

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

WC-CL RMA Board of Directors Meeting
Wednesday, January 19, 2022, 10:00 AM
International Bank of Commerce
1200 San Bernardo Ave.
3rd Floor - Community Suite

BOARD MINUTES

The Webb County-City of Laredo Regional Mobility Authority (WC-CL RMA) Board met on January 19, 2022, at the IBC Administrative Building. The meeting was called to order at 10:00 a.m. WC-CL RMA Board Chair Jed A. Brown present and presiding. The following board members were present:

Jed A. Brown
Douglas B. Howland
Oscar O. Lopez
Arturo Dominguez
Alfonso Mendiola
George Beckelhymer
Jose Murillo
Antonio Arce, Jr.
Viridiana Fernandez (virtual)

AGENDA

1. Open Meeting and Establish Quorum

After establishing a quorum, Presiding Officer Jed Brown, called the meeting to order at 10:00 a.m. It was announced that no Board Members were absent. Mr. Brown 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 the Board Members – Jed Brown (WC-CL RMA Presiding Office)

Chairman Brown welcomed the board and thanked IBC for hosting the RMA. He also informed all present that the meeting was being recorded and speakers must identify themselves when speaking.

3. Pledge of Allegiance

4. Open Public Forum/Comment Period.

No public comments to report.

5. Action Item: Discussion, Consideration, and Possible Action concerning approval of the October 5, 2021, WC-CL RMA Regular Board Meeting Minutes.

Chairman Brown called the item. He then asked for a motion to accept the Board Meeting Minutes of the Webb County-City of Laredo RMA.

Motion to Approve.

Moved by: Arturo Dominguez
Second by: George Beckelhymer
Discussion: No discussion was held
In Favor: Motion passed unanimously.

6. Chair's Report

A. Vallecillo Road Project

Chairman Brown informed the board he sent a letter to Governor Abbott establishing the importance of this project and why the RMA felt this project was important, along with information outlining the steps that had been taken to include the Vallecillo Road Project as a priority unfunded project in Webb County-City of Laredo. Chairman Brown added he had a conversation with the Governor's Chief of Staff regarding his efforts to advocate for the Vallecillo Road Project and requested Governor Abbott's support for the Project.

B. Report on MPO Workshop for Priority Unfunded Roadway Projects

Chairman Brown informed the board that the scheduled MPO Workshop for priority unfunded roadway projects was postponed. Chairman Brown added that he would update the board once he received confirmation of the new time and place, adding the important of staying involved in the priority projects in the community and understanding what projects are being considered by the MPO.

C. River Road Corridor Study

Chairman Brown reminded the board of the approved cost sharing project to participate in a corridor study with the MPO in which RMA would participate with up to \$125,000.00

focusing on River Road and Mines Road. Chairman Brown added that although RMA made the offer, the MPO has not chosen to participate in the project.

D. Periodic Updates from Texas Department of Transportation, Laredo & Webb County Metropolitan Planning Organization, City of Laredo, Webb County, and other groups related to roadway planning

Chairman Brown informed the board he will be sending text invites from time to time to entities such as TxDOT, City of Laredo, Planning Director of Webb County and the MPO to discuss current projects in the community so the RMA could stay informed.

E. 2021 Project Report

Chairman Brown informed the board their packets included the 2021 Project Report which accurately reflects all current WC-CL RMA projects. Chairman Brown added the report will be provided to the Texas Transportation Commission and can also be found on the WC-CL RMA website.

F. Annual Board Member Certification to Serve

Chairman Brown reminded the board of the annual certification to serve and asked the board members to sign the form at the end of the meeting as required by RMA policy.

7. Presentations

A. Financial Report

Acceptance of the financial statements through December 31, 2021.

Chairman Brown asked WC-CL Treasurer, Oscar Lopez, to provide the financial report to the board. Mr. Lopez reported that as of December 31, 2021, the checking account balance at Commerce Bank is \$1,445,062.06. The savings account balance at Commerce Bank is \$1,076,063.96. The certificate of deposit with a total of \$11,614,312.40.

Funds disbursed in November-December 2021 were:

Commerce Bank Charges	\$119.11
HNTB (Work Auth. 4,11,12)	\$95,447.88
IBC Insurance Agency	\$87.50
J. Cruz & Associates, LLC	\$3,606.00
Locke Lord	\$4,189.06
Ruben Soto Jr, CPA	<u>\$3,590.00</u>
Total	\$107,039.55

B. Status Report on Vehicle Registration Fee (VRF) Program and Collections.

Oscar Lopez reported the Vehicle Registration Fees for the period of October 1, 2021, to December 31, 2021, is approximately \$450,000.00, have not yet been received. He informed the board that included in the packet was the statement of financial position and statement of activities ending fiscal year December 2021. He asked that all questions be directed to the RMA's CPA (Ruben Soto).

Motion: Motion to Accept the financial statements through December 31, 2021.
Moved by: Alfonso Mendiola
Second by: Antonio Arce
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

8. Action Item (Resolution 22-01): Discussion, Consideration, and Possible Action to Elect the following WC-CL RMA Board Officers: Vice Chair, Secretary, and Treasurer.

Chairman Brown went on to talk about the individuals who currently serve as Vice Chair, Secretary and Treasurer and was very pleased with the responsibility and involvement of each of the current members. Chairman Brown added that he was open to change if any of the other board member wanted to be considered for any of the positions.

Motion: Motion to Elect the WC-CL RMA Board Officers.
Moved by: Jose Murillo
Second by: George Beckelhymer
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

9. Action Item (Resolution 22-02): Discussion, Consideration and Possible Action to Approve the WC-CL RMA FYE 2022 Annual Operating and Capital Budget.

Chairman Brown informed the board that included in the board packet was the Annual Operating and Capital Budget which details the actual and budgeted surpluses revenues the RMA did last year through the end of February 2021. He added that included in the budget was what the RMA has actually spent and what is projected to be spent. Chairman Brown asked Tony Rodriguez, HNTB, to explain the figures, explained projects and entertained any questions by the board.

Motion: Motion to approve the WC-CL FYE 2022 Annual Operating and Capital Budget.
Moved by: Oscar Lopez
Second by: George Beckelhymer

Discussion: Mr. Mendiola asked if there was a master plan for the city about new projects that can be reviewed by the board through 2025. Chairman Brown added that the City of Laredo has an approved master plan they use to help decide where, how and the size of the roads that are supposed to be built.

Motion was made by Oscar Lopez and seconded by George Beckelhymer to Table this item until after all items in the agenda were discussed.

In Favor: Motion passed unanimously

10. Action Item (Resolution 22-03): Discussion, Consideration and Possible Action to Adopt the 2022 WC-CL RMA Annual Report.

Chairman Brown informed the board of the annual report which includes the 2022 project report, revenue bond issuance, financial condition of the RMA, project schedules, status of the RMA performance and a strategic plan. Chairman Brown added that this report was due by March 31, 2022.

Motion: Motion was made to Table this item until the report was in its final form.

Moved by: George Beckelhymer

Second by: Oscar Lopez

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

11. Action Item (Resolution 22-04): Discussion, Consideration and Possible Action to Accept the 2021 WC-CL RMA Annual Audit Report.

Chairman Brown inform the board that the 2021 WC-CL RMA Annual Audit Report had been reviewed by him, the advisory committee and Ruben Soto, CPA. Chairman Brown added that they were comfortable by the way it was written and asked Ruben Soto if he wanted to add any comments on this item. Mr. Soto informed the board that the numbers were correct and accurate and welcomed any questions by the board.

Motion: Motion to Accept the 2021 WC-CL RMA Annual Audit Report.

Moved by: George Beckelhymer

Second by: Jose Murillo

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

12. Action Item (Resolution 22-05): Discussion, Consideration, and Possible Action to Approve Supplemental Work Authorization No. 4.11 with HNTB for Continued Project Development Services.

Chairman Brown welcomed Tony Rodriguez and Melissa Montemayor, HNTB, to explain Supplemental Work Authorization No. 4.11 with HNTB for continued project development services. Mr. Rodriguez informed the board that this work authorization was a continuation of the courses of staff support work that they do for the RMA in representation at meetings and project initiatives and proposed an extension of a nine-month period (January 2022– September 2022) in the amount of \$164,640.00. Mr. Rodriguez further explained the expiration of the current master contract and welcomed any questions and discussions by the board.

Motion: Motion to Approve Supplemental Work Authorization No. 4.11 with HNTB for continued Project Development Services.
Moved by: Arturo Dominguez
Second by: Alfonso Mendiola
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

13. Action Item (Resolution 22-06): Discussion, Consideration, and Possible Action to Approve Supplemental Work Authorization 12.3 with HNTB for Continued Construction Phase Services of the FM 1472 (Mines Road) and Killam Industrial Blvd. Turn Lanes Project.

Chairman Brown welcomed Tony Rodriguez, HNTB, for an explanation on the Supplemental Work Authorization with HNTB for continued construction phase services. Mr. Rodriguez informed the board that HNTB was asking for more time to extend the work authorization from January 2022 through end of August 2022 due to construction delays based on material shortages.

Motion: Motion to Approve Supplemental Work Authorization 12.3 with HNTB for Continued Construction Phase Services of the FM 1472 (Mines Road) and Killam Industrial Blvd. Turn Lanes Project.
Moved by: Oscar Lopez
Second by: George Beckelhymer
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

14. Action Item (Resolution 22-07): Discussion, Consideration, and Possible Action to Approve Work Authorization 13.0 with HNTB to Prepare Traffic Impact Analysis for Webb County Fairgrounds Project.

Chairman Brown explained that the board had already approved an amount with a consultant to

perform the Traffic Impact Analysis but wasn't covered in a work authorization. Chairman Brown added that a sub consultant has been identified to create a work authorization agreement and asked Tony Rodriguez, HNTB, to explain this item. Mr. Rodriguez informed the board that the subconsultant, Transcend, has already started working on the traffic impact analysis. Chairman Brown and Mr. Rodriguez entertained questions by the board.

Motion: Motion to Approve Work Authorization 13.0 with HNTB to Prepare Traffic Impact Analysis for Webb County Fairgrounds Project.
Moved by: George Beckelhymer
Second by: Antonio Arce
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

15. Action Item (Resolution 22-08): Discussion, Consideration, and Possible Action to Approve an Interlocal Agreement with the City of Laredo to Share the Cost Associated with the Preparation of a Transportation Reinvestment Zone Feasibility Study for the Loop 20 South.

Chairman Brown reminded the board of the workshop held the previous month where a good discussion was held on this project with the city. Chairman Brown added that the City of Laredo could grow tremendously and was in favor of the Transportation Reinvestment Zone Feasibility Study. Discussions were held by the board.

Motion: Motion to Table this item and bring back later in the meeting and move into Agenda Item 16.
Moved by: Douglas Howland
Second by: Oscar Lopez
Discussion: No discussion was held.
In Favor: Motion passed unanimously.

16. Action Item (Resolution 22-09): Discussion, Consideration, and Possible Action to Approve Supplemental Work Authorization 7.1 with HNTB to Update the 2018 Transportation Reinvestment Zone Feasibility Study for the Loop 20 South from US 59 to US 83.

Chairman Brown invited HNTB to update the board on the 2018 Transportation Reinvestment Zone Feasibility Study for Loop 20 South, from US Hwy 59 to the proposed International Bridge 4-5. Tony Rodriguez, HNTB, informed the board of the efforts to reach out to Webb County Appraisal District to obtain their most recent data at the time, which was 2017 data, as well as meeting face to face with various developers and landowners throughout the corridor and get understanding of what their future plans to understand the projected future possible tax base that would be generated over the next 30 years in the two mile corridor involved in the report.

Mr. Rodriguez entertained all questions and discussion by the board.

Motion: Approve Supplemental Work Authorization 7.1 with HNTB to Update the 2018 Transportation Reinvestment Zone Feasibility Study for the Loop 20 South from US 59 to US 83.

Moved by: Oscar Lopez

Second by: Antonio Arce

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

A motion was made to bring Agenda Item 15 back to the Table.

Motion: So Moved

Moved by: George Beckelhymer

Second by: Doug Howland

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

A motion was made to approve Agenda Item 15, Resolution 22-08.

Motion: So Moved

Moved by: George Beckelhymer

Second by: Oscar Lopez

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

A motion was made to bring Agenda Item 9 back to the Table.

Motion: So Moved

Moved by: George Beckelhymer

Second by: Doug Howland

Discussion: No discussion was held.

In Favor: Motion passed unanimously.

A motion was made to approve Agenda Item 9, Resolution 22-02.

Motion: So Moved

Moved by: Oscar Lopez

Second by: George Beckelhymer

Discussion: No discussion was held.
In Favor: Motion passed unanimously.

17. General Engineer Consultant Update:

Chairman Brown invited Tony Rodriguez with HNTB to update the board on the following agenda items.

a. Project Status Update: Los Presidentes, Phases 1 & 2A

Fred Martinez with Crane Engineering went on to show the board photos of the construction and updated the board with projected completion date of June 24, 2022. Currently this project is at 60% completion. Mr. Martinez added that Phase 2A had the concrete pavement laid down at 95% completed and only one intersection had been left open for the construction of the development to the south for access. He continued to elaborate on the project, informed the Board of some project delays due to shortage of materials, and entertained any questions by the board.

b. Project Status Update: Killam Industrial Blvd. Turn Lane Project

Tony Rodriguez, HNTB, informed the board that construction on this project was to start mid-December, but was notified last week that it had not started. TxDOT informed him that hopefully they will start the section by March 2022 with a possible completion date in August 2022. Overall, it will be a five month of construction schedule.

c. Project Status Update: Springfield, Phase 3

Tony Rodriguez, HNTB informed the board that the winning contractor for this project was Azar Services, LLC, and had received the notice to proceed to commence construction on December 15, 2021. Mr. Rodriguez informed the board that they were projecting a first progress meeting in February with a completion date of August 29, 2022.

d. Project Status Update: Webb County Fairgrounds Traffic Study

Tony Rodriguez, HNTB, updated the board with details of the study under the master plan to improve Hwy 59 to I-69 standards for the next 10 years. Mr. Rodriguez added that TxDOT is looking to acquire right-of-way for that corridor from the current 200 feet in width to an additional 150-200 feet of right-of-way needed for the Webb County Fairgrounds. The consultant will be capturing the traffic study data with the next fair operation happening in March.

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

Chairman Brown informed the Board of plans to include the annual report at the next agenda, as discussed in agenda item 10. Details for next board meeting would follow.

19. Adjournment.

On a motion by Arturo Dominguez and seconded by Jose Murillo, with no discussion, meeting was adjourned at 12:00 noon. Motion passes unanimously, and meeting was adjourned.