

NORTH TEXAS TOLLWAY AUTHORITY  
Customer Service, Projects, and Operations Committee Meeting Minutes  
March 2, 2023

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 North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, noticed as March 2, 2023 at 10:00 a.m.

1. Call to order and establishment of quorum

Committee Chairman Haddad called the meeting to order at 10:01 a.m. and established a quorum by calling the roll. The following committee members were in attendance:

Mojoy Haddad	Committee Chairman
Glen Whitley	Member
John Mahalik	Member

Director Lynn Gravley, \*Director Pete Kamp, \*Director Tex Quesada, and Director Jane Willard were also in attendance.

\*Director Pete Kamp and Director Tex Quesada attended by phone.

NTTA employees attending the Committee meeting were: James Hofmann, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison-Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Elizabeth Mow, Assistant Executive Director of Infrastructure; Dena Stroh, General Counsel; Jeff Dailey, Assistant Executive Director of Operations; Linh Truong, Senior Director of Internal Audit/Enterprise Risk; Brian Reich, Controller; Autavea Basey, Director of Human Resources; Juhi Chawla, Director of Information Technology; Amitis Meshkani, Director of Maintenance; Eric Hemphill, Director of Traffic and Incident Management; Kevin Banks, Director of Contact Center and Collections; John Bannerman, Director of Customer Care; Melanie Terrell, Assistant General Counsel; David Evans, Senior Director of Procurement Services and Business Diversity; and Moses Aito, Director of Business Diversity. Also present at the meeting representing NTTA were Tammy Sims, Atkins North America, Inc., Maintenance Management Consultant; Stephanie Halliday, HNTB, Project Management Consultant; and Greg Schaecher, McCall, Parkhurst & Horton, bond counsel.

2. Public comments not related to specific agenda items

Jesus Castellanos spoke to the Board about safety concerns of sign locations at 35W southbound before North 820 and westbound 183 after SH 360, which are not NTTA signs.

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

There were no comments.

4. Approval of the minutes from December 2022 Customer Service, Projects, and Operations Committee meeting

Director Mahalik made a motion to approve the minutes of the December 2022 Customer Service, Projects, and Operations Committee meeting. Director Whitley seconded the motion. The Committee approved the motion unanimously. (Resolution No. 23-16)

### **ACTION ITEMS**

5. Request to advertise for the following:
  - A. Construction services for Dallas North Tollway wall rehabilitation
  - B. Construction management services for Dallas North Tollway wall rehabilitation

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise for construction services and construction management services for Dallas North Tollway wall rehabilitation and responded to questions from the Committee.

Director Whitley made a motion for Committee approval of items 5A and B. Director Mahalik seconded the motion. The Committee approved the motion unanimously.

6. Contract approval for the following:
  - A. Fuel Card Services

Amitis Meshkani, Director of Maintenance, presented staff's recommendation that the Board approve the contract for fuel card services and responded to questions from the Committee.

Director Whitley made a motion for Committee approval of item 6A. Director Mahalik seconded the motion. The Committee approved the motion unanimously.

7. Assumption of 360 Tollway design/build and maintenance contracts

This item was presented after executive session.

8. 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 regarding:
    1. Assumption of 360 Tollway design/build and maintenance contracts

Committee Chairman Haddad called the Committee into executive session at 10:18 a.m. and reconvened the meeting into open session at 10:38 a.m. No final action, decision, or vote with regard to any matter was taken during the executive session.

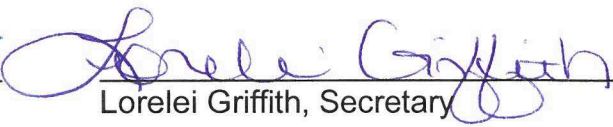
Dena Stroh, General Counsel, presented staff's recommendation that the Board approve the assumption of 360 Tollway design/build and maintenance contracts.

Director Mahalik made a motion for Committee approval of item 7. Director Whitley seconded the motion. The Committee approved the motion unanimously.

9. Adjourn

The meeting adjourned at 10:43 a.m.

  
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Moji Haddad, Committee Chairman,  
Customer Service, Projects, and  
Operations Committee

  
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Lorelei Griffith, Secretary