



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 1:32 p.m. on November 16, 2017 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057. A quorum was present.

**Attendance**

**Small Cities**

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  
Allen Harris, The Colony

**Denton County Unincorporated**

Don Hartman  
George Campbell  
Dave Kovatch, Denton County At Large,  
Treasurer

**Board Members Absent**

Skip Kalb, Small Cities

**Legal Counsel**

Pete Smith

**DCTA Staff**

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

**Other Attendees**

Ann Boulden, Senior Project Manager  
Michelle Bloomer, Assistant VP, Bus  
Operations and Maintenance  
Chrissy Nguyen, Senior Accountant  
Marisa Perry, Controller  
Amanda Riddle, Budget Manager  
Dave Smith  
Jim Owen  
Selena Asire, HNTB  
George Cisneros, HNTB  
Jory Dille, HDR

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 and Marisa Perry, Controller reported on the following
  - i. Monthly Financial Statements for October 2017
  - ii. Capital Projects Budget Report for October 2017
  - iii. Monthly Sales Tax Receipts
  - iv. Current Procurement Activities
  - v. FY18 Budget Document
  
- b. Marketing and Communications – Nicole Recker, Vice President Marketing and Communications, reported on the following
  - i. New Collateral Distribution
  - ii. State Fair of Texas Campaign Recap Report
  - iii. DCTA Transit Tracker Campaign Recap Report
  - iv. Monthly Media Report
  
- c. Strategic Planning and Development – Kristina Holcomb, reported on the following
  - i. Departmental Administrative Update
  - ii. Regional Planning Initiatives Update
  - iii. Local Planning Update
  - iv. Business Development and Partnerships Update
  - v. Funding Opportunities Update
  - vi. Land Use Planning & Development
  
- d. Capital Projects – Raymond Suarez, Chief Operating Officer, gave an update on the following projects
  - i. Flood Damage Repairs Update
  - ii. Positive Train Control
  
- 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. Service Change Update – Michelle Bloomer, Assistant VP of Bus Operations and Maintenance, gave an update on service change.
- b. Pockrus Page Drainage Repairs – Ann Boulden, Senior Project Manager, provided overview and update with PowerPoint presentation.

3. Discussion of Regular Board Meeting Agenda Items (November 16, 2017) – There was no discussion on this item

- The Board agreed to move the December Board meetings to begin at 9:00 am rather than 1:30 pm, on December 14, 2017.

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 2:56 p.m.

The minutes of the November 16, 2017 work session meeting of the Board of Directors were passed, and approved by a vote on this 14<sup>th</sup> day of December, 2017.

  
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Charles Emery, Chairman

ATTEST

  
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Richard Huckaby, Secretary