

**AGENDA
NORTH TEXAS TOLLWAY AUTHORITY
ADMINISTRATION COMMITTEE
BOARD ROOM, SUITE 200
5900 WEST PLANO PARKWAY
PLANO, TEXAS
DECEMBER 1, 2011
1:00 PM**

NOTE: Please note that commencement of this meeting may be delayed due to an ongoing meeting of the NTTA Customer Service, Projects and Operations committee meeting.

All agenda items are subject to possible discussion, questions and actions by this committee of the North Texas Tollway Authority Board of Directors. Agenda item numbers are assigned for ease of reference only and do not necessarily reflect the order of their consideration by the committee. The committee reserves the right to discuss any items in executive session whenever legally justified under the Texas Open Meetings Act. Unless otherwise noted, a resolution recommending the award of a contract or any other action refers to the Committee's recommendation of the action in question to the NTTA Board of Directors.

CALL TO ORDER

1. Establishment of quorum
2. General public comments not related to specific agenda items
3. Resolution approving the minutes of the November 3, 2011 Administration Committee meeting

BRIEFING ITEMS

4. Briefing on the 401K and 457 plan amendment and response to guidance from the IRS
5. Briefing on the 2012 holidays
6. Briefing on the temporary staffing services contract
7. Briefing on the Ethics Policy

REPORTS AND UPDATES

8. Third quarter Administrative Services performance report

9. Discussion of the County Review items
10. **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
 - B. Section 551.072, to deliberate the purchase, exchange, lease, or value of real property
 - C. Section 551.073, to deliberate regarding gifts and donations of right-of-way and/or other items of value or services to the Authority
 - D. Section 551.074(a) (1), to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee
 - E. Section 551.076, to deliberate regarding security devices

11. **CONSIDERATION OF ITEMS FROM EXECUTIVE SESSION**

ADJOURNMENT

NOTES

A quorum of the Board of Directors may be present at this meeting for information-gathering purposes. However, NTTA Directors that are not Committee members will not vote on any Committee agenda items.

The North Texas Tollway System includes the Dallas North Tollway (the DNT), the President George Bush Turnpike (the PGBT), the Addison Airport Toll Tunnel (the AATT), Lewisville Lake Toll Bridge (LLTB), the Sam Rayburn Tollway (SRT), and the Mountain Creek Lake Bridge (the MCLB).

SWP refers to the Southwest Parkway Project, State Highway (SH) 121 from IH 30 to FM 1187 in Tarrant County; Chisholm Trail refers to SH 121 between FM 1187 in Tarrant County and U.S. 67 in Johnson County; PGBT EE refers to the Eastern Extension of the PGBT from SH 78 to IH 30 in Dallas County; Trinity Parkway refers to the proposed Trinity Parkway project between SH 183/ IH 35E interchange and U.S. 175 in Dallas County; SH 161 refers to SH 161 between SH 183 and IH 20 in Dallas County; SH 170 refers to SH 170 between SH 114 and SH 199 in Denton, Tarrant and Parker County; SH 360 refers to SH 360 between Green Oaks Boulevard and U.S. 67 in Tarrant, Johnson and Ellis County; SH 190 refers to SH 190 between IH 30 and IH 20 in Dallas County. Note that the stated end points for each of the referenced projects are approximate.

The term TxDOT refers to the Texas Department of Transportation; RTC refers to the Regional Transportation Council; NCTCOG refers to the North Central Texas Council of Governments; LBJ refers to IH 635.

Any individual with a disability who plans to attend this meeting and requires auxiliary aids or services should notify the Authority as far in advance as possible, but no less than 2 days in advance, so that appropriate arrangements can be made. Contact Human Resources by telephone at (214) 461-2000 or Relay Texas at 1-800-735-2989; by e-mail at ADA@ntta.org; or in person at 5900 W. Plano Parkway, Plano, Texas, 75093.