



## Board of Directors Regular Meeting

February 27, 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

### CONVENE EXECUTIVE SESSION - *Approximately 30-45 minutes*

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

- A. 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 CEO's Performance Review.

### RECONVENE OPEN SESSION

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

### 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. Christof Spieler, PE, LEED AP, Director of Planning for Huitt-Zollars: *Trains, Buses, People – An Opinionated Atlas of US Transit.*
2. HillCo Partners, LLC: Firm Overview and Political Landscape Presentation



CONSENT AGENDA

1. **Consider Approval of January 23, 2020 Minutes**

*Action Item*

Presenter: Dianne Costa, Highland Village, Board Chair  
Item Summary: Approval of the January 23, 2020 meeting minutes will be requested.  
Backup Information: Consent Item 1: January 23, 2020 Minutes

2. **Consider Approval of Monthly Financial Statements for January 2020**

*Action Item*

Presenter: Marisa Perry, CFO/VP of Finance  
Item Summary: Board approval will be requested of the following items:  
o Financial Statements for January 2020  
o Capital Projects Budget Report for January 2020  
Backup Information: Memo: Monthly Financial Statements for January 2020  
Exhibit 1: Monthly Financials – January 2020  
Exhibit 2: Capital Projects Budget Report – January 2020

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: Monthly Mobility-as-a-Service Update  
Memo 3: Budget Information

2. **Citizens’ Advisory Team Meeting Recap Report**

Item Summary: DCTA staff will answer questions of the Board regarding the January 2020 Citizens’ Advisory Team Meeting Recap Report.  
Backup Information: Exhibit 1: Citizens’ Advisory Team Meeting Recap Report (January 2020)

3. **Transformation Initiative Update**

Item Summary: DCTA staff will answer questions of the Board regarding the Transformation Initiative Update.  
Backup Information: Memo: Transformation Initiative Update

REGULAR AGENDA

1. **Presentation of Audit Report for Fiscal Year End 09/30/2019 by Weaver & Tidwell, LLP and Consider Approval of the FY2019 Financial Statements and Supplementary Information**

*Action Item*

Presenters: Marisa Perry, CFO/VP of Finance

Item Summary: Jennifer Ripka, Partner, Weaver and Tidwell, LLP will present the FY2019 audit report, and Board approval will be requested of the FY2019 financial statements and supplementary information.

Backup Information: Exhibit 1: Comprehensive Annual Financial Report (CAFR)

2. **Consider Resolution R20-02 Approving FY 2020 Operating Budget Revision Number 2020-02**

*Action Item*

Presenter: Amanda Riddle, Senior Manager of Budget

Item Summary: Board approval will be requested of Resolution R20-02 approving the FY 2020 operating budget revision number 2020-02

Backup Information: Memo: Consider Resolution R20-02 Approving FY 2020 Operating Budget Revision Number 2020-02

Exhibit 1: Resolution R20-02

Exhibit 2: Budget Revision 2020-02

Exhibit 3: Change in Net Position – DCTA & NTMC combined

3. **Consider Award of RFP 20-02 for Transit and Transportation Planning Services**

*Action Item*

Presenter: Kristina Holcomb, Deputy CEO

Item Summary: RFP 20-02 continues DCTA's existing, on-call planning consultant program. While specific projects are being finalized based on evolving needs and available funding, individual task orders are anticipated in the following five key areas: innovative service delivery, long-range service planning, operations analysis, corridor planning, and master planning for transit-oriented development. Staff recommends award to AECOM Technical Services, Inc. and Kittelson & Associates, Inc and requests authorization for the CEO to execute contracts with each firm for three-year terms with two one-year options.

Backup Information: Memo: Consider Award of RFP 20-02 for Transit and Transportation Planning Services

Exhibit 1: Evaluation Consensus

Exhibit 2: Request for Proposal Package

Exhibit 3: AECOM Technical Services, Inc. Proposal

Exhibit 4: Kittelson & Associates, Inc. Proposal

**4. Consider Approval of City of Denton Trail Maintenance Interlocal Agreement**

*Action Item*

- Presenter: Kristina Holcomb, Deputy CEO
- Item Summary: Board approval will be requested for the City of Denton Trail Maintenance Agreement.
- Backup Information: Memo: Consider Approval of City of Denton Trail Maintenance Interlocal Agreement  
Exhibit 1: City of Denton Interlocal Cooperation Agreement regarding Denton Branch Rail Trail

**5. Consider Award of Interlocal Cooperation Agreement with The Interlocal Purchasing System (TIPS) for Cooperative Purchasing**

*Action Item*

- Presenter: Athena Forrester, Assistant VP Regulatory Compliance
- Item Summary: DCTA staff will provide an overview of the award request for the Interlocal Agreement for cooperative purchasing.
- Backup Information: Memo: Consider Award of Interlocal Cooperation Agreement with The Interlocal Purchasing System (TIPS) for Cooperative Purchasing  
Exhibit 1: Interlocal Cooperation Agreement with The Interlocal Purchasing System (TIPS)

**6. Consider Approval of Agreement for Award of Transportation Development Credits (TDCs)**

*Action Item*

- Presenter: Raymond Suarez, CEO
- Item Summary: Board approval will be requested of the agreement with The Regional Transportation Council on the award of Transportation Development Credits.
- Backup Information: Memo: Consider Approval of Agreement for Award of Transportation Development Credits  
Exhibit 1: Agreement for Award of Transportation Development Credits  
Exhibit 2: Agreement Attachment 1, Project List

**7. Consider Approval of Transition of Highland Village Connect Shuttle Service to Enhanced Lyft Subsidy Program**

*Action Item*

- Presenters: Michelle Bloomer, VP of Operations
- Item Summary: Staff will provide a recommendation regarding the Highland Village Connect Shuttle and enhancement to the Highland Village Lyft Program.
- Backup Information: Memo: Consider Approval of Transition of Highland Village Connect Shuttle Service to Enhanced Lyft Subsidy Program

**8. Consider Authorizing CEO to Renegotiate the existing North Central Texas College (NCTC) and McKinney Urban Transit District (MUTD) Contracted Service Agreements and Extend Contract Terms by Six Months.**

*Action Item*

Presenters: Raymond Suarez, CEO

Item Summary: Staff will provide an overview of the current contracted service agreements with North Central Texas College (NCTC) and the McKinney Urban Transit District (MUTD) as well as provide a recommended approach for renegotiating these contracts.

Backup Information: N/A

**9. 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: The Board Chair and staff will provide an update on local and regional transportation initiatives and discuss state and federal legislative issues; topics will include but are not limited to (1) Operational Special Movements; (2) Corinth Station Update; (3) Alternative Fuel Initiatives.

Backup Information: N/A

**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.

**RECONVENE OPEN SESSION**

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

**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: Board Agenda Outlook as of 02.21.2020



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*  
Cesar Molina, 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 2/21/2020 at 2:30 PM.

Brandy Pedron, Executive Administrator | FOIA Requests