



Board of Directors Regular Meeting Minutes for: January 24, 2019

Board of Directors
Regular Meeting 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 on January 24, 2019 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Small Cities

Connie White
Skip Kalb
Michael Savoie

Large Cities

Charles Emery, Lewisville, Chairman
Dianne Costa, Highland Village
Sara Bagheri, Denton
Carter Wilson, Frisco
Mark Miller, Flower Mound
Allen Harris, The Colony
Tom Winterburn, Corinth
Ron Trees, Little Elm

Denton County Unincorporated

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

Legal Counsel

Pete Smith

DCTA Staff

Raymond Suarez, Chief Executive Officer
Kristina Holcomb, Deputy Chief Executive
Officer
Marisa Perry, Chief Financial Officer, Vice
President of Finance
Nicole Recker, Vice President Marketing &
Communications
Michelle Bloomer, Vice President,
Operations

Other Attendees

Lindsey Baker, Director of Strategic
Partnerships
Brandy Pedron, Executive Administrator

CALL TO ORDER: *Chair, Charles Emery, called the meeting to order and announced the presence of a quorum at 3:02 p.m.*

PLEDGE OF ALLEGIANCE – *led by Dianne Costa*

INVOCATOIN – *led by Skip Kalb*

WELCOME AND INTRODUCTION OF VISITORS – *no introductions at this time*

1. PUBLIC COMMENT – *no public comments at this time*

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.

2. CONSENT AGENDA

- a. Approval of Minutes for the Board Work Session and Regular Meeting on December 13, 2018.
- b. Acceptance of Monthly Financial Statements – November 2018 and December 2018
- c. Acceptance of Quarterly Investment Report – Q1 FY2019
 - A Motion to approve the Consent Agenda items (a – c) was made by Skip Kalb. The motion was seconded by Sara Bagheri. Motion passed unanimously by the Board

3. REGULAR AGENDA

- a. Discussion and Approval of Agency Legislative Agenda for the 86th Texas Legislature – *Presented for discussion and approval by Lindsey Baker, Director of Strategic Partnerships*
 - A Motion to approve the Regular Agenda item (a) was made by Connie White. The motion was seconded by Dave Kovatch. Motion passed unanimously by the Board
- b. Discussion and Approval of Resolution R19-01 proposed amendments to Chapter 460 of the Texas Transportation Code – *Chair, Charles Emery led the voting*
 - A Motion to approve the Regular Agenda item (b) was made by Sara Bagheri. The motion was seconded by Dianne Costa. Abstained by Ron Trees, Allen Harris, and Carter Wilson. Motion passed.
- c. Approval of Resolution R19-02 Authorizing Formation of a Local Government Corporation – *Presented by Raymond Suarez, CEO and Marisa Perry, Chief Financial Officer, Vice President of Finance for approval.*
 - A Motion to approve the Regular Agenda item (c) was made by Connie White. The motion was seconded by Dianne Costa. Motion passed unanimously by the Board
- d. Approval of Resolution R19-04 Board Officer Elections
 - A Motion to approve the Regular Agenda item (d) was made by Skip Kalb. The motion was seconded by Carter Wilson. Motion passed unanimously by the Board.

- e. Announcement of 2019 Board Committee assignments – *Presented by Chair, Charles Emery*
 - No motion needed. Requested change will be made to move Tom Winterburn from Finance Committee to Program Services Committee. Allen Harris requested that Finance Committee discuss change of time and day of meetings.

 - f. Authorize CEO to rescind award to Goolsbee Tires and T&W Tire LLC., and reject all bids for transit tires – *Athena Forrester, Assistant VP Regulatory Compliance, DBE Liaison explained that the award received protest and it was found correct; the bid was pulled back and rejected. DCTA staff is asking the Board to approve rescind and rewrite*
 - A Motion to approve the Regular Agenda item (f) was made by Dianne Costa. The motion was seconded by Dave Kovatch. Motion passed unanimously by the Board

 - g. Authorize CEO to execute and negotiate an Interlocal Agreement (ILA) with Trinity Metro for Alliance service – *Presented for discussion and approval by Kristina Holcomb, Deputy CEO*
 - A Motion to approve the Regular Agenda item (g) was made by Connie White. The motion was seconded by Dianne Costa. Motion passed unanimously by the Board

 - h. Authorize CEO to execute and negotiate and execute task order with Lyft to replace Alliance Link service – *Presented for discussion and approval by Kristina Holcomb, Deputy CEO*
 - A Motion to approve the Regular Agenda item (h) was made by Connie White. The motion was seconded by Dianne Costa. Motion passed unanimously by the Board

 - i. Approval of Resolution R19-03 Changes to Board Threshold Approval for Contracts and Agreements – *Presented for discussion and approval by Athena Forrester, Assistant VP Regulatory Compliance, DBE Liaison*
 - A Motion to approve the Regular Agenda item (i) was made by Skip Kalb. The motion was seconded by Allen Harris. Motion passed unanimously by the Board with recommended change to amend the language to the Resolution to include the \$75k limit on item 9

 - j. Authorize CEO to Negotiate and Execute Task Order 5 with Jacobs Engineering Group for Rail Station Canopy Frieze Repair and Replacement – *Presented for discussion and approval by Kristina Holcomb, Deputy CEO; regarding water damage issues, no budget amendment required*
 - A Motion to approve the Regular Agenda item (j) was made by Dianne Costa. The motion was seconded by Connie White. Motion passed unanimously by the Board

 - k. Authorize CEO to Negotiate and Execute Task Order 6 with Jacobs Engineering Group for Categorical Exclusion Environmental Study for Bus Light Maintenance Facility – *Presented for discussion and approval by Kristina Holcomb, Deputy CEO*
 - A Motion to approve the Regular Agenda item (k) was made by Tom Winterburn. The motion was seconded by Skip Kalb. Motion passed unanimously by the Board
4. Convene Executive Session. The Board may convene the Regular Board Meeting into Closed Executive Session for the following: - *The Board did not meet in executive session at this time*

5. Reconvene Open Session – N/A
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session. – N/A

6. CHAIR REPORT –
 - a. Discussion of Regional Transportation Issues – *Chair, Charles Emery, expressed how DRMC is a great voice for DCTA and gave kudos to Kristina Holcomb for her seat on the Board of DRMC*
 - b. Discussion Legislative Issues
 - i. Regional – *none at this time*
 - ii. State – *Kristina Holcomb, Deputy CEO, briefly discussed items on the legislative handout given to the Board*
 - iii. Federal – *none at this time*

7. CEO'S REPORT – *Raymond Suarez, CEO discussed the following*
 - a. Budget Transfers – *no budget transfers at this time*
 - b. Regional Transportation Issues – *expressed his appreciate for DCTA staff with the legislation work and event hours; DCTA has been visiting with city Mayors and Council Members on how DCTA adds value to member cities and economic development*

8. REPORT ON ITEMS OF COMMUNITY INTEREST
 - 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.
 - *Nicole Recker, Vice President of Marketing and Communications, gave a brief update on events of interest for January and February 2019*
 - *Kristina Holcomb, Deputy CEO, briefly discussed the RFP*

9. ADJOURN – *The meeting was adjourned at 4:08 p.m.*

The minutes of the January 24, 2019 Regular meeting of the Board of Directors were passed and approved by a vote on this 28th day of February 2019.

ATTEST



Sara Bagheri, Secretary



Charles Emery, Chairman