NORTH TEXAS TOLLWAY AUTHORITY
NTTA Administration Committee Meeting Minutes
December 3, 2015

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 NTTA Administration Committee meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, on December 3, 2015, beginning at 11:15 a.m.

CALL TO ORDER

Committee Chairwoman Willard called the meeting to order at 11:40 a.m.

1. Establishment of Quorum

Chairwoman Willard established a quorum by calling the roll. The following committee members were in attendance:

Jane Willard	Chairwoman
William (Bill) Elliott	Member
Bill Moore	Member
John Mahalik	Member

Chairman Kenneth Barr and Director Mojy Haddad were also in attendance.

NTTA employees attending the Committee meeting were: Gerry Carrigan, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Tom Bamonte, Assistant Executive Director of Strategy & Innovations; Dena DeNooyer Stroh, General Counsel; James Hofmann, Assistant Executive Director of Operations; Elizabeth Mow, Assistant Executive Director of Infrastructure; Magdalena Brady, Director of Internal Audit; Anthony Coleman, Director of Business Diversity; Sabu Stephen, Director of Information Technology; Carrie Rogers, Director of Government Affairs; Kim Jackson, Senior Director of Public Affairs; Craig Lockett, Director of Human Resources; Clint Purtell, Senior Director of Procurement; Brian Reich, Controller; and Gio Rodriguez, Director of Collections and Toll Enforcement.

Also present at the meeting representing the Authority were Greg Schaecher, McCall Parkhurst & Horton, Bond Counsel to the Authority; and Bill Mahomes, Mahomes Bolden PC, Bond Counsel to the Authority.

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. Approval of minutes from the December 4, 2014 Administration Committee meeting

Director Elliott made a motion to approve the minutes, and Vice Chairman Moore seconded the motion. The motion was approved unanimously. (Resolution No. 15-116)

5. Request for contract extension of the following Legal Services contracts:

   A. McCall, Parkhurst & Horton L.L.P.
   B. Mahomes Bolden PC
   C. Locke Lord LLP

Dena DeNooyer Stroh, General Counsel, briefed the Committee on a request for an additional three-month extension on the legal services contracts with McCall, Parkhurst & Horton L.L.P., Mahomes Bolden PC, and Locke Lord LLP until March 31, 2016.

Director Elliott made a motion to approve item 5, and Vice Chairman Moore seconded the motion. The motion was approved unanimously. (Resolution No. 15-129)

6. Amendment of NTTA 401(k) Plan pursuant to Internal Revenue Code Section 401(b) to maintain tax-qualified status from IRS – Presentation

Dena DeNooyer Stroh, General Counsel, briefed the Committee on the required amendment and restatement of the NTTA 401(k) Plan.

Director Elliott made a motion to approve item 6, and Vice Chairman Moore seconded the motion. The motion was approved unanimously.

7. Executive Session pursuant to Chapter 551, Subchapter D, Texas Government Code

No Executive Session was held.

8. Adjournment

The meeting adjourned at 11:47 a.m.

Jane Willard, Committee Chairwoman
Administration Committee

Lorelei Griffith, Secretary