



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 July 26, 2018 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Small Cities

Connie White
Skip Kalb, Small Cities

Large Cities

Charles Emery, Lewisville, Chairman
Dianne Costa, Highland Village
Richard Huckaby, Denton, Secretary
Mark Miller, Flower Mound
Carter Wilson, Frisco
Joe Perez, 1st Alternate, The Colony
Tom Winterburn, Corinth
Donna Bloom, 1st Alternate, Denton
Allen Harris, The Colony

Denton County Unincorporated

Don Hartman
Dave Kovatch, Denton County At Large,
Treasurer (@ 1:36)

Board Members Absent

Ron Trees, Little Elm
George Campbell, Denton County
Unincorporated

Legal Counsel

Joe Gorfida

DCTA Staff

Jim Cline, President
Marisa Perry, Chief Financial Officer, VP of
Finance
Raymond Suarez, Chief Operating Officer
Kristina Holcomb, VP Planning & Development

Other Attendees

Adrienne Hamilton, Communications Manager
Amanda Riddle, Budget Manager
Laura Mitchell, Grants & Contracts Compliance
Manager
Chrissy Nguyen, Senior Accountant
Rony Philip, Railway Systems Director
Danny Bailey, Assistant VP of Rail Operations &
Maintenance
Athena Forrester, Assistant VP of
Procurement/DBE Liaison
Jonah Katz, Senior Planner
Lindsay Baker, Director of Strategic
Partnerships
Michelle Bloomer, Assistant VP of Bus
Operations & Maintenance
Brandy Pedron, Executive Assistant
Jim Owen, ATU 1338
GB Hayes, ATU 1338
Kenneth Day, ATU 1338
WM Sanders, ATU 1338
Dina, ATU 1338
Claudia Jones, ATU 1338
Bianks, ATU 1338
Keith Todd, ATU 1338
Calvin Banks, ATU 1338
Rick Swain, ATU 1338
Alexandra Garcia, ATU 1338
Ricardo Carvantes Jr, ATU 1338
Carla Swogger, ATU 1338
Gloria Marlow, ATU 1338
Diego Garcia, ATU 1338

Chairman, Charles Emery, called the meeting to order and announced the presence of a quorum at 1:30 p.m.

WELCOME AND INTRODUCTION OF VISITORS – Raymond Suarez, Chief Operating Officer, welcomed and introduced Danny Bailey, Assistant Vice President of Rail Operations and Maintenance, and Rony Philip, Railway Systems Director

1. Routine Briefing Items

- a. Staff Briefing on Monthly Financial Reports – *Marisa Perry, Chief Financial Officer, VP of Finance, reported on the following and presented the board with a Wire Transfer breakdown Presentation:*
 - i. Monthly Financial Statements for June 2018
 - ii. Capital Projects Budget Report for June 2018
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
 - v. Quarterly Grant Update
 - vi. Quarterly Investment Report Q3 FY2018

- b. Marketing and Communications – *Adrienne Hamilton, Communications Manager, reported on the following:*
 - i. New Handouts
 - ii. University A-train Promotion Overview
 - iii. A-train Birthday Campaign Recap
 - iv. Quarterly Metrics Report
 - v. Monthly Media Report for June 2018

- c. Strategic Planning and Development – *Kristina Holcomb, VP Planning and Development, reported on the following:*
 - i. Regional Planning Initiatives Update - *update on Drive.ai, Flower Mound, Coppell, and description of The North Texas Council of Governments upcoming Transit Study*
 - 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. Lewisville Bus Fueling Facility
 - *Restroom at Trinity Mills update, near completion*

- 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. Items for Discussion
 - a. Discussion for approval of the Bus Service Changes for August 2018 - *Michelle Bloomer, Assistant Vice President of Bus Operations and Maintenance, presented the Board with the August 2018 Recommended Service Changes Power Point Presentation with regards to Title VI.*
 - b. Discussion for approval of the Regional Fare Changes effective August 2018 – *Marisa Perry, Chief Financial Officer, Vice President of Finance, discussed with the Board the Regional Fare Changes effective August 2018 with regards to Title VI.*
3. Committee Chair Reports
 - a. Finance Committee report of items discussed at the July 16th, 2018 meeting with Richard Huckaby as committee Chairman – *Richard Huckaby, Committee Chairman, and Marisa Perry, Chief Financial Officer, Vice President of Finance, reviewed and discussed the Chair report provided in the Board Packet*
 - b. Program Services Committee report of items discussed at the July 17, 2018 meeting with Dave Kovatch as committee Chairman – *Dave Kovatch, Committee Chairman, reviewed and discussed the Chair report provided in the Board Packet*
4. Discussion of Regular Board Meeting Agenda Items (June 28, 2018) – *No discussion at this time*
5. Convene Executive Session – *The board did not meet in Executive Session*
6. Discussion of Future Agenda Items
 - a. Board Member Requests – *Charles Emery, Chairman, requested a complete top to bottom budget for comment and review.*
7. ADJOURN at 2:39 p.m.

The minutes of the July 26, 2018 Work Session meeting of the Board of Directors were passed and approved by a vote on this 23rd day of August 2018.



Charles Emery, Chairman

ATTEST



Dianne Costa, Secretary