

**WEBB COUNTY – CITY OF LAREDO
REGIONAL MOBILITY AUTHORITY BOARD**

WC-CL RMA Board of Directors Meeting
TxDOT - Laredo District Meeting Room
1817 Bob Bullock Loop, Laredo, Texas 78043
Thursday, December 12, 2019
10:00 AM

BOARD MINUTES

The Webb County-City of Laredo Regional Mobility Authority (WC-CL RMA) Board met at the above place and date. The meeting was called to order at 10:04 a.m. WC-CL RMA Board Vice-Chair Doug Howland present and presiding. The following board members were present:

Arturo Dominguez
George Beckelhymer
Jose Murillo
Alfonso Mendiola
Jesus D. Romero
Doug Howland

The following board member was absent: Oscar O. Lopez

AGENDA

1. Open Meeting and Establish Quorum

After establishing a quorum, Presiding Officer Douglas Howland, called the meeting to order at 10:04 A.M. He then announced the following Board Members were present: Arturo Dominguez, George Beckelhymer, Jose Murillo, Alfonso Mendiola, Jesus D. Romero and Doug Howland. He then 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 – Douglas Howland (WC-CL RMA Presiding Office)

Vice-Chairman Howland informed all present that the meeting was being recorded and thanked TxDOT for hosting and videotaping the meeting.

4. Administer Oath of Office to New Chairman Jed Brown and New Board Member Viridiana Fernandez

The Oath of Office was administered to New Chairman Jed A. Brown, who was appointed by Governor Greg Abbot and New Board Member Viridiana Fernandez, who was appointed by the Commissioner’s Court for Precinct 4. Oath of Office were executed and notarized.

New Chairman Jed A. Brown continued the Board Meeting as per policy code.

5. Open Public Forum/Comment Period.

Ruben Soto, CPA, signed up for Public Comment.

Mr. Soto went on to notify the Board and get their input as to what project should be put forward as an initiative by the G13 Group and the City of Laredo to represent the RMA in Washington (in March).

Chairman Brown responded that he would like to discuss the matter later since he would be meeting with the City of Laredo next week.

Public Comments closed.

6. Financial Report.

Chairman Brown informed the Board that the current checking account balance of \$3,386,170.32 as of December 12, 2019. Vehicle Registration Fees in the amount of \$348,450.00 as of November 15, 2019. Currently have a CD balance of \$6,042,923.15 in a 3-month CD maturing 12-27-19 at 1% interest.

Funds disbursed since the last meeting were:

HNTB Corporation	\$231,676.73
Locke Lord LLP	\$5,057.68
J Cruz & Associates LLC	\$14,162.50

George Beckelhymer suggested he would like to see more of a breakdown of the expenses. Mr. Juan J. Cruz added that breakdown can be provided at the next board meeting. Douglas Howland added that some of the expenses from HNTB are reimbursable and would like to have a breakdown of reimbursables at the next board meeting.

Chairman Brown went on to say that balance sheets and income statements for fiscal year ending September 30, 2019, were included in provided packet for Board’s review.

Ruben Soto added that reports in notebook included fiscal year ending September 30, 2019 and year-to-date of December 9, 2019. Amounts Chairman Brown reported as pay to the various entities were amounts paid as of the last meeting and were not going to coincide with provided reports. Mr. Soto added that he will be providing a more accurate report of the period covered.

7. Action Item: Discussion, Consideration and Possible Action concerning the Approval of the October 22, 2019 WC-CL RMA Regular Board Meeting Minutes.

Chairman Brown stated that the Board Members had been provided a copy of the August 20, 2019 Board Meeting Minutes for review. He then asked for a motion to accept the Board Meeting Minutes of the Webb County-City of Laredo RMA as presented.

Motion: So Move
Moved by: George Beckelhymer
Second by: Jesus D. Romero
Discussion: Douglas Howland added there was a change to the original version of the minutes to correct Don Gonzalez's name and correct version was provided to the board.
In Favor: Motion passed unanimously

8. Action Item: Discussion, Consideration and Possible Action concerning the Approval of Contract with Ruben Soto, Jr., CPA to Provide RMA Accounting Services.

Juan J. Cruz went on to inform the newly elected members that at the previous board meeting, the Board authorized to engage and/or contract with Ruben Soto, Jr., CPA. He went on to inform that there was a two-step process mandated by law. He added that when a professional is hired for services, the first step is to qualify them based on competence and qualifications and the second step is that at the following board meeting, present a contract and negotiate a price/fee. Mr. Cruz went on to illustrate the contract and its terms. The contract cost is \$25,000.00 per year, which is subject to termination, by either party, with a 30-day notice.

Mr. Cruz left the item open for Board approval.

Motion: So Move
Moved by: Douglas Howland
Second by: Joe Murillo
Discussion: George Beckelhymer added that Ruben Soto, CPA was the only person who responded to the Request for Qualifications
In Favor: Motion passed unanimously

9. Action Item: Discussion, Consideration and Possible Action concerning the Approval of

Contract with LWS Media LLC dba Liquid Studio Group to provide website and social media services to RMA.

Juan J. Cruz went on to say that the Liquid Studios contract is for \$13,300.00 per year, for a one (1) year term commencing October 28, 2019, which is subject to termination, by either party, with a 30-day notice.

Motion: So Move

Moved by: Jesus D. Romero

Second by: Arturo Dominguez

Discussion: George Beckelhymer added that a representative from Liquid Studios was present for a brief presentation on what they can do for RMA. Gene Belmares from Liquid Studios went out to give a quick presentation on the plans and objectives for the current platform. Chairman Brown asked when the website would be fully functional. Gene Belmares responded that after audits and feedback from board members, changes could be ready withing 45 days.

In Favor: Motion passed unanimously

Chairman Brown added to the record that former Mayor Betty Flores was present. Former Mayor Flores responded that it was a pleasure to be present.

10. Action Item: Discussion, Consideration and Possible Action to add the WC-CL RMA Chair as an Authorized Signatory for WC-CL RMA Bank Accounts.

Chairman Brown added it would be appropriate to be added and authorized to sign on bank accounts.

Motion: So Move

Moved by: George Beckelhymer

Second by: Alfonso Mendiola

Discussion: Douglas Howland added that he and Secretary Arturo Dominguez were authorized to sign on the account. Chairman Brown went on to ask if one or two signatures were required. Ruben Soto responded that currently only one signature was required. Chairman Brown went on to suggested two signatures be required, due to the amount of funds handled by account.

In Favor: Motion passed unanimously

11. General Engineer Consultant Update

Chairman Brown called on Mr. Antonio Rodriguez, GEC Deputy Project Manager, to bring the Board up to date on the ongoing projects the GEC is currently working on.

Mr. Rodriguez started by welcoming the new members to the RMA. He went on to give an overview of all the projects to bring the new board members up to speed with all the work they do. He added that the Los Presidentes project was a design the RMA is leading in conjunction with the City of Laredo with joint funding for the construction. He also added that the Killam Industrial Blvd. Turn Lane Project, which is one of the most congested intersections in the community was also led by RMA and is teamed with the TxDOT Laredo District for advertising. Mr. Rodriguez went on to say the North Laredo Webb County Transportation Planning Study will provide more long range solutions with the improvements already underway by TxDOT, the City of Laredo and the RMA.

Mr. Antonio Rodriguez introduced Edward Garza, subcontractor of HNTB, for an overview report of the first project on the agenda.

1. Los Presidentes – Located south east Webb County

Mr. Garza went on to say that the purpose of this project was to provide addition emergency access for first responders to the south east area, which is one of the hot spots for development in Laredo. He added that the intent was to connect the Concord Hills Blvd. with the Cuatro Vientos Road and summarized the details and responded to questions by the board.

2. Killam Industrial Blvd. Turn Lanes Project

Mr. Rodriguez went on to say that the improvements will construct a dedicated right turn lane on FM 1472 entering Killam Industrial Blvd and a dedicated right turn lane on Killam Industrial Blvd. He added that there was a lapse in the scope with the City of Laredo and the State for the addition lane, which RMA decided to propose to lead the projects together and considering the various utilities issues, the Interlocal Agreement with the City of Laredo and the Advance Funding Agreement with TxDOT. Roberto Rodriguez, TxDOT representative, added that they proposed other improvement for this section including cycling and traffic signals. Mr. Rodriguez continued to summarize the details and responded to questions by the board.

3. North Laredo Webb County Transportation Planning Study

Jason Rodriguez, task lead on this study, went on to give the board a background of the study and provided an analysis of the assessment of mobility conditions and future demands of Mines Road with truck traffic. He added that public meeting on November 6, 2019 at Muller Elementary School had a good turnout with representative from public and private entities with interest in studies in the area. Mr. Rodriguez continued to summarize the details and responded to questions by the board. Danny McGee, City of Laredo Traffic Director, added that the State was conduction a study in truck parking issues and were looking into a 20-acre area in Pharr, Texas, who has the same issue with truck parking.

4. Other Business:

Mr. Antonio Rodriguez went on to inform the board about the Vallecio Road, USDOT Infrastructure for Rebuilding America (INFRA) Grant 2020 and the South Loop 20 Transportation Reinvestment Zone. Mr. Antonio Rodriguez and Jason Rodriguez continued to summarize the details and responded to questions by the board. Douglas Howland introduced and welcomed Jesus Saavedra as the TxDot resident Engineer, who replaced Carlos Rodriguez. Mr. Saavedra updated the board with current construction projects.

12. Information Item: Texas Open Meetings Act Overview.

Juan J. Cruz went on to inform the board about the details of the Open Meetings Act. Mr. Cruz added that the public must be given notice of the time, place and subject matter of the meetings of governmental bodies. He went on to give descriptions of violations and violations of electronic communications outside board meetings. Mr. Cruz continued to summarize the details and responded to questions by the board.

13. Discussion Regarding Date/Time/Location of the Next Regular Board Meeting.

Chairman Brown asked the board if meetings should be conducted sooner. Board agreed to have meetings every two months or as needed. Chairman Brown Board stated that next board meeting will be determined at a later date in late January or early February and continue with email to all board members for contemplating dates. Chairman Brown informed the board that he had asked Juan J. Cruz, that if at any time the meeting was out of line or went in a different direction, to just stop it to avoid getting into any issued.

14. Adjournment.

On a motion made by George Beckelhymer and second by Doug Howland. With no discussion, meeting was adjourned at 12:01 P.M. Motion passed unanimously and meeting was adjourned.