



Board of Directors Regular Meeting

December 5, 2019 | 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

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

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 PRESENTER

Mark Brooks with Brooks Hospitality, will present to the Board on Mixed-Use, Transit-Oriented Development

BYLAWS MODIFICATION WORKSHOP

Lindsey Baker, Director of Strategic Partnerships, will provide an overview of the Bylaws Modification process. Frank Stevenson, Locke Lord LLP, will facilitate the Bylaws modification process discussion as continued from the September Board meeting. The objective is to find continued alignment across all Board members to finalize the Bylaws. The Board may consider a resolution approving the Bylaws as Regular Agenda Item 9.

Backup Information: Memo: Bylaws Modification Workshop
Exhibit 1: Bylaws Modification Timeline
Exhibit 2: Draft Bylaws, Master Document with Combined Revisions

WORKSHOP AGENDA ITEMS

1. Consider Resolution R19-13 to Approve the Amended and Restated Bylaws

Action Item

Presenter: Dianne Costa, Highland Village, Board Chair
Item Summary: Approval of Resolution R19-13 approving the Amended Bylaws will be requested.
Backup Information: Memo: Consider Resolution R19-13 to Approve the Amended and Restated Bylaws
Exhibit 1: Resolution R19-13
Exhibit 2: Draft Bylaws, Master Document with Combined Revisions

2. Consider Resolution R19-15 Amending Resolution for Board Officers

Action Item

Presenter: Dianne Costa, Highland Village, Board Chair
Item Summary: DCTA Staff will recommend approval of Resolution R19-15 amending the previous DCTA Resolution to remove the position of Treasurer as an Officer of the DCTA Board of Directors.
Backup Information: Memo: Consider Resolution R19-15 Amending Resolution for Board Officers
Exhibit 1: Resolution R19-15 Removing the Position of Treasurer as an Officer of the DCTA Board of Directors

3. Consider the Approval of Second Amendment to Engagement Letter with Locke Lord, LLP, Related to Amended Bylaws

Action Item

Presenters: Kristina Holcomb, Deputy CEO
Item Summary: Discussion of second amendment to the engagement letter for services related to the amended bylaws.
Backup Information: Memo: Consider the Approval of Second Amendment to Engagement Letter with Locke Lord, LLP, Related to Amended Bylaws
Exhibit 1: Original Letter of Engagement
Exhibit 2: Amendment One to the Letter of Engagement

CONSENT AGENDA

1. Approval of October 24, 2019 Minutes

Action Item

Presenter: Dianne Costa, Highland Village, Board Chair
Item Summary: Approval of the October 24th meeting minutes will be requested.
Backup Information: Consent Item 1: October 24th Minutes

2. **Consider Monthly Financial Statements for October 2019**

Action Item

- Presenter: Marisa Perry, CFO/VP of Finance
- Item Summary: Board approval will be requested of the following items:
Financial Statements for October 2019
Capital Projects Budget Report for October 2019
- Backup Information: Memo: Monthly Financial Statements for October 2019
Exhibit 1: Monthly Financials - October 2019
Exhibit 2: Capital Projects Budget Report for October 2019

INFORMATIONAL REPORTS

1. **Presentation and Discussion of Monthly Financial Reports for October 2019**

- Item Summary: DCTA Staff will answer questions of the Board regarding updates on financial items:
- Backup Information: Memo and Exhibit 1(a): FY19 Monthly Sales Tax Report
Memo 1(b): MaaS Update
Memo 1(c): Budget Information

2. **Community Forum Update**

- Item Summary: Staff will answer questions of the Board regarding community forum activities:
- Backup Information: Memo: Community Forum Update
Exhibit 1: Social Service Roundtable Recap Report (August 2019)
Exhibit 2: Citizen's Advisory Team Recap Report (October 2019)

REGULAR AGENDA

1. **Cost Model Status Update**

Information Item

- Presenter: Marisa Perry, CFO/VP of Finance
- Item Summary: DCTA staff will provide a status update regarding the Cost Model.
- Backup Information: N/A

2. **Transformation Initiative RFP Scope of Services Review**

Discussion Item

- Presenter: Nicole Recker, VP of Marketing and Administration
- Item Summary: DCTA staff will provide an update on the Transformation Initiative and respective timeline.
- Backup Information: Memo: Transformation Initiative RFP Scope of Services Review
Exhibit 1: DCTA Transformation Initiative RFP Revisions
Exhibit 2: Transformation Initiative RFP Timeline

3. **North Texas Mobility Corporation (NTMC) Board Appointment**

Discussion Item

- Presenter: Kristina Holcomb, Deputy CEO
Item Summary: Staff will provide a proposed process and timeline for DCTA Board appointments for the North Texas Mobility Corporation Board of Directors.
Backup Information: Memo: North Texas Mobility Corporation (NTMC) Board Appointment
Exhibit 1: Dale Mauch Resume

4. **Consider Approval of an Award for State Legislative Consulting Services and Authorize CEO to Negotiate an Agreement**

Action Item

- Presenters: Lindsey Baker, Director of Strategic Partnerships
Kristina Holcomb, Deputy CEO
Item Summary: Staff will provide an overview of the RFP process and make a recommendation of award to a state legislative consulting firm.
Backup Information: Memo: State Legislative Consulting Services and Authorize CEO to Negotiate an Agreement
Exhibit 1: Solicitation 19-13 Request for Proposals

5. **Consider the Approval of Task Order 3, Revision 2 with Irving Holdings for Contract 17-03 On-Demand Rideshare Services for Frisco**

Action Item

- Presenter: Troy Raley, Director of Bus Operations and Maintenance
Item Summary: Staff is requesting approval of Task Order 3, Revision 2 with Irving Holdings for On-Demand Rideshare Service for Frisco to increase the budget to \$95,000 annually and provide an option to renew annually.
Backup Information: Memo: Task Order 3, Revision 2 with Irving Holdings for Contract 17-03 On-Demand Rideshare Services for Frisco

6. **Consider the Approval of Task Order 10 with Lyft for Contract 17-03 On-Demand Rideshare Services for University of North Texas (UNT) Late-Night Ride Service**

Action Item

- Presenter: Troy Raley, Director of Bus Operations and Maintenance
Item Summary: Staff is requesting approval of Task Order 10 with Lyft to continue the UNT Late Night Lyft program.
Backup Information: Memo: Task Order 10 with Lyft for Contract 17-03 On-Demand Rideshare Services for University of North Texas (UNT) Late-Night Ride Service
Exhibit 1: Task Order 5 UNT Late Night Ride

7. **Consider the Approval of the Interlocal Agreement Amendment 5 with North Central Texas College for DCTA Bus Services**

Action Item

Presenter: Troy Raley, Director of Bus Operations and Maintenance
Item Summary: Staff is requesting approval to approve Amendment 5 to the North Central Texas College agreement to extend service for an additional six (6) month.

Backup Information: Memo: Interlocal Agreement Amendment 5 with North Central Texas College for DCTA Bus Services

8. **Consider Resolution R19-16 to Endorse the FTA Transit-Oriented Development (TOD) Grant Submittal and Support 20% Local Match for TOD Planning Study**

Action Item

Presenter: Raymond Suarez, CEO
Item Summary: Approval of Resolution R19-16 will be requested.
Backup Information: Memo: Resolution R19-16 to Endorse the FTA Transit-Oriented Development (TOD) Grant Submittal and Support 20% Local Match for TOD Planning Study
Exhibit 1: Resolution R19-16
Exhibit 2: Submitted Application and Proposal Profile
Exhibit 3: Supporting Attachments

9. **Corinth Station Feasibility Update**

Information Item

Presenter: Raymond Suarez, CEO
Item Summary: Staff will provide an update regarding the Corinth Station Feasibility Study.

Backup Information: N/A

10. **Consider the Elimination of Denton Enterprise Airport Zone Service**

Action Item

Presenter: Troy Raley, Director of Bus Operations and Maintenance
Item Summary: Staff will present a briefing on the Denton Enterprise Airport Zone service.

Backup Information: Memo: Elimination of Denton Enterprise Airport Zone Service

11. **Service Standards Briefing**

Information Item

Presenter: Raymond Suarez, CEO
Item Summary: Staff will provide a briefing for review DCTA's Service Standards.
Backup Information: N/A

12. DCTA 2020 Board Meeting Calendar

Information Item

- Presenter: Dianne Costa, Highland Village, Board Chair
Item Summary: Staff will provide a proposed calendar of 2020 Board Meeting Dates and Chair Costa will discuss future meeting start times.
Backup Information: Memo: DCTA 2020 Board Meeting Calendar Proposal
Exhibit 1: DCTA 2020 Board Meeting Calendar

13. Discussion of Regional Transportation and Legislative Issues

Information Item

- Presenters: Dianne Costa, Highland Village, Board Chair
Raymond Suarez, CEO
Kristina Holcomb, Deputy CEO
Item Summary: If applicable, staff will provide an update on regional transportation and legislative issues.
Backup Information: Exhibit 1: DC Agenda for DCTA Nov2019

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.
- C. 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 President's Performance Review.

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

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*
Randall Chrisman, Denton County Seat 1, *Secretary*
Sam Burke, Denton County Seat 2
Chris Watts, Denton

Non-Voting Board Members:

Allen Harris, Mark Miller, Michael Savoie, 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 11/26/2019 at 12:46 PM.

Brandy Pedron, Executive Administrator | FOIA Requests