



MEETING NOTICE

TO: North East Texas Regional Mobility Authority Board Members
FROM: Gary Halbrooks
DATE: Tuesday, April 12, 2022
SUBJECT: **April Board Meeting**

The next meeting of the NET RMA is scheduled as follows:

DATE: Tuesday, April 12, 2022
TIME: 1:30 PM
PLACE: NET RMA Offices
1011 Pruitt Place
Tyler, TX 75703

Enclosed please find the agenda and other pertinent information for your review prior to the meeting. Should you have any questions, please call Lana Lane at 903.630.7894.

NORTH EAST TEXAS REGIONAL MOBILITY AUTHORITY (NET RMA)
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, April 12, 2022
NET RMA Offices
1011 Pruitt Place
Tyler, TX 75703

1. CALL TO ORDER AND DECLARATION OF QUORUM.

Notice of this meeting was posted with the Secretary of State's Office and on the NET RMA website and office on Friday, April 8, 2022.

Gary called the meeting to order at 1:35 in Tyler, Texas and virtual. We have a quorum.

2. WELCOME & INTRODUCTION OF BOARD MEMBERS.

Gary introduces our guest members at the Tyler location. Guest member thanks Gary for the hospitality and letting them sit in.

GARY HALBROOKS, ROBERT MESSER, KEITH HONEY, DAVE SPURRIER, JASON RAY, LARRY MORSE, JOHN CLOUTIER, DAN DROEGE, CORY FLOYD, NATE PRIEFERT, CHET CLAYTON, ROBBIE SHOULTS, DERRICK CHOICE, BEN HAMILTON, MARCIA DAUGHTREY, NATHAN DE

3. SWEARING IN OF CHAIRMAN GARY HALBROOKS.

Gary sworn in by Neal Franklin.

4. CHAIR'S REPORT.

Gary Halbrooks

Gary - Talks about the storms this season, specifically in Upshur County from the fast couple of weeks, keep them in our thoughts and prayers.

5. OPEN PUBLIC FORUM/COMMENT PERIOD.

No speakers

6. DISCUSSION, CONSIDERATION AND APPROVAL OF THE MINUTES FOR THE MARCH 8, 2022 REGULAR BOARD MEETING.

Gary – Motion to approve minutes from last board meeting. Marcia Daughtrey and Larry Morse 2nd. Motion is approved.

7. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON AN HONORARY RESOLUTION FOR FORMER BOARD MEMBER DR. JAMES H. HARRIS.

Gary - Dr. Harris has been on the board for 10 years and been a great member of the board. Dr. Harris talks about how thankful he was for the board, and he thanks the board.

8. COMMITTEE REPORTS

A. Executive Committee

Gary Halbrooks

Keith Huey sent an email with a survey that the board is encouraged to take. More info came from Kathrine Hartvickson.

B. Community Relations Committee

Andrea Williams McCoy

Nothing to report

C. East Texas Hourglass Committee

Dave Spurrier

Nothing to report

D. Finance Committee

Robert Messer

Rates are starting to go up and watch for another month or two.

E. Member Outreach Committee

John Cloutier

John – Get projects together for submittal. May we are doing a pre meeting for people who want guidance. With a mid-June gathering of projects. Gary – Talk to your judges now. If they need help, we can give them guidance. Encourage judges to find projects

F. Personnel Committee

Jason Ray

Nothing to Report

G. Project Development & Implementation Committee

Larry Morse

Nothing to Report

9. REVIEW AND ACCEPTANCE OF NET RMA FINANCIAL STATEMENTS.

Dianne- Net electronic actual over budget 6%, net video revenue under budget or 1%, operating revenue over budget 4%, operating expenses under budget 8%, toll 49 operating expenses under budget or 20%, net other expense actual

over budget 2% due to actual payouts on priority projects, net income deficit over budget 13%. Chet Clayton and Larry Morse 2nd. Motion is approved.

10. REPORT ON TOLL 49 TOLLING TRANSACTIONS AND REVENUE.

Dianne – The actual daily average for March 41,800

11. TOLL OPERATIONS PRESENTATIONS:

Cori Sutherland

A. STATUS OF TRANSITION TO NORTH TEXAS TOLLWAY AUTHORITY TOLLING SERVICES.

Cori – Sice, Inc was awarded the contract to provide toll system integration and maintenance, and they will be replacing Kapsch as the roadside equipment provider. Work initially began in January of 2021. Their plan is to move forward by changing our equipment on gantry at a time. Starting on May 2 and finish with the last gantry the first week in July.

B. STATUS OF SICE INC. TOLL SYSTEM IMPLEMENTATION.

Cori - NTTA will be replacing Cofiroute as the back office provider. The services they will be providing are as follows: tag transaction processing, Pay by Mail processing (Zip Cash), and habitual violator program. This will be a gradual process, so there is no overlap with Cofiroute. Disabled veterans will now need to register for a toll tag.

12. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE WORK AUTHORIZATION NO. 6 WITH SICE INC. FOR A TOLLING SYSTEM READINESS ASSESSMENT IN SUPPORT OF A SOC 2 TYPE 2 AUDIT. (RESOLUTION 22-07)

Action Item

Everett – Everyone heard the dates of when we started the process, and we assumed that Sice did a soft audit to verify that the system is handling everything correctly. Sice's current contracts are with TxDot and TxDot does their own audit. We need an independent auditor to come in and get into the details of how their system. About \$125,000.00 for an audit. This is a one-time charge to map out the process and get ready for the changeover. We will do an audit every year, but it will be less significant in the years to come. We have to make sure we get a good audit. If you have questions, talk to Diane. Dianne – since this is from scratch, this will be a major undertaking. Gary – Does this help with our future events? Everett – by doing this, it is just taking care of business in order to sell bonds. Dianne – without this, we will not be able to show clear revenue. Larry Morse and Marcia Daughtrey 2nd. Motion is approved.

13. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE ISSUANCE OF A REQUEST FOR QUALIFICATIONS FOR TOLL SYSTEMS CONSULTANT SERVICES. (RESOLUTION 22-08)

Action Item

Glenn - We are at the end of our contract with Fagen. We are now able to put out a request for proposals to fulfill a new contract. Marcia Daughtrey and Chet Clayton 2nd. Motion is approved

14. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE SUBMISSION OF AN APPLICATION FOR A RURAL SURFACE TRANSPORTATION GRANT FOR THE TOLL 49 WIDENING PROJECT. (RESOLUTION 22-09)

Action Item

Glenn – Introduced our consultant, Heath Jackson, to find a grant that is applicable to widen TOLL 49. This resolution authorizes to move forward with the grant application. This authorization will cost about \$96,000.00 and is due in May. Marcia Daughtrey and Chet Clayton 2nd. Motion is approved.

15. EXECUTIVE DIRECTOR'S REPORT.

A. Support Letters for Rural Surface Transportation Grant Application

Glenn – We will be moving forward with this, and staff will be sending letters to get support to Judges and other elected officials and entities. This is just an update. Gary – we want to make sure we exercise this influence in a positive way.

B. Update on Contract with Kapsch TrafficCom Transportation.

Glenn – We ended up getting delayed in this transition process because of supply chain, but we are moving forward.

C. Update on Toll Processing Services Provided by Cofiroute USA.

Glenn – Once we make the transition, we will not be sending anything to Cofiroute.

16. ADJOURNMENT.

Gary – Meeting adjourned at 2:22 pm

EXECUTIVE SESSION - PURSUANT TO CHAPTER 551, SUBCHAPTER D, TEXAS GOVERNMENT CODE, IF ANY

- **At any time during the meeting of the NET RMA Board of Directors, the Board may meet in executive session for consultation concerning matters under Chapter 551 of the Texas Government Code, including:**
 - A. Section 551.071. Consultation with Attorney—Consultation with and advice from legal counsel concerning pending/contemplated litigation, settlement offers and negotiations, ongoing disputes and potential disputes, and other legal issues.**
 - B. Section 551.072. Deliberation Regarding Real Property—Discussion of real property purchase, exchange, lease, license, gift, donation, and/or negotiated settlement, including property to be acquired for right-of-way.**
 - C. Section 551.074. Personnel Matters—Deliberation concerning the appointment, employment, reassignment, evaluation, duties, discipline, and/or dismissal of personnel.**

PARTICIPATION BY TELEPHONE CONFERENCE CALL:

One or more members of the Board may participate in this meeting through a telephone conference call, as authorized by Section 370.262, Texas Transportation Code. Under that law, each part of the telephone conference call meeting that by law must be open to the public shall be audible to the public at the meeting location. During the meeting, the identification of each party shall be clearly stated prior to speaking, and the meeting shall be documented by written minutes. On conclusion of the meeting, the written minutes of the meeting will be made available to the public.

OPEN COMMENT PERIOD

The Board will allow an open comment period, **not to exceed one hour**, to receive public comment on any other matter that is under the jurisdiction of the Board, including an item listed on the agenda. Public comment must be made during the open comment period. You must be recognized by the presiding officer.

Each speaker will be allowed a **maximum of three (3) minutes**. For subjects that are not otherwise part of the agenda for the meeting, Board members may neither comment nor question speakers during the open comment period, but may request the presiding officer, or a recognized committee, to investigate the subject further. No action will be taken on matters that are not part of the agenda for the meeting.

NOTE

Enumerated agenda items are assigned for ease of reference only, and will not necessarily be considered by the Board in that particular order. The presiding officer may rearrange the order in which agenda items are considered.

Presenters with audiovisual needs are requested to contact NET RMA at 903.630.7894 at least two working days prior to the meeting.

ACCESSIBILITY STATEMENT FOR DISABLED PERSONS

This meeting site is accessible to disabled persons as follows: wheelchair ramp at the main entrance. If any special assistance or accommodations are needed in order to attend this meeting, please contact the NET RMA at 903.630.7894 at least two working days prior to the meeting so that appropriate arrangements can be made.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for person who are deaf or hearing impaired, and readers of large print or Braille, are requested to contact the NET RMA at 903.630.7894 at least two working days prior to the meeting so that appropriate arrangements can be made.