

NORTH TEXAS TOLLWAY AUTHORITY  
NTTA Administration Committee Meeting Minutes  
March 3, 2016

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 March 3, 2016, beginning at 11:00 a.m.

**CALL TO ORDER**

Committee Chairwoman Willard called the meeting to order at 11:02 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
John Mahalik	Member
George (Tex) Quesada	Member

Chairman Kenneth Barr, Director Mojoy Haddad, and Director Matrice Ellis-Kirk were also in attendance.

NTTA employees attending the Committee meeting were: Gerry Carrigan, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter CFO/Treasurer; Dana Gibson-Boone, Director of Cash and Debt Management/Assistant Treasurer; 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; Kim Jackson, Senior Director of Public Affairs; Carrie Rogers, Director of Government Affairs; Arturo Ballesteros, Director of Legislative; Craig Lockett, Director of Human Resources; Eric Hemphill, Director of System & Incident Management; Mark Pavageau, Director of Maintenance; Brian Reich, Controller; Armando Garza, Interim Director of Financial Planning and Analysis; 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 3, 2015 Administration Committee meeting

Director Mahalik made a motion to approve the minutes of the December 3, 2015 Administration Committee meeting. Director Elliott seconded the motion, and it was approved unanimously. (Resolution No. 16-30)

#### **ACTION ITEMS**

5. Request to advertise and contract extensions for the following:

- A. Legal Services (*qualifications-based selection*)
- B. Bond Counsel (*qualifications-based selection*)

Dena DeNooyer Stroh, General Counsel, presented staff's recommendation that the Board approve these request to advertise.

Director Elliott made a motion for Committee approval of the request to advertise for Legal Services and Bond Counsel. Director Quesada seconded the motion. The Committee approved the motion unanimously.

6. Vendor selection for the following:

- A. Availability & Disparity (A&D) Study

Dena DeNooyer Stroh, General Counsel, presented staff's recommendation that the Board approve this vendor selection.

Director Elliott made a motion for Committee approval of the vendor selection for the Availability & Disparity (A&D) study. Director Quesada seconded the motion. The Committee approved the motion unanimously.

7. Amendment to the Board Ethics policy

Dena DeNooyer Stroh, General Counsel, presented staff's recommendation that the Board approve the amended Board Ethics policy. Ms. Stroh briefed the Committee on House Bill 23, passed in the last legislative session.

Director Quesada made a motion for Committee approval, and Director Elliott seconded

the motion. The Committee approved the motion unanimously.

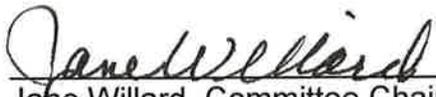
**BRIEFING ITEMS**

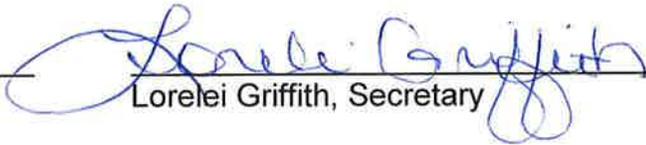
8. Executive session pursuant to Chapter 551, Subchapter D, Texas Government Code:

No Executive Session was held.

9. Adjourn

The meeting adjourned at 11:17 a.m.

  
Jane Willard, Committee Chairwoman  
Administration Committee

  
Lorelei Griffith, Secretary