



## **Brazos County Regional Mobility Authority Agenda**

January 30, 2020 9:00 AM

Brazos County Auxiliary Courtroom

Brazos County Administration Building, 1<sup>st</sup> Floor

200 South Texas Avenue, Bryan, TX 77803

### **1) Welcome and Open Meeting**

*-Pledge of allegiance to the United States and Texas Flags and Invocation. RMA Board members introduce themselves and discuss their transportation background.*

### **2) Public Comments Regarding Items Not on the Agenda**

*-Individuals who wish to address the Policy Board must fill out a Public Comment Card describing the topic(s) they wish to address. Public Comment Cards may be obtained from Lisa Lyon, assisting staff, prior to the start of the meeting. Please limit your comments to three minutes per topic.*

### **3) Review and Possible Adoption of RMA Bylaws**

*-Mr. Bruce Erratt, Brazos County Attorney has developed draft bylaws for consideration by the RMA Board. The Board will need to review, revise and then adopt the bylaws. **Action Requested.** (See Attachment.)*

### **4) Election of RMA Secretary and Treasurer**

*-The Bryan/College Station Metropolitan Planning Organization (MPO) employs a part-time Administrative Assistant, Lisa Lyon who handles their meeting minutes and also serves as their fiduciary agent. It is suggested that the RMA Board name Lisa as their Secretary and Treasurer and retain her as the RMA Administrative Assistant. **Action Required.***

### **5) Adoption of RMA Draft Budget**

*-While the RMA is a separate entity, it will be contracting with Brazos County to provide fiduciary, personnel and Information Technology services. This will allow the County, working with the RMA Treasurer, to process financial transactions on behalf of the RMA. One requirement to set up the proper accounts is that an initial budget must be established. The draft budget assumes 15 hours for Lisa Lyon with a start date of April 4 and a 2% of MPO annual expenditure on administrative line items. Since the RMA does not have staff, purchases for items such as office furniture, computers and rent were excluded. **Action Requested.** (See attachment.)*

### **6) Request County Staff to Draft Remaining Policy Documents**

*-In addition to bylaws, RMAs are required to prepare other rules and regulations that govern RMA operations and Board and staff participation. These typically include: Fiduciary, Personnel and IT Services Agreement; Procurement Policies; Conflict of Interest Policies; Drug and Alcohol Policies; Travel Expense Policies; Environmental Policies; Finance Policies; and Ethics and Compliance Policies. Since the RMA does not have a Director the RMA will need to request that the County Attorney draft these policies for RMA Board review and approval. **Action Required.***



**7) Presentation on Activities of Other RMAs in Texas**

*-Mr. Doug Bramwell of Jones|Carter will make a presentation on what types of activities an RMA can be responsible for and what other RMAs in Texas are currently doing.*

**8) Funding RMA Activities**

*-Both the Brazos Valley Economic Development Corporation and Brazos County have each contributed \$15,000 to the RMA for start-up expenses. The RMA Board needs to determine who else should be approached for a one-time start-up contribution and assign a Board member to approach that entity. **Action Requested.** (See attachment.)*

**9) Develop RMA Legislative Action Plan**

*-In order to fund RMA operations, the RMA Board will need to consider legislation to collect a \$10 vehicle registration fee in Brazos County. Such a fee must first be approved by the Texas legislature. From early discussions, it appears that the legislature will require that a referendum be held so that residents can determine if they are willing to pay the additional \$10. The RMA Board will need to do some extensive networking with elected officials to have the legislation drafted, garner support (both from local representatives and other key legislators as well as the Governor's and Lieutenant Governor's office), gain commitments from a Representative and Senator to introduce the legislation on the day bills can first be introduced, gather support resolutions from local governments and agencies, and begin to develop a list of projects that would be pursued with the additional funds. **Discussion and Potential Assignments Requested.** (See attachment.)*

**10) Brazos County RMA Project Updates**

*-While the RMA was formed using the University Drive Concept as its initial project, the Feasibility Study completion is still many months away and the projects high price tag and lack of an identified funding stream means we may be looking for additional options for the corridor. However, the RMA is not limited to just the University Drive project and an update will be provided on other potential projects the RMA may want to pursue. (See attachment.)*

**11) Adjourn**

