



DENTON COUNTY
TRANSPORTATION
AUTHORITY

Board of Directors

Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened the work session of the Board of Directors with Charles Emery, Chairman presiding at 1:33 p.m. on March 23, 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 1:35)

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village,
Vice-Chair
Richard Huckaby, Denton, Secretary
Dave Kovatch, Treasurer
Carter Wilson, Frisco
Joshua Graham, Frisco Alternate
(arrived at 2:39)
Tom Winterburn, Corinth
Jim Robertson, Flower Mound
(arrived at 2:40)

Denton County Unincorporated

George A. Campbell

Board Members Absent

Allen Harris, The Colony
Doug Peach, Little Elm
Don Hartman, Denton County
Unincorporated

Legal Counsel

Kevin Laughlin, 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
Athena Forrester, Senior Procurement
Manager
Chrissy Nguyen, Senior Accountant
Amanda Riddle, Budget Manager
Jonah Katz, Senior Planner
Laura Mitchell, Grants and Contracts
Compliance Manager
Jim Owen, Transit Management of
Denton County

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

1. Routine Briefing Items

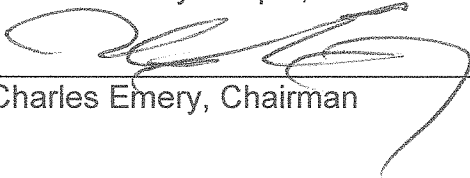
- a. Staff Briefing on Monthly Financial Reports – Anna Mosqueda, Chief Financial Officer reported on the following
 - i. Financial Statements for January and February 2017
 - ii. Capital Projects Budget Report for January and February 2017
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
 - v. 2017 Finance Committee Calendar
- b. Marketing and Communications – Nicole Recker, Vice President Marketing & Communications, reported on the following
 - i. Hop on Board Blog One-Year Recap
 - ii. February Public Meeting Results – Focus on Denton COA Recommendation
 - iii. New Website Development
- c. Strategic Planning and Development – Kristina Brevard, Vice President Planning & Development, reported briefly on the following
 - i. Local Transportation Planning Update
 - ii. Regional Planning Initiatives Update
 - iii. Partnership 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, gave an update on ridership
 - i. Bus and Rail Operations

2. Items for Discussion

- a. Strategic Planning Guidance Report
 - Jim Cline, President, walked the board through the Strategic Planning Guidance Report and collected feedback on the changes the board would like in the document.
- b. Calendar Updates
 - i. Board and Committee Meeting Dates
 - ii. APTA Events
 - Jim Cline, President, notified the board that the updated board and committee calendar would be distributed on Friday, March 24 with the weekly president's email update.
- c. Board Feedback on the Weekly President's Email Updates

- Jim Cline, President, asked the board for feedback on the weekly emails to see if there was anything that they would like to see changed, added or deleted. The board is happy with the emails as is and asked for no changes.
- 3. Committee Chair Report – Paul Pomeroy gave an update of the Program Services Committee activities from the February 14, 2017 meeting
 - a. Program Services Committee (02/14/2017) Paul Pomeroy, chair
- 4. Discussion of Regular Board Meeting Agenda Items (March 2017)
 - Skip Kalb asked for additional information regarding item 1d from the regular meeting agenda. Jim Cline, President, explained that the point behind the budget transfers was to ensure that the billed amount matches the amount that is in the account when it is closed out.
 - Skip Kalb asked if he was understanding the intent of item 2b on the regular meeting agenda in that we would be awarding to more than one company for this contract. Kristina Brevard, Vice President Planning & Development, explained that this contract was for supplemental services and the two different companies both had different products that they were able to offer.
- 5. Convene Executive Session – Convened at 2:59 p.m.
 - a. Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, or Highland Village.
- 6. Reconvene Open Session – Reconvened at 4:14 p.m. no action was taken
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 7. Discussion of Future Agenda Items – There was no discussion on this item
 - a. Board Member Requests
- 8. ADJOURN at 4:15 p.m.

The minutes of the March 23, 2017 regular meeting of the Board of Directors were passed, and approved by a vote on this 27th day of April, 2017.



Charles Emery, Chairman

ATTEST



Richard Huckaby, Secretary