



Board of Directors Regular Meeting Minutes
May 22, 2025 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Chair Gilmore presiding on Thursday, May 22, 2025 at 10:00am, located at the DCTA Administrative Offices, 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Voting Members

Chair TJ Gilmore, City of Lewisville
Vice-Chair Cesar Molina, Denton County
Secretary Andy Eads, Denton County
Board Member Daniel Jaworski, City of Highland Village
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 Dennie Franklin, City of Frisco
Board Member Jeremie Maurina, City of The Colony
Board Member Stephen Christo, Alternate - City of The Colony
Board Member Jared Eutsler, City of Corinth

Legal Counsel

Joe Gorfida, Nichols Jackson

DCTA CEO

Paul A. Cristina

CALL TO ORDER

Chair Gilmore called the meeting to order at 10:00am. All Board Members were present except for Board Members Jaworski and Smith.

INVOCATION

Board Member Gonzalez provided the invocation.

PLEDGE OF ALLEGIANCE

The Board recited pledges to the United States and Texas flags.

INTRODUCTIONS

No introductions at this time.

PUBLIC COMMENT

No public comments at this time.

CONSENT AGENDA

1. Consider Approval of Monthly Financial Statement for March 31, 2025
2. Consider Approval of Quarterly Grants Report for Quarter 2 – Fiscal Year 2025
3. Consider Approval of a Resolution Designating David Leininger as the Investment Officer
4. Consider Approval of the Denton County Transportation Authority (DCTA) Drug and Alcohol Policy
5. Consider Approval of Regular Meeting Minutes dated April 24, 2025

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

REGULAR AGENDA

1. **Discuss and Consider Approval of a Master Professional Services Agreement with AECOM Technical Services, Inc. (AECOM) for On-Call Planning Services for the period of June 1, 2025 through May 30, 2028 with up to Two Additional One (1) Year Periods**

Austin Frith, Vice President of Planning and Development, presented to the Board highlighting the following:

- Planning and Development – On-Call Planning Services
 - ✓ Consultant Objectives
 - ✓ Request for Proposal Timeline
- Master Professional Services Agreement Highlights
 - ✓ Rate Schedule
 - ✓ Task Order Approval
 - ✓ No Dollar Value Assigned
 - ✓ Purpose and Benefits
 - ✓ Cost Control
 - ✓ Budget Management
 - ✓ Supports Flexibility
- Recommendation for Award: AECOM
 - ✓ Scope Responsibility
 - ✓ Prime
 - ✓ Subconsultant (as needed)
- Team Structure and Alignment to DCTA
 - ✓ Incumbent: Intimately familiar with DCTA needs
 - ✓ Leadership: Oversees overall project strategy and implementation

- ✓ Program Management: Core team manages task orders, timelines, budget and quality standards
- ✓ Support Areas: Full-service team leads and advises on all projects with minimal subcontractor support for projects
- ✓ Specialized Teams
- ✓ Stakeholder Coordination
- Proposed Role and Functions
 - ✓ Administrative
 - ✓ Data Analytics
 - ✓ Specialty Roles
 - ✓ Public Engagement
 - ✓ Planners
 - ✓ Project Management
- Roles Distribution and Rate Comparison
- Anticipated Task Orders
 - ✓ ISP Phase III Route Analysis and Title VI Equity Analysis
 - ✓ Continuation of Low/No Emissions Fleet Transition Plan
 - ✓ Long Range Service Plan
 - Analysis for City of Lewisville Fixed Route Alternatives
 - Updated Fare Policy
 - Space Planning
 - Old Town RFQ/Program Delivery and TOD Policy Development

Board discussion regarding oversight for Task Orders approaching the CEO's signing authority threshold of \$75,000. The Board requested that any Task Order nearing or exceeding this limit be brought to their attention for review prior to execution.

Motion by Vice Chair Molina with a second by Board Member Stevens to approve Regular Agenda Item 1 as presented. Motion passes 5-0.

2. Discuss Update on the Old Town Lewisville Transit Oriented Development Project

Austin Frith, Vice President of Planning and Development, and Paris Rutherford, Principal at Catalyst Urban Development, presented to the Board highlighting the following:

- Project Updates
 - ✓ 3 Workshops (August 12, 2024, October 24, 2024, and April 24, 2025)
 - ✓ Concept plan refined based on City input and challenges uncovered
 - ✓ Explored project and funding scenarios
 - ✓ Developed draft RFQ document

- ✓ Continuing to coordinate with: City of Lewisville, DART, FTA
- Initial Concept and Challenges Uncovered
 - ✓ Planning Goals
 - ✓ Impacting Site Issues
- Planning Vision
- Base Improvements for Fee Development
 - ✓ Mixed-Use DCTA Headquarters and Infrastructure
 - ✓ Funding Breakdown
 - ✓ Total for DCTA Office Building and Minimum Infrastructure (\$40,348,750)
 - ✓ DCTA Funding (less FTA Grant) - \$32,348,750
- RFQ Approach
 - ✓ Responsibility 1: DCTA Headquarters Building Fee Development
 - ✓ Responsibility 2: Old Town Station TOD Private Development
- RFQ Document Overview
 - ✓ Vision and Expectations
 - ✓ RFQ Requirements
 - ✓ RFQ Information
 - ✓ Appendix
- RFQ SOQ Evaluation Matrix
- RFQ Process and Timeline

Board discussion regarding the scoring criteria for fees, emphasizing the need to structure incentives that ensure best value for the Agency. Additionally, the Board discussed possible strategies to remain well-positioned during the construction phase to mitigate the risk of disproportionately large incentive payouts. The Board also acknowledged the great work and collaboration and partnership between the cities and county.

No Board action required at this time.

3. Discuss and Consider Approval of a License Agreement for Roadway Infrastructure between Denton County Transportation Authority and the City of Lewisville to Construct and Maintain Public Infrastructure Including Streets, Sidewalks and Appurtenances Along the Eastern Boundary of the Property Owned by DCTA at the Old Town Station Site

Austin Frith, Vice President of Planning and Development presented to the Board highlighting the following:

Ojala Development Coordination

April 2024 - Ojala requested a Temporary Construction Easement (TCE) to allow construction of the public infrastructure serving their development.



The TCE included: access to DCTA property for one (1) year or until construction was complete and limited to construction of public improvements on Ojala property and stage construction vehicles on DCTA property. The request was reviewed by FTA prior to execution by the CEO in February 2025.

Ojala/Lewisville requested dedication of public right-of-way or easements for the permanent installation of public infrastructure. DCTA will retain the property to remain in compliance with the FTA and ensure no delays in the project by:

1. Entering into a temporary licensing agreement (\$10) to allow construction of public infrastructure on DCTA property – CEO Action
2. Entering into a permanent licensing agreement (\$10) with the City of Lewisville for rights to place street and stormwater improvements on DCTA property - Board Action

Ojala Development Coordination – Timeline (February 2025-May 2025)

Board discussion regarding Ojala's current types of development projects, (i.e., single family, multi-family, and more affordable housing).

Motion by Vice Chair Molina with a second by Board Member Maguire to approve Regular Agenda Item 3 as presented. Motion passes 5-0.

4. Discuss Local and Regional Updates and Legislative Issues

Paul Cristina, CEO, announced that the Transit Coalition of North Texas (TCNT) Annual Luncheon has been confirmed for September 25, 2025. Due to this scheduling conflict with the DCTA Board of Directors Meeting, Kisha Morris-Perkins will coordinate with the Board to identify an alternate date for the September Board Meeting.

INFORMATIONAL REPORTS

1. Safety, Service, and Ridership Reports – April 2025

No Board Action Required. These reports are for informational purposes only.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

None.

REPORT ON ITEMS OF COMMUNITY INTEREST

The Bike Ride with the Mayors (Lewisville, Corinth and Denton)

May 31, 2025

8:30am to 12noon



Starting location: Highland Village/Lewisville Lake A-train Station at 2998 N. Stemmons Freeway. The bike route will follow the A-Train Trail from Lewisville to downtown Denton and is 12.2 miles one way.

CONVENE EXECUTIVE SESSION

No Executive Session scheduled.


RECONVENE OPEN SESSION

Not applicable.

ADJOURN

The meeting was adjourned at 10:44am.



TJ Gilmore, Board Chair

for Andy Eads, Board Secretary