



Denton County Transportation Authority

****Note New Address****

**1955 Lakeway Dr., # 260
Lewisville, Texas 75057**

(972) 221-4600
dcta.net

**Board of Directors
Work Session
November 20, 2014
1:30 p.m.**

1. Routine Briefing Items

a. Financial Reports

- i. Employee Benefits Annual Update**
 - 1. Presentation / Discussion Texas County and Special District Retirement System (TCDRS) Representative regarding TCERS structure and investment strategies**
 - 2. Presentation / Discussion regarding recommendations for 2015 Employee Health Benefits**
- ii. Financial Statements**
- iii. Capital Projects Fund**
- iv. Sales Tax Report**
- v. Procurement Report**
- vi. Update on 2015 Triennial Review**

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**

- e. Strategic Planning / Development
 - i. Priority Projects Update
 - ii. Outreach Efforts
- 2. Committee Reports
 - a. Program Services – Chairman Paul Pomeroy
- 3. Items for Discussion
 - a. 2015 Board Meeting Calendar
 - b. January 2015 Service Changes
 - c. Agency Performance Metrics
 - d. State Legislative Agenda
- 4. Discussion of Regular Board Meeting Agenda Items (November 20, 2014)
- 5. 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.
 - c. Texas Government Code Section 551.072 Deliberation regarding Real Property: Lease of DCTA Property.
- 6. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 7. Discussion of Future Agenda Items
 - a. Board Member Requests

**Board of Directors
Regular Meeting**

November 20, 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 October 23, 2014
- b. Acceptance of Financial Reports
- c. Approve Award and Authorize the President to Execute a Contract for tires, new and recapped
- d. Approve Award and Authorize the President to Execute a Contract for Light Duty Sedans
- e. Approval of Agency Pledge in Support of Department of Transportation Human Trafficking Awareness

2. REGULAR AGENDA

- a. Approval of Resolution 14-08 Authorizing Participation in the Texas County and District Retirement System plan for 2015 and Authorize the President to Execute Plan Documents
- b. Authorize the President to execute all contracts for 2015 Employee Health and Ancillary Benefits
- c. Approval of Resolution 14-09 Authorizing Participation in Texas Municipal League MultiState Intergovernmental Employee Benefits Pool
- d. Discussion / Approval of State Legislative Agenda Revision

3. CHAIR REPORT

- a. Discussion of Regional Transportation Issues

4. PRESIDENT'S REPORT

- a. Regional Transportation Update
- b. Budget Transfers
- c. 2015 Board Retreat

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, Daniel Peugh,
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 main entrance. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by emailing lbachus@dcta.net or calling Leslee Bachus at 972-221-4600.

This notice was posted on 11/13/2014 at 12:00 PM.

Leslee Bachus, Executive Assistant



Board of Directors Memo

November 20, 2014

Item: WS 1(a) (i) (1) Presentation by Texas County and Districts Retirement System (TCDRS) Representative regarding TCERS structure and investment strategies


BACKGROUND:

Ms. Amy Campbell, Manager of Employer Services, Texas County and Districts Retirement System will present information regarding the Denton County Transportation Authority retirement plan performance, TCERS structure and investment strategies.

This is for information purpose to the Board for consideration of Board Agenda Item 2(a) Discussion and Approval of Resolution 14-08 Authorizing Participation in the Texas County and Districts Retirements System (TCERS) plan for 2015 and Authorize the President to Execute Plan Documents.

Staff: Shanna O'Gilvie
Program Manager, Human Resources and Grants

Final Review: Anna Mosqueda
Senior Vice President, Chief Financial Officer

Approval: 

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



Board of Directors Memo

November 20, 2014

Item: WS 1(a) (i) (2) Presentation by Holmes-Murphy Inc. regarding recommendations for 2015 Employee Health Benefits

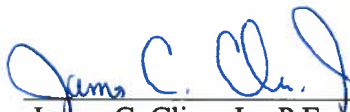
BACKGROUND:

Morgan Young , Vice President of Client Service, Holmes-Murphy, will present highlights on Health Care reform as well as recommendations for 2015 Employee Health Benefits Renewal.

This is for information purpose to the Board for consideration of Board Agenda Item 2(b) Discussion and Authorize the President to execute all contracts for 2015 Employee Health and Ancillary Benefits and 2(c) Approval of resolution 14-09 Authorizing Participation in Texas Municipal League MultiState Intergovernmental Employee Benefit Pool.

Staff: Shanna O’Gilvie
Program Manager, Human Resources and Grants

Final Review: Anna Mosqueda
Senior Vice President, Chief Financial Officer

Approval: 

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



Board of Directors Memo

November 20, 2014

Subject: Work Session 1aii) Monthly Financial Reports

Background

The financial statements are presented monthly to the Board of Directors for acceptance. The reports presented for the period ending October 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 slightly favorable by \$1k. October actual ridership of 413k is 5% more than budgeted ridership of 395k.
- **Note B:** Contract Service Revenue – YTD unfavorable by (\$24k) because actual fuel usage and price are lower than budgeted. Billed usage was 20,017 gallons compared to budgeted 22,475 gallons, down 11%.
- **Note C:** Sales Tax Revenue – October sales tax revenue is not yet received and is accrued for the month based on budget. Sales tax generated in October will be received in December. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of FY14 sales tax receipts collected through November.
- **Note D:** Federal/State Grants – YTD unfavorable by (\$269k) is due to delays in the timing of capital projects as anticipated in the budget. Expenses and corresponding reimbursements for Bus Radios (\$104k), Where's My Ride (\$50k), Access software (\$44k), Lewisville Hike & Bike Trail (\$35k), and Passenger Information (\$11k) were less than anticipated. As additional expenses for these projects are incurred, reimbursement will be requested.
- **Note E:** Services – YTD favorable by \$364k due to a delay in expenses for IT training and consulting (\$28k), bandwidth upgrade (\$37k), transit planning support (\$25k), advertising (\$48k), marketing professional services and printing (\$162k). These expenses will be incurred in the coming months.
- **Note F:** Materials and Supplies – YTD favorable by \$276k mainly due to a delay in expenses for Stadler tool purchases (\$71k); bandwidth, phone system, and content management supplies (\$85k); and tablet replacements (\$24k). Bus operations fuel is \$51k under budget primarily because October fuel prices averaged \$2.82/gallon compared to \$4.00/gallon budgeted.
- **Note G:** Leases & Rentals – YTD unfavorable by (\$10k) because November rent was prepaid in October.

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

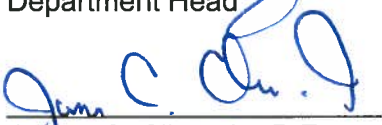
Provides the Board a review of DCTA's financial position and performance to budget.

Recommendation

Staff recommends acceptance.

Submitted by: Marisa Perry, CPA 
Accounting Manager

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 October 31, 2014
(Unaudited)

WS1ail

Description	Month Ended October 31, 2014			Year to Date October 31, 2014			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	163,867	162,952	915	163,867	162,952	915	1,515,377	Note A
Contract Service Revenue	402,004	426,472	(24,468)	402,004	426,472	(24,468)	3,259,635	Note B
Sales Tax Revenue	1,713,193	1,713,193	-	1,713,193	1,713,193	-	21,347,080	Note C
Federal/State Grants and Reimbursements	455,392	723,994	(268,602)	455,392	723,994	(268,602)	18,975,801	Note D
Total Revenue and Other Income	2,734,457	3,026,611	(292,154)	2,734,457	3,026,611	(292,154)	45,097,893	
Operating Expenses								
Salary, Wages and Benefits	725,611	830,205	104,594	725,611	830,205	104,594	9,173,856	
Services	73,272	437,049	363,778	73,272	437,049	363,778	2,189,250	Note E
Materials and Supplies	279,078	555,015	275,937	279,078	555,015	275,937	4,160,775	Note F
Utilities	6,234	39,612	33,378	6,234	39,612	33,378	452,149	
Insurance, Casualties and Losses	64,212	64,121	(91)	64,212	64,121	(91)	778,013	
Purchased Transportation Services	814,423	814,423	-	814,423	814,423	-	9,853,077	
Miscellaneous	2,470	33,551	31,081	2,470	33,551	31,081	245,476	
Leases and Rentals	18,955	8,934	(10,021)	18,955	8,934	(10,021)	207,205	Note G
Depreciation	723,811	794,360	70,549	723,811	794,360	70,549	9,503,440	
Total Operating Expenses	2,708,066	3,577,271	869,205	2,708,066	3,577,271	869,205	36,563,241	
Income Before Non-operating Revenue and Expense	26,391	(550,660)	577,050	26,391	(550,660)	577,050	8,534,652	
Non-Operating Revenues / (Expense)								
Investment Income	3,520	2,750	770	3,520	2,750	770	33,000	
Gain (Loss) Disposal of Assets	75	-	75	75	-	75	-	
Fare Evasion Fee	450	525	(75)	450	525	(75)	6,300	
Other Income - Miscellaneous	9,777	-	9,777	9,777	-	9,777	-	
Long Term Debt Interest/Expense	(100,992)	(226,825)	125,833	(100,992)	(226,825)	125,833	(2,721,899)	
Total Non-Operating Revenue / (Expense)	(87,170)	(223,550)	136,380	(87,170)	(223,550)	136,380	(2,682,599)	
Change in Net Assets	(60,779)	(774,210)	713,431	(60,779)	(774,210)	713,431	5,852,053	

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

	<u>October 31, 2014</u>	<u>September 30, 2014</u>	<u>Change</u>
Current Assets			
Cash & Cash Equivalents	10,195,724	9,195,354	1,000,370
Investments	4,931,650	6,317,810	(1,386,160)
Accounts & Notes Receivable	5,565,988	5,732,335	(166,347)
Prepaid Expenses	265,912	338,872	(72,960)
Inventory	16,876	16,855	21
Restricted Asset-Cash and Equivalents	4,139,187	3,470,160	669,027
Total Current Assets	<u>25,115,336</u>	<u>25,071,386</u>	43,950
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	(30,249,752)	(29,525,940)	(723,811)
Total Property, Plant and Equipment	<u>81,963,512</u>	<u>82,687,323</u>	(723,811)
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	217,330,579	217,330,579	-
Construction in Progress	22,854,122	22,907,572	(53,450)
Total Capital Assets	<u>257,181,856</u>	<u>257,235,306</u>	(53,450)
Total Assets	<u><u>364,260,703</u></u>	<u><u>364,994,014</u></u>	<u>(733,311)</u>
Liabilities			
Current Liabilities			
Accounts Payable	1,673,975	3,358,837	(1,684,862)
Salary, Wages, and Benefits Payable	383,106	499,788	(116,682)
Accrued Expenses Payable	3,092,445	2,038,398	1,054,046
Deferred Revenues	169,970	195,995	(26,025)
Interest Payable	100,992	-	100,992
Total Current Liabilities	<u>5,420,487</u>	<u>6,093,019</u>	(672,532)
Non-Current Liabilities			
Rail Easement Payable	1,500,000	1,500,000	-
Retainage Payable	1,535,570	1,535,570	-
Bonds Payable	33,475,000	33,475,000	-
Total Non-Current Liabilities	<u>36,510,570</u>	<u>36,510,570</u>	-
Total Liabilities	<u><u>41,931,058</u></u>	<u><u>42,603,590</u></u>	<u>(672,532)</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	(316,446)	(255,667)	(60,779)
Total Equity	<u>322,329,646</u>	<u>322,390,425</u>	<u>(60,779)</u>
Total Liabilities and Equity	<u><u>364,260,703</u></u>	<u><u>364,994,014</u></u>	<u>(733,311)</u>

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

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ASSETS

Fixed Assets

1660 - Construction Work in Progress

1 - G&A Capital Projects

	Original Budget	Revised Budget	October 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of October 2014 Close)
10401 - Cloud Hybrid Backup Solution.						
1040121 - Systems	35,000	35,000	-	-	35,000	0%
Total 10401 - Cloud Hybrid Backup Solution	35,000	35,000	-	-	35,000	0%
10601 - COGNOS Report Application						
1060121 - Systems	200,000	200,000	-	-	200,000	0%
Total 10601 - COGNOS Report Application	200,000	200,000	-	-	200,000	0%
10602 - Comprehensive Service Analysis						
1060229 - Project Management	567,414	567,414	-	-	567,414	0%
Total 10602 - Comprehensive Service Analysis	567,414	567,414	-	-	567,414	0%
10603 - Legal Support						
1060329 - Project Management	226,753	226,753	-	-	226,753	0%
Total 10603 - Legal Support	226,753	226,753	-	-	226,753	0%
Total 1 - G&A Capital Projects	1,029,167	1,029,167	-	-	1,029,167	0%

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	-	-	-	86,787	(86,787)	
5020226 - Furniture Fixtures & Equipment	-	-	-	142	(142)	
5020229 - Project Management	-	-	-	10,283	(10,283)	
Total 50202 - Passenger Amenities (Phase 2)	174,011	229,326	-	239,175	(9,849)	104%
50301 - Bus O&M Facility						
5030113 - Design	590,000	1,294,280	-	1,161,886	132,395	90%
5030115 - Survey, Testing, Inspection	-	104,735	-	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	-	5,236,508	411,735	93%
5030118 - Canopy Construction	-	-	-	-	-	0%
5030120 - Landscaping	-	542,513	-	594,369	(51,856)	110%
5030121 - Systems	-	333,294	-	377,034	(43,740)	113%
5030125 - Utilities	-	1,362,500	-	1,638,126	(275,626)	120%
5030126 - Furniture, Fixtures & Equipment	1,642,667	517,865	-	698,441	(180,576)	135%
5030128 - Contingency	-	275,895	-	-	275,895	0%
5030129 - Project Management	-	205,000	-	52,498	152,502	26%
5030131 - Insurance/Bonds	-	105,521	-	105,521	-	100%
5030132 - Mobilization	-	157,060	-	165,385	(8,325)	105%
5030133 - Legal Fees	-	360	-	1,460	(1,100)	406%
Total 50301 - Bus O&M Facility	8,142,667	11,720,717	-	11,328,634	392,083	97%
50303 - DDTC						
5030311 - Engineering	-	-	-	1,850	(1,850)	
5030314 - Acquisition	373,282	373,282	450	11,197	362,085	3%
Total 50303 - DDTC	373,282	373,282	450	13,047	360,235	3%
50406 - Where's My Ride						
5040614 - Acquisition	940,485	940,485	-	558,158	382,327	59%
5040632 - Mobilization	-	-	195	1,035	(1,035)	
5040626 - FF&E	-	-	-	32		
5040629 - Project Management	-	-	-	12,387	(12,387)	
Total 50406 - Where's My Ride	940,485	940,485	195	571,612	368,905	61%
50502 - Fleet Replacement (2011-2013)						
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%

Capital Projects Fund - DCTA

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Budget vs. Actual

As of October 31, 2014

(Cash Basis)

	Original Budget	Revised Budget	October 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of October 2014 Close)
50504 · Fleet Replacement (2014)						
5050414 · Acquisition	877,998	877,998	(57,865)	567,565	310,433	65%
Total 50504 · Fleet Replacement (2014)	877,998	877,998	(57,865)	567,565	310,433	65%
50505 · Fleet Replacement (2015)						
5050514 · Acquisition	395,000	395,000	-	-	395,000	0%
Total 50505 · Fleet Replacement (2015)	395,000	395,000	-	-	395,000	0%
50506 · Bus Engines/Transmissions						
5050614 · Acquisition	150,000	150,000	(1,000)	(1,000)	151,000	-1%
Total 50506 · Bus Engines/Transmissions	150,000	150,000	(1,000)	(1,000)	151,000	-1%
50408 · Bus Radios						
5040814 · Acquisition	137,457	137,457	-	2,332	135,125	2%
Total 50408 · Bus Radios	137,457	137,457	-	2,332	135,125	2%
50601 · Scheduling Software (Bus)						
5060114 · Acquisition	250,000	250,000	-	-	250,000	0%
Total 50601 · Scheduling Software (Bus)	250,000	250,000	-	-	250,000	0%
Total 5 · Bus Capital Projects	13,409,400	18,485,857	(58,220)	15,703,692	2,782,196	85%

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

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	Original Budget	Revised Budget	October 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of October 2014 Close)
6 - Rail Construction						
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		811,906	1,286,086	39%
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	-	1,170,664	21,732,287	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		325	5,675	5%
6170716 - Building Construction	545,000	545,000		215,911	329,089	40%
6170720 - Landscaping	25,000	25,000		2,500	22,500	10%
6170726 - FF&E	10,000	10,000		112,180	(102,180)	1,122%
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	4,155	15,053	70,035	18%
6170733 - Administration Fees	13,091	13,091		19,637	(6,546)	150%
Total 61707 - Community Enhancements	752,708	752,708	4,155	488,084	264,624	65%
61708 - Lewisville Bike Trail						
6170811 - Engineering	75,000	75,000		517,466	(442,466)	690%
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	2,020,562	2,020,562		-	2,020,562	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		3,353	391,101	1%
6170833 - Administration Fees	60,685	60,685		60,685	-	100%
Total 61708 - Lewisville Bike Trail	3,099,856	3,099,856	-	649,339	2,450,517	21%
61710 - HV Parking Expansion						
6171011 - Engineering	-	-		33,986	(33,986)	
6171016 - Building Construction	-	-		193,018	(193,018)	
6171029 - Project Management	-	-		6,210	(6,210)	
6171017 - Civil Construction	250,000	314,110		55,091	259,019	18%
Total 61710 - HV Parking Expansion	250,000	314,110	-	288,305	25,805	92%

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

Work Session 1a iii

	Original Budget	Revised Budget	October 2014 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of October 2014 Close)
60701 · Passenger Information						
6070129 · Project Management	-	-	615	615	(615)	
6070114 · Acquisition	56,214	96,821		57,671	39,150	60%
Total 60701 · Passenger Information	56,214	96,821	615	58,286	38,535	60%
61711 · Rail Maintenance of Way (MOW)						
6171136 · Vehicle Provisions	-	-		23,712	(23,712)	
6171129 · Project Management	-	-		135	(135)	
6171117 · Track & Civil Construction	150,000	150,000		35,358	114,642	24%
Total 61711 · Rail MOW	150,000	150,000	-	59,205	90,795	39%
61712 · Rail Maintenance of Equipment (MOE)						
6171215 · Survey, Testing, Inspection	-	-		129,586	(129,586)	
6171236 · Vehicle Provisions	-	717,627			717,627	0%
6171217 · Track & Civil Construction	585,000	585,000		8,262	576,738	1%
Total 61712 · Rail MOE	585,000	1,302,627	-	137,848	1,164,779	11%
61503 · Rail Single Car Operations						
6150315 · Survey, Testing, Inspection	101,800	101,800		22,169	79,631	22%
Total 61503 · Rail Single Car Operations	101,800	101,800	-	22,169	79,631	22%
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%
61505 · GTW Wheel Work						
6150514 · Acquisition	915,041	915,041		-	915,041	0%
Total 61505 · GTW Wheel Work	915,041	915,041	-	-	915,041	0%
61209 · Trinity Mills Crew Facility						
6120916 · Building-Construction	250,000	250,000		-	250,000	0%
Total 61209 · Trinity Mills Crew Facility	250,000	250,000	-	-	250,000	0%
61210 · Station Landscaping						
6121020 · Landscaping	75,000	75,000		-	75,000	0%
Total 61210 · Station Landscaping	75,000	75,000	-	-	75,000	0%
61407 · Shunt Enhancement						
6140715 · Survey, Testing, Inspection	141,000	141,000		-	141,000	0%
Total 61407 · Shunt Enhancement	141,000	141,000	-	-	141,000	0%
61104 · Rail Drainage Improvement						
6110411 · Engineering	250,000	250,000		-	250,000	0%
Total 61104 · Rail Drainage Improvement	250,000	250,000	-	-	250,000	0%
Total Rail Construction Projects	24,314,060	31,206,018	4,770	3,523,843	27,682,175	11%
Total 1660 · Construction Work in Progress	38,752,627	50,721,042	(53,450)	19,227,535	31,493,538	38%

**Board of Directors Memo****November 20, 2014****Item: WS 1(a)iv Sales Tax Report****Background**

Sales tax represents the single largest source of revenue for DCTA at 54.51% for FY14 budget. The annual Sales Tax budget for FY2014 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. The November allocation is for sales generated in the month of September and represents revenue for the last month of FY2014.

- Sales tax for sales generated at retail in the month of September and received in November was \$2,058,382.
- This represents an increase of 6.15% or \$119,168 compared to budget for the month.
- Receipts are favorable 3.10% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$173,062 or 9.18% more.

- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 8.41%
 - City of Denton up 4.16%
 - Highland Village up 22.02%

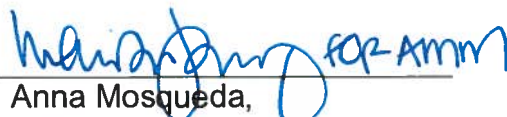
Need

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	\$ 1,756,564	\$ 67,190	3.98%	\$ 1,641,703	\$ 114,860	7.00%
June	August	\$ 1,876,393	\$ 2,008,175	\$ 131,782	7.02%	\$ 1,824,064	\$ 184,111	10.09%
July	September	\$ 1,638,850	\$ 1,719,163	\$ 80,313	4.90%	\$ 1,592,438	\$ 126,725	7.96%
August	October	\$ 1,741,243	\$ 1,838,588	\$ 97,345	5.59%	\$ 1,692,280	\$ 146,308	8.65%
September	November	\$ 1,939,214	\$ 2,058,382	\$ 119,168	6.15%	\$ 1,885,320	\$ 173,062	9.18%
YTD Total		\$ 20,725,320	\$ 21,367,086	\$ 641,766	3.10%	\$ 20,209,051	\$ 1,158,035	5.42%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
November 13, 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	\$ 2,570,909	\$ 219,930	9.35%
June	August	\$ 2,611,642	\$ 2,797,425	\$ 185,783	7.11%
July	September	\$ 2,256,113	\$ 2,472,024	\$ 215,911	9.57%
August	October	\$ 2,407,746	\$ 2,546,174	\$ 138,428	5.75%
September	November	\$ 2,649,874	\$ 2,872,745	\$ 222,871	8.41%
YTD Total		\$ 28,564,305	\$ 30,175,351	\$ 1,611,046	5.64%

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	\$ 288,253	\$ 47,519	19.74%
June	August	\$ 318,280	\$ 356,088	\$ 37,808	11.88%
July	September	\$ 244,567	\$ 271,361	\$ 26,794	10.96%
August	October	\$ 244,339	\$ 261,084	\$ 16,745	6.85%
September	November	\$ 280,725	\$ 342,547	\$ 61,822	22.02%
YTD Total		\$ 3,244,944	\$ 3,514,486	\$ 269,542	8.31%

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	\$ 2,003,488	\$ 52,924	2.71%
June	August	\$ 2,236,264	\$ 2,482,262	\$ 245,998	11.00%
July	September	\$ 1,936,814	\$ 1,922,509	\$ (14,305)	-0.74%
August	October	\$ 2,091,400	\$ 2,317,928	\$ 226,528	10.83%
September	November	\$ 2,529,584	\$ 2,634,728	\$ 105,144	4.16%
YTD Total		\$ 24,954,131	\$ 26,062,974	\$ 1,108,843	4.44%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
#####

**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%	\$ 64,941,387.50	\$ 59,145,015.75	9.80%	\$ 637,594,885.40	\$ 596,566,455.98	6.88%
Dallas MTA	1.00%	\$ 45,182,481.99	\$ 41,753,446.71	8.21%	\$ 447,693,930.76	\$ 420,342,537.97	6.51%
Austin MTA	1.00%	\$ 17,985,701.70	\$ 16,176,301.53	11.19%	\$ 179,379,597.17	\$ 164,388,364.93	9.12%
San Antonio MTA	0.50%	\$ 12,057,554.07	\$ 10,832,949.13	11.30%	\$ 121,169,485.23	\$ 110,294,066.47	9.86%
San Antonio ATD	0.25%	\$ 5,389,293.25	\$ 4,929,798.14	9.32%	\$ 54,676,301.15	\$ 50,100,822.98	9.13%
Fort Worth MTA	0.50%	\$ 5,857,090.16	\$ 5,395,509.08	8.55%	\$ 58,074,932.13	\$ 54,172,686.62	7.20%
El Paso CTD	0.50%	\$ 3,369,777.50	\$ 3,332,212.70	1.13%	\$ 35,940,342.81	\$ 34,699,979.15	3.57%
Corpus Christi MTA	0.50%	\$ 3,129,866.72	\$ 2,901,648.42	7.87%	\$ 31,807,256.64	\$ 30,382,285.78	4.69%
Denton CTA	0.50%	\$ 2,058,381.82	\$ 1,885,319.51	9.18%	\$ 19,720,127.45	\$ 18,571,362.10	6.19%
Laredo CTD	0.25%	\$ 659,308.91	\$ 672,970.55	-2.03%	\$ 7,110,206.12	\$ 7,121,324.32	-0.16%
TOTALS		\$ 160,630,843.62	\$ 147,025,171.52	9.25%	\$ 1,593,167,064.86	\$ 1,486,639,886.30	7.17%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
November 13, 2014



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

November 20, 2014

Lubricants, Oils and Fluids

Staff is working to develop procurement documents for an request for bids for the purchase of lubricants, oils and fluids which are used in the maintenance of the bus fleet. It is anticipated the RFB will be released in November with proposals due in December with award on the January agenda.

Electric Service

Our contract for electric services at the rail facility, stations and crossings will expire in March 2015. The market is very competitive and staff is developing procurement documents to seek pricing for these services. The procurement will be released in December with proposals due in January.

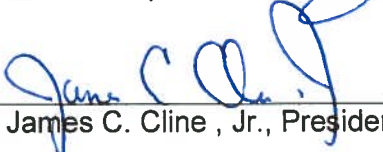
Submitted by:


Athena Forrester, Procurement Manager

Final Review:


Anna Mosqueda, CFO

Approval:


James C. Cline, Jr., President



Board of Directors Memo

November 20, 2014

Item: 1(a)(vi) Update on FY15 Triennial Review

Background At least once every three years, the Federal Transit Administration (FTA) reviews and evaluates the performance of grant recipients in carrying out their program, specifically as it relates to compliance with statutory and administrative requirements and the extent to which actual program activities are consistent with the activities proposed under applicable grant guidelines.

The review is required by Chapter 53 of Title 49, United States Code, and Section 5307. DCTA receives approximately \$4 million annually in federal formula funding and additional amounts as a result of successful grant applications on Calls for Projects. This review is a detailed and comprehensive evaluation performed by FTA on a regularly scheduled basis to insure on-going compliance with the requirements attached to the expenditure of federal funds.

DCTA has received notification of its triennial review scheduled for May 21-22, 2015. Prior to the site visit by FTA in May, DCTA is required to compile data, submit responses to questions and provide requested documentation for Pre-Assessment Review (desk review) by FTA. Information and requested documents must be submitted electronically to the FTA reviewer no later than December 23, 2014 and address compliance with 15 of the 17 content areas listed below:

- Financial Management and Financial Capacity
- Americans with Disabilities Act (ADA)
- Disadvantaged Business Enterprise (DBE)
- Satisfactory Continuing Control
- Planning/Program of Projects
- Public Comment on Fare and Service Changes
- Equal Employment Opportunity (EEO)
- Drug Free Workplace and Drug and Alcohol Program
- Charter Bus *(Not Applicable to DCTA)*
- Technical Capacity
- Maintenance
- Procurement
- Title VI
- Safety and Security
- Legal
- Half Fare
- School Bus *(Not Applicable to DCTA)*

A change that has now been integrated into the Triennial Review process is the incorporation of an Enhanced Review Module (ERM). The purpose of an ERM is to conduct a more comprehensive review of underlying or contributing issues identified during the pre-assessment stage (desk-review). As part of the normal site visit the reviewer will interview staff, conduct further review documentation as well as visit DCTA’s facilities and review maintenance and procurement documentation. The ERM may be initiated by FTA for a more detailed review and corrective action if the reviewer finds any areas of deficiency they determine require special focus. In some instances, the corrective actions may be minor ones that are able to be completed during the site visit. Other corrective actions may require that formal procedures be adopted and implemented in the ensuing months to ensure full compliance. At the conclusion of the site visit, the Board will be updated with the outcome of the review and any deficiencies identified and any corrective actions necessary.

Financial Impact:

No financial impact at this time, however a successful Triennial Review by the FTA is critical for a transit agency's continued receipt of federal funding.

Recommendation:

This report is for informational purposes only.

Staff: Shanna O’Gilvie
Program Manager, Human Resources and Grants

Final Review: Anna Mosqueda
Senior Vice President, Chief Financial Officer



Board of Directors Memo

November 20, 2014

Item: 1(b) Communications and Marketing Update

Marketing & Communications Initiatives

- 35Express Construction Campaign
- Where's My Ride Campaign Development
- Community Events Calendar Coordination
- Agency Rebranding Development & Implementation
- 2014 Mean Green Game Day Shuttle Partnership
- Agency Fact Sheets Development
- EnRoute News Implementation
- EnRoute News Scavenger Hunt Contest Promotion
- Lewisville Holiday Stroll Partnership
- Denton Holiday Lighting Festival Partnership

- DDTC PowerPoint & Kiosks Rebranding
- Holiday Service Schedule Planning & Implementation
- Internal Communications Development
- Veteran's Day Promotion
- Passenger Information Development
- GORequest Rebranding
- Why I Ride DCTA Social Media Campaign Implementation
- Messaging Map Development & Implementation
- A-train Magazine Planning & Development

Regional Initiatives

- NCTCOG Air North Texas
- NCTCOG Regional Transit Survey
- Veteran's Transp. & Community Living Initiative

- NCTCOG Casual Carpool App
- GoPass Mobile Application Promotion

Recent Events

25-Oct	Lewisville Spooktacular Trails & Glow Run	5,000 attendees
8-Nov	Mean Green Game Day: North Texas Game vs. Florida Atlantic	20,957 attendees
11-Nov	Veteran's Day Promotion	
17-Nov	Hedrick Middle School Avid Trip	45 attendees
22-Nov	Mean Green Game Day: North Texas Game vs. Florida International	XXX attendees

Upcoming Events

- 5-Dec Denton Holiday Lighting Festival
- 6-Dec Lewisville Holiday Stroll

General DCTA Related Media

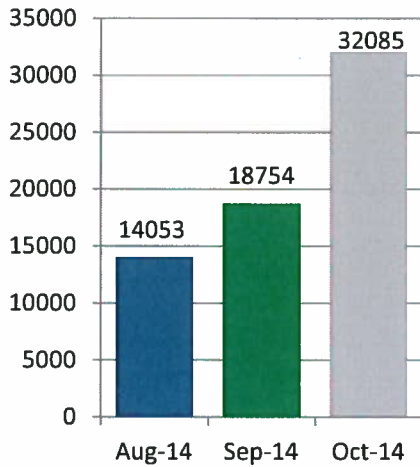
Articles Mentioning DCTA	8	Month Total Ad Value	\$1,690
Web Reach Per Million	24	YTD Total Ad Value	\$1,690
YTD Web Reach Per Million	879,309		

Topic Highlights

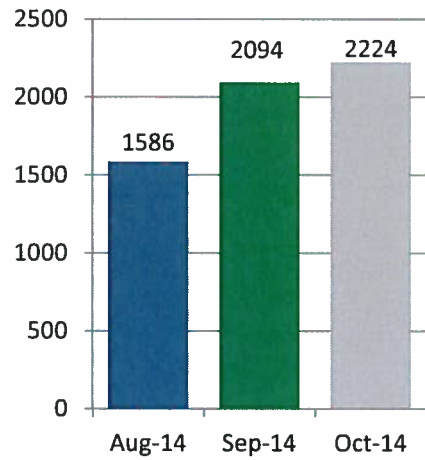
- Update to the Pedestrian and Bicycle Linkage Component
- DCTA Wins Multiple Awards
- TMDC Director of Customer Programs in DENTON

GoPass Application

New Downloads



DCTA Tickets Sold

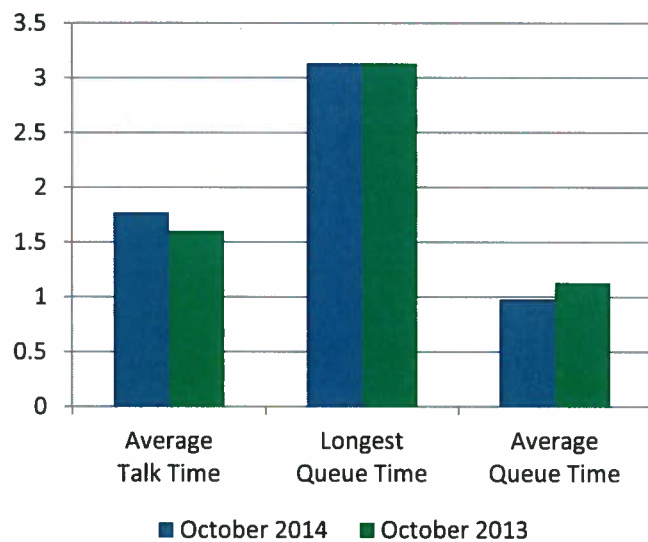
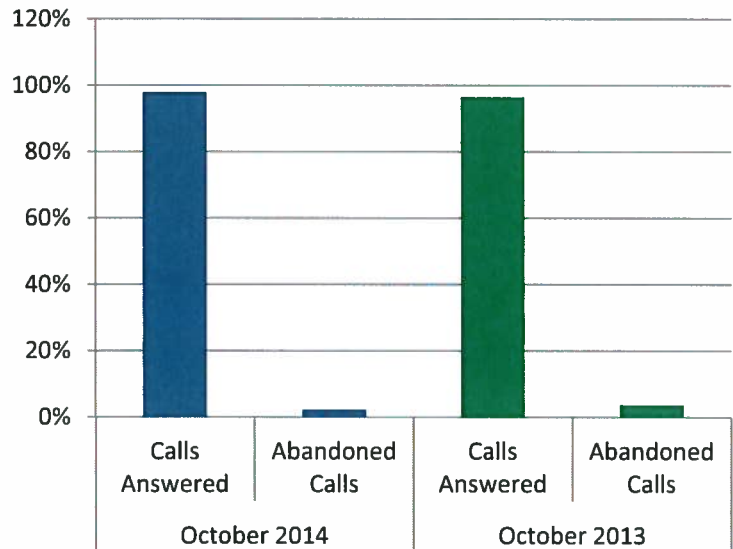


Call Center Statistics

In October, DCTA's call center received 5,197 calls compared to the 5,535 calls that were recorded in the month of September. This is a 6% decrease in call volume from the previous month. 5,083 of the calls recorded in October were answered and 114 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.



GoRequest Statistics

DCTA had a total of 84 submissions into GoRequest during the month of October. This is a 11% increase from the month of September.

A-train Gates / Signals	2
Accident / Safety / Security	2
Customer Service Information	12
Driver Conduct	16
Driving Skills	5
Lost and Found	2
On Time Performance	16
Other	10
Passenger Information Layout & Content	2
Route and Schedule Information	11
Service Request	3
Stations / Shelters / Bus Stops	2
UNT Shuttle	1

Types of Submittals Breakout

Complaint	54
Compliment	4
Problem	
Question	25
Suggestion	1

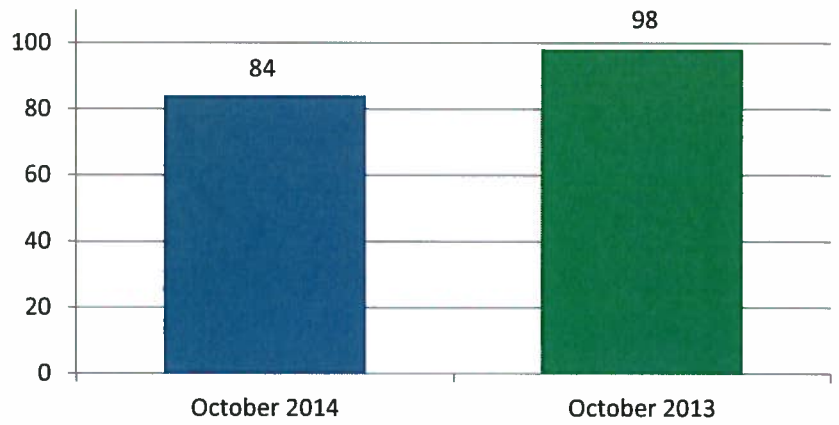
Complaints Per 10,000 Passengers

1.42	Complaints/10,000 Passengers
2.21	Total Requests / 10,000 Passengers

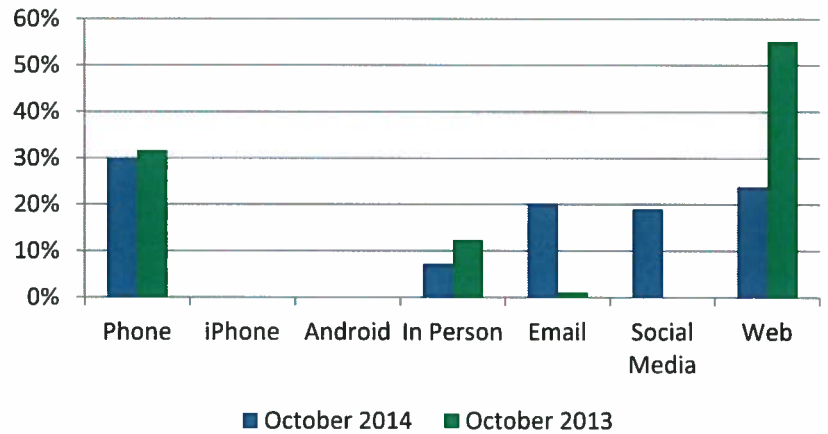
Complaint Topic Breakout

A-train Gates / Signals	2
Accident / Safety / Security	2
Customer Service Information	3
Driver Conduct	13
Driving Skills	4
On Time Performance	15
Other	3
Passenger Information Layout & Content	2
Route and Schedule Information	6
Service Request	1
Stations / Shelters / Bus Stops	2
UNT Shuttle	1

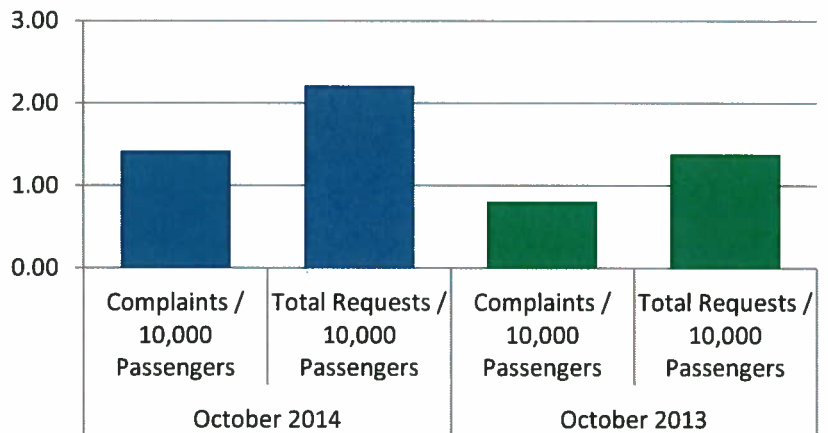
Number of Opened Requests



How Requests Are Reported



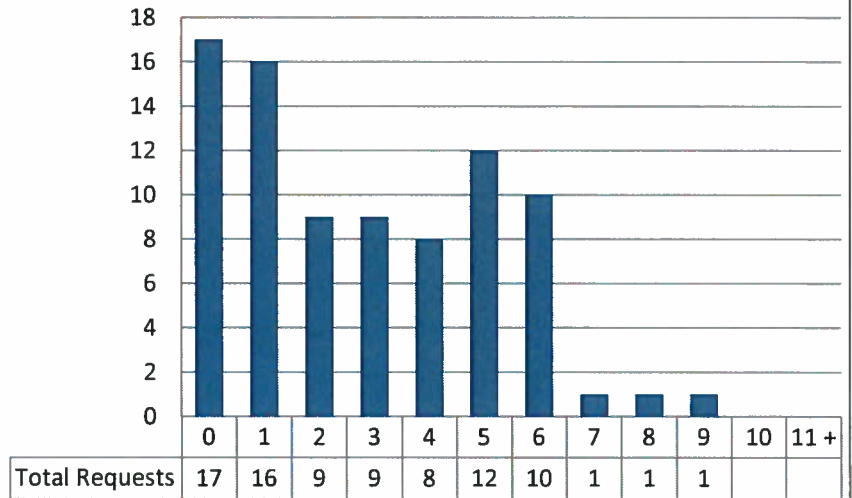
Requests Per 10,000 Passengers



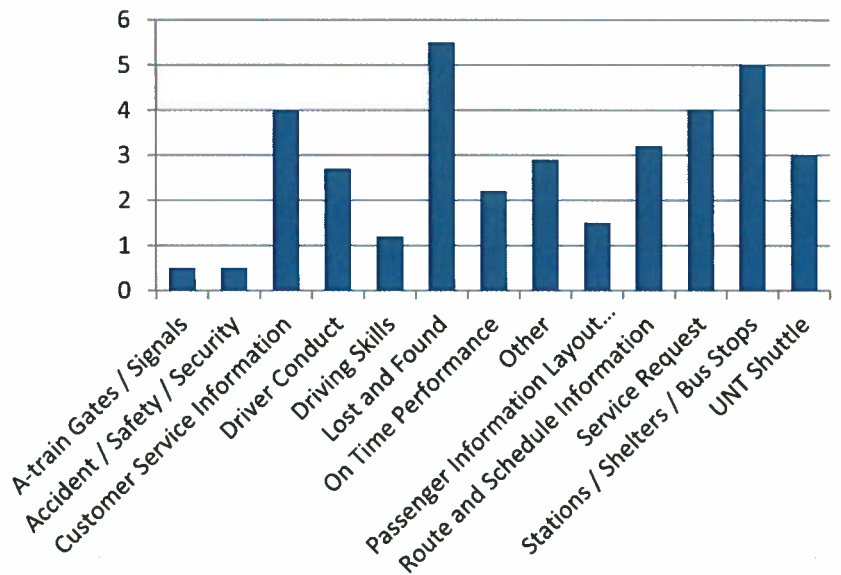
DCTA has a goal to close all requests within seven days. Ten days is the maximum number of days a request is allowed to remain unresolved.

In this reporting period it took, on average, 2.82 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*
 Rusty Comer, Marketing Coordinator

Approved by: *Kristina Brevard*
 Kristina Brevard, Vice President,
 Strategic Planning & Development

Board of Directors Memo

November 20, 2014

Item: 1(c) Capital Projects Update**GTW Implementation**

Phase 2 of testing is tentatively scheduled for January. Track circuit modification will be implemented on the 8 miles of track from North Lake to South Med. Herzog continues to monitor shunt levels and results have been positive. The scrubber truck was delivered in October and is currently in use to help regulate shunt levels.

Where's My Ride

Two new power supplies have been installed on GTW vehicles and have been in operation for two months. Approval has been given to SMI for remanufacture of remaining power supplies.

Where's My Ride beta testing began October 1st for the IVR, text and web portal. We anticipate that testing will end in November.

Bus Operations and Maintenance Facility

The project is complete and the contractor has received the retainage.

Community Enhancements

The project is substantially complete. DCTA staff and the general contractor are working with the City of Denton on a solution for correction of the pedestrian crossing at Shady Oaks. The historical markers have been removed from the Lemco contract and will be completed as a separate project. The signs require some design work that was not included in the contractor's scope.

Lewisville Hike/Bike Trail

The preconstruction meeting is scheduled with the contractor and TxDOT on November 13th. We anticipate an early December mobilization.

Positive Train Control (PTC)

DART continues to evaluate proposals for the IETMS. DCTA management is exploring ACSES as an alternative. A pre-bid conference is scheduled with prospective bidders November 17th.

Highland Village/Lewisville Lake Recreational Parking

The parking lot is complete, including the light fixtures and gate controller for the Marina. DCTA staff and the contractor are completing the project documentation.

Rail OMF Drainage

Significant progress has been made with Hillwood, the City of Lewisville and the US Army Corp of Engineers. Engineering submittals are being developed and will be submitted with application for permit to the city. Staff is developing an RFP to perform the clearing and dredging.

Approved By:


James C. Cline Jr., President

Board of Directors Memo

November 20, 2014

Item: 1(d) Transit Operations Report**❖ RIDERSHIP**

- DCTA carried 413,562 passengers system wide (rail and bus) in the month of October. Overall ridership increased 9% compared to last October. This surge in ridership is credited to increasing enrollment at UNT and the State Fair of Texas special services.
- The A-train carried 64,329 passengers during the month of October. This reflects an overall increase in ridership of 6% for the month of October 2014, when compared to October 2013.
- A-train Saturday ridership in October decreased 5%.
- DCTA's bus system carried 349,233 passengers in October which is a 9% increase from October 2013.
- Connect ridership remained about the same when compared to last October.
- NCTC ridership increased 6% in October 2014 compared to October 2013.
- Ridership on Connect RSVP decreased by 43% (158 boardings or approximately 4 riders per weekday) in October 2014 relative to that same period in 2013.
- Access boardings in October increased 6% in comparison to the previous year.
- UNT Shuttle ridership increased 12% in October 2014 as compared to October 2013.

❖ SYSTEM ON-TIME PERFORMANCE

- October "On Time Performance" (OTP) for the A-train was 98.45%
- October "On Time Performance" (OTP) for Connect service was 87.71%.

❖ SAFETY/SECURITY

- DCTA Rail Operations Injury-Free Workdays: 906
- DCTA Bus Operations Injury-Free Workdays: 33


❖ PLANNING AND CUSTOMER SERVICE

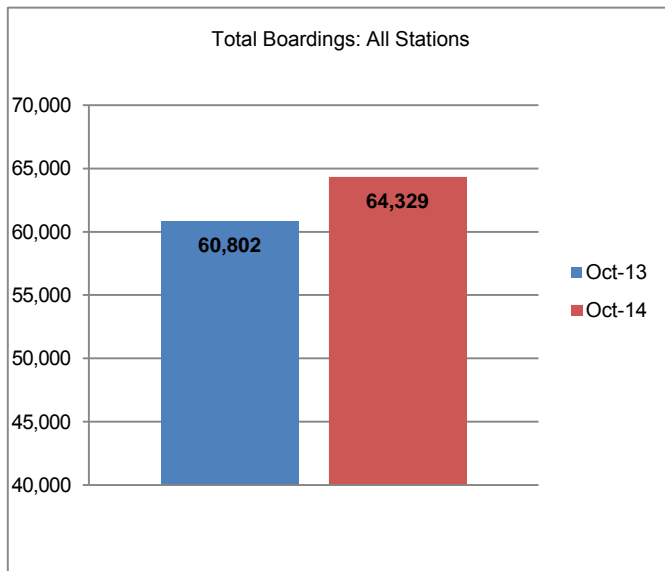
- Hickory Street construction has caused a reroute of several bus routes in Denton.
- Construction on Highland Street has continued to impact bus routes resulting in customer complaints. DCTA is working to manage the re-routing during construction and communicate detours to minimize disruption to the customer.

❖ MAINTENANCE

- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** There were no signal issues in October.
- **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 October.

Approved By: _____

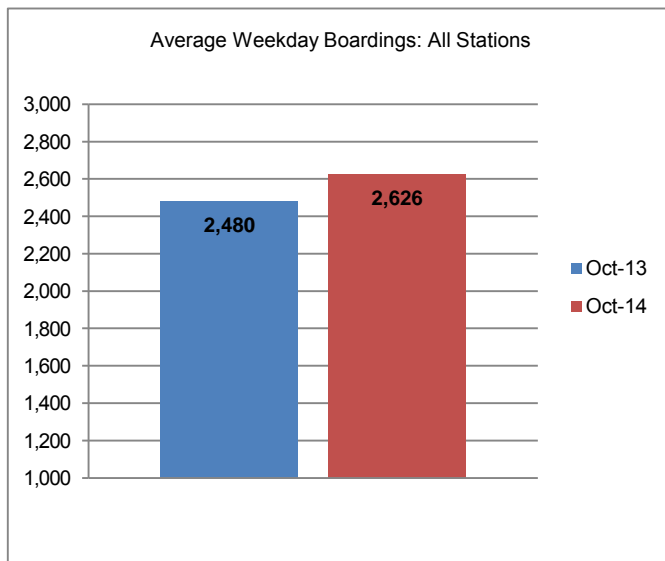

James C. Cline, Jr., President



All Stations

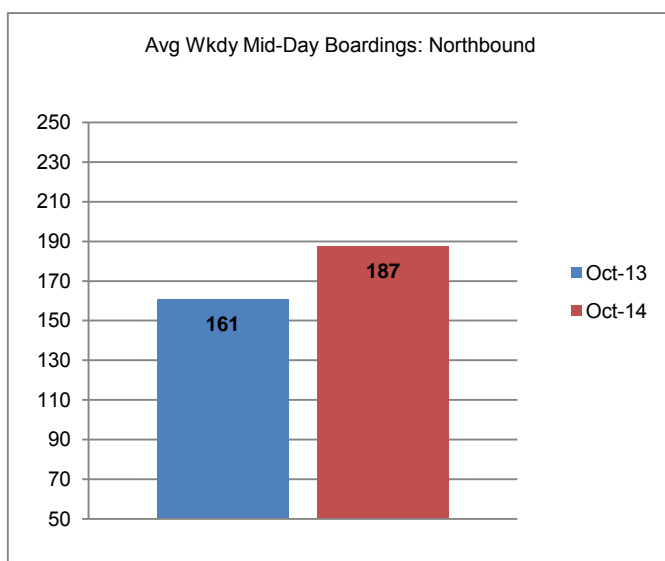
Total Boardings: All Stations

In October 2014, total boardings increased by 6% (or 3,527 boardings) compared to 2013. Reasons for the continued rise in boardings include increasing UNT enrollment, and construction on I-35.



Average Weekday Boardings: All Stations

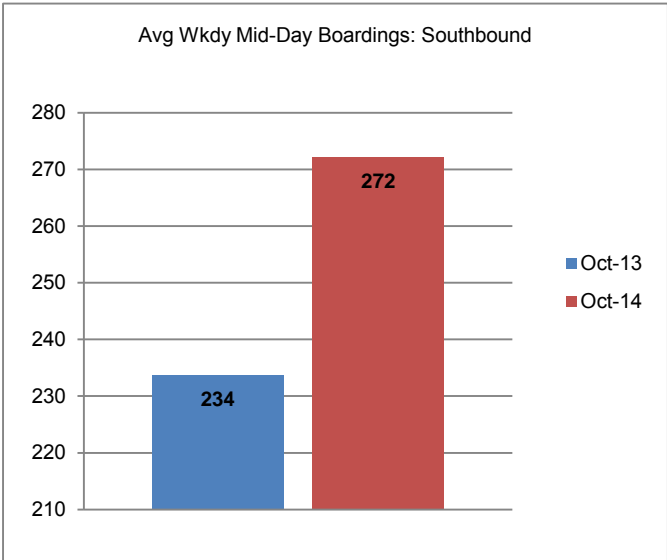
Average weekday boardings increased by 6% (or 145 boardings per weekday) from the previous year.



Average Weekday Mid-Day Boardings: Northbound

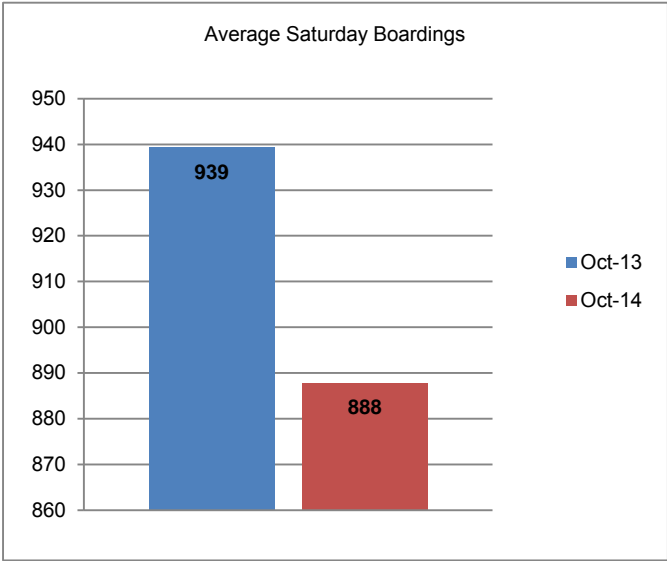
On an average weekday during the mid-day, boardings increased by 16% (or 26 boardings per day) on northbound trains from October 2013 to October 2014. From August 2013 to January 2014, one northbound train was added.

All Stations



Average Weekday Mid-Day Boardings: Southbound

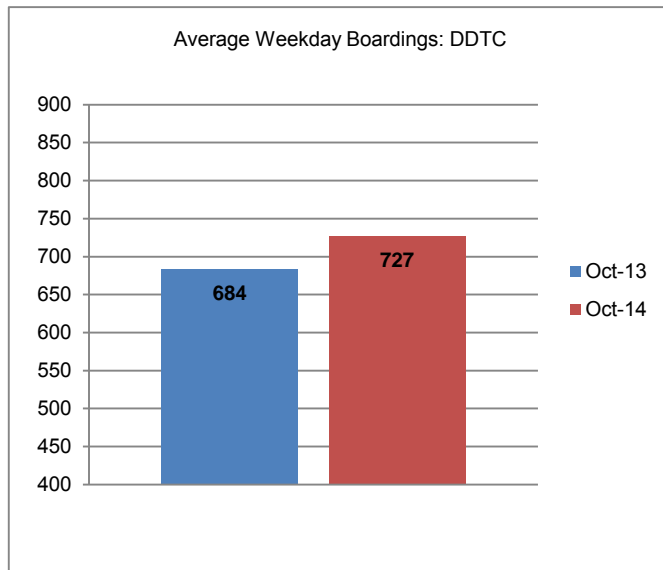
Average daily boardings during mid-day traveling southbound grew by 16% (or 38 boardings per weekday). Between August 2013 and January 2014, two southbound trips were added during the mid-day.



Average Saturday Boardings: All Stations

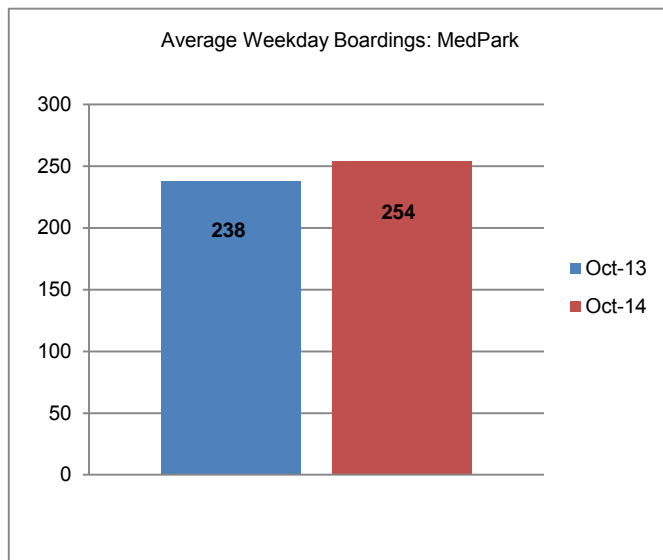
In October, average Saturday boardings decreased by 5% (or 51 boardings per Saturday) when compared to the previous year.

Station by Station



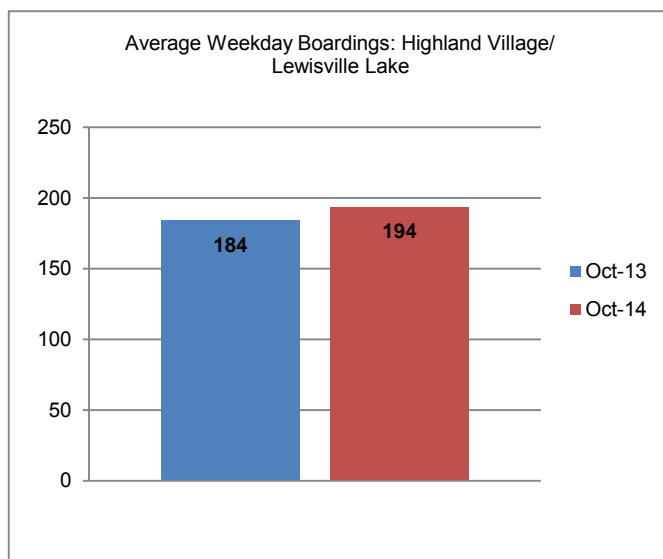
Average Weekday Boardings: DDTC

In October, average daily boardings at the DDTC increased by 6% (or 43 boardings per weekday) when compared to the previous year. Continued increases in UNT Fall enrollment may contribute to this rise in boardings at the DDTC.



Average Weekday Boardings: MedPark

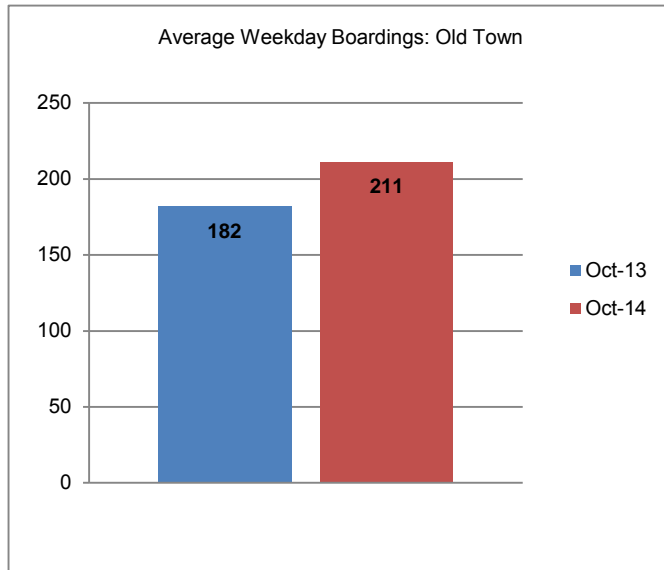
In October, average daily boardings at the MedPark Station increased by 7% (or 16 boardings per day) when compared to the previous year. This may be explained by the expansion of the Colorado Express Shuttle from the Golden Triangle Mall to the MedPark Station.



Average Weekday Boardings: Highland Village/ Lewisville Lake

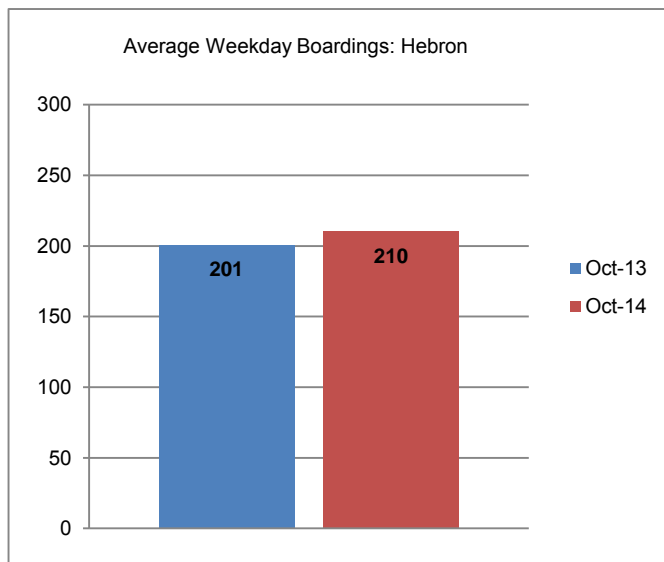
In October, average daily boardings at the Highland Village/Lewisville Lake Station increased by 5% (or 9 boardings per day) when compared to last year. This may be explained by people avoiding I-35 construction by riding the A-train.

Station by Station



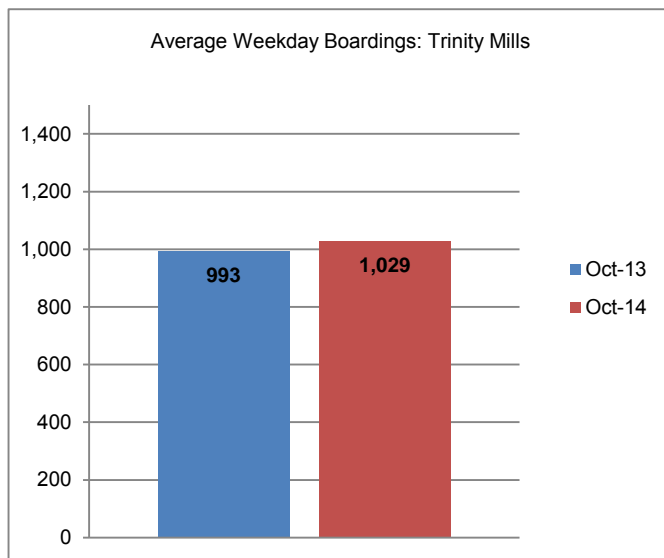
Average Weekday Boardings: Old Town

In October, average daily boardings at the Old Town Station increased by 16% (or 29 boardings per weekday) compared to the previous year. Increased development around the Old Town Station and greater ridership on Lewisville Route 23 may have contributed to this increase.



Average Weekday Boardings: Hebron

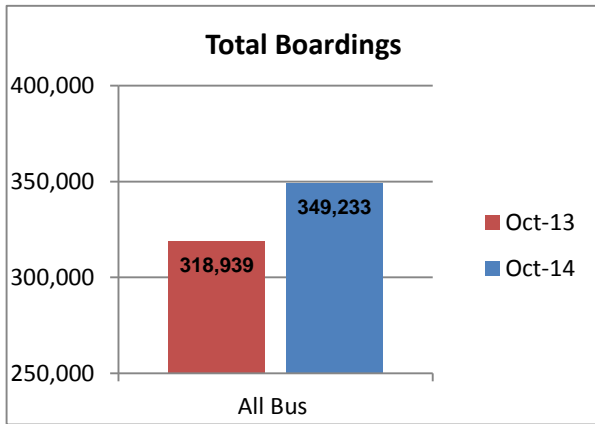
In October, the average daily boardings at the Hebron Station increased by 4% (or 9 boardings per weekday) relative to last year.



Average Weekday Boardings: Trinity Mills

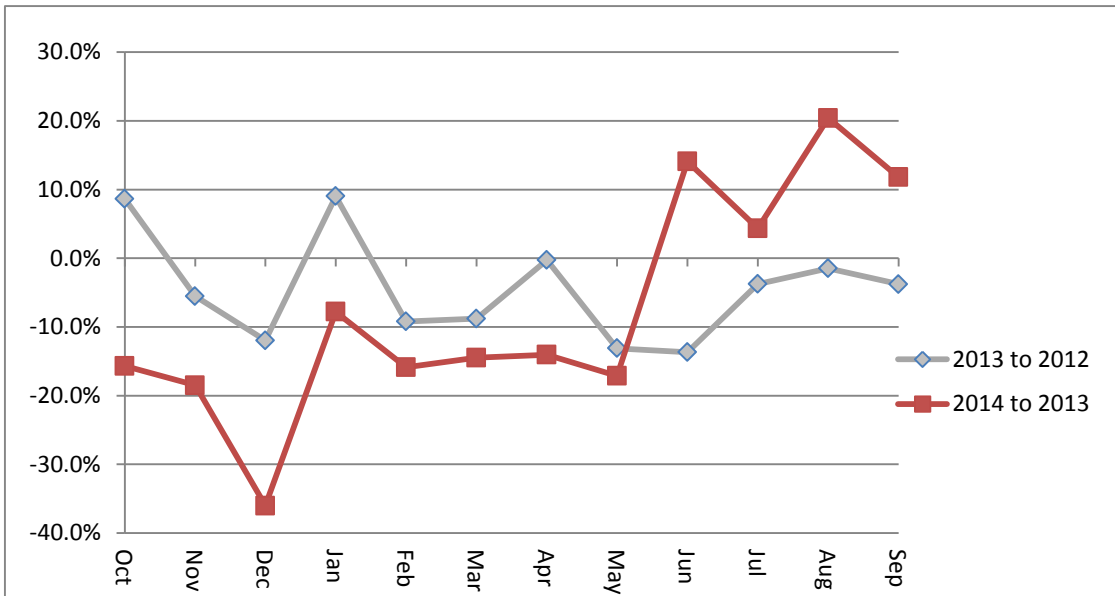
In October, average daily boardings at the Trinity Mills Station increased by 3% (or 36 boardings per weekday) compared to last year. In the past few months, growth in A-train ridership is occurring more evenly over DCTA stations instead of mostly at Trinity Mills.

Total Bus

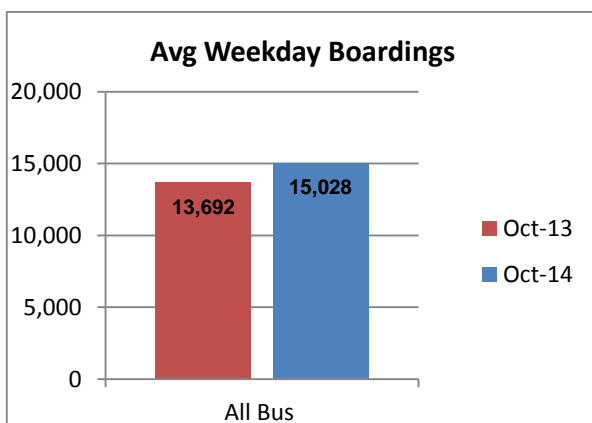


Total Bus: Total Boardings

Total boardings for all bus service increased by 9% (or 30,294 boardings) when comparing October 2014 to 2013. Overall bus ridership continues to increase due to rising UNT ridership. UNT routes with the largest increases were Discovery Park by 58% (or 12,954 boardings), Centre Place by 54% (or 20,668), and Eagle Point by 33% (or 7,024).

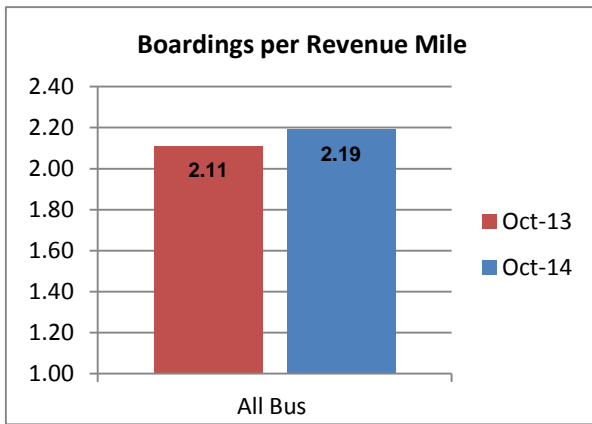


The chart above illustrates how ridership percentage changes in FY 2014 are similar to those same months in FY 2013 until June. Increases in UNT ridership began in June 2014 which may represent a reversal of a 24 month decline in UNT ridership.

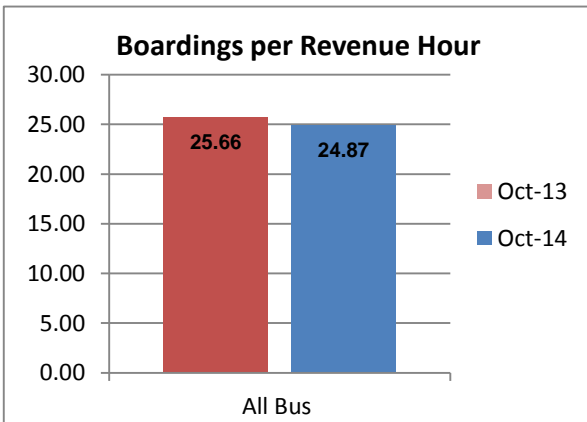


Total Bus: Average Weekday Boardings

Average weekday boardings increased by 10% (or 1,336 boardings per day) when comparing October 2014 to the same period in 2013. Increases in UNT ridership explains this change.

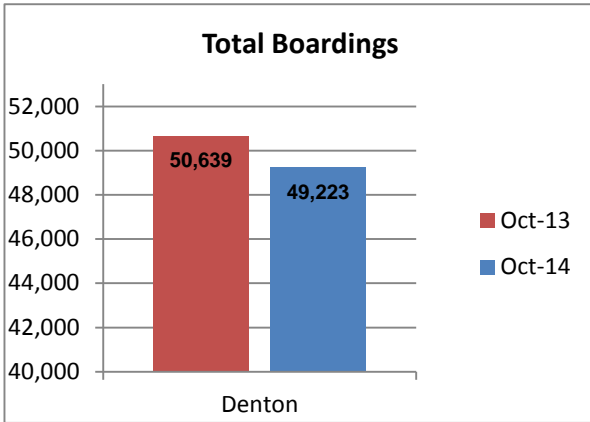


Total Bus: Boardings per Revenue Mile
Overall in October, boardings per revenue mile increased by 4% compared to the previous year. Boardings increased faster than revenue miles.



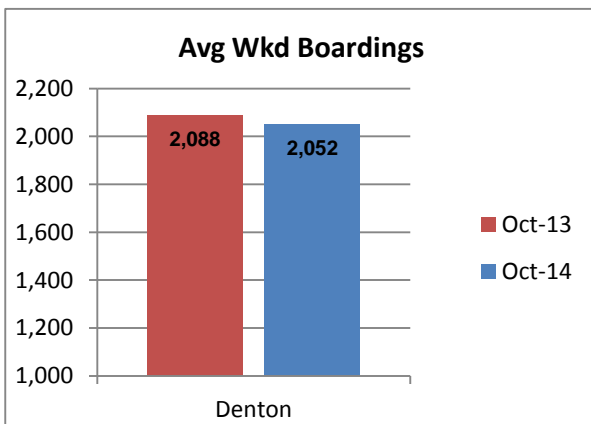
Total Bus: Boardings per Revenue Hour
In October, boardings per revenue hour dropped by 3% compared to last year. Revenue hours added in January 2014 and August 2014 have not resulted in similar increases in boardings. This may indicate that this new service is still maturing.

Denton Connect



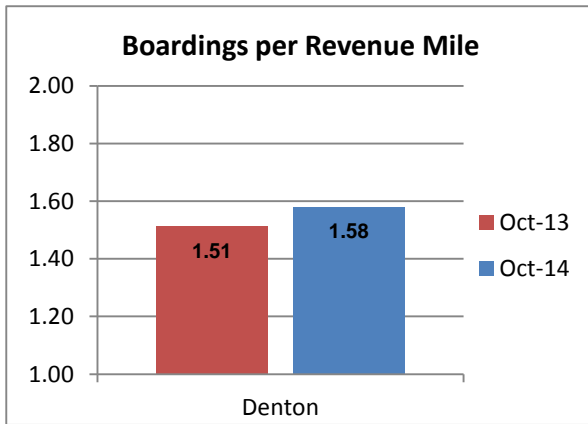
Denton Connect: Total Boardings

In October 2014, boardings on Denton routes dropped by 3% (or 1,416 boardings) compared to 2013. Five Denton routes lost ridership while two remained about the same. Only routes 1 and 6 gained ridership.



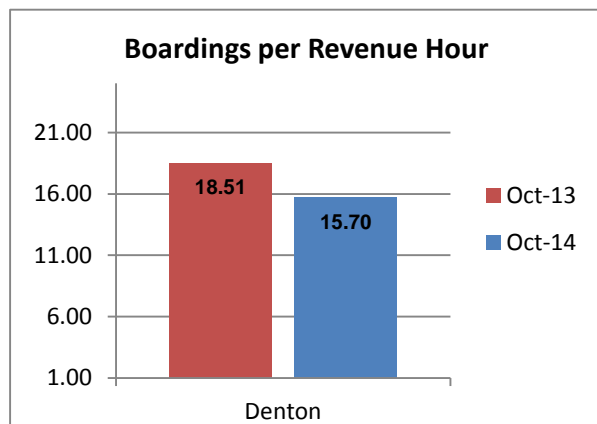
Denton Connect: Average Weekday Boardings

In October 2014, there was a slight decrease in average weekday boardings compared to 2013.



Denton Connect: Boardings per Revenue Mile

In October, boardings per revenue mile increased by 4% from the previous year. This may indicate that Denton service improvements implemented in January 2014 and August 2014 are maturing.

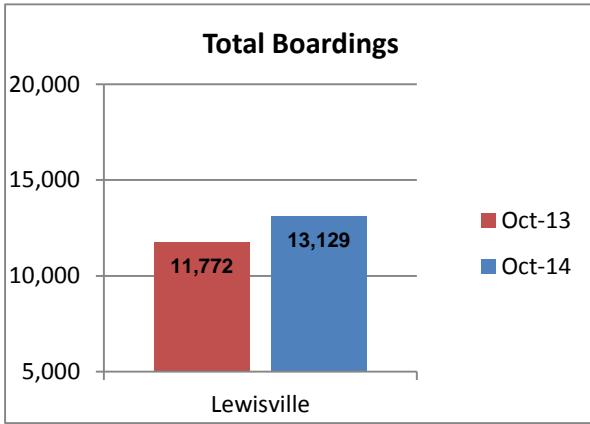


Denton Connect: Boardings per Revenue Hour

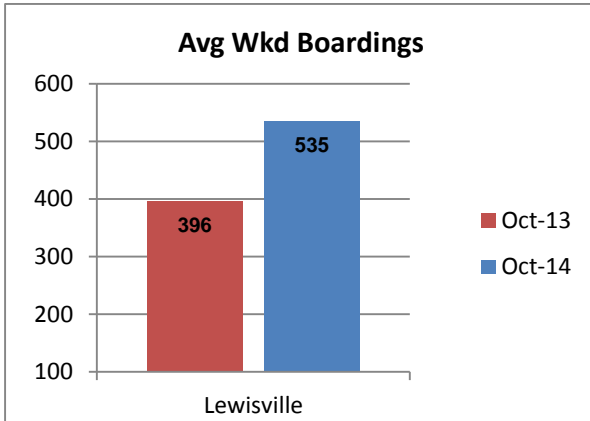
In October 2014, boardings per revenue hour decreased by 15% (or almost 3 boardings per hour) from the previous year. Increases in ridership have not caught up with revenue hours added in January 2014 and August 2014.

In contrast to boardings per revenue mile, boardings per revenue hour dropped due to revenue hours increasing while revenue miles decreased. Usually revenue miles and revenue hours change in similar directions. In January 2014, more operating time was added to many Denton routes.

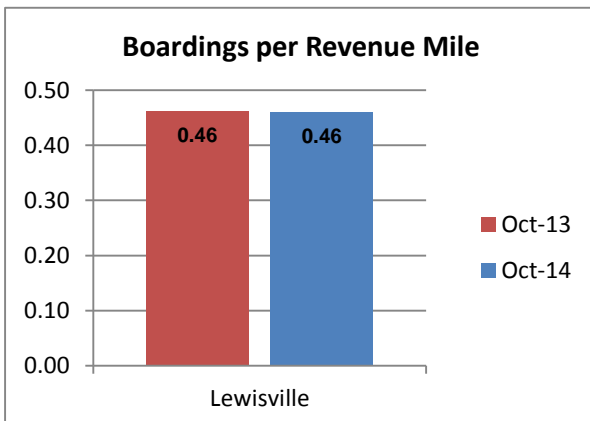
Lewisville Connect



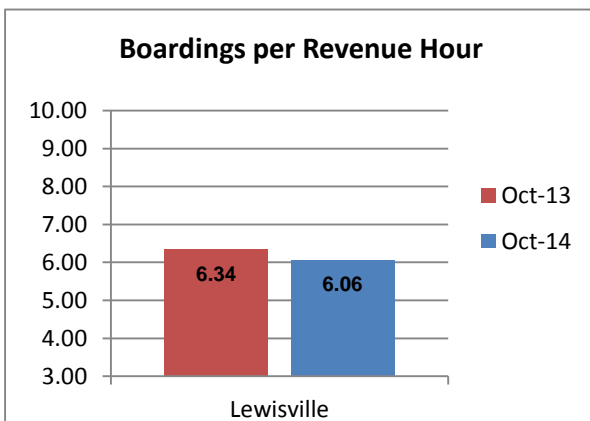
Lewisville Connect: Total Boardings
 In October, boardings increased by 11% (or 1,357 boardings) when compared to the previous year. Service added in January 2014 helps explain the increase in ridership.



Lewisville Connect: Average Weekday Boardings
 In October, average weekday boardings increased by 35% (or 138 boardings per day) when compared to the previous year. In January 2014 mid-day service was added to the Lewisville routes, which helps explain the jump in average weekday service.

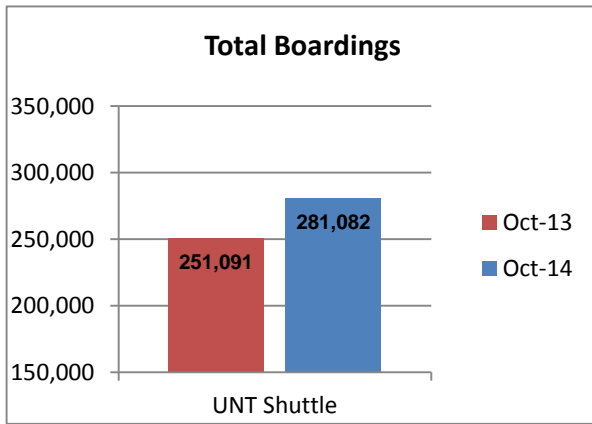


Lewisville Connect: Boardings per Revenue Mile
 In October, boardings per revenue mile remained about the same when compared to 2013.



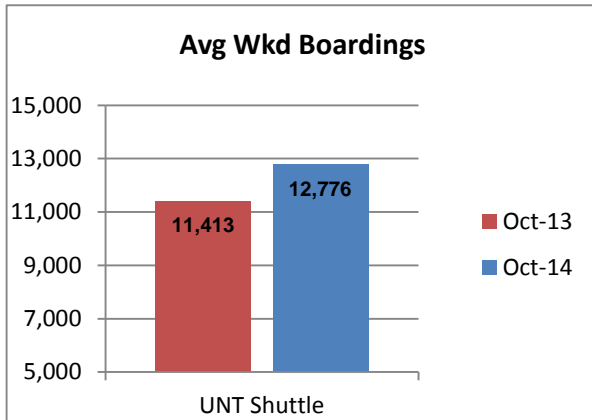
Lewisville Connect: Boardings per Revenue Hour
 In October, boardings per revenue hour dropped by 4% from the previous year. As part of the January 2014 service changes, service was added to routes 22 and 23. Because this is new service, ridership has not grown as fast as revenue hours.

UNT Shuttle



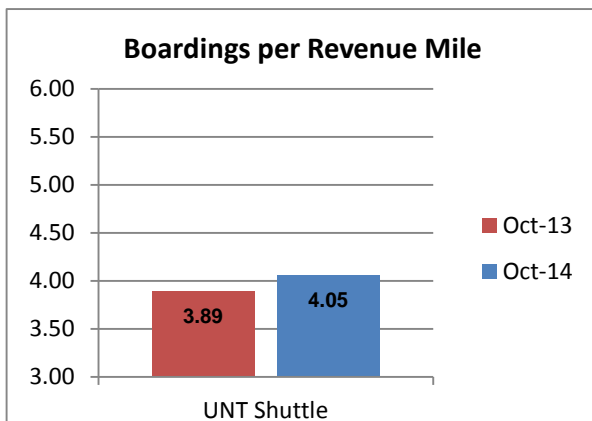
UNT Shuttle: Total Boardings

In October, UNT boardings increased by 12% (or 29,991 boardings) relative to the previous year. Increases in ridership in August, September, and August 2014 may represent a reversal of a 24 month period of declines. As part of service changes in August 2014, service was added to the Colorado Express, Campus Cruiser, and Centre Place (East & West).



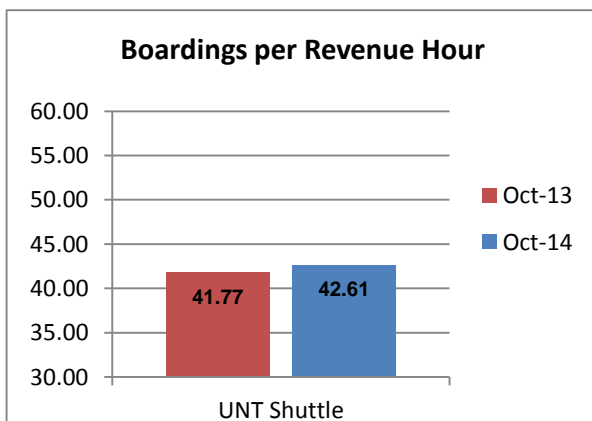
UNT Shuttle: Average Weekday Boardings

In October, UNT average weekday boardings increased by 12% (or 1,363 boardings per day). This increase matches the jump in total UNT boardings.



UNT Shuttle: Boardings per Revenue Mile

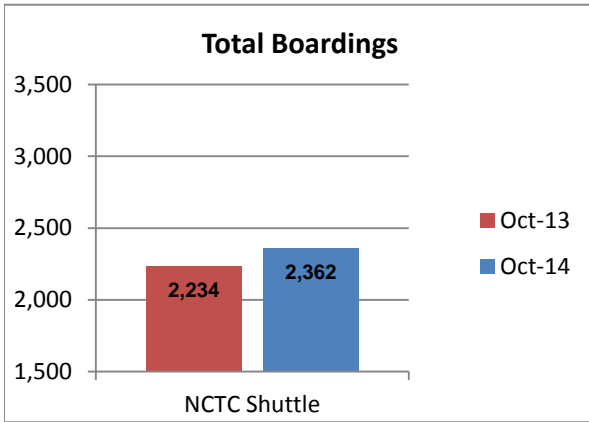
In October, boardings per revenue mile increased by 4%. Routes with the greatest gains in boardings per revenue miles were Discovery Park (by 57%), Centre Place (by 20%), and Eagle Point (by 13%).



UNT Shuttle: Boardings per Revenue Hour

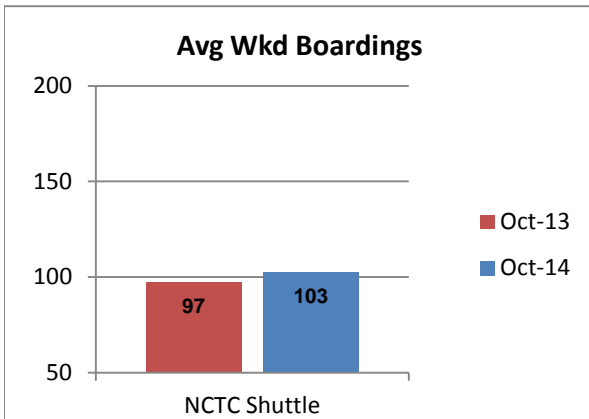
In October, boardings per revenue hour increased by 2%. Not only did Discovery Park, Centre Place, and Eagle Point gain boardings per revenue mile, each increased in boardings per revenue hour.

NCTC Shuttle



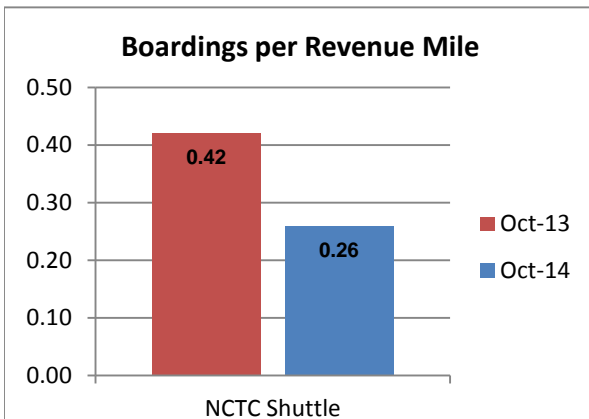
NCTC Shuttle: Total Boardings

In October, NCTC boardings increased by 6% (or 128 boardings) when compared to 2013.



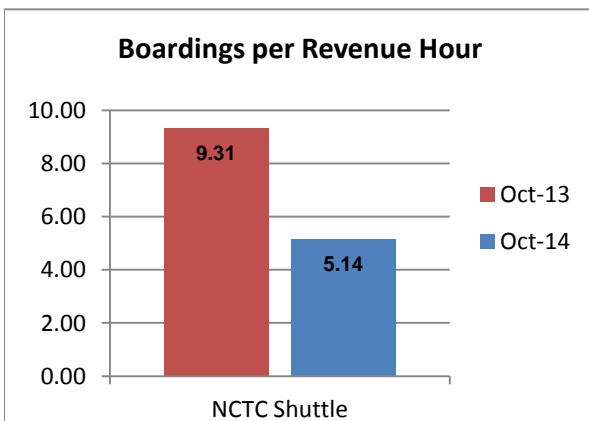
NCTC Shuttle: Average Weekday Boardings

In October, NCTC average weekday boardings increased by 6% (or 6 boardings per day) when compared to 2013



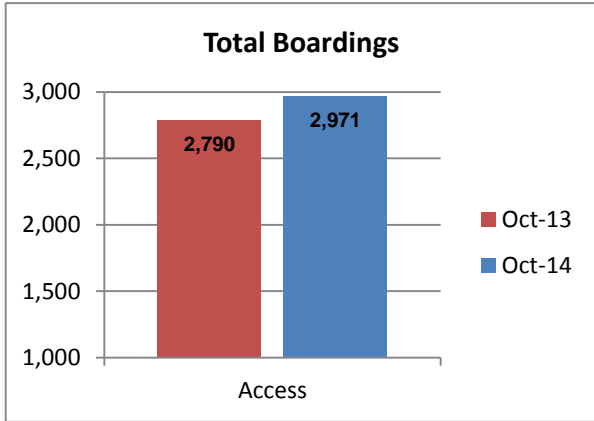
NCTC Shuttle: Boardings per Revenue Mile

In October, boardings per revenue mile decreased by 38% from the previous year. As part of service changes in August 2014, the single NCTC route has been split into a North and South routes as part . Boardings have not increased as fast a revenue miles.



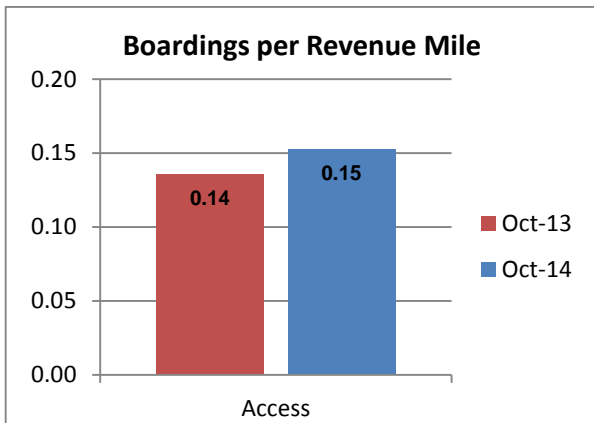
NCTC Shuttle: Boardings per Revenue Hour

In October, boardings per revenue hour decreased by 45% from the previous year. Like with boardings per revenue mile, boardings per revenue hour dropped sharply due to increases in boardings not keeping pace with increases in revenue hours.



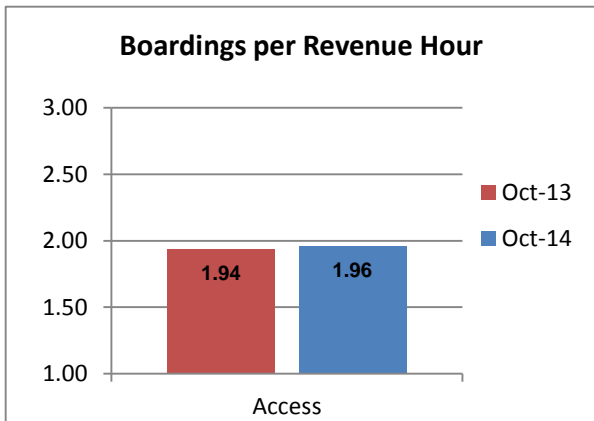
Access: Total Boardings

In October, boardings increased by 6% (or 181 boardings) relative to the previous year. Average weekday boardings improved by 7% (or 8 boardings per day).



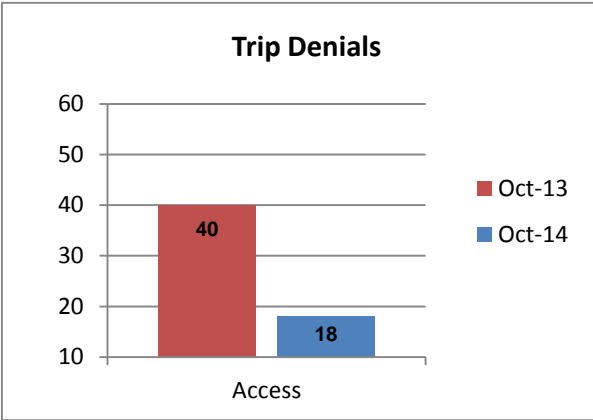
Access: Boardings per Revenue Mile

In October, boardings per revenue mile increased by 12% when compared to the previous year.

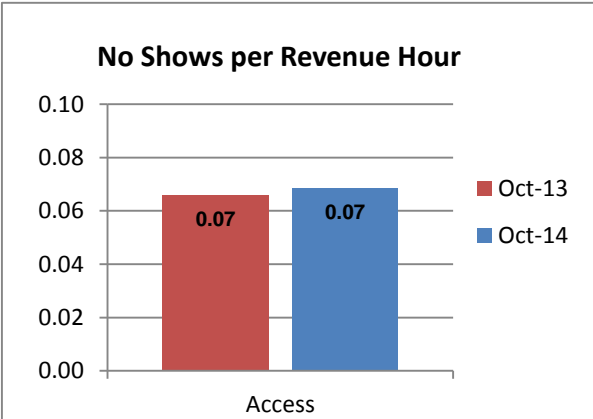


Access: Boardings per Revenue Hour

In October 2014, boardings per revenue hour remained about the same.



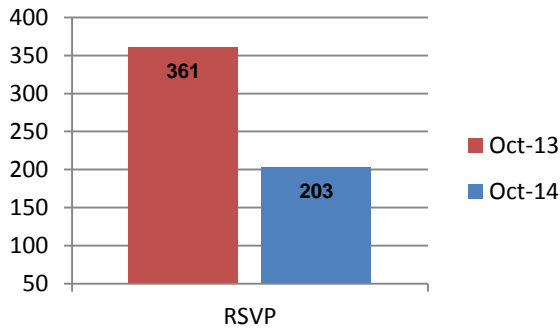
Access: Trip Denials
In October, non-ADA trip denials increased by 55% (or 22 denials) when compared to 2013. Trip denials dropped due to less demand for ADA trips using Access which resulted in fewer trip request being denied.



Access: No-Shows per Revenue Hour
In October, the rate of no-shows per revenue hour increased by 4% from the previous year.

Connect RSVP

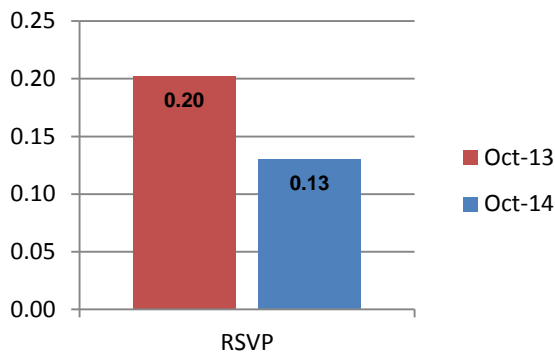
Total Boardings



Connect RSVP : Total Boardings

In October, boardings dropped by 44% (or 158 boardings) when compared to 2013. This drop may be explained by RSVP mid-day service offer peak service only which resulted in fewer RSVP trips. In addition, any percentage change is magnified due to the small number of total boardings in October 2013 and October 2014.

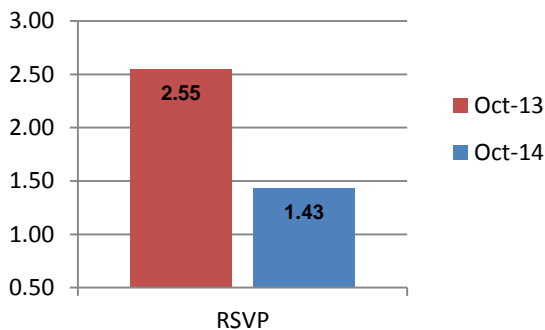
Boardings per Revenue Mile



Connect RSVP : Boardings per Revenue Mile

Boardings per revenue miles dropped by 35% when comparing October 2014 to 2013. This decline is due to boardings dropping faster than service.

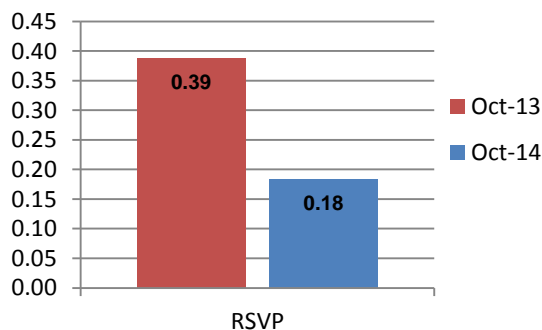
Boardings per Revenue Hour



Connect RSVP: Boardings per Revenue Hour

In October, boardings per revenue hour dropped by 44% when compared to 2013. Like boardings per revenue mile, boardings per revenue hour dropped due RSVP boardings dropping faster then reductions in service.

No Shows per Revenue Hour



Connect RSVP: No-Shows per Revenue Hour

In October, No-shows per revenue hour dropped by 53% from previous year. The number of No-shows dropped faster than service reductions like boardings per revenue hour and revenue mile.



Board of Directors Memo

November 20, 2014

Item: 1(e) Strategic Planning & Development Update

PRIORITY PROJECTS

Comprehensive Service Analysis

- High Priority Service Projects have been identified (I-35W & Highland Village)
- Currently developing preliminary service plans to address the high priority service projects

Next Steps

- Finalize Major Service Corridors for Service Expansion
- Develop Revenue Model
- Identify Funding Source
- RFP Process
- Project Execution
- Board Input on Proposed Service Options
- Service Prioritization & Funding Options
- Phased Service Implementation

Highland Village (FM407 Retailers)

- Met with City Staff in October to discuss transit needs in Highland Village
- Identified priority need is to provide transportation solutions for retail labor force
- Met with Trademark Development (The Shops of Highland Village) and retailers
- Currently developing preliminary service plans to address the labor force demand
- Incorporated Highland Village service into Major Service Corridors for Service Expansion Plan

Next Steps

- Finalize Major Service Corridors for Service Expansion
- Identify Funding Source
- Meet with Wal-Mart and TJ Maxx
- Develop & Implement service plan to address the labor force demand

I-35W Corridor (Denton to Fort Worth)

- Met with Fort Worth T Planning staff in October to discuss I-35W service partnership
- Currently developing preliminary service plans to establish options for providing service along the I-35W
- Incorporated Highland Village service into Major Service Corridors for Service Expansion Plan

Next Steps

- Research and meet with Alliance development to discuss partnership opportunities
- Obtain data from The T to assist in preliminary planning process
- Obtain zip codes of current employees and areas of recruitment for future employees
- Gain a better understanding of employee shifts at each facility within the Alliance development
- Develop & Implement service plan to address the needs of the Alliance development


OUTREACH EFFORTS

Recent Outreach Efforts


- 10/16 Highland Village Transit Needs Meeting with City Staff
- 10/17 Highland Village The District, Legend Property Management Staff
- 10/21 Denton Enterprise Airport & US Flight School
- 10/28 TradeMark Meeting: Labor Force Transportation Solutions
- 11/6 NCTCOG: Major Service Corridors for Service Expansion Plan
- 11/13 Regional Transportation Committee
- 11/14 Northwest Communities Partnership Board Meeting

Upcoming Outreach Efforts

- | | |
|--|---|
| Hillwood Developers/ <i>Alliance Development</i> | TWU Chancellor/President, Carine Feyten |
| Whole Foods, Highland Village | UNT President, Neil Smatresk |
| Wal-Mart, Highland Village | North Texas Commission |
| Wal-Mart Neighborhood Market, North Lewisville | Lewisville Economic Development Corporation |
| TJ Maxx, Highland Village | Denton Economic Development Corporation |
| DDR Management, Highland Village | Frisco Economic Development Corporation |

Submitted by: 

Kristina Brevard, VP, Strategic Planning & Development

Approved by: 

James C. Cline, Jr., President



1955 Lakeway Dr., # 260
Lewisville, Texas 75057

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. October 23, 2014 at 1955 Lakeway Dr., # 260 Lewisville, Texas 75057 . A quorum was present.

Attendance

Small Cities

Skip Kalb

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 (arrived 1:38 p.m.)
Jim Robertson, Flower Mound

Denton County at Large

Denton County Unincorporated

George A. Campbell

Board Members Absent

Dave Kovatch, Treasurer
Allen Harris, The Colony
Don Hartman

DCTA Staff

James C. Cline, Jr., P.E.
Raymond Suarez, Chief Operating Officer
Kristina Brevard, Vice President, Strategic
Planning & Development

Jeff Bennett, Director of Transit Operations
Marisa Perry, Accounting Manager
Shanna O'Gilvie, Program Manager HR / Grants
Ann Boulden, Project Manager Capital Projects
Athena Forrester, Purchasing Manager
Chrissy Nguyen, Senior Accountant

Legal Counsel

Kevin Laughlin, General Counsel

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

1. Routine Briefing Items
 - a. Financial Reports – Marisa Perry presented financial information
 - i. Financial Statements
 - ii. Capital Projects Fund
 - iii. Sales Tax Report
 - iv. Procurement Report
 - v. 4th Quarter Investment Report
 - vi. Investment Policy Annual Review

- b. Communications and Marketing – Kristina Brevard reported on these items
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - c. Capital Projects Update - Raymond Suarez 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 – Raymond Suarez provided an update
 - i. Rail Operations
 - ii. Bus Operations
 - e. Strategic Planning / Development – Kristina Brevard provided an update
 - i. Comprehensive Service Analysis
 - ii. Outreach Efforts
2. Committee Reports
 - a. Finance Committee – Jim Cline reported in absence of Finance Committee Chairman, Dave Kovatch
 - b. Legislative Committee – Legislative Chair Charles Emery provided report
 3. Discussion Agency Performance Reporting – Jim Cline led discussion and provided examples of possible reporting formats.
 4. Discussion of Regular Board Meeting Agenda Items (October 23, 2014) – no discussion
 5. Executive Session - none
 - 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.
 6. Reconvene Open Session n/a
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
 7. Discussion of Future Agenda Items
 - a. Board Member Requests – none

<Break> 3:13 p.m.



**1955 Lakeway Dr., # 260
Lewisville, Texas 75057**

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 3:21 p.m. October 23, 2014 at 1955 Lakeway Dr., # 260 Lewisville, Texas 75057. A quorum was present.

Small Cities

Skip Kalb

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
Jim Robertson, Flower Mound

Denton County at Large

Denton County Unincorporated

George A. Campbell

Board Members Absent

Dave Kovatch, Treasurer
Allen Harris, The Colony
Don Hartman

Attendance

DCTA Staff

James C. Cline, Jr., P.E.
Raymond Suarez, Chief Operating Officer
Kristina Brevard, Vice President, Strategic
Planning & Development

Jeff Bennett, Director of Transit Operations
Marisa Perry, Accounting Manager
Shanna O’Gilvie, Program Manager HR / Grants
Ann Boulden, Project Manager Capital Projects
Athena Forrester, Purchasing Manager
Chrissy Nguyen, Senior Accountant

Legal Counsel

Kevin Laughlin, General Counsel

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 – Jim Robertson

WELCOME AND INTRODUCTION OF VISITORS - Presentation of Agency Awards

- American Public Transportation Association – four 1st Place Ad Wheel Awards
Presented to:
 - Rusty Comer, Marketing and Creative Services Coordinator

- o Adrienne Hamilton, Marketing & Communications Specialist
- o Wendy Haun, Marketing Intern

1. CONSENT AGENDA

- a. Approval of Minutes September 25, 2014
- b. Acceptance of Financial Reports
- c. Accept 4th Quarter Investment Report
- d. Approval of Resolution 14-07 Adopting Investment Policy
-Motion to approve Consent Agenda Items 1a-d made by Jim Robertson. 2nd
by Doug Peach. Motion carried unanimously.

2. CHAIR REPORT – Charles Emery gave an update Regional Transportation Issues

- a. Discussion of Regional Transportation Issues

3. PRESIDENT’S REPORT – Jim Cline reported

- a. Regional Transportation Update
- b. Budget Transfers

4. 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.

5. 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.

6. RECONVENE OPEN SESSION – n/a

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

7. ADJOURN 3:45 p.m.

The minutes of the October 23, 2014 meeting of the Board of Directors were passed, and approved by a vote on this 20th day of November, 2014.

Charles Emery, Chairman

ATTEST

Richard Huckaby, Secretary



Board of Directors Memo

November 20, 2014

Item: 1(c) Approve Award and Authorize the President to Execute a Contract for the Purchase of Tires: New and Recapped

Background

A request for bids was released on September 22, 2014, on BidSync for the purchase of tires for various vehicles in the fleet. Notices were provided to over 400 potential suppliers, fifteen (15) suppliers viewed the documents.

On October 16, 2014 DCTA received two (2) bids in response to our RFB:

1. Southern Tire Mart
2. Wingfoot Commercial Tire Systems, LLC dba Goodyear Commercial Tire & Service Centers

Staff conducted a review and evaluation of the bids received and staff is recommending award of items as follows:

Southern Tire Mart
Items: 01-01 through 01-24, 01-49 through 01-88

Wingfoot Commercial Tire Systems dba Goodyear Commercial Tire & Service Centers
Items: 01-25 through 01-48

Identified Need

Tires will be ordered on an as needed basis to perform repairs and preventative maintenance on buses and other fleet vehicles.

Financial Impact

Expenditures for tires are reimbursed by FTA funds at 80% from preventive maintenance grant funds. Anticipated annual expenses are \$150,000. Tires are replaced on an as needed basis.

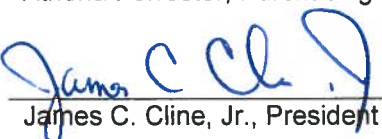
Recommendation

Staff recommends the Board approve the award to Southern Tire Mart and Wingfoot Commercial Tire Systems dba Goodyear Commercial Tire & Service Centers as shown above.

Submitted by:


Athena Forrester, Purchasing Manager

Approval:


James C. Cline, Jr., President



Item: 1(d) Approve Award and Authorize Purchase of Light Duty Sedans

Background

The DCTA fleet replacement plan recommends the replacement of vehicles that have reached the end of their useful life. The vehicles will be utilized by bus operations.

On November 6, 2014, three (3) bids were received in response to our RFB:

1. Randall Reed's Prestige Ford
2. Grapevine Chrysler Jeep Dodge
3. Nichols Ford dba Autonation Ford

Staff conducted a review and evaluation of the bids received and staff is recommending purchase of three (3) sedans from Randal Reed's Prestige Ford.

Identified Need

The vehicles are needed to replace current fleet vehicles that have exceeded their useful life.

Financial Impact


The contract amount will be \$46,500. This amount is included in FY2014 for fleet replacement with grant and local funds at 80/20.

Recommendation

Staff recommends the Board approve the acquisition of three (3) Light Duty Sedans from Randall Reed's Prestige Ford.

Submitted by: 
Athena Forrester, Purchasing
Manager

Final Review: 
Raymond Suarez, COO

Approval: 
James C. Cline, Jr., President

Board of Directors Memo

November 20, 2014

Item 1(e): Discussion and approval of agency pledge in support of Department of Transportation Human Trafficking Awareness.**Background:**

In 2012 the Department of Transportation launched the Transportation Leaders Against Human Trafficking partnership. The partnership is an open membership group comprised of transportation and travel industry stakeholders. The partnership identified five key focus areas: Industry leadership, Industry training and education, Policy development, Public awareness, and Information sharing and analysis. The partnership also established an online collaborative workspace where stakeholders can exchange ideas and best practices, measure the progress of the partnership, coordinate activities, share training programs and materials, and build on the momentum the partnership has created in the transportation sector.

Transit locations, such as bus stops, transit centers and rail stations are common venues for the recruitment of victims. Transit systems are used by commuters, and also by runaways and the homeless, because they are safe, warm, and easy to access. According to the Urban Institute study, transit locations rank eighth on the list and account for just over two percent of the recruitment venues. Other venues for recruitment of human trafficking are: Residential neighborhoods, Social media, Clubs or bars, Mall and School.

Victims of human trafficking may include anyone forced into different forms of "labor or services," such as domestic workers held in a home, or farm workers forced to labor against their will, and those who are involved in commercial sex trade, including adults age eighteen or over, and children.

Exhibit A: Transportation Leaders Against Human Trafficking – Pledge**Exhibit B:** Partnership Criteria and Member Guidelines**Financial Impact:**

There is not a financial impact to implement this pledge. The U.S. Department of Transportation will provide pledge partners with training materials and marketing collateral.

Recommendation:

Staff recommends the Board of Directors approve to support the transportation sector's role in dismantling modern day enslavement by endorsing the federal DOT Transportation Leaders Against Human Trafficking pledge. The pledge committed the agency to:

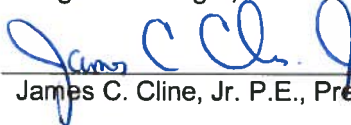
- Take a stand against human trafficking.
- Educate employees on how to recognize and report the signs of human trafficking.
- Raise awareness among the traveling public on human trafficking issues by utilizing common messaging in targeted outreach campaigns.
- Measure the collective impact on human trafficking by and sharing key data points.

Submitted By:

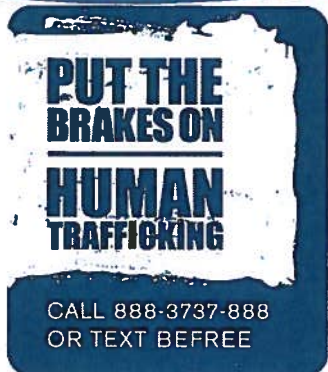
Shanna O'Gilvie

Program Manager, Human Resources and Grants

Approval:



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



TRANSPORTATION LEADERS AGAINST HUMAN TRAFFICKING

Our Pledge

Our commitment is simple: **Work together** to “**Put the Brakes on Human Trafficking.**”

As a key step in this effort, Denton County Transportation Authority (DCTA) joins with partners across the transportation industry in a shared resolve to:

- Demonstrate industry leadership by issuing a leader statement on DCTA’s commitment to take a stand against human trafficking
- Educate employees or organization members on how to recognize and report signs of human trafficking
- Create internal/external policies that define ways to combat human trafficking
- Raise awareness among the traveling public on human trafficking issues by utilizing common messaging in targeted outreach campaigns
- Measure our collective impact on human trafficking by tracking and sharing key data points

By uniting our efforts across the transportation sector, we will see greater progress in reaching our ultimate goal of eliminating human trafficking.

APPROVED:

Charles Emery
Board of Directors, Chairman

Date

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

Date

** Learn more about Transportation Leaders Against Human Trafficking by emailing trafficking@dot.gov

Transportation Leaders Against Human Trafficking Partnership Criteria and Member Guidelines

Partnership Criteria

In order to qualify for membership in the Transportation Leaders Against Human Trafficking collaborative workspace, non-Federal partners must meet the following criteria:

1. Either represent:
 - a. A non-partisan transportation or travel industry organization, trade group, or business; or
 - b. A non-partisan anti-human trafficking organization or group;
2. Sign the Leaders Against Human Trafficking pledge within six months of being granted access; and
3. Have a genuine interest in combatting human trafficking at the community, local, state, or national level.

Member Guidelines

Transportation Leaders Against Human Trafficking collaborative workspace:

1. Announce new anti-human trafficking policy recommendations and agendas;
2. Announce events hosted by one or more than one participating agency or organization of interest to members;
3. Disseminate the results of pilot projects, research studies and other efforts supported by one or more member agencies or organizations;
4. Share promising practices and partner campaign materials;
5. Encourage sharing of information and tactics to combat human trafficking;
6. Seek input from members on matters of shared interest that are being discussed by one or more members; and
7. Other opportunities that become may become evident as the Transportation Leaders Against Human Trafficking collaborative workspace is utilized by members.

Transportation Leaders Against Human Trafficking collaborative workspace may not be used to post partisan materials or for business purposes (i.e., to conduct sales of products or services). The collaborative workspace will be monitored. Inappropriate posts will be removed and access may be restricted for those members posting inappropriate content.

In joining and participating, you are indicating that you understand:

1. Transportation Leaders Against Human Trafficking collaborative workspace is an informal communication and engagement vehicle to promote dialogue, present ideas, and share materials across the many transportation industry stakeholders, that as a collective group, are critically important to successfully reaching the performance measures of the partnership, which can ultimately help lead to the elimination of human trafficking;
2. Participation is open to all interested parties that fit the membership criteria;
3. Participation is voluntary; and
4. Material within this collaborative workspace is not formally reviewed by any Federal, State, or local agency and no official endorsement should be inferred (unless specifically noted).

As a member participant you agree to:

1. Express views in a positive way and show regard for the views of others when opinions are sought;
2. Indicate role and location when requested; and
3. Limit access to ONLY those with a username and password granted by the site administrator

This collaborative workspace is hosted by the Research and Innovative Technology Administration (RITA) at the U.S. Department of Transportation (US DOT). No endorsement by RITA or US DOT should be inferred for the content of the material and messages posted within the Transportation Leaders Against Human Trafficking collaborative workspace.

**Board of Directors Memo**

November 20, 2014

Item 2(a) Discussion and Approval of Resolution 14-08 Authorizing Participation in the Texas County and Districts Retirements System (TCDRS) plan for 2015 and Authorize the President to Execute Plan Documents**BACKGROUND:**

The Texas County and District Retirement System (TCDRS) requires that each participating retirement plan member to confirm its plan design annually. TCDRS initial renewal for plan year 2015 reflected a contribution rate of 4.25% reflecting a decrease from over the current plan rate of 4.60%.

During the FY15 Budget discussion a change to employer contribution in the Texas County and District Retirement System (TCDRS) for the 2015 plan year was discussed. Staff was directed to bring this back after the adoption of the FY15 budget for further discussion. Any changes to the plan must be submitted to TCDRS no later than December 15.

Staff has collected data for the past two years from regional and peer transit agencies and conducted DCTA employee benefit surveys. In order to remain competitive with peer agencies and with other employers a change is recommended in the employer match for employee retirement. The proposed recommendation would affect Future Contributions only.

This option incorporates projections for 2:1 employer/employee match at the current 5% and affects Future Only contributions. The employer contribution rate would be 5.92% and yield a projected funded ratio of 90.7% at the end of the 2015 plan year.

Ms. Amy Campbell, TCDRS Manager of Employer Services will provide a brief presentation and answer any questions regarding DCTA plan renewal and TCDRS investment performance during the Board of Directors Work Session.

Exhibit A: Retirement Plan Assessment for Plan Year 2015 at current 1.5:1 match.

Exhibit B: Summary of Proposed Plan Provision Changes - *Rate Projections and Projected Valuation Results for 2:1 match.*

Exhibit C: Plan Agreement for Plan Year 2015

Identified Need

DCTA offers a competitive benefit package in order to attract and retain a quality, professional staff. Maintaining a financially stable retirement plan is an important element of the agency's overall employee group benefit package.

Financial Impact

The FY 2015 adopted budget the DCTA employer match a rate of 4.60% of salaries & wages for a total of \$97,336.98 for employer match contributions. The 2:1 match employer contribution will be \$125,268.46. An increase of \$ 27,931.48 for the FY15 budget.

Recommendation

The Finance Committee discussed this at their meeting in October with general support for the move to a 2:1 employer match for future contributions only. Staff recommends that the Board to approve Resolution 14-08 and authorize the TCDRS plan provisions for Plan Year 2015 as outlined in Resolution 14-08. The resolution incorporates an employer contribution rate of 5.92% and will enhance the employer retirement match from 1.5:1 match to match. 2:1.

Staff: Shanna O'Gilvie
Program Manager, Human Resources and Grants

Final Review: Anna Mosqueda
Senior Vice President, Chief Financial Officer

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

**DENTON COUNTY TRANSPORTATION AUTHORITY
RESOLUTION NO. 14-08**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) ELECTING TO PARTICIPATE IN THE TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM (TCDRS) FOR THE 2015 PLAN YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution No. 11-04 dated August 25, 2011, the Denton County Transportation Authority (“DCTA”) elected to participate in the Texas County & District Retirement System (“TCDRS”) to provide retirement, disability and survivor benefits to its employees. All non-temporary employees of the DCTA became members of TCDRS effective January 1, 2012; and

WHEREAS, the TCDRS was established by the Texas Legislature under Section 67 of Article XVI of the Texas Constitution; and

WHEREAS, this election is in accordance with Subtitle F of Title 8 of the Texas Government Code (the “TCDRS Act”); and

WHEREAS, the DCTA elects to participate in the TCDRS for the 2015 plan year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY:

SECTION 1. That the Board of Directors of the Denton County Transportation Authority hereby elects to participate in the Texas County & District Retirement System (TCDRS) for the 2015 plan year, as set forth below:

1. With respect to the plan provisions currently applicable to its members, DCTA makes the following changes:
 - a. With respect to the Basic Plan Options, DCTA will increase Employer Matching to a two to one (2-to-1) match (200%).
 - b. DCTA adopts an annually determined contribution rate plan with the following rate for the 2015 plan year: the total required employer contribution rate of 5.92%.
2. With respect to benefit payments being paid to its retirees or their beneficiaries, DCTA does not adopt a COLA.
3. Except as modified by this Resolution or by law, the plan previously adopted by the Board of Directors of Denton County Transportation Authority relating to participation in TCDRS remains in effect and is continued.

SECTION 2. That the DCTA President is hereby authorized to execute any documents, agreements, or other instruments related to the TCDRS, and to take any necessary action related thereto.

SECTION 3. That this resolution shall become effective immediately upon its passage and approval.

DULY PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY THE 20TH DAY OF NOVEMBER, 2014.

APPROVED:

Charles Emery, Chairman

ATTEST:

Richard Huckaby, Secretary

APPROVED AS TO FORM:

Peter G. Smith, General Counsel
(PGS:11-13-14:TM 69141)



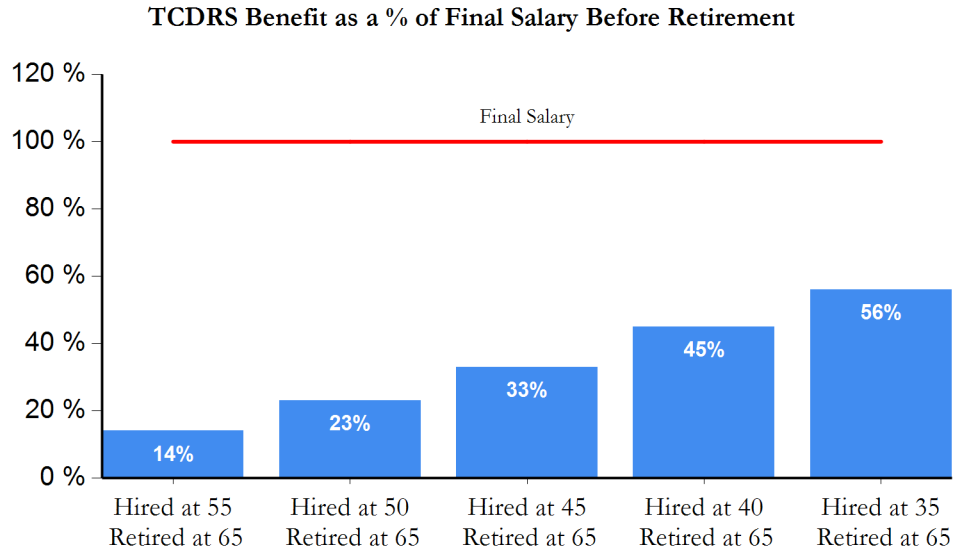
**Plan Assessment for Plan Year 2015
Denton County Transportation Authority – 783**

It's that time of year again — time to look at your TCDRS retirement plan and decide whether or not your benefits are adequate and affordable. This plan assessment will give you an overview of the benefits you provide as well as how much it will cost to provide these benefits in the upcoming plan year.

2015 Plan	
Basic Plan Options	
Employee Deposit Rate	5%
Employer Matching	150%
Prior Service Credit	0%
Retirement Eligibility	
Age 60 (Vesting)	5 years of service
Rule of	75 years total age plus service
At Any Age	30 years of service
Optional Benefits	
Partial Lump-Sum Payment at Retirement	No
Group Term Life	None
Retirement Plan Funding	
Normal Cost Rate	4.16%
UAAL/(OAAL) Rate	0.09%
Required Rate	4.25%
Elected Rate	N/A
Total Contribution Rate	
Retirement Plan Rate (greater of required or elected rate)	4.25%
Group Term Life Rate	None
Total Contribution Rate	4.25%
Valuation Results (as of Dec. 31, 2013)	
Actuarial Accrued Liability	\$385,737
Actuarial Value of Assets	\$368,960
Unfunded/(Overfunded) Actuarial Liability	\$16,777
Funded Ratio	95.7%

What You Are Providing

The TCDRS benefit is based on employee deposits, which earn 7% compound interest each year, and employer matching at retirement. The following chart shows the estimated TCDRS benefit as a percentage of final salary prior to retirement for a new hire:

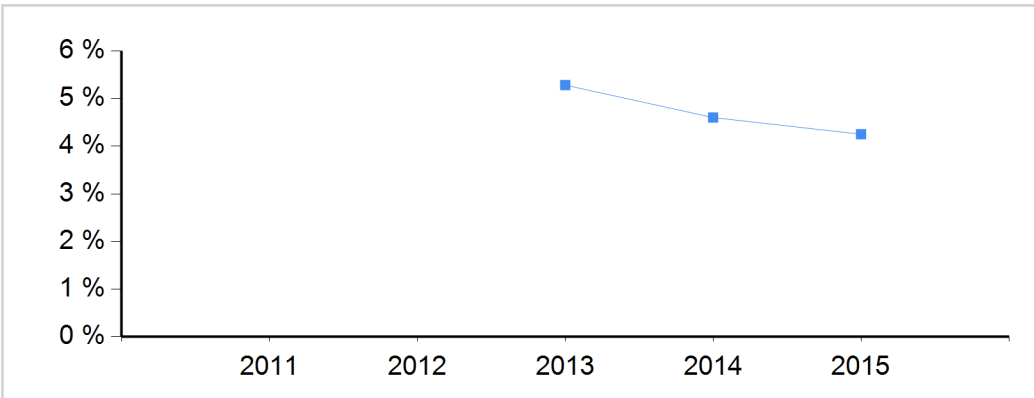


Assumptions

- Employees are new hires and will work for you until retirement.
- Your current plan provisions will remain in effect through employee’s retirement.
- Current laws governing TCDRS will continue as they are.
- Graded salary scales give bigger raises early in careers, with smaller raises later in careers (see Summary Valuation Report at www.tcdrs.org/employer).
- Based on Single Life benefit.

Reasons for Rate Change

Below is a record of your required employer contribution rate history over the last five years.



Reasons for Rate Change	2011–2012	2012–2013	2013–2014	2014–2015
Beginning Rate			5.28%	4.60%
Plan Changes Adopted			0.00%	N/A
Investment Return			0.00%	0.02%
Elected Rate/Lump Sum			-0.61%	0.00%
Demographic/Other Changes			-0.07%	-0.31%
Assumptions/Methods			0.00%	-0.06%
Ending Rate			4.60%	4.25%

Valuation Year	2010	2011	2012	2013
Funded Ratio			87.9%	95.7%

A complete Summary Valuation Report for the Dec. 31, 2013 valuation will be available mid-May at www.tcdrs.org/employer.

Next Steps

If you are interested in making plan changes, please contact your Employer Services Representative at 800-651-3848. Your benefit selections are due by Dec. 15, 2014.

Denton County Transportation Authority Retirement Plan Summary of Proposed Plan Provision Changes Effective January 1, 2015

	Current Plan	Proposed Plan
Basic Benefit Provisions		
Employee Deposit Rate:	5%	5%
Employer Matching Rate:	150%	200%
Application of Matching:		Future Only
Prior Service Credit:	0%	0%
Retirement Eligibility		
Vesting & Retirement at Age 60:	5	5
Rule Of:	75	75
Years at Any Age:	30	30
Additional Contributions		
Elected Rate:		
Elected Rate Through:		
2014 Lump Sum:		
2015 Lump Sum:		
2016 Lump Sum:		
Other		
January 1, 2015 COLA:		
Annual COLA:		
Partial Lump-Sum:	No	No
2014 SAF Credit:	9.00%	9.00%

These plan projections are estimates and are only intended to assist you in your budget planning. The projections are based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated above). As our information database is revised and actual plan experience turns out to be different from the actuarial assumptions, plan assets, liabilities and employer required rates will change.

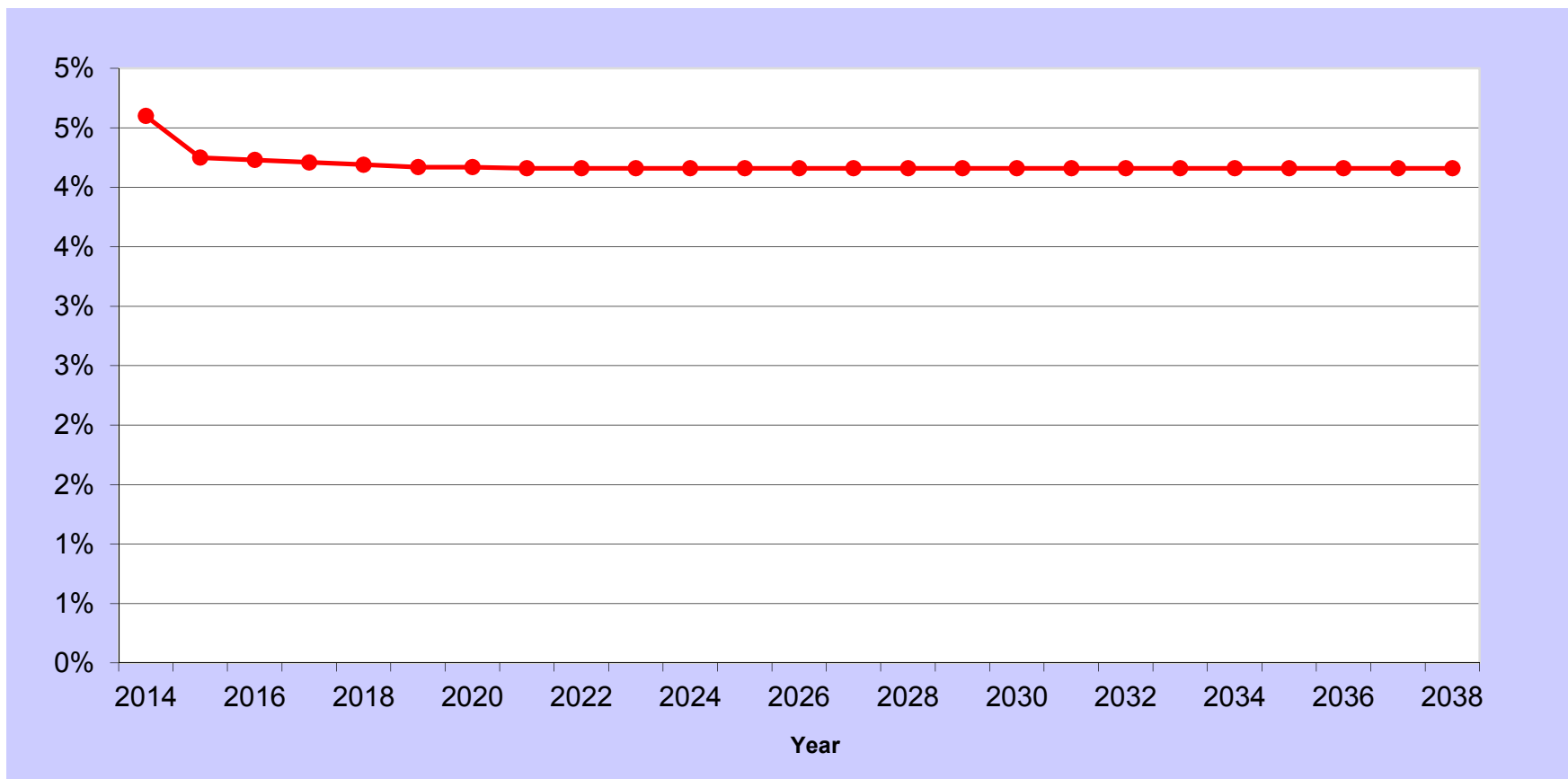
Denton County Transportation Authority Retirement Plan Funding Projection Summary

Funding Projections based on Dec. 31, 2013 Actuarial Valuation

Elected Rate: None None None

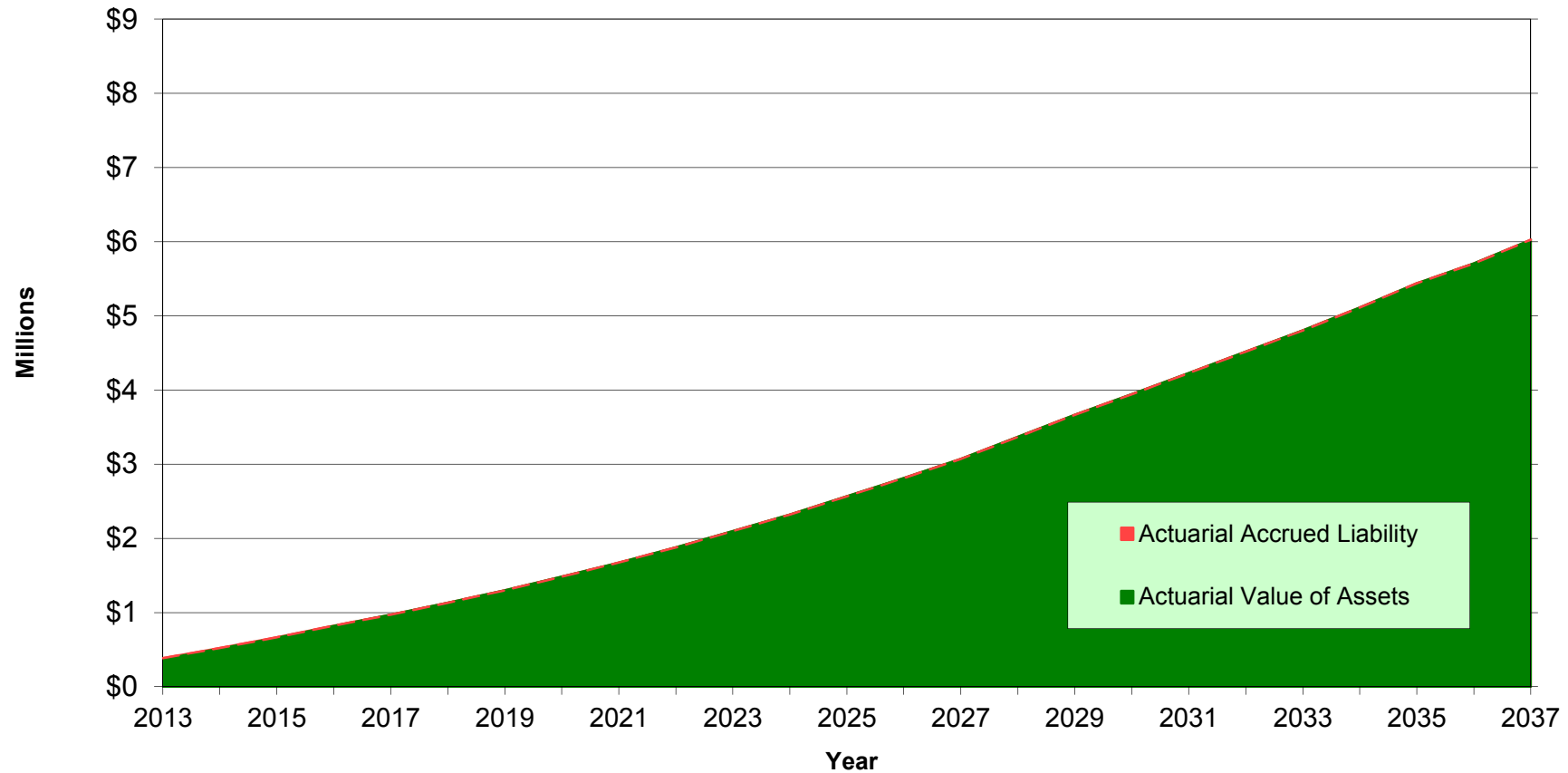
Required Contribution Rate		
Year	Current Plan	Proposed Plan
2014	4.60%	4.60%
2015	4.25%	5.92%
2016	4.23%	5.90%
2017	4.21%	5.88%
2018	4.19%	5.86%
2019	4.17%	5.84%
2020	4.17%	5.84%
2021	4.16%	5.84%
2022	4.16%	5.84%
2023	4.16%	5.84%
2024	4.16%	5.84%
2025	4.16%	5.84%
2026	4.16%	5.84%
2027	4.16%	5.84%
2028	4.16%	5.84%
2029	4.16%	5.84%
2030	4.16%	5.45%
2031	4.16%	5.45%
2032	4.16%	5.45%
2033	4.16%	5.45%
2034	4.16%	5.45%
2035	4.16%	5.45%
2036	4.16%	5.46%
2037	4.16%	5.46%
2038	4.16%	5.46%

Denton County Transportation Authority Retirement Plan Projection of Current Plan Required Contribution Rate



This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page I). This projection assumes the current plan effective January 1, 2014 (listed on page I).

Denton County Transportation Authority Retirement Plan Projection of Current Plan Assets and Liabilities



The difference between the actuarial accrued liability and the actuarial value of assets represents the unfunded actuarial accrued liability (the red area).

This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page I). This projection assumes the current plan effective January 1, 2014 (listed on page I).

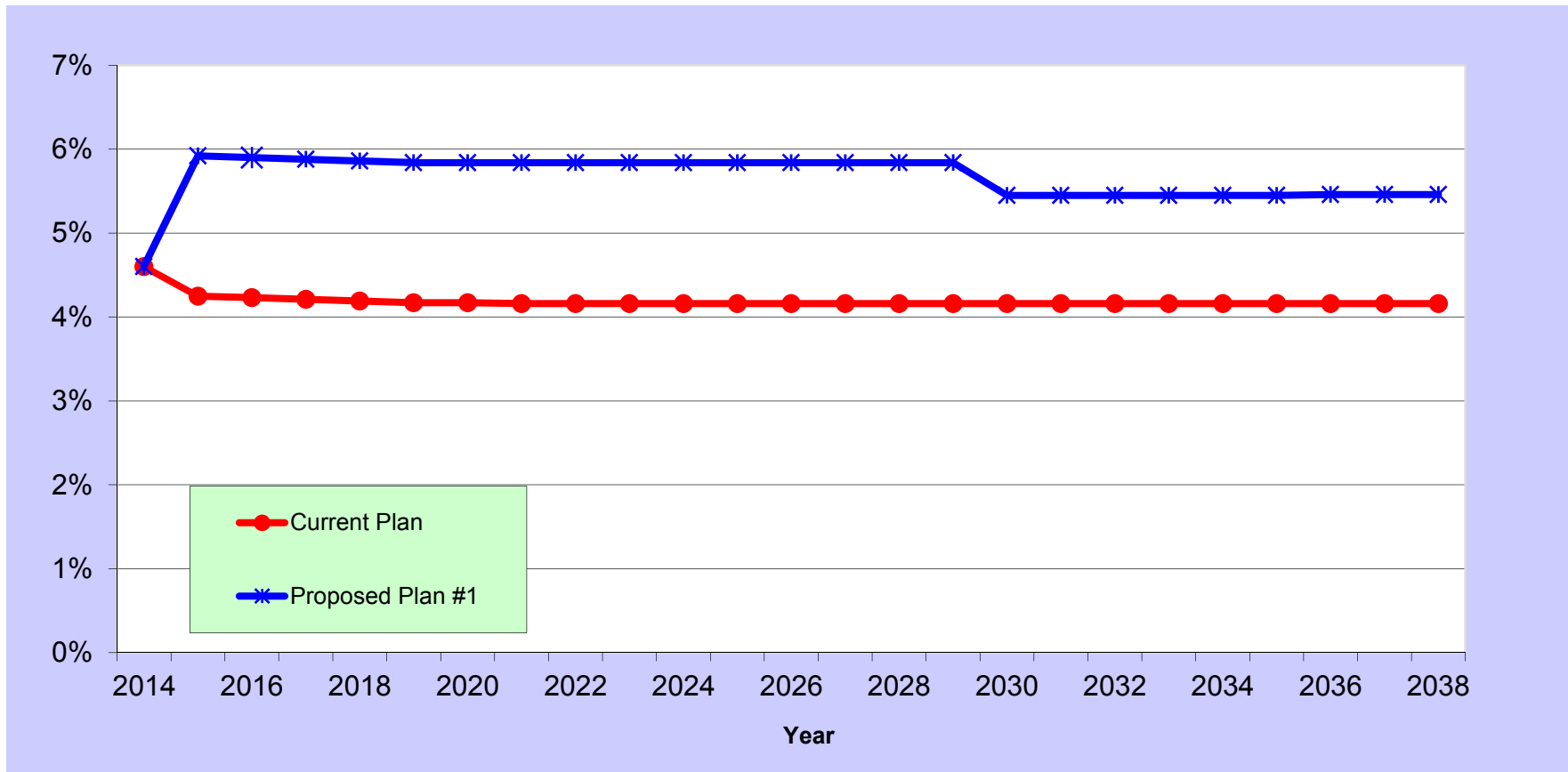
Denton County Transportation Authority Retirement Plan Current Plan Projections

Exhibit B

Contribution Information		Projected Valuation Results				
Year	Required Contribution Rate	Valuation Date	Actuarial Accrued Liability	Actuarial Value of Assets	Unfunded Actuarial Accrued Liability	Funded Ratio
2014	4.60%	12/31/2013	\$386,000	\$369,000	\$17,000	95.7%
2015	4.25%	12/31/2014	523,000	514,000	9,000	98.3%
2016	4.23%	12/31/2015	665,000	659,000	6,000	99.1%
2017	4.21%	12/31/2016	821,000	818,000	3,000	99.6%
2018	4.19%	12/31/2017	971,000	970,000	1,000	99.9%
2019	4.17%	12/31/2018	1,133,000	1,133,000	0	100.0%
2020	4.17%	12/31/2019	1,301,000	1,301,000	0	100.0%
2021	4.16%	12/31/2020	1,482,000	1,482,000	0	100.0%
2022	4.16%	12/31/2021	1,673,000	1,673,000	0	100.0%
2023	4.16%	12/31/2022	1,877,000	1,877,000	0	100.0%
2024	4.16%	12/31/2023	2,097,000	2,097,000	0	100.0%
2025	4.16%	12/31/2024	2,320,000	2,320,000	0	100.0%
2026	4.16%	12/31/2025	2,566,000	2,566,000	0	100.0%
2027	4.16%	12/31/2026	2,812,000	2,812,000	0	100.0%
2028	4.16%	12/31/2027	3,071,000	3,071,000	0	100.0%
2029	4.16%	12/31/2028	3,369,000	3,369,000	0	100.0%
2030	4.16%	12/31/2029	3,664,000	3,664,000	0	100.0%
2031	4.16%	12/31/2030	3,942,000	3,942,000	0	100.0%
2032	4.16%	12/31/2031	4,228,000	4,228,000	0	100.0%
2033	4.16%	12/31/2032	4,519,000	4,519,000	0	100.0%
2034	4.16%	12/31/2033	4,802,000	4,802,000	0	100.0%
2035	4.16%	12/31/2034	5,113,000	5,113,000	0	100.0%
2036	4.16%	12/31/2035	5,438,000	5,438,000	0	100.0%
2037	4.16%	12/31/2036	5,705,000	5,705,000	0	100.0%
2038	4.16%	12/31/2037	6,025,000	6,025,000	0	100.0%

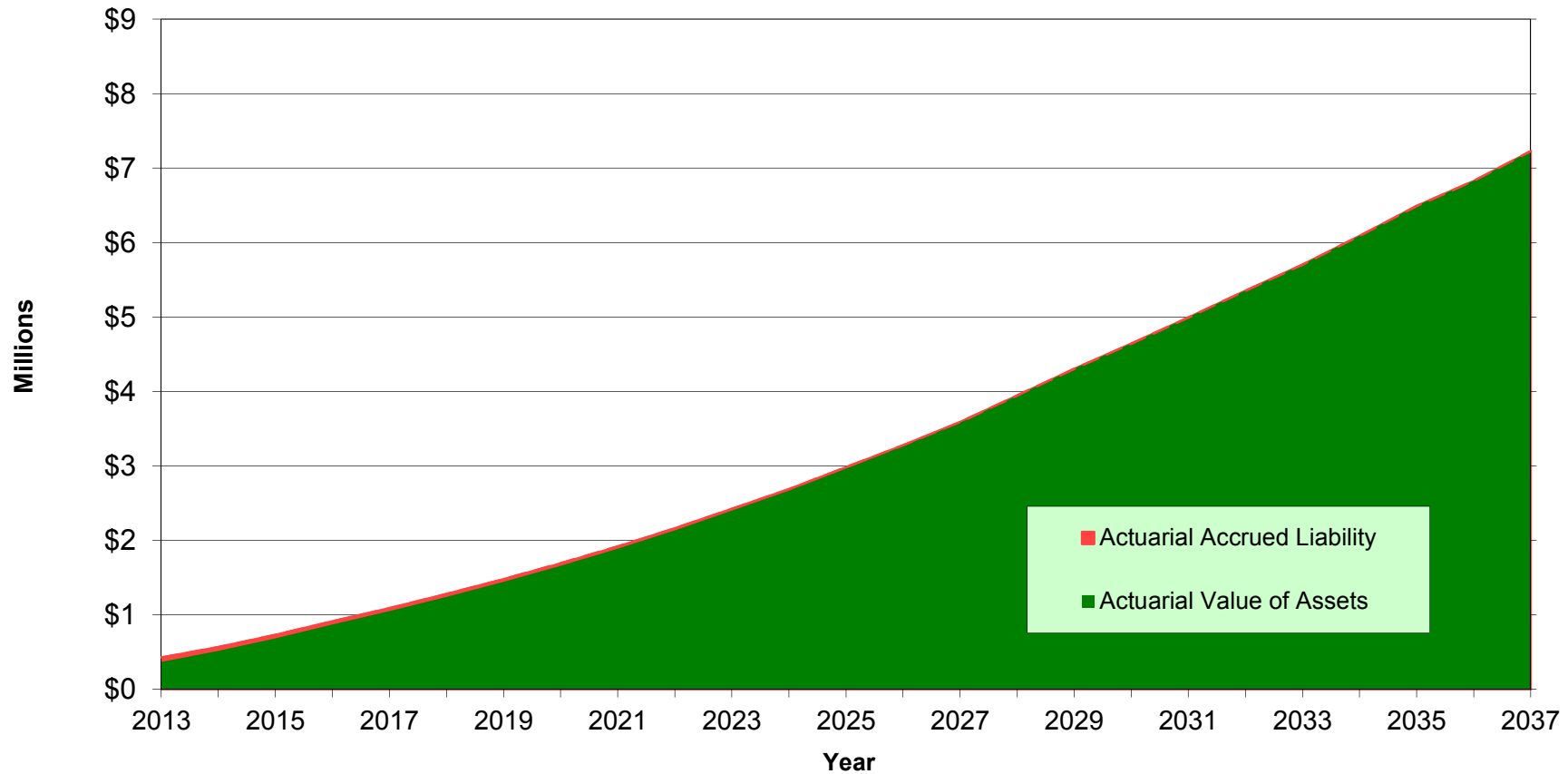
This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page 1). This projection assumes the current plan effective January 1, 2014 (listed on page 1).

Denton County Transportation Authority Retirement Plan Projection of Proposed Plan Required Contribution Rate



This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page I). This projection assumes the proposed plan #1 effective January 1, 2015 (listed on page I).

Denton County Transportation Authority Retirement Plan Projection of Proposed Plan Assets and Liabilities



The difference between the actuarial accrued liability and the actuarial value of assets represents the unfunded actuarial accrued liability (the red area).

This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page I). This projection assumes the proposed plan effective January 1, 2015 (listed on page I).

Denton County Transportation Authority Retirement Plan Proposed Plan Projections

Exhibit B

Contribution Information		Projected Valuation Results				
Year	Required Contribution Rate	Valuation Date	Actuarial Accrued Liability	Actuarial Value of Assets	Unfunded Actuarial Accrued Liability	Funded Ratio
2014	4.60%	12/31/2013	\$426,000	\$369,000	\$57,000	86.5%
2015	5.92%	12/31/2014	568,000	515,000	53,000	90.7%
2016	5.90%	12/31/2015	732,000	683,000	49,000	93.3%
2017	5.88%	12/31/2016	913,000	869,000	44,000	95.2%
2018	5.86%	12/31/2017	1,089,000	1,049,000	40,000	96.3%
2019	5.84%	12/31/2018	1,279,000	1,241,000	38,000	97.0%
2020	5.84%	12/31/2019	1,478,000	1,443,000	35,000	97.6%
2021	5.84%	12/31/2020	1,692,000	1,659,000	33,000	98.0%
2022	5.84%	12/31/2021	1,918,000	1,888,000	30,000	98.4%
2023	5.84%	12/31/2022	2,161,000	2,134,000	27,000	98.8%
2024	5.84%	12/31/2023	2,422,000	2,398,000	24,000	99.0%
2025	5.84%	12/31/2024	2,689,000	2,669,000	20,000	99.3%
2026	5.84%	12/31/2025	2,983,000	2,966,000	17,000	99.4%
2027	5.84%	12/31/2026	3,278,000	3,266,000	12,000	99.6%
2028	5.84%	12/31/2027	3,590,000	3,582,000	8,000	99.8%
2029	5.84%	12/31/2028	3,947,000	3,944,000	3,000	99.9%
2030	5.45%	12/31/2029	4,303,000	4,305,000	-2,000	100.0%
2031	5.45%	12/31/2030	4,643,000	4,645,000	-2,000	100.0%
2032	5.45%	12/31/2031	4,994,000	4,996,000	-2,000	100.0%
2033	5.45%	12/31/2032	5,353,000	5,355,000	-2,000	100.0%
2034	5.45%	12/31/2033	5,704,000	5,706,000	-2,000	100.0%
2035	5.45%	12/31/2034	6,089,000	6,091,000	-2,000	100.0%
2036	5.46%	12/31/2035	6,492,000	6,494,000	-2,000	100.0%
2037	5.46%	12/31/2036	6,828,000	6,830,000	-2,000	100.0%
2038	5.46%	12/31/2037	7,227,000	7,229,000	-2,000	100.0%

This is a projection and actual results will vary. This projection is based on the same data, methods and assumptions as those used in the December 31, 2013 actuarial valuation, including a long-term investment return assumption of 8% per year (2014 SAF Credit is indicated on page I). This projection assumes the proposed plan #1 effective January 1, 2015 (listed on page I).



**Plan Agreement for Plan Year 2015
Denton County Transportation Authority – 783**

The following plan agreement for participation of Denton County Transportation Authority in the Texas County & District Retirement System (TCDRS) for the 2015 plan year was adopted in open session on _____ (mm/dd/yy). These plan provisions are effective Jan. 1, 2015.

Basic Plan Options	
Employee Deposit Rate:	5%
Employer Matching:	200%
Application of Matching:	Future Only
Retirement Eligibility	
At 60 (Vesting)	5 years of service
Rule of	75 years total age + service
At Any Age	30 years of service
Optional Benefits	
Partial Lump-sum Payment at Retirement:	No
Group Term Life:	None
Retirement Plan Funding	
Elected Rate:	N/A
Total Contribution Rate	
Retirement Plan Rate:	5.92%
Group Term Life Rate:	N/A
Total Contribution Rate:	5.92%

Certification

I certify that the plan agreement for the participation of Denton County Transportation Authority in TCERS for the 2015 plan year truly and accurately reflects the official action taken during properly posted and noticed meeting on _____ (mm/dd/yy) by the Governing Board and such action is recorded in the official minutes.

Printed Name: _____ Title: _____

Authorized Signature: _____ Date: _____



Item: RM 2(b) Discussion and Authorize the President to execute all contracts for 2015 Employee Health and Ancillary Benefits.

Item: RM 2(c) Approval of resolution 14-09 Authorizing Participation in Texas Municipal League MultiState Intergovernmental Employee Benefit Pool.

Background

Holmes Murphy, Inc. services as DCTA's benefits broker and acts on our behalf to research, review, bid and make recommendations for the annual review of employee health care benefits. They coordinate the bid process and assist staff with the evaluation of responses for the various health care and disability related employee benefits for both DCTA and Transit Management of Denton County (TMDC). In addition, they provide updates on the Affordable Care Act and cost projections for inclusion in the annual budget process. For the 2015 year DCTA and TMDC have three plans which require contract renewals: Medical & Prescription, Dental, and Group Term Life and Disability coverage.

In June 2014, Holmes–Murphy, Inc., presented to the Finance Committee the 2015 Pre-Renewal strategy and FY 15 budget recommendations. Over the past few months Holmes Murphy has worked with DCTA and TMDC staff to review and outline options for the expiring plans. The FY 2015 budget reflects a 10% increase for DCTA benefit plans and a 15% increase for TMDC benefit plans.

During the October 20,2014 Finance Committee Julie Rickman with Holmes-Murphy, provided some highlights on Health Care reform as well as recommendations for 2015 Employee Health Benefits Renewal. Michael Chinn, the General Manager for TMDC updated the Committee on discussions with First Transit (the parent company of TMDC) regarding the option of TMDC employees participating in the First Transit Inc. health benefits plan pool. Aetna currently serves as the Third Party Administrator for First Transit Inc. self-insured health benefits program.

Recommendations for DCTA's 2015 employee health care benefits plan:

Medical– Renew coverage with Texas Municipal League-MultiState Intergovernmental Employees Benefit Pool (TML-IEBP). The renewal increase is 5% (or \$8,500) with no plan changes for a total of \$183,500 for FY15. Other quotes were received from Blue Cross Blue Shield, Aetna and United Healthcare but all were at an increased cost with diminished benefit plans. DCTA's FY15 Budget included a 10% increase assumption.

The medial plan renewal will also include Early and Post Sixty-Five Retiree Benefits. TML-IEBP provides plan options for employer members to make available to employees who retire either before or after the age of 65. The premium is paid fully by the participating employee.

Dental – Renew coverage with TML-IEBP. The renewal will be a slight decrease in premiums for a total of \$14,000 for FY15.

Short Term Disability and Long Term Disability coverage - Renewal confirmed with no increase from the current provider Lincoln Financial Group.

Third Party Administrator for Flexible Spending Account (FSA) and Consolidated Omnibus Budget Reconciliation Act (COBRA) - Renewal confirmed with no increase from the current provider Discovery Benefit. .

Vision – Continue with Eye Med the current provider. This benefit is no up for renewal in until 2016.

Recommendations for TMDC’s 2015 employee health benefits plan:

Medical- Recommend participation in First Transit Inc.employee benefit pool for medical healthcare plan coverage. The First Transit Inc. medical pool, which currently includes approximately 90,000 participants, will provide a reduction in premiums of nearly 11%. This transition will provide TMDC employees with medical plan improvements and incorporate wellness program enhancements by establishing an employer-paid Health Saving Account (HSA) for healthcare milestone achievements for participating employees. The Health Savings Account option recommendation includes a base account of \$300.00 with added Wellness incentives up to \$200.00 per employee annually. Based on the recent medical plan census, the HSA implementation will cost \$35,500.00 to cover the existing 71 participants. The net impact of the medical benefit change is a decrease of \$259,339.

Short Term and Long Term Disability coverage - Renewal from current provider reflects a 22% estimated increase of \$3,900 for total cost of \$18,100 for FY15. TMDC received no market responses for this coverage and will remain with Lincoln Financial the current provider.

Third Party Administrator for Flexible Spending Account (FSA) and Consolidated Omnibus Budget Reconciliation Act (COBRA) - Renewal confirmed with no increase from Discovery Benefit; the incumbent provider. These all have rate guarantees for multiple year periods.

Dental – Not up for renewal in until 2016. Lincoln Financial Group is the current provider.

Vision – Not up for renewal in until 2016. Dental Select is the current provider.

Need:

It is important to provide an employee benefit package that is competitive with similar organizations in the region to attract and retain a high quality, skilled, professional staff.

Financial Impact

The FY 2015 budget includes a 10% increase for DCTA health benefit renewals and a 15% increase for TMDC health benefit renewals based on current plan design. The final plan selections will result in an estimated budget net savings of \$14,352 for DCTA and \$263,239 for TMDC.

Recommendation:

Staff recommends that the Board authorize the President to execute all contracts for 2015 Employee Health and Ancillary Benefits and Approval of Resolution 14-09 Authorizing Participation in Texas Municipal League MultiState Intergovernmental Employee Benefit Pool. Employee group plans will be effective January 1, 2015.

Submitted By: Shanna O’Gilvie
Program Manager, Human Resources and Grants

Final Review: Anna Mosqueda
Senior Vice President, CFO

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

**DENTON COUNTY TRANSPORTATION AUTHORITY
RESOLUTION NO. 14-09**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY APPROVING THE INTERLOCAL AGREEMENT WITH TML MULTISTATE INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL, FOR DCTA EMPLOYEES, OFFICIALS, AND RETIREES AND THEIR DEPENDENTS TO OBTAIN LIFE, SICK, ACCIDENT AND OTHER HEALTH-RELATED SERVICES AND BENEFITS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Denton County Transportation Authority (“DCTA”) desires to provide health benefits coverage to its retirees; and

WHEREAS, TML MultiState Intergovernmental Employee Benefits Pool is a health risk pool established pursuant to Texas Local Government Code Chapter 172, Texas Government Code Chapter 791, and the Texas Trust Code to provide health benefits coverage for employees and retirees and dependents of employees and retirees, of Texas political subdivisions under an Interlocal agreement; and

WHEREAS, DCTA is currently offering health benefits coverage through the TML MultiState Intergovernmental Employee Benefits Pool pursuant to Interlocal agreement and Chapter 172 of the Texas Local Government Code, both of which would allow the extension of benefits to retirees of DCTA; and

WHEREAS, DCTA desires to provide health benefits coverage to its retirees through the TML MultiState Intergovernmental Employee Benefits Pool and that the cost for such coverage be paid for 100% by the individual retiree; and

WHEREAS, DCTA desires to select a plan of benefits for its retirees to be provided by the TML MultiState Intergovernmental Employee Benefits Pool; and

WHEREAS, providing retiree coverage under the TML MultiState Intergovernmental Employee Benefits Pool Interlocal Agreement is in the best interest of DCTA, its retirees, and the public generally; and

WHEREAS, the Board of Directors has been presented with the proposed Interlocal Agreement (Risk Participating Member) by and between DCTA and TML MultiState IEBP, a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference (the “Interlocal Agreement”); and

WHEREAS, the Parties are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act (“Act”), Chapter 791, Texas Government Code; and

WHEREAS, the Board of Directors of the Denton County Transportation Authority, after review and consideration, elects to approve the Interlocal Agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY:

SECTION 1. The foregoing recitals are incorporated into this Resolution as findings of fact.

SECTION 2: DCTA hereby elects to provide health benefits coverage to its retirees through TML MultiState Intergovernmental Employee Benefits Pool under the Pool's Interlocal Agreement pursuant to the attached policy.

SECTION 3. DCTA hereby adopts the following definition of "retiree" for purposes of this Resolution: A vested employee with 5 years of service with DCTA; and, has earned sufficient service time and meets the standard age requirements for retirement. An individual may retire at the age of 60 with 5 years of service; or, at any age with 30 years of service.

SECTION 4. The Interlocal Agreement in effect between DCTA and the TML MultiState Intergovernmental Employee Benefits Pool provides that the Board of Trustees may adopt rules and regulations. The rules and regulations of the TML MultiState Intergovernmental Employee Benefits Pool allow the participating member entity to provide retiree medical coverage at the same contribution as charged to active employees, to select a contribution level which is an elevated percentage (150%, 160%, etc. which may change from time to time) of the active employee contribution or to offer over age 65 retirees a Medicare Supplement.

DCTA elects to have the retiree medical contribution for under age 65 retirees be the current elevated percentage of the active employee for as long as the TML MultiState Intergovernmental Employee Benefits Pool offers this rate structure for retiree medical coverage. DCTA elects to have the retiree medical contribution for over age 65 retirees be the current elevated percentage of the active employee. Other coverages will be as established annually by the TML MultiState Intergovernmental Employee Benefits Pool Board of Trustees.

SECTION 5. DCTA shall adopt on an annual basis any additional or alternative retiree benefit plans to be provided through TML MultiState Intergovernmental Employee Benefits Pool. The cost of these plans shall be paid for entirely by the retiree.

SECTION 6. This Resolution will only apply to individuals retiring after its effective date or to employees, which retired under a previous resolution. For individuals retiring after the effective date of this Resolution to qualify, they must enroll for this coverage within thirty (30) days of their retirement.

SECTION 7. This Resolution may be repealed or modified at any time, but will remain in effect for any employee retiring while it is in effect.

SECTION 8. All existing DCTA resolutions in conflict with the provisions of this Resolution are repealed to the extent of the conflict.

SECTION 9. That the Board of Directors of the Denton County Transportation Authority does hereby approve the Agreement with TML MultiState IEBP.

SECTION 10. That the DCTA President is hereby authorized to execute the Agreement on behalf of DCTA, and any documents related thereto.

SECTION 11. That this resolution shall become effective immediately upon its passage and approval.

DULY PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY THE 20TH DAY OF NOVEMBER, 2014.

APPROVED:

Charles Emery, Chairman

ATTEST:

Richard Huckaby, Secretary

APPROVED AS TO FORM:

Peter G. Smith, General Counsel
(PGS:11-13-14:TM 69135)

TML MultiState Intergovernmental Employee Benefits Pool

Interlocal Agreement



Risk Participating Member (Pool)

Revised January 2014

EXHIBIT "A"

TML MultiState Intergovernmental Employee Benefits Pool Austin, Texas

INTERLOCAL AGREEMENT (RISK PARTICIPATING MEMBER)

WHEREAS, the TML MultiState Intergovernmental Employee Benefits Pool, hereinafter referred to as TML MultiState IEBP, is a legal entity created by Political Subdivisions of the State of Texas and governed by a Board of Trustees; and

WHEREAS, the undersigned Employer Member represents that (1) it is (a) a Political Subdivision of the State of Texas or of its state of domicile, (b) an Affiliated Service Contractor (as defined by Section 172.003, Texas Local Government Code) of a Political Subdivision of this state or of its state of domicile, or (c) an Economic Development Corporation organized under Subtitle C1, Title 12, Texas Local Government Code; (2) it is qualified under the interlocal cooperation law of the Employer Member's domiciliary state to enter into this Interlocal Agreement; and (3) its governing body has acted by majority vote, at a duly called and posted public meeting, to authorize the Employer Member to participate in this Interlocal Agreement; and

WHEREAS, the undersigned Employer Member has examined all the facts and issues it deems relevant and determined that it is in the best interest of the Employer Member, its Employees, officials, and retirees and their dependents to enter into this Interlocal Agreement and to obtain one or more life, sick, accident, and other health benefits, as well as the related services, by becoming a member of the TML MultiState IEBP; and

WHEREAS, the TML MultiState IEBP represents that it is a Local Government qualified to enter into this Interlocal Agreement pursuant to Chapter 791 of the Texas Government Code;

NOW, THEREFORE, in consideration of the covenants and agreements herein set forth, the undersigned Employer Member, together with other Employer Members' s executing identical or substantially similar Interlocal Agreements, enters into this Interlocal Agreement for the purpose of providing certain benefits and related services for their Employees, officials, and retirees and their dependents. The benefits will be provided under the authority of the laws of the State of Texas including the Texas Political Subdivision Uniform Group Benefits Program (Chapter 172, Texas Local Government Code), the Interlocal Cooperation Act (Chapter 791, Texas Government Code) and the Texas Trust Code (Title 9, Subtitle B, Texas Property Code). The Employer Member hereby designates the TML MultiState IEBP as its instrumentality to administer the business and supervise the performance of the Interlocal Agreement and the operation of the Risk Pool. All money transferred by the Employer Member to the TML MultiState IEBP under this Interlocal Agreement, together with any other property which may become subject to this Interlocal Agreement, will be held in trust by the Board of Trustees of the TML MultiState IEBP for the benefit of the Employees, officials, and retirees and their dependents of the Employer Members. The conditions of membership in the TML MultiState IEBP are agreed upon by and between the parties as set forth hereinafter.

1. When used in this Interlocal Agreement, the capitalized terms shall have the meanings specified in this paragraph unless the context clearly requires otherwise:

"Board of Trustees" or "Board" or "Trustees" means the trustees selected pursuant to the Trust Agreement Establishing the TML MultiState Intergovernmental Employee Benefits Pool to supervise the operation of the TML MultiState IEBP.

"Covered Participant" means a person who is eligible for coverage and who has enrolled in a Plan.

"Employee" means a person who works at least 20 hours a week for an Employer Member.

"Employer Member" means a Political Subdivision, Affiliated Service Contractor, or Economic Development Corporation member of the TML MultiState IEBP that has executed the Interlocal Agreement.

EXHIBIT "A"

"Interlocal Agreement" or "this Agreement" means the TML MultiState Intergovernmental Employee Benefits Pool Risk Participating Member Interlocal Agreement.

"Plan" or "Plans" mean the TML MultiState IEBP benefit plan(s) selected and adopted by the Employer Member.

"Political Subdivision" means (a) any legal entity included within the definition of "political subdivision" in Chapter 172, Texas Local Government Code or otherwise qualified as a political subdivision under Texas Law or (b) a political subdivision as defined by the laws of the Employer Member's domiciliary state.

"Schedule of Benefits" means the document outlining the Plan benefits and contribution level of the Employer Member.

"TML MultiState IEBP" or "Risk Pool" means the TML MultiState Intergovernmental Employee Benefits Pool.

"Local Government" means any legal entity included within the definition of "local government" in Chapter 791, Texas Government Code including any political subdivision as defined by the laws of the Employer Member's domiciliary state.

"Affiliated Service Contractor" means an entity described by Section 172.003(1) of the Texas Local Government Code.

"Economic Development Corporation" means a corporation organized under Subtitle C1, Title 12, Texas Local Government Code.

"Fund Contact" means the individual of department head rank or higher who is designated by the Employer Member to be the point of contact for all interaction with the TML MultiState IEBP.

2. The Employer Member agrees to be bound by this Interlocal Agreement, the Trust Agreement Establishing the TML MultiState Intergovernmental Employee Benefits Pool and all amendments thereto, and the Policies and Procedures established by the TML MultiState IEBP which collectively establish the conditions for membership in the TML MultiState IEBP.
3. The Employer Member will adopt one or more of the TML MultiState IEBP Plans and make the payments and contributions set forth in the Schedule of Benefits. The payments required to be made by the Employer Member shall be made at Austin, Travis County, Texas. Interest, beginning the first day after the due date and continuing until paid, shall accrue at the maximum rate allowed by Texas law on the balance of any payment or contribution not paid when due. All such payments and contributions shall be available for payment of eligible benefits and administrative expenses for all participating Employer Members. Supplemental benefits, including but not limited to dental, vision, life, Medicare Supplement and Long and Short Term Disability will not be offered separately from medical benefits.
4. Except as may be otherwise specified in the TML MultiState IEBP Trust Agreement Establishing the TML MultiState Intergovernmental Employee Benefits Pool, as amended, this Interlocal Agreement may be terminated by either the Employer Member or the TML MultiState IEBP upon 30 days written notice which will become effective on the first day of the month following the receipt of the 30 day notice by the party receiving the notice. Contributions are earned when paid. Withdrawing Employer Members are not entitled to a refund of contributions. The TML MultiState IEBP may terminate this Interlocal Agreement for non-payment of a payment or contribution immediately upon delinquency as determined by the TML MultiState IEBP Policies and Procedures. In the event of a disagreement between an Employer Member and the TML MultiState IEBP regarding non-payment of a payment or contribution, the Employer Member may appeal to the Board. The decision of the Board on appeal is final. The TML MultiState IEBP may also terminate this Interlocal Agreement if the Employer Member fails to cooperate with claims agents or attorneys representing the TML MultiState IEBP or if the Employer Member takes any other action detrimental to the TML MultiState IEBP's ability to carry out its purposes in an efficient manner.

EXHIBIT "A"

5. Every Employer Member shall furnish all the information the TML MultiState IEBP deems necessary and useful for the purposes of this Interlocal Agreement and shall abide by the Policies and Procedures adopted for the administration of the benefits plans. The TML MultiState IEBP may amend the Policies and Procedures and Trust Agreement Establishing the TML MultiState Intergovernmental Employee Benefits Pool at anytime to the extent it deems advisable. The TML MultiState IEBP may employ and contract with a third party administrator.
6. The TML MultiState IEBP may purchase excess loss coverage or reinsurance as provided in Chapter 172, Texas Local Government Code, and all Employer Members are subject to the terms and conditions of any such excess loss coverage or reinsurance agreement.
7. Each Employer Member will designate and appoint a person of department head rank or above to be the Employer Member's Fund Contact with the TML MultiState IEBP and agrees that the TML MultiState IEBP shall not be required to contact or provide notices to any other person. Further, any notice to or agreement by an Employer Member's Fund Contact with respect to services or claims hereunder shall be binding on the Employer Member. The Employer Member reserves the right to change the Fund Contact from time to time by giving written notice to the TML MultiState IEBP.
8. The Employer Member hereby appoints the TML MultiState IEBP as its agent to act in all matters pertaining to the processing and handling of claims and agrees to cooperate fully and provide all information necessary. All decisions on individual claims shall be made by the TML MultiState IEBP or by its contracted third party administrator.
9. The TML MultiState IEBP shall be audited annually by an independent certified public accountant, and the audit shall be filed as required by the laws of the State of Texas (including, but not limited to Chapter 172 of the Texas Local Government Code) or as may be required by the Employer Member's domiciliary state. A summary financial report will be provided to each Employer Member upon request.
10. All monies available for investment shall be invested by the TML MultiState IEBP in compliance with the Texas Public Funds Investment Act of 1987 (TEX. GOV'T CODE, ANN. SEC. 2256.001, et seq.) or the Texas Trust Code (Subtitle B, Title 9, Property Code).
11. Each Employer Member, as Plan Administrator, retains the rights, duties and privileges of the Plan Administrator and acknowledges it has responsibility for compliance with the state and federal laws applicable to employee benefits. For purposes of delivery of any Continuation of Coverage notices, TML MultiState IEBP is not the Group Administrator for any Employer Member unless and until a separate contract for administration of Continuation of Coverage is entered into between TML MultiState IEBP and that Employer Member.
12. To the extent authorized by law, the Employer Member agrees to indemnify and hold harmless the TML MultiState IEBP for all claims, damages and expenses, including but not limited to attorney's fees and costs of court, arising out of acts or omissions of officers or Employees of the Employer Member in connection with the Plan. The Employer Member agrees to pay all such claims, damages, and expenses out of current revenues at the time the obligation is determined. In the event current revenues are inadequate to fund the obligation at the time it is determined, the Employer Member agrees to take the appropriate budgetary action sufficient to pay the obligation.
13. The Employer Member agrees that all conditions of coverage for the benefits provided shall be as specified in the Plan booklet/document furnished to the Employer Member by the TML MultiState IEBP. The Employer Member agrees that the Employees and the Board of Trustees of the TML MultiState IEBP and individuals and entities with whom the TML MultiState IEBP contracts for staff functions may receive Plan benefits.

EXHIBIT "A"

14. Each Employer Member acknowledges that health Plan benefits provided in accordance with Chapter 172 of the Texas Local Government Code are not insurance and that the TML MultiState IEBP is not an insurer under the Insurance Code or other laws of the State of Texas or of another state in which an Employer Member is located.
15. The Employer Member and the TML MultiState IEBP may contract for additional administrative services related to the Employer Member's employee benefit programs as long as the Employer Member is a full medical risk participating member of the TML MultiState IEBP.
16. The Employer Member agrees that no Covered Participant shall have any claim against the property of the trust. The rights of Covered Participants are limited to the benefits specified in the Plan.
17. The Employer Members desire to join together to purchase life insurance benefiting their Employees, officials, and retirees and their dependents. Therefore, the Employer Member authorizes the TML MultiState IEBP to purchase life insurance coverage insuring the lives of all Covered Participants under the Plan.
18. No bond is required of the Board of Trustees of the TML MultiState IEBP.
19. If any part of this Interlocal Agreement, save and except paragraph 3, is declared invalid, void or unenforceable, the remaining parts and provisions shall continue in full force and effect. It is further agreed that venue for any dispute arising under the terms of this Interlocal Agreement shall be in Austin, Travis County, Texas.
20. This Interlocal Agreement represents the complete understanding of the TML MultiState IEBP and the Employer Member and may not be amended, modified or altered without the written agreement of both parties.
21. The initial term of this Interlocal Agreement shall be from the ___ day of _____, 20___, at 12:01 a.m. and continue until _____. Absent notice of termination, the Employer Member may annually renew and extend the Interlocal Agreement by executing and returning the rerate notice and benefit selection form as authorized at the inception of this Interlocal Agreement.
22. This Interlocal Agreement is entered into in the State of Texas and it is understood and agreed that this Interlocal Agreement shall be governed by, construed, and enforced in accordance with and subject to the laws of the State of Texas.
23. Employer Member represents and warrants that (a) this Agreement fully complies with the laws of its state of domicile and (b) Employer Member has full legal authority to enter into this Agreement. By entering into this Agreement, an Employer Member who is an Affiliated Service Contractor further warrants that it is an organization qualified for exemption under Section 501(c), Internal Revenue Code (26 U.S.C. Section 501(c)), as amended, that provides governmental or quasi-governmental services on behalf of a political subdivision and derives more than 25 percent of its gross revenues from grants or funding from the political subdivision.

EXHIBIT "A"

This Interlocal Agreement is entered into for the Employer Member under authorization of

(EMPLOYER MEMBER)

at duly called meeting held on _____

(Date of Meeting)

By _____

(SIGNATURE) (Typed or Printed Name)

Authorized Official Title _____

Date _____

This Interlocal Agreement entered into and Appointment Accepted By:

The TML MultiState Intergovernmental Employee Benefits Pool at Austin, Texas

By _____

Date _____

TO BE COMPLETED BY EMPLOYER MEMBER:

EMPLOYER MEMBER BENEFITS FUND CONTACT

Name _____

Title _____

Mailing Address _____

Street Address (if different from above) _____

City/State/Zip _____

Phone _____

Fax _____

E-mail _____

Interlocal Agreement (Rev 1.31.14) Page 5 of 5



Board of Directors Memo

September 25, 2014

Item: 2(d) Discussion/Approval Denton County Transportation Authority's State Legislative Agenda Revision

Background

At the August Legislative Committee meeting, the Capitol Insights team provided a proposed state legislative agenda the committee which was reviewed and later discussed at the August 28 Board of Director's meeting.

This information was covered in the Legislative Committee Chair Report during the September Board of Director's Work Session (Item WS 2a).

Financial Impact

All activities are covered under current contracts with both legislative consultants. There is no additional financial impact.

Recommendation

The posting of this item allows the Board of Directors to make changes as a result of the discussion during the work session if required. (Item WS 2a).

Approval:


James C. Cline, Jr., President