



Board of Directors Regular Board Meeting Minutes May 26, 2022 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened the Regular Meeting of the Board of Directors with Chair Cesar Molina presiding on May 26, 2022, at 10:00am located at the DCTA Administrative Offices.

Voting Members

Chair Cesar Molina, Denton County
Vice-Chair TJ Gilmore, City of Lewisville
Secretary Dianne Costa, City of Highland Village
Board Member Andy Eads, Denton County
Board Member Alison Maguire, City of Denton

Alternates

Board Member Jody Gonzalez, Denton County
Board Member Kristin Green, City of Lewisville
Board Member Pat Smith, City of Denton
Board Member Paul Stevens, City of Highland Village

Non-Voting Members

Board Member Tom Winterburn, City of Corinth
Board Member Dennie Franklin, City of Frisco
Board Member Connie White, Small Cities
Board Member Mark Miller, City of Flower Mound
Board Member Jeremie Maurina, City of The Colony

Legal Counsel

Joe Gorfida, NJDHS

INTERIM DCTA CEO

Paul Cristina

CALL TO ORDER

Chair Molina called the meeting to order at 10:06am. All voting board members, alternates and non-voting members were present in person except for Board Members Pat Smith, Dennie Franklin and Tom Winterburn, who participated virtually.

INVOCATION

The invocation was led by Secretary Costa.

PLEDGE OF ALLEGIANCE

The pledge of allegiance to the United States and Texas flags were conducted.

INTRODUCTIONS

The following individuals were introduced during this meeting:
Jeremie Maurina, Non-Voting Board Member (The Colony)
David Leininger, DCTA Interim CFO

PUBLIC COMMENT

The following individuals wished to address the DCTA Board of Directors during this time:

Eva Grecco
Cameron Burrell
Kristine Bray

CONSENT AGENDA

- 1. Consider Approval of Monthly Financial Statements for April 2022**
Action Item
Backup Information: Memo
Exhibit 1.1: Monthly Financial Statements – April 2022
Exhibit 1.2: Capital Projects Budget Report – April 2022
- 2. Consider Ratification of an Agreement with MidAmerican Energy to purchase electrical power at a rate of \$0.07611 per kilowatt hour (kWh) over a 60-month contract term**
Action Item
Backup Information: Memo
Exhibit 1: Energy Contract – MidAmerican Energy
Exhibit 2: EPA Green Power Partnership Agreement
Exhibit 3: REC Certificate
- 3. Consider Approval of an Extension of Contract with Swiftly Transitime and Insights for Automatic Vehicle Location Software in the amount of \$80,920 for one additional year**
Action Item
Backup Information: Memo
- 4. Consider Approval of First Amendment of Post-Closing Lease for the Burns Property located at 655 East Main Street, Lewisville, Texas**
Action Item
Backup Information: Memo
- 5. Consider Approval of the Interim Chief Executive Officer (CEO) Employment Agreement**
Action Item
Backup Information: Memo

6. Consider approval of Regular Meeting Minutes dated April 28, 2022

Action Item

Backup Information: Exhibit 1: April 28, 2022 Minutes

Motion by Board Member Maguire with a second by Secretary Costa to approve the Consent Agenda as presented. Motion passes 5-0.

REGULAR AGENDA

1. Discuss Mobility Services Update

Discussion Item

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

Backup Information: Memo

The following individuals presented a Mobility Services Update:
Javier Trilla, AVP of Innovation and Information Technology
Chris Newport, Accenture
Steven David, Accenture
Ari Luk, Via
Dan Berkowitz, Via

The following was highlighted during the presentations:

Dashboard Review – Steven David

- Total Ridership
- Total Ridership by Month
- Ridership by Travel Mode
- Ridership by Month and Fiscal Year
- Ridership by Rolling 13 months – Top 5 Routes

Mobility Updates – Other Presenters

- Total Connect and GoZone Ridership (FY20-FY22)
- Ridership and Service Hours by Month
- Utilization by Month (September 2021-April 2022)
- Aggregation (Rider Sharing) by Month (September 2021-April 2022)
- Seat Unavailability
- Estimated Time of Arrival by Month
- GoZone Vehicle Hours by Week
- Increased Supply – Quality Service Improvement
- Driver Background Check and Screening Process
- Driver Safety, Customer Service and Platform Use
- Online Learning Platform
- GoZone Incident History (since launch)

- Service Design Approach
- Single Rider Fare Concept
- Fare Revenue Scenarios
- Hybrid Fare Revenue Scenario
- GoZone Weekly Demand (Highland Village, Lewisville, and Denton)
- Fixed Route Productivity Summary Table
- Mode Cost Analysis Framework: Connect and GoZone
- Connect Operating Cost Allocation – Detail
- Bus Service Features
- Service Design with A-D Scenarios

Board discussion regarding ridership data link (new link will be forwarded to the Board this week), clarification of UNT data, dashboard public availability (it was the consensus of the Board to “turn on” the feature to allow public to view the dashboard), clarification of the number of riders to classify as a “shared ride”, factors that cause increase usage in the Lewisville/Highland Village area, information on the installation of cameras in vehicles (i.e. installation date), exploration of mandatory online learning platform training, uncapped projected revenue clarification, exploration of “surge” pricing, exploration of the GoZone app “nudging” other modes of transportation when demand is high, Lewisville fixed rate (it was the consensus of the Board to have Lewisville the same base fare when decided), pass rates being relative and consistent between modes (Board will consider this option at a later date), ensuring conversations are made with social service agencies, distribution of promotional materials and direct campaigning (i.e. food pantries), definition of “cutaway”, set amount of vehicles kept in Lewisville be included in discussions, operating costs to include fuel, Mobility as a Service clarification, and technology on GoZone.

This was a discussion item. No Board action required.

2. Marketing and Communications Monthly Update

Discussion Item

Presenter: Pamela Burns
Director of Public Involvement and Communications

Backup Information: Memo

Pamela Burns, Director of Public Involvement and Communications, presented the staff report highlighting the following:

- Public Involvement Timeline
- Public Involvement Snapshot (Stakeholder Engagement by Day)
- Survey Responses
- Ridership Comparison
- Business Engagement
- Marketing and Communications Review

The Board made a recommendation for staff to contact the Highland Village Business Association and City of Highland Village.

This was a discussion item. No Board Action required.

3. Discuss Denton County Transportation Authority Chief Executive Officer (CEO) Search

Discussion Item

Presenter: Paul Cristina, Interim CEO

Backup Information: Memo

Paul Cristina, Interim CEO, provided an update on the Chief Executive Officer search highlighting the following timelines:

- April 25 – August 31: CEO Hire Process
- May 9 – June 16: K&A advertise, recruit, screen candidates and provide feedback on interest and candidate engagement.
- June 17: Candidate resumes to Board for review and ranking.
- June 23: Board Meeting/Closed Executive Session with recruiter for “short list”.
- June 27-July 8: Schedule up to five (5), 1-hour long interviews and 1-hour debrief.
- July 23 – July 27: Negotiate employment agreement with selected candidate
- July 28: Board Meeting/Target date for Board to hire.

It was noted that July 11- July 22 was not a good week for the County.

This was a discussion item. No Board action required.

4. Briefing on Denton County Transportation Authority (DCTA) New Member Policy

Discussion Item

Presenter: Brittney Farr

Senior Director of Engagement and Administration

Backup Information: Memo

Brittney Farr, Senior Director of Engagement and Administration, provided a briefing on the DCTA New Member Policy highlighting the following:

- Purpose
- How does the New Member Cities Admission Policy Govern?
- New Member Cities Policy Latest Update – February 23, 2012
- Application for Full Membership - Requirements
- Application for Full Membership - Process
- Application for Full Associate Membership
- Contracting for Limited Transit Services

Board discussion regarding clarification of “Enhanced Voting Privileges”, tax revenue map, options for investment, 15-year claw back, ½ cent sales tax, and other associate memberships.

It was the consensus of the Board to remove the New Member Cities Policy discussion from the Strategic Planning Work Session.

5. Discuss Local and Regional Transportation Updates and Legislative Issues
Discussion Item

Secretary Costa provided updates from the Regional Transportation Council and Dallas Regional Mobility Coalition. Chair Molina provided updates from the TCNT.

INFORMATIONAL REPORTS

1. Monthly Financial Reports
2. Monthly Ridership Reports
3. FY2023 Employee Healthcare Insurance
4. Request for Bid (RFB) 22-10 Automotive Tires & Related Services for Transit Vehicles
5. Contract with Industrial Power Truck & Equipment Under the Interlocal Purchasing System (TIPS) Cooperative Purchasing Agreement

The Board did not have any questions regarding Information Reports.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

- Update on Bus Operations Contract (Trinity Metro)
- North Texas Mobility Corporation (NTMC) RFP

REPORT ON ITEMS OF COMMUNITY INTEREST

Vice-Chair Gilmore thanked staff for their support during the Lewisville Mayor’s Bike Ride.

Chair Molina adjourned the Regular Meeting at 2:01pm and reconvened into Close Executive Session.

CONVENE EXECUTIVE SESSION

The Board may convene the Regular Board Meeting into Closed Executive Session for the following:

Texas Government Code Section 551.072 – Real Estate – Deliberation regarding real property – to deliberate the purchase, exchange, lease, or value of real property generally located adjacent to Hebron Station.

Texas Government Code Section 551.075 – Security Devices or Security Audits – to deliberate the cybersecurity initiatives.

The Board convened in Closed Executive Session at 2:01pm.

RECONVENE OPEN SESSION

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

The Board reconvened into Open Session at 2:45pm with no actions taken.

ADJOURN

Chair Molina adjourned the meeting at 2:45pm.


Dianne Costa, Board Secretary
Cesar Molina, Board Chair