

**MEETING NOTICE**

**TO:** North East Texas Regional Mobility Authority Members  
**FROM:** Jeff Austin, III, Chairman  
**DATE:** November 16, 2010  
**SUBJECT:** NET RMA REGULAR BOARD MEETING

---

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

**DATE:** Wednesday, November 16, 2010  
**TIME:** 1:30 pm  
**PLACE:** Austin Bank Annex – Training Room  
105 Horton Street  
Whitehouse, TX 75791

Enclosed are the agenda and other pertinent information for your review prior to the meeting. Should you have any questions, please call me at 903.561.6547.

**NORTH EAST TEXAS REGIONAL MOBILITY AUTHORITY (NET RMA)  
BOARD OF DIRECTORS REGULAR MEETING  
1:30 P.M., TUESDAY, NOVEMBER 16, 2010**

**PRESIDING: JEFF AUSTIN, III, CHAIRMAN**

---

**1. CALL TO ORDER AND DECLARATION OF QUORUM**

Notice of this meeting was posted with the Secretary of State's Office, with the County Clerk in Smith County, on the NET RMA website and in the offices of PBS&J on November 12, 2010.

Board members present: Chairman Jeff Austin III, Linda Thomas, Gary Halbrooks, Keith Honey, David Stevenson, Bill Rowton, Robert Murray, Barry Hughes and Mike Thomas. In addition, Treasurer Tab Beall attended by phone conference.

Board members absent: Dave Spurrier, Walta Cooke, Celia Boswell, Hudson Old, Rodney Gilstrap, Ed Smith, Bill Runnels and Andy Vinson.

Chairman Austin called the meeting to order at 1:38 pm and declared the meeting with a quorum.

**2. INVOCATION**

At the invitation of Chairman Austin, Board Member Gary Halbrooks gave the invocation.

**3. WELCOME & INTRODUCTION OF BOARD MEMBERS**

Board Members

Chairman Austin welcomed everyone to the Austin Bank training center in Whitehouse. The Chairman noted that there had been some turnover in the various member counties due to the recent elections, specifically, in Bowie, Titus and Harrison counties. He encouraged the Board Members to talk to the new County judges and other key staff to discuss their county's transportation needs. In particular, Chairman Austin mentioned that he had already talked to Board Member Hudson Old about going to see the new judge in Titus County. Many counties and regions are trying to find funding for their transportation needs. Chairman Austin said the NET RMA and its various Board Members need to help the member counties in their transportation funding endeavors in every way possible.

The Chairman also noted that the Texas Legislature has started preparations for the next Session that starts in January 2011. As of this meeting, there have been over 500 bills filed for the upcoming Session. The Chairman encouraged the board to reach out to their respective Legislators and build that relationship if they do not already have one.

Following the Chairman's welcome, the various Board Members present made some brief opening remarks.

#### 4. REMARKS BY PUBLIC OFFICIALS

There were no public officials present and no remarks made.

#### 5. OPEN PUBLIC FORUM / COMMENT PERIOD

There were no open public comments presented at the meeting.

#### 6. APPROVAL OF MINUTES

- A. Discussion, Consideration and Approval of Minutes for  
- October 20, 2010 NET RMA Regular Board Meeting

**Action Item**

Chairman Austin opened discussion regarding the Board Meeting Minutes for the past meeting held on October 20, 2010. Board Member Keith Honey said that Board Member David Stevenson had led the discussion of Item 19, and requested that the minutes be changed accordingly.

Board Member Gary Halbrooks made a motion to accept the minutes as corrected. Board Member Mike Thomas seconded the motion. The motion passed.

#### 7. CHAIRMAN'S REPORT

Chairman Austin

- A. Discussion of Bicycle comments from Tyler Paper

Chairman Austin commented that the "Rants and Raves" section of the Tyler paper had several articles discussing citizens' dislikes of and safety issues associated with bicycles on Toll 49. He said the NET RMA Board needs to discuss how they will handle the bicycle issue. Chairman Austin stated that he for one will recommend that bicycles not be allowed on Toll 49. He noted that it will take about \$1M for a 10-ft to 12-ft wide bike trail to be constructed from Old Jacksonville to US 69. Board Member Mike Thomas said that he was not familiar with this particular issue regarding Toll 49; thus Chairman Austin asked the GEC Project Manager, Mike Battles, to update Board Member Thomas on recent bike trail issues. Board Member Gary Halbrooks also mentioned bikes being a safety issue, and said he has had several discussions about bicycles with members of community. Chairman Austin said he would like to go on record early that the NET RMA will oppose bicycles on Toll 49 until separate bike trails are built.

- B. Meetings of Interest

- Texas Transportation Commission Meeting; November 18, 2010, December 16, 2010 and January 27, 2011 in Austin

Chairman Austin mentioned that a Tyler group of local leaders and interested citizens is going to Austin to support the NETRMA Toll Equity Loan request on the November TTC Agenda. He also noted that a member of the audience, Mr. Charles Thomas, will be in Austin supporting the I-69 Alliance. Chairman Austin stressed the need for support during the Thursday TTC meeting.

- Texas Transportation Forum; January 3-5, 2011 in Austin

TxDOT will sponsor a Transportation Forum in January in Austin. This is where the Commission and key TxDOT Administration staff usually announce what they will be doing for the next several years. In

addition, key transportation issues being addressed by various TxDOT Divisions are discussed. Chairman Austin encouraged Board Members that are able to attend this transportation forum.

C. Discussion regarding Strategic Planning

Chairman Austin stated that the NET RMA Board needs to conduct some Strategic Planning to get ready to be a Toll operator, in addition to being a transportation facilitator. The Board will need to set some toll operations policies during the upcoming year. Again, the Chairman reminded the Board Members that they need to help counties to get funding for their transportation needs.

**8. TREASURER'S REPORT**

Tab Beall

A. Discussion, Consideration and Possible Action on the Treasurer's Report

The item was discussed by Board Treasurer Tab Beall by phone. Treasurer Beall said that there was no Treasurer's report available this month since it had only been a few weeks since the October 20<sup>th</sup> Board Meeting. There had been no invoices received and very few miscellaneous expenses made since the last meeting. Since there was no Treasurer's Report available, no vote was taken.

**9. PROJECT DIRECTOR'S REPORT (Toll 49)**

Everett Owen

A. Status of SIB and Toll Equity Funding

Mr. Everett Owen, P.E., NET RMA Project Director, discussed this item.

Mr. Owen stated that the NET RMA received final approval for the \$39.2M SIB Loan from TxDOT at the Texas Transportation Commission (TTC) on October 20<sup>th</sup>, 2010. He said that he, the legal team and the financial team were working on the final details of the loan at this time. He stated that there are no outstanding issues with the SIB loan. In addition, he stated that TxDOT will allow the NET RMA to move all remaining FAA money (currently about \$700,000) into the SIB development loan account. Based on discussions with TxDOT, the NET RMA should be ready to issue a Notice to Proceed (NTP) to CH2MHill around February 1<sup>st</sup>, 2010. Just as a precaution, he needs to be sure the money is "in the bank" and available before he will issue a NTP. Based on the latest schedules, he expects the first draw from the loan account would be in February; perhaps being as much as \$15M (due to start up fees for the DBA Developer as well as Right-of-Way (ROW) costs and other items. Mr. Owen stated that actually the NET RMA might have to spend some ROW money in January in order to finalize land acquisition negotiations and file initial offers.

Chairman Austin asked Mr. Owen if he expected any difficulties with ROW. Mr. Owen said that the NET RMA will have at least one condemnation, but that it should not be difficult. He explained that the landowners have just been sent their initial offer letters and they have 30 days to respond. Mr. Owen said that he expects Eminent Domain proceedings (i.e., condemnation) will be needed on at least one parcel.

Furthermore, Mr. Owen stated that CH2MHill will likely move into job trailers on-site during December, 2010. The contractor should start clearing land in early February, as soon as they receive the NTP. Chairman Austin said he would like a "Ground Breaking Ceremony", probably in mid-to-late January, as soon as all loans and contracts are signed.

Mr. Owen then stated that, on Thursday November 18<sup>th</sup>, the NET RMA is scheduled to receive final

approval on the second reading of the Toll Equity Loan from the TTC, up to \$90M total. In addition, Mr. Owen said that Randy Hopmann, P.E., District Engineer of the TxDOT – Tyler District, had just reported that the NET RMA can use the TxDOT Anderson Mitigation Bank for mitigation of environmental damage, thereby saving the NET RMA approximately \$600,000.

Mr. Owen said that all toll revenue from the operation of Toll 49 will go into a fund for NET RMA Admin expenses, in addition to new loans. The TxDOT SIB loan is being given at a 4.8% interest rate, compounded annually. The NET RMA must pay back the SIB loan in eight (8) years; however, all payments will be deferred for a period of up to five (5) years. If the NET RMA can't pay off all of the Toll Equity Loan, then TxDOT will just own part of the road. In addition, funding for Toll 49 - Seg 4 may come from a Bond Sale in Year 8, when a bond is sold in order to pay back the SIB loan. Also, the money provided by the SIB Loan is enough to have money for conducting some of the ETHG studies. Mr. Owens said we will not likely start the EIS process on the ETHG, because the EIS only has a 3-year shelf life. But we can start several ETHG corridor studies with the funding available.

Mr. Owen said that the NET RMA will have the ability to present a request to TxDOT to allow further development of Toll 49 - Seg 4 with toll revenues, with current schedules indicating that construction can likely start on Seg 4 in 2018, with the road being complete and open to traffic in 2020.

B. Next Steps for Toll 49, Segment 3B

These items were discussed by Mr. Owen in his previous presentation.

**10. PUBLIC HEARING PURSUANT TO SECTION 371.153, TRANSPORTATION CODE ON COMPREHENSIVE DEVELOPMENT AGREEMENT (CDA) WITH CH2M HILL CONSTRUCTORS, INC. FOR TOLL 49, SEGMENT 3B**

- A. Convene public hearing
- B. General overview of statutory requirements regarding CDA terms
- C. Receive public comment
- D. Close public hearing

The Regular Board meeting was adjourned and the Public Hearing for Toll 49 – Segment 3B was called to order by Chairman Austin at 2:04 pm. Chairman Austin noted that the notice for the Public Hearing was published in the Tyler, Longview and Texarkana papers on two consecutive Sundays prior to the meeting.

The Public Hearing was lead by Mr. Brian Cassidy, NET RMA Legal Counsel (Mr. Cassidy is an Attorney with Locke, Lord Bissell and Liddell).

Mr. Cassidy made a formal presentation of the information identified in Section 371.151 of the Texas Transportation Code. Following the presentation Chairman Austin invited public comment from any member of the public in attendance. No public comments were received.

Chairman Austin formally closed the Public Hearing at 2:10 p.m., and reconvened the NET RMA Board of Directors meeting at the same time.

**11. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF STATE INFRASTRUCTURE BANK LOAN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION                      Action Item  
(RESOLUTION 10-19)**

Mr. Everett Owen discussed this item. He said that this item was on the agenda in anticipation of the agreements being completed. This item was tabled and will be brought back to the board in a later meeting.

**12. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON AMENDMENT TO EXTEND TERM OF GENERAL ENGINEERING CONSULTING SERVICES AGREEMENT WITH PBS&J                      Action Item  
(RESOLUTION 10-20)**

Chairman Austin made some opening remarks regarding this item. For the benefit of the new Board Members, the Chairman explained that when PBS&J was hired as the NET RMA's GEC, several firms submitted qualifications. PBS&J was selected based on firm qualifications and commitments of personnel to the contract. The initial contract time period was for 5 yrs, beginning in May 2006 and ending in May 2011. Chairman Austin also commented that the contract could easily be extended for a period of two (2) years, or for whatever period the Board might desire. He stated that the Board was considering this item because an extension of two years would cover the construction period of Toll 49 - Segment 3B. The Chairman said he felt like a two-year extension would help to maintain continuity with all work done on Toll 49 in the past.

Mr. Everett Owen then commented that the current PBS&J contract for 5 yrs ends at a bad time, since CH2M Hill is ready to go. Mr. Owen gave the opinion that it would be very difficult to go through an engineering procurement process, which can take six months or more, during the fast-start design / construction process that CH2M Hill will be using. Everett recommended that the Board keep PBS&J as their GEC through the CH2M Hill design and construction process, and then re-visit the concept of hiring a new GEC, if desired, at the beginning of FY 2013.

Chairman Austin thanked the Board for their work during the high intense work time associated with the CDA procurement process. He also said thank you to the management and staff of PBS&J for all their work. He then asked for a motion to pass Resolution 10-20, extending the GEC contract from May 2011 to May 2013.

Keith Honey made the motion to extend the GEC Master Contract for two (2) years and Robert Murray seconded the motion. The motion passed, with Chairman Austin abstaining.

**13. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON EXTENSION OF AGREEMENT WITH LOCKE LORD BISSELL & LIDDELL, LLP FOR PROVISION OF GENERAL COUNSEL SERVICES                      Action Item  
(RESOLUTION 10-21)**

Chairman Austin explained that Item 13 was similar to Item 12, except that this item covers the contract for services with Locke Lord Bissell and Liddell, LLP. The current legal counsel contract runs from June 6, 2006 to June 6, 2011. Chairman Austin requested a motion to pass Resolution 10-21, extending the legal counsel services contract for a period of two (2) years, from June 6, 2011 to June 6, 2013.

Board Member David Stevenson made the motion to extend the legal contract for two years, and Linda Thomas seconded the motion. The motion passed.

**14. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE PROCUREMENT OF PROJECT DIRECTOR SERVICES (RESOLUTION 10-22)**

**Action Item**

Chairman Austin explained that this item was similar to Item 12, except that this item referred to the contract with the NET RMA Project Director, Mr. Everett Owen, P.E.

Brian Cassidy discussed this item. Brian explained that the project director contract was actually covered by an Inter-Local Agreement (ILA) with the Central Texas Regional Mobility Authority (CTRMA). When the NET RMA was formed, an ILA was passed between the NET RMA and the CTRMA which would allow the NET RMA to use several CTRMA staff on an as-needed basis, thereby postponing the time when the NET RMA might have to hire their own internal staff. The potential staff to be used included Mr. Everett Owen, the CTRMA Director of Engineering, the Chief Financial Officer, the Director of Operations, and other key engineering and operations staff. However, Mr. Cassidy explained that the CTRMA would now like to terminate this ILA agreement, because basically no CTRMA staff had been used extensively except for Mr. Owen. The CTRMA CFO was used for a brief time on one occasion, but the CTRMA never billed the NET RMA for that person's time. Mr. Owen mentioned that the NET RMA did also use the CTRMA engineering staff to review the CDA proposals and used their toll director to review toll concepts, but the CTRMA never charged for these services either. Mr. Cassidy explained that the main issue is cash flow related to the CTRMA paying Everett in advance, and then not getting reimbursement from TxDOT for several months. Since Mr. Owen is no longer the CTRMA Director of Engineering, the NET RMA can hire a Project Director such as Mr. Owen directly. Mr. Owen or whoever is selected will still be a consultant, and not a staff of NET RMA. If passed, the new Project Director would just invoice NET RMA directly.

Chairman Austin asked for a motion to pass Resolution 10-22, allowing issuance of an RFQ for NET RMA Project Director Services. Keith Honey made the motion, and Barry Hughes seconded the motion. The motion passed.

**15. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON WORK AUTHORIZATION FOR GENERAL ENGINEERING CONSULTANT SERVICES FOR FISCAL YEAR 2011 (RESOLUTION 10-23)**

**Action Item**

Mr. Everett Owen, NET RMA Project Director, discussed this item. This item is for hiring PBS&J to provide GEC services for Fiscal Year 2011. The GEC work assignments cover general program management, technical assignments, public information tasks and web page production and maintenance. For FY 2010, the GEC contract amount was for \$560,000; the proposed FY 2011 amount is for \$375,000, which matches the amount listed in the NET RMA's FY 2011 budget. Mr. Owen noted that the NET RMA still has FAA money to cover some or all of these expenses, and any remaining costs can be covered by the SIB loan. Mr. Owen reminded the Board that the remaining FAA funds and the new SIB and Toll Equity will all be rolled into one fund.

Chairman Austin asked for a motion approving Resolution 10-23, providing for hiring PBS&J as NET RMA GEC for FY 2011. Gary Halbrooks made the motion, and Robert Murray seconded the motion. The motion passed.

## 16. RAIL REPORT

Celia Boswell

Rail Committee Chair Celia Boswell was not present, so a formal rail report was not made. Chairman Jeff Austin said he had talked to Mary K. Suhm, the City Manager of Dallas to announce the signing of a DART / NET RMA ILA.

Chairman Austin asked Mr. Mike Battles, Project Manager for PBS&J, to provide an update on the purchases of the Whitehouse – Troup abandoned rail ROW. Mr. Battles said that PBS&J had received the deeds for the ROW from Mr. Patrick M. Moran, Senior Real Estate Manager for UP Railroad. Mr. Battles said that those documents had been sent to Locke Lord Bissell and Liddell for further handling and ROW acquisition document preparation.

## 17. REPORT CONCERNING STATUS OF GEC WORK AUTHORIZATIONS

Mike Battles

Mike Battles, PBS&J Project Manager, discussed this item.

Mr. Battles said that PBS&J is current on all assignments. Most of the GEC's recent work tasks have involved preparation of support documents for the CDA agreements. Mr. Battles said that he had recently met with Oncor in Fort Worth to discuss handling all of the electric utility adjustments needed for Segment 3B. Oncor is already preparing plans for their electric utility adjustments on Segment 3B, in order to meet the very short construction schedule proposed by CH2M Hill. Mr. Battles also said that PBS&J's ROW agents are working with Buddy Steele of Locke Lord Bissell and Liddell, preparing for discussions with Dawson Sodd, a legal group in Corsicana, Texas that is representing three (3) of the landowners on Segment 3B. Land acquisition offer letters will be sent to the six (6) remaining landowners on Segment 3B this month. It is believed that the NET RMA will have to go through the Eminent Domain (condemnation) process on at least one property for Segment 3B

Chairman Austin mentioned that he would like "total project costs" to be listed for items in the GEC report, and not just construction costs. The Chairman stated that he would also like to see the information include monies received from other cities, in order to portray a clear picture of just how much the region's cities and counties are supporting the work of the NET RMA.

At this time, Mr. Everett Owen mention that the NET RMA will have its first draw on the new SIB and Toll Equity funds in February, 2011, with the probability of that draw amounting upwards of \$15M. Chairman Austin commented that the NET RMA will need to let their bank (Texas Trust) know that this large draw will be coming. Mr. Owen also noted that the NET RMA will only have a short time to review all contractor draws once construction starts. He said the NET RMA will have to review their review and signature approval procedures to make sure that prompt reviews can be made. Mr. Owen also commented that TxDOT will do a review of up-front plans for draws and payments, but they will not be part of the monthly draw reviews and payment process. However, TxDOT will likely conduct periodic audits of the monies spent from the SIB and Toll Equity Loan funds.

Chairman Austin noted that the NET RMA will also have to review their audit procedures.

## 18. NET RMA COUNTY PROJECT REPORTS AND UPDATES

### A. Update of ROW Acquisition

Chairman Austin noted that the proposed purchase of the abandoned UP ROW from Whitehouse had



already been discussed in Item 16.

Chairman Austin asked if any Board Member had any new updates or discussions.

Board Vice-Chairman Linda Thomas mentioned that TxDOT had made a presentation to the Longview City Council last Thursday regarding the extension of George Ritchie Road in Longview. Ms. Thomas reported that Vernon Webb with TxDOT said at the presentation the project will be done in 3 phases: (1) from SH 300 to McCann Road; (2) from McCann Road to Judson Road; and (3) from Judson Road to US 259. Construction is expected to start on the first phase in 2015, and on the second phase in 2019. The third phase is not yet scheduled.

Chairman Austin noted that Longview had sent in a great legislative review for submittal to new Legislature.

Chairman Austin also said he had talked with Board Member Hudson Old this morning regarding how to move some Titus Co projects along. Chairman Austin again asked Board Members to visit with their county judges to see how the NET RMA can help the individual counties. Chairman Austin noted that Titus County wants some help with some work along the I-30 corridor.

## 19. TxDOT DISTRICT REPORTS

- A. Atlanta District TxDOT Atlanta Representative  
No TxDOT Atlanta District representatives were available to make a report.
  
- B. Tyler District TxDOT Tyler Representative  
No TxDOT Tyler District representatives were available to make a report.

## 20. METROPOLITAN PLANNING ORGANIZATION REPORTS

- A. Longview Karen Owen
- B. Texarkana Brad McCaleb
- C. Tyler Barbara Holly

There were no representatives from the Longview, Texarkana or Tyler MPO's available to make a report.

## 21. FINANCE COMMITTEE REPORT

Gary Halbrooks

Finance Chairman Gary Halbrooks reminded the Board that as many members as possible needed to be at the TTC meeting on Thursday, November 18<sup>th</sup> to show support for approval of the Toll Equity Loan. Chairman Austin noted that he would like to send a letter to the TTC and to the TxDOT staff thanking them for all their support.

## 22. COMPLIANCE & OVERSIGHT COMMITTEE REPORT

Keith Honey

- A. Open Records spreadsheet
- B. Surety Bond spreadsheet
- C. Conflict of Interest spreadsheet
- D. Term Expiration spreadsheet

Board Member and Compliance Committee Chairman Keith Honey said that all C&O documents contained

in the Board Books were up to date. Mike Battles mentioned that Erin Lavender, PBS&J's new Public Information Specialist, will keep all of these spreadsheets up to date.

Chairman Austin said "welcome" to Ms. Erin Lavender, who is taking Colleen Colby's place at PBS&J. Chairman Austin noted that Erin's father is Tom Mullins, Executive Director of the Tyler Area Chamber of Commerce and Chairman of the Tyler Economic Development Council, and Erin's husband is Michael Lavender, a prominent banker in Tyler.

### **23. NEW BUSINESS FOR FUTURE MEETING AGENDA**

Chairman Austin asked if anyone had any new business to bring before the Board. Mr. Everett Owen stated that there might be a need for a NET RMA Board Meeting in December, at least by phone conference if nothing else, in order to take care of some last-minute business before signing the Comprehensive Development Agreement (CDA) with CH2M Hill.

### **24. ADJOURNMENT**

The Board Meeting was adjourned at 2:45 p.m.

### **EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE, CHAPTER 551, IF ANY**

- A. Section 551.071. Consultation with Attorney—Consultation with, and advice from legal counsel concerning pending/contemplated litigation, settlement offers and negotiations, and other legal issues.**
- B. Section 551.074. Personnel Matters—Deliberation concerning the designation, reassignment, evaluation, compensation, and duties of personnel.**
- C. Section 551.072. Deliberation Regarding Real Property—Discussion of real property purchase, exchange, lease, donation, including property to be acquired for Toll 49, Segment 3B right-of-way.**

There was no Executive Session during this Board Meeting.

*by Linda Lynn Thomas*  
Jeff Austin, III Chairman *Vice Chair*

*Dave Spurrier*  
Dave Spurrier, Secretary

*Erin Lavender*  
Erin Lavender

## **FY 2010/2011 Scheduled Board Meetings / Functions**

February 2010 at 1:30 pm (Date Pending)  
NET RMA Board Meeting  
Location Pending

January 19, 2011  
NET RMA Board Meeting  
Location Pending

## **Non-Scheduled Meetings / Functions Where a Quorum Could be Present, but No RMA Business Will be Conducted**

November 18, 2010, December 16, 2010 and January 27, 2011  
Texas Transportation Commission Meeting  
Austin, Texas

January 3-5, 2011  
Texas Transportation Forum  
Austin, Texas

### **COURTESY RULES**

Thank you for your presence. The NET RMA appreciates your interest. If you wish to address the RMA on any agenda item, Public Participation Forms will be available before the meeting. These forms must be filled out and turned in to the RMA Chairman or secretary *prior* to the time the agenda item in question is addressed by the RMA.

You must be recognized by the Chair. (NOTE: Items will not necessarily be presented in the order they are posted.)

### **OPEN COMMENT PERIOD & PUBLIC HEARING**

During agenda item 5, 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. Public comment that does not relate to a specific agenda item must be made during the open comment period. 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 direct the Chairman, 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**.

During agenda item 10, the Board will hold a public hearing to receive public comments on the proposed CDA with CH2M HILL Constructors, Inc.

During the open comment period and the public hearing, each speaker will be allowed a **maximum of three (3) minutes**. Speakers must be signed up prior to the beginning of the open comment period/public hearing.

### **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 Chairman may rearrange the order in which agenda items are considered.

Presenters with audiovisual needs are requested to contact Erin Lavender at (903) 509-1552 ext. 4481-229, 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 RMA meeting, please contact Erin Lavender at (903) 509-1552 ext. 4481-229 in advance so accommodations 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 Erin Lavender at (903) 509-1552 ext. 4481-229 at least two working days prior to the meeting so that appropriate arrangements can be made.