

NORTH TEXAS TOLLWAY AUTHORITY  
Finance, Audit, and Administration Committee Meeting Minutes  
August 5, 2021

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 Finance, Audit, and Administration Committee meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, noticed as August 5, 2021 at 10:00 a.m.

CALL TO ORDER

Committee Chairman Gravley called the meeting to order at 10:00 a.m.

1. ESTABLISHMENT OF QUORUM

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

**Marcus Knight	Committee Chairman
*Lynn Gravley	Member
*Tim Carter	Member
Scott Levine	Member

Chairman John Mahalik, Director Mojoy Haddad, \*Director Pete Kamp, and Director George "Tex" Quesada were also in attendance.

\*Director Gravely, Director Carter, and Director Kamp, participated by phone.

\*\*As Committee Chairman Gravely was unable to attend the meeting in person, Chairman Mahalik appointed Director Knight as Interim Committee Chairman for this meeting.

NTTA employees attending the Committee meeting were: James Hofmann, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Cindy Demers, Director of Treasury Management/Assistant Treasurer; Dena Stroh, General Counsel; Elizabeth Mow, Assistant Executive Director of Infrastructure; Juhi Chawla, Director of Information Technology; Amitis Meshkani, Director of Maintenance; Moses Aito, Director of Business Diversity; Gio Rodriguez, Director of Contact Center and Collections; Eric Hemphill, Director of Traffic and Incident Management; and David Evans, Senior Director of Procurement Services and Business Diversity.

2. Public comments not related to specific agenda items

There were no comments.

3. Comments and announcements from the Committee Members and Board Members

Committee Chairman Knight pointed out that Board members and staff may be dressed more casually than usual at this meeting. He explained that NTTA is a supporter of the Special Olympics and that NTTA raises funds through donations to wear jeans. On behalf of NTTA, he thanked all who have contributed.

4. Approval of the minutes from July 1, 2021 Customer Service, Projects, and Operations Committee meeting

Director Gravely made a motion to approve the minutes of the July 1, 2021 Finance, Audit, and Administration Committee meeting. Director Carter seconded the motion. The Committee approved the motion unanimously. (Resolution No. 21-68)

### **ACTION ITEMS**

5. Request to advertise for the following:

- A. Insurance brokerage services

Eric Hemphill, Director of Traffic and Incident Management, presented staff's recommendation that the Board approve the request to advertise for insurance brokerage services and responded to questions from the Committee.

Director Carter made a motion for Committee approval of item 5. Director Levine seconded the motion. The Committee approved the motion unanimously.

6. Vendor selection for the following:

- A. Depository services

Cindy Demers, Director of Treasury Management, presented staff's recommendation that the Board approve the vendor selection for depository services and responded to questions from the Committee.

Director Levine made a motion for Committee approval of item 6. Director Carter seconded the motion. The Committee approved the motion unanimously.

7. Contract approval for the following:
  - A. Contract extension for payment processing services
  - B. Contract for lockbox services

Cindy Demers, Director of Treasury Management, presented staff's recommendation that the Board approve the contract extension for payment processing services and the contract for lockbox services and responded to questions from the Committee.

Director Carter made a motion for Committee approval of items 7A and B. Director Levine seconded the motion. The Committee approved the motion unanimously.

8. FY2021 Budget
  - A. FY2021 NTTA System Budget amendment
  - B. Authorization of payment for 360 Tollway maintenance
  - C. Work authorization amendments for collection agencies
  - D. Work authorization amendment for image review

Horatio Porter, Chief Financial Officer, presented staff's recommendation that the Board approve the FY2021 NTTA System Budget amendment, authorization of payment for 360 Tollway maintenance, work authorization amendments for collection agencies, and work authorization amendment for image review and responded to questions from the Committee.

Director Carter made a motion for Committee approval of items 7A, B, C, and D. Director Levine seconded the motion. The Committee approved the motion unanimously.

## **BRIEFINGS**

9. Pay off of revolving note with RBC

Cindy Demers, Director of Treasury Management, presented a briefing on the pay off of revolving note with RBC and responded to questions from the Committee.

This was a briefing item only, no action necessary.

10. Quarterly Financial and Investment Report 2nd Quarter 2021

Cindy Demers, Director of Treasury Management, presented a briefing on the Quarterly Financial and Investment Report 2nd Quarter 2021 and responded to questions from the Committee.

This was a briefing item only, no action necessary.

11. EXECUTIVE SESSION – Pursuant to Chapter 551, Subchapter D, Texas Government Code:

There were no executive session items.

12. Adjourn

The meeting adjourned at 10:58 a.m.

  
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Marcus Knight, Committee Chairman  
Finance, Audit, and Administration Committee

  
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Lorelei Griffith, Secretary