



Denton County Transportation Authority
1660 S. Stemmons., Suite 250
Lewisville, Texas 75067
(972) 221-4600
dcta.net

**Board of Directors
Work Session
June 26, 2014
2:15 p.m.**

1. Routine Briefing Items
 - a. Financial Reports
 - i. Financial Statements
 - ii. Capital Projects Fund
 - iii. Sales Tax Report
 - iv. Procurement Report
 - b. Communications and Marketing
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - c. Capital Projects Update
 - i. GTW Integration
 - ii. Where's My Ride
 - iii. Bus Operations and Maintenance Facility (O&M)
 - iv. Community Enhancements
 - v. Lewisville Bike Trail
 - vi. Positive Train Control (PTC)
 - vii. Station Improvements
 - d. Transit Operations
 - i. Rail Operations
 - ii. Bus Operations
2. Committee Reports
 - a. Finance – Chairman Dave Kovatch
3. Discussion of Regular Board Meeting Agenda Items (June 26, 2014)
4. Executive Session
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.

- b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
- 5. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 6. Discussion of Future Agenda Items
 - a. Board Member Requests

**Board of Directors
Regular Meeting**

June 26, 2014

3:00 p.m.*

**or immediately following Board Work Session*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

- 1. CONSENT AGENDA
 - a. Approval of Minutes
 - i. Board Meeting May 22, 2014
 - ii. Board Meeting June 10, 2014
 - b. Acceptance of Financial Reports
 - c. Approve Interlocal Agreement with the City of Denton for Fuel Management and Supply Services
- 2. REGULAR AGENDA
 - a. Authorize the President to Execute Agreement for Construction of Lease Space Improvements
- 3. CHAIR REPORT
 - a. Discussion of Regional Transportation Issues
- 4. PRESIDENT'S REPORT
 - a. Regional Transportation Update
 - b. Budget Transfers
- 5. REPORT ON ITEMS OF COMMUNITY INTEREST
 - a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations,

or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

6. CONVENE EXECUTIVE SESSION

- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.

7. RECONVENE OPEN SESSION

- a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

8. ADJOURN

**Chair – Charles Emery
Vice Chair – Paul Pomeroy**

**Secretary – Richard Huckaby
Treasurer – Dave Kovatch**

**Members – Skip Kalb, Doug Peach, Jim Robertson, Bill Walker, Daniel Peugh,
Richard Huckaby, Don Hartman, George A. Campbell, Allen Harris, Carter Wilson
President – Jim Cline**

The Denton County Transportation Authority meeting rooms are wheelchair accessible. Access to the building and special parking are available at the east entrance. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling Leslee Bachus at 972-221-4600 or e.mail lbachus@dcta.net

This notice was posted at 1660 S. Stemmons, Lewisville, Texas 75067 at a place convenient and readily accessible to the public at all times. Said notice was posted on 6/20/2014 at 1:44 PM.

Leslee Bachus, Executive Assistant



Board of Directors Memo

June 26, 2014

Subject: Work Session 1ai) Monthly Financial Reports

Background

The financial statements are presented to the Board of Directors on a monthly basis for acceptance. The reports presented for the period ending May 31, 2014 include the Statement of Change in Net Assets, Statement of Net Assets, and Capital Projects Fund. These reports provide a comparison of budget vs. actual for the fiscal year as of the current month.

The following are major variances which are annotated on the Statement of Change in Net Assets, Statement of Net Assets, and Capital Projects Fund:

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues – YTD favorable by \$53k reflecting GoPass deferred revenue being recognized in the current year.
- **Note B:** Contract Service Revenue – YTD unfavorable by (\$325k) because revenue hours were lower than budgeted in November, December, February and March partially offset by higher revenue hours in October, January, April and May. Actual YTD revenue hours were 36,069 compared to budgeted 38,992. For the month of May UNT revenue hours was favorable to budget by 38 hours (Budgeted 3,141; Actual 3,179). In addition, actual YTD fuel usage was 112,439 gallons compared to budget 127,642 gallons, down 12%. In FY14 fuel was budgeted at \$4.15/gallon. In May fuel was \$3.33/gallon.
- **Note C:** Sales Tax Revenue – May sales tax revenue is not yet received and is accrued for the month based on budget. Sales tax generated in May will be received in July. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of sales tax receipts for FY 14.
- **Note D:** Federal/State Grants – YTD favorable by \$1.2 million is the net of delays in capital project activities and drawdowns of FY13 formula grant funds for operating activities. The final FY13 apportionment was available in March 2014 for draw down. FTA grant revenue is recognized as reimbursements for expenditures as they occur. Changes in project timelines from what was originally anticipated in the budget results in a timing variance.
- **Note E:** Services – YTD favorable by \$813k due to advertising and legal expenses not expended as originally anticipated in the budget. These items will be expended throughout the fiscal year.
- **Note F:** Materials and Supplies – YTD favorable by \$834k mainly because fuel usage and price are below budget. Rail operations fuel is \$389k under budget because actual fuel prices have averaged \$3.07/gallon compared to the budgeted price of \$4.15/gallon. Bus operations fuel is \$340k under budget because actual fuel usage of 241k gallons is down 13% compared to 278k gallons budgeted. In addition, YTD fuel prices have averaged \$3.31/gallon compared to \$4.15/gallon budgeted.
- **Note G:** Leases and Rentals – YTD unfavorable by (\$15k) because June rent payments were made in May.

Capital Projects Fund

- The Capital Projects Fund schedule provides budget to actual comparisons for DCTA bus and rail capital projects. It provides information on a life-to-date basis for approved projects.


Identified Need


Provides the Board a review of DCTA's financial position and performance to budget.

Recommendation

Staff recommends acceptance.

Submitted by: Chrissy Nguyen
Senior Accountant

Final Review: 
Department Head

Approval: 
James C. Cline, Jr., P.E.
President

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date May 31, 2014
(Unaudited)

WS1ai

Description	Month Ended May 31, 2014			Year to Date May 31, 2014			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	109,533	108,582	951	976,254	923,071	53,183	1,375,663	Note A
Contract Service Revenue	194,473	206,427	(11,954)	2,096,234	2,420,919	(324,685)	3,298,781	Note B
Sales Tax Revenue	1,832,349	1,689,374	142,975	13,675,589	13,529,621	145,968	20,725,320	Note C
Federal/State Grants and Reimbursements	221,633	244,423	(22,791)	5,623,700	4,431,748	1,191,952	7,079,358	Note D
Total Revenue and Other Income	2,357,988	2,248,806	109,182	22,371,777	21,305,359	1,066,418	32,479,122	
Operating Expenses								
Salary, Wages and Benefits	635,799	675,632	39,833	5,322,220	5,591,541	269,321	8,329,943	
Services	108,599	120,311	11,711	1,293,901	2,106,431	812,530	2,724,636	Note E
Materials and Supplies	181,013	311,964	130,951	1,806,250	2,640,588	834,339	3,879,224	Note F
Utilities	25,199	37,318	12,119	228,727	298,543	69,816	472,015	
Insurance, Casualties and Losses	64,176	67,222	3,046	519,140	529,272	10,132	798,162	
Purchased Transportation Services	687,987	778,058	90,072	6,031,013	6,188,467	157,454	9,300,701	
Miscellaneous	7,400	16,436	9,036	62,695	161,086	98,391	243,085	
Leases and Rentals	13,205	12,919	(286)	147,860	132,940	(14,920)	284,615	Note G
Depreciation	722,688	722,345	(343)	5,777,130	5,780,958	3,828	8,668,090	
Total Operating Expenses	2,446,067	2,742,205	296,139	21,188,936	23,429,827	2,240,891	34,700,470	
Income Before Non-operating Revenue and Expense	(88,078)	(493,399)	405,320	1,182,841	(2,124,468)	3,307,310	(2,221,348)	
Non-Operating Revenues / (Expense)								
Investment Income	1,760	2,750	(990)	14,362	22,000	(7,638)	33,000	
Gain (Loss) Disposal of Assets	-	-	-	6,245	-	6,245	-	
Fare Evasion Fee	75	-	75	2,775	-	2,775	-	
Other Income - Miscellaneous	367	750	(383)	44,375	4,875	39,500	7,125	
Long Term Debt Interest/Expense	(137,034)	(234,970)	97,936	(905,731)	(1,687,969)	782,238	(2,627,850)	
Total Non-Operating Revenue / (Expense)	(134,832)	(231,470)	96,638	(837,974)	(1,661,094)	823,120	(2,587,725)	
Change in Net Assets	(222,910)	(724,868)	501,958	344,867	(3,785,562)	4,130,429	(4,809,073)	

Denton County Transportation Authority
Statement of Net Assets
As of May 31, 2014
(Unaudited)

	<u>May 31, 2014</u>	<u>April 30, 2014</u>	<u>Change</u>
Current Assets			
Cash & Cash Equivalents	7,603,303	9,333,756	(1,730,453)
Investments	7,061,960	5,134,052	1,927,908
Accounts & Notes Receivable	4,257,884	4,622,957	(365,073)
Prepaid Expenses	577,588	641,765	(64,176)
Inventory	34,939	59,541	(24,602)
Restricted Asset-Cash and Equivalents	4,493,347	4,496,035	(2,688)
Total Current Assets	<u>24,029,023</u>	<u>24,288,106</u>	<u>(259,084)</u>
Property, Plant and Equipment			
Land	16,228,337	16,228,337	-
Land Improvements	5,386,734	5,386,734	-
Machinery & Equipment	1,695,752	1,695,752	-
Leasehold Improvements	55,506	55,506	-
Vehicles	88,584,258	88,584,258	-
Computers & Software	262,676	262,676	-
Accumulated Depreciation	(26,637,436)	(25,914,747)	(722,688)
Total Property, Plant and Equipment	<u>85,575,828</u>	<u>86,298,516</u>	<u>(722,688)</u>
Other Non Current Assets			
Bond Fees	131,932	164,915	(32,983)
Total Other Non Current Assets	<u>131,932</u>	<u>164,915</u>	<u>(32,983)</u>
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	216,226,592	216,226,592	-
Construction in Progress	22,556,764	22,411,625	145,139
Total Capital Assets	<u>255,780,511</u>	<u>255,635,372</u>	<u>145,139</u>
Total Assets	<u>365,517,294</u>	<u>366,386,910</u>	<u>(869,616)</u>
Liabilities			
Current Liabilities			
Accounts Payable	1,071,888	1,320,248	(248,360)
Salary, Wages, and Benefits Payable	339,232	492,079	(152,847)
Accrued Expenses Payable	2,861,820	3,051,306	(189,486)
Deferred Revenues	218,316	228,380	(10,064)
Interest Payable	208,101	104,051	104,051
Total Current Liabilities	<u>4,699,358</u>	<u>5,196,064</u>	<u>(496,706)</u>
Non-Current Liabilities			
Rail Easement Payable	1,500,000	1,650,000	(150,000)
Retainage Payable	1,931,977	1,931,977	-
Bonds Payable	34,395,000	34,395,000	-
Total Non-Current Liabilities	<u>37,826,977</u>	<u>37,976,977</u>	<u>(150,000)</u>
Total Liabilities	<u>42,526,335</u>	<u>43,173,041</u>	<u>(646,706)</u>
Net Assets			
Invested in Capital Assets	305,306,546	305,306,546	-
Unrestricted Retained Earnings	17,339,546	17,339,546	-
Change in Net Assets	344,867	567,777	(222,910)
Total Equity	<u>322,990,959</u>	<u>323,213,869</u>	<u>(222,910)</u>
Total Liabilities and Equity	<u>365,517,294</u>	<u>366,386,910</u>	<u>(869,616)</u>

Capital Projects Fund - DCTA
Budget vs. Actual
As of May 31, 2014
(Cash Basis)

Work Session 1aii

	Original Budget	Revised Budget	May 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of May 2014 Close)
ASSETS						
Fixed Assets						
1660 · Construction Work in Progress						
5 · Bus Capital Projects						
50202 · Passenger Amenities (Phase 2)						
5020214 · Acquisition	174,011	229,326		139,063	90,263	61%
5020215 · Survey, Testing & Inspection				2,900	(2,900)	
5020216 · Construction			11,650	85,851	(85,851)	
5020226 · Furniture Fixtures & Equipment				142	(142)	
5020229 · Project Management			885	9,818	(9,818)	
Total 50202 · Passenger Amenities (Phase 2)	174,011	229,326	12,535	237,774	(8,448)	104%
50301 · Bus O&M Facility						
5030113 · Design	590,000	1,294,280		1,161,886	132,395	90%
5030115 · Survey, Testing, Inspection				112,957	(8,222)	108%
5030114 · Land Acquisition	1,164,310	1,173,451		1,184,450	(10,999)	101%
5030116 · Building Construction	4,745,690	5,648,243		5,190,412	457,831	92%
5030118 · Canopy Construction				-	-	0%
5030120 · Landscaping				542,513	(65,272)	112%
5030121 · Systems				333,294	(6,328)	102%
5030125 · Utilities				1,362,500	(227,569)	117%
5030126 · Furniture, Fixtures & Equipment	1,642,667			517,865	(172,301)	133%
5030128 · Contingency				275,895	275,895	0%
5030129 · Project Management			900	205,000	153,912	25%
5030131 · Insurance/Bonds				105,521	-	100%
5030132 · Mobilization				157,060	(8,325)	105%
5030133 · Legal Fees				360	(1,100)	406%
Total 50301 · Bus O&M Facility	8,142,667	11,720,717	900	11,200,800	519,917	96%
50303 · DDTC						
5030311 · Engineering				1,850	(1,850)	
5030314 · Acquisition	373,282	373,282	7,477	10,657	362,625	3%
Total 50303 · DDTC	373,282	373,282	7,477	12,507	360,775	3%
50406 · Where's My Ride						
5040614 · Acquisition	940,485	940,485	5,308	458,982	481,503	49%
5040629 · Project Management				8,087	(8,087)	
Total 50406 · Where's My Ride	940,485	940,485	5,308	467,068	473,417	50%
50502 · Fleet Replacement						
5050214 · Acquisition	1,968,500	3,411,592		2,982,327	429,265	87%
Total 50502 · Fleet Replacement	1,968,500	3,411,592	-	2,982,327	429,265	87%
50504 · Fleet Replacement (2014)						
5050414 · Acquisition	877,998	877,998		567,565	310,433	65%
Total 50504 · Fleet Replacement (2014)	877,998	877,998	-	567,565	310,433	65%
50408 · Bus Radios						
5040814 · Acquisition	137,457	137,457		-	137,457	0%
Total 50408 · Bus Radios	137,457	137,457	-	-	137,457	0%
Total 5 · Bus Capital Projects	12,614,400	17,690,857	26,220	15,468,042	2,222,815	87%

Budget vs. Actual

As of May 31, 2014

(Cash Basis)

	Original Budget	Revised Budget	May 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of May 2014 Close)
6 - Rail Construction						
61103 - Rail Grinding (2014)						
6110317 - Track & Civil Construction	192,000	192,000	96,622	103,987	88,013	54%
Total 61103 - Rail Grinding (2014)	192,000	192,000	96,622	103,987	88,013	54%
61206 - MedPark Extension	1,000,000	1,000,000	-	1,000,000	-	100%
61401 - Fare Collection Systems						
6140111 - Engineering	-	68,962		68,963	(1)	100%
6140114 - Acquisition	489,000	582,371		477,281	105,090	82%
6140115 - Installation	80,000	81,771		103,699	(21,928)	127%
Total 61401 - Fare Collection Systems	569,000	733,104	-	649,943	83,161	89%
61406 - Positive Train Control						
6140617 - Construction	13,492,026	19,397,536			19,397,536	0%
6140628 - Contingency	728,554	728,554			728,554	0%
6140629 - Project Management	2,097,992	2,097,992		756,664	1,341,328	36%
6140633 - Legal Fees	80,939	80,939			80,939	0%
6140636 - Vehicle Provisions	597,930	597,930		358,758	239,172	60%
6140621 - Systems	-	-		-	-	0%
Total 61406 - Positive Train Control	16,997,441	22,902,951	-	1,115,422	21,787,529	5%
61707 - Community Enhancements						
6170711 - Engineering	22,000	22,000		-	22,000	0%
6170712 - Preliminary Design	12,500	12,500		55,737	(43,237)	446%
6170713 - Final Design	15,000	15,000		66,741	(51,741)	445%
6170715 - Survey, Inspection & Testing	6,000	6,000		-	6,000	0%
6170716 - Building Construction	545,000	545,000		-	545,000	0%
6170720 - Landscaping	25,000	25,000		2,500	22,500	10%
6170726 - FF&E	10,000	10,000		-	10,000	0%
6170727 - Environmental Mitigation	4,000	4,000		-	4,000	0%
6170728 - Contingency	15,029	15,029		-	15,029	0%
6170729 - Project Management	85,088	85,088		1,658	83,430	2%
6170733 - Administration Fees	13,091	13,091		19,637	(6,546)	150%
Total 61707 - Community Enhancements	752,708	752,708	-	146,273	606,435	19%
61708 - Lewisville Bike Trail						
6170811 - Engineering	75,000	75,000		165,491	(90,491)	221%
6170812 - Preliminary Design	75,000	75,000		67,835	7,165	90%
6170813 - Final Design	41,000	41,000		-	41,000	0%
6170816 - Building Construction	2,045,991	2,045,991		-	2,045,991	0%
6170820 - Landscaping	21,000	21,000		-	21,000	0%
6170822 - Bridges	55,355	55,355		-	55,355	0%
6170823 - Crossings/Traffic Signals	200,000	200,000		-	200,000	0%
6170825 - Utilities	75,000	75,000		-	75,000	0%
6170826 - FF&E	3,000	3,000		-	3,000	0%
6170827 - Environmental Mitigation	28,800	28,800		-	28,800	0%
6170828 - Contingency	50,000	50,000		-	50,000	0%
6170829 - Project Management	394,454	394,454	180	3,083	391,371	1%
6170833 - Administration Fees	60,685	60,685		60,685	-	100%
Total 61708 - Lewisville Bike Trail	3,125,285	3,125,285	180	297,094	2,828,191	10%
61710 - HV Parking Expansion						
6171011 - Engineering	-	-	2,685	33,986	(33,986)	
6171029 - Project Management	-	-	1,710	1,800	(1,800)	
6171017 - Civil Construction	250,000	288,681		-	288,681	0%
Total 61710 - HV Parking Expansion	250,000	288,681	4,395	35,786	252,895	12%

Budget vs. ActualAs of May 31, 2014
(Cash Basis)

	Original Budget	Revised Budget	May 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of May 2014 Close)
60701 · Passenger Information						
6070114 · Acquisition	56,214	56,214		23,851	32,363	42%
Total 60701 · Passenger Information	56,214	56,214	-	23,851	32,363	42%
61711 · Rail Maintenance of Way (MOW)						
6171136 · Vehicle Provisions	-	-	12,558	14,317	(14,317)	
6171117 · Track & Civil Construction	150,000	150,000		35,358	114,642	24%
Total 61711 · Rail MOW	150,000	150,000	12,558	49,675	100,325	33%
61712 · Rail Maintenance of Equipment (MOE)						
6171215 · Survey, Testing, Inspection	-	-	5,164	13,426	(13,426)	
6171217 · Track & Civil Construction	585,000	585,000		8,262	576,738	1%
Total 61712 · Rail MOE	585,000	585,000	5,164	21,688	563,312	4%
61503 · Rail Single Car Operations						
6150315 · Survey, Testing, Inspection	101,800	101,800		18,417	83,383	18%
Total 61503 · Rail Single Car Operations	101,800	101,800	-	18,417	83,383	18%
61504 · Re-Railing Equipment						
6150415 · Acquisition	121,000	121,000		-	121,000	0%
Total 61504 · Re-Railing Equipment	121,000	121,000	-	-	121,000	0%
Total Rail Construction Projects	23,900,448	30,008,743	118,919	3,462,136	26,546,607	12%
Total 1660 · Construction Work in Progress	36,514,848	47,699,600	145,139	18,930,178	28,769,422	40%



Board of Directors Memo

June 26, 2014

Item:

Background

Sales tax represents the single largest source of revenue for DCTA, at 54.51% for FY14 budget. The annual Sales Tax budget is \$20,725,320. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month, receipts were favorable compared to budget.

- Sales tax for sales generated at retail in the month of April and received in June was \$1,777,141.
- This represents an increase of 8.75% or \$142,976 compared to budget for the month.
- Receipts are favorable 1.23% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$189,270 or 11.92% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 16.02%
 - City of Denton up 7.03%
 - Highland Village up 12.19%

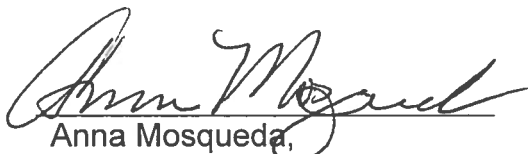
Need

Provides the Board of Directors a monthly status on Sales Tax collections.

Recommendation

For information only. No action required.

Final Review:


 Anna Mosqueda,
 CFO

**Denton County Transportation Authority (DCTA)
Sales Tax Report
Budget to Actual and Previous Year Comparison**

Sales Generated in Month of:	Received in Month of:	2013-2014 Year Budget	2013-2014 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,663,294	\$ 1,646,959	\$ (16,336)	-0.98%	\$ 1,637,689	\$ 9,270	0.57%
November	January	\$ 1,460,365	\$ 1,582,022	\$ 121,657	8.33%	\$ 1,437,884	\$ 144,138	10.02%
December	February	\$ 2,161,605	\$ 2,173,929	\$ 12,324	0.57%	\$ 2,128,329	\$ 45,600	2.14%
January	March	\$ 1,545,815	\$ 1,570,510	\$ 24,695	1.60%	\$ 1,501,720	\$ 68,790	4.58%
February	April	\$ 1,538,578	\$ 1,278,211	\$ (260,367)	-16.92%	\$ 1,494,663	\$ (216,452)	-14.48%
March	May	\$ 1,836,424	\$ 1,957,442	\$ 121,018	6.59%	\$ 1,785,090	\$ 172,352	9.66%
April	June	\$ 1,634,166	\$ 1,777,141	\$ 142,976	8.75%	\$ 1,587,871	\$ 189,270	11.92%
May	July	\$ 1,689,374				\$ 1,641,703		
June	August	\$ 1,876,393				\$ 1,824,064		
July	September	\$ 1,638,850				\$ 1,592,438		
August	October	\$ 1,741,243				\$ 1,692,280		
September	November	\$ 1,939,214				\$ 1,885,320		
YTD Total		\$ 20,725,320	\$ 11,986,215	\$ 145,968	1.23%	\$ 20,209,051	\$ 412,968	3.45%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
June 12, 2014

**Denton County Transportation Authority (DCTA)
Member Cities Sales Tax Report
Month Allocation is Received from Comptroller
Previous Year Comparison**

City of Lewisville					
Sales Generated in Month of:	Received in Month of:	2012-2013 Year Actual	2013-2014 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 2,371,150	\$ 2,412,800	\$ 41,651	1.76%
November	January	\$ 1,965,351	\$ 2,283,269	\$ 317,918	16.18%
December	February	\$ 3,085,264	\$ 3,094,980	\$ 9,716	0.31%
January	March	\$ 2,041,610	\$ 2,250,821	\$ 209,211	10.25%
February	April	\$ 2,102,744	\$ 1,476,738	\$ (626,007)	-29.77%
March	May	\$ 2,507,338	\$ 2,828,191	\$ 320,853	12.80%
April	June	\$ 2,214,494	\$ 2,569,274	\$ 354,780	16.02%
May	July	\$ 2,350,979			
June	August	\$ 2,611,642			
July	September	\$ 2,256,113			
August	October	\$ 2,407,746			
September	November	\$ 2,649,874			
YTD Total		\$ 28,564,305	\$ 16,916,074	\$ 628,123	3.86%

City of Highland Village					
Sales Generated in Month of:	Received in Month of:	2012-2013 Year Actual	2013-2014 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 250,036	\$ 242,975	\$ (7,061)	-2.82%
November	January	\$ 246,297	\$ 271,909	\$ 25,612	10.40%
December	February	\$ 413,314	\$ 415,312	\$ 1,998	0.48%
January	March	\$ 239,867	\$ 240,189	\$ 321	0.13%
February	April	\$ 215,912	\$ 231,225	\$ 15,313	7.09%
March	May	\$ 310,470	\$ 323,839	\$ 13,369	4.31%
April	June	\$ 240,403	\$ 269,705	\$ 29,302	12.19%
May	July	\$ 240,734			
June	August	\$ 318,280			
July	September	\$ 244,567			
August	October	\$ 244,339			
September	November	\$ 280,725			
YTD Total		\$ 3,244,944	\$ 1,995,154	\$ 78,854	4.11%

City of Denton					
Sales Generated in Month of:	Received in Month of:	2012-2013 Year Actual	2013-2014 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,947,110	\$ 1,858,283	\$ (88,827)	-4.56%
November	January	\$ 1,729,578	\$ 1,802,476	\$ 72,898	4.21%
December	February	\$ 2,521,245	\$ 2,657,999	\$ 136,754	5.42%
January	March	\$ 1,929,590	\$ 1,877,525	\$ (52,064)	-2.70%
February	April	\$ 1,843,927	\$ 1,940,004	\$ 96,078	5.21%
March	May	\$ 2,297,125	\$ 2,488,428	\$ 191,303	8.33%
April	June	\$ 1,940,931	\$ 2,077,345	\$ 136,414	7.03%
May	July	\$ 1,950,564			
June	August	\$ 2,236,264			
July	September	\$ 1,936,814			
August	October	\$ 2,091,400			
September	November	\$ 2,529,584			
YTD Total		\$ 24,954,131	\$ 14,702,060	\$ 492,555	3.47%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
June 12, 2014

**All Transit Agencies
Monthly Sales and Use Tax Comparison Summary**

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2014 Payments To Date	2013 Payments To Date	% Change
Houston MTA	1.00%	\$ 55,390,869.95	\$ 50,733,417.46	9.18%	\$ 344,210,493.13	\$ 320,343,479.30	7.45%
Dallas MTA	1.00%	\$ 39,164,925.49	\$ 35,774,146.00	9.48%	\$ 241,237,559.49	\$ 225,202,755.34	7.12%
Austin MTA	1.00%	\$ 16,198,026.28	\$ 13,259,463.59	22.16%	\$ 97,383,027.41	\$ 87,905,860.72	10.78%
San Antonio MTA	0.50%	\$ 10,905,252.98	\$ 9,035,746.93	20.69%	\$ 65,862,877.70	\$ 59,268,083.02	11.13%
San Antonio ATD	0.25%	\$ 4,871,115.51	\$ 4,151,205.28	17.34%	\$ 29,899,424.36	\$ 26,831,462.60	11.43%
Fort Worth MTA	0.50%	\$ 5,265,913.24	\$ 4,624,617.71	13.87%	\$ 31,081,532.37	\$ 28,982,996.12	7.24%
El Paso CTD	0.50%	\$ 3,081,092.56	\$ 2,966,714.79	3.86%	\$ 19,796,753.70	\$ 19,259,161.57	2.79%
Corpus Christi MTA	0.50%	\$ 2,754,297.54	\$ 2,462,052.00	11.87%	\$ 17,008,678.79	\$ 17,162,258.07	-0.89%
Denton CTA	0.50%	\$ 1,777,141.48	\$ 1,587,871.03	11.92%	\$ 10,339,256.17	\$ 9,935,557.82	4.06%
Laredo CTD	0.25%	\$ 666,730.09	\$ 627,663.19	6.22%	\$ 3,967,188.55	\$ 3,887,490.42	2.05%
TOTALS		\$ 140,075,365.12	\$ 125,222,897.98	11.86%	\$ 860,786,791.67	\$ 798,779,104.98	7.76%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
June 12, 2014



Board of Directors Memo
Item: 1(a)(iv) Procurement Status Report

June 26, 2014

Lewisville Hike and Bike Trail Project

The procurement was released on June 23rd with the bids due on July 16th. This project is construction of approximately 6.6 miles of hike and bike trail between the Highland Village/Lake Lewisville Rail Station south to the Hebron Rail Station. Portions of the trail will be constructed within the DCTA rail right-of-way and some within City of Lewisville right-of-way, including upgrades and improvements to existing trails. Items of work will include surveying, grading and drainage, cast-in-place concrete, pedestrian crossings, accessibility modifications, signal modifications and fencing. The project will be funded through a TxDOT grant.

Sign Blades and Decals

In preparation for the Where's My Ride project bus stop signage will be changed to incorporate the new branding image and bus stop location information. Approximately 400 signs throughout the service area will be changed to the new standard. A procurement for the new signage is currently available with quotes due on July 9th. The cost is anticipated to be \$15,000 and will be funded at 80% by an FTA grant. Staff will make the selection and award a contract administratively. The new signs should be in place in early September.

Submitted by:


 Athena Forrester, Procurement Manager

Final Review:


 Anna Mosqueda, CFO

Approval:


 James C. Cline, Jr., President



Board of Directors Memo

June 26, 2014

Item: 1(b) Communications and Marketing Update

Marketing & Communications Initiatives

35Express Construction Campaign & Initiatives
 Where's My Ride Planning & Marketing Coordination
 Internal Brand Communications
 Community Surveys & Data Analysis
 Main & Mill District Event Partnership Development
 Community Events Calendar Coordination
 Hickory Street Construction Marketing Campaign
 Summer Youth Pass Promotion
 Agency Branding Update Development
 August Service Changes Planning & Coordination

Passenger Information Development
 Fourth of July Staycation Contest Promotion
 University Orientations Coordination
 UNT Game Day Shuttle Partnership
 Agency General Brochure Development
 Agency Fact Sheets Development
 Passenger Newsletter (EnRoute News) Implementation
 APTA Adwheel Awards Development
 Mass Transit Awards Development

Regional Initiatives

NCTCOG Air North Texas
 NCTCOG Regional Transit Survey
 Regional Marketing & Communications Committee
 Veteran's Transportation & Community Living Initiative
 NCTCOG's Clean Air Action Day Promotion

NCTCOG Casual Carpool App
 GoPass Promotion & Passenger Tools Enhancement
 Regional "North Texas Travels"
 APTA's National Dump the Pump

Recent Events

28-May	Strickland Middle School Field Trip	150 attendees
30-May	UNT Transfer Orientation	300 attendees
3-June	Dump the Pump at Sounds of Lewisville	300 attendees
7-June	Celebrate Highland Village (Family Fish Out)	100 attendees
10-June	TWU New Student Orientation	487 attendees
12-June	Dump the Pump at Austin Street Truck Stop	75 attendees
12-June	TWU Orientation	436 attendees
13-June	Dump the Pump at Denton Twilight Tunes	125 attendees
17-June	UNT Freshman Orientation	600 attendees
19-June	National Dump the Pump Day	
21-June	Lewisville's Best Little Brewfest of Texas	
23-June	UNT Freshman Orientation	
24-June	TWU New Student Orientation	

Upcoming Events

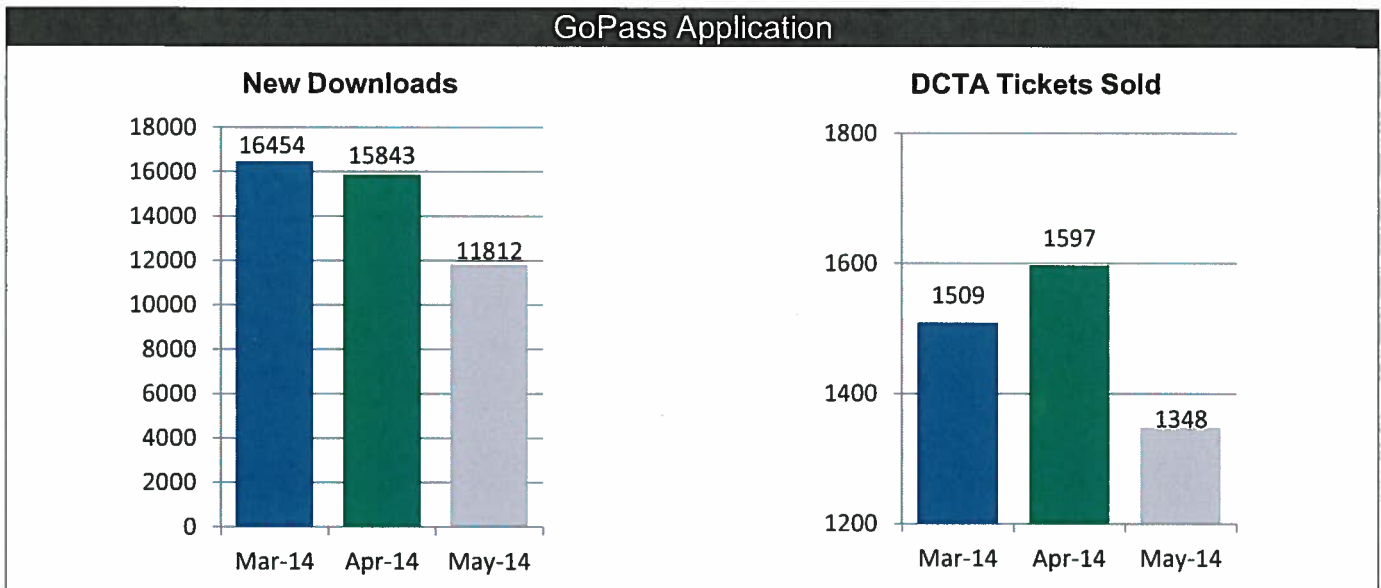
26-June	UNT Freshman Orientation
27-June	Clean Air Action Day
27-June	TWU New Student Orientation
2-July	UNT Transfer Orientation
8-July	UNT Freshman Orientation
14-July	UNT Freshman Orientation
17-July	UNT Freshman Orientation
25-July	UNT Transfer Orientation
29-July	UNT Freshman Orientation
1-Aug	UNT Transfer Orientation
5-Aug	TWU New Student Orientation
7-Aug	TWU New Student Orientation
13-Aug	DISD New Employment Reception
15-Aug	UNT Transfer Orientation
15-17 Aug	Highland Village Lions Balloon Festival

General DCTA Related Media

Articles Mentioning DCTA	41
Web Reach Per Million	438,846
YTD Web Reach Per Million	451,154
Month Total Ad Value	\$5,418
YTD Total Ad Value	\$159,357

Topic Highlights

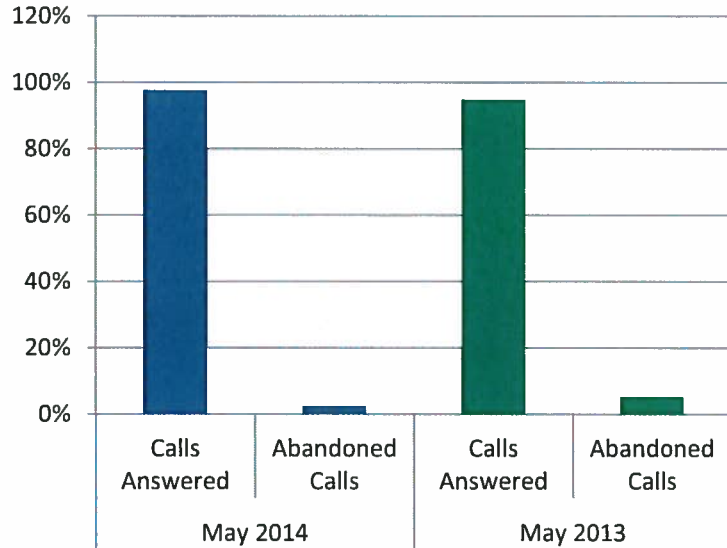
- Area agencies urge commuters to "Dump the Pump" and try transit
- DCTA 2014 summer youth passes available for purchase
- Huffines Communities Unveils Second Phase of Hebron 121 Station
- Groups coming together to form game-day experience



Call Center Statistics

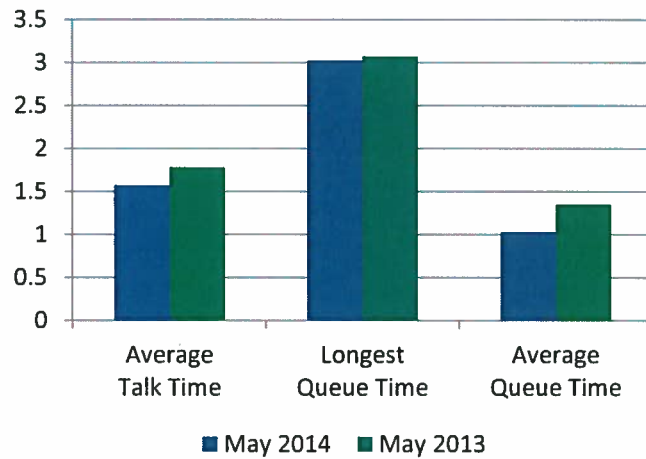
In May, DCTA's call center received 4,446 calls compared to the 4,400 calls that were recorded in the month of April. This is a 46% increase in call volume from the previous month. 4,290 of the calls recorded in May were answered and 107 were abandoned.

The target for answered calls is 90%. With a 98% rate of calls answered, this target was met this month.



DCTA's target talk time is three minutes. The longest queue time that we would like to see is three minutes. The ideal average queue time is 90 seconds.

Call Center Performance



GoRequest Statistics

DCTA had a total of 37 submissions into GoRequest during the month of May. This is a 16% increase from the month of April.

Accident / Safety / Security	1
Customer Service Information	2
Driver Conduct	3
Driving Skills	4
Lost and Found	2
On Time Performance	12
Other	8
Rail Safety	1
Route and Schedule Information	1
Stations / Shelters / Bus Stops	2
Ticket or Ticket Vending Machine Issue	1

Types of Submittals Breakout

Complaint	24
Compliment	3
Problem	3
Question	5
Suggestion	2

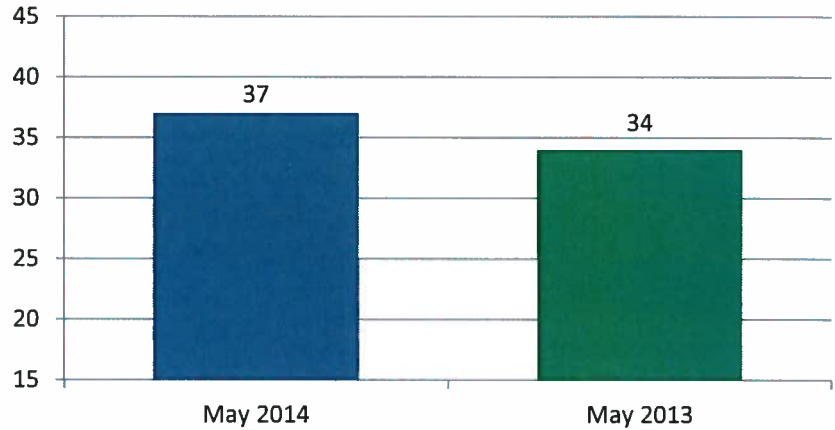
Complaints Per 10,000 Passengers

1.85	Complaints/10,000 Passengers
2.54	Total Requests / 10,000 Passengers

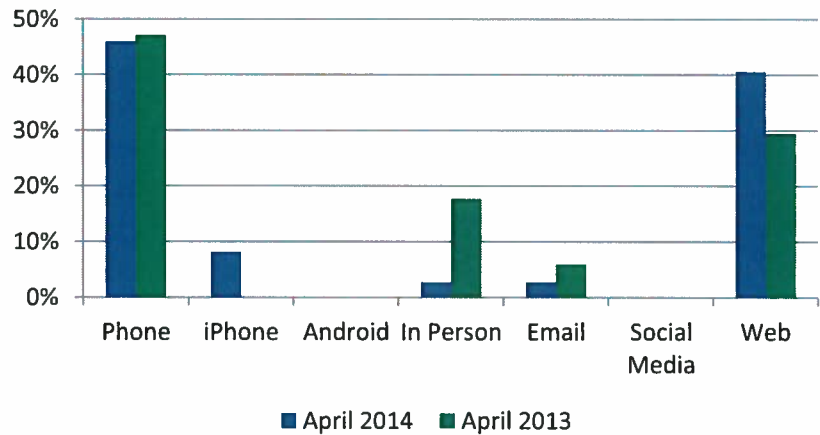
Complaint Topic Breakout

Accident / Safety / Security	0
Customer Service Information	2
Driver Conduct	2
Driving Skills	4
Lost and Found	0
On Time Performance	11
Other	4
Rail Safety	1
Route and Schedule Information	1
Stations / Shelters / Bus Stops	1
Ticket or Ticket Vending Machine Issue	1

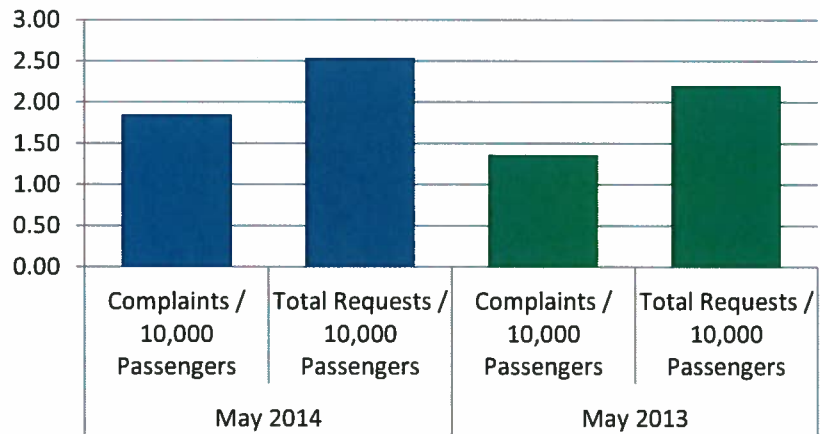
Number of Opened Requests



How Requests Are Reported



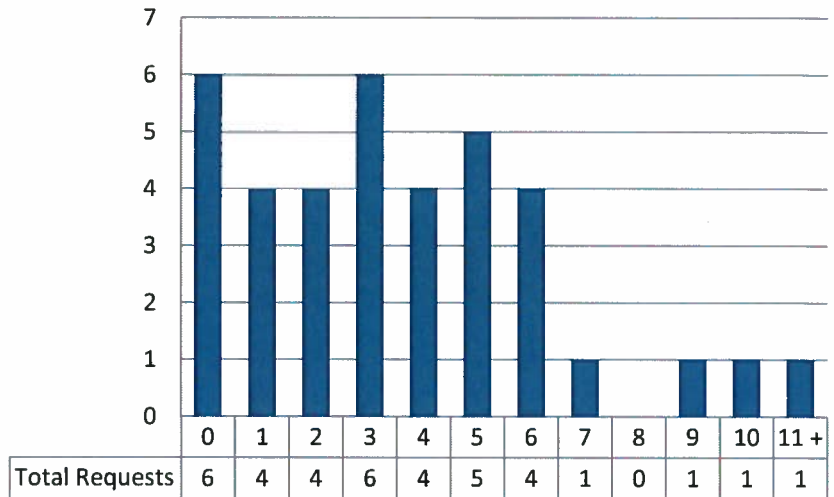
Requests Per 10,000 Passengers



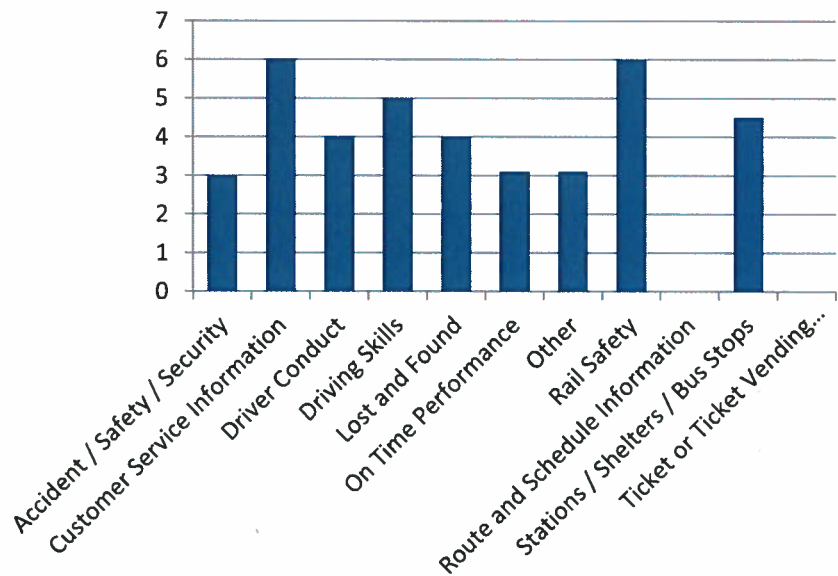
DCTA has a goal to close all requests within seven days. Ten days is the maximum number of days a request is allowed to remain unresolved.

In this reporting period it took, on average, 3.57 days to close out a request.

Number of Days to Close a Request



Average Number of Days to Close a Request



Submitted by: 
 Rusty Comer, Management Specialist

Approved by: 
 Kristina Brevard, Vice President,
 Marketing & Communications

Board of Directors Memo

June 26, 2014

Item: 1(c) Capital Projects Update

GTW Implementation

The enhanced shunting test plan for phase one was performed on April 27 in the Hebron area. The test yielded positive results. Additional testing was conducted on June 1, which also resulted in positive feedback. Phase 2 of testing is tentatively scheduled for October.

Where's My Ride

The A-train installation of Where's My Ride hardware is awaiting an additional capacitor to support the isolator for completion.

Electronic farebox operator training took place on June 10th. Active use of the fareboxes on Connect buses is expected in the coming weeks.

Training for all user types on the Where's My Ride system is scheduled to take place in late June. Prior to operator training, DCTA and Bus Operations staff will begin internal bus and train assignments in order to test the system and monitor schedule performance.

The next major milestone is release of Phase 2 of the software package on August 19th. Phase 2 includes the Passenger Prediction Portal and SMS/Smart Voice Integration. Phase 2 is expected to be released for passenger use in September 2014.

Bus Operations and Maintenance Facility

The building is fully operational and the contractor is working the final punch list. Contract close-out is in progress. We expect to have all punch-list items complete by the end of June.

Community Enhancements

We received approval to execute the contract on June 10th. A pre-construction meeting is scheduled for June 24th with the contractor and TxDOT in attendance. We expect to begin construction in July. Major landscaping will be rescheduled for September or October to avoid heat stress on the new plants and trees.

Lewisville Hike/Bike Trail

We received the final review comments from TxDOT. We anticipate issuing the RFP within the next two weeks so that we can make the contract letting date of July 29th.

Positive Train Control (PTC)

The evaluation process is continuing. DART purchasing staff has scheduled initial discussions with two bidders. Staff continues to work on the PTC 220 lease documents and the Interlocal Agreement.

Highland Village/Lewisville Lake Recreational Parking

A pre-construction meeting was held with the contractor, and DCTA on 5/23. We anticipate a June 17th start date with substantial completion by mid-August.

Bus Radios

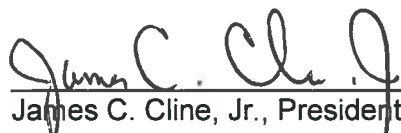
DCTA staff is compiling the documents in order to issue an RFP for the radios and associated materials.

North Hebron Drainage Improvements

The installation of additional rip-rap near the N. Hebron Control Point to prevent soil erosion was completed in May, at forty percent below budget. Of the 1500 tons of 36" rip-rap rock purchased for this project, there is approximately 200 tons leftover, which can be used on the right-of-way for washouts or other similar drainage problems.

**Rail Maintenance of Equipment**

The Contract Operator is scheduled to begin the first removal and replacement with the spare brake system on June 16th. Shipment to Europe for Clean, Oil, Test, & Stencil (COT&S) work is expected around June 20th.

Approved by: 
James C. Cline, Jr., President

Board of Directors Memo

June 26, 2014

Item: 1(d) Transit Operations Report

❖ RIDERSHIP

- DCTA carried 140,676 passengers system wide (rail and bus) in the month of May. This is almost a 9% decrease from overall ridership last year.
- The A-train carried 44,244 passengers during the month of May. This reflects an overall increase in ridership of 15.8% for the month of May 2014, when compared to May 2013.
- A-train Saturday ridership in May increased 54% compared to last year. There were moderate ridership increases on multiple Saturdays throughout the month of May contributing to the increase of monthly Saturday ridership. These moderate increases were likely attributed to National Train Day, Dallas Comic Con and Memorial Day holiday weekend.
- DCTA's bus system carried 96,432 passengers in May which is a 17% decrease from May 2013.
- Connect ridership experienced a 2.3% increase versus this same time period last year.
- NCTC ridership decreased 40% in May 2014 compared to May 2013. This maintains a downward trend since October 2013.
- Ridership on Connect RSVP decreased by 4.9% (or 12 boardings) in May 2014 relative to that same period in 2013. In general, Connect RSVP ridership has increased over time.
- Access boardings in May remained relatively the same (2616 boardings) in comparison to the previous year.
- UNT Shuttle continues to experience declines in ridership. Ridership decreased by 29.3% in May 2014 as compared to May 2013. This maintains a downward trend started in August 2012.

❖ SYSTEM ON-TIME PERFORMANCE

- May "On Time Performance" (OTP) for the A-train was 100%.
- May "On Time Performance" (OTP) for Connect service was 99%.

❖ SAFETY/SECURITY

- DCTA Rail Operations Injury-Free Workdays: 753 days
- DCTA Bus Operations Injury-Free Workdays: 125
- On May 23, a car was reported stuck on the tracks at Eagle Point Road. The car was removed and did not result in any train delays.

❖ PLANNING AND CUSTOMER SERVICE

- Hickory Street construction has caused a reroute of several bus routes in Denton.
- Construction on Highland Street has impacted UNT Shuttle routes and resulted in increased customer complaints. DCTA is working with UNT to manage the routes during construction and communicate detours to minimize disruption to the customer.

❖ MAINTENANCE

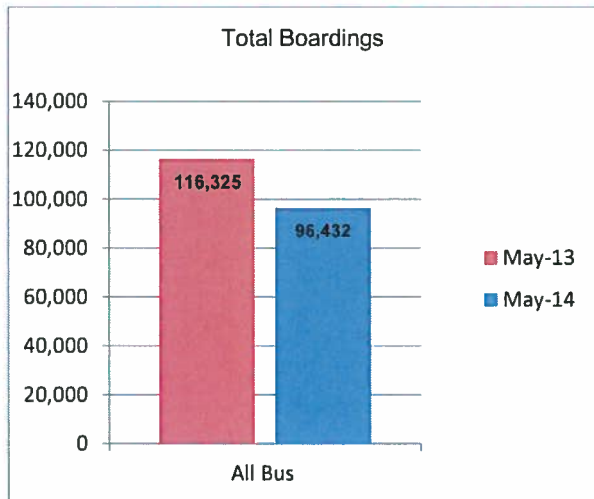
- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** There were no signal issues in May.
- **Stations:** DCTA contract operations (HTSI) continues to perform weekly safety inspections, which have not identified any major issues, and any minor aesthetic issues have been resolved (i.e. landscape maintenance, etc.).
- **Rail Mechanical:** DCTA contract operations (HTSI) reported no mechanical issues in the month of May.



Submitted By: Anne Mackinnon
Planning & Operations Staff

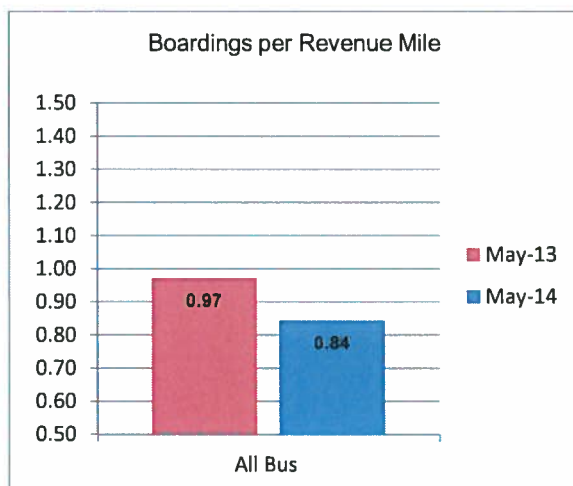
Approved By: Kristina Brevard
Kristina Brevard, Vice President

Total Bus



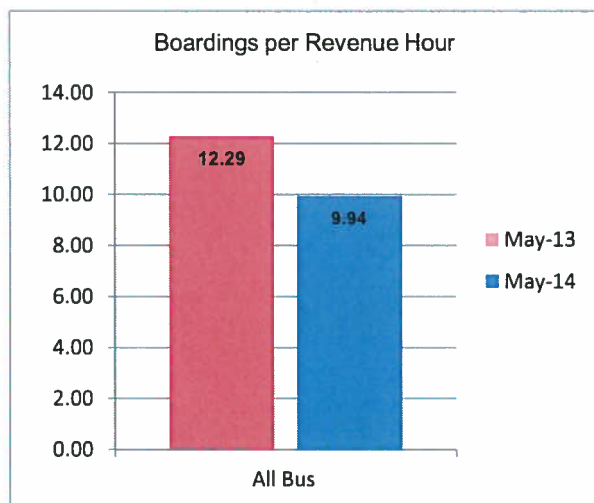
Total Bus: Total Boardings

Total boardings for all bus service dropped by over 17% (or by 19,893 boardings) when comparing May 2014 to 2013. Total boardings have been declining since August 2012. This drop can be explained by declining UNT boardings which represent about 51% of total fixed route boardings.



Total Bus: Boardings per Revenue Mile

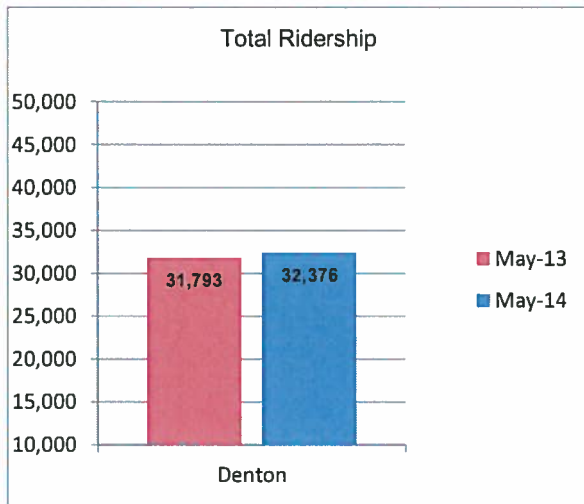
Overall in May, boardings per revenue mile dropped by over 13% when compared to the previous year. Schedule changes during this period may explain in part this drop. Schedules for routes 3, 4, 5, 7, and 8 were modified to allow more time at the DDTC to connect with the A-train. This resulted in fewer trips per weekday and a drop in productivity.



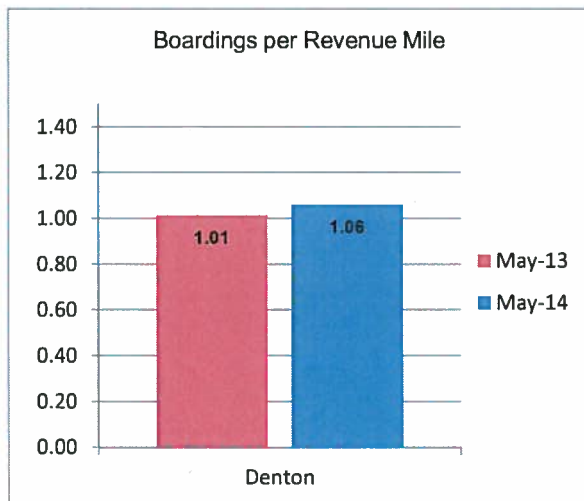
Total Bus: Boardings per Revenue Hour

In May, boardings per revenue hour decreased by over 19% from the previous year. Revenue hours increased to improve connections between Connect routes and the A-train which amplified the drop in ridership.

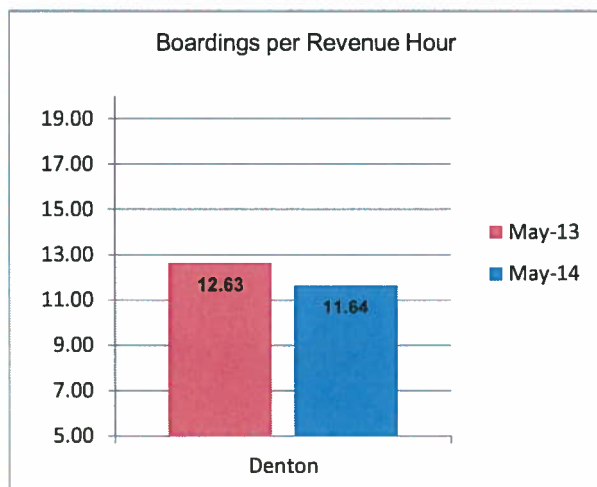
Connect Bus Service - Denton



Denton Connect: Total Ridership
 In May 2014, Denton routes carried slightly more passengers compared to 2013. As part of the January 2014 service changes, routes 1 and 6 schedules were expanded while routes 3, 4, 5, 7, and 8 provide fewer one-way trips per weekday. This has resulted in ridership increases for routes 1, 2, 3, 6, and 7 while routes 4, 5, 8, and 9 had a drop in ridership.

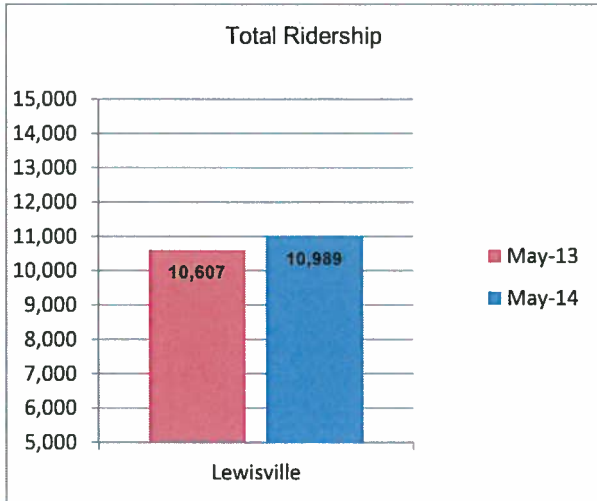


Denton Connect: Boardings per Revenue Mile
 In May, boardings per revenue mile increased by over 4% from the previous year. Denton routes provided slightly less revenue miles in May 2014 while ridership increased slightly for the same time period.



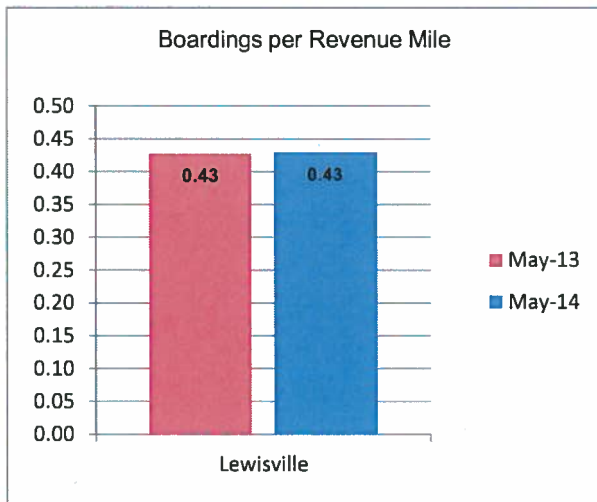
Denton Connect: Boardings per Revenue Hour
 In May 2014, boardings per revenue hour decreased by almost 8% from the previous year. During this period schedules for Denton routes were expanded (to provide more time to connect to the A-train) which decreased the number of one-way weekday trips. This resulted in revenue miles decreasing while revenue hours increased.

Connect Bus Service - Lewisville



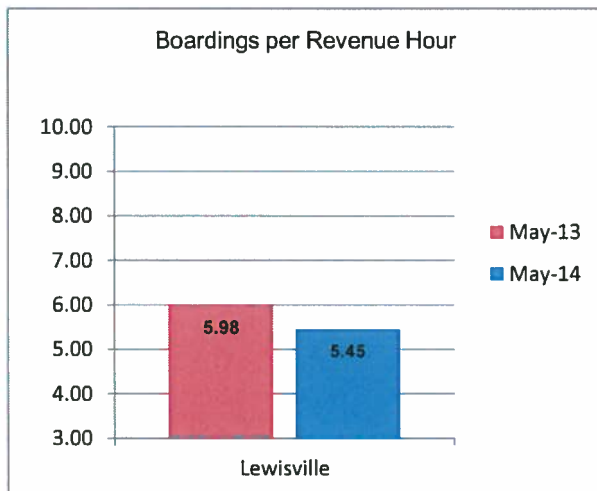
Lewisville Connect: Total Ridership

In May, boardings increased by over 3% (or by 382 boardings) when compared to the previous year. As part of the January 2014 service changes, mid-day service was added to routes 22 and 23.



Lewisville Connect: Boardings per Revenue Mile

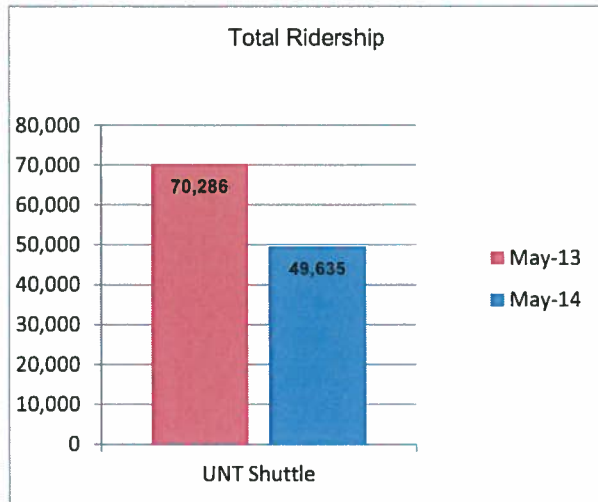
In May, boardings per revenue mile remained about the same when compared to 2013.



Lewisville Connect: Boardings per Revenue Hour

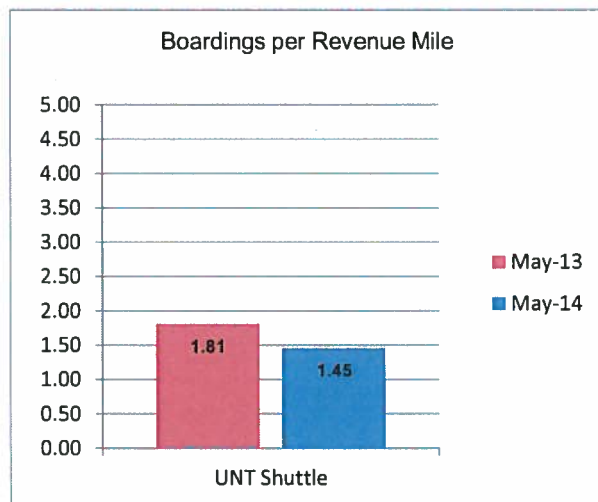
In May, boardings per revenue hour dropped by almost 9% from the previous year. As part of the January 2014 service changes, service was added to routes 22 and 23. Because this is new service, ridership has not grown as fast as revenue hours.

UNT Shuttle



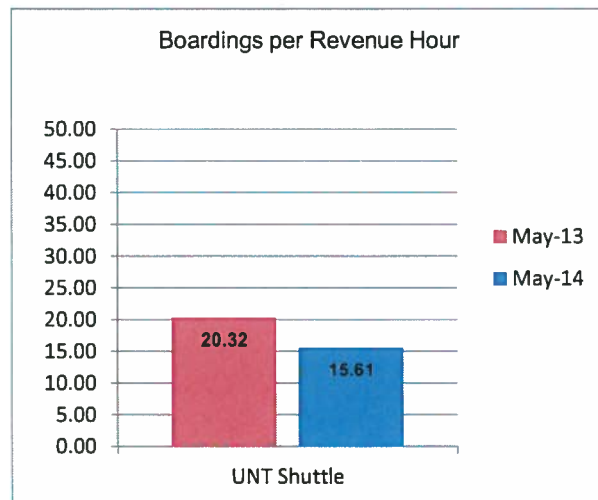
UNT Shuttle: Total Ridership

In May, UNT boardings decreased by over 29% (or by 20,651 boardings) relative to the previous year. This decline continues a downward trend which began in March 2013. To date the single largest drop occurred in December 2013 where boardings dropped by 49% relative to 2012. Schedule changes for UNT shuttles may help explain this drop in ridership.



UNT Shuttle: Boardings per Revenue Mile

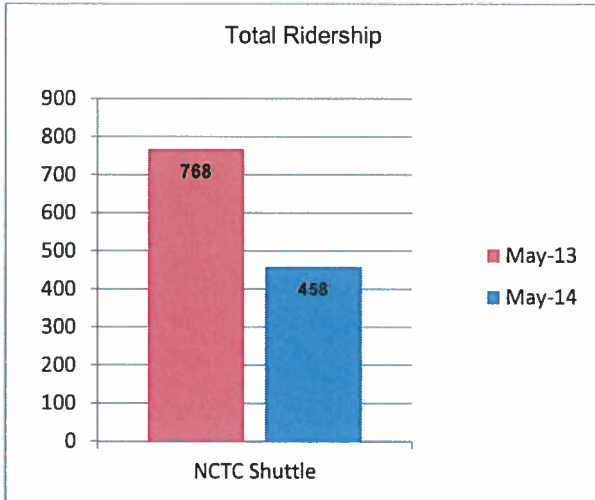
In May, boardings per revenue mile decreased by over 19% from the previous year. This was caused by boardings dropping faster than revenue miles (12% or by 4,695 miles).



UNT Shuttle: Boardings per Revenue Hour

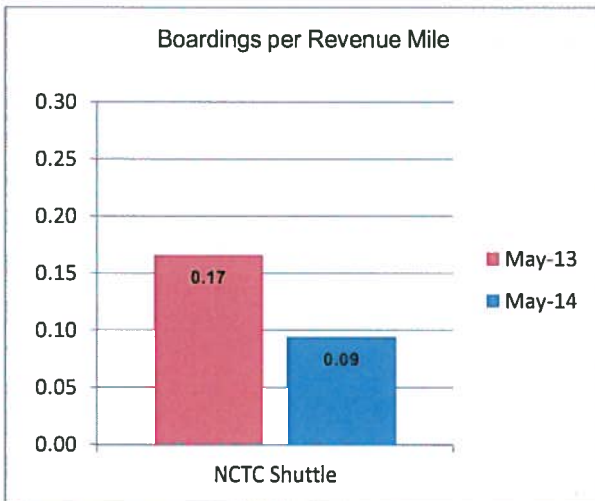
In May, boardings per revenue hour decreased by over 23% from the previous year. This resulted from boardings decreasing faster than revenue hours (8% or by 280 hours).

NCTC Shuttle



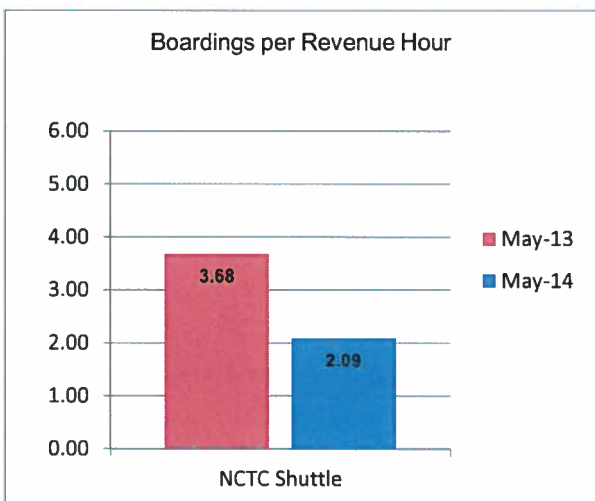
NCTC Shuttle: Total Ridership

In May, NCTC boardings dropped by over 40% (or by 310 boardings) when compared to 2013. In the past NCTC's Flower Mound and Corinth campuses offered different classes which required students to travel between campuses. In addition, some NCTC students traveled to UNT to supplement curriculums at NCTC's Flower Mound and Corinth campuses. Currently both NCTC campuses offer the same classes and those offered at UNT which may explain drops in ridership.



NCTC Shuttle: Boardings per Revenue Mile

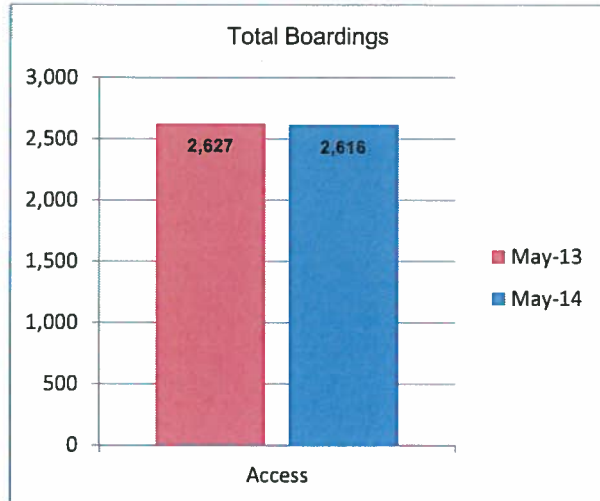
In May, boardings per revenue mile decreased by over 43% from the previous year. NCTC shuttle service traveled slightly more miles (by 5% or 231 miles) while carrying less passengers which may explain this drop in efficiency.



NCTC Shuttle: Boardings per Revenue Hour

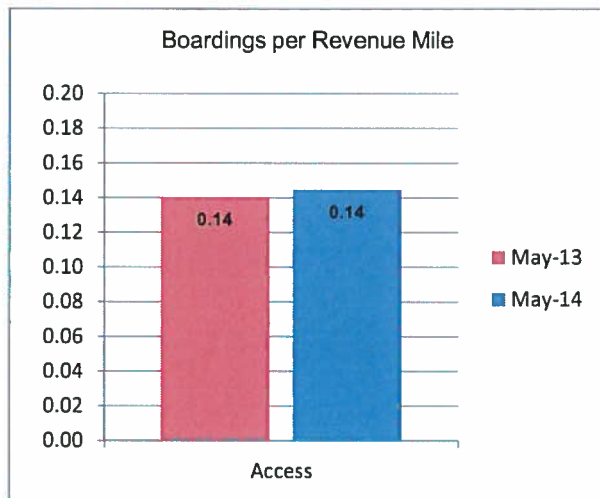
In May, boardings per revenue hour decreased by over 43% from the previous year. NCTC shuttle revenue hours increased slightly while boardings decreased. This rate difference amplified this drop in efficiency.

Access



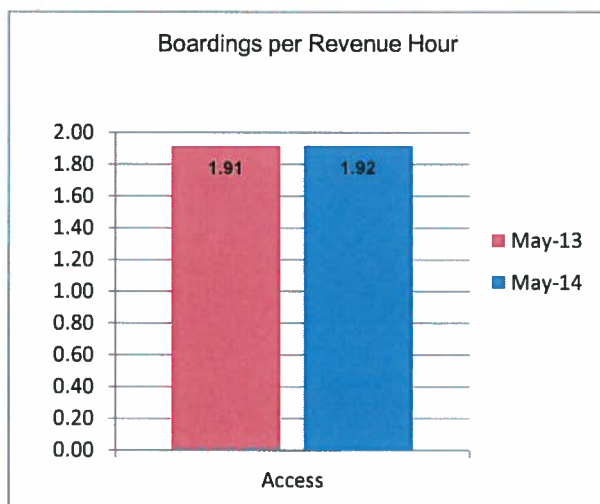
Access: Total Boardings

In May, boardings remained about the same relative to the previous year.



Access: Boardings per Revenue Mile

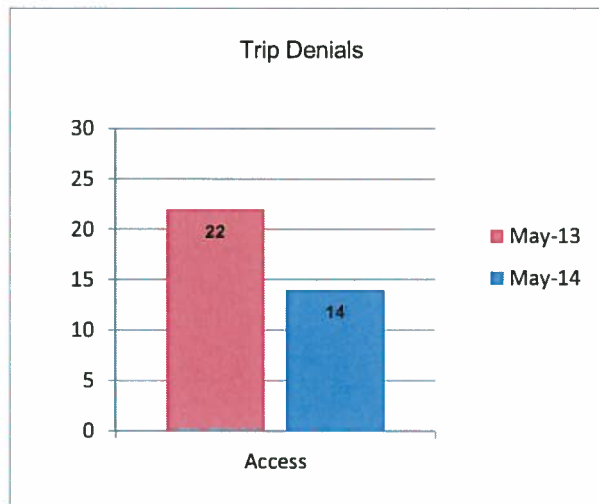
In May, boardings per revenue mile increased by 3% when compared to the previous year. Access carried about the same amount of passengers using 3.3% less miles (or by or 619 miles) in May 2014.



Access: Boardings per Revenue Hour

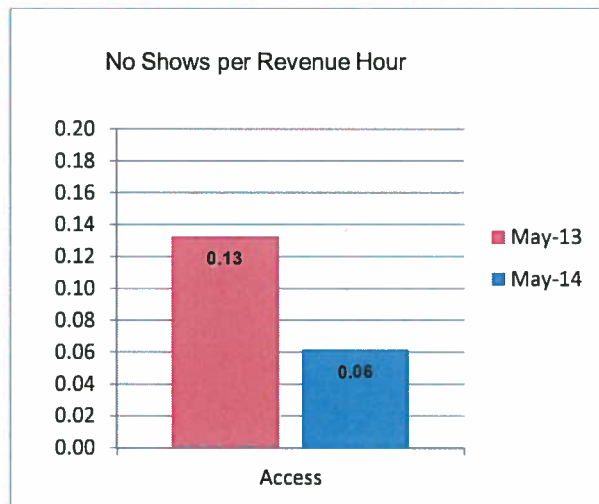
In May 2014, boardings per revenue hour indicated very little gains in efficiency. Revenue hours and boardings remained the about the same.

Access (Continued)



Access: Trip Denials

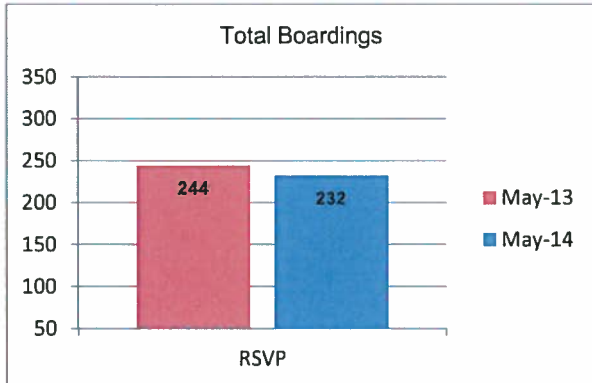
In May, non-ADA trip denials dropped by over 36% (or by 14 denials) when compared to 2013.



Access: No-Shows per Revenue Hour

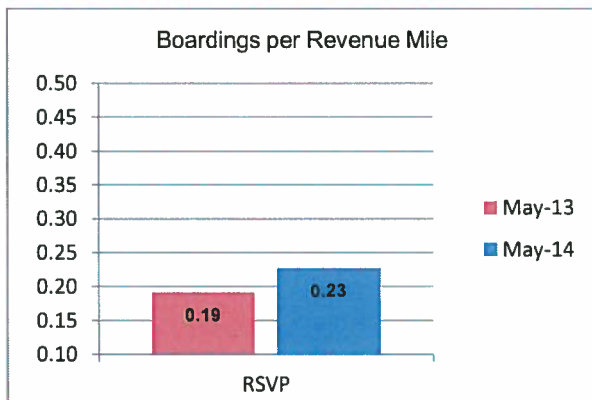
In May, the rate of no-shows per revenue hour decreased by over 53% from the previous year. No-shows dropped by almost 54% (or by 98 no-shows) while revenue hours remained about the same.

Connect RSVP



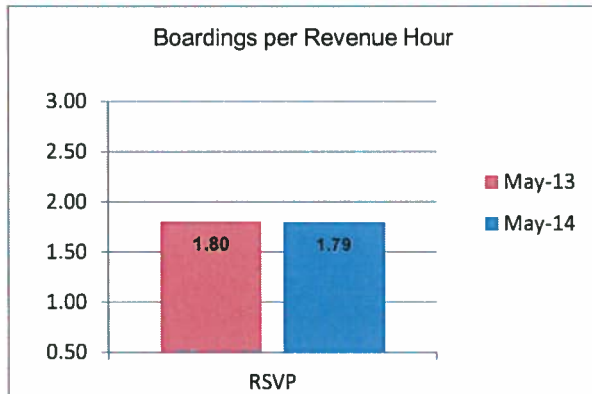
Connect RSVP : Total Boardings

In May, boardings dropped by almost 5% (or by 12 boardings) when compared to 2013.



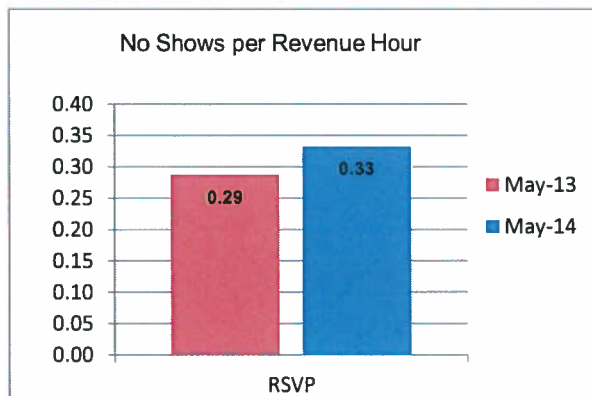
Connect RSVP : Boardings per Revenue Mile

Despite a drop in boardings, RSVP carried over 18% more passengers per revenue hour when comparing May 2014 to May 2013. This gain in efficiency resulted from boardings not decreasing as fast as revenue miles.



Connect RSVP: Boardings per Revenue Hour

In May, boardings per revenue hour remained about the same compared to 2013.



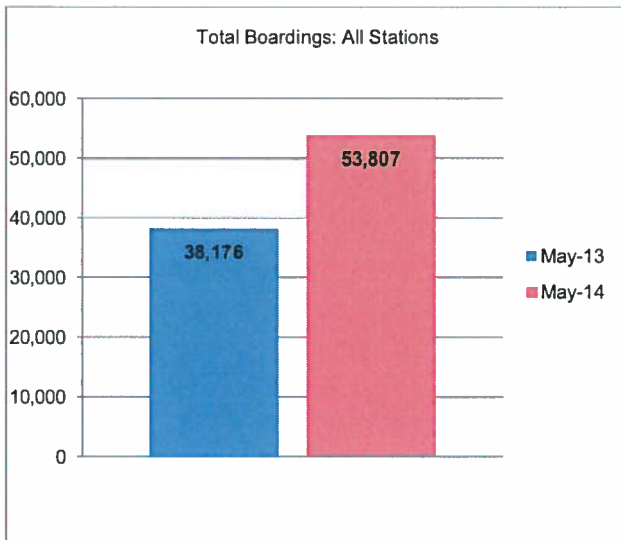
Connect RSVP: No-Shows per Revenue Hour

In May, No-shows per revenue hour increased by 15% from previous year. No-shows increased by 10% (or by 4 no-shows) while revenue hours dropped by 4% (or 6 hours).

All Stations

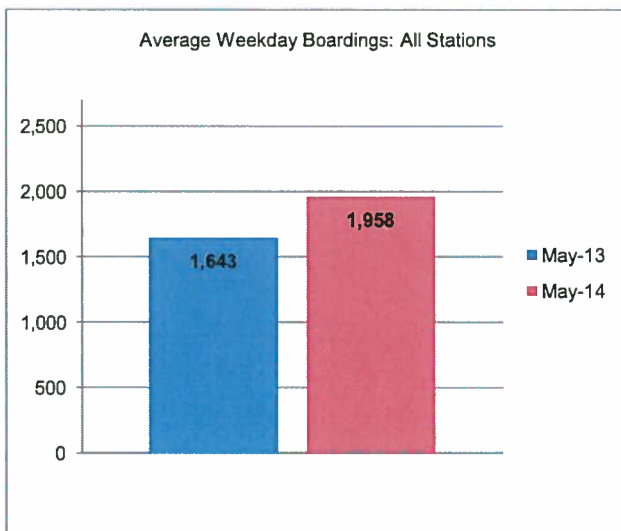
Total Boardings: All Stations

In May 2014, total boardings increased by almost 41% (or by 15,631 boardings) compared to 2013.



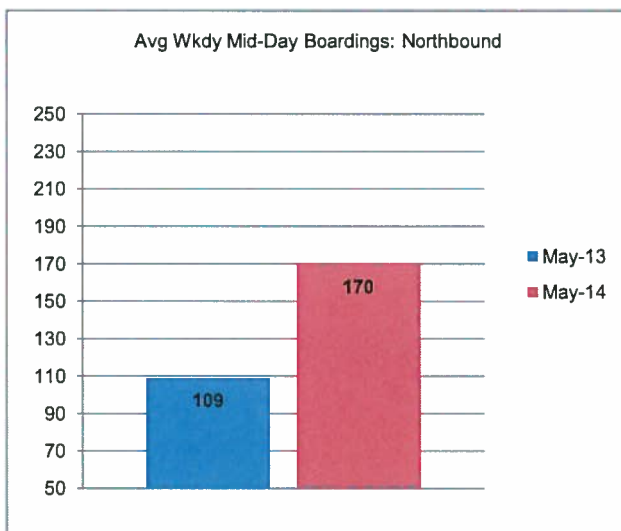
Average Weekday Boardings: All Stations

Average weekday boardings increased by over 19% (or by 314 boardings per weekday) from the previous year.

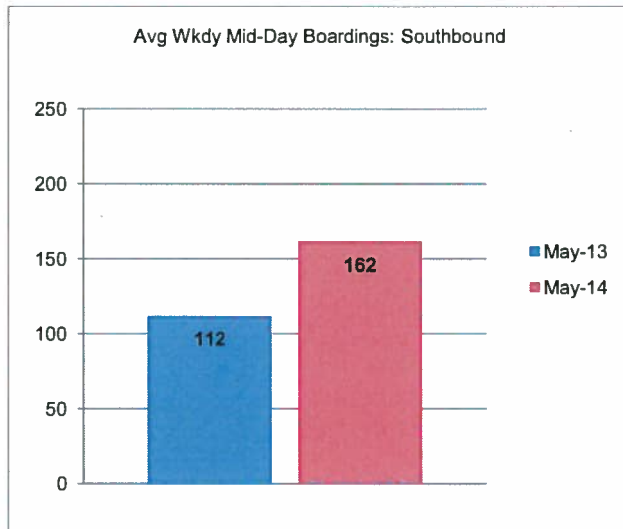


Average Weekday Mid-Day Boardings: Northbound

On an average weekday during the mid-day, boardings increased by 56% (or 61 boardings per day) on northbound trains from May 2013 to May 2014. From August 2013 to January 2014, one northbound train was added.

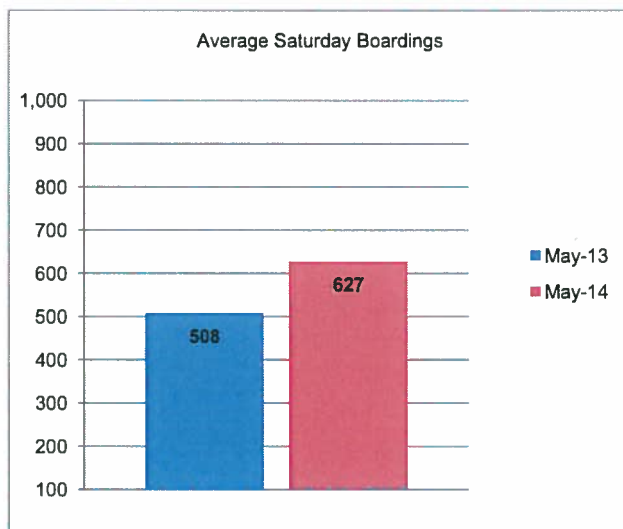


All Stations



Average Weekday Mid-Day Boardings: Southbound

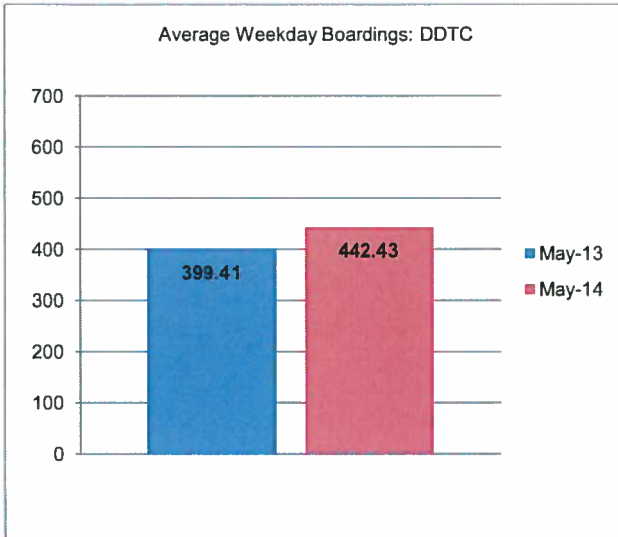
Average daily boardings during mid-day traveling southbound grew by 44% (or by 50 boardings per weekday). Between August 2013 and January 2014, two southbound trips were added during the mid-day.



Average Saturday Boardings: All Stations

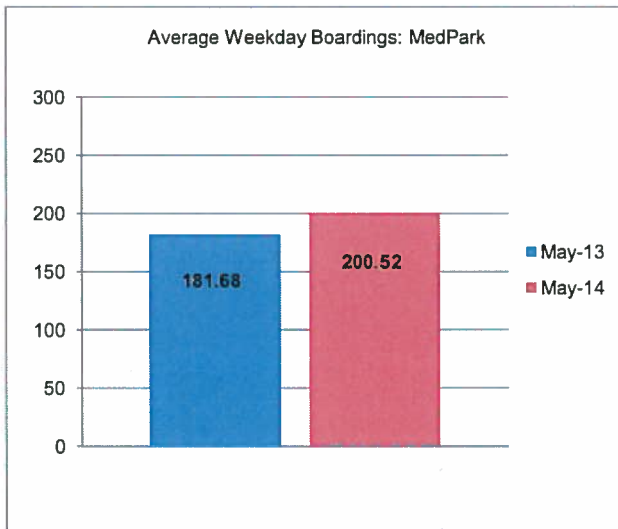
In May, average Saturday boardings increased by 23% (or by 119 boardings per Saturday) when compared to the previous year. The largest increase was at the Old Town Station which grew by 72% (or an average of 86 boardings per Saturday).

Station by Station



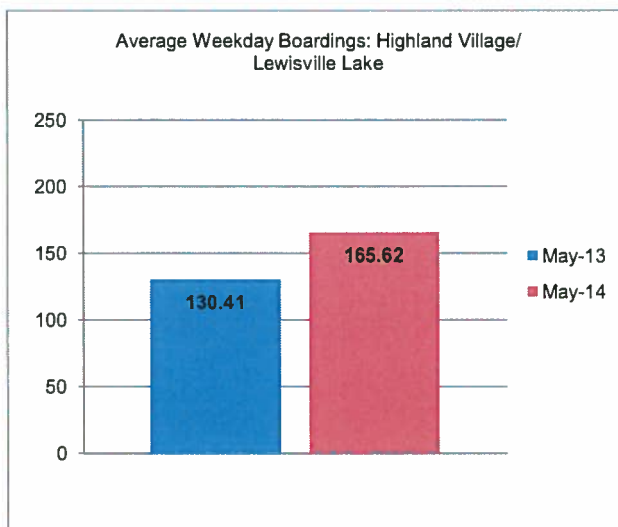
Average Weekday Boardings: DDTC

In May, average daily boardings at the DDTC increased by almost 11% (or by 43 boardings per weekday) when compared to the previous year.



Average Weekday Boardings: MedPark

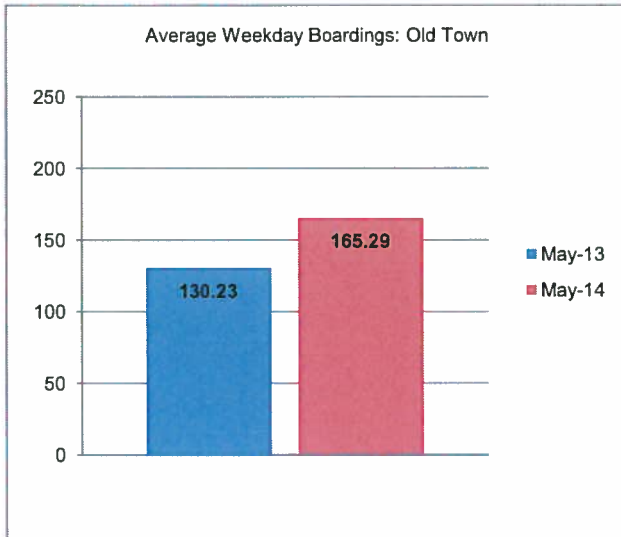
In May, average daily boardings at the MedPark Station increased by 10% (or by 19 boardings per day) when compared to the previous year.



Average Weekday Boardings: Highland Village/ Lewisville Lake

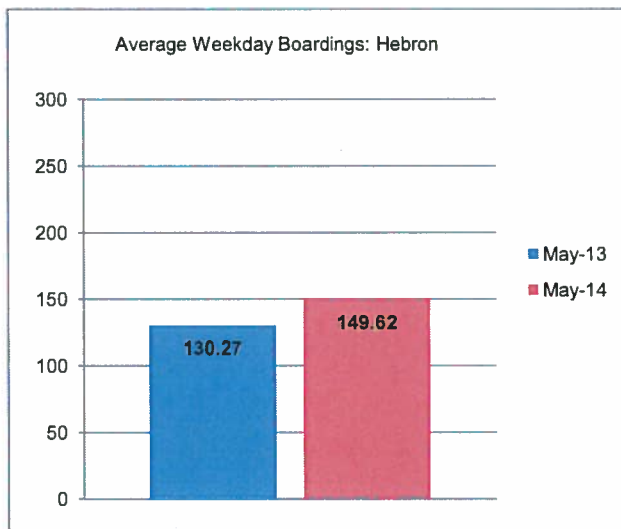
In May, average daily boardings at the Highland Village/Lewisville Lake Station increased by 27% (or by 35 boardings per day) when compared to last year.

Station by Station



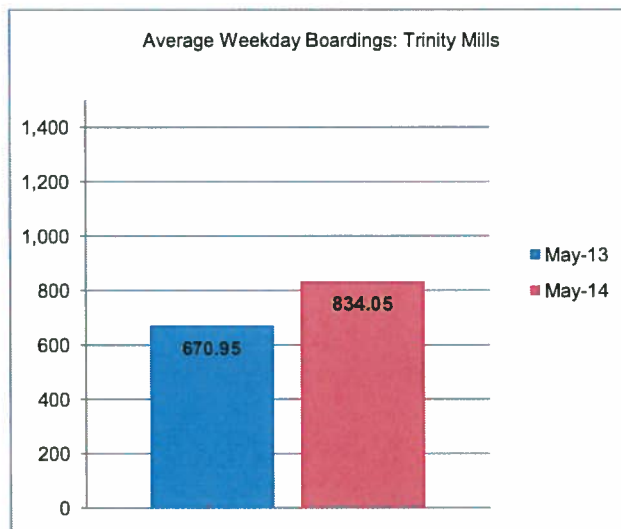
Average Weekday Boardings: Old Town

In May, average daily boardings at the Old Town Station increased by 27% (or by 35 boardings per weekday) compared to the previous year.



Average Weekday Boardings: Hebron

In May, the average daily boardings at the Hebron Station increased by 15% (or by 19 boardings per weekday) relative to last year.



Average Weekday Boardings: Trinity Mills

In May, average daily boardings at the Trinity Mills Station increased by over 24% (or by 163 boardings per weekday) compared to last year.



1660 S. Stemmons., Suite 250
Lewisville, Texas 75067
Ph: (972) 221-4600 Fax: (972) 221-4601

Denton County Transportation Authority
Board of Directors
Work Session and Board Meeting Minutes

Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 1:32 p.m. May 22, 2014 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village, *Vice-Chair*
Richard Huckaby, Denton, *Secretary*
Carter Wilson, Frisco
Doug Peach, Little Elm
Daniel Peugh, Corinth

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / Sr. VP Finance
Kristina Brevard, VP Marketing and
Communications

Legal Counsel

Pete Smith, General Counsel

Denton County at Large

Denton County Unincorporated

George A. Campbell
Don Hartman

Board Members Absent

Skip Kalb
Jim Robertson, Flower Mound
Dave Kovatch, Treasurer
Allen Harris, The Colony

Chairman Charles Emery called the meeting to order and announced the presence of a quorum.

1. Routine Briefing Items

- a. Financial Reports - Anna Mosqueda presented financial information
 - i. Financial Statements
 - ii. Capital Projects Fund
 - iii. Sales Tax Report
 - iv. Procurement Report

- b. Communications and Planning – Kristina Brevard reported on these items
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - c. Capital Projects Update - Jim Cline presented information on the following topics
 - i. GTW Integration
 - ii. Where's My Ride
 - iii. Bus Operations and Maintenance Facility (O&M)
 - iv. Community Enhancements
 - v. Lewisville Bike Trail
 - vi. Positive Train Control (PTC)
 - vii. Station Improvements
 - d. Transit Operations – Jim Cline provided an update
 - i. Rail Operations
 - ii. Bus Operations
2. Items for Discussion
- a. Strategic Mapping – “Where's My Ride” Update – Presentation introduced by Donna Bowers. Jordon Brock and Eric Evask presented an update and product demonstration. Board Members toured a DCTA Connect bus in the parking lot outfitted with hardware/software as part of this program.
 - b. Public Meeting Recap - Information provided by Kristina Brevard
 - c. Community Survey Results – Information provided by Kristina Brevard
 - d. DCTA Administrative Office Lease Termination and Relocation – Presentation by Jim Cline in Executive Session
3. Committee Reports
- a. Finance Committee – Anna Mosqueda presented the report in the absence of Committee Chair Dave Kovatch
 - b. Legislative – Chairman Charles Emery reported on Legislative Committee meeting and activities
4. Discussion of Regular Board Meeting Agenda Items (May 22, 2014) – no discussion
5. Executive Session - 3:10 p.m.
- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
 - b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
 - c. As authorized by Texas Government Code section 551.072 Deliberation Regarding Real Property – Discussion of Lease/Purchase of Property for DCTA Administrative Offices.

- d. Texas Government Code Section 551.072 Deliberation regarding Real Property: Lease of DCTA Property
- 6. Reconvene Open Session - 3:50 No Action
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 7. Discussion of Future Agenda Items
 - a. Board Member Requests – none



1660 S. Stemmons., Suite 250
Lewisville, Texas 75067

Denton County Transportation Authority
Board of Directors
Work Session and Board Meeting Minutes

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 3:55 p.m. May 22, 2014 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village, *Vice-Chair*
Richard Huckaby, Denton, *Secretary*
Carter Wilson, Frisco
Doug Peach, Little Elm
Daniel Peugh, Corinth

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / Sr. VP Finance
Kristina Brevard, VP Marketing and Communications

Legal Counsel

Pete Smith, General Counsel

Denton County at Large

Denton County Unincorporated

George A. Campbell
Don Hartman

Board Members Absent

Skip Kalb
Jim Robertson, Flower Mound
Dave Kovatch, Treasurer
Allen Harris, The Colony

CALL TO ORDER – Chairman Charles Emery called the meeting to order and announced the presence of a quorum of the Board.

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Doug Peach

INVOCATION – Charles Emery

WELCOME AND INTRODUCTION OF VISITORS – Jim Cline recognized visitors Jim Owen, ATU 1338, and Geary Robinson, Director of Parking and Transportation Services for UNT. Mr. Robinson introduced new Associate Director Parking and Transportation, Mary Mabry.

1. CONSENT AGENDA

- a. Approval of Minutes - Board Meeting April 24, 2014
-Motion to approve item 1a made by Richard Huckaby. 2nd by Doug Peach. Motion carried unanimously.
- b. Acceptance of Financial Reports
-Motion to approve item 1b made by Richard Huckaby. 2nd by George Campbell. Motion carried unanimously.
- c. Approval of LTK Task Order for Positive Train Control Implementation
- d. Authorize the President to execute a Fourth Amendment to Right of Entry and Possession, by and between the City of Denton (“City”) and the Denton County Transportation Authority (“DCTA”), dated April 17, 2012, granting DCTA access to the Downtown Denton Transit Center (“DDTC”) and certain lands surrounding the DDTC, located in the Hiram Sisco
-Motion to approve item 1c-d made by Richard Huckaby. 2nd by Doug Peach. Motion carried unanimously.

2. REGULAR AGENDA

- a. Discussion / Approval of Connect RSVP Policy
-Motion to Approve Connect RSVP Policy made by Paul Pomeroy. 2nd by Carter Wilson. Motion carried unanimously.
- b. Discussion / Approval of Resolution 14-03 adopting Title VI Program
-Motion to Approve Resolution 14-03 adopting Title VI Program made by Richard Huckaby. 2nd by Paul Pomeroy. Motion carried unanimously.
- c. Discussion / Approval of Annual Program of Projects
-Motion to Approve Annual Program of Projects made by Paul Pomeroy. 2nd by Daniel Peugh. Motion carried unanimously.
- d. Discussion / Approval of Resolution 14-02 adopting Fiscal Year 14 Revised Budget
-Motion to Approve Resolution 14-02 adopting Fiscal Year 14 Revised Budget made by Carter Wilson. 2nd by George Campbell. Motion carried unanimously.
- e. Discussion / Approval of DCTA Financial Policies
-Motion to Approve DCTA Financial Policies made by George Campbell. 2nd by Bill Walker. Motion carried unanimously.

3. CHAIR REPORT – Charles Emery gave an update Regional Transportation Issues
 - a. Discussion of Regional Transportation Issues

4. PRESIDENT’S REPORT – Jim Cline provided information on the following items
 - a. Regional Transportation Update
 - b. Budget Transfers
 - c. Long Range Service Plan Activities Update

5. REPORT ON ITEMS OF COMMUNITY INTEREST – none
 - a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

6. CONVENE EXECUTIVE SESSION - none
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.

7. RECONVENE OPEN SESSION – n/a
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

8. ADJOURN 4:14 p.m.

The minutes of the May 22, 2014 meeting of the Board of Directors were passed, and approved by a vote on this 26th day of June, 2014.

Charles Emery, Chairman

ATTEST

Richard Huckaby, Secretary



1660 S. Stemmons., Suite 250
Lewisville, Texas 75067
Ph: (972) 221-4600 Fax: (972) 221-4601

Denton County Transportation Authority
Board of Directors

Called Special Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 2:02 p.m. June 10, 2014 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Large Cities

Charles Emery, Lewisville, Chairman
Paul Pomeroy, Highland Village, *Vice-Chair*
Richard Huckaby, Denton, *Secretary*
Carter Wilson, Frisco
Doug Peach, Little Elm

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / Sr. VP Finance
Kristina Brevard, VP Marketing and
Communications

Legal Counsel

Joe Gorfida, General Counsel

Denton County at Large

Denton County Unincorporated

Don Hartman

Board Members Absent

Jim Robertson, Flower Mound
Dave Kovatch, Treasurer
Daniel Peugh, Corinth
George A. Campbell
Allen Harris, The Colony
Bill Walker
Skip Kalb

CALL TO ORDER 2:02 p.m. by Board Chair Charles Emery

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

1. Executive Session 2:02 p.m.

- a. As authorized by Texas Government Code section 551.072 Deliberation Regarding Real Property – Discussion of Lease/Purchase of Property for DCTA Administrative Offices.

- b. Texas Government Code Section 551.072 Deliberation regarding Real Property: Lease of DCTA Property
2. Reconvene Open Session 3:25 p.m.
- a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
 - i. Authorize President to Enter into Lease for Administrative Office Space.
-Motion made to Authorize President to execute a lease for administrative office space within the Fiscal Year 2014 budget plus 10% made by Richard Huckaby. 2nd by Doug Peach. Motion carried unanimously.
 - ii. Authorize President to Enter into a Lease of DCTA Property.
-Motion to authorize president to negotiate the lease or sale of property at DCTA Rail Operations and Maintenance Facility, provided no budget impact on DCTA or current rail service made by

ADJOURN

The minutes of the June 10, 2014 meeting of the Board of Directors were passed, and approved by a vote on this 26th day of June, 2014.

Charles Emery, Chairman

ATTEST

Richard Huckaby, Secretary



Board of Directors Memo

June 26, 2014

Subject: Authorize the President to an execute an Interlocal Agreement with City of Denton for purchase of fuel and fuel management supply services.

Background

DCTA purchases its fuel for bus operations under the City of Denton fuel contract. This will allow DCTA to continue purchase fuel for deliveries to the DCTA Bus Maintenance facility. Prior to the construction of the DCTA bus maintenance facility DCTA vehicles fueled at the City of Denton fueling sites and billing / reporting was handled by the City of Denton. DCTA received monthly fueling detail by bus as part of the monthly invoice. DCTA now receives fuel deliveries to its site under the City of Denton contract. This allows DCTA to continue to benefit by pooling fuel requirements with City of Denton and receive fuel management assistance. The Interlocal Agreement will remain in effect until terminated by either party.

Identified Need

Need to continue fuel purchases as part of a larger pool to benefit from volume purchases.

Financial Impact

Purchase of bulk fuel includes a 1.5% mark-up. The City of Denton will also provide contingency fuel at a markup of \$0.30 per gallon. Fuel is budgeted in the FY14 budget and the reduction in mark-up will result in some savings in fuel budget.


Committee Review

N/A.


Recommendation

Staff recommends the Board authorize the President to execute the Interlocal Agreement

Final Review:


 Anna Mosqueda, CFO-VP Finance

Approval:


 James C. Cline, Jr., P.E.,
 President