



Board of Directors Regular Board Meeting January 27, 2022 | 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 on January 27, 2022 at 10:00a.m. at the DCTA Administrative Offices located at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057 and by Zoom Video Conference at which time the following agenda will be discussed.

Effective September 1, 2021, the public is allowed to use the ZOOM link below to participate in a Board Meeting; however, audio-only is no longer allowed, therefore, full-video will be required when speaking to the Board. To join the meeting, please use the information below:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/82874173283?pwd=ZONBcUxjaVYxQIM2eFhtQWorQ0RjQT09>

Passcode: 294635

Or One tap mobile:

US: +13462487799

Or Telephone:

Dial: US: +1 346 248 7799

Webinar ID: 828 7417 3283

Passcode: 294635

As authorized by Section 551-071 of the Texas Government Code, the Board of Directors may convene into Closed Executive Session for the purpose of seeking legal advice from Legal Counsel on any item on the agenda at any time during the meeting.

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 either completing a Request to Speak Card located in the DCTA Board Room prior to the meeting or if participating virtually, by utilizing the "raise hand" function ensuring when called upon your camera is turned on and your name displayed.



Citizens that are not able to participate in-person or connect virtually to the Zoom meeting must email his or her public comment to kmorris-perkins@dcta.net no later than 3:00 pm on Wednesday, January 26, 2022 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 Regular Meeting Minutes dated December 2, 2021**
[\(packet pages 8-18\)](#)
Action Item
Backup Information: Exhibit 1: December 2, 2021 Minutes
- 2. Consider and Approve an Interlocal Agreement with Trinity Metro for Cooperative Purchasing**
[\(packet pages 19-23\)](#)
Action Item
Backup Information: Memo
Exhibit 1: ILA DCTA and Trinity Metro Cooperative Purchasing Agreement
- 3. Consider and Approve a Second Amendment to the ILA with Trinity Metro for extension of Services at Alliance**
[\(packet pages 24-33\)](#)
Action Item
Backup Information: Memo
Exhibit 1: ILA DCTA and Trinity Metro
- 4. Consider Approval of a Contract with Granicus in the amount of \$77,497.80 for a term of 36 months for the Implementation of Granicus Legistar Agenda Management Software**
[\(packet pages 34-42\)](#)
Action Item
Backup Information: Memo
Exhibit 1: Granicus Legistar Contract

REGULAR AGENDA

- 1. Discuss and Consider Denton County Transportation Authority (DCTA) Board of Directors Election of Officers**
[\(packet page 43\)](#)
Action Item
Presenter: Raymond Suarez, CEO
Backup Information: Memo

2. Presentation and Discussion of Corinth Rail Station and Transit Oriented Development

Discussion Item

[\(packet pages 44-45\)](#)

Presenters: Raymond Suarez, CEO
Paul Cristina, Deputy CEO
Bob Hart, City Manager – City of Corinth

Backup Information: Memo
Exhibit 1: City of Corinth Letter, November 4, 2021

3. Presentation of the FY2021 Preliminary Audit Reports from Plante Moran

[\(packet pages 46-95\)](#)

Discussion Item

Presenters: Amber Karkauskas, Controller/ AVP of Finance
Keith Szymanski, Senior Manager – Plante Moran
Amy Tytar, Senior – Plante Moran

Backup Information: Memo
Exhibit 1: Draft of FY2021 Annual Comprehensive Financial Report (ACFR)
Exhibit 2: Draft of FY2021 Single Audit Report
Exhibit 3: Draft of Plante Moran’s Report to the Board of Directors

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

[\(packet page 96\)](#)

Action Item

Backup Information Memo

5. Review and Discuss Project Management Office (PMO) Activities with Accenture, LLP

[\(packet pages 97-99\)](#)

Discussion Item

Presenter: Chris Newport, Accenture

Backup Information: Memo
Exhibit 1: PMO Progress Report

6. GoZone Update

[\(packet pages 100-101\)](#)

Discussion Item

Presenter: Javier Trilla, AVP of Innovation & Information Technology

Backup Information: Memo

7. Consider Approval of Task Order #3 with Accenture, LLP and Consider Approval of Resolution R22-01 Approving FY22 Budget Revision 2022-05

[\(packet pages 102-117\)](#)

Action Item

Presenter: Javier Trilla, AVP of Innovation and Technology
Chris Newport, Accenture

Backup Information: Memo
Exhibit 1: Accenture SOW Task Order 3
Exhibit 2: Resolution R22-01 with the following Exhibits:
“A”: Budget Revision 2022-05
“B”: Change in Net Position (DCTA Only)
“B-1”: Change in Net Position (DCTA & NTMC Combined)
Exhibit 3: Year-to-Date FY22 Budget Revisions

8. Discuss Amendment #4 to Via Task Order #1 for Via to Provide Customer Service for GoZone
[\(packet pages 118-122\)](#)

Discussion Item

Presenters: Javier Trilla, AVP of Innovation and Technology
Chris Newport, Accenture

Backup Information: Memo
Exhibit 1: DCTA Rider Support Proposal

9. Consider Approval of Monthly Financial Statements for November 2021 and December 2021 and Quarterly Reports for Q1 FY2022
[\(packet pages 123-156\)](#)

Action Item

Presenters: Marisa Perry, Chief Financial Officer/VP of Finance

Backup Information: Memo 1
Exhibit 1(a): Monthly Financial Statements – November 2021
Exhibit 1(b): Capital Projects Budget Report – November 2021
Memo 2
Exhibit 2(a): Monthly Financial Statements – December 2021
Exhibit 2(b): Capital Projects Budget Report – December 2021
Memo 3
Exhibit 3(a): Quarterly Investment Report Q1 FY2022
Memo 4: Quarterly Grants Report Q1 FY2022

10. Discuss and Consider Approval of Dallas Area Rapid Transit (DART) Short Term Lease Agreement for use of Denton County Transportation Authority (DCTA) Operations and Maintenance Facility
[\(packet pages 157-222\)](#)

Action Item

Presenters: Paul Cristina, Deputy CEO
Raymond Suarez, CEO

Backup Information: Memo
Exhibit 1: Lease Rate and Operating Expense Calculation and DART Counterproposal
Exhibit 2: DCTA – DART Interlocal Agreement
Exhibit 3: Draft Lease Agreement (Currently Under Review by DART)



11. Discuss and Consider Approval of Receipt of DART design funds and execution of Task Orders with Jacobs Engineering for design of the Joint Rail Operations Facility (JROF) expansion at the Denton County Transportation Authority (DCTA) Rail Operations and Maintenance Facility (ROMF)

(packet pages 223-259)

Action Item

Presenter: Paul Cristina, Deputy CEO
Backup Information: Memo
Exhibit 1: Accounts Receivable Letter
Exhibit 2: Jacobs Engineering Scope of Work
Exhibit 3: DCTA – DART Interlocal Agreement

12. Discuss FY21 TRiP Annual Report and FY22 TRiP Annual Call for Projects

(packet pages 260-314)

Discussion Item

Presenter: Tim Palermo, Planning & Data Analytics Manager
Backup Information: Memo
Exhibit 1: TRiP Annual Report for FY21
Exhibit 2: Proposed FY22 Member City Funding Allocations Including FY21 Rollover Amounts
Exhibit 3: TRiP Annual Call for Projects for FY22

13. Discuss Local and Regional Transportation Updates and Legislative Issues

(packet pages N/A)

Discussion Item

Presenters: Cesar Molina, Chair
Dianne Costa, Board Member
Raymond Suarez, CEO

INFORMATIONAL REPORTS

1. Monthly Financial Reports

(packet pages 315-321)

Backup Information: Memo 1: Monthly Sales Tax Receipts
Exhibit 1: FY22 Monthly Sales Tax Report
Memo 2: Monthly Mobility-as-a-Service Update
Memo 3: Budget Information

2. Ridership Trends and Rail Trail Utilization Report

(packet pages 322-338)

Backup Information: Memo
Exhibit 1: FY19-FY22 Total Monthly Ridership Trend – Rail
Exhibit 2: FY19-FY22 Total Monthly Ridership Trend – Bus
Exhibit 3: FY19-FY22 Total Monthly Ridership Trend – Access
Exhibit 4: FY19-FY22 Total Monthly Ridership Trend – On-Demand
Exhibit 5: Total Rail Boardings as a Percentage of February 2020
Exhibit 6: November/December 2021 Rail Trail Utilization Report



3. Capital Edge Federal Legislative Briefing

(packet pages 339-340)

Backup Information: Memo

4. Request for Proposals (RFP) 22-01 Commuter Vanpool Program

(packet pages 341-423)

Backup Information: Memo

Exhibit 1: Request for Proposal 22-01

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: February 18, 2022 – Board Workshop
February 24, 2022 – Regular Board Meeting

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:

The Board of Directors will convene into Closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel Matters, to deliberate the evaluation and duties of General Counsel.

The Board of Directors will convene into Closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel Matters, to deliberate the evaluation and duties of the Chief Executive Officer.

RECONVENE OPEN SESSION

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

ADJOURN

Board Members:

- Cesar Molina, Denton County Seat 1, *Chair*
- TJ Gilmore, *Vice-Chair*
- Dianne Costa, Highland Village
- Alison Maguire, Denton
- Andy Eads, Denton County Seat 2



Alternates

Jody Gonzalez, Denton County Seat 1
Kristin Green, Lewisville
Pat Smith, Denton
Paul Stevens, Highland Village
Vacant, Denton County Seat 2

Non-Voting Board Members:

Dennie Franklin, Frisco
Mark Miller, Flower Mound
Joe Perez, The Colony
Connie White, Small Cities
Tom Winterburn, Corinth

Staff Liaison:

Raymond Suarez, CEO

This notice was posted on January 21, 2022 by 5pm.

Kisha Morris-Perkins
Executive Assistant | Board Process Manager