



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 Chairman Charles Emery presiding at 1:30 p.m. on April 28, 2016 at 1955 Lakeway Drive, Suite 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 at 2:41 p.m.)  
Carter Wilson, Frisco  
Tom Winterburn, Corinth  
Doug Peach, Little Elm  
Jim Robertson, Flower Mound

##### Denton County Unincorporated

Don Hartman

##### Denton County at Large

Dave Kovatch, Treasurer (arrived at 1:42 p.m.)

##### Board Members Absent

Connie White, Small Cities  
Allen Harris, The Colony  
George A. Campbell, Denton County  
Unincorporated

##### Legal Counsel

Joe Gorfida, 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

##### Others in Attendance

Jeff Bennett – AVP, Operations  
Rose Jerome – Project Controls  
Coordinator  
Chrissy Nguyen – Senior Accountant  
Jeremy Lewallen – Procurement  
Coordinator  
Adrienne Hamilton – Communications  
Specialist  
Marisa Perry – Controller  
Greg Hackbarth – Campbell Technology  
Corporation, Inc. (CTC)

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

1. Routine Briefing Items
  - a. Financial Reports - Anna Mosqueda, Chief Financial Officer, reported on the following financial items
    - i. Financial Statements – March 2016
    - ii. Capital Projects Report
    - iii. Sales Tax Report
    - iv. Investment Report Q2 FY2016
    - v. Procurement Report

- b. Marketing and Communications – Nicole Recker, Vice President Marketing & Communications, reported on current marketing initiatives
  - i. Highland Village Marketing & Communications Update
  - ii. Hermes Creative Awards Update
  - iii. Video Marketing Update
    - 1. Safety
    - 2. How to Load Your Bike
- c. Strategic Planning / Development – Kristina Brevard, Vice President Planning & Development, reported on current strategic planning and development initiatives
  - i. Regional Transportation Planning
  - ii. Local Transportation Planning
  - iii. Business Development & Partnerships
  - iv. Land Use Planning & Development
  - v. Additional Projects
- d. Capital Projects Update – Raymond Suarez, Chief Operating Officer, reported on current capital projects for the agency
  - i. Signal System Enhancements
  - ii. Positive Train Control (PTC)
  - iii. Lewisville Bike Trail –Eagle Point Section
  - iv. Flood Damage Repairs
  - v. Transit Enhancements
  - vi. Shoretel Phone System Expansion
  - vii. Landscape Project
- e. Transit Operations – Raymond Suarez, Chief Operating Officer, reported on bus and rail ridership performance
  - i. Rail Operations
  - ii. Bus Operations

## 2. Items for Discussion

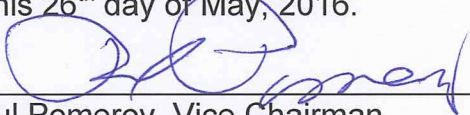
- a. Presentation by Greg Hackbarth with Campbell Technology Corporation, Inc. (CTC) on the Time Cycle Maintenance (TCM) solution that is enabling single car rail operations
- b. Jim Cline, President gave an update on the state of the agency's safety and security including the emergency preparedness drill scheduled for May 1, 2016, the surveillance cameras to be added to FY 17 budget, and the upcoming safety enhancements.
- c. Kristina Brevard, Vice President Planning & Development gave an overview of DCTA's state legislative and regulatory strategy.

## 3. Committee Chair Reports

- a. Paul Pomeroy, committee chair, gave an update on the activities of the program services committee meeting in April

4. Discussion of Regular Board Meeting Agenda Items (April 2016)
5. Convene Executive Session – The board did not meet in executive session
6. Reconvene Open Session – There was no executive session
7. Discussion of Future Agenda Items – There was none
8. ADJOURN - Work session was adjourned at 3:33 p.m.

The minutes of the April 28, 2016 work session meeting of the Board of Directors were passed, and approved by a vote on this 26<sup>th</sup> day of May, 2016.

  
\_\_\_\_\_  
Paul Pomeroy, Vice Chairman

ATTEST

  
\_\_\_\_\_  
Richard Huckaby, Secretary