



Board of Directors Meeting Minutes for:

September 26, 2019

Board of Directors Regular Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened the Regular Meeting of the Board of Directors with Dianne Costa, Board Chair presiding on September 26, 2019 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Voting Members

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

Non-voting Members

Tom Winterburn, Corinth
Mark Miller, Flower Mound
Connie White, Small Cities
Michael Savoie, Small Cities @ 3:15 pm
Carter Wilson, Frisco
Joe Perez, Alternate, The Colony

Legal Counsel

Joe Gorfida, DCTA General Council
Frank Stevenson, Locke Lord
David Allen, Locke Lord

DCTA Executive Staff

Raymond Suarez, Chief Executive Officer
Marisa Perry, Chief Financial Officer, Vice President of
Finance
Nicole Recker, Vice President of Marketing and
Administration
Michelle Bloomer, Vice President Operations

Other DCTA Staff Attendees

Lindsey Baker, Director of Strategic Partnerships
Amanda Riddle, Senior Manager of Budget
Brandy Pedron, Executive Administrator

Public Attendees

Shannon Joski, Denton County Seat #1 Alternate
Claire Powell, Lewisville Alternate
Michael Leavitt, Highland Village Alternate
Paul Cristina, Denton County Seat #2 Alternate
Brandi Bird, Bird Advocacy and Consulting
Stan Nixon, UNT Assistant Director, Transit and
Special Projects
Peggy Hinkle-Wolf, DRC
Paula Richardson, ATU
Victoria Allen
Jim Owen

CALL TO ORDER: *Dianne Costa, Board Chair, called the meeting to order and announced the presence of a quorum at 12:00 p.m.*

PLEDGE OF ALLEGIANCE – *led by Chris Watts*

INVOCATOIN – *led by Randall Chrisman*

WELCOME AND INTRODUCTION OF VISITORS – *Raymond Suarez, CEO, introduced Nicole Recker, VP of Marketing and Administration to the Board of Directors*



BYLAW MODIFICATION WORKSHOP

- *Lindsey Baker, Director of Strategic Partnerships, provided an overview of the Bylaws Modification process. Frank Stevenson, Locke Lord LLP, the discussion and Board Member comments and suggestions for the Bylaws. DCTA will hold another Workshop at the October Board Meeting to review changes and suggestions made today.*

PUBLIC COMMENT

- *Jim Owen and Paula Richardson, ATU Representative made public comments to the Board of Directors*

CONSENT AGENDA

1. Approval of August 22, 2019 Minutes
 - *A Motion to approve the Consent Agenda item 1 was made by TJ Gilmore, Vice Chair. The motion was seconded by Randall Chrisman, Secretary. Motion passed unanimously by the Board with no abstentions.*

REGULAR AGENDA

1. Consider Monthly Financial Statements for August 2019
 - *Financial Statements – Marisa Perry reported the following: The reports presented for the period ending August 2019 include the Statement of Change in Net Position, Statement of Net Position, and Capital Projects Fund. These reports provided a comparison of budget vs. actual for the fiscal year as of the current month.*
 - *Capital Projects Budget report presented to the Board.*
 - *A Motion to approve the Regular Agenda item 1 was made by TJ Gilmore, Vice Chair. The motion was seconded by Sam Burke. Motion passed unanimously by the Board with no abstentions.*
2. Presentation and Discussion of Monthly Financial Reports for August 2019
 - *Monthly Sales Tax Receipts – Marisa Perry reported the following: Sales tax represents the single largest source of revenue for DCTA at 64.13% for the Fiscal Year 2019 budget. The annual sales tax budget for FY19 is \$28,450,180. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. Sales tax reports were presented to the Board. This month, receipts were favorable compared to budget by 12.19%, or \$265,805. Sales tax for sales generated at retail in August and received in September was \$2,447,195. Compared to the same month last year, sales tax receipts are \$177,961 or 7.84% higher. Member city collections: Lewisville up 10.73%, Denton up 3.06%, and Highland Village up 7.10%.*
 - *Monthly Mobility-as-a-Service (MaaS) Update – Marisa Perry gave the Board a monthly update on MaaS commitments, activities and expenditures as follows: to-date, 26 contracts have been fully executed with four remaining to be executed. No task orders have been issued to-date.*
 - *Budget Transfers – Marisa Perry reported that there were no budget transfers completed in the month of August.*
3. Consider Resolution R19-11 Adopting FY 2020 Capital and Operating Budget
 - *Amanda Riddle presented the proposed FY 2020 Capital and Operating Budget and Resolution R19-11 adopting the FY 2020 Operating and Capital Budget.*



- *A Motion to approve the Regular Agenda item 3 was made by Sam Burke. The motion was seconded by Chris Watts. Motion passed unanimously by the Board with no abstentions.*
- 4. North Texas Mobility Corporation (NTMC) Overview
 - *This item was discussed in Closed Executive Session pursuant to Section 551.071(2) of the Texas Government Code for consultation with General Counsel.*
- 5. Consider the Approval of the Mobility-as-a-Service (MaaS) Signature Authorization Limit Modification
 - *A Motion to table this agenda item until the next Board meeting was made by TJ Gilmore, Vice Chair. The motion was seconded by Randall Chrisman, Secretary. Motion passed unanimously by the Board with no abstentions.*
- 6. Access Service Overview
 - *A Motion to table this agenda item until the next Board meeting was made by TJ Gilmore, Vice Chair. The motion was seconded by Randall Chrisman, Secretary. Motion passed unanimously by the Board with no abstentions.*
- 7. Agency Fleet Plan & Amenities
 - *A Motion to table this agenda item until the next Board meeting was made by TJ Gilmore, Vice Chair. The motion was seconded by Randall Chrisman, Secretary. Motion passed unanimously by the Board with no abstentions.*
- 8. Transformational Plan Update
 - *Raymond Suarez provided an update on the FY2020 Transformation Plan and announced that Nicole Recker will be leading this initiative.*
- 9. Cost Allocation Model Status Update
 - *Marisa Perry provided an update on the contract with Texas A&M Transportation Institute for allocating costs per previous direction by member cities and announced that Michael Walk with TTI will present to the Board at the October Board meeting.*
- 10. Social Service Agency Roundtable Recap Report
 - *A Motion to table this agenda item until the next Board meeting was made by TJ Gilmore, Vice Chair. The motion was seconded by Randall Chrisman, Secretary. Motion passed unanimously by the Board with no abstentions.*
- 11. Discussion of Regional Transportation and Legislative Issues
 - Lindsey Baker briefly discussed the HB2840 with the Board of Directors

CONVENE EXECUTIVE SESSION – *The Board convened into executive session at 3:35 pm*

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 551.071(2) of the Texas Government Code, Consultation with General Counsel regarding duties and responsibility of North Texas Mobility Corporation (NTMC) and



the Collective Bargaining Agreement with NTMC and Amalgamated Transit Union Local 1338, effective April 1, 2018.

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 – *The Board reconvened the open meeting at 4:30 pm*

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

- *No action taken.*

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.

- *Dianne Costa, Chair, discussed the agenda setting process and noted that agenda item requests should be made at the prior Board meeting.*
- *Dianne Costa, Chair, noted that we will be doing Headshot for the Board possibly in January of 2020.*
- *Dianne Costa, Chair, discussed with the Board changing the standard meeting start time to 12:00 instead of 1:30 and lunch will be provided at the Board meetings.*

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.

- *Michelle Bloomer briefly discussed DCTA's member city involvement at Western Days Lewisville, Parent's Weekend at UNT, POP Festival, Highland Village Balloon Festival, and Lewisville City Manager's office request for shuttle service.*

ADJOURN – *The meeting was adjourned at 4:56 p.m.*

The minutes of the September 26, 2019 Board of Directors Meeting were passed and approved by a vote on this 24th day of October 2019.

Dianne Costa, Board Chair

ATTEST

Randall Chrisman, Secretary