



DENTON COUNTY
TRANSPORTATION
AUTHORITY

Board of Directors

Executive Committee Minutes

The Board of Directors of the Denton County Transportation Authority convened the Executive Committee / work session of the Board of Directors with Charles Emery, Chairman presiding at 2:01 p.m. on February 14, 2017 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057. A quorum was present.

Attendance

Small Cities

Connie White
Skip Kalb
Eric Jensen (arrived at 2:06)

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village,
Vice-Chair
Richard Huckaby, Denton, Secretary
Carter Wilson, Frisco
Tom Winterburn, Corinth

Denton County Unincorporated

Don Hartman
George A. Campbell

Denton County at Large

Dave Kovatch, Treasurer

Board Members Absent

Allen Harris, The Colony
Doug Peach, Little Elm
Jim Robertson, Flower Mound

Legal Counsel

Pete Smith, General Counsel

DCTA Staff

Jim Cline, President
Raymond Suarez, Chief Operating
Officer
Kristina Brevard, Vice President
Planning and Development
Anna Mosqueda, Chief Financial Officer
Nicole Recker, Vice President,
Marketing and Communications

Other Attendees

Marisa Perry, Controller
Amanda Riddle, Budget Manager
David Smith, Citizen

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

1. Routine Briefing Items

- a. Staff Briefing on Monthly Financial Reports – Anna Mosqueda, Chief Financial Officer reported on the following
 - i. Financial Statements for January 2017 (to be provided in March 2017)
 - ii. Capital Projects Budget Report for January 2017 (to be provided in March 2017)
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
- b. Marketing and Communications – Nicole Recker, Vice President Marketing & Communications, reported on the following
 - i. Special Public Meeting Update
 - ii. FY '17 Go Guide Update
 - iii. Marketing & Communications Awards
- c. Strategic Planning and Development – Kristina Brevard, Vice President Planning & Development, reported briefly on the following
 - i. Development Projects Update
 - ii. Regional Planning Initiatives Update
- d. Capital Projects – Raymond Suarez, Chief Operating Officer, gave an update on the following projects
 - i. Flood Damage Repairs Update
 - ii. Positive Train Control & Signal System Enhancements
- e. Staff Briefing on Transit Operations Reports – Raymond Suarez, Chief Operating Officer, let the board know that the following information will be provided at the March board meeting
 - i. Bus and Rail Operations (to be provided in March 2017)

2. Items for Discussion

- a. February Board Retreat Discussion
 - Jim Cline reviewed the logistical information as well as the overview handout that was provided to the board during the Program Services Committee meeting.

3. Discussion of Regular Board Meeting Agenda Items (February 2017)

- There was a question on the board item regarding the bus fueling and parking facility at the rail operations and maintenance facility. This facility is thought to reduce the deadhead miles for the buses running in Lewisville and Frisco.

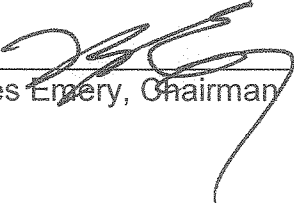
4. Convene Executive Session – the board did not meet in executive session

5. Discussion of Future Agenda Items – There was no discussion on this item

a. Board Member Requests

6. ADJOURN at 2:36 p.m.

The minutes of the February 14, 2017 Executive Committee / Work Session of the Board of Directors were passed, and approved by a vote on this 23rd day of March, 2017.



Charles Emery, Chairman

ATTEST


Richard Huckaby, Secretary



DENTON COUNTY
TRANSPORTATION
AUTHORITY

Board of Directors

Board Meeting Minutes

The regular meeting of the Board of Directors of the Denton County Transportation at 2:44 p.m., February 14, 2017 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057. A quorum was present.

Attendance

Small Cities

Connie White
Skip Kalb
Eric Jensen

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village,
Vice-Chair
Richard Huckaby, Denton, Secretary
Carter Wilson, Frisco
Tom Winterburn, Corinth

Denton County Unincorporated

Don Hartman
George A. Campbell

Denton County at Large

Dave Kovatch, Treasurer

Board Members Absent

Allen Harris, The Colony
Doug Peach, Little Elm
Jim Robertson, Flower Mound

Legal Counsel

Pete Smith, General Counsel

DCTA Staff

Jim Cline, President
Raymond Suarez, Chief Operating
Officer
Kristina Brevard, Vice President
Planning and Development
Anna Mosqueda, Chief Financial Officer
Nicole Recker, Vice President,
Marketing and Communications

Other Attendees

Marisa Perry, Controller
Amanda Riddle, Budget Manager
David Smith, Citizen
Jerry Gaither, Weaver
Jennifer Ripka, Weaver

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

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – led by Charles Emery

INVOCATION – led by Skip Kalb

WELCOME AND INTRODUCTION OF VISITORS

AGENCY AWARDS AND RECOGNITIONS

1. CONSENT AGENDA

- a. Approval of Minutes for the Board Work Session and Regular Meeting on January 26, 2017
- b. Approval of Award of Transit Map and Timetable Creation Contract with Smartmaps, Inc. (RFP 17-10)
- c. Approval of Task Order with Jacobs Engineering for Design of a Bus Fueling and Parking Facility at Rail O&M.
- d. Approval of Capital Project Budget Amendment – Denton Transit Enhancements
 - Motion to approve Consent Agenda Items a-d was made by Richard Huckaby. 2nd by Paul Pomeroy. Motion passed unanimously.

2. REGULAR AGENDA

- a. Presentation of Audit Report for Fiscal Year End 9/30/2016 by Weaver
- b. Discussion and Approval of the FY2016 Financial Statements and Supplementary Information
 - Jerry Gaither and Jennifer Ripka with Weaver presented the findings from the fiscal year 2016 audit and answered board member questions regarding the same.
 - Motion to approve the FY2016 Financial Statements and Supplementary Information was made by Paul Pomeroy. 2nd by Connie White. Motion passed unanimously.
- c. Authorize the President to Execute a Renewal of the Lease for the 1955 Lakeway Drive Property
 - Jim Cline, President presented the options on the lease agreement for current administrative office space, and answered board member questions regarding the same.
 - Motion to Authorize the President to Execute a Renewal of the Lease for the 1955 Lakeway Drive Property was made by Richard Huckaby. 2nd by Eric Jensen. Motion passed unanimously.

3. Convene Executive Session – The board did not meet in Executive Session

4. CHAIR REPORT – Charles Emery gave an update on these items:

- a. Discussion of Regional Transportation Issues
- b. Discussion Legislative Issues
 - i. Regional
 - ii. State
 - iii. Federal

5. PRESIDENT'S REPORT – Jim Cline, President provided information on the following items

- a. Budget Transfers
- b. Regional Transportation Issues

6. 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.

- Jim Cline let the board know that DCTA staff is scheduled to meet with the McKinney Urban Transit District board on possibly providing service to McKinney similar to the service in Frisco. The meeting will take place on Tuesday, February 28, 2017 at 4:00 p.m.

7. ADJOURN – Adjourned at 3:29 PM

- Motion to adjourn was made by Carter Wilson. 2nd by Skip Kalb. Motion carried unanimously.

The minutes of the February 14, 2017 regular meeting of the Board of Directors were passed, and approved by a vote on this 23rd day of March, 2017.



Charles Emery, Chairman

ATTEST



Richard Huckaby, Secretary