

Board of Directors Regular Meeting Minutes July 25, 2024 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Chair TJ Gilmore presiding on Thursday, July 25, 2024 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 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 10:02am, All Board Members were present with the exception of Board Members Eutsler and Franklin. Secretary Eads arrived at 10:12am.

INVOCATION

Board Member Gonzalez provided the invocation.

PLEDGE OF ALLEGIANCE

Board Member Green led the Board in the pledges to the United States and Texas flags.

INTRODUCTIONS

Anna Wiskirchen, Human Resources Generalist
Melvin Barkley, Director of Bus Operations

PUBLIC COMMENT

No one wished to address the Board in-person; however, Chair Gilmore acknowledged the emailed comments from the public that were distributed to the Board prior to the meeting. The following individuals provided emailed comments:

Elizabeth Robbins
Shane Ragsdale
Maria Zamarripa
Amber Parker
Jennifer Ragsdale

CONSENT AGENDA

1. Consider Approval of Monthly Financial Statement – May 31, 2024
2. Consider Authorizing the Chief Executive Officer (CEO) to Execute a Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2024 in the amount of \$1,674,786
3. Consider Approval of Interlocal Agreement with Texas Municipal League (TML) for Cyber Liability Coverage
4. Consider Authorizing the Chief Executive Officer (CEO) to Enter Agreement with LMC Corporation in an amount not to exceed \$76,000 for Fiscal Year 2024 Expanded Level Project (ELP) – Bus Operations and Maintenance Facility Fuel Tank Rehabilitation utilizing the Sourcewell cooperative contract number: TX-NT-GC-101619-LCM
5. Consider Approval of Regular Meeting Minutes dated June 27, 2024

Motion by Board Member Maguire with a second by Board Member Jaworski to approve the Consent Agenda as presented. Motion passes 4-0.

REGULAR AGENDA

1. **Consider Authorizing the Chief Executive Officer (CEO) to Award and Execute a Contract with Preferred Technologies, LLC for Electronic Security and Access Control in the amount of \$4,859,448.89 and Authorize a Contingency in the amount of \$242,972.44 for a Total Contract Award in an amount not to exceed \$5,102,421.33**

Javier Trilla, VP Innovation and Information Technology presented to the Board highlighting the following:

- Electronic Security Program Review
- Timeline Update
- Program DIR Vendor (Preftech and Genetec)
- Electronic Security Hardware
- Security Camera Coverage – Facility Design
- Security Camera Coverage – Vehicle Design
- Project Schedule
- Project Budget and Estimated Costs

The Board requested clarification on the passenger signage and expressed gratitude of this item coming forward and being presented to the Board.

Motion by Vice-Chair Molina with a second by Secretary Eads to approve as presented. Motion passes 5-0.

2. Discuss and Consider Approval of the Fiscal Year 2025 Transportation Reinvestment Program (TRiP) Project Submissions

Due to a scrivener's error on the posted agenda, the item was removed.

3. Discuss Proposed Fiscal Year 2025 Operating and Capital Budget and Reserve Policies

Jane Filarowicz, Senior Manager of Budget and Grants, presented to the Board highlighting the following:

- Proposed Revised Budget Workshop
- FY25 Budget Summary
- FY25 Updates – since June Board Meeting
- Change in Net Position – DCTA (Net Depreciation)
- Change in Net Position – DCTA (includes Depreciation)
- Capital Improvement and Major Maintenance Plan
- Transportation Reinvestment Program (TRiP)
- Long Range Financial Plan
- Next Steps
 - July 25- August 9, 2024 – Updating FY2025 budget for any changes noted
 - August 22, 2024 – FY2025 Public Hearing to Adopt Budget with Board Vote
 - August 23, 2024 – September 30, 2024 – Final steps in preparing FY25 Budget for use
 - October 1, 2024 – Start of FY25

During this presentation, staff also requested a “head start” of FY25 positions, advance order for MP software, and non-revenue vehicles, anticipating lead time between initiating processes and expenditures.

Board discussion regarding options with the City of Frisco and how they may be reflected in the Budget, clarification on the decrease in grant line item, and clarification of major maintenance decrease from 2029-2030. The Board also discussed the staff request regarding the requested “head start” with regards to FY25 positions and other items. It was a consensus of the Board to allow; however, not to consider this as a routine process in the future and to continue to keep the Board updated with progress.

No Board action required at this time.

4. Discuss Update on Implementation of the Intermediate Service Plan (ISP)

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

- Intermediate Service Plan Overview
- Strategy for Execution: Intermediate Service Plan Phase 1 (Steps 1-3)
- Implementation Update: ISP Increase frequency on Connect
- Implementation Update: ISP Bus Stop Infrastructure
- Implementation Update: ISP Realignment of Microtransit
- Implementation Update: ISP Realignment of Microtransit
- Implementation Update: ISP Public Communication and Outreach
- CDL Bus Operator, Ops Supervisor and Ops Manager Pipeline
- On Target for August 19th Launch
 - Other Critical Tasks Ahead
 - ✓ Installation of all bus stops by mid-August
 - ✓ Completion of GoZone app development with realignment of service
 - ✓ Social Media and Outreach to promote new service

Board discussion regarding QR codes, print collateral, bus frequency, geofencing, reducing/reallocating GoZone spend to another network and communication to the Denton City Council.

No Board action required at this time.

5. Discuss Local and Regional Updates and Legislative Issues

Discussion Item

The following items were discussed during this time:

- Vice Chair Molina and Kisha Morris-Perkins shared items of interest from the recent APTA Transit Board Members and Board Administrators Seminar – San Jose, CA.
- Board Secretary Eads shared information from the Monthly Mayors Meeting.
- CEO Cristina shared information regarding Regional Transit 2.0 meetings.

INFORMATIONAL REPORTS

1. Safety, Service, and Ridership Reports

No Board action required at this time.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

The next Board Meeting is scheduled for Thursday, August 22, 2024.

REPORT ON ITEMS OF COMMUNITY INTEREST

The latest DCTA Recruitment video was shared.



CONVENE EXECUTIVE SESSION
No items scheduled for this agenda.

RECONVENE OPEN SESSION
No items scheduled for this agenda.

ADJOURN
The meeting was adjourned at 11:23am.


TJ Gilmore, Board Chair
Andy Eads, Board Secretary