



**Brazos County Regional Mobility Authority  
Regular Board Meeting**

**Wednesday, June 23, 2021, at 9:00 a.m. via Zoom**

Please email Lisa Lyon at [llyon@bcsmmpo.org](mailto:llyon@bcsmmpo.org) prior to 5:00 p.m. on June 22, 2021, to request log-in information for meeting.

**1. Welcome and Open Meeting**

*Chair Barry Moore will call the meeting to order, lead the Pledge of allegiance to the American and Texas flags and offer an invocation.*

**2. Public Comments Regarding Items Not on the Agenda**

*Individuals who wish to address the Board of Directors must request to comment. To comment, contact Lisa Lyon at [llyon@bcsmmpo.org](mailto:llyon@bcsmmpo.org) prior to 5:00 pm on June 22, 2021. Include name, address and subject to comment on in the body of the email. Please limit your comments to three minutes per topic.*

**3. Approval of Minutes from the April 28, 2021 RMA Board Meeting**

*Consider adoption – **Action Required.** (See attachment)*

**4. Consider Approval of Budget Amendment to Increase the FY 2021 Budget by \$7,500 for the FY 2020 Independent Audit**

*The Texas Administrative Code requires RMA's to have an independent audit performed at the close of each fiscal year. When the FY 2021 budget was set, it was unknown at that time who would perform this audit and what the cost would be. If approved, \$7,500 would be moved from contingency into the FY 2021 operating budget to pay for the audit. – **Action Required.***

**5. Consider Approval of Engagement Letter from Ingram-Wallis**

*In order to retain Ingram-Wallis (Brazos County's current independent auditor) for the FY 2020 independent audit, the Letter of Engagement must be signed and returned. If approved, the RMA Board will direct the Board Chair to sign the Letter of Engagement and retain Ingram-Wallis for the independent audit. – **Action Required.** (See attachment)*

**6. Consideration Adoption of Draft FY 2022 RMA Operating Budget**

*Since the RMA is a political subdivision of Brazos County it must submit an annual budget each May. The RMA Secretary/Treasurer has submitted a proposed budget which was due on May 28, 2021. However, the budget may be amended by the RMA Board during the County's budget review process before all County budgets are finalized. Of note for the FY 2022 budget is the reduction of hours paid by the RMA for the administrative assistant that is shared with the MPO. In previous*

*years, the RMA paid 37.5% (15 hrs per week) of the salary. In FY 2022, The RMA budget was reduced to pay 25% of the salary (10 hrs per week). The benefit amount can change due to increases/decreases in benefit cost to the county. The contingency amount will be carryover funds from FY 2021 less the operating budget for FY 2022 so those funds will not be added until after the beginning of the fiscal year. The Board will need to review, revise, and adopt the FY 2022 budget with the caveat to amend the employee benefit amount as approved by Brazos County. – **Action Required.** (See attachment)*

**7. Board Member Reports**

**8. Chairman's Report**

- Legislative Update

**9. Adjourn**