 Toll; (4) MoPac Express Lanes; (5) 45SW Toll; and (6) 183 Toll.

NOW THEREFORE, BE IT RESOLVED that the motor vehicles listed in Exhibit A are prohibited from operation on the Mobility Authority's toll roads, effective December 18, 2024; and

BE IT FURTHER RESOLVED that the Mobility Authority shall provide notice of this resolution to the individuals listed in Exhibit A, as required by Transportation Code §372.110; and

BE IT IS FURTHER RESOLVED that the prohibition shall remain in effect for the motor vehicles listed in Exhibit A until the respective habitual violator determinations are terminated, as provided by Transportation Code §372.110.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 18th day of December 2024.

Submitted and reviewed by:

Approved:

James M. Bass
Executive Director

Robert W. Jenkins, Jr.
Chairman, Board of Directors

Exhibit A

LIST OF PROHIBITED VEHICLES

(To be provided at the Board Meeting)



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #4

Discuss and consider the adoption of
the 2024 Strategic Plan

Strategic Plan Relevance: Stewardship, Collaboration, Innovation, Service & Safety

Department: Executive

Contact: James M. Bass, Executive Director

Associated Costs: N/A

Funding Source: N/A

Action Requested: Consider and act on draft resolution

Summary:

Pursuant to Sec. 370.261 of the Transportation Code, the Mobility Authority updates its Strategic Plan on a biennial basis to reflect the agency's priorities for the five succeeding fiscal years. This plan considers the challenges, risks and opportunities facing the regional transportation system in Central Texas and outlines a set of goals and strategies the agency will employ to improve greater mobility in central Texas.

The Board reviewed the draft 2024 Strategic Plan prior to the December 18, 2024, Board Meeting.

Staff requests Board approval of the draft resolution, which approves and adopts the 2024 Strategic Plan.

Backup Provided: Draft resolution
Final draft 2024 Strategic Plan to be provided at the board meeting

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 24-0XX

ADOPT THE 2024 MOBILITY AUTHORITY STRATEGIC PLAN

WHEREAS, the Central Texas Regional Mobility Authority (“CTRMA”) was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 43 Tex. Admin. Code § 26.01, *et. seq.* (the “RMA Rules”); and

WHEREAS, pursuant to Texas Transportation Code Section 370.261 and CTRMA Policy Code Section 101.013(a), each even numbered year the Central Texas Regional Mobility Authority is required to prepare a Strategic Plan covering its next five fiscal years; and

WHEREAS, each Strategic Plan must be submitted to the Board for review, approval and adoption; and

WHEREAS, the Executive Director distributed a draft of the proposed 2024 Strategic Plan to each Board Member for review and consideration; and

WHEREAS, the Executive Director has incorporated the Board Member’s comments into the proposed 2024 Mobility Authority Strategic Plan, a copy of which is attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves and adopts the proposed 2024 Mobility Authority Strategic Plan in the form attached hereto as Exhibit A.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 18th day of December 2024.

Submitted and reviewed by:

Approved:

James M. Bass
Executive Director

Robert W. Jenkins, Jr.
Chairman, Board of Directors

Exhibit A

2024 Strategic Plan

(To be provided at the board meeting)



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #5

Discuss and consider approving the ranking of firms for negotiations of a contract for the development of schematic design and environmental study for the 290E Phase IV Project

Strategic Plan Relevance: Stewardship, Collaboration and Safety
Department: Engineering
Contact: Mike Sexton, P.E., Director of Engineering
Associated Costs: TBD
Funding Source: Project Funds/General Fund/Operating Fund/Bond Sale Funds
Action Requested: Consider and act on draft resolution

Summary:

On October 16, 2019, the City of Manor passed a resolution in support of a potential extension of the 290E Manor Expressway eastward and asked its regional transportation partners to move forward with the Project. Similarly, the City of Elgin passed a resolution on November 5, 2019, supporting an extension of the 290E Manor Expressway eastward to Elgin. On February 26, 2020, the Mobility Authority authorized the commencement of a feasibility study for the project. On August 16, 2024, TxDOT provided a letter approving the Mobility Authority to begin an environmental and schematic study of a US 290 toll extension.

Staff initiated procurement efforts for development of schematic design and environmental study for the 290E Phase IV project services with the issuance of a request qualifications (RFQ) on October 28, 2024. A chronology is provided below:

October 28, 2024	Issued Request for Qualifications (RFQ)
November 18, 2024	RFQ Response Deadline
December 2, 2024	Scoring of Responses to the RFQ

The following three firms¹ submitted statements of qualifications (SOQs):

- CP&Y, Inc. DBA STV Infrastructure
- HDR Engineering, Inc.
- Johnson, Mirmiran & Thompson, Inc.

Scoring was based upon an evaluation of the SOQs and interviews. An overview of the process, scoring and recommendation will be presented at the Board meeting.

A contract will be negotiated in accordance with Policy Code 401.035.

Action requested/Staff Recommendation: Approve the Executive Director to negotiate with the most highly qualified provider, based on the shortlist of ranked firms, for the development of schematic design and environmental study for the 290E Phase IV Project for schematic design and environmental study services. If the Executive Director cannot agree on the terms of a contract with the most highly qualified provider, authorize the Executive Director to negotiate a contract with the next most highly qualified provider. Once a satisfactory contract has been negotiated, the Executive Director will present the proposed contract to the Board for its approval.

Backup provided: Draft Resolution

¹ The firms are list in alphabetical order for purposes of this AIS. The ranked list to be approved by the Board of Directors will be presented during the December 18, 2024 meeting.

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 24-0XX

**APPROVING THE RANKING OF FIRMS FOR NEGOTIATIONS OF A CONTRACT
FOR THE DEVELOPMENT OF SCHEMATIC DESIGN AND ENVIRONMENTAL
STUDY FOR THE 290E PHASE IV PROJECT**

WHEREAS, the cities of Manor and Elgin passed resolutions in support of a potential extension of the 290E Manor Expressway eastward from 290 Toll along US 290 from SH 130 to Elgin, Texas (290E Phase IV Project); and

WHEREAS, following a feasibility study, conducted by the Mobility Authority for the 290E Phase IV Project, the Texas Department of Transportation authorized the Mobility Authority to begin an environmental and schematic study in August 2024; and

WHEREAS, On October 28, 2024, the Mobility Authority issued a request for qualifications (RFQ) to firms interested in providing services for the development of schematic design and environmental study of the 290E Phase IV Project; and

WHEREAS, the Mobility Authority received responses to the RFQ from three firms by the November 18, 2024 deadline; and

WHEREAS, the responses were reviewed by an evaluation committee and interviews were conducted in accordance with the procedures set forth in the RFQ and the Mobility Authority Policy Code; and

WHEREAS, following the review of responses and interviews, the evaluation committee prepared a ranked list of the respondents beginning with the most highly qualified respondent, as shown in Exhibit A; and

WHEREAS, the Executive Director recommends that the Board approve the ranked list of the respondents prepared by the evaluation committee, and as provided in Section 401.035 of the Mobility Authority Policy Code, authorize the negotiation of a contract for services for the development of schematic design and environmental study of the 290E Phase IV Project with the most highly qualified respondent.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the ranking of the respondents as shown in Exhibit A, and the selection of the most highly qualified respondent to provide services for the development of schematic design and environmental study of the 290E Phase IV Project to the Mobility Authority; and

BE IT FURTHER RESOLVED that pursuant to the process provided in Section 401.035 of the Mobility Authority Policy Code, the Executive Director is authorized to negotiate a contract with

the most highly qualified respondent and if a satisfactory contract cannot be negotiated, the Executive Director shall formally end negotiations and enter into negotiations with the next most highly qualified respondent; and

BE IT FURTHER RESOLVED that once a satisfactory contract has been negotiated, the Executive Director shall present the proposed contract to the Board for its approval.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 18th day of December 2024.

Submitted and reviewed by:

Approved:

James M. Bass
Executive Director

Robert W. Jenkins, Jr.
Chairman, Board of Directors

Exhibit A

Ranked List

(To be provided at the board meeting)



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #6

Discuss and consider authorizing the Executive Director to take all actions necessary to occupy, operate, manage, and maintain a new headquarters building

Strategic Plan Relevance:	Stewardship
Department:	Executive
Contact:	James M. Bass, Executive Director
Associated Costs:	Not to exceed \$300,000
Funding Source:	FY 2025 Operating Budget
Action Requested:	Consider and act on draft resolution

Project Description/Background: The Central Texas Regional Mobility Authority (CTRMA or the Authority) has identified an advantageous long-term real estate solution for the organization via the acquisition of a freestanding office building within the Austin metropolitan area. CTRMA is scheduled to complete the property purchase in December 2024. Upon securing ownership, the Authority must conduct certain ongoing activities that will require the expenditure of funds consistent with the prudent ownership of a freestanding office building within the Austin area and the services of third parties to provide maintenance of the facility in a desirable condition and services needed for ongoing occupancy of the building. These activities and services may include securing insurance coverage policies, and contracting for electricity, water and wastewater, internet, pest control, elevator maintenance, fire alarm, security patrol, and property management.

The building purchase will require immediate attention by CTRMA to undertake these ownership activities and responsibilities. To facilitate the timely completion of these activities, an exemption from the Authority's procurement requirements within the CTRMA Policy Code is recommended.

Previous Actions & Brief History of the Program/Project: CTRMA has been in its current office space since 2010. The Authority has considered purchasing or building a

new location for the CTRMA headquarters in lieu of leasing as a more economical method of securing long-term office space. The Executive Director informed the board of the procurement of a real estate consultant service at the June 26, 2023 board meeting. After evaluating several properties, the Authority staff narrowed the search to a property that best meets the organization's future space needs. On June 26, 2024 the Board authorized the Executive Director to pursue all diligence actions necessary to investigate the contemplated for purchase, including building construction integrity and adequacy of the mechanical systems. Funds were also allocated in the fiscal year (FY) 2024 capital budget for the potential purchase of a CTRMA headquarters building, including these investigative activities.

Financing: FY25 Operating Budget – there is funding available within the Administration department budget due to a staff vacancy. A portion of the salary and benefit funding will remain unused providing expenditure capacity for other operating line items related to the building activities as needed.

Action requested/Staff Recommendation: Authorize the Executive Director to proceed with the expenditure of funds consistent with the prudent ownership of a freestanding office building within the Austin area and securing the needed third parties to occupy, operate, manage, and maintain a Mobility Authority headquarters subsequent to a final purchase, in an amount up to \$300,000.00 for the remainder of fiscal year 2025. Authorizing the Executive Committee to approve expenditures exceeding \$300,000 and to exempt the selection of the third parties from certain CTRMA Policy Code procurement policies to the extent allowable.

Backup provided: Draft Resolution

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 24-0XX

**AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ALL ACTIONS NECESSARY
TO OCCUPY, OPERATE, MANAGE, AND MAINTAIN A NEW HEADQUARTERS
BUILDING**

WHEREAS, the Mobility Authority is contemplating the acquisition of a freestanding office building within the Austin area to serve as the Mobility Authority's headquarters (the Headquarters Building); and

WHEREAS, the Executive Director retained the services of a real estate brokerage firm to identify feasible options to serve as the Headquarters Building; and

WHEREAS, the Executive Director has identified a potential property to serve as the Headquarters Building (the Subject Property) and, pursuant to the nonbinding Letter of Intent, dated June 12, 2024 (the LOI), agreed to the terms of a transaction to purchase the Subject Property; and

WHEREAS, pursuant to Resolution No. 24-036, dated June 26, 2024, the Board of Directors authorized the Executive Director to negotiate and execute a purchase and sale agreement (PSA) to purchase the Subject Property, consistent with the terms set forth in the LOI, and to take all actions necessary to ensure the completion of due diligence and feasibility assessments to determine whether the Subject Property is suitable for the Mobility Authority's intended use; and

WHEREAS, pursuant to Resolution No. 24-077, dated November 20, 2024, the Board of Directors authorized the Executive Director to take all actions necessary to exercise the Mobility Authority's rights under the PSA, including executing and delivering ancillary agreements, affidavits, and other documents required to complete the purchase of the Subject Property; and

WHEREAS, following the completion of the purchase of the Subject Property, the Mobility Authority must expend funds consistent with the prudent ownership of a freestanding office building within the Austin area and enter into agreements to provide services related to the occupancy, operation, management, and maintenance of the Subject Property (the "Ownership Responsibilities"); and

WHEREAS, the Services are estimated to cost up to \$300,000.00 for the remainder of fiscal year 2024 (the Ownership Responsibilities Costs); and

WHEREAS, the Executive Director recommends that the Board authorize: (i) the Executive Director to take all actions necessary to expend funds and enter into agreements to fulfill the Ownership Responsibilities, for an amount not to exceed the Ownership Responsibilities Costs; (ii) the Executive Committee to approve any necessary expenditures of funds in excess of the Ownership Responsibilities Costs; and (iii) the Executive Committee to approve any waiver of

provisions of the Mobility Authority Policy Code regarding the procurement of the Ownership Responsibilities.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby authorizes the Executive Director to take all actions necessary to expend funds and enter into agreements to fulfill the Ownership Responsibilities, for an amount not to exceed the Ownership Responsibilities Costs; and

BE IT FURTHER RESOLVED, that the Board of Directors hereby authorizes the Executive Committee to approve any necessary expenditures of funds in excess of the Ownership Responsibilities Costs; and

BE IT FURTHER RESOLVED, that the Board of Directors hereby authorizes the Executive Committee to approve any waiver of provisions of the Mobility Authority Policy Code regarding the procurement of services related to the Ownership Responsibilities.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 18th day of December 2024.

Submitted and reviewed by:

Approved:

James M. Bass
Executive Director

Robert W. Jenkins, Jr.
Chairman, Board of Directors



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #7

Project Updates

Strategic Plan Relevance: Stewardship, Service & Safety
Department: Engineering
Contact: Mike Sexton, Director of Engineering
Associated Costs: N/A
Funding Source: N/A
Action Requested: Briefing and Board Discussion Only

Project Description/Background:

Projects under construction:

- A. 183A Phase III Project
- B. 183 North Mobility Project

Backup provided: None



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #8

Executive Director Board Report

Strategic Plan Relevance: Stewardship, Collaboration, Innovation, Service & Safety

Department: Executive

Contact: James M. Bass, Executive Director

Associated Costs: N/A

Funding Source: N/A

Action Requested: Briefing and Board Discussion Only

Project Description/Background:

Executive Director Report.

- A. Recent agency staff activities.
- B. Agency performance metrics.

Backup provided: None



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #9

Executive Session

Executive Session:

Discuss the acquisition of one or more parcels or interests in real property need 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).



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #10

Executive Session

Executive Session:

Discuss legal issues related to the development of the Mopac South Project, as authorized by §551.071 (Consultation with Attorney).



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #11

Executive Session

Executive Session:

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).



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #12

Executive Session

Executive Session:

Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements, as authorized by §551.071 (Consultation with Attorney).



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #13

Executive Session

Executive Session:

Discuss personnel matters related to the executive director's employment agreement, as authorized by §551.074 (Personnel Matters).



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

December 18, 2024
AGENDA ITEM #14

Adjourn Meeting

Adjourn Board Meeting.