

Brazos County Regional Mobility Authority

Board Meeting Minutes

August 18, 2021

- **Certification of Quorum**

Voting members present were Barry Moore, Chair, Presiding; Dennis Christiansen, Vice Chair; Jason Bienski, Board Member; Veronica Morgan, Board Member; and Alan Munger, Board Member. The minutes were taken by Lisa Lyon, RMA Administrative Assistant. The meeting sign-in sheets are attached listing other attendees.

- **Welcome and Open Meeting**

Mr. Moore called to order the regular meeting of the Brazos County Regional Mobility Authority (RMA) Board at 9:00 a.m. on August 18, 2021, at the Brazos County Commissioner's Courtroom, 200 South Texas Avenue, Bryan, TX. The meeting opened with the Pledge of Allegiance to the United States and Texas flags followed with an invocation by Barry Moore.

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

There were no public comments.

- **Adoption of Minutes from the June 23, 2021, RMA Board Meeting**

Minutes from the June 23, 2021, Regional Mobility Board Meeting were considered for adoption. **A motion to approve the minutes was made by Dr. Christiansen. The motion was seconded by Mr. Bienski. The motion passed by a unanimous vote.**

- **Presentation of the RMA's Financial Statements for the Year Ended September 30, 2020**

The financial statements were prepared by Katie Conner, Brazos County Auditor. This is a statutorily required audit done by Ingram Wallis and their report was included in the agenda packet. A representative of the Brazos County Auditor's Office was in attendance to assist with any questions from the Board. There were no significant findings from the audit. According to the revenues and expenses report, the RMA received \$100,000 in stead funding, the operating expenses totaled \$11,521, and interest of \$343. The ending balance of FY 2020 was \$88,822. There was a question regarding the difference between pages 4 and 7 and the difference in the title of the funds calling one public transportation and the other operating expenses respectively. Ms. Mason explained that page 4 is the condensed statement of revenue and in the condensed statement it will reflect the category/function of the RMA. The title on page 7 is a more detailed report which states specifically what those expenses were for.

- **Consider adoption of Shared Expense Agreement between the RMA and the Bryan/College Station Metropolitan Planning Organization (BCSMPO)**

The FY 2022 Shared Expense Agreement between the RMA and the Bryan/College Station Metropolitan Planning Organization was reviewed. The agreement is aligned with the budget that was adopted at the last meeting. The only major change was to the salary section. For FY 2021, the RMA paid for 37.5% (15 hours per week) of the shared administrative assistant's salary, and in FY 2022 it is proposed the RMA will pay for 25% (10 hours per week) of the salary. Mr. Rudge of the MPO explained that the proposed amount was more aligned with the actual time spent on RMA business at this time. **A motion was made by Ms. Morgan to approve and adopt the FY 2022 Shared Expense Agreement between the RMA and the Bryan/College Station Metropolitan Planning Organization. The motion was seconded by Mr. Munger. The motion passed by a unanimous vote.**

- **Preliminary planning for an RMA event to highlight the accomplishments of the past Legislative Session, recognize and thank those legislators who provided assistance, and discuss possible routes for moving forward.**

The RMA is planning an event to thank those who have gotten the RMA to where we are, thank the legislators for what was achieved in the last legislative session, and allow the RMA Chair to discuss the RMA's future. The event will be hosted by Mr. Moore and Judge Peters and the A&M System has agreed to provide a venue. It will be a come-and-go event with comments at 5:30. As soon as a date is decided, Ms. Ellison and Ms. Lyon will work together to send out invitations. Mr. Moore is working on securing a date that will work with the legislative schedule and will hopefully have a date within a week.

- **Discussion of creating an RMA overview for public presentation**

Dr. Christiansen, Mr. Rudge, and Mr. Bramwell are working on drafting a script for a public presentation and it is about 98% completed. The idea behind the presentation is that any one of the Board members could take this to any group and use it educate the public on the RMA and what the RMA is capable of doing. Each presenter may have their own presentation style, but the presentation will cover the major points and correct data. Dr. Christiansen reported that they intend to have the draft script (not power point slides) sent out to the Board members sometime in the next week for their review and comment. Once the script is finalized and the PowerPoint slides are prepared, a thumb drive with the presentation will be given to each Board member. In the next six months, the Board will need to get out and talk with as many people as possible to educate them about the RMA.

- **Board Member Reports**

There were no reports.

- **Chairman's Report**

Mr. Moore did not have anything specific to report, but thanked everyone on the Board and at the meeting for their involvement with the RMA.

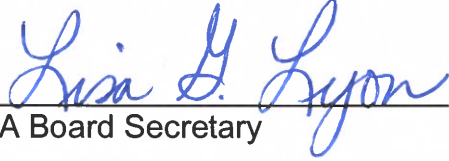
- **Adjourn**

The RMA Board Meeting was adjourned at 9:11 a.m.

ATTEST:



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



RMA Board Secretary

10/20/21

Date