

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

### ***Board Meeting Minutes***

June 23, 2021

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- **Certification of Quorum**

Voting members present were Barry Moore, Chair, Presiding; Dennis Christiansen, Vice Chair; Veronica Morgan, Board Member; and Alan Munger, Board Member. The minutes were taken by Lisa Lyon, RMA Administrative Assistant. Additional participants included Parthana Banerji, Amy Bates, Bart Benthul, Doug Bramwell, Michael Copeland, Tedi Ellison, Karl Mooney, Tim Lomax, Doug Marino, Jo Marlow, John Nichols, Juan Quiroz, Troy Rother, Jason Schubert, Dan Rudge, Lance Simmons, and Van Short.

- **Welcome and Open Meeting**

Dr. Christiansen called to order the regular meeting of the Brazos County Regional Mobility Authority (RMA) Board at 9:08 a.m. on June 23, 2021. The meeting was held via Zoom. The meeting opened with the Pledge of Allegiance to the United States and Texas flags.

- **Public Comments Regarding Items Not on the Agenda**

There were no public comments.

- **Adoption of Minutes from the April 28, 2021, RMA Board Meeting**

Minutes from the April 28, 2021, Regional Mobility Board Meeting were considered for adoption. **A motion to approve the minutes was made by Ms. Morgan. The motion was seconded by Mr. Munger. The motion passed by a unanimous vote.**

- **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. Currently, the FY 2020 independent audit needs to be done. When the FY 2021 budget was set, it was unknown at that time who would perform the audit and what the cost would be. If approved, the \$7,500 would be moved from contingency into the FY 2021 operating budget to pay for the audit. It is unsure of what the cost will be for the FY 2021 audit. **A motion was made by Mr. Munger to approve the budget amendment and move \$7,500 from contingency for the audit. The motion was seconded by Dr. Christiansen. The motion passed by a unanimous vote.**

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

In order to retain Ingram-Wallis (Brazos County's 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 for FY 2020. The cost of the audit is estimated at \$7,500. Brazos County will be going out for bid this year so the independent audit contracted by the county may be different for subsequent years. **A motion was made by Mr. Munger to approve the Engagement Letter from Ingram-Wallis and retain the firm for the RMA's FY 2020 independent audit. The motion was seconded by Dr. Christiansen. The motion passed by a unanimous vote.**

- **Consider 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. Ms. Lyon has submitted a proposed budget which was due on May 28<sup>th</sup>. The budget may be amended by the RMA Board during Brazos 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 Metropolitan Planning Organization (MPO). In previous years, the RMA paid 37.5% (15 hrs. per week) of the salary. In FY 2022, The RMA budget will be 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. After FY 2022, there will be approximately \$30,000 left in contingency which is equal to approximately one year of expenses. **Dr. Christiansen made the motion to approve the budget as presented with the benefits and contingency amounts to be finalized at a later date. The motion was seconded by Ms. Morgan. The motion passed by a unanimous vote.**

- **Board Member Reports**

Ms. Morgan gave an update on the University Drive/Northgate Study. This past Spring, the Texas Department of Transportation (TxDOT) met with the members of the MPO Technical Advisory Committee, which has representatives from all local entities, to brainstorm ideas regarding the change in direction to the scope of the project. TxDOT has taken the ideas discussed to establish guidance for moving forward. Ideas varied but included grade-separated pedestrian ways at strategic locations. Additionally, TxDOT's consultant will contribute any ideas they have based on their experience and expertise. TxDOT has begun the process with the consultant to start in the new direction and move forward with the revised scope for evaluating the ideas. Initial general concepts are anticipated to be available for early review and feedback from stakeholders this fall.

Dr. Christiansen gave a huge thanks to Representatives Raney and Kacal and Senator Schwertner for their work on the RMA legislation.

- **Chairman's Report**


RMA referendum bills were not high on the list of publicized work that was done in Austin. House Bill 1698 written by Representative Raney and supported by Representative Kacal made it through to the Governor's desk. Since it was not vetoed, it will pass into law on September 1<sup>st</sup>. This legislation will allow Brazos County to call an election regarding the addition of the \$10 vehicle registration fee to fund RMA operations and allow residents to decide. A lot of work went into this by Representatives Raney and Kacal and Senator Schwertner, as well as several people in today's meeting. Mr. Moore expressed his thanks to them for getting this through both chambers and onto the Governor's desk. He also expressed his thanks and congratulations to all who contributed in any way to the success of the RMA bill in this session. This was the only RMA bill that made it through this session.

Moving the RMA Board meetings to in-person was discussed at our last meeting. This meeting was held via Zoom because the agenda items needed to be acted on quickly. The plan is to have an in-person meeting in August and are seeking a location.

- **Adjourn**

The RMA Board Meeting was adjourned at 9:27 a.m.

**ATTEST:**

  
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RMA Board Chair or Vice-Chair  
Brazos County Regional Mobility Authority

  
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RMA Board Secretary

8/18/2021  
Date