



## Board of Directors Regular Meeting

January 23, 2020 | 10:00 a.m.

To be held at Denton County Transportation Authority | Administrative Boardroom  
1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057

*NOTICE IS HEREBY GIVEN that the DCTA Board of Directors will conduct its regular meeting at the time and location above to consider the following:*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

RECOGNITION OF SERVICE

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.

GUEST PRESENTERS

1. Russell Laughlin, Executive Vice President with Hillwood will be presenting on the Alliance Mobility Innovation Zone: Hillwood is leveraging its nationally renowned AllianceTexas multimodal development to create a cutting-edge center of innovation that will be a global catalyst for the future of mobility. AllianceTexas is the company's 26,000-acre master-planned development and inland port north of Fort Worth, which is home to Fort Worth Alliance Airport, BNSF Railway's Alliance Intermodal Facility, FedEx Southwest Regional Sort Hub, Amazon Air's newest regional air hub, and more than 500 global and regional brands. Hillwood plans to collaborate with its anchor corporations, future customers, policy makers, regulators, entrepreneurs, and academic institutions to develop a first-of-its-kind mobility innovation "do-tank" for partners to develop, test, scale, and commercialize advanced mobility technology and business models.
2. Preliminary FY2019 Audit Report & Presentation – Jennifer Ripka, Partner, Weaver and Tidwell, LLP  
Backup Information: Exhibit 1: Comprehensive Annual Financial Report (CAFR)



CONVENE EXECUTIVE SESSION

The Board may convene the Regular Board Meeting into Closed Executive Session for the following:

- A. As Authorized by Section 551.071(2) of the Texas Government Code, the Board of Directors Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein or the Regular Board Meeting Agenda.
- B. As Authorized by Section 551.072 of the Texas Government Code, the Board of Directors Meeting may be Convened into Closed Executive Session for the Purpose of Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, Highland Village, or the A-train corridor.
- C. Texas Government Code Section 551.071(2) to consult with General Counsel regarding the provisions contained in the Equipment Lease, Operations, and Maintenance Service Agreement by and between the Dallas Area Rapid Transit (DART), Denton County Transportation Authority (DCTA), and the Fort Worth Transportation Authority (FWTA or Trinity Metro) to include the provision contained in Section 17 titled "Service Impact Fees".
- D. Texas Government Code Section 551.071(2) to consult with General Counsel regarding the General Service Agreements with Lyft.
- E. As Authorized by Section 551.074 of the Texas Government Code, the Board Meeting may be Convened into Closed Executive Session for Deliberation of Personnel: Annual President's Performance Review.

RECONVENE OPEN SESSION

Reconvene and Take Necessary Action on Items Discussed during Executive Session.

CONSENT AGENDA

1. **Consider Approval of December 5, 2019 Minutes**

*Action Item*

Presenter: Dianne Costa, Highland Village, Board Chair  
 Item Summary: Approval of the December 5, 2019 meeting minutes will be requested.  
 Backup Information: Consent Item 1: December 5, 2019 Minutes

2. **Consider Approval of Monthly Financial Statements for November and December 2019**

*Action Item*

Presenter: Marisa Perry, CFO/VP of Finance  
 Item Summary: Board approval will be requested of the following items:
 

- o Financial Statements for November and December 2019
- o Capital Projects Budget Report for November and December 2019
- o Quarterly Investment Report Q1 FY20
- o Quarterly Grants Report Q1 FY20

 Backup Information: Memo 1: Monthly Financial Statements and Financials for November 2019  
 Exhibit 1(a): Monthly Financials – December 2019  
 Exhibit 1(b): Capital Projects Budget Report for November 2019  
 Memo 2: Monthly Financial Statements and Financials for December 2019



- Exhibit 2(a): Monthly Financials – December 2019
- Exhibit 2(b): Capital Projects Budget Report for December 2019
- Exhibit 3: Quarterly Investment Report Q1 FY20
- Exhibit 4: Quarterly Grants Report Q1 FY20

INFORMATIONAL REPORTS

1. **Monthly Financial Reports**

- Item Summary: DCTA staff will answer questions of the Board regarding updates on financial items.
- Backup Information: Memo 1: Monthly Sales Tax Receipts  
Exhibit 1: FY20 Monthly Sales Tax Report  
Memo 2: MaaS Update  
Memo 3: Budget Information

2. **Social Service Agency Roundtable Report (November 2019)**

- Item Summary: DCTA staff will answer questions of the Board regarding the quarterly report.
- Backup Information: Exhibit 1: November 2019 Social Service Agency Roundtable Recap Report

REGULAR AGENDA

1. **Transformation Initiative Workshop**

*Possible Action*

- Presenter: Nicole Recker, VP of Marketing and Administration
- Item Summary: DCTA staff will conduct a workshop to finalize the Transformation Initiative scope of work and determine next steps regarding the project timeline and evaluation committee.
- Backup Information: Memo: Transformation Initiative Workshop  
Exhibit 1: Transformation Initiative Scope of Work Draft (comprehensive board edits)  
Exhibit 2: Transformation Initiative RFP Proposed Timeline  
Exhibit 3: Transformation Initiative Evaluation Committee Recommendations

2. **Access Service Overview**

*Discussion Item*

- Presenter: Michelle Bloomer, VP of Operations
- Item Summary: Staff will provide an overview of the DCTA Access service, current Board policy related to the service, and share recent service inquiries.
- Backup Information: Memo: Access Service Overview  
Exhibit 1: Access Service Overview Presentation

**3. Cost Allocation Model Update**

*Discussion Item*

Presenters: Marisa Perry, CFO/VP of Finance  
Raymond Suarez, CEO

Item Summary: DCTA staff will provide a status update regarding the Cost Allocation Model.

Backup Information: N/A

**4. Monsignor King Outreach Center/Our Daily Bread Service Update and Fare Structure Discussion**

*Discussion Item*

Presenter: Michelle Bloomer, VP of Operations

Item Summary: Staff will provide an update on the implementation of service from Monsignor King Outreach Center to Our Daily Bread in Denton.

Backup Information: Memo: Monsignor King Outreach Center to Our Daily Bread Service Update and Fare Structure Discussion  
Exhibit 1: Service Request from City of Denton

**5. Consider Resolution R20-01 Appointing Board of Directors for North Texas Mobility Corporation**

*Action Item*

Presenter: Kristina Holcomb, Deputy CEO

Item Summary: Staff will provide an overview of the current NTMC Board structure and review the list of candidate submissions provided by the DCTA Board. Discuss NTMC proposed candidates with consideration of legal counsel guidance regarding those appointments. Post discussion, the DCTA Board is being asked to consider Resolution R20-01 appointing a new slate of NTMC Board of Directors.

Backup Information: Memo: Consider Resolution R20-01 Appointing Board of Directors for North Texas Mobility Corporation  
Exhibit 1: Resolution R20-01 Appointing Board of Directors for NTMC  
Exhibit 2: NTMC Articles of Formation  
Exhibit 3: NTMC Bylaws

**6. Authorization of Expenditures with Cooperative Agreements**

*Action Item*

Presenter: Athena Forrester, Assistant VP Regulatory Compliance

Item Summary: DCTA staff will provide an overview of current cooperative agreements and request authority to spend up to \$300,000 across the agreements.

Backup Information: Memo: Authorization of Expenditures with Cooperative Agreements  
Exhibit 1: Interlocal Agreement with BuyBoard  
Exhibit 2: Interlocal Agreement with North Texas Share  
Exhibit 3: Interlocal Agreement with Omnia Partners

**7. Consider Award of Landscape and Maintenance Service Contract**

*Action Item*

- Presenter: Athena Forrester, Assistant VP Regulatory Compliance
- Item Summary: DCTA staff will provide an overview of the Request for Bid and request for contract award.
- Backup Information: Memo: Consider Award of Landscape and Maintenance Service Contract  
Exhibit 1: Bid Tabulation  
Exhibit 2: Request for Bid Package  
Exhibit 3: Lakehill Environmental, Inc.'s Bid

**8. RFP for Transit and Transportation Planning Services Update**

*Information Item*

- Presenter: Kristina Holcomb, Deputy CEO
- Item Summary: Staff will provide an update regarding the active procurement for Transit and Transportation Planning services. This RFP process will provide a continuation of DCTA's existing on-call planning services. Historically staff has used similar on-call contracts to leverage consultancy expertise necessary during agency planning initiatives in the areas of: innovative service delivery, route and service planning, long-range service planning, Title VI analysis, corridor planning and master planning for transit-oriented development.
- Backup Information: MEMO: RFP for Transit and Transportation Planning Services Update  
Exhibit 1: RFP for Transit and Transportation Planning Services

**9. A-train Rail Trail Update**

*Information Item*

- Presenters: Kristina Holcomb, Deputy CEO  
Ann Boulden, Director of Capital Development
- Item Summary: DCTA staff will provide an overview of the A-train Rail Trail development which runs adjacent to the A-train corridor from the DDTC to Hebron Station. The overview will include information regarding trail enhancements, safety improvements and the recently released NCTCOG Trail of the Month video.
- Backup Information: N/A

**10. Discussion of Local & Regional Transportation and Legislative Issues**

*Information Item*

- Presenters: Dianne Costa, Highland Village, Board Chair  
Raymond Suarez, CEO  
Kristina Holcomb, Deputy CEO
- Item Summary: If applicable, staff will provide an update on local and regional transportation initiatives and discuss and state and federal legislative issues.
- Backup Information: N/A



#### FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

Staff will discuss proposed future agenda items. Board members may request an informational item or action item to be added to the next Board meeting agenda.

Backup Information: Exhibit 1: 01.17.2020 Board Agenda Outlook

#### REPORT ON ITEMS OF COMMUNITY INTEREST

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.

#### ADJOURN

##### **Board Members:**

Dianne Costa, Highland Village, *Chair*  
TJ Gilmore, Lewisville, *Vice Chair*  
Randall Chrisman, Denton County Seat 1, *Secretary*  
Sam Burke, Denton County Seat 2  
Chris Watts, Denton

##### **Non-Voting Board Members:**

Mark Miller, Ron Trees, Connie White, Carter Wilson, Tom Winterburn

##### **Staff Liaison:**

Raymond Suarez, CEO

The Denton County Transportation Authority meeting rooms are wheelchair accessible. Access to the building and special parking are available at the main entrance. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by emailing bpedron@dcta.net or calling Brandy Pedron at 972.221.4600.

This notice was posted on 1/17/2020 at 3:40 PM.

Brandy Pedron, Executive Administrator | FOIA Requests