



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 November 15, 2018 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Attendance

Small Cities

Connie White
Skip Kalb

Large Cities

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

Denton County Unincorporated

George Campbell
Don Hartman

Board Members Absent

Allen Harris, The Colony
Dave Kovatch, Denton County At Large,
Treasurer
Michael Savoie, Small Cities
Tom Winterburn, Corinth

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


Amber Karkauskas, Controller
Javier Trilla, Senior IT Manager
Amanda Riddle, Budget Manager
Adrienne Hamilton, Communications
Manager
Chrissy Nguyen, Senior Accountant
Jim Owen
Peggy Hinkle-Wolfe, DRC

Chairman, Charles Emery, called the meeting to order and announced the presence of a quorum at 1:31 p.m.

1. Texas Federal and Local Level Legislative Update – *Drew Campbell with Capitol-Insights briefed the Board on election impacts on DCTA and the transportation industry.*
2. Routine Briefing Items
 - a. Staff Briefing on Monthly Financial Reports – *Marisa Perry, Chief Financial Officer, VP of Finance, provided a report on the following:*
 - i. Monthly Financial Statements for October 2018
 - ii. Capital Projects Budget Report for October 2018
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
 - v. FY2019 Budget Document-No further discussion was needed
 - b. Marketing and Communications – *Nicole Recker, VP Marketing and Communications, provided a report on the following and briefly discussed fare changes, airport zone, point-in-time study, and the Denton County Friends of the Family Holiday Ride event:*
 - i. New Collateral
 - ii. Community Outreach Activities
 - iii. Active Campaigns
 - iv. Monthly Media Report for October 2018
 - v. September 2018 Open House Meeting Recap Report
 - c. Strategic Planning and Development – *Kristina Holcomb, Deputy Chief Financial Officer, provided a report on the following and briefly discussed SRT 121 transportation forums; Access Mobility Partnership Grant opportunity and DCTA's submittals to work with nonprofits within the county.*
 - i. Regional Planning Initiatives Update
 - ii. Local Planning Initiatives Update
 - iii. Business Development & Partnerships Update
 - d. Capital Projects Update – *Kristina Holcomb, Deputy Chief Executive Officer, provided an update regarding the Brownsfield investigation and federal dollars*
 - e. Transit Operations Reports Update – *Raymond Suarez, CEO, updated the Board on DCTA's PCT status: at the phase of submitting letter for Revenue Service Implementation. Michelle Bloomer, Vice President Operations updated the Board regarding the Union local chapter approving the contract.*
3. Convene Executive Session – convened at 2:30 p.m.
 - a. As Authorized by Texas Government Code Section 551.071 Legal advice: consultation with General Counsel regarding Agenda Item E on Work Session Transit Operations Report Update. Subject matter of the deliberation: CEO and Legal Counsel discussed poor performance of First Transit and having a local government operation assume those functions and the legality of such.

4. Reconvene Open Session – reconvened at 2:51 p.m.
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session
 - i. No action was taken
5. Committee Chair Reports
 - a. Program Services Committee report of items discussed at the November 6, 2018 meeting – *Kristina Holcomb, Deputy CEO, reviewed and discussed the Chair report provided in the Board Packet*
6. Discussion of Regular Board Meeting Agenda Items (September 27, 2018) – *No discussion at this time*
7. Discussion of Future Agenda Items – *No discussion at this time*
8. ADJOURN at 3:09 p.m.

The minutes of the November 15, 2018 Work Session meeting of the Board of Directors were passed and approved by a vote on this 14th day of December 2018.



Charles Emery, Chairman

ATTEST



Dianne Costa, Secretary