

NORTH TEXAS TOLLWAY AUTHORITY  
Minutes of the Board of Directors Meeting  
April 15, 2020

A public notice of this meeting containing all items was posted at a place convenient to the public in the administrative offices of North Texas Tollway Authority, provided to the Secretary of State, and provided to the County Clerks of Collin County, Tarrant County, Denton County, and Dallas County as required by Chapter 551 of the Texas Government Code, referred to as the "Open Meetings Act."

Minutes of the North Texas Tollway Authority Board of Directors meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, at 10:00 a.m. on April 15, 2020.

**CALL TO ORDER**

Chairman Mahalik called the meeting to order at 10:00 a.m.

1. Establishment of Quorum

Chairman Mahalik established a quorum by calling the roll.

John Mahalik	Chairman
*Jane Willard	Vice Chairwoman
Scott Levine	Director
*Tim Carter	Director
Marcus Knight	Director
Lynn Gravley	Director
*Mojoy Haddad	Director
*Pete Kamp	Director
*George (Tex) Quesada	Director

\*These Board members participated by phone.

NTTA employees attending the meeting were: James Hofmann, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Sabu Stephen, Assistant Executive Director of Operations; Dena Stroh, General Counsel; Elizabeth Mow, Assistant Executive Director of Infrastructure; Juhi Chawla, Director of Information Technology; Nancy St. Pierre, Director of Public Affairs; Moses Aito, Director of Business Diversity; David Evans, Senior Director of Procurement Services and Business Diversity; and Eric Hemphill, Director of Traffic and Incident Management.

2. General public comments not related to specific agenda items

No comments were made under this item.

3. Comments and announcements from the Chairman and Board Members

No comments were made under this item.

4. Committee Chair reports
  - A. Regional Transportation Council

No comments were made under this item.

5. Approval of the minutes from January 22 and March 18, 2020 regular board meetings and February 7 and 8, 2020 board retreat

Director Knight made a motion to approve the minutes from January 22 and March 18, 2020 regular Board meetings and February 7 and 8, 2020 Board retreat, with the requested edits from Director Haddad. Director Levine seconded the motion, and it was approved unanimously. (Resolution Nos. 20-31 through 34)

### **ACTION ITEMS**

6. Request to advertise the following:
  - A. Purchase and delivery of fuel
  - B. Royal Lane bridge deck rehabilitation
  - C. Sam Rayburn Tollway erosion mitigation at Sloan Creek

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise for purchase and delivery of fuel and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 6A. Director Gravley made a motion to approve the item, and Director Knight seconded the motion. The motion was approved unanimously. (Resolution No. 20-35)

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise for Royal Lane bridge deck rehabilitation and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 6B. Director Levine made a motion to approve the item, and Director Gravley seconded the motion. The motion was approved unanimously. (Resolution No. 20-35)

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise for Sam Rayburn Tollway erosion mitigation at Sloan Creek and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 6C. Director Levine made a motion to approve the item, and Director Haddad seconded the motion. The motion was approved unanimously. (Resolution No. 20-35)

7. Vendor selection for the following:
  - A. Construction management services for Dallas North Tollway Phase 4B frontage road
  - B. Legal service

C. Bond counsel

Item 7A was presented and voted on after executive session.

Dena Stroh, General Counsel, presented staff's recommendation on vendor selection for items 7B and C and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve items 7B and C. Director Levine made a motion to approve the items, and Director Kamp seconded the motion. The motion was approved unanimously. (Resolution No. 20-37 and 20-38)

8. Contract award for the following:

A. Handheld communication devices

Eric Hemphill, Director of Traffic and Incident Management, presented staff's recommendation for contract award for item 8A and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 8A. Director Knight made a motion to approve the item, and Director Levine seconded the motion. The motion was approved unanimously. (Resolution No. 20-39)

9. Back Office System update and contract extension

A. BOS infrastructure managed service contract extension

Juhi Chawla, Director of Information Technology, briefed the Board on the progress of the back office system and staff's recommendation for item 9A and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 9A. Director Gravley made a motion to approve the item, and Director Knight seconded the motion. The motion was approved unanimously. (Resolution No. 20-40)

10. Approval of the following policies:

- A. Sign policy
- B. Insider trading

Eric Hemphill, Director of Traffic and Incident Management, presented staff's recommendation for approval of item 10A and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 10A. Director Knight made a motion to approve the item, and Director Haddad seconded the motion. The motion was approved unanimously. (Resolution No. 20-41)

Dena Stroh, General Counsel, presented staff's recommendation for approval of item 10B and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 10B. Director Kamp made a motion to approve the item, and Director Gravley seconded the motion. The motion was approved unanimously. (Resolution No. 20-42)

11. 2021-2025 Strategic Plan

Nancy St. Pierre, Director of Public Affairs, presented staff's recommendation for approval of item 11 and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 11. Director Knight made a motion to approve the item, and Director Levine seconded the motion. The motion was approved unanimously. (Resolution No. 20-43)

**BRIEFINGS AND REPORTS**

12. FY2021 Budget calendar

Horatio Porter, Chief Financial Officer, briefed the Board on the FY2021 budget calendar and responded to questions from the Board.

13. Consolidated Monthly Performance Report

Horatio Porter, Sabu Stephen, and Elizabeth Mow briefed the Board on the Consolidated Monthly Performance Report and responded to questions from the Board.

14. Quarterly Financial and Investment report 4th Qtr 2019

No comments were made under this item.

15. Business continuity

This item was presented after executive session.

16. Executive Director Report

- A. Contracts, supplements, and change orders not exceeding \$300,000.00 executed in February 2019

No comments were made under this item.

17. EXECUTIVE SESSION – Pursuant to chapter 551, subchapter D, Texas Government Code: \

- A. Section 551.071, to receive advice from legal counsel about pending or contemplated litigation and/or settlement offers or other legal matters regarding:

- 1. Dallas North Tollway Phase 4B frontage road
- 2. Business continuity

Chairman Mahalik called the Board into executive session at 11:24 a.m. and reconvened the meeting into open session at 1:06 p.m. No final action, decision, or vote with regard to any matter was taken during the Executive Session.

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation on vendor selection for item 7A and responded to questions from the Board.

Chairman Mahalik entertained a motion to approve item 7A. Director Kamp made a motion to approve the item, and Director Gravley seconded the motion. The motion was approved unanimously. (Resolution No. 20-36)

Horatio Porter, Chief Financial Officer, briefed the Board on item 15, business continuity and responded to questions from the Board.

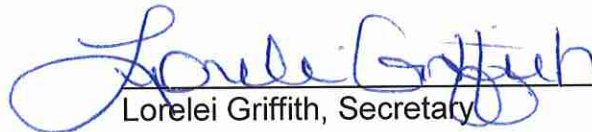
Chairman Mahalik thanked staff for their hard work during this unprecedented time and the continued safety measures that are being taken for all employees and customers.

18. Adjourn

The meeting was adjourned at 1:13 p.m.



John Mahalik, Chairman



Lorelei Griffith, Secretary