1660 S. Stemmons., Suite 250
Lewisville, Texas 75067
Ph: (972) 221-4600 Fax: (972) 221-4601

Denton County Transportation Authority
Board of Directors
Work Session and Board Meeting Minutes

Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 1:30 p.m. August 23, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities
Bill Walker
Skip Kalb
Tom Spencer (1:35 pm arrival)

Large Cities
Charles Emery, Lewisville, *Chairman*
Paul Pomeroy, Highland Village, *Treasurer*
Dave Kovatch, The Colony, *Secretary*
Richard Huckaby, Denton
Jim Robertson, Flower Mound (1:40 pm arrival)
Daniel Peugh, Corinth

Denton County Unincorporated
Charles Correll, *Vice-Chairman*
Don Hartman (1:35 pm arrival)

Denton County at Large

Board Members Absent
Doug Peach, Little Elm
Thomas Smith

DCTA Staff
James C. Cline, Jr., P.E., President
Dee Leggett, VP Program Development
Anna Mosqueda, CFO/ VP Finance
Cheri Soileau, Sr. Transit Planner

Legal Counsel
Pete Smith

Others in Attendance
Mark Nelson, City of Denton
Steve Bacchus, City of Lewisville
Ken Kindle, UNT

1. Routine Briefing Items
    a. Financial Reports – Anna Mosqueda presented information
        i. Financial Statements
        ii. Capital Projects Fund
        iii. Sales Tax Report
        iv. Procurement Report

b. Capital Projects Update – Dee Leggett presented information.
   i. GTW Integration
   ii. Bus Operations and Maintenance Facility (OMF) – Map presentation by Dee Leggett
   iii. Community Enhancements – Presentation from Stakeholders meeting – Dee Leggett
   iv. Lewisville Bike Trail – Dee Leggett
   v. Positive Train Control (PTC) – Information provided by Jim Cline
   vi. A-train Close-out Status
   vii. Passenger Amenities
   viii. Station Kiosks
   ix. Interstate Highway 35 East Impacts / Grade Crossing Agreement

c. Communications and Planning – Information provided by Dee Leggett
   i. Marketing and Communications Initiatives
   ii. Media Coverage
   iii. Safety Campaign
   iv. Customer Service

d. Transit Operations – Jarod Varner gave a briefing on the following items:
   i. Bus Operation
   ii. Rail Operations

2. Items for Discussion
   a. Discussion of Social Media Policy – Jim Cline and Dee Leggett presented information on proposed policy.

3. Committee Briefings – Reports by Committee Chairmen
   a. Budget Committee – Committee Chairman Paul Pomeroy provided a brief review of Budget Committee meeting.

4. Discussion of Regular Board Meeting Agenda Items (August 26, 2012) – not necessary

5. Executive Session
   - 2:33 p.m. – 3:49 p.m. Item 5b
   - 4:00 p.m. – 5:09 p.m. Item 5c
   a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board 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.
   b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
   c. As Authorized by Section 551.074 the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose of Discussion regarding Personnel. Annual performance review of DCTA President.

6. Reconvene Open Session – 5:09 p.m.
    a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

    -Motion by Dave Kovatch to increase President base salary to $178, 500.00 effective next pay period. 2nd by Daniel Peugh. Vote carried unanimously.

5:11 p.m. Tom Spencer left the meeting.

7. Discussion of Future Agenda Items – Jim Cline reviewed future agenda items.
    a. Hike / Bike Trail Maintenance Agreement
    b. Board Member Requests

Completed Work Session 5:12 p.m.

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Denton County Transportation Authority
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Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 5:19 p.m. August 23, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities
Bill Walker
Skip Kalb

Large Cities
Charles Emery, Lewisville, *Chairman*
Paul Pomeroy, Highland Village, *Treasurer*
Dave Kovatch, The Colony, *Secretary*
Richard Huckaby, Denton
Jim Robertson, Flower Mound
Daniel Peugh, Corinth

Denton County Unincorporated
Charles Correll, *Vice-Chairman*
Don Hartman

Denton County at Large

Board Members Absent
Doug Peach, Little Elm
Thomas Smith
Tom Spencer

DCTA Staff
James C. Cline, Jr., P.E., President
Dee Leggett, VP Program Development
Anna Mosqueda, CFO/ VP Finance
Amanda Riddle, Budget Analyst
Ann Boulden, Project Manager

Legal Counsel
Pete Smith

Others in Attendance
Mark Nelson, City of Denton
John Cabrales, City of Denton
Steve Bacchus, City of Lewisville

CALL TO ORDER – Charles Emery called to order at 5:19 pm

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Charles Correll

INVOCATION – Charles Emery

WELCOME AND INTRODUCTION OF VISITORS – Charles Emery (no visitors)

1. CONSENT AGENDA
    a. Approval of Minutes – July 26, 2012
    b. Approval of Minutes – August 8, 2012 Board Meeting and Budget Committee Meeting
    c. Approval of Resolution 12-03 Revision of Fare Evasion Administrative Fee
    d. Authorize the President to Execute an Agreement with Resources Global Professionals for Professional Services
    e. Authorize the President to Execute an Agreement with Younger and Associates for Creative, Marketing and Public Relations Services
    f. Authorize the President to Execute an Agreement with Aria Agency for Creative, Marketing and Public Relations Services
    g. Acceptance of Financial Reports
    h. Authorize the President to Enter into an Interlocal Agreement with the City of Lewisville to Perform Facilities Modification, Maintenance and Repair on Denton County Transportation Authority Property within the City of Lewisville.

    -Motion by Richard Huckaby to approve Consent Agenda Items 1a-h. 2nd by Skip Kalb. Motion carried unanimously.

2. REGULAR AGENDA
    a. Discussion / Approval of Resolution 12-04 Supporting the North Central Texas Regional Rail Partnership
    -Motion by Charles Correll to approve Resolution 12-04 Supporting the North Central Texas Regional Rail Partnership in a form similar to that presented. 2nd by Jim Robertson. Motion carried unanimously.

    b. Discussion / Approval of Dallas Area Rapid Transit Operations and Maintenance Agreement Renewal
    -Motion by Jim Robertson to approve Dallas Area Rapid Transit Operations and Maintenance Agreement Renewal. 2nd by Daniel Peugh. Motion carried unanimously.

    c. Proposed FY2013 Operating and Capital Budget
        i. Presentation and Discussion of Proposed FY2013 Budget
        ii. Conduct Public Hearing on Proposed FY2013 Budget.

    -Presentation by Anna Mosqueda. No one from the public in attendance.

3. CHAIR REPORT – Chairman Charles Emery announced that the Executive Committee will be reestablished and noted that meetings will be double posted as both Committee and Board Meetings. Executive Committee Members are: Charles Emery, Chairman, Charles Correll, Paul Pomeroy, Dave Kovatch, and Richard Huckaby.

a. Discussion of Regional Transportation Issues
b. Discussion Legislative Issues
    i. Regional
    ii. State
    iii. Federal

4. PRESIDENT'S REPORT – Jim Cline presented photo organizational chart of DCTA staff and contractors.
    a. Staff Overview

5. REPORT ON ITEMS OF COMMUNITY INTEREST
-Jim Cline displayed and announced recent award received by Chairman Charles Emery: Excellence in Transportation Award presented during the Annual Transit Summit.
-Anna Mosqueda presented the Government Finance Officers Association of Texas Budget Award to Budget Analyst Amanda Riddle for Denton County Transportation Authority's Fiscal Year 2012 Budget.
    a. 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.

6. CONVENE EXECUTIVE SESSION - none
    a. As Authorized by Section 551.071(2) of the Texas Government Code, the Board 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.

7. RECONVENE OPEN SESSION – not necessary
    a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

8. ADJOURN REGULAR MEETING - 6:14 p.m.
-Motion to adjourn by Charles Correll, 2nd by Skip Kalb. Motion carried.

The minutes of the August 23, 2012 meeting of the Board of Directors were passed, and approved by a vote on this 27th, day of September, 2012.

Charles Emery, Chairman

ATTEST

Charles Correll

Charles Correll, Vice-Chairman