

**AGENDA ITEM 27**

Discuss and consider adopting Regional Mobility Authority Board of Directors nomination form and guidelines and application packet.

Brian Cassidy of Lock Liddell & Sapp, L.L.P., addressed the court concerning the nomination guidelines.

Moved: **Commissioner Hays**

Seconded: **Commissioner Heiligenstein**

Motion: To adopt the Regional Mobility Authority Board of Directors nomination form, guidelines, and application packet, with a change to item 10(a) under the RMA Board Member Eligibility requirements to exclude employees of political subdivisions, and to stipulate that the submission deadline for applications—which will be routed through the County Judge's office—will be December 1, 2002.

Vote: 4 - 0

< Attachment >

**DRAFT**

# **Central Texas Regional Mobility Authority Application Packet**

October 30, 2002

**Exhibit A**

**DRAFT**

**Call for Nominations to the  
Central Texas Regional Mobility Authority Board of Directors  
That Will Represent Williamson County**

- Williamson County is seeking candidates to serve on the Board of Directors of the Central Texas Regional Mobility Authority, a partnership between Travis and Williamson Counties. Three positions will be filled by Travis County, three by Williamson County, and a chair appointed by the Governor. These seven people will organize, plan and supervise the first Regional Mobility Authority in Central Texas. The Authority will improve mobility in the region by initiating the first locally developed turnpike project in Central Texas. Candidate projects are:

- US 183-A
- SH 45 SE

The Williamson County Commissioners Court is searching for three individuals to represent all the stakeholders of the County. The Court plans to achieve geographic, gender and constituent diversity on the Board in order to reflect the overall diversity the County. The Central Texas Regional Mobility Authority (CTRMA) Board of Directors must supply exceptional vision, possess excellent business and administrative skill and be active in community affairs. Board members must be team members and work with all jurisdictions within the two counties, reflecting local sensitivities in their decision-making process.

Candidates must not only instantly command the confidence of the Williamson County citizens but also have the respect of the local business, financial, professional, and governmental sectors. Members must be able to supervise the generation of a business plan that secures the confidence of the bond market; therefore they must possess outstanding business judgment and unquestionable integrity.

**BOARD OF DIRECTORS RESPONSIBILITIES**

1. The Board is charged with determining the regional vision, mission, and outcomes of the CTRMA and formulating broad policies that govern the whole organization.
2. Directors are responsible for governance of the organization and will supervise the drafting of the Board's bylaws as well as the hiring of the Executive Director.
3. Directors must be willing to commit the time required to prepare, attend and actively participate in monthly Board meetings as well as various individual and/or committee assignments. Directors are selected for staggered terms.
4. The Board will have ultimate fiduciary, financial and legal responsibility for the CTRMA and it exercises final decision-making authority on CTRMA guidelines, organizational strategy and work plans.

**DRAFT****QUALIFICATIONS:**

Preference will be given to candidates with a career history demonstrating skills in a majority of the following:

- Outstanding or strong business achievement. Because this is a new enterprise, with no local precedent, candidates with a successful entrepreneurial or investment background would be particularly attractive.
- Intelligent transportation systems or intelligent vehicle systems
- Sales and marketing of transportation services
- Must be able to understand finances, adhere to budgets and analyze trends
- Community involvement in multiple leadership roles
- Experience with transportation issues or enterprises where strong industry contacts or strategic partner contacts have been achieved
- Strong technical or administrative experience in toll road projects and/or operations
- Tenure in public service, particularly at the policy level
- History of participation in local, state, federal governmental processes
- Outstanding communication skills
- A resident of Williamson County

In addition to the above career history, preference will be given to candidates who can demonstrate the following personal characteristics:

- Respect for public input and involvement
- Consensus building
- Strong ethics
- Integrity

**The attached affidavit must be completed, signed and submitted with the application.**

**DRAFT****NOMINATION FORMS AND GUIDELINES**

The nomination/application form included in this packet should be completed and mailed, along with a resume and three references to:

**Williamson County Commissioners Court  
Attn: Honorable John C. Doerfler  
710 Main Street  
Georgetown, Texas 78626**

Applications will be accepted on or about November 12, 2002 through November 22, 2002. By e-mailing [ ] at [ ] or calling [ ] at [ ], you can obtain an electronic copy. A paper copy can be obtained from the Judge's office at the above noted address. For additional information about transportation issues in the region go to the CAMPO Plan and the State Transportation Plan at the following websites respectively, [www.ci.austin.tx.us/campo/2025adoptedplan.pdf](http://www.ci.austin.tx.us/campo/2025adoptedplan.pdf) and [ftp://ftp.dot.state.tx.us/pub/txdot-info/tpp/transplan/purposeandneed.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/tpp/transplan/purposeandneed.pdf)

**DRAFT**

**WILLIAMSON COUNTY  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY  
BOARD OF DIRECTORS  
APPOINTMENT APPLICATION**

**(Applications must be submitted in this format. Please do not retype or reformat.)**

<b>Name:</b>			
<b>Spouse's Name:</b>			
<b>Home Telephone #</b>	<b>Work Telephone #</b>	<b>Fax #</b>	
<b>Email Address</b>		<b>Cellular # (Optional)</b>	
<b>Present Job title &amp; job description:</b>			
<b>Profession:</b>			
<b>Home Address</b> <small>(STREET/P.O. BOX, CITY, STATE, ZIP)</small>		<b>Employer and Employer's Address</b>	
<b>County:</b>			

**EDUCATION/TRAINING:**

High School or equivalent (G.E.D.)	
Undergraduate School:	Year Graduated:
Graduate School:	Year Graduated:
Licenses/Certifications:	Year Obtained:

**Exhibit B**

**DRAFT****Name:****EMPLOYMENT AND CAREER HISTORY( include business, administrative, & finance experience):****CURRENT PROFESSIONAL MEMBERSHIPS:****PUBLIC SERVICE (include participation in local, state, federal governmental processes):****CIVIC PARTICIPATION:**

**DRAFT**

**Name:**

**COMMUNITY LEADERSHIP ROLES:**

**PUBLIC INFRASTRUTURE DEVELOPMENT EXPERIENCE AND/OR KNOWLEDGE:**

**BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):**

**NOTE: PLEASE ATTACH A RESUME.**

**DRAFT**

**WILLIAMSON COUNTY  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY BOARD OF  
DIRECTORS  
APPOINTMENT APPLICATION**

<b>Name:</b>					
<b>Date of Birth</b>	<b>Driver's License # or DPS I.D. #</b>	<b>Are you a U.S. Citizen</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Ethnicity: (Optional)</b>	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	<b>Other:</b> _____

**CERTIFICATION OF APPLICANT**

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Williamson County full authority to conduct background investigations pertinent to this application.

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**Printed Name**

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**Applicant's Signature**

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**Date**

Return to:  
Williamson County Commissioners Court  
Attention: Honorable John C. Doerfler  
710 Main Street  
Georgetown, Texas, Texas 78626



**DRAFT****Name:****EMPLOYMENT AND CAREER HISTORY( include business, administrative, & finance experience):****CURRENT PROFESSIONAL MEMBERSHIPS:****PUBLIC SERVICE (include participation in local, state, federal governmental processes):****CIVIC PARTICIPATION:**

**DRAFT**

**Name:**

**COMMUNITY LEADERSHIP ROLES:**

**PUBLIC INFRASTRUTURE DEVELOPMENT EXPERIENCE AND/OR KNOWLEDGE:**

**BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):**

**NOTE: PLEASE ATTACH A RESUME.**

**DRAFT**

**WILLIAMSON COUNTY  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY BOARD OF  
DIRECTORS  
APPOINTMENT APPLICATION**

<b>Name:</b>					
<b>Date of Birth</b>	<b>Driver's License # or DPS I.D. #</b>	<b>Are you a U.S. Citizen</b> <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>			
<b>Ethnicity: (Optional)</b>	<input type="checkbox"/> <b>White</b>	<input type="checkbox"/> <b>African-American</b>	<input type="checkbox"/> <b>Hispanic</b>	<input type="checkbox"/> <b>Asian</b>	<b>Other: _____</b>

**CERTIFICATION OF APPLICANT**

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Williamson County full authority to conduct background investigations pertinent to this application.

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**Printed Name**

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**Applicant's Signature**

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**Date**

Return to:  
Williamson County Commissioners Court  
Attention: Honorable John C. Doerfler  
710 Main Street  
Georgetown, Texas, Texas 78626

**DRAFT****AFFIDAVIT****RMA BOARD MEMBER ELIGIBILITY**

STATE OF TEXAS                   §  
   §  
COUNTY OF WILLIAMSON       §

On this day, \_\_\_\_\_, appeared before me, the undersigned notary public, and after I administered an oath to him, upon his oath, he/she said:

"My name is \_\_\_\_\_. I am capable of making this affidavit. The facts stated in this affidavit are within my personal knowledge and are true and correct. I am making this affidavit to establish that I meet all statutory and regulatory eligibility requirements for appointment to the Board of Directors of the Central Texas Regional Mobility Authority (RMA). Accordingly, I hereby affirm that all of the following statements are true:

1. I reside in Williamson County, the geographic area encompassed by the RMA, as required by Transportation Code §361.003(b) and 43 Texas Administrative Code §26.26(h)(1).
2. I do not own an interest in real property that has been or will be acquired for an RMA project, as required by 43 Texas Administrative Code §§26.16(h)(2)) and 26.33(b)(3).
3. I am not an elected official, as required by 43 Texas Administrative Code §26.16(h)(4).
4. I am not an employee of the Texas Department of Transportation (TxDOT), as required by 43 Texas Administrative Code §26.26(h)(5).
5. I am not an officer, employee, or paid consultant, nor is my spouse is an officer, manager, or paid consultant, of a Texas trade association involved in the field or road construction or maintenance, public transportation or aviation, as required by 43 Texas Administrative Code §26.33(b)(2).
6. I am not employed or engaged in a business or professional activity that might reasonably require or induce the individual to disclose confidential information acquired by reason of their position as an RMA director 43 Texas Administrative Code (Rules §26.33(a)(2).
7. I am not employed nor do I receive compensation that could reasonably be expected to impair my independence of judgment in the performance of their official duties as an RMA director, as required by 43 Texas Administrative Code §26.33(a)(3).

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8. I have no personal investments that could reasonably be expected to create a substantial conflict between my private interests and the interests of the RMA, as required by 43 Texas Administrative Code §26.33(a)(4).
9. I have no personal interest in agreements that are (or will be) executed by the RMA, as required by 43 Texas Administrative Code §26.33(a)(6).
10. Neither I nor my spouse:
  - a. work for or participate in the management of an organization (other than a political subdivision) that is regulated by or receives funds from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(A);
  - b. directly or indirectly own or control more than 10% of the stock of a company that is regulated by or receives funds from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(B);
  - c. use or receive a substantial amount of tangible goods from TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(C); or
  - d. are required to register as a lobbyist because of their activities for compensation on behalf of a profession related to the operation of TxDOT, as required by 43 Texas Administrative Code §26.33(b)(1)(D).

\_\_\_\_\_  
Name:

SWORN TO and SUBSCRIBED before me by \_\_\_\_\_ on \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
Notary Public in and for  
the State of Texas

**AGENDA ITEM 28**

Discuss and take appropriate action on road bond program.

No action was taken on this agenda item.

**AGENDA ITEM 29**

Discuss and take appropriate action on jail/courthouse annex expansion.

Ed Lee gave an update on the jail/parking garage. He said that some time had been lost to rain on the project, but he expects to catch up soon. He stated that there are some problems with the City of Georgetown building inspections on the courts addition. The architect's and City's interpretations of the code regarding required exit widths on the second level of the expanded annex were not in agreement. He said it would require a significant redesign to accommodate the building requirements, which would delay the bid process until after the first of the year.

No action was taken on this agenda item.

**AGENDA ITEM 30**

Discuss and take appropriate action on the park advisory committee.

Commissioner Boatright asked the court to review the information he has given them as a result of the parks work session, and would like to discuss appointing members to the parks advisory board and the parks foundation board at the work session on November 19, 2002.

No action was taken on this agenda item.

**AGENDA ITEM 31**

Discuss and take appropriate action on proposal for Professional Services for Parks & Recreation Tasks.

Moved: **Commissioner Hays**

Seconded: **Commissioner Boatright**

Motion: To approve the proposal from Concept Development and Planning for professional services for the Williamson County Parks and Recreation Tasks, not to exceed a total of \$50,000.

Vote: 3 – 1. **Judge Doerfler** voted against the motion.

< Attachment >