

Alamo Regional Mobility Authority

*Meeting May 13, 2010, 1:00p.m.,
Al J. Notzon III Conference Room
Alamo Area Council Of Governments, at 8700 Tesoro Drive.*

Minutes

- 1. Call meeting to order.** Chairman Thornton called the meeting to order at 1:00 p.m. All Board members present except Diaz, Villarreal and Rodriguez. Rodriguez and Villarreal arrived during agenda item 4.
- 2. Approval of minutes from the Regular Board of Directors Meeting of April 15, 2010.** R. Thompson made the motion to approve the minutes as presented to the Board. A. Downey seconded. All voted in favor.
- 3. Discussion and appropriate action on a resolution approving the authorized signatories for accounts maintained at Frost Bank (Terry Brechtel/Milo Nitschke) (Resolution No. 10-23).** T. Brechtel made the presentation and provided the list of proposed authorized signatories as stated in the resolution. J. Reed made the motion to approve the resolution as presented to the Board, A. Downey made the second. All voted in favor.
- 4. Discussion and appropriate action on a resolution approving the selection of a computer software firm and approval of a contract to provide accounting and financial management software for project management and cost accounting (Terry Brechtel/Milo Nitschke) (Resolution No. 10-24).** T. Brechtel introduced Milo Nitschke who made the power point presentation (see attached). (R. Rodriguez arrived). M. Nitschke addressed the procurement timetable, list of proposals received, evaluation factors, RMA needs (C. Villarreal arrived), the estimated start date of October 1 consistent with the beginning of the fiscal year, the benefits of the accounting system, the short-list. M. Nitschke stated that staff recommends the selection of Ziegner Technologies and authorize the Executive Director to execute the contract attached to the resolution. M. Nitschke stated that the estimated amount of the contract will be \$94,000 and the budgeted amount was for \$120,000 and the RMA will also be buying a new server and software for an additional \$12,000. R. Rodriguez made the motion to approve the resolution as presented to the Board and A. Downey made the second. R. Rodriguez asked if the update on the software would provide answers to his prior questions like on Wurzbach Parkway to track how much funds had been spent and M. Nitschke answered that it would. T. Brechtel stated that there would be different software used for engineering and construction information. All voted in favor. Chairman Thornton noted that representatives from Ziegner were in attendance and they thanked the RMA staff for their professionalism.
- 5. Discussion and appropriate action on a resolution authorizing negotiation and execution of a second amendment to the project development agreement with the Texas Department of Transportation for certain additional costs for the US 281/Loop 1604 Interchange Project and redirection of funding from previously executed Financial Assistance Agreements (Terry Brechtel/Milo Nitschke) (Resolution No. 10-25).** T. Brechtel stated that this would approve a second amendment to the PDA to authorize additional pre-development costs for the Interchange Project. T. Brechtel stated that the first amendment authorized \$825,000 for pre-development costs and due to the extension in time for the procurement and the requirement for a second public meeting and the need to do a new categorical exclusion instead of an update, additional

funds were needed. T. Brechtel stated that it will go before the Commission to get approval. J. Reed made the motion to approve the resolution as presented to the Board, A. Downey made the second. All voted in favor.

6. **Discussion and appropriate action on the financial statements for the period ending April 30, 2010 and Fiscal Year 2010 operating budget status report (Terry Brechtel / Carrie Conner).** T. Brechtel stated that the RMA needs a part time accounting person since Carrie Conner will be the lead on the software implementation and it will be more cost effective. C. Conner stated that the fiscal year runs October 1 – September 30; the Alamo RMA has net income for the month of April that totals \$469K, there is Grant Revenue in April from 4 sources that has created a net income position: TxDOT AG2, TxDOT ARRA US281N Super Street, Local Transportation District US281N Super Street, Bexar County Loop 1604 Super Street; Fiscal YTD income is \$1,396M, there is a net income position due to Grant Revenue; Actual versus Budget for Operating Expenses - Actual Operating Expenses for period October – April equal \$887K compared to \$940K budgeted for same period October – April; there is a Positive Budget variance for \$53K, actual operating expenditures in total to date are less than budgeted, this favorable position is a real variance, and she stated that she anticipates that all operating expenses budgeted for 2010 will not be spent; YTD Non-Capitalized Equipment Purchases of \$2,428 spent as compared to \$76,417 budgeted, there is a Positive Budget variance for \$73K, this favorable position is not a real variance, in other words, it is anticipated that most of the equipment budgeted will be purchased in the remaining 5 months of FY2010. C. Conner stated there are a few items to highlight regarding the FY2010 Budget, the annual budget adopted last September for \$1,784,782 represents expenditures only. Grant income was not included in the Budget and what was covered were the 2 components in the Budget – Operating Expenses and Non-Capitalized Equipment; a Revised Budget will be presented in September, 2010 that will include the movement of funds budgeted for professional services to staff salary/benefits/etc. as previously highlighted by Terry, along with other adjustments presented over the coming months. R. Rodriguez made the motion to accept the Financial Statements as presented to the Board. A. Downey seconded. All voted in favor.
7. **Executive Director's Report.** T. Brechtel reviewed the calendar, noted that there is a May 25th SAMCO luncheon with TxDOT Commissioner Underwood and a 1604 Super Street public meeting, noted the Finance and Planning Committee meetings. T. Brechtel stated that at this current time there are no proposed items for a June or July Board meeting so they are cancelled unless an item arises but the committees are still scheduled to meet. T. Brechtel stated that over the summer there would be a strategic planning session and budget approval in August and September. T. Brechtel referenced the reports included by the GEC and EIS teams and the related outreach efforts by the Alamo RMA. C. Villarreal asked about the 60 day notice of intent to sue from SOS and whether there was an update and T. Brechtel stated that there has been no communication. Brian Cassidy gave a brief update on the Texas Legislature and committee hearings. R. Thompson commended the EIS teams for the intern programs and stated he would like to see them continue.
8. **Citizens' Communications.** None.
9. **Executive Session.** There was no Executive Session.

10. **Adjournment.** There being no further actions for the Board, Chairman Thornton called the meeting to adjournment at 1:40 p.m.

APPROVED:

DR. WILLIAM E. THORNTON, CHAIRMAN

DATE ADOPTED: 8/12/2010

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 May 13, 2010.

ATTEST: _____
REYNALDO L. DIAZ, JR
SECRETARY/TREASURER