



Board of Directors

**Board Meeting Minutes**

The Board of Directors of the Denton County Transportation Authority convened the regular meeting of the Board of Directors with Charles Emery, Chairman presiding at on April 26, 2018 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

**Attendance**

**Small Cities**

Skip Kalb  
Connie White

**Large Cities**

Charles Emery, Lewisville, Chairman  
Dianne Costa, Highland Village  
Richard Huckaby, Denton, Secretary  
Tom Winterburn, Corinth  
Mark Miller, Flower Mound  
Carter Wilson, Frisco  
Ron Trees, Little Elm

**Denton County Unincorporated**

George Campbell  
Dave Kovatch, Denton County At Large,  
Treasurer (at 1:38)

**Board Members Absent**

Allen Harris, The Colony  
Don Hartman, Denton County  
Unincorporated

**Legal Counsel**

Pete Smith

**DCTA Staff**

Jim Cline, President  
Marisa Perry, Chief Financial Officer, VP  
of Finance  
Nicole Recker, Vice President,  
Marketing and Communications  
Kristina Holcomb, Vice President,  
Planning and Development  
Raymond Suarez, Chief Operating  
Officer

**Other Attendees**

Athena Forrester, Assistant VP  
Procurement  
Ian Shows, Controller  
Jim Owen, Citizen  
Andrew Allen, Citizen

*CALL TO ORDER – Chairman, Charles Emery, called the meeting to order and announced the presence of a quorum at 3:52 p.m.*

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – *led by Dave Kovatch, Treasurer*

INVOCATION – *led by Skip Kalb*

WELCOME AND INTRODUCTION OF VISITORS – *Marisa Perry, Chief Financial Officer, VP of Finance, welcomed and introduced new employee, Ian Shows, DCTA Controller*

AGENCY AWARDS AND RECOGNITIONS – *None at this time*

1. PUBLIC COMMENT

This agenda item provides an opportunity for citizens to address the Board of Directors on any agenda items or other matters relating to the DCTA. Anyone wishing to address the Board of Directors should complete a Citizen Comment Registration Card and submit it to the DCTA Administration prior to the start of the Board of Director meeting. There is a three (3) minute time limit for each citizen. Anyone wishing to speak shall be courteous and cordial. The Board of Directors is not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Board of Directors may have the item placed on a future agenda for action; refer the item to the DCTA Administration for further study or action; briefly state existing DCTA policy; or provide a brief statement of factual information in response to the inquiry.

- *Jim Owen – 2007 Teasley Lane, Apt. 109, Denton, Texas made comment on a topic not on the Agenda: “Thank you for the 3 minutes; Gary Thomas comments; 1 Collin County, 2 Shelter Placements”*
- *Andrew T. Allen – 3913 Oak Park Drive, Flower Mound, Texas made comment on a topic not on the Agenda: “Cost of DCTA”*

2. CONSENT AGENDA

- a. Approval of Minutes for the Board Work Session and Regular Meeting on March 22, 2018
- b. Acceptance of Monthly Financial Statements – March 2018
- c. Acceptance of Quarterly Investment Report – Q2 FY2018
- d. Approval of Award of Contract to Kronos, Inc. for Payroll Processing and Human Data Management Services
- e. Approve Access Service Policies and Procedures Revisions
  - *Motion to approve the Consent Agenda items a - e was made by Skip Kalb. The motion was seconded by Connie White. Motion passed unanimously.*

3. REGULAR AGENDA

- a. Approve Budget Revision and Award of Contract to Arreguin Group, Inc. for the Construction of a Bus Fueling and Parking Facility at the Rail O&M
  - *Motion to approve the Regular Agenda item a was made by Connie White. The motion was seconded by Carter Wilson. Motion passed unanimously.*
- b. Approve and Authorize President to execute an amendment to the Stateside ROW professional services contract for real estate services
  - *Motion to approve the Regular Agenda item b was made by Dianne Costa. The motion was seconded by Dave Kovatch. Motion passed unanimously.*

- c. Approve and Authorize President to execute an agreement with the University of North Texas for Transportation Services
  - *Motion to approve the Regular Agenda item a was made by Dianne Costa. The motion was seconded by Mark Miller. Motion passed unanimously.*
4. CONVENE EXECUTIVE SESSION – *The Board did not meet in Executive Session at this time*
5. CHAIR REPORT – *Charles Emery, President made mention that there are huge conversations regarding 635E happening at RTC meetings but nothing has been resolved*
6. PRESIDENT'S REPORT
  - a. Budget Transfers – *Jim Cline made brief mention of the budget transfer for bus facility and told the Board about an Automated Vehicle Demonstration occurring in Frisco*
7. REPORT ON ITEMS OF COMMUNITY INTEREST – *there was none at this time*
  - 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.
8. ADJOURN – *Adjourned at 4:08 p.m.*

The minutes of the April 26, 2018 regular meeting of the Board of Directors were passed, and approved by a vote on this 24<sup>th</sup> day of May, 2018.

  
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Charles Emery, Chairman

ATTEST

  
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Dianne Costa, Secretary