

NORTH TEXAS TOLLWAY AUTHORITY  
Finance, Audit, and Administration Committee Meeting Minutes  
November 4, 2021

A public notice of this meeting containing all items was filed in the Office of the Secretary of State as required by Chapter 551 of the Texas Government Code, referred to as "The Open Meetings Act."

Minutes of the Finance, Audit, and Administration Committee meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, noticed as November 4, 2021 at 10:30 a.m.

CALL TO ORDER

Committee Chairman Gravley called the meeting to order at 11:16 a.m.

1. ESTABLISHMENT OF QUORUM

Committee Chairman Gravley established a quorum by calling the roll. The following committee members were in attendance:

Lynn Gravley	Committee Chairman
Marcus Knight	Member
Scott Levine	Member

Chairman John Mahalik, Vice Chair Jane Willard, \*Director Pete Kamp, Director Mojoy Haddad, and Director George "Tex" Quesada were also in attendance.

\*Director Kamp attended by phone.

NTTA employees attending the Committee meeting were: James Hofmann, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Cindy Demers, Director of Treasury Management/Assistant Treasurer; Elizabeth Mow, Assistant Executive Director of Infrastructure; Dena Stroh, General Counsel; Jeff Dailey, Assistant Executive Director of Operations; Juhi Chawla, Director of Information Technology; Gio Rodriguez, Director of Contact Center and Collections; Eric Hemphill, Director of Traffic and Incident Management; David Evans, Senior Director of Procurement Services and Business Diversity; and Moses Aito, Director of Business Diversity. Also present at the meeting representing NTTA were Tammy Sims, Atkins North America, Inc., Maintenance Management Consultant; Stephanie Halliday, HNTB, Project Management Consultant; and Greg Schaecher, McCall, Parkhurst & Horton, bond counsel.

2. Public comments not related to specific agenda items

There were no comments.

3. Comments and announcements from the Committee Members and Board Members

There were no comments.

4. Approval of the minutes from October 7, 2021 Finance, Audit, and Administration Committee meeting

Director Knight made a motion to approve the minutes of the October 7, 2021 Finance, Audit, and Administration Committee meeting. Director Levine seconded the motion. The Committee approved the motion unanimously. (Resolution No. 21-119)

### **ACTION ITEMS**

5. Request to Advertise for Underwriting Services Pool

Cindy Demers, Director of Treasury Management/Assistant Treasurer, presented staff's recommendation that the Board approve the request to advertise for underwriting services pool.

Director Levine made a motion for Committee approval of item 5. Director Knight seconded the motion. The Committee approved the motion unanimously.

6. Vendor Selection for Insurance Broker Services

Eric Hemphill, Director of Traffic and Incident Management, presented staff's recommendation that the Board approve Aon Risk Services Southwest as insurance broker and responded to questions from the Committee.

Director Knight made a motion for Committee approval of item 6. Director Levine seconded the motion. The Committee approved the motion unanimously.

7. FY2022-FY2026 Five-Year Capital Plan approval

Horatio Porter, Chief Financial Officer, presented staff's recommendation that the Board approve the FY2022-FY2026 Five-Year Capital Plan.

Director Levine made a motion for Committee approval of item 7. Director Knight seconded the motion. The Committee approved the motion unanimously.

8. Direct Purchase Revolving Note Program approval

Cindy Demers, Director of Treasury Management/Assistant Treasurer, presented staff's recommendation that the Board approve the direct purchase revolving note program. Ms. Demers; Dena Stroh, General Counsel; Greg Schaecher with McCall, Parkhurst & Horton, bond counsel; and Horatio Porter, Chief Financial Officer, responded to questions from the Committee.

Director Knight made a motion for Committee approval of item 8. Director Levine seconded the motion. The Committee approved the motion unanimously.

**BRIEFING ITEM**

9. Quarterly Investment Report – 3rd Quarter, 2021

Cindy Demers, Director of Treasury Management/Assistant Treasurer, presented a briefing on the 3rd quarter 2021 quarterly investment report and responded to questions from the Committee.

This was a briefing item only, no action necessary.

10. EXECUTIVE SESSION – Pursuant to Chapter 551, Subchapter D, Texas Government Code:

A. Government Code: Section 551.074(a)(1), to deliberate the appointment, employment, evaluation, reassignment duties, discipline, or dismissal of a public officer or employee:


1. Internal Auditor

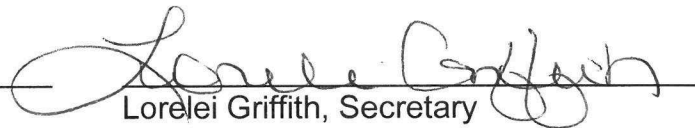
Executive session was held at the beginning of the meeting.

Committee Chair Gravley called the Board into executive session at 11:53 a.m. and reconvened the meeting into open session at 12:37 p.m. No final action, decision, or vote with regard to any matter was taken during the executive session.

11. Adjourn

The meeting adjourned at 12:28 p.m.

  
Lynn Gravley, Committee Chairman  
Finance, Audit, and Administration Committee

  
Lorelei Griffith, Secretary