

Memorandum



CITY OF DALLAS

DATE May 10, 2013

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Area Rapid Transit Board Nomination/Appointment Process**

On Wednesday, May 15, 2013, the City Council will be briefed on the Dallas Area Rapid Transit Board Nomination/Appointment Process. Briefing materials are attached for your review.

Please contact me if you have any questions.

A handwritten signature in cursive script, appearing to read 'Rosa Rios'.

Rosa Rios
City Secretary

cc: Mary K. Suhm, City Manager
Thomas P. Perkins, Jr., City Attorney
Craig D. Kinton, City Auditor
Daniel Solis, Administrative Judge
A.C. Gonzalez, First Assistant City Manager
Ryan S. Evans, Assistant City Manager
Forest Turner, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Stephanie Cooper, Assistant to the City Manager
Frank Libro, Public Information Officer
Biliera Johnson, Assistant City Secretary
Jesus J. Salazar, Board and Commissions Manager, CSO



DALLAS AREA RAPID TRANSIT BOARD OF DIRECTORS APPOINTMENT PROCESS 2013-2015 TERM

May 15, 2013
City Council Briefing
City Secretary's Office



PURPOSE

The purpose of this briefing is to present an overview of the:

- 1) process for selecting appointees to the Dallas Area Rapid Transit (DART) Board of Directors for the 2013-2015 term
- 2) results of interview and appointment process results (ranking)



Boardmembers/Terms

- **The City of Dallas appoints 8 members to the board (Terms begin July 1)**
 - 2013 (2013 – 2015 term)
 - Place 4 - Claude R. Williams, Jr.
 - Place 5 - Pamela Dunlop Gates
 - Place 6 - Mingtzong “William” Tsao
 - Place 7 - William M. Velasco, II (shared member)
 - Place 8 - Jerry L. Christian, Sr.
 - 2014 (2014-2016 term)
 - Place 1 - Richard Carrizales
 - Place 2 - Robert W. Strauss
 - Place 3 – James Adams



TIMELINE

- February 7, 2013
 - Mayor notified City Council of appointment process to be used (Deadline for submission was 5:00 pm on **March 1, 2013**)
 - City Secretary's Office (CSO) requested nominating memo, resume and brief biographies of individuals to be considered for appointment (Maximum 15 (re)nominees from each Councilmember, 3 per place to be filled)
 - Places to be filled: 4, 5, 6, 7/Shared and 8 (All 2-year terms)

- February 15 & 22, 2013
 - CSO sent reminder of March 1, 2013 deadline to submit nominations

- February 19, 2013
 - Mayor sent additional memo expanding the appointment process



TIMELINE (Cont'd)

○ March 1, 2013

- Deadline for submitting nominations and resumes/biographies of individuals to serve on DART Board
- If biography or resume for a particular nominee not received by the deadline date/time, nomination considered incomplete and nominee not considered for review by the Transportation & Environment Council Committee (TEC)
- 8 nominees received by deadline, 1 nomination withdrawn

○ March 4 – April 19, 2013

- CSO notifies City Council of need to have all 8 nominees complete NEOGOV application by Friday, March 15, 2013
- Background checks conducted; all cleared
- Progress reports to City Council (March 22, 29, April 5, 12 and 19)
(City Council Break March 11 through March 22)



TIMELINE (Cont'd)

- April 12, 2013
 - Notebooks of DART Board nominees delivered to full City Council
- April 17, 2013
 - Memo sent reminding/inviting City Council to DART Board interviews
April 22, 2013
 - **City Councilmembers encouraged to participate in interviews**
- April 22, 2013
 - TEC interviewed 6 of 7 nominees
 - **City Councilmembers encouraged to participate in interviews**
- May 1, 2013
 - TEC interviewed remaining nominee
 - **City Councilmembers participated in interview**
 - TEC ranked all nominees
 - Ranking report provided to City Council



TIMELINE (Cont'd)

○ May 15, 2013

- Briefing on appointment/ranking process
 - TEC Chair announces ranking results with no recommendation
- Action item to possibly appoint new members (4 Dallas, 1 Shared) from list of interviewees
 - TEC Chair restates ranking results with no recommendation
 - Appointment options by motion (Ballot use is optional based on request by Mayor and/or City Councilmembers)
 - Top 5 from TEC ranking
 - Combination of nominees (must have been interviewed by TEC)
 - City Secretary assigns place numbers after appointments are made (Places 4, 5, 6, 7(shared) & 8)

Note: CSO may need time to develop ballots

○ May 22, 2013

- Available alternate appointment date



DALLAS AREA RAPID TRANSIT BOARD OF DIRECTORS APPOINTMENT PROCESS

QUESTIONS?