

Webb County - City of Laredo  
Regional Mobility Authority (WC-CL RMA)  
Board of Directors Meeting  
Monday, October 17, 2016  
9:00 AM

**Minutes**

The Webb County - City of Laredo Regional Mobility Authority Board of Directors convened in a meeting at 9:06 a.m. on Monday, October 17, 2016 at the TxDOT Laredo District Office, 1817 Bob Bullock Loop, Laredo, TX.

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Minutes are as follows:

Present: Ruben Soto, Jr., Chairman and Presiding Officer, Alfonso Mendiola, Arturo Dominguez, and Jose Murillo.

Absent: Steve LaMantia, Oscar Lopez , and Albert Muller

Others: Pete Alvarez, TxDOT Laredo District Engineer  
Melisa Montemayor, Laredo District Administrator  
Carlos Rodriguez, TxDOT Area Engineer  
Marissa Montoya, Office Technician, TxDOT Laredo District (note taker)  
Araceli Rangel, Staff Assistant, CPA Office of Ruben Soto, Jr. (note taker)  
Antonio Rodriguez, HNTB  
Juan Cruz, J. Cruz & Associates LLC  
Brian O'Reilly, Locke Lord LLP

**1. Open Meeting and Establish Quorum**

After establishing a quorum, Presiding Officer, Ruben Soto, Jr., called the meeting to order at 9:02 a.m. He then announced the following Board Members present: Alfonso Mendiola, Arturo Dominguez, Jose Murrillo and himself, Ruben Soto, Jr. He also stated that Steve La Mantia, Oscar Lopez, and Albert Muller were absent. He notified everyone present that the meeting was in accordance with the Texas Open Meetings Act, and then asked everyone to stand for the Invocation and Pledge of Allegiance.

**2. Welcome and Introduction of Board Members -Ruben Soto, Jr. (WC-CL RMA Presiding Officer)**

Chairman Soto informed all present that the meeting was being recorded and thanked Mrs. Melisa Montemayor and Mr. Pete Alvarez for hosting the meeting. He also thanked TxDOT's Chris

Kloss for videotaping, and Marissa Montoya and Araceli Rangel for assisting with the minutes and preparation for the meeting.

**3. Action Item: Discussion, Consideration, and Approval of September 19, 2016 WC-CL RMA Regular Board Meeting Minutes.**

Chairman Soto stated that the Board Members had been provided a copy of the September 19, 2016 meeting minutes for review. He then asked for a motion to accept the minutes for the Webb County-City of Laredo RMA meeting that took place on September 19, 2016 as presented.

Arturo Dominguez made a motion, seconded by Jose Murrillo to accept the meeting minutes. No discussion was held. Motion passed unanimously.

**4. Chairman's Report**

- A. Financial Report**
- B. Update on Surety Bond Applications**
- C. Update on New Board Appointee**
- D. Update on Strategic Plan**

**A.** Chairman Soto had requested from Legal Counsel present, Mr. Juan Cruz, to follow up with the County in abiding with the Inter-local agreement to continue to make the vehicle registration funds transfers on a monthly basis. In your notebook is a copy of the letter that Mr. Cruz sent the County. Mr. Soto asked Mr. Cruz to bring the committee up to date on this matter.

Mr. Juan Cruz stated that the letter was sent to Leo Flores, the County Auditor, primarily because he is going to be more responsible for making sure the transfers occur. There have been some changes obviously with the County's new budget year. Mr. Cruz will communicate with Alexandra Solis, former assistant county attorney and is now an attorney under the county judge to make sure they stay on top of it.

Mr. Soto requested from Mr. Cruz if he could assist with both the city and the county regarding progressing on the request for reimbursement of start-up funds already incurred.

Currently there is a fund balance of \$4,367,520.18 as of today and no funds have been disbursed since the last board meeting.

**B.** Mr. Soto stated that at the last board meeting he had given the board members the option to pay for their own bond premiums. He mentioned that he had contacted Yolanda Lopez at IBC Insurance Agency to see if that was a possibility and that as of today she has not responded to his email.

Mr. Arturo Dominguez stated that he had applied for his last week and once approved he would be able to pay. Mr. Murrillo also mentioned that he had given her his check. Mr. Soto asked both Mr. Dominguez and Mr. Murrillo to send him an email to that effect so that he could enter it as a payable in the books. Mr. Murrillo mentioned that she is waiting for some approval from the

company. Mrs. Lopez also mentioned that the rates might be going up. Mr. Soto asked Mr. Murrillo and Mr. Dominguez that once the checks went through to let him know.

C. Mr. Soto stated he had received a letter dated October 13, 2016 from the Texas Transportation Commission that they did receive the exception request letter from the City about our new board member Douglas Howland. As part of the process, an exception was requested from TTC and the conflict of interest be posted on the RMA's website, which was done. However, TxDOT general consul had instructed the RMA that the City should also post a conflict of interest notice on the City's website.

D. Mr. Soto informed the board that the RMA is required to have a strategic plan in place and updated every even numbered year which we are in 2016. Brian O'Reilly and Mike Graham have been working on a draft for your review. You can find a draft in your notebooks. Mr. Soto requested that the board members take it home to review it and send it back with any notes or comments and he will forward them to Brian O'Reilly. Mr. Soto thanked Mr. O'Reilly for working on the draft.

**5. Action Item (Resolution 16-25): Discussion, Consideration and Possible Action to Approve the Selection of a Firm to Serve as Auditor for the WC-CL RMA.**

Mr. Soto stated that at the last board meeting he had informed the board that they had received three responses to the RFQ for auditing services. The three responses were from Long Chilton, LLP - McAllen, TX, PMB Helin Donovan, LLP - Austin, TX, and Prothro Wilhelmi & Company, PLLC - Tyler, TX. A selection committee was formed to review the responses from each firm. On October 7 2016, the committee met to score each firm. As a result of the committee's evaluation, the firm of PMB Helin Donovan, LLP of Austin, TX scored the highest.

Is there a motion regarding the authorization of the Chairman to secure the services of PMB Helin Donovan, LLP, subject to favorable negotiations between the firm and executive committee?

On a motion by Arturo Dominguez and a second by Jose Murrillo motion passed unanimously with no discussion.

**6. Action Item (Resolution 16-269: Discussion, Consideration and Possible Action to Approve Supplemental Work Authorization No. 4.1 with HNTB for continued project development services.**

Mr. Soto informed that board the they were close to meeting the allotted amount for the general work authorization and the board needed to consider increasing the budget for the rest of the year by \$25,000.00. Mr. Soto then asked Mr. Tony Rodriguez to discuss this further.

Mr. Tony Rodriguez proceeded to inform the board that the supplemental work authorization no. 4 is the general work authorization. It should be noted that it is only utilized with the express authorization of the Chairman and for only small tasks such as the development of a technical memo, performing engineering review of construction documents, participation in a meeting with the WC-CL RMA or on behalf of the WC-CL RMA, among other tasks. Any task that is requested and that requires a significant amount of effort would require a stand-alone work

authorization. Below is the list of tasks that HNTB has performed for the WC-CL RMA since it was originally executed on February 2, 2016.

- Provided Workshop Presentation Support for the Strategic Workshop hosted by the WC-CL RMA on 4/13/16.
- Provided the engineering review of the Webb County project, Espejo Gates on 5/12/16.
- GEC attendance at the Laredo MPO meeting on 5/16/16.
- GEC attendance at a special Laredo MPO meeting on 5/27/16.
- GEC attendance at the WC-CL RMA Board meeting on 6/20/16.
- GEC attendance at the Laredo MPO meeting on 6/20/16.
- GEC attendance at the Laredo City Council Session on 6/20/16
- GEC attendance at the WC-CL RMA Board meeting on 7/18/16
- GEC attendance at the Laredo MPO meeting on 7/18/16
- GEC attendance at the Laredo MPO meeting on 8/15/16
- GEC research and development and submittal of a draft memorandum on International Bridge No. 5 on 8/18/16 to 8/20/2016.

## 7. General Engineering Consultant Report.

Mr. Tony Rodriguez proceeded to bring the committee up to date. Currently, there are three work authorizations ongoing. They included work authorizations number 1, 4, and 6.

Work Authorization #1 Vallecillo Rd. TRZ presentation to the MPO and is still pending. The presentation has been postponed the last 4 MPO Policy Board Meetings. Time permitting, an abbreviated presentation will be provided at this month's MPO Policy Board Meeting.

We developed a 90% roadway schematic to reflect a 150 foot right of way that starts at FM 1472 and AF Muller Blvd. which extends to the east to IH 35 SBFR. We mobilized the environmental team to coordinate with the Killam Company to begin the field investigation for the EA. It is tentatively targeting the first week of November to begin the field investigations.

We met with Alberto Ramirez, Roberto Rodriguez and Mike Graham to discuss the tie-ins at TxDOT right of way on September 28, 16. The group discussed allowing the allocation of additional right of way at FM 1472 to allow for a future overpass and additional right of way at IH 35 SBFR to allow for a future bridge across the IH 35 right of way and UPRR right of way.

We then followed up with a meeting with the Killam Company, TxDOT representatives and Chairman Soto on October 4, 2016 to discuss the tie-ins and the location of the tie-in at I-35SBFR to ensure that the location was conducive for future continuation across the IH-35 right of way and the UPRR right of way via a new location bridge.

The group concluded that the location for the IH 35 SBFR location is consistent with the Laredo long range through-fare plan. Therefore, the location remains as shown in the schematic.

The meeting concluded with the possibility of widening the Vallecillo Road corridor from a 5 lane arterial to a full freeway corridor. This would significantly increase the required right of way from 150 feet to a nominal 400 right of way corridor and extending that corridor as a future loop around the community. The possibility was raised by The Killam Company.

The Killam Company will discuss internally regarding increasing the corridor width to 400 feet. Pending the conclusion of the width of the right of way, the GEC put the environmental team on hold until the width of the right of way is finalized. We will continue to reach out to The Killam Company. Mr. Soto mentioned that this potential loop would be completed a lot sooner than the outer loop. It would definitely serve its purpose if it would connect to 359 and the 5<sup>th</sup> bridge. We will wait until they get back to us.

#### Work Authorization #4--GEC

Mr. Rodriguez stated that under this WA he attended the Laredo MPO meeting. With significant assistance from District Engineer Pete Alvarez, we will be facilitating a meeting with Chairman Soto, Mayor Saenz and Judge Tijerina to discuss the Loop 20 project with Mr. Bill Hale, the TxDOT Chief Engineer who reports directly to the TxDOT Executive Director.

#### Work Authorization 06--Loop 20 Industry Review

The draft of the power point presentation has been completed. It has been distributed to the Executive Committee of the WC-CL RMA. HNTB subject matter experts have reviewed the presentation and suggested that two additional slides be included. It is scheduled for October 26, 2016 from 10:00 to 4:00. We have reached out to about 100 developers for representation. We have been receiving various RSVPs. We've also invited City Council and Commissioner's Court and we would like to see the RMA Board in attendance as well.

We have posted all on loop 20 on the RMA website. It should be an interesting discussion. We will give them a full breakdown of the vision of Loop 20 by the board what is visualized and we will also give them background and also the status on the project and the financial information we have available and a timeline for procurement or for if we're to do an advertisement for an RFQ it would be about January of next year. Hope everyone can make it from 10:00 to whatever it ends.

#### **8. Report: Update from TxDOT on the Status of Projects in the TxDOT Laredo District.**

Mr. Carlos Rodriguez from TxDOT stated that the SER project is 40% complete (Spur 400/Clark). They are still looking into the completion date. They are also working on the adjacent bridge at KCS railroad. That one is 15% complete. The other project is at International. They had a weekend closure and that one is 10% complete. On 255, they have the toll road between 3338, 283. They are going to have a closure on Friday and lasting a week long. They will be removing the asphalt and replacing it with concrete. On Mines Road, they are starting work on the north bound lanes with Anderson Colombia, from Killam to Muller. That will start the second Monday of

January, the 9<sup>th</sup>. He stated that the mines road project will take around 5 to 6 months. Mr. Rodriguez also stated that Clark would be open March 2018.

**9. Open Public Forum/Comment Period.**

None.

**10. Report: Date/Time/Location of the Next Regular Board Meeting.**

Chairman Soto stated that the next meeting will be held either on Monday, November 21<sup>st</sup>, Monday, Nov. 14<sup>th</sup>, or Monday Nov. 28<sup>th</sup> at 9 a.m. Board will be updated as soon as date is finalized. Location TBD.

**11. Adjournment.**

Jose Murillo made a motion, seconded by Arturo Dominguez to adjourn the Webb County - City of Laredo RMA meeting at 9:43 a.m. Motion passed unanimously and meeting was adjourned.

**MINUTES FOR THE WEBB COUNTY - CITY OF LAREDO REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS MEETING HELD ON OCTOBER 17, 2016 WERE APPROVED ON THIS THE 21<sup>st</sup> DAY OF NOVEMBER 2016.**

Submitted by:  
Marissa J. Montoya  
Office Technician  
TxDOT Laredo Dist.  
& Araceli Rangel, Adm. Assistant  
Ruben Soto, Jr. CPA