

NORTH TEXAS TOLLWAY AUTHORITY
Customer Service, Projects and Operations Committee Meeting Minutes
November 7, 2011

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 Customer Service, Projects and Operations Committee meeting held at the North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, on November 7, 2011 at 1:00 p.m.

CALL TO ORDER

Committee Chairman Nowels called the meeting to order at 1:05 p.m.

1. ESTABLISHMENT OF QUORUM

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

Michael Nowels	Committee Chairman
Robert Shepard	Member
Jane Willard	Member

Chairman Barr, Vice Chairman Moore and Directors Vandergriff and Quesada were also in attendance.

NTTA employees attending the Committee meeting were: Gerry Carrigan, Interim Executive Director; Lorelei Griffith, Assistant Secretary; Janice Davis, Chief Financial Officer/Treasurer; Tom Bamonte, General Counsel; Clayton Howe, Assistant Executive Director of Operations; Kim Tolbert, Assistant Executive Director of Administrative Services; Elizabeth Mow, Interim Assistant Executive Director of Project Delivery; Ray Zies, Controller; Magdalena Kovats, Director of Internal Audit; Eric Hemphill, Director of Maintenance; Kiven Williams, Director of Customer Service Center; Nina Arias, Director of Human Resources; Anthony Coleman, Director of Business Diversity; Kim Jackson, Director of Communications; Carrie Rogers, Director of Government Affairs; Dave Pounds, Director of Information Technology; Felix Alvarez, Director of Procurement Services.

Also present at the meeting representing the Authority were Frank Stevenson, Locke Lord, Board Counsel; Rick Porter, McCall Parkhurst & Horton, Bond Counsel to the Authority; Stephanie Halliday, HNTB, General Engineering Consultant to the Authority; Michael Copeland, Wilbur Smith Associates, Traffic and Revenue Consultant to the Authority; Ron Morrison, RBC Capital Markets, Financial Advisor to the Authority.

2. Public Comments

There were no comments.

3. Briefing and possible action on the Customer Service, Projects and Operations Committee Charter

Elizabeth Mow, Interim Assistant Executive Director of Project Delivery, provided a summary of the components of the Customer Service, Projects and Operations Committee Charter.

Director Willard made a motion to approve the Customer Service, Projects and Operations Committee Charter, and Director Shepard seconded the motion. The motion was approved unanimously. (Resolution No. 11-168)

Ms. Mow presented items 4-12 to the Customer Service, Projects, and Operations Committee. After some discussion, the Committee supported the staff recommendations to approve the items and forward for Board action at the November 16, 2011 Board Meeting.

4. Briefing on a cost escalation change order with Williams Brothers Construction, Co. in an amount not to exceed \$1,146,306.68 for Chisholm Trail Parkway Section 1
5. Briefing on a cost escalation change order with Webber, LLC in an amount not to exceed \$727,499.92 for Chisholm Trail Parkway Section 2
6. Briefing on a cost escalation change order with Texas Sterling Construction, Co. in an amount not to exceed \$853,381.46 for Chisholm Trail Parkway Section 3B
7. Briefing on a cost escalation change order with Texas Sterling Construction, Co. in an amount not to exceed \$176,096.25 for Chisholm Trail Parkway Section 5.
8. Briefing on a utility adjustment agreement with Texas Midstream Gas Services, LLC for relocation of facilities on Chisholm Trail Parkway, Section 5, in an amount not to exceed \$1,300,000.00
9. Briefing on a utility adjustment agreement with Southwestern Bell Telephone Company for relocation of facilities on Chisholm Trail Parkway, Section 5, in an amount not to exceed \$980,000.00
10. Briefing on two utility adjustment agreements with Oncor Electric Delivery Company, LLC for relocation of facilities on Chisholm Trail Parkway, Section 5, in an amount not to exceed \$700,000.00 and \$2,900,000.00
11. Briefing on a utility adjustment agreement with Energy Transfer Fuel, LP AAU for relocation of facilities on Chisholm Trail Parkway, Section 5, in an amount not to exceed \$950,000.00

12. Briefing on a contract with Greener Pastures Landscape, Inc. for landscape and irrigation improvements on Segment 4 of the Sam Rayburn Tollway in an amount not to exceed \$1,594,546.94
13. Briefing on a Memorandum of Understanding with the Town of Prosper for Dallas North Tollway Extension Phase 4

Ms. Mow presented a Memorandum of Understanding with the Town of Prosper for Dallas North Tollway Extension Phase 4. This was an informational briefing item only and no Committee action was needed.

14. Update on the SB 469 implementation

Clayton Howe, Assistant Executive Director of Operations, presented an update on the SB 469 implementation. This was an informational briefing item only and no Committee action was needed.

15. IH 35E (from US 380 to IH 635) Committee appointment

Ms. Mow presented the IH 35E (from US 380 to IH 635) Committee appointment. This was listed as an informational briefing item only and no Committee action was taken. It was noted that TxDOT has since requested a Board resolution supporting the appointment of Elizabeth Mow, P.E. to represent the NTTA on the SB 1420 for the development of IH 35E (from IH 635 to US 380). This item will be forwarded for Board action at the November 16, 2011 Board Meeting.

16. Discussion of the County Review items

Gerry Carrigan, Interim Executive Director, informed the Committee that a discussion of the County Review items would be a continuing item on all future committee agendas in order to focus on addressing each of the recommendations in the Alvarez and Marsal County Review. A list of the 82 recommendations was provided, showing committee and executive owner assignments.

17. Summary of Monthly Project Delivery Report relating to contracts, expenditures, budgets and status of the following NTTA turnpike projects

Ms. Mow briefed the Committee on the Summary of Monthly Project Delivery Report relating to contracts, expenditures, budgets and status of the Sam Rayburn Tollway. Ms. Mow updated the Committee on the early opening of four direct-connecting ramps at SRT/ DNT and the significant positive impact these ramps have on the surrounding businesses and motorists. This was an informational briefing item only and no Committee action was needed.

18. Executive Session

An Executive Session was not held

19. Consideration of items from Executive Session

N/A

ADJOURNMENT

The meeting adjourned at 2:15 p.m.



Michael Nowels, Committee Chairman
Customer Service, Projects & Operations
Committee



Lorelei Griffith, Assistant Secretary