

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 18-048

**APPROVING REGISTERED ACCOUNT PARAMETERS, FEES AND CHARGES, AND
A BILLING SCHEDULE FOR THE NEW PAY BY MAIL PROGRAM**

WHEREAS, by Resolution No. 18-005 dated February 25, 2018, the Board authorized the Executive Director to finalize and execute an agreement with Cofiroute USA, LLC (“Cofiroute”) for Pay By Mail processing, collections and customer service as part of the Central Texas Regional Mobility Authority’s new Pay By Mail program; and

WHEREAS, in conjunction with implementation of the new Pay By Mail program, Mobility Authority staff have developed account parameters, a schedule of fees and charges, and a billing schedule which are all attached hereto as Exhibit A; and

WHEREAS, the Executive Director has reviewed and consulted with staff regarding the appropriate registered account parameters, fees and charges, and billing schedule to be implemented with the new Pay By Mail program; and

WHEREAS, the Executive Director recommends approval of the proposed registered account parameters, fees and charges, and billing schedule attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED that the proposed registered account parameters, fees and charges, and billing schedule for the new Pay By Mail program attached hereto as Exhibit A are approved; and

BE IT FURTHER RESOLVED, that the Executive Director is directed to develop and present any revisions to the Mobility Authority Policy Code necessary to implement the new Pay By Mail program to the Board at a future Board Meeting.


Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 26th day of September 2018.

Submitted and reviewed by:



Geoffrey Petrov, General Counsel

Approved:



Ray A. Wilkerson
Chairman, Board of Directors

Exhibit A



CENTRAL TEXAS REGIONAL
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Proposed Registered Account Parameters

Number of Vehicles	Minimum Initial Pre-paid Toll Amount	Initial Automatic Replenishment Amount	Low Balance Threshold
1	\$20	\$20	\$10

Proposed Schedule of Fees and Charges

ACCOUNT TYPE	DESCRIPTION	AMOUNT
Pay By Mail	Toll Differential (<i>amount above tag rate</i>)	50% *
	Mailed Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Mailed On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Faxed On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Emailed Monthly Statement Administrative Fee	No Charge
	Emailed On-Demand Monthly Statement Administrative Fee	No Charge
	Non-Texas License Plate Look-up Fee	\$1.00 <i>per invoice</i>
	Late Payment Administrative Fee – Notice of Non-Payment (<i>30 days past due</i>)	\$15.00 <i>per invoice</i>
	Late Payment Administrative Fee – Violation Notice (<i>60 days past due</i>)	\$30.00 <i>per invoice</i>
	Late Payment Administrative Fee – Collections (<i>90 days past due</i>)	\$45.00 <i>per invoice</i>
	Enhanced Enforcement Administrative Fee (<i>Failure to Pay Toll criminal complaint or habitual violator determination</i>)	\$50.00
	Returned Check Administrative Fee (<i>insufficient funds</i>)	\$25.00 <i>per check</i>
Registered Pre-paid	Toll Differential (<i>amount above tag rate</i>)	33%
	Emailed Monthly Statement Administrative Fee	No Charge
	Mailed On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Faxed On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Emailed On-Demand Monthly Statement Administrative Fee	No Charge
Registered Post-paid	Toll Differential (<i>amount above tag rate</i>)	33%
	Emailed Monthly Statement Administrative Fee	No Charge
	Mailed On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Faxed or On-Demand Monthly Statement Administrative Fee	\$ 1.00 <i>per statement</i>
	Emailed On-Demand Monthly Statement Administrative Fee	No Charge

* Effective January 1, 2019



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Proposed Billing Schedule

If Paid At...ⁱ	Tag	Registered Pre-paid <i>+ 33% Surcharge</i>	Pay By Mail <i>+ 50% Surchargeⁱⁱ</i>	Registered Post-paid <i>+ 33% Surcharge</i>
Toll Bill / Statement	N/A	Tolls only	Tolls + \$1 mail admin fee <i>(per invoice)</i>	Tolls only
Notice of Non-Payment <i>(30 days past due)</i>	N/A	N/A	Tolls + \$15 late payment admin fee <i>(per invoice)</i>	N/A
Violation Notice <i>(60 days past due)</i>	N/A	N/A	Tolls + \$30 late payment admin fee <i>(per invoice)</i>	N/A
Collections <i>(90 days past due)</i>	N/A	N/A	Tolls + \$45 late payment admin fee <i>(per invoice)</i>	N/A
Court	N/A	N/A	Toll + \$50 enhanced enforcement admin fee <i>(per complaint)</i>	N/A
Habitual Violator	N/A	N/A	Tolls + all outstanding fees + \$50 enhanced enforcement admin fee <i>(per determination)</i>	N/A

ⁱ Mail and late payment administrative fees do not carry-over from the previous stage.

ⁱⁱ Effective January 1, 2019.