

NTMC BOARD OF DIRECTORS REGULAR MEETING MINUTES

Wednesday, May 26, 2021 | 8:00 am

To be held by Video Conference

ATTENDANCE

Board Members

Chair Dean Ueckert

Vice-Chair Richard Hayes

Board Member Don Combs

Board Member Sara Hensley

Board Member Raymond Suarez

Officers

President Nicole Recker

Treasurer Marisa Perry

Secretary Kristina Holcomb

Legal Counsel

Joseph J. Gorfida, Jr.,

Nichols, Jackson, Dillard, Haggard, & Smith

CALL TO ORDER – Chair Ueckert called the meeting to order at 8:04am. All Board Members were present which constituted a quorum. It should be noted that Board Member Hensley departed the meeting at 9:37am.

PUBLIC COMMENT

There were no public comments received in advance via email or by utilizing the electronic “raised hand” function during the meeting.

1. **CONSENT AGENDA**

- a. Consider Approval of Minutes: April 21, 2021 – NTMC Regular Board Meeting

Motion by Board Member Suarez with a second by Board Member Hensley to approve the Consent Agenda as presented. Motion passes 5-0.

2. **INFORMATIONAL REPORTS**

- a. Monthly Financial Statements: FY2021 Year to Date April 2021
- b. DCTA Bus Ridership Report April 2021

RJ Garza, General Manager, presented information regarding the CornerStone Staffing contract highlighting the benefits and annual costs.

Motion by Vice-Chair Hayes with a second by Board Member Hensley to approve as presented. Motion passes 5-0.

f. Presentation of April 2021 General Manager's Report

Presenters: RJ Garza, General Manager
Louise Francois, Assistant General Manager

Backup Information: Exhibit 1 – General Manager Report
Exhibit 2 – April 2021 Ticket Sales Report
Exhibit 3 – April 2021 Staffing Roster Report
Exhibit 4 – Newsletter

RJ Garza, General Manager, reviewed the General Manager's report highlighting signage, ticket sales, TMS service, the staffing report and the CBA.

Discussion from the Board regarding obtaining a better understanding of ridership through ticket sales, how university students obtain tickets, clarification of day/monthly passes, clarification of unlinked passengers, monthly dollar amount NTMC revenue received from UNT, NTMC vacancies/reclassifications, and recruitment efforts.

No Board action required at this time.

g. Discuss FY2022 NTMC Budget Preparation Progress and Denton County Transportation Authority (DCTA) Service Requests

Presenter: RJ Garza, General Manager

Backup Information: Exhibit 1 – Budget Preparation Process

Prior to the discussion of the proposed FY2022 NTMC Budget, there were concerns from the Chair as to NTMC's challenges in preparing a budget if the Denton County Transportation Authority (DCTA) has not specified what services they are requesting from NTMC. It was the recommendation from the Chair to have DCTA provide written input/request to NTMC as to specific services DCTA is requesting from NTMC prior to submission of a proposed budget.

There were no concerns from the Board or staff with this recommendation and the topic will be discussed at the DCTA Budget Workshop scheduled for June 17, 2021.

h. Fleet Maintenance Update

Presenter: Jimmy Salzman, Shop Foreman

Mr. Salzman provided the Fleet Maintenance update highlighting the following:

- Preventative Maintenance Inspections
- Function Checks
- Spring Service

No Board action required at this time.

i. Review of Route 3 and Route 7

Presenter: RJ Garza, General Manager

Backup Information: Memo

Exhibit 1: Routes 3 & 7 Maps and Schedules

RJ Garza, General Manager, discussed Routes 3 and 7 highlighting reductions due to COVID-19, construction, and a shortened route. Mr. Garza also recommended special marketing attention to Lewisville residents regarding Routes 21 and 22. Chair Ueckert encouraged Mr. Garza to provide any route recommendations to DCTA.

No Board action required at this time.

j. NTMC Staff Spotlight

Presenter: RJ Garza, General Manager

Jason Hausenfluck, NTMC Mechanic, was highlighted this month. Members of the Board and his colleagues described him as having a great work ethic, reliable, helpful and a wonderful attitude.

No Board action required at this time.

k. Discuss DCTA Updates

NTMC Officers and NTMC staff will provide the Board with a status update on the following:

Presenter: Nicole Recker, NTMC President

Backup Information: Memo

Nicole Recker, NTMC President provided a GoZone and Trinity Metro update.

No Board action required at this time.

4. CONVENE EXECUTIVE SESSION

The Board may convene the Regular Board Meeting into Closed Executive Session for the following:

- a. The Board reserves the right to go into closed executive session at any time during the meeting pursuant to the Texas Government Code § 551.071(2) to seek confidential legal advice from the Corporation's attorneys regarding any agenda item listed hereon.

Not applicable.

5. RECONVENE OPEN SESSION

Reconvene and Take Necessary Action on Items Discussed during Executive Session.

Not applicable.


6. FUTURE AGENDA ITEMS

NTMC Officers may discuss proposed future agenda items. Board members may request an item(s) to be added to the next Board meeting agenda.

- Discuss and consider Amendments to the NTMC Bylaws - June 23, 2021 NTMC Board Meeting
- NTMC Budget Workshop/Budget Process – September 29, 2021


7. ADJOURN

Motion by Board Member Combs with a second by Board Member Suarez to adjourn the meeting at 10:03am. Motion passes 5-0.



Dean Ueckert, NTMC Board Chair

ATTEST:



Kristina Holcomb, NTMC Board Secretary