TEXAS MUNICIPAL LEAGUE
INTERGOVERNMENTAL RISK POOL

Board of Trustees Meeting

Fort Worth Convention Center
1201 Houston Street – Room 114
Fort Worth, TX 76102

October 29, 2025

Trustees Present

Bert Lumbreras, Chair
Mary M. Dennis
Rickey Childers
Chris Coffman
J.W. "Buzz" Fullen
Opal Mauldin-Jones
Allison Heyward
Harlan Jefferson
Kimbley Meismer
Emily Crawford
David Rutledge
Holly Gray
Bennett Sandlin

Staff Present

Jeff Thompson
Lindsey Fields
Jeffrey Snyder
David Reagan
Tito Villegas
David Nix
Bo Joseph
Scott Houston
Melinda Walter
Jessica Rodriguez
Atul Poladia

Staff (Cont.)

Mike Raigosa
Valessa Gutierrez
Debbie Sherwood

Others Present

John Duke, CPM Consulting
Casey Kent, Perkins & Will
(*via telephone)*
Angela Green, Live Oak
Council Member

Chair Bert Lumbreras called the meeting of the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool to order at 3:00 PM on Wednesday, October 29, 2025.

1. Roll call and excused absences (Tab 1)[1]

Jeff Thompson reported the absence of Mike Land, Mike Alexander, Austin Bleess, and Randy Criswell and the reasons for their absences. Randy Criswell listened to the meeting by telephone, but that is still considered an absence under the Texas Open Meetings Act. Jeff Thompson reported Bennett Sandlin would join the meeting momentarily. Bennett Sandlin joined to meeting at 3:14 PM.

MOTION by Rickey Childers, seconded by Allison Heyward, to excuse the absences of Mike Land, Mike Alexander, Austin Bleess, and Randy Criswell. Motion carried with unanimous approval.

2. Public Comment on Agenda Items

Chair Bert Lumbreras opened the meeting to public comment on any item on the agenda for the meeting. No comments were made. Chair Bert Lumbreras closed the meeting to public comments.

3. Consideration of Minutes of July 24-25, 2025 Board Meeting (Tab 2)

MOTION by Mary Dennis, seconded by Opal Mauldin-Jones, to approve the July 24-25, 2025 Board Meeting Minutes. Motion carried with unanimous approval.

[1] All references to "Tabs" in these minutes are references to the Tabs in the Board of Trustee Agenda Packet.

4. Texas Municipal Center Visioning Committee Items

   a. Consideration of Visioning Committee Minutes from July 24, 2025 (Tab 5)

      The minutes for the July 24, 2025, Visioning Committee meeting were approved by the Visioning Committee at its meeting on October 23, 2025.

   b. Consideration of Purchasing Real Property located at 1009 S. Church Street (Tab 6)

      Jeffrey Snyder presented the Visioning Committee and staff recommendation to purchase the property located at 1009 S. Church Street, Georgetown, Texas, to provide flexibility for the Texas Municipal Center Relocation Project.

      MOTION by Mary M. Dennis, seconded by Allison Heyward, to authorize a 2025-2026 Capital Budget Amendment for the Executive Director to purchase the property at 1009 S. Church Street, Georgetown, Texas, for an amount not to exceed $1,468,000 (exclusive of closing costs) and execute all necessary documents to complete the acquisition, including any short-term lease-back considerations to the current owners. Motion carried with unanimous approval.

   c. Consideration of the Site Selection for the Future Texas Municipal Center (Tab 7)

      Jeffrey Snyder presented the Visioning Committee and staff recommendation that 205 E. University Avenue, Georgetown, Texas, be selected as the final site for the future Texas Municipal Center.

      MOTION by Chris Coffman, seconded by Allison Heyward, to approve 205 E. University Avenue in Georgetown, Texas, as the final site for the future Texas Municipal Center and authorize the Executive Director to take any necessary actions to advance the project into Phase IV: Pre-Construction, including continued entitlement activities, design coordination, and partnership development with the City of Georgetown. Motion carried with unanimous approval.

   d. Consideration of Phase 4 Budget for the Texas Municipal Center Project (Tab 8)

      Jeffrey Snyder presented the Visioning Committee and staff recommendation to authorize a total budget allocation of $8,935,000 for Phase IV Pre-Construction Budget for the Texas Municipal Center Project for design, pre-construction services, regulatory and permitting fees related to the renovation and expansion of the property at 205 E. University Avenue, Georgetown, Texas, for office, meeting, and training facility space.

      MOTION by Chris Coffman, seconded by Rickey Childers, to authorize a total budget allocation of $8,935,000 for Phase IV Pre-Construction Budget for the Texas Municipal Center Project and 2025-2026 Capital Budget amendments to include design, preconstruction phase services, and associated regulatory and permitting fees related to the renovation and expansion of the Georgetonian building for office, meeting, and training facility space, with two new additions totaling approximately 20,000 gross square feet (GSF). The Executive Director is authorized to seek proposals or bids, when necessary, and execute the following contracts:

      1. Extension of CPM Texas's existing Contract for Project Management Services to include Pre-Construction Phase Services, in an amount not to exceed $300,000.

      2. A contract for Professional Design Services with Perkins+Will and their subconsultants, including Architecture, Structural Engineering, MEP Engineering, Landscape Architecture, Acoustical Engineering, Code Consulting, Envelope Design Consulting, and other miscellaneous subconsultants necessary for the proper design of the facilities, in an amount not to exceed $5,000,000 in aggregate.

      3. A contract for Civil Engineering Services with Garza EMC, in an amount not to exceed $425,000.

      4. A contract for Furniture, Fixtures, and Equipment (FF&E) Procurement Consulting Services with a firm to be selected as required by law, in an amount not to exceed $150,000; additional funds for furniture procurement and implementation are anticipated to be authorized in Phase V once final selections are determined.

5. A contract for Commissioning Agent Services with a firm to be selected as required by law, in an amount not to exceed $50,000.
6. A contract for Traffic Engineering Services with a firm to be selected as required by law, in an amount not to exceed $25,000.
7. A contract for Arborist Services with a firm to be selected as required by law, in an amount not to exceed $30,000.
8. A contract for Telecommunications Design and Legal Services related to the Franchise Low Voltage Scope with a firm or firms to be selected as required by law, in an amount not to exceed $150,000.
9. A contract for Geotechnical Engineering Services with a firm to be selected as required by law, in an amount not to exceed $50,000.
10. A contract for Owner's Design Peer Review Services, including MEP, Building Envelope, and Constructability Reviews, with firms to be selected as required by law, in an amount not to exceed $180,000 in aggregate.
11. Amend existing Legal Services with Jackson Walker to include additional scope related to contract development, negotiation, and project delivery, in an amount not to exceed $250,000.
12. A contract for Subsurface Utility Engineering Services with a firm to be selected as required by law, in an amount not to exceed $100,000.
13. A contract for Additional Surveying Services with Early Land Surveying, in an amount not to exceed $25,000.
14. Authorizing the Executive Director to expend funds for Regulatory and Permitting Fees, including Permit Expeditor Services, Building Permits, Plan Review Fees, Street Impact and Rough Proportionality Fees, Fiscal Postings, Franchise Utility Fees, Water Meter Fees (impact, tap, and meter), and other regulatory or permitting fees necessary for the project, in an amount not to exceed $1,500,000 in aggregate.
15. Authorizing procurement and execution of a Construction Manager at Risk (CMaR) Agreement—based on a modified version of the AIA Document A133-2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor, where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price—for Pre-Construction and Construction Phase Services as outlined in the project scope. Under this structure, the full Agreement (including all terms and conditions) will be executed; however, the Guaranteed Maximum Price (GMP) Amendment will not be executed until a later phase following completion of design and establishment of the construction scope and budget. At this time, the Board is requested to authorize only the Pre-Construction Phase Services in an amount not to exceed $250,000, with the selected CMaR firm to be determined. The anticipated Construction Phase GMP Amendment is projected at approximately $37,000,000, which represents the construction budget to be advertised during procurement; this action does not authorize commitment of construction funds at this time.
16. Authorizing allocation and use of a contingency fund for unforeseen items related to the Pre-Construction Phase, in an amount not to exceed $450,000. Use of these contingency funds shall be at the discretion of the Executive Director and in accordance with the Purchasing Policies and Procedures, with recommendation from CPM Texas and approval from legal counsel.

Motion carried with unanimous approval.

5. Finance & Information Technology Committee Items

   a. Review and Consideration of the Budget and Fund Allocations to Finance Capital Purchase and Improvements for the Texas Municipal Center Project (Tab 13)

      Jeff Thompson reviewed the budget and fund allocations for the renovation of the future Texas Municipal Center Project under Tab 13, but requested the Board to take no action at this time since the Pool did not have the complete financial picture of the future garage and event center that may be built jointly with the City of Georgetown.

6. Executive Session

   a. Consideration of Settlement in the matters of *Sergio Zamora v. City of Hempstead, Texas and Alfonso Juarez and Carmen Rangel v. City of Hempstead, Texas*

      Chair Bert Lumbreras announced this case did not settle and there was nothing for the Board to discuss. The Board did not go into Executive Session and did not discuss the case.

7. Adjournment

   Chair Bert Lumbreras adjourned the meeting of the Texas Municipal League Intergovernmental Risk Pool Board of Trustees at 3:48 PM.

Approved by the Board of Trustees on
January 23, 2026

David W. Reagan

David W. Reagan, Board Secretary