

Alamo Regional Mobility Authority

Meeting August 8, 2007, noon, in the Transguide, 1st Floor Conference Room, at 3500 N.W. Loop 410.

Minutes

1. **Call meeting to order.** Chairman Thornton called the meeting to order at 12:05 pm. All Board members present with the exception of H. Muñoz.
2. **Approval of the Minutes of the Alamo RMA July 11, 2007 Board of Directors meeting.** *J. Reed made the motion to approve the minutes as presented. R. Thompson seconded. Motion carried.*
3. **Discussion and appropriate action adopting a resolution approving Local Agency Management procedures for construction contracts.** T. Brechtel introduced the topic of the Local Agency Management procedures. Local Agency Management procedures for construction contracts need to be established in order to work within TxDOT right of way, for bid-build projects. The agency working within the right of way must have these procedures adopted prior to any work commencing. The RMA may utilize a bid-build process for the first RMA project. The Planning Committee reviewed the document and recommended consideration by the Board. The Board questioned if other agencies are using a similar process. T. Brechtel stated that the document is modeled after Bexar County procedure and process which TxDOT is currently reviewing. *J. Reed made the motion to adopt the resolution as presented. R. Diaz seconded. Motion carried.*
4. **Discussion and appropriate action adopting a resolution approving a Memorandum Of Understanding between the Alamo RMA and the Texas Department of Transportation.** M. Treviño, President of Innovative Strategies, explained to the Board that the RMA is required to develop a federally approved Disadvantaged Business Enterprise (DBE) program if there are any federal dollars assigned to an RMA project.

The Memorandum Of Understanding is allowing the RMA to participate in TxDOT's DBE program which has met all Federal HUB and DBE requirements. Board members had questions regarding DBE certification, goal monitoring, and local participation goals. In response, M. Treviño also explained to the Board good faith and aspirational goals as related to DBE process. M. Treviño also explained how federal requirements focus solely on DBE participation, and do not differentiate on WBE/ MBE businesses.

T. Brechtel explained to the Board the RMA is currently participating in a Regional Business Disparity/Availability Study Analysis. The study helps the RMA find specific localized DBE data in construction related industries. *R. Diaz made the motion to adopt the resolution as presented. J. Jenkins seconded. Motion Carried.*

5. **Discussion and appropriate action adopting a resolution approving a new Financial Assistance Agreement with the reallocated funds.** T. Brechtel introduced the topic of the Financial Assistance Agreement resolution. In an effort to accelerate the process, the resolution is in front of the Board early so that once the TxDOT Minute Order is received for the August TTC meeting, T. Brechtel can immediately sign off on a Financial Assistance Agreement with TxDOT. In July the Board approved a resolution which authorized the Executive Director to submit a request to the Texas Transportation Commission for the reallocation of existing funds. *J. Reed*

made the motion to approve the resolution as presented. R. Diaz seconded. Motion carried.

6. **Discussion and appropriate action on the financial statements for the period ending July 31, 2007.** T. Brechtel presented the financial statements for period ending June 31, 2007. She reviewed the balance sheet, described the assets, liabilities, and fund equity; the statement of revenue, expenses, and changes in fund deficit, explained the monies allocated for each column, and the statement of cash flow. B. Thompson questioned the GEC (HNTB) expenditures. *M. C. Rodriguez made the motion to approve the financial statements as presented. J. Jenkins seconded. Motion carried.*

7. **Presentation/briefing - Executive Director Report.** T. Brechtel went over the Board calendar for the period of August through September. She proposed September 18th as the new date for the September Board meeting. The Board all concurred that that date would work for them. T. Brechtel also went over the GEC monthly report. Additionally she went over the DBE efforts. HNTB has a goal of 50% DBE, and is currently at 35%. Locally their goal is 90% and their efforts expended to date are 92%.

Board discussion occurred.

8. **Executive Session.**

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The Board did not meet in Executive Session.
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There being no further business to come before the board, Chairman Thornton adjourned the meeting at 1:20 p.m.

APPROVED:

BILL THORNTON, CHAIRMAN

DATE ADOPTED: _____

I hereby certify that the above foregoing pages constitute the full, true, and correct minutes of all the proceedings and official records of the Alamo Regional Mobility Authority at its meeting on August 8, 2007.

ATTEST: _____
REYNALDO DIAZ
SECRETARY/TREASURER