



DENTON COUNTY
TRANSPORTATION AUTHORITY

1955 Lakeway Dr., # 260, Lewisville, Texas 75057
972.221.4600 | RideDCTA.net

Board of Directors Regular Meeting

June 28, 2018 | 3:00 p.m.*

**or immediately following Board Work Session
scheduled at 1:30 p.m. on June 28, 2018*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

AGENCY AWARDS AND RECOGNITIONS

1. 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.

2. CONSENT AGENDA

- a. Approval of Minutes for the Board Work Session and Regular Meeting on May 24, 2018.
- b. Acceptance of Monthly Financial Statements – May 2018

3. 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 Regular Board 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.
- b. As Authorized by Texas Government Code Section 551.072 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.

4. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
5. CHAIR REPORT
 - a. Discussion of Regional Transportation Issues
 - b. Discussion Legislative Issues
 - i. Regional
 - ii. State
 - iii. Federal
6. PRESIDENT'S REPORT
 - a. Budget Transfers
 - b. Regional Transportation Issues
7. 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.
8. ADJOURN

Chair – Charles Emery
Vice Chair – Richard Huckaby

Secretary – Dianne Costa
Treasurer – Dave Kovatch

Members – Skip Kalb, Tom Winterburn, Don Hartman,
George A. Campbell, Allen Harris, Carter Wilson, Connie White, Mark Miller, Ron Trees
President – James Cline

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 6/22/2018 at 11:14 AM.



Brandy Pedron, Executive Assistant | Public Information Coordinator | Records Manager



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 on May 24, 2018 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Small Cities

Skip Kalb (at 3:04)
Connie White

Large Cities

Charles Emery, Lewisville, Chairman
Dianne Costa, Highland Village
Richard Huckaby, Denton, Secretary
Mark Miller, Flower Mound
Carter Wilson, Frisco
Ron Trees, Little Elm
Allen Harris, The Colony (at 1:39)

Denton County Unincorporated

Don Hartman, Denton County
Unincorporated

Board Members Absent

Dave Kovatch, Denton County At Large,
Treasurer
George Campbell, Denton County
Unincorporated
Tom Winterburn, Corinth

Legal Counsel

Pete Smith

DCTA Staff

Jim Cline, President
Marisa Perry, Chief Financial Officer, VP
of Finance
Raymond Suarez, Chief Operating
Officer (at 1:44)

Other Attendees

Athena Forrester, Assistant VP
Procurement
Chrissy Nguyen, Senior Accountant
Amanda Riddle, Budget Manager
Ian Shows, Controller
Lindsay Baker, Director of Strategic
Partnerships
Jonah Katz, Senior Planner
Jim Owen, Citizen
Ron Smith, HNTB
Leopold Knepp, The Lewisville Texan
Journal

Chairman, Charles Emery, called the meeting to order and announced the presence of a quorum at 1:32 p.m.

1. Routine Briefing Items

- a. Staff Briefing on Monthly Financial Reports – *Marisa Perry, Chief Financial Officer, VP of Finance, reported on the following:*
 - i. Monthly Financial Statements for April 2018
 - ii. Capital Projects Budget Report for April 2018
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities

- b. Marketing and Communications – *Jim Cline, President, briefly reported on and acknowledged the documentation of the following in the meeting packet:*
 - i. New Handouts
 1. Wheels & Rails (May 2018 issue)
 2. Passenger Transport (May 2018 issue) – Highland Village Lyft Service Launch Story
 3. Metro Magazine (May 2018) – Redefining Public Transportation Story
 4. Air North Texas (May 2018) – DCTA's A-train Improves Air Quality in Denton County
 - ii. April 2018 Public Meeting Report
 - iii. A-train Point-in-Time Study Results – *Jonah Katz, Senior Planner, presented a report to the board for review and discussion*
 - iv. Shaping Our Future Campaign Overview
 - v. Denton Arts & Jazz Recap Report
 - vi. Media Reports
 1. April Monthly Media Report
 2. Drive.ai Announcement Media Report (Executive Report and Clip Report) – *Lindsay Baker presented and discussed the Drive.ai Media Report with the Board*
 3. Shaping Our Future Media Report
 4. Denton Disaster Drill Media Report
 - vii. Awards Announcement

- c. Strategic Planning and Development – *Lindsay Baker, Director of Strategic Partnerships, reported on the following*
 - i. Regional Planning Initiatives Update
 - ii. Local Planning Update
 - iii. Business Development and Partnerships Update
 - iv. Funding Opportunities Update
 - v. Land Use Planning & Development

- d. Capital Projects – *Raymond Suarez, Chief Operating Officer, reported on the following projects*
 - i. Positive Train Control
 - ii. Hike and Bike Trail
 - iii. Pockrus Page
 - iv. Trinity Mills Crew Room
 - v. Lewisville Bus Fueling Facility

- e. Transit Operations Reports – *Raymond Suarez, Chief Operating Officer, reported on the following and gave an update on ridership:*
 - i. Bus and Rail Operations
- 2. Committee Chair Reports
 - a. Finance Committee (May 14, 2018) – *Richard Huckaby, Committee Chair, and Marisa Perry, Chief Financial Officer, VP of Finance, gave a briefing on the Program Services Committee Meeting and the following:*
 - i. FY18 Revised Budget - *Amanda Riddle, Budget Manager, gave a presentation on the FY18 Revised Budget and discussed with the Board*
 - ii. Financial Policies
 - b. Program Services Committee (May 15, 2018) – *Dave Kovatch, Committee Chair, provided a detailed chair report for the Board to review in his absence; Jim Cline, President, gave a briefing on the Program Services Committee Meeting and gave a presentation to the Board*
- 3. Discussion of Regular Board Meeting Agenda Items (May 24, 2018) – *There was no discussion at this time*
- 4. Convene Executive Session – *The board did not meet in Executive Session*
- 5. Discussion of Future Agenda Items
 - a. Board Member Requests – *No requests were made at this time*
- 6. ADJOURN *at 3:17 p.m.*

The minutes of the May 24, 2018 Work Session meeting of the Board of Directors were passed, and approved by a vote on this 28th day of June, 2018.

Charles Emery, Chairman

ATTEST

Dianne Costa, Secretary



Board of Directors

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened the regular meeting of the Board of Directors with Charles Emery, Chairman presiding at on April 26, 2018 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Small Cities

Connie White

Large Cities

Charles Emery, Lewisville, Chairman
Dianne Costa, Highland Village
Richard Huckaby, Denton, Secretary
Mark Miller, Flower Mound
Carter Wilson, Frisco
Ron Trees, Little Elm

Denton County Unincorporated

Don Hartman, Denton County
Unincorporated

Board Members Absent

Dave Kovatch, Denton County At Large,
Treasurer
George Campbell, Denton County
Unincorporated
Tom Winterburn, Corinth
Skip Kalb, Small Cities
Allen Harris, The Colony

Legal Counsel

Pete Smith

DCTA Staff

Jim Cline, President
Marisa Perry, Chief Financial Officer, VP
of Finance
Raymond Suarez, Chief Operating
Officer

Other Attendees

Ian Shows, Controller
Lindsay Baker, Director of Strategic
Partnerships
Jim Owen, Citizen
Leopold Knepp, The Lewisville Texan
Journal

CALL TO ORDER – Chairman, Charles Emery, called the meeting to order and announced the presence of a quorum at 3:26 p.m.

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – *led by Dianne Costa, Secretary*

INVOCATION – *led by Charles Emery, Chairman*

WELCOME AND INTRODUCTION OF VISITORS – *Jim Cline, President, welcomed and introduced citizen, Jim Owen, and Leopold Knepp with The Lewisville Texan Journal*

AGENCY AWARDS AND RECOGNITIONS – *None at this time*

1. PUBLIC COMMENT

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- *Jim Owen – 2007 Teasley Lane, Apt. 109, Denton, Texas made comment on Agenda topic, Expand Ridership: Transit Oriented Development (Fry Street), parking abatement, Denton Development Code*

2. CONSENT AGENDA

a. Approval of Minutes for the Board Work Session and Regular Meeting on April 26, 2018

b. Acceptance of Monthly Financial Statements for April 2018

c. Approval of Award of Contract to Terracon Consultants Inc. for Subsurface Environmental Investigation

- *Motion to approve the Consent Agenda items a - c was made by Dianne Costa, Secretary. The motion was seconded by Connie White. Motion passed unanimously.*

3. REGULAR AGENDA

a. Approval of Resolution 18-03 adopting Revised Fiscal Year 2018 Operating & Capital Budget

- *Motion to approve the Regular Agenda item a was made by Connie White. The motion was seconded by Richard Huckaby, Vice Chairman. Motion passed unanimously.*

b. Approval of Resolution 18-04 Approving Financial Policies

- *Motion to approve the Regular Agenda item b was made by Richard Huckaby, Vice Chairman. The motion was seconded by Dianne Costa, Secretary. Motion passed unanimously.*

4. CONVENE EXECUTIVE SESSION – *The Board did not meet in Executive Session at this time*
5. CHAIR REPORT
 - a. Discussion of Regional Transportation Issues – *Charles Emery, Chairman briefly discussed updates regarding RTC meetings and function of the organization, its responsibility of transportation funds and the MTP 2045 plan; he also gave an briefing on the 635 project*
6. PRESIDENT’S REPORT
 - a. Budget Transfers – *Jim Cline stated that there are no budget transfers to report at this time*
 - b. Regional Transportation Issues – *Jim Cline, President, discussed that next month he wants to review and discuss how do we address our challenges, how to tell ‘our story’ and where are we; would like to spend some time at the Work Session in June reviewing a presentation*
7. REPORT ON ITEMS OF COMMUNITY INTEREST – *there was none at this time*
 - 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.
8. ADJOURN – *Adjourned at 3:41 p.m.*

The minutes of the May 24, 2018 regular meeting of the Board of Directors were passed, and approved by a vote on this 28th day of June, 2018.

Charles Emery, Chairman

ATTEST

Dianne Costa, Secretary