

CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD

CRRMA Board of Directors Meeting
City Council Chambers, 1st Floor of El Paso City Hall
300 N. Campbell, El Paso, Texas 79901
April 13, 2016
9:00 a.m.

BOARD MINUTES

The Camino Real Regional Mobility Authority (CRRMA) Board met at the above place and date. The meeting was called to order at 9:06 a.m. CRRMA Board Chair Susan Melendez present and presiding. The following board members were present:

Susan Melendez
Joe Wardy
Les Parker
Joe Fernandez
David Nemir
Yolanda Giner

There were no board members absent.

AGENDA

1. Call to Order.
The meeting was called to order at 9:06 a.m.
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2. Public Comments.
Mr. Jose Barriga, citizen, commented.
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3. Presentation by and discussion with:
 - (a) the El Paso Metropolitan Planning Organization regarding its role in the development of the region's transportation system; and

Mr. Telles provided background on this item. Mr. Michael Medina, Executive Director for the Metropolitan Planning Organization (MPO), gave a PowerPoint presentation.

Ms. Giner requested an item on a future agenda to discuss the possibility of having a representative of the CRRMA as a member of the MPO. Chair Melendez, Mr. Wardy, Mr. Nemir, and Mr. Parker also commented.
 - (b) the Texas Department of transportation on the Border West Expressway Project.

Mr. Telles gave brief description of project and the CRRMA's role and introduced Ms. Mandra Ryan, Public Information Manager for Abrams-Kiewit, the contractor for this project. Ms. Ryan gave a PowerPoint presentation providing the status on the project. Mr. Wardy commented.

NO ACTION was taken on item.

4. Discussion and action on the election of CRRMA Officers:

- (a) Vice Chair;
- (b) Treasurer;
- (c) Secretary; and
- (d) Alternate Secretary.

Chair Melendez suggested that Vice Chair Wardy and Treasurer Parker retain their current officer positions. Mr. Telles explained that any approved motions on officer positions will be in place until February of 2017.

Motion made by Ms. Giner, seconded by Mr. Nemir and unanimously carried to **APPROVE** that the positions of Vice Chair and Treasurer remain with Mr. Wardy and Mr. Parker, respectively.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

Motion made by Ms. Giner, seconded by Mr. Wardy, and unanimously carried to **APPROVE** the selection of Mr. Fernandez to the position of Secretary and Mr. Nemir to the position of Alternate Secretary.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

5. Adoption of Minutes for the CRRMA Board meeting of February 10, 2016.

Motion made by Mr. Wardy, seconded by Mr. Parker and unanimously carried to **APPROVE** the minutes from February 10, 2016.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

6. Presentation, discussion and action on the FY2015 Annual Audit, per the recommendation of the CRRMA Finance Committee of April 11, 2016.

Mr. Craig Gibson, Gibson Ruddock Patterson, gave an overview of the audit report. Ms. Joanna Gil, also part of Gibson Ruddock Patterson, was available to answer questions. Mr. Parker, as Chair of the CRRMA's Finance Committee and Chair Melendez commented.

Motion made by Mr. Parker, seconded by Mr. Fernandez and unanimously carried to **ACCEPT** the FY2015 Annual Audit Report.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

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7. Discussion and action on a Board Resolution: (a) to authorize the Executive Director to execute the documents necessary for the City of El Paso, as fiscal agent, to open bank accounts for the CRRMA; and (b) to identify the CRRMA Board Officers and Executive Director as authorized representatives of the CRRMA on such accounts.

Mr. Telles provided background on these items and recommended approval.

Motion made by Mr. Wardy, seconded by Mr. Parker and unanimously carried to **APPROVE** a Board Resolution authorizing the Executive Director to execute the referenced documents.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

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8. Discussion and action on Board Resolutions authorizing the Chair or Executive Director to execute the following instruments, as they relate to the design of projects in the 2013 El Paso County Comprehensive Mobility Plan:

Mr. Telles presented a PowerPoint presentation outlining each of the subsections of this items and recommended approval of each.

- (a) First Amendment to the Interlocal Agreement with the County of El Paso for the Vista del Sol Roadway Improvement Project;

Motion made by Mr. Nemir, seconded by Mr. Parker and unanimously carried to **APPROVE** a Board Resolution authorizing the execution of the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

- (b) First Amendment to Work Authorization No. 1 with Dannenbaum

Engineering Company - El Paso, LLC for the Eastlake Phase 1 Project; and

Motion made by Mr. Fernandez, seconded by Mr. Nemir and unanimously carried to **APPROVE** a Board Resolution authorizing the execution of the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

(c) First Amendment to Work Authorization No. 1 with Huitt-Zollars, Inc. for the Rojas Drive Project.

Motion made by Mr. Wardy, seconded by Mr. Parker and unanimously carried to **APPROVE** a Board Resolution authorizing the execution of the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

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9. Discussion and action on Board Resolutions authorizing the Executive Director to take all actions necessary to implement the following change orders to the construction contract with CMD Endeavors, Inc., for the Mission Ridge Boulevard Extension Project:

Mr. Telles presented a PowerPoint presentation, provided background on these items and recommended approval.

(a) Change Order No. 1 – submission fee for a Texas Commission on Environmental Quality Notice of Intent to Discharge Permit;

Mr. Nemir and Chair Melendez commented.

Motion made by Mr. Parker, seconded by Mr. Wardy and unanimously carried to **APPROVE** a Board Resolution authorizing the Executive Director to execute the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

(b) Change Order No. 2 – resolution of a waterline conflict identified during construction; and

Motion made by Ms. Giner, seconded by Mr. Wardy and unanimously carried to **APPROVE** a Board Resolution authorizing the Executive Director to execute the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner
NAYS: None

(c) Change Order No. 3 - addition of filter fabric not originally included.

Motion made by Ms. Giner, seconded by Mr. Parker and unanimously carried to **APPROVE** a Board Resolution authorizing the Executive Director to execute the referenced document.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner
NAYS: None

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10. Discussion and action on a Board Resolution authorizing the following change orders to the Construction Contract with Paso del Norte Trackworks, as they relate to the El Paso Streetcar Project:

- (a) Change Order No. 1 - removal of underground foundation and waste materials;
- (b) Change Order No. 2 - removal of an underground storage tank and related soil remediation; and
- (c) Change Order No. 3 - additional expenses related to foundation redesigns required for the Maintenance and Storage Facility.

Mr. Telles provided background on this item and recommended approval. Mr. Gilbert Gardner, Project Manager for the CRRMA on the El Paso Streetcar Project, presented a PowerPoint presentation and answered questions from board members.

Motion made by Mr. Parker, seconded by Mr. Wardy and unanimously carried to **APPROVE** the Board Resolution authorizing Change Orders 1, 2, and 3.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner
NAYS: None

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11. Discussion and action on a Board Resolution authorizing Change Order No.1 to the Rail Vehicle Contract for Remanufacture of PCC Cars with Brookville Equipment Corporation, for lead paint removal, changes to proposed vehicle windows and minor contractual language revisions, all related to the El Paso Streetcar Project.

Mr. Telles provided background on this item and recommended approval. Ms. Melendez and Mr. Wardy commented.

1st MOTION

Motion made by Mr. Nemir, seconded by Mr. Parker and unanimously carried to **APPROVE** the Board Resolution for Change Order No. 1.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

After discussion was completed on Item 15 of this agenda, Mr. Nemir requested a reconsideration of this Item 11 for clarification on a provision of the supporting documentation.

2ND MOTION

Motion made by Mr. Wardy, seconded by Mr. Nemir and unanimously carried to **RECONSIDER** this item.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

Mr. Nemir requested additional explanation on certain supporting documents of this item. Mr. Chuck Berry, from the AECOM firm provided an explanation.

No further action was taken on this item.

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12. Presentation, discussion and action on Board Resolutions authorizing the Chair or Executive Director to execute or implement the following items, as they relate to the El Paso Bike Share Program, known locally as SunCycle:

Mr. Telles presented a PowerPoint presentation, provided background on items 12(a) and 12 (b) and recommended approval of both.

- (a) Interlocal Agreement with the City of El Paso for Phase 2;
- (b) Interlocal Agreement with the University of Texas at El Paso for Phase 2; and

Motion made by Mr. Fernandez, seconded by Mr. Wardy and unanimously carried to **APPROVE** items 12(a) and 12(b).

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

- (c) Amended Rate Schedule to increase the time period provided with annual memberships.

Mr. Telles provided background on this item and recommended approval.

Motion made by Mr. Nemir, seconded by Mr. Wardy and unanimously carried to **APPROVE** item 12(c).

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

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13. Presentation and discussion on the following performance reports, for the 2nd Quarter of Fiscal Year 2016:

- (a) El Paso Bike Share (SunCycle) Program;
- (b) César Chávez Express Toll Lanes; and
- (c) General Engineering Consultant Team's use of local resources.

Mr. Telles presented a PowerPoint presentation on the El Paso Bike Share Program – Item 13(a).

Mr. Ron Fagan, Fagan Consulting, as part of the general engineering consultant team, presented a PowerPoint presentation on the César Chávez Toll Lanes – Item 13(b).

Mr. David Head, Atkins North America, as part of the general engineering consultant team, presented a PowerPoint presentation on Item 13(c)

Chair Melendez and Mr. Nemir commented.

NO ACTION was taken on these items.

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14. Discussion and action on a Board Resolution authorizing the Executive execute and submit the required annual compliance report to TxDOT.

Mr. Telles provided background on this item and recommended approval.

Motion made by Mr. Wardy, seconded by Mr. Parker and unanimously carried to **APPROVE** the Board Resolution.

AYES: Ms. Melendez, Mr. Wardy, Mr. Parker, Mr. Fernandez, Mr. Nemir and Ms. Giner

NAYS: None

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15. Update, discussion and action on the Executive Director's Report:

- (a) El Paso Streetcar Open House- April 12 at Sacred Heart; and
- (b) CRRMA Meet and Greet- May 19, 2016 (SBA, EPCC and City Rep. Acosta).

Mr. Telles provided update on the referenced Open House and discussed the future meet and greet event for which staff from the office of District 3 is assisting.

NO ACTION was taken on these items.

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Motion was made to **ADJOURN** the meeting at 11:42 a.m. by Mr. Wardy, seconded by Mr. Parker and unanimously carried to adjourn.
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PLEASE NOTE: AUDIO OR VIDEO RECORDINGS OF THE MEETING AND ATTACHMENTS ARE ON FILE WITH THE ORIGINAL AGENDA/MINUTES AT THE CAMINO REAL REGIONAL MOBILITY AUTHORITY OFFICE.

Approved as to Content:

Joe R. Fernandez, Board Secretary