



## Board of Directors Regular Meeting

August 26, 2021 | 10:00 a.m.

**NOTICE IS HEREBY GIVEN** that the members of the Denton County Transportation Authority (DCTA) Board of Directors will hold a Regular Meeting via Video Conference using Zoom. The meeting will be made available to the public at the following web address: <https://zoom.us/j/97517430073>.

You may also join the meeting via telephone by dialing the following number:  
**+1 346 248 7799; Meeting ID: 975 1743 0073**

CALL TO ORDER

INVOCATION

INTRODUCTIONS

PUBLIC COMMENT

This agenda item provides an opportunity for citizens to address the DCTA Board of Directors on any agenda item(s) or other matters relating to DCTA. Each speaker will be given a total of three (3) minutes to address any item(s). Anyone wishing to speak shall be courteous and cordial. Any person who wishes to address the DCTA Board of Directors regarding any item(s) may do so by utilizing the "raise hand" function of the Zoom meeting at this time. Citizens that are not able to connect virtually to the Zoom meeting must email his or her public comment to [kmorris-perkins@dcta.net](mailto:kmorris-perkins@dcta.net) no later than **3:00 pm on Wednesday, August 25, 2021** to ensure the comment will be read. The Board of Directors is not permitted to take action on any subject raised by a speaker during Public Comments. However, the DCTA 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.

CONSENT AGENDA

- 1. Consider Approval of July 22, 2021 Regular Meeting Minutes**  
**(packet pages 7-18)**  
*Action Item*  
Backup Information: Exhibit 1: July 22, 2021 Regular Meeting Minutes
- 2. Consider Approval of Monthly Financial Statements for July 2021**  
**(packet pages 19-26)**  
*Action Item*  
Backup Information: Memo  
Exhibit 1(a): Monthly Financial Statements – July 2021  
Exhibit 1(b): Capital Projects Budget Report – July 2021

3. Consider Approval of the Annual Renewal of the First Amended and Restated Interlocal Agreement with the City of Coppell  
[\(packet pages 27-36\)](#)  
*Action Item*  
Backup Information: Memo  
Exhibit 1: First Amended and Restated ILA with the City of Coppell
  
4. Consider Approval of the Annual Renewal Lyft Task Order between the Denton County Transportation Authority (DCTA) and Lyft for Service in the City of Coppell  
[\(packet pages 37-63\)](#)  
*Action Item*  
Backup Information: Memo  
Exhibit 1: Coppell Lyft Task Order 9 Revision 1  
Exhibit 2: Coppell Lyft Task Order 9 Revision 2
  
5. Consider Approval of an Award of Contract to Southern Tire Mart and The Goodyear Tire & Rubber Company for Request for Bid (RFB) 21-05 New and Recapped Tires  
[\(packet pages 64-348\)](#)  
*Action Item*  
Backup Information: Memo  
Exhibit 1: Request for Bid 21-05  
Exhibit 2: Southern Tire Mart Bid  
Exhibit 3: The Goodyear Tire & Rubber Company Bid
  
6. Consider Approval of a Memorandum of Agreement (MOA) between Denton County Transportation Authority (DCTA) and the Department of Homeland Services (DHS)/Federal Emergency Management Agency (FEMA) for Emergency Transportation for Region 6 Personnel During Implementation of the Continuity of Operations (COOP) Plan for FEMA  
[\(packet pages 349-354\)](#)  
*Action Item*  
Backup Information: Memo  
Exhibit 1: FEMA Memorandum of Agreement (MOA)
  
7. Consider Approval of an Award of Contract to DataProse, LLC for Request for Proposal (RFP) 21-09 Print Services  
[\(packet pages 355-448\)](#)  
*Action Item*  
Backup Information: Memo  
Exhibit 1: Request for Proposal (RFP)  
Exhibit 2: DataProse, LLC, Proposal  
Exhibit 3: Evaluation Consensus Scores

8. Consider Authorizing the Chief Executive Officer (CEO) to Execute a Contract Amendment with PS Stearns, Inc. for Brand Ambassador Services to Support the Launch of GoZone on September 7, 2021  
[\(packet pages 449-452\)](#)

*Action Item*

Backup Information: Memo  
Exhibit 1: PS Stearns, Inc. Contract Amendment

#### REGULAR AGENDA

1. Discuss and Consider Resolution R21-04 Authorizing the Issuance of “Denton County Transportation Authority Sales Tax Revenue Refunding Bonds, Series 2021”  
[\(packet pages 453-487\)](#)

*Action Item*

Presenters: Raymond Suarez, CEO  
Amber Karkauskas Controller/Assistant VP of Finance  
Laura Alexander, HilltopSecurities Inc.  
Robert Dransfield, Norton Rose Fulbright US LLP

Backup Information: Memo  
Exhibit 1: Bond Resolution R21-04

2. Consider Authorizing the Chief Executive Officer (CEO) to Allow Exceptions to the Revolving Door Provision Contained in Chapter 7 of the Denton County Transportation Authority (DCTA) Employee Handbook

[\(packet page 488\)](#)

*Action Item*

Presenter: Raymond Suarez, CEO  
Backup Information: Memo

3. Consider Incentive Agreements for the Positions of Deputy Chief Executive Officer (CEO) and Chief Financial Officer (CFO)

[\(packet page 489\)](#)

*Action Item*

Presenter: Raymond Suarez, CEO  
Backup Information: Memo

4. Consider Second Amended and Restated Employment Agreement between Denton County Transportation Authority (DCTA) and the Chief Executive Officer (CEO)

[\(packet page 490\)](#)

*Action Item*

Presenter: Raymond Suarez, CEO  
Backup Information: Memo

**5. Review and Discuss Project Management Office (PMO) Activities Related to Task Order #2 with Accenture, LLP**

[\(packet pages 491-493\)](#)

*Discussion Item*

Presenter: Chris Newport, Accenture

Backup Information: Memo

Exhibit 1: PMO Progress Report

**6. Update and Discussion of the September 7, 2021 GoZone Launch and Fixed Route Services**

[\(packet pages 494-512\)](#)

*Discussion Item*

Presenters: Javier Trilla, Assistant VP of Innovation & Technology

Raymond Suarez, CEO

Backup Information: Memo

Exhibit 1: GoZone Launch Communications Campaign Status Report

**7. Presentation of Proposed FY 2022 Operating and Capital Budget**

[\(packet pages 513-686\)](#)

*Discussion Item*

Presenters: Amanda Riddle, Senior Manager of Budget

Rusty Comer, Manager of Bus Administration

Backup Information: Memo

Exhibit 1: FY 2022 Proposed Operating and Capital Budget Presentation

Exhibit 2: Long Range Financial Plan

Exhibit 3: Change in Net Position

Exhibit 4: Revenues & Ridership

Exhibit 5: Grants Detail

Exhibit 6: Change in Net Position by Function

Exhibit 7: Expanded Level Projects - Operating

Exhibit 8: Expanded Level Projects – Capital & Major Maintenance

Exhibit 9: Capital Improvement & Major Maintenance Plan

Exhibit 10: Budget Contingency Plan

**8. Conduct a Public Hearing on Proposed FY 2022 Operating and Capital Budget**

[\(packet pages N/A\)](#)

*Discussion Item*

Presenter: Chris Watts, Board Chair

Backup Information: Information included in Regular Agenda Item #2 above

**9. Discuss Financial Management Policies and Annual Investment Policy for FY 2022**

[\(packet pages 687-707\)](#)

*Discussion Item*

Presenter: Amber Karkauskas, Controller/Assistant VP of Finance

Backup Information: Memo

Exhibit 1: Draft Proposed FY 2022 Financial Management Policies including Investment Policy

Exhibit 2: FY2022 Investment Policy Review Letter

**10. Update and Discuss the Interlocal Agreement and Facilities Lease Agreement between the Denton County Transportation Authority (DCTA) and Dallas Area Rapid Transit (DART)**

[\(packet pages 708-709\)](#)

*Discussion Item*

Presenter: Raymond Suarez, CEO

Backup Information: Memo

**11. Discuss Local & Regional Transportation Updates and Legislative Issues**

[\(packet pages N/A\)](#)

*Discussion Item*

Presenter(s) Chris Watts, Chair  
Director Dianne Costa  
Raymond Suarez, CEO

Backup Information: N/A

**INFORMATIONAL REPORTS**

**1. Monthly Financial Reports**

[\(packet pages 710-720\)](#)

Backup Information: Memo 1: Monthly Sales Tax Receipts  
Exhibit 1: FY21 Monthly Sales Tax Report  
Memo 2: Monthly Mobility-as-a-Service Update  
Memo 3: Budget Information  
Exhibit 3: Year-to-Date FY21 Budget Revisions

**2. Ridership Trend & Rail Trail Utilization Report**

[\(packet pages 721-734\)](#)

Backup Information: Memo  
Exhibit 1: FY19, FY20, & FY21 Total Monthly Ridership – Rail  
Exhibit 2: FY19, FY20, & FY21 Total Monthly Ridership – Bus  
Exhibit 3: FY19, FY20, & FY21 Total Monthly Ridership – Access  
Exhibit 4: FY19, FY20, & FY21 Total Monthly Ridership – On-Demand  
Exhibit 5: A-train Ridership Pre- and During COVID-19 Comparison  
Exhibit 6: Rail Trail Utilization Report



3. Update on the Proposed Amendment to the DART/DCTA Shared Services Agreement as it Relates to Parking at Various Stations

(packet pages 735-759)

Backup Information: Memo

Exhibit 1: DART/DCTA Shared Services Agreement

4. Request for Proposals (RFP) 21-12 Compensation Study

(packet pages 760-794)

Backup Information: Memo

Exhibit 1: RFP 21-12 Compensation Study

#### 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.

Next Board Meeting Date: [September 23, 2021](#)

#### 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.

#### 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 551.074 of the Texas Government Code the Board of Directors Meeting may be Convened into Closed Executive Session for the purpose of discussing the duties and evaluation of the Chief Executive Officer (CEO).

#### RECONVENE OPEN SESSION

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

#### ADJOURN

**Board Members:**

Chris Watts, Denton, *Chair*  
Cesar Molina, Denton County Seat 1, *Vice Chair*  
Sam Burke, Denton County Seat 2, *Secretary*  
Dianne Costa, Highland Village  
TJ Gilmore, Lewisville



**Alternates**

John Ryan, Denton  
Jody Gonzalez, Denton County Seat 1  
Paul Cristina, Denton County Seat 2  
Charlotte Wilcox, Highland Village  
Kristin Green, Lewisville

**Non-Voting Board Members:**

Mark Miller  
Connie White  
Dennie Franklin  
Tom Winterburn, Joe Perez

***Staff Liaison:***

Raymond Suarez, CEO

This notice was posted on August 20, 2021 by 5pm.



Kijsha Morris-Perkins  
Executive Assistant | Board Process Manager