

Webb County - City of Laredo
Regional Mobility Authority (WC-CL RMA)
Board of Directors Meeting
Monday, August 21, 2017, 2017
9:00 AM

Minutes

The Webb County - City of Laredo Regional Mobility Authority Board of Directors convened in a meeting at 9:05 a.m. on Tuesday, August 21, 2017 at TxDOT - Laredo District Meeting Room, 1817 Bob Bullock Loop, Laredo, TX.

Minutes are as follows:

Present: Ruben Soto, Jr., Chairman and Presiding Officer, Steve LaMantia, Albert Muller, Jose Murrillo, Oscar Lopez, Arturo Dominguez, Alfonso Mendiola. and Douglas Howland.

Absent: Jesus Romero

Others: Pete Alvarez, TxDOT, Laredo District Engineer
Melissa Montemayor, TxDOT Laredo District Administrator
Carlos Rodriguez, TxDOT Area Engineer
Marissa Montoya, TxDOT (note taker)
Araceli Rangel, Staff Assistant, CPA Office of Ruben Soto, Jr., (note taker)
Juan Cruz, Cruz & Associates LLC
Antonio Rodriguez, HNTB
Greg Kremer, HNTB
Don Gonzales, Estrada Hinojosa & Company

1. Open Meeting and Establish Quorum

After establishing a quorum, Presiding Officer, Ruben Soto, Jr., called the meeting to order at 9:05 a.m. He then announced the following Board Members present: Steve LaMantia, Albert Muller, Jose Murrillo, Oscar Lopez, Arturo Dominguez, Alfonso Mendiola and Douglas Howland. He notified everyone present that a notice of the meeting had been posted 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 TxDOT's, Pete Alvarez and Melisa Montemayor for hosting the meeting. He also thanked TxDOT's Mike Graham 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 June 19, 2017 WC-CL RMA Regular Board Meeting Minutes.

Chairman Soto stated that the Board Members had been provided a copy of the June 19, 2017 meeting minutes for review. He then asked for a motion to accept the minutes of the Webb County-City of Laredo RMA meeting that took place on June 19, 2017 as presented. Albert Muller made a motion, seconded by Arturo Dominguez, to accept the meeting minutes. No discussion was held. Motion passed unanimously.

4A. Chairman's Report-Financial Report

Chairman Soto informed the board that vehicle registration fees had been received on July 12, 2017 in the amount of \$576,200.00. We currently have a balance of \$5,977,833.52. Last funds disbursed were to HNTB on work authorizations 1, 4 and 6 for a total of \$24,272.96 and Locke Lord LLP for \$2,395.29. Chairman Soto also informed the board that 4 certificates of deposit totaling \$500,000.00 each would be purchased with maturity dates of 6 months, 12 months, 18 months, and 24 months.

4B. Update on ILA with City /County

Chairman Soto informed the board that past efforts to secure funding for our operations from the City and County have not been successful. With the assistance of our legal counsel, an interlocal agreement requesting funding from the city and county had been prepared. Due to a misconception, the County feels we received vehicle registration fees and those funds would be sufficient to fund operations and projects. A meeting will need to be called with the mayor to see if a newly created "shovel ready" fund can be accessed. There will be an agenda item for the August 28th, County Commissioners court meeting to consider the RMA's request as well. The Commissioners Court will be made aware of the restrictions on the use of the vehicle registration fees and the need for funds to pay operational expenses for the fiscal years ending September 30, 2015 through September 30, 2017 and for budgeted expenses for the fiscal year ending September 30, 2018.

4C. Other Updates

Chairman Soto also informed the board that Killam Development, Ltd. had signed an extension of time to donate the right of way for the Vallecillo Road project for a period of 18 months from July 31, 2017.

5. Action Item (Resolution 17-11): Discussion, Consideration and Possible Action to Approve Supplemental Work Authorization No. 1.4 with HNTB for Continued Work Related to the Preparation of an Environmental Assessment for the Vallecillo Road Project.

Chairman Soto then asked Mr. Antonio Rodriguez to bring the board up to date on the Environmental Assessment (“EA”) for the Vallecillo Road project.

Mr. Rodriguez reported:

- This request is a simple time extension to the end of the year to complete the work that can be done at this time on this effort.
- Next tasks include the following:
 - Two more follow-up reviews of the EA being developed by our sub consultant Poznecki-Camarillo Inc. (PCI). We have already received one submittal, and provided our comments.
 - Finalize the preferred alternative of the schematic.
 - Develop the alternate alignment.
 - Conduct a possible public meeting/hearing to present the project for public review and comment.
- Once we have completed our work, the next phase will be to finalize funding for the project.
 - If the funding will have a state or federal component, we will require TxDOT to take over the EA process for final approval of environmental clearance.
 - If the funding is strictly local funding such as through a Transportation Reinvestment Zone (“TRZ”), the WC-CL RMA will submit the environmental document to the City of Laredo for review and approval.

On a motion made by Arturo Dominguez and a second by Albert Muller, Supplemental Work Authorization No. 1.4 with HNTB was unanimously approved.

6. Action Item (Resolution 17-12): Discussion, Consideration and Possible Action to Approve Supplemental Work Authorization No. 4.2 with HNTB for Continued Project Development Services.

Chairman Soto again called on Mr. Antonio Rodriguez. Mr. Rodriguez requested a time extension and budget increase for the GEC WA No. 4. As Mr. Rodriguez reminded the board this work authorization covers the ad hoc tasks that HNTB performs for the RMA as General Engineering Consultants.

- These tasks include:
 - attending meetings at the MPO, representing the WC-CL RMA at special workshops, webinars, presentations, etc.

- development of exhibits for projects that the WC-CL RMA is beginning to investigate such as FM 1472, the Outer Loop, the I-69 Upgrade of US 59 to Duval County, etc.
 - developing memorandums resulting from requested research topics that are important to the RMA achieving their goals.
 - reviewing studies and plans that can affect the RMA
- In the past, the GEC WA has also been used for such items as the following:
 - Provided support to the WC-CL RMA for a Strategic Workshop with the County and the City.
 - Coordinated and provided support to the WC-CL RMA to meet one-on-one with the TxDOT Chief Engineer Bill Hale, the County Judge, and the Mayor.
 - Provide an engineering review of the Webb County Project Espejo Gates at the request of the WC-CL RMA.
 - Developed multiple talking points and memorandums on other projects of interest to the WC-CL RMA such as the benefits of Design Build for Loop 20.
 - Developed a White Paper for the Design Build of Loop 20.
 - Supported the WC-CL RMA at a FASTLANE Act Grant Workshop hosted by Congressman Henry Cuellar.
 - Supported the WC-CL RMA at the monthly MPO Policy Committee Meetings in providing the WC-CL RMA Report.
 - Assisted the WC-CL RMA Chairman in developing an article to be published in the Laredo Morning Times.
 - Assisted Locke Lorde in providing a response to a 3rd Party Open Records Request.
 - Developed an Exhibit of Phase 1 for the Outer Loop between US 59 and SH 359.
- This request also includes budget for two of HNTB's sub consultants: LNV, Inc. and Liquid Studio Group.
 - LNV, Inc. supports HNTB in the Program Management of the GEC, provide meeting support and coordination and clerical support. Their total budget increase is **\$7,952.00**.
 - Liquid Studio Group will be providing an interactive system map for the WC-CL RMA that depicts all of the RMA priority projects in Webb County. The interactive map will show the existing traffic condition and the future traffic condition with the project implementation. The map will also show anticipated time line for implementation. This map will be displayed on the WC-CL RMA website and will be portable for presentation to interested stakeholders. Liquid Studio Group will also be providing meeting coordination support to the GEC upon request by Chairman Soto. Their total budget is **\$3,571.00**.

- HNTB's budget increase request is **\$90,530.00**. The total request is **\$102,053.00**. The time extension is to July 31, 2018.

On a motion made by Albert Muller and a second by Douglas Howland, Supplemental Work Authorization No. 4.2 with HNTB for Continued Project Development Services was unanimously approved.

7. Action Item (Resolution 17-13): Discussion, Consideration and Possible Action to Approve Supplemental Work Authorization No. 6.4 with HNTB for Continued Work Related to the Industry Review Meeting for the Loop 20 Project.

Chairman Soto again called for Mr. Antonio Rodriguez. Mr. Rodriguez reported:

- This request is a time extension and budget increase for our continued effort in stakeholder outreach for a TRZ on Loop 20.
- To date HNTB has met with the following:
 - Judge Tano Tijerina and Commissioner John Galo on 5/15/17
 - Mayor Pete Saenz on 5/17/17
 - Councilman George Altgelt on 6/13/17
 - Councilman Charlie San Miguel on 7/19/17
- Future meetings will be held with the following:
 - Councilwoman Nelly Vielma
 - City Manager Horacio De Leon
 - Councilman Alex Perez
 - Mayor Pete Saenz
 - Judge Tano Tijerina
 - Councilman Roberto Balli
 - Councilman Alberto Torres
 - Councilman Rudy Gonzalez
 - Councilman Vidal Rodriguez
 - Commissioner Jesse Gonzalez
 - Commissioner Rosaura Tijerina
 - Commissioner John Galo
 - Commissioner Jaime Canales
- HNTB's budget increase request is **\$20,716.00**. The time extension is to November 30, 2017 to continue this effort.

On motion made by Albert Muller and a second by Alfonso Mendiola, Supplemental Work Authorization No. 6.4 with HNTB for Continued Work Related to the Industry Review Meeting for the Loop 20 Project was unanimously approved.

8. General Engineering Consultant Report.

Chairman Soto asked Mr. Antonio Rodriguez to update the board on work authorizations (“WAs”) and other projects. Mr. Rodriguez reported:

- a) WA 01 - Vallecillo Road - New location roadway that will span from FM 1472 to IH 35 SBFR. Proposed roadway will have a 150' ROW
 - Received the Draft EA from Poznecki-Camarillo Inc. (“PCI”) on 7/10/17.
 - HNTB staff performed a review of the draft EA and returned comments to PCI.
 - Met with Laredo MPO representative, Vanessa Guerra, regarding the status of the inclusion of Vallecillo Road into the MTP on 7/17/17. It is included in today’s agenda for the Laredo MPO Policy Committee.
 - Provided the Vallecillo Road TRZ Feasibility Study to the Laredo MPO Policy Committee on 7/17/17.
 - Met with representatives of the Killam Company on 7/19/17 to renew the ROW agreement for the project and finalize the ROW tie-in at FM 1472 and IH 35 to allow for the future expansions and connections at those two state facilities.
- b) WA 04 - GEC - Work Authorization is primarily used for ad hoc requests from the Board to attend meetings, perform research, provide support and/or develop technical memorandums.
 - Provided support to Chairman Soto at the July meeting for the Laredo MPO Policy Committee Meeting to provide the RMA Report.
- c) WA 06 - Loop 20 Design Build - Stakeholder Outreach and Financial Plan Update
 - Met with Councilman Charlie San Miguel on 7/19/17.
 - Continuing to reach out to Councilwoman Nelly Vielma and City Manager Horacio De Leon for possible meetings this week.

Mr. Rodriguez informed the board that the Federal government had changed the name on the Fastlane Grant to the Infra Grant. The city of Laredo will be resubmitting the application. One of the projects that the City of Laredo had proposed last November was the Loop 20 main lanes over I35; that project was let in July. So that project will be removed from the application. Another project of connectors is now funded as well. Projects can be submitted as long as they are not let.

HNTB will submit the Milo Interchange, I69, and I35 interchange. Right now there are three direct connects. The City is putting in the additional five connects, and they will ask to have the widening of Loop 20 from World Trade Bridge to I 35 by putting in an additional third lane estimated to be \$15 million. The new application will be similar to the last application submitted with some changes in the cost estimate and the benefit cost ratio. The city of Laredo will be submitting the application, since the City was the original sponsor. TxDOT will cover the cost to develop the application. Ms. Montemayor stated that she hadn’t received anything official from TxDOT, only verbal. Ms. Montemayor heard that HDR will be working on the Infra Grant and the update. Chairman Soto added that there were changes in what was included in the application by the new city administration. The grants were to be awarded in May, but now the grants will double for next year’s funding. The due date was extended also to November.

Mr. Rodriguez introduced Greg Creamer, head of HNTB’s San Antonio, TX office, to the board.

9. Update from TxDOT on the Status of Projects in the TxDOT Laredo District.

Mr. Carlos Rodriguez stated that the SER project will be completed in January 2018. The Oscar Renda project is 47% complete, with estimated completion in Fall 2018. On the International Project, we are about 75% complete; it will be fully completed by December 2017. If we move to west 1472 we are 97 to 98% complete. The Angel Brothers are the ones who have been doing the hot mix at night throughout Laredo (San Bernardo Ave., Guadalupe, Chihuahua, Zapata Hwy, 359 and 59). All the hot mix is done and the only thing left to do is go back to San Bernardo Ave. because a water line broke and was repaired by the city of Laredo. We just want to ensure that the surface is smooth. Both north and southbound I35 have been completed. They are working on Hwy 359 and they are going to be working on I35 north past the checkpoint from the I30 mile marker and will be completed toward the end of this year.

After Mr. Rodriguez's presentation, Ms. Melissa Montemayor TxDOT Laredo District Administrator made a short presentation on Pass Through Financing.

10. Open Public Forum/Comment Period.

No one signed up on the public comments.

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

Chairman Soto mentioned that next meeting would tentatively be scheduled for September 18, 2017 or October 16, 2017 with location to be announced.

12. Adjournment.

Jose Murillo made a motion, seconded by Albert Muller, to adjourn the Webb County-City of Laredo RMA meeting at 10:39 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 AUGUST 21, 2017 WERE APPROVED ON THIS THE 20TH DAY OF NOVEMBER 2017.

Submitted by:
Araceli Rangel, Adm. Assistant to
Ruben Soto, Jr. CPA