DCTA

1955 Lakeway Dr., # 260
Lewisville, Texas 75057

Denton County Transportation Authority
Board of Directors
Work Session and Board Meeting Minutes

Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 1:32 p.m. January 22, 2015 at 1955 Lakeway Dr., # 260 Lewisville, Texas 75057. A quorum was present.

Attendance

Small Cities
Skip Kalb

Large Cities
Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village, Vice-Chair
Richard Huckaby, Denton, Secretary
(arrived 1:47 pm)
Carter Wilson, Frisco
Jim Robertson, Flower Mound
Allen Harris, The Colony
Doug Peach, Little Elm

Denton County at Large
Dave Kovatch, Treasurer

Denton County Unincorporated
George A. Campbell
Don Hartman

Board Members Absent
Daniel Peugh, Corinth

DCTA Staff
James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / Sr. VP Finance
Kristina Brevard, VP Strategic Planning & Development
Nicole Recker, VP Marketing & Communications

Jeff Bennett, Director of Transit Operations
Marisa Perry, Accounting Manager
Shanna O'Gilvie, Program Manager HR / Grants
Ann Boulden, Project Manager Capital Projects
Athena Forrester, Purchasing Manager
Chrissy Nguyen, Senior Accountant

Legal Counsel
Pete Smith, General Counsel

Chairman Charles Emery called the meeting to order and announced the presence of a quorum.

1. Routine Briefing Items
    a. Financial Reports – Anna Mosqueda presented financial information
        i. Financial Statements – November/December 2014
        ii. Capital Projects Report
        iii. Sales Tax Report
        iv. Investment Report 1Quarter FY2015
        v. Procurement Report
        vi. Grants Quarterly Report

b. Communications and Marketing – Nicole Recker reported on these items
    i. Marketing and Communications Initiatives
    ii. Media Coverage
    iii. Customer Service

c. Capital Projects Update - Raymond Suarez presented information on the following topics
    i. GTW Integration
    ii. Where's My Ride
    iii. Lewisville Bike Trail
    iv. Positive Train Control (PTC)
    v. Station Improvements
    vi. Rail Facility Drainage

d. Transit Operations – Raymond Suarez provided an update
    i. Rail Operations
    ii. Bus Operations

e. Strategic Planning / Development – Kristina Brevard provided an update
    i. Priority Projects Update
    ii. Outreach Efforts

2. Items for Discussion
    a. Legislative Agenda – Capitol-Insights: Drew Campbell, Byron Campbell, Brandi Bird presented and update
    b. Agency Performance Metrics - Jim Cline presented first quarter information

3. Board Committee Report
    a. Finance Committee Chair Report – Dave Kovatch reported

4. Discussion of Regular Board Meeting Agenda Items (January 22, 2015) – no discussion

5. Executive Session - none
    a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
    b. Executive Session Pursuant to Texas Government Code Section 551.074 Personnel: Discussion of the duties and responsibilities of the Officers of the DCTA Board of Directors and the DCTA Chief Executive Officer

6. Reconvene Open Session n/a
    a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

7. Discussion of Future Agenda Items
    a. Board Member Requests – none

<Break> 2:57 p.m.

1955 Lakeway Dr., # 260
Lewisville, Texas 75057

Denton County Transportation Authority
Board of Directors
Work Session and Board Meeting Minutes

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 3:06 p.m. January 22, 2015 at 1955 Lakeway Dr., # 260 Lewisville, Texas 75057. A quorum was present.

Attendance

Small Cities
Skip Kalb

Large Cities
Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village, Vice-Chair
Richard Huckaby, Denton, Secretary
Carter Wilson, Frisco
Jim Robertson, Flower Mound
Allen Harris, The Colony
Doug Peach, Little Elm

Denton County at Large
Dave Kovatch, Treasurer

Denton County Unincorporated
George A. Campbell
Don Hartman

Board Members Absent
Daniel Peugh, Corinth

DCTA Staff
James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / Sr. VP Finance
Kristina Brevard, VP Strategic Planning & Development
Nicole Recker, VP Marketing & Communications

Legal Counsel
Pete Smith, General Counsel

CALL TO ORDER – Chairman Charles Emery called the meeting to order and announced the presence of a quorum of the Board.

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Carter Wilson

INVOCATION – Paul Pomeroy

WELCOME AND INTRODUCTION OF VISITORS – Recognition of DCTA Staff achievement: Athena Forrester obtained Certified Public Procurement Officer certification

1. CONSENT AGENDA
    a. Approval of Minutes Board Meeting December 18, 2014
    b. Acceptance of Financial Reports – November & December 2014
    c. Authorize the President or designee to execute Cooperative Agreements between NCTCOG as the grantee and DCTA as the subgrantee for implementation of FTA 5310, 5316 & 5317 funded projects
    d. Authorize President to execute an agreement for Temporary Staffing Services
    e. Acceptance of Quarterly Investment Report

    -Motion to approve Consent Agenda Items 1a-e made by Jim Robertson. 2nd by Skip Kalb. Motion carried unanimously.

<move forward to Item 6C>

2. REGULAR AGENDA
    a. Election of Board Officers
    b. Chair
    c. Vice-Chair
    d. Secretary
    e. Treasurer

    -Motion to retain current officers in current positions made by Jim Robertson. 2nd by Skip Kalb. All officers indicated willingness to continue to serve in current roles. Motion carried unanimously.

3. CHAIR REPORT – Charles Emery gave an update Regional Transportation Issues
    a. 2015 Board Committee Assignments – will retain 2014 assignments
    b. Discussion of Regional Transportation Issues
    c. Discussion Legislative Issues
        i. Regional
        ii. State
        iii. Federal

4. PRESIDENT'S REPORT – Jim Cline reported
    a. Employee Recognition
    b. Budget Transfers
    c. Board Retreat
    d. Regional Transportation Issues

5. REPORT ON ITEMS OF COMMUNITY INTEREST
    a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

6. CONVENE EXECUTIVE SESSION – 3:11 p.m.
    a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
    b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
    c. Executive Session Pursuant to Texas Government Code Section 551.074 Personnel: Discussion of the duties and responsibilities of the Officers of the DCTA Board of Directors and the DCTA Chief Executive Officer

7. RECONVENE OPEN SESSION – 4:12 p.m. No action.
    a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

8. ADJOURN 4:39 p.m.

The minutes of the January 22, 2015 meeting of the Board of Directors were passed, and approved by a vote on this 26th day of February, 2015.

Charles Emery, Chairman

ATTEST

Richard Huckaby, Secretary