



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

**Board of Directors  
Work Session**

January 26, 2012  
1:30 p.m.

1. Routine Briefing Items
  - a. Financial Reports
    - i. Financial Statement
    - ii. Capital Projects Fund
    - iii. Sales Tax Report
    - iv. Quarterly Investment Report
  - b. Capital Projects Update
    - i. GTW Procurement
    - ii. Bus Operations and Maintenance Facility (OMF)
    - iii. Positive Train Control (PTC)
    - iv. A-train Close-out Status
  - c. Communications and Planning
    - i. Service Schedule Revision
    - ii. 13 January Event
    - iii. A-train Magazine
    - iv. Triennial Review
  - d. Transit Operations
    - i. Bus Operation
    - ii. Rail Operations
2. Discussion – Board Officer Elections
3. Discussion – Modification of Friday Night Service
4. Review Draft Board Retreat Agenda (February 23, 2012 9:00 a.m.)
5. Discussion of Regular Board Meeting Agenda Items (January 26, 2012)

6. Executive Session
  - a. As Authorized by Section 551.071(2) of the Texas Government Code, the 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. Discussion of Future Agenda Items
  - a. Architectural and Engineering Services
  - b. Results of FY11 Year End Audit and Audited Financial Statements
  - c. Board Member Requests
9. Adjourn Work Session

**Board of Directors**  
**Regular Meeting**  
January 26, 2012  
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 – December 2011
  - b. Approval of Corrected Minutes – March 2011
  - c. Acceptance of Financial Reports
  - d. Acceptance of Quarterly Investment Reports
  - e. Approval of Bus Purchase
  - f. Extension of Rail Operations and Maintenance Facility Security Services Agreement
2. REGULAR AGENDA
  - a. Board Officer Elections
    - i. Chair
    - ii. Vice-Chair
    - iii. Secretary
    - iv. Treasurer

- b. Discussion / Possible Action regarding Modification of Friday Night A-train Service
3. CHAIR REPORT
- a. Appointment of Ad Hoc Budget Committee
  - b. Discussion of Regional Transportation Issues
  - c. Discussion Legislative Issues: Local, Regional, Federal
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
- a. As Authorized by Section 551.071(2) of the Texas Government Code, the 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
- a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
7. ADJOURN REGULAR MEETING

**Chair – Charles Emery**  
**Vice Chair – Charles Correll**

**Secretary –**  
**Treasurer – Jeff Snowden**

**Members – Skip Kalb, Dave Kovatch, Doug Peach, Jim Robertson, Thomas Smith,  
Tom Spencer, Bill Walker, Daniel Peugh, Paul Pomeroy, Richard Huckaby**

**President – Jim Cline**

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

This notice was posted at 1660 S. Stemmons, Lewisville, Texas 75067 at a place convenient and readily accessible to the public at all times. Said notice was posted on 1/20/2012 at 4:56 PM.

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Leslee Bachus, Executive Assistant



## Board of Directors Memo

January 26, 2012

### Subject: WS1ai) Monthly Financial Reports

#### Background

The financial statements are presented to the Board on a monthly basis for acceptance. The reports presented for the period ending December 31, 2011 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 current month basis.

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

#### Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues Unfavorable by (\$46K) mainly due to not receiving Rail revenues as anticipated in FY12 budget. In December Rail revenues was budgeted at \$87k and actual revenues received was \$37k causing a (\$50k) of Unfavorable variance.
- **Note B:** Contract Service Revenues Favorable by \$55K mainly due to net impact of UNT revenues. UNT Revenues were favorable due to the billing of price adjustment per new contract for the past couple of months (August – November) of \$81k. The new UNT contract rate is \$44 per service hour compared to the old contract rate at \$39.72.
- **Note C:** Sales Tax Revenue Unfavorable by (\$511k). We booked November Sales tax allocation in the month of December. The budgeted amount was for the month of December Sales Tax Allocation. This is a timing variance. See the Sales Tax Report included in the packet for Budget to Actual Explanation.
- **Note D:** Federal Grants and Reimbursements Revenue Favorable by \$575k due to the RTRFI draw downs. We budgeted the RTRFI drawdowns in the month of October and actual RTRFI revenue will be recognized when the invoice paid. This is a timing variance.
- **Note E:** Salary, Wages and Benefits Favorable by \$37k. TMDC was Favorable \$32k. DCTA was \$5k. TMDC Wages are less due to UNT Holiday break. Health care benefits have not increased as anticipated in the budget.
- **Note F:** Materials & Supplies were Unfavorable by (\$44k). This category includes charges for fuel. TMDC favorable variance of \$12K was primarily the result of bus operations fuel costs being less than budgeted (budget \$3.75/gal vs. \$3.57 /gal actual) DCTA was Unfavorable by a total of (\$55k) in this category, again the major impact being fuel. A-train fuel was budgeted at \$112k for December and actual fuel was \$152k due to the Stadler Mobilization in the month of November causing this (\$40k) of unfavorable variance. Also, DCTA was unfavorable (\$14k) due to the increase in Advertising and Promotional Media Expenses in the month of December.
- **Note G:** Depreciation was Favorable by 85k due to the budgeting of amortization of DART ROW payment of \$15 million for Fiscal Year 2012 on a monthly basis. We do the amortization at year end.
- **Note H:** Gain (Loss) Disposal of Assets Unfavorable by (\$69K) due to the auction of twelve buses.
- **Note I:** Long Term Debt Interest/Expense was Unfavorable by \$125k. Interest expense is budgeted in the month of payment but accrued on a monthly basis.

#### Statement of Net Assets

- **Note A:** Investments decreased \$718K. This decrease results from the net impact of:

- Receipt of Sales Tax of \$1,345,394.47
- Texstar pool interest earned \$531.41
- \$2.1 million transferred to Wells Fargo for operating and capital expenditures which includes NTRG \$642K, DART \$699k, Stadler \$670k.
- **Note B:** Machinery & Equipment decreased by \$1,422k due to the booking of sale of twelve Buses.
- **Note C:** Construction Work in Process increased by \$10,258k which includes capital expenditures of Stadler \$10.1 million, Ontrack \$114k, LTK \$78k.
- **Note D:** Accounts Payable increased by \$12,241k due to the Stadler, NTRG, DART, and LTK invoices were in payables as of month end.
- **Note E:** Retainage Payable was decreased by \$3.4 million due to the booking of NTRG retainage invoice for \$3,825k. We booked Stadler retainage for \$402k and LTK for \$4k.
- **Note F:** Deferred RTRFI Revenue decreased by \$670k. This amount was recognized as revenue for the month of December for payment of project expenses for Rail Cars.
- **Note G:** Net Income for the month of December was \$ 549,063

**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.

**Need**

Provides the Board a monthly review of DCTA’s financial position and performance to budget

**Recommendation**

Staff recommends forwarding to the Board for acceptance.

Submitted by: Madhavi Penmetsa  
Staff

Final Review:   
Anna Mosqueda, CFO

Approval:   
James C. Cline , Jr., President

**Denton County Transportation Authority**  
**Change in Net Assets**  
**Month and Year to Date December 31, 2011**  
**(Unaudited)**

Description	Month Ended December 31, 2011			Year to Date December 31, 2011			
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Revenue and Other Income</b>							
Passenger Revenues	71,496	117,671	(46,175)	262,978	347,386	(84,408)	Note A
Contract Service Revenue	278,116	222,568	55,548	861,749	889,290	(27,541)	Note B
Sales Tax Revenue	1,424,755	1,936,578	(511,823)	2,770,149	4,563,702	(1,793,553)	Note C
Federal/State Grants and Reimbursements	844,749	269,295	575,454	4,780,206	6,797,832	(2,017,626)	Note D
<b>Total Revenue and Other Income</b>	<u>2,619,116</u>	<u>2,546,112</u>	<u>73,004</u>	<u>8,675,082</u>	<u>12,598,210</u>	<u>(3,923,128)</u>	
<b>Operating Expenses</b>							
Salary, Wages and Benefits	534,336	571,278	36,942	1,718,574	1,774,838	56,264	Note E
Services	121,479	109,752	(11,727)	311,166	372,476	61,310	
Materials and Supplies	329,705	285,898	(43,807)	637,640	914,839	277,199	Note F
Utilities	37,399	25,305	(12,094)	83,966	79,666	(4,300)	
Insurance, Casualties and Losses	25,132	39,312	14,180	75,394	117,932	42,538	
Purchased Transportation Services	674,297	684,586	10,289	1,310,761	1,508,043	197,282	
Miscellaneous	8,621	12,703	4,082	36,948	46,542	9,594	
Leases and Rentals	84,810	86,130	1,320	222,760	256,025	33,265	
Depreciation	85,735	171,097	85,362	267,111	514,280	247,169	Note G
<b>Total Operating Expenses</b>	<u>1,901,514</u>	<u>1,986,061</u>	<u>84,547</u>	<u>4,664,320</u>	<u>5,584,641</u>	<u>920,321</u>	
<b>Income Before Non-operating Revenue and Expense</b>	717,602	560,051	157,551	4,010,762	7,013,569	(3,002,807)	
<b>Non-Operating Revenues / (Expense)</b>							
Investment Income	5,600	4,000	1,600	20,293	12,000	8,293	
Interest Expense	-	-	-	-	-	-	
Gain (Loss) Disposal of Assets	(69,972)	-	(69,972)	(69,972)	-	(69,972)	Note H
Other Income - Miscellaneous	20,550	5,167	15,383	22,250	15,497	6,753	
Long Term Debt Interest/Expense	(124,717)	-	(124,717)	(374,150)	-	(374,150)	Note I
<b>Total Non-Operating Revenue / (Expense)</b>	<u>(168,539)</u>	<u>9,167</u>	<u>(177,706)</u>	<u>(401,579)</u>	<u>27,497</u>	<u>(429,076)</u>	
<b>Change in Net Assets</b>	<u>549,063</u>	<u>569,218</u>	<u>(20,155)</u>	<u>3,609,183</u>	<u>7,041,066</u>	<u>(3,431,883)</u>	

**Denton County Transportation Authority**  
**Statement of Net Assets**  
**As of December 31, 2011**  
**(Unaudited)**

	<u>December 31, 2011</u>	<u>November 30, 2011</u>	<u>Change</u>	
<b>Current Assets</b>				
Cash - Wells Operating Account	189,079	939,930	(750,851)	
Investments	43,104,366	43,822,873	(718,507)	Note A
TexStar - RTRFI	331,793	331,797	(4)	
TexStar - RTRFI Interest	688,953	688,879	74	
Bank of America 2008 Series Bond	-	-	-	
TexStar - Bond Fund Account	34	34	-	
Accounts Receivable	2,599,033	2,474,718	124,315	
Prepaid Expenses	84,229	82,275	1,954	
<b>Total Current Assets</b>	<u>46,997,487</u>	<u>48,340,505</u>	<u>(1,343,018)</u>	
<b>Property, Plant and Equipment</b>				
Land & Land Improvements	19,419,089	19,419,089	-	
Machinery & Equipment	10,277,615	11,699,715	(1,422,100)	Note B
Office Furniture & Equipment	147,762	147,762	-	
Construction Work In Process	307,761,944	297,503,289	10,258,655	Note C
<b>Total Property, Plant and Equipment</b>	<u>337,606,410</u>	<u>328,769,855</u>	<u>8,836,555</u>	
Accumulated Depreciation	(5,099,697)	(6,299,816)	1,200,119	
<b>Property Plant and Equipment Net</b>	<u>332,506,713</u>	<u>322,470,039</u>	<u>10,036,674</u>	
<b>Other Non Current Assets</b>				
2008 Series Bond Prepayment Penalty	317,396	334,101	(16,705)	
2009 Series Bond Debt Fees	141,455	142,119	(664)	
2011 Series Cont. Obligations Fees	80,807	84,292	(3,485)	
<b>Total Other Non Current Assets</b>	<u>539,658</u>	<u>560,512</u>	<u>(20,854)</u>	
<b>Total Assets</b>	<u>380,043,858</u>	<u>371,371,055</u>	<u>8,672,802</u>	
<b>Current Liabilities</b>				
Accounts Payable	14,753,402	2,511,606	12,241,796	Note D
Salary, Wages, and Benefits Payable	314,775	439,617	(124,842)	
Accrued Expenses Payable	1,982,337	1,982,337	-	
2008 Series Bond Interest Payable	-	-	-	
2009 Series Bond Interest Payable	208,378	138,919	69,460	
2011 Series Cont. Oblig. Interest Payable	112,602	75,068	37,534	
* Retainage Payable	2,872,994	6,291,743	(3,418,749)	Note E
Deferred RTRFI Revenue	2,228,817	2,899,399	(670,582)	Note F
Deferred RTRFI Interest	1,203,801	1,203,200	601	
Deferred Revenue	36,651	48,129	(11,478)	
<b>Total Current Liabilities</b>	<u>23,713,757</u>	<u>15,590,018</u>	<u>8,123,739</u>	
<b>Long Term Liabilities</b>				
2011 Series Cont. Obligations	14,390,000	14,390,000	-	
2009 Series Bond Payable	20,890,000	20,890,000	-	
<b>Total Long Term Liabilities</b>	<u>35,280,000</u>	<u>35,280,000</u>	<u>-</u>	
<b>Total Liabilities</b>	<u>58,993,757</u>	<u>50,870,018</u>	<u>8,123,739</u>	
<b>Net Assets</b>				
Unrestricted Retained Earnings	237,741,820	237,741,820	-	
Restricted for Capital Projects	-	-	-	
Restricted for RTRFI Interest	-	-	-	
Capital Assets	79,699,179	79,699,179	-	
Net Income	3,609,101	3,060,038	549,063	Note G
<b>Total Equity</b>	<u>321,050,100</u>	<u>320,501,037</u>	<u>549,063</u>	
<b>Total Liabilities and Equity</b>	<u>380,043,857</u>	<u>371,371,056</u>	<u>8,672,802</u>	

\*\* Retainage Payable: URS

Capital Projects Fund - DCTA

Budget vs. Actual

As of December 31, 2011

(Cash Basis)

ASSETS

	Original Budget	Revised Budget	December 11 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of December 2011 Close)	* Project % of Completion as of 12/31/11
<b>Fixed Assets</b>							
<b>1660 - Construction Work in Progress</b>							
<b>5 - Bus Capital Projects</b>							
Total 50202 - Passenger Amenities (Phase 2)	174,011	229,326	-	134,531	94,795	59%	35%
Total 50301 - Bus O&M Facility	8,142,667	11,632,717	-	1,967,610	9,665,107	28%	29%
Total 50302 - Bus Maintenance Equipment	500,000	500,000	-	51,435	448,565	10%	10%
Total 50303 - DDTC	373,282	373,282	-	-	373,282	0%	0%
Total 50401 - Security System Video Units	129,837	129,837	-	129,779	58	100%	100%
Total 50403 - Paratransit Scheduling Systems	180,000	180,000	-	165,897	14,103	92%	90%
Total 50405 - Electronic Fareboxes	445,000	445,000	-	-	445,000	0%	0%
Total 50502 - Fleet Replacement 2010	1,968,500	3,136,993	-	2,587,132	549,861	82%	82%
<b>Total 5 - Bus Capital Projects</b>	<b>11,913,297</b>	<b>16,627,155</b>	<b>-</b>	<b>5,036,384</b>	<b>11,590,771</b>	<b>30%</b>	
<b>6 - Rail Construction (RTRFI Funded)</b>							
Total 61101 - Line Construction	143,300,000	136,982,790	-	135,054,672	1,928,118	99%	100%
Total 61201 - Medpark Station	8,683,334	8,397,814	-	8,415,370	(17,556)	100%	100%
Total 61202 - Downtown Denton Station	-	2,644,361	-	2,588,104	56,257	98%	100%
Total 61203 - HV/LV Lake Station	6,405,333	6,621,081	-	6,478,446	142,635	98%	100%
Total 61204 - Old Town Lewisville Station	7,783,333	7,351,051	-	7,208,699	142,352	98%	100%
Total 61205 - Hebron Station	-	2,195,959	-	2,170,589	25,370	99%	100%
61206 - MedPark Extension	1,000,000	1,000,000	-	-	1,000,000	0%	0%
Total 61207 - Trinity Mills Platform (DART)	740,000	450,659	-	329,819	120,840	73%	100%
Total 61301 - Rail O&M Facility	21,628,000	24,027,741	-	26,597,816	(2,570,075)	111%	100%
Total 61401 - Fare Collection Systems	569,000	733,104	-	633,129	99,975	86%	100%
Total 61402 - Communication System	1,000,000	4,043,280	-	3,765,084	278,196	93%	100%
Total 61403 - Traffic Signals	2,480,000	3,046,178	-	2,769,252	276,926	91%	100%
Total 61404 - Railroad Signal System/Crossing	9,920,000	11,989,000	2,513	11,633,468	355,533	97%	100%
Total 61405 - Positive Train Control Study	-	179,619	-	179,619	-	100%	100%
Total 61406 - Positive Train Control	-	16,997,441	78,031	317,203	16,680,238	2%	18%
Total 61601 - Professional Services	26,200,000	24,267,165	74,879	24,261,102	6,063	100%	N/A
Total 61602 - CM/GC Pre-Construction	-	522,315	-	522,315	-	100%	100%
Total 61603 - Stadler Implementation	-	895,803	-	-	895,803	0%	50%
Total 61701 - Trail Relocation - North Region	2,800,000	1,992,748	-	1,992,750	(2)	100%	100%
Total 61702 - Project Management - DCTA Internal	-	319,080	-	319,382	(302)	100%	N/A
Total 61703 - Rail Corridor - DART	10,000,000	15,047,155	-	15,047,155	-	100%	100%
Total 61706 - Neighborhood Sound Mitigation	-	270,000	-	227,170	42,830	84%	100%
Total 61707 - Community Enhancements	-	752,708	-	13,091	739,617	2%	9%
Total 61708 - Lewisville Bike Trail	-	3,489,396	-	60,685	3,428,711	2%	8%
<b>Total Rail Construction Projects</b>	<b>242,509,000</b>	<b>274,216,448</b>	<b>155,423</b>	<b>250,584,918</b>	<b>23,631,530</b>	<b>91%</b>	<b>85%</b>
Total 61501 - Rail Cars	71,500,000	79,795,524	10,103,222	65,171,746	14,623,778	82%	83%
<b>TOTAL RAIL CONSTRUCTION &amp; CARS</b>	<b>314,009,000</b>	<b>354,011,972</b>	<b>10,258,645</b>	<b>315,756,664</b>	<b>38,255,308</b>	<b>89%</b>	<b>84%</b>
<b>Total 1660 - Construction Work in Progress</b>	<b>325,922,297</b>	<b>370,639,127</b>	<b>10,258,645</b>	<b>320,793,048</b>	<b>49,846,079</b>	<b>87%</b>	



<b>A-train Project Summary</b>						
	Revised Budget	**LTD	\$ Under/(Over) Budget	% of Budget Complete as of 12-31-2011	% of Project Complete as of 12-31-2011	
<b>NTRG Contract (Thru Pay Application # 33 - October 2011)</b>						
Retainage Paid	192,823,680.00	183,173,679.68				
NTRG Total		<u>8,650,000.00</u>	<u>1,000,000.32</u>	99%	100%	
<b>Rail Cars</b>	<b>77,965,820.00</b>	<b>63,992,777.98</b>	<b>13,973,042.02</b>	<b>82%</b>	<b>83%</b>	
<b>Stadler Implementation</b>	<b>895,803.00</b>	<b>0.00</b>	<b>895,803.00</b>	<b>0%</b>	<b>50%</b>	
<b>Other Expenses:</b>						
Support Services	12,836,053.00	12,182,820.56	653,232	95%	95%	
Land Acquisition	15,984,916.00	14,984,915.89	1,000,000	94%	100%	
Legal Fees	205,271	209,366	(4,095)	102%	100%	
PTC	16,997,441	317,203	16,680,238	2%	18%	
DART ROW	15,010,000	15,010,000	-	100%	100%	
Final Design	14,675,501	14,675,501	0	100%	100%	
Community Enhancements	752,708	13,091	739,617	2%	9%	
LV Bike Trail	3,489,396	60,685	3,428,711	2%	8%	
Other Misc Expenses	2,209,726	1,486,623	723,103	67%	67%	
<b>Total Other Expenses (Wtd Ave % Complete)</b>	<b>82,161,012</b>	<b>58,940,205</b>	<b>23,220,807</b>	<b>72%</b>	<b>66%</b>	
<b>Total A-train Project (Wtd Ave % Complete)</b>	<b>353,846,315</b>	<b>314,756,662</b>	<b>39,089,653</b>	<b>89%</b>	<b>88%</b>	

**Board of Directors Memo**  
**Item 1(a)iii Sales Tax Report**

**January 26, 2012**

**Background**

**Sales Tax Report**

Sales tax represents the single largest source of revenue for DCTA, at 53.5% for the current FY12 budget. Annual Sales Tax budget is \$16,909,740. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month receipts were favorable compared to budget. Sales tax collections when compared to same period last year are 8.61% more.

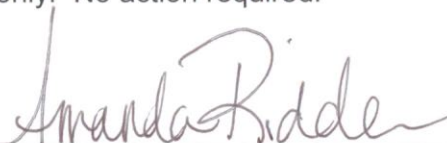
- November sales tax received in January were \$1,424,754.
- An increase of 7.26% or \$96,474 compared to budget for the month.
- Favorable 5.44% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$135,162 or 10.48% more.
- Member city collections for the month compared to prior year are as follows:
  - City of Lewisville up 14.39%
  - City of Denton up 9.83%
  - Highland Village up 19.15%

**Need**


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

**Recommendation**

For information only. No action required.

Submitted by:   
Staff

Final Review:   
Anna Mosqueda, CFO

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

Denton County Transportation Authority (DCTA)

Sales Tax Report

Budget to Actual and Prev. Yr. Comparison

Budget Month: Financials	Allocation Received from Comptroller	2011-2012 Year Budget	2011-2012 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2010-2011 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October		\$ 1,298,844.00	\$ 1,345,394.47	\$ 46,550.47	3.58%	\$ 1,261,013.90	\$ 84,380.57	6.69%
November		\$ 1,328,280.00	\$ 1,424,754.55	\$ 96,474.55	7.26%	\$ 1,289,591.88	\$ 135,162.67	10.48%
December		\$ 1,936,578.00				\$ 1,880,172.72		
January		\$ 1,269,493.00				\$ 1,232,517.48		
February		\$ 1,217,564.00				\$ 1,182,101.16		
March		\$ 1,610,191.00				\$ 1,650,410.06		
April		\$ 1,328,641.00				\$ 1,290,268.01		
May		\$ 1,325,091.00				\$ 1,361,535.35		
June		\$ 1,590,710.00				\$ 1,639,147.71		
July		\$ 1,271,887.00				\$ 1,229,556.49		
August		\$ 1,272,964.00				\$ 1,419,245.41		
September		\$ 1,459,497.00				\$ 1,699,798.76		
Y.T.D Total		\$ 16,909,740.00	\$ 2,770,149.02	\$ 143,025.02	5.44%	\$ 17,135,358.93	\$ 219,543.24	8.61%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department  
 Prepared By: Denton County Transportation Authority Finance Department  
 January 17, 2012

Denton County Transportation Authority (DCTA)  
Member Cities Sales Tax Report  
Prev. Yr. Comparison

City of Lewisville				City of Highland Village				
Month	2010-2011 Year Actual	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance	2010-2011 Year Actual	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
November	\$ 2,312,125.96	\$ 1,732,551.04	\$ (579,574.92)	-25.07%	\$ 243,908.19	\$ 243,619.10	\$ (289.09)	-0.12%
December	\$ 1,734,488.96	\$ 1,984,090.82	\$ 249,601.86	14.39%	\$ 204,079.40	\$ 243,165.41	\$ 39,086.01	19.15%
January	\$ 1,804,653.79				\$ 232,136.90			
February	\$ 2,664,170.34				\$ 377,127.03			
March	\$ 1,695,276.75				\$ 199,650.45			
April	\$ 1,582,081.70				\$ 185,890.33			
May	\$ 2,185,878.93				\$ 273,658.81			
June	\$ 1,752,909.11				\$ 220,960.62			
July	\$ 1,936,503.22				\$ 230,200.23			
August	\$ 2,326,422.23				\$ 282,276.49			
September	\$ 1,914,427.72				\$ 242,698.30			
October	\$ 1,997,116.32				\$ 216,980.51			
<b>Y.T.D Total</b>	<b>\$ 23,906,055.03</b>	<b>\$ 3,716,641.86</b>	<b>\$ (329,973.06)</b>	<b>-8.15%</b>	<b>\$ 2,909,567.26</b>	<b>\$ 486,784.51</b>	<b>\$ 38,796.92</b>	<b>8.66%</b>

City of Denton			
Month	2010-2011 Year Actual	2011-2012 Year Actual	CY Actual to PY Actual Variance
November	\$ 1,914,906.26	\$ 1,847,567.14	-(67,339.12)
December	\$ 1,607,241.13	\$ 1,765,223.00	157,981.87
January	\$ 1,582,833.44		
February	\$ 2,433,313.87		
March	\$ 1,547,033.41		
April	\$ 1,561,082.16		
May	\$ 2,164,539.72		
June	\$ 1,626,348.85		
July	\$ 1,571,084.72		
August	\$ 2,036,375.03		
September	\$ 1,258,063.86		
October	\$ 1,755,761.74		
<b>Y.T.D Total</b>	<b>\$ 21,058,684.19</b>	<b>\$ 3,612,790.14</b>	<b>90,642.75</b>

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department  
Prepared By: DCTA Finance Department  
January 17, 2012

All Transit Agencies as of December 2011  
Monthly Sales and Use Tax Comparison Summary

Transit Agency	Current Rate	Net Payment This Period	Payment Prior Year	% Change	2012 Payments To Date	2011 Payments To Date	% Change
Houston MTA	1.00%	43,705,157.93	40,955,462.25	6.71%	43,705,157.93	40,955,462.25	6.71%
Dallas MTA	1.00%	31,652,743.08	30,219,690.92	4.74%	31,652,743.08	30,219,690.92	4.74%
Austin MTA	1.00%	12,350,630.74	11,508,311.05	7.31%	12,350,630.74	11,508,311.05	7.31%
San Antonio MTA	0.50%	7,726,687.28	7,114,877.48	8.59%	7,726,687.28	7,114,877.48	8.59%
San Antonio ATD	0.25%	3,610,587.73	3,310,695.91	9.05%	3,610,587.73	3,310,695.91	9.05%
Fort Worth MTA	0.50%	4,157,050.61	3,621,818.35	14.77%	4,157,050.61	3,621,818.35	14.77%
El Paso CTD	0.50%	2,850,126.56	2,746,929.51	3.75%	2,850,126.56	2,746,929.51	3.75%
Corpus Christi MTA	0.50%	2,192,806.99	1,865,505.20	17.54%	2,192,806.99	1,865,505.20	17.54%
Denton CTA	0.50%	1,424,754.55	1,289,591.88	10.48%	1,424,754.55	1,289,591.88	10.48%
Laredo CTD	0.25%	562,519.14	506,819.50	10.99%	562,519.14	506,819.50	10.99%
<b>TOTALS</b>	-----	<b>110,233,064.61</b>	<b>103,139,702.05</b>	<b>6.87%</b>	<b>110,233,064.61</b>	<b>103,139,702.05</b>	<b>6.87%</b>

Sources: Texas Comptroller of Public Accounts  
Prepared By: Denton County Transportation Authority Finance Department  
January 17, 2012



## Investment Portfolio Summary

Denton County Transportation Authority



For the Quarter Ended

December 31, 2011

Prepared by  
FirstSouthwest Asset Management

**Report Name**

**MARKET RECAP:**

Financial markets stabilized during December as coordinated steps by European authorities eased the pressure on Euro-zone banks and sovereign debt markets. The actions taken included bilateral swap lines among several major central banks as well as easier collateral requirements and extended terms for borrowing from the ECB. These steps provided much needed liquidity to European based banks, allowing them to borrow U.S. dollars and access cash without having to liquidate bonds. That in turn has helped to slow the bleeding in sovereign debt markets. Europe is by no means out of the woods. Severe austerity and tighter credit are expected to lead to a recession in the European economy. But for the moment at least, a major catastrophe may have been averted.

Turning to the U.S. economy, the data released in December continues to show glimmers of hope. The unemployment rate dropped from 9.0% to 8.6% in November, the lowest level in more than 2½ years. While some of this improvement was attributed to a drop in the labor force it is encouraging none-the-less. Nonfarm payrolls rose by 120k during November and upward revisions to prior months brought the three-month average up to 143k per month. First time claims for unemployment benefits also fell markedly during December, reaching a 3½ year low at 364k. The four-week moving average was well under the 400k demarcation line at 375k. Other economic data during the month may have been less robust, but generally showed signs of improvement. Despite the good news there is no indication of any major change in monetary policy for the foreseeable future. Unemployment, although improving, is still a problem, while the housing market remains depressed. Recessionary conditions in Europe will be a headwind throughout 2012. With all this in mind, most experts believe the Fed will be on hold for a long time to come. Many prognosticators have recently opined that the Fed will extend its pledge to keep rates at current levels into 2014. That would make it more than five years with overnight rates at zero, a painfully long time for short-term fixed income investors.

Certification Page

Executive Summary

Benchmark Comparison

Detail of Security Holdings

Change in Value

Earned Income

Investment Transactions

Amortization and Accretion

Projected Fixed Income Cash Flows

**For the Quarter Ended  
December 31, 2011**

This report is prepared for the **Denton County Transportation Authority** (the "Entity") in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Entity's investment officers and includes the disclosures required in the PFIA. To the extent possible, market prices have been obtained from independent pricing sources.

The investment portfolio complied with the PFIA and the Entity's approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

Officer Names and Titles:

  
  
James C. Dunlap, President



### Account Summary

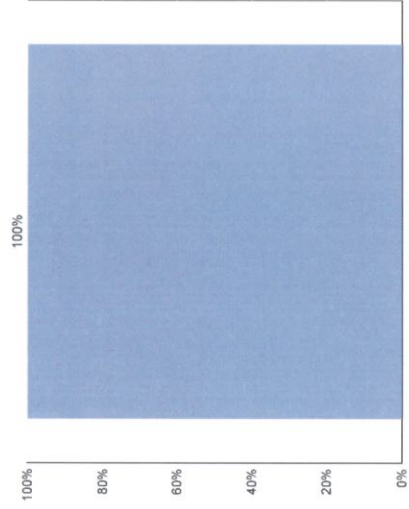
	Beginning Values as of 09/30/11	Ending Values as of 12/31/11
Par Value	53,912,090.24	44,368,804.78
Market Value	53,912,090.24	44,368,804.78
Book Value	53,912,090.24	44,368,804.78
Unrealized Gain / Loss	0.00	0.00
<b>Market Value %</b>	<b>100.00%</b>	<b>100.00%</b>
Weighted Avg. YTW	0.199%	0.163%
Weighted Avg. YTM	0.199%	0.163%



### Allocation by Issuer

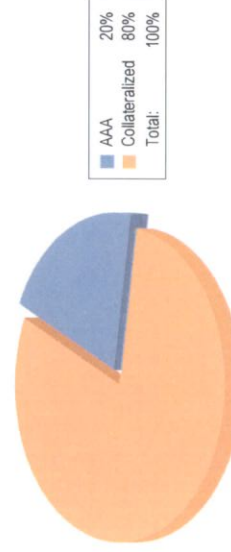


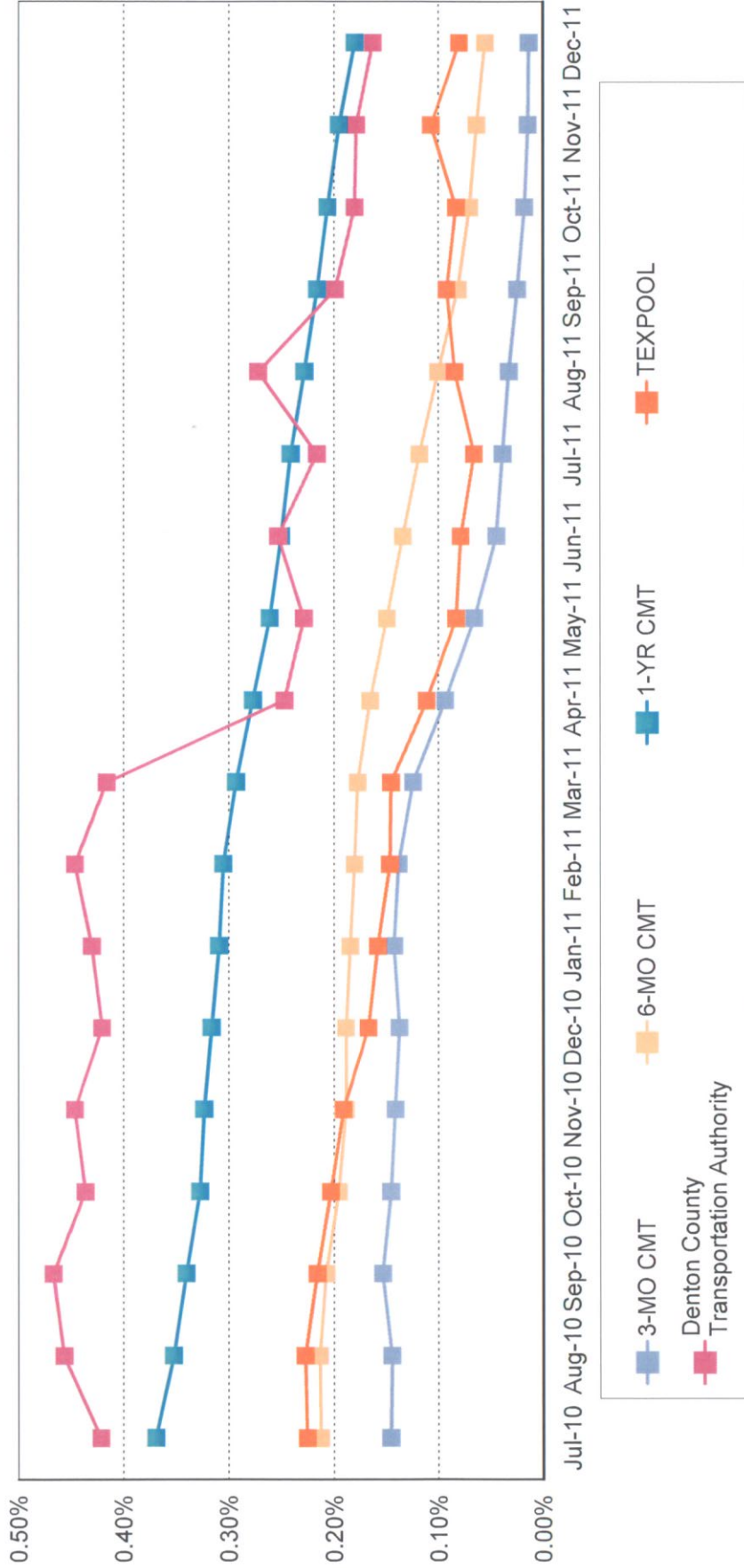
### Maturity Distribution %



Weighted Average Days to Maturity: 0

### Credit Quality





**Note 1:** CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities. The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year and 2-year CMT's are the daily averages for the previous 12-months.

**Note 2:** Benchmark data for TexPool is the monthly average yield.



**Denton County Transportation Authority**  
**Detail of Security Holdings**  
 As of 12/31/2011

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
<b>2008 Bond Fund</b>																	
TEXSTAR		LGIP	TexSTAR					33.53	100.000	33.53	33.53	100.000	33.53	1		0.082	0.082
<b>Total for 2008 Bond Fund</b>																	
<b>2011 Bond Fund</b>																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					14,315,234.01	100.000	14,315,234.01	14,315,234.01	100.000	14,315,234.01	1		0.200	0.200
<b>Total for 2011 Bond Fund</b>																	
<b>Operating Fund</b>																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					13,208,043.44	100.000	13,208,043.44	13,208,043.44	100.000	13,208,043.44	1		0.200	0.200
WF-SWEEP		MMF	Wells Fargo Sweep					243,659.10	100.000	243,659.10	243,659.10	100.000	243,659.10	1		0.050	0.050
<b>Total for Operating Fund</b>																	
<b>Reserve Fund</b>																	
WF-PREM		BANK DEP	Wells Fargo Premium Rate					5,094,563.09	100.000	5,094,563.09	5,094,563.09	100.000	5,094,563.09	1		0.100	0.100
<b>Total for Reserve Fund</b>																	
<b>RTRFI Funding</b>																	
TEXSTAR		LGIP	TexSTAR					0.75	100.000	0.75	0.75	100.000	0.75	1		0.082	0.082
TEXSTAR2		LGIP	TexSTAR					331,792.34	100.000	331,792.34	331,792.34	100.000	331,792.34	1		0.082	0.082
WF-MANA		BANK DEP	Wells Fargo Managed Rate					2,411,873.05	100.000	2,411,873.05	2,411,873.05	100.000	2,411,873.05	1		0.200	0.200
<b>Total for RTRFI Funding</b>																	



**Denton County Transportation Authority**  
**Detail of Security Holdings**  
 As of 12/31/2011

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
<b>RTRFI Interest</b>																	
TEXSTAR		LGIP	TexSTAR					622,667.13	100,000	622,667.13	622,667.13	100,000	622,667.13	1		0.082	0.082
TEXSTAR2		LGIP	TexSTAR					66,286.05	100,000	66,286.05	66,286.05	100,000	66,286.05	1		0.082	0.082
<b>Total for RTRFI Interest</b>												<b>688,953.18</b>	<b>100,000</b>	<b>688,953.18</b>	<b>1</b>	<b>0.082</b>	<b>0.082</b>
<b>Sales Tax Fund</b>																	
TEXSTAR		LGIP	TexSTAR					8,074,652.29	100,000	8,074,652.29	8,074,652.29	100,000	8,074,652.29	1		0.082	0.082
<b>Total for Sales Tax Fund</b>												<b>8,074,652.29</b>	<b>100,000</b>	<b>8,074,652.29</b>	<b>1</b>	<b>0.082</b>	<b>0.082</b>
<b>Total for Denton County Transportation Authority</b>												<b>44,368,804.78</b>	<b>100,000</b>	<b>44,368,804.78</b>	<b>1</b>	<b>0.163</b>	<b>0.163</b>



**Denton County Transportation Authority**  
**Change in Value**  
 From 09/30/2011 to 12/31/2011

CUSIP	Security Type	Security Description	09/30/11 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/11 Book Value	09/30/11 Market Value	12/31/11 Market Value	Change in Mkt Value
<b>2008 Bond Fund</b>											
	LGIP	TEXSTAR	33.53	0.00	0.00	0.00	0.00	33.53	33.53	33.53	0.00
<b>Total for 2008 Bond Fund</b>			<b>33.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33.53</b>	<b>33.53</b>	<b>33.53</b>	<b>0.00</b>
<b>2011 Bond Fund</b>											
	BANK DEP	Wells Fargo Managed Rate	14,307,844.48	7,389.53	0.00	0.00	0.00	14,315,234.01	14,307,844.48	14,315,234.01	7,389.53
<b>Total for 2011 Bond Fund</b>			<b>14,307,844.48</b>	<b>7,389.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,315,234.01</b>	<b>14,307,844.48</b>	<b>14,315,234.01</b>	<b>7,389.53</b>
<b>Operating Fund</b>											
	BANK DEP	Wells Fargo Managed Rate	10,290,548.85	6,021,572.35	(3,104,077.76)	0.00	0.00	13,208,043.44	10,290,548.85	13,208,043.44	2,917,494.59
	MMF	Wells Fargo Sweep	8,213,339.26	270,396.61	(8,240,076.77)	0.00	0.00	243,659.10	8,213,339.26	243,659.10	(7,969,680.16)
	CD	Comerica Bk CD 0.560 10/04/11	5,025,758.75	0.00	(5,025,758.75)	0.00	0.00	0.00	5,025,758.75	0.00	(5,025,758.75)
<b>Total for Operating Fund</b>			<b>23,529,646.86</b>	<b>6,291,968.96</b>	<b>(16,369,913.28)</b>	<b>0.00</b>	<b>0.00</b>	<b>13,451,702.54</b>	<b>23,529,646.86</b>	<b>13,451,702.54</b>	<b>(10,077,944.32)</b>
<b>Reserve Fund</b>											
	BANK DEP	Wells Fargo Premium Rate	4,593,754.89	500,808.20	0.00	0.00	0.00	5,094,563.09	4,593,754.89	5,094,563.09	500,808.20
<b>Total for Reserve Fund</b>			<b>4,593,754.89</b>	<b>500,808.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,094,563.09</b>	<b>4,593,754.89</b>	<b>5,094,563.09</b>	<b>500,808.20</b>
<b>RTRFI Funding</b>											
	LGIP	TEXSTAR	0.75	0.00	0.00	0.00	0.00	0.75	0.75	0.75	0.00
	LGIP	TEXSTAR	331,794.08	3.78	(5.52)	0.00	0.00	331,792.34	331,794.08	331,792.34	(1.74)
	BANK DEP	Wells Fargo Managed Rate	6,352,124.60	0.00	(3,940,251.55)	0.00	0.00	2,411,873.05	6,352,124.60	2,411,873.05	(3,940,251.55)
	CD	Comerica Bk CD 0.560 10/04/11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total for RTRFI Funding</b>			<b>6,683,919.43</b>	<b>3.78</b>	<b>(3,940,257.07)</b>	<b>0.00</b>	<b>0.00</b>	<b>2,743,666.14</b>	<b>6,683,919.43</b>	<b>2,743,666.14</b>	<b>(3,940,253.29)</b>



**Denton County Transportation Authority**  
**Change in Value**  
 From 09/30/2011 to 12/31/2011

CUSIP	Security Type	Security Description	09/30/11 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/11 Book Value	09/30/11 Market Value	12/31/11 Market Value	Change in Mkt. Value
<b>RTRFI Interest</b>											
TEXSTAR	LGIP	TexSTAR	622,531.55	135.58	0.00	0.00	0.00	622,667.13	622,531.55	622,667.13	135.58
TEXSTAR2	LGIP	TexSTAR	66,197.63	88.42	0.00	0.00	0.00	66,286.05	66,197.63	66,286.05	88.42
<b>Total for RTRFI Interest</b>			<b>688,729.18</b>	<b>224.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>688,953.18</b>	<b>688,729.18</b>	<b>688,953.18</b>	<b>224.00</b>
<b>Sales Tax Fund</b>											
TEXSTAR	LGIP	TexSTAR	4,108,161.87	3,966,490.42	0.00	0.00	0.00	8,074,652.29	4,108,161.87	8,074,652.29	3,966,490.42
<b>Total for Sales Tax Fund</b>			<b>4,108,161.87</b>	<b>3,966,490.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,074,652.29</b>	<b>4,108,161.87</b>	<b>8,074,652.29</b>	<b>3,966,490.42</b>
<b>Total for Denton County Transportation Authority</b>			<b>53,912,090.24</b>	<b>10,766,884.89</b>	<b>(20,310,170.35)</b>	<b>0.00</b>	<b>0.00</b>	<b>44,368,804.78</b>	<b>53,912,090.24</b>	<b>44,368,804.78</b>	<b>(9,543,285.46)</b>

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
<b>2008 Bond Fund</b>									
<b>Total for 2008 Bond Fund</b>			0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>2011 Bond Fund</b>									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	7,389.53	7,389.53	0.00	0.00	0.00	7,389.53
<b>Total for 2011 Bond Fund</b>			0.00	7,389.53	7,389.53	0.00	0.00	0.00	7,389.53
<b>Operating Fund</b>									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	7,468.27	7,468.27	0.00	0.00	0.00	7,468.27
WF-SWEEP	MMF	Wells Fargo Sweep	0.00	262.20	262.20	0.00	0.00	0.00	262.20
CD-8886-1	CD	Comerica Bk CD 0.560 10/04/11	2,081.90	231.33	2,313.23	0.00	0.00	0.00	231.33
<b>Total for Operating Fund</b>			2,081.90	7,961.80	10,043.70	0.00	0.00	0.00	7,961.80
<b>Reserve Fund</b>									
WF-PREM	BANK DEP	Wells Fargo Premium Rate	0.00	1,502.20	1,502.20	0.00	0.00	0.00	1,502.20
<b>Total for Reserve Fund</b>			0.00	1,502.20	1,502.20	0.00	0.00	0.00	1,502.20
<b>RTRFI Funding</b>									
TEXSTAR2	LGIP	TexSTAR	0.00	72.25	72.25	0.00	0.00	0.00	72.25
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	1,702.79	1,702.79	0.00	0.00	0.00	1,702.79
<b>Total for RTRFI Funding</b>			0.00	1,775.04	1,775.04	0.00	0.00	0.00	1,775.04
<b>RTRFI Interest</b>									
TEXSTAR	LGIP	TexSTAR	0.00	135.58	135.58	0.00	0.00	0.00	135.58
TEXSTAR2	LGIP	TexSTAR	0.00	14.43	14.43	0.00	0.00	0.00	14.43
<b>Total for RTRFI Interest</b>			0.00	150.01	150.01	0.00	0.00	0.00	150.01



Denton County Transportation Authority

**Earned Income**  
From 09/30/2011 to 12/31/2011

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
<b>Sales Tax Fund</b>									
TEXSTAR	LGIP	TexSTAR	0.00	1,357.78	1,357.78	0.00	0.00	0.00	1,357.78
<b>Total for Sales Tax Fund</b>			<b>0.00</b>	<b>1,357.78</b>	<b>1,357.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,357.78</b>
<b>Total for Denton County Transportation Authority</b>			<b>2,081.90</b>	<b>20,136.36</b>	<b>22,218.26</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,136.36</b>





**Denton County Transportation Authority**  
**Investment Transactions**  
 From 10/01/2011 to 12/31/2011

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
<b>Operating Fund</b>															
<b>Maturities</b>															
10/04/11	10/04/11	CD-8886-1	CD	Comerica Bk CD	0.560	10/04/11		5,025,758.75	100.000	5,025,758.75	0.00	5,025,758.75		0.560	
<b>Total for: Maturities</b>											<b>5,025,758.75</b>	<b>0.00</b>	<b>5,025,758.75</b>	<b>0.560</b>	
<b>Income Payments</b>															
10/04/11	10/04/11	CD-8886-1	CD	Comerica Bk CD	0.560	10/04/11				0.00	2,313.23	2,313.23			
<b>Total for: Income Payments</b>											<b>0.00</b>	<b>2,313.23</b>	<b>2,313.23</b>		



Denton County Transportation Authority  
**Investment Transactions**  
 From 10/01/2011 to 12/31/2011

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
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**Total for All Portfolios**

Transaction Type	Quantity	Total Amount	Realized G/L	YTM	YTW
Total Maturities	5,025,758.75	5,025,758.75		0.560	
Total Income Payments	0.00	2,313.23			



**Denton County Transportation Authority**  
**Amortization and Accretion**  
 From 09/30/2011 to 12/31/2011

CUSIP	Settle Date	Security Type	Security Description	Next Call Date	Purchase Qty	Orig Price	Original Cost	Amrt/Accr for Period	Total Amrt/Accr Since Purch	Remaining Disc / Prem	Book Value
<b>Operating Fund</b>											
CD-8886-1	10/04/10	CD	Comerica Bk CD 0.560 10/04/11		0.00	100.000	0.00	0.00	0.00	0.00	0.00
<b>Total for Operating Fund</b>											
<b>RTRFI Funding</b>											
CD-8886-1	10/04/10	CD	Comerica Bk CD 0.560 10/04/11		0.00	100.000	0.00	0.00	0.00	0.00	0.00
<b>Total for RTRFI Funding</b>											
<b>Total for Denton County Transportation Authority</b>											
											<b>0.00</b>

## ❖ RAIL VEHICLE PROCUREMENT

DCTA staff continues to work with Stadler regarding procurement of the DMUs. All design activities are complete and the project focus is now on receiving completed vehicles and performance of commissioning tests. Training sessions for all systems on the cars are ongoing and are expected to be completed before the end of February.

All DCTA procured capital spare parts have been delivered to the O&M Facility and are currently being reviewed, logged and stored for future use. There are a total of 6 GTWs on site at the O&M Facility, with 4 of these vehicles Final Accepted by DCTA. Two additional vehicles are scheduled to be delivered in mid-January.

**Procurement Schedule:** Stadler has transmitted their baseline schedule update to DCTA for December 2011. This schedule has been reviewed and shows no critical items at this time. Stadler and the DCTA staff have completed all dynamic testing and final inspections of vehicle No. 102, 103 and 104. Final acceptance has been issued to Stadler for Vehicle No. 102, 103 and 104 and DCTA has assumed full possession of now four vehicles, which are now being maintained by HTSI. Stadler anticipates delivery of vehicles 106 and 107 on January 20<sup>th</sup>, 2012.

**Alternative Vehicle Technology (AVT):** DCTA Staff and Stadler continue to finalize the AVT waiver package to be submitted within the next couple of weeks formally to the FRA for consideration by the FRA safety board during February/March 2012. Once submitted, it is anticipated that the waiver will be subject to approval at the March/April FRA Safety Board meeting. Upon the FRA approval DCTA will commence the use of the Stadler GTW's in mixed use with the RDC's, which are currently FRA compliant.

## ❖ CAPITAL PROJECTS

**Rail OMF:** The facility is 100% complete.

**Bus OMF:** Staff is moving forward with the remaining design and construction of the Bus OMF on the DCTA owned Teasley property. Staff is preparing the necessary budget revisions and contract modifications for the remaining design elements, which will be brought for board approval in February 2012. Currently preliminary schedules have the completion and commissioning of the Bus OMF within the next 36 months.

**PTC:** LTK Engineering Services (LTK) was issued NTP on September 30, 2011 for Phase I of the multi-phase project. The Fitness For Use Test (FFUT) data collection phase and will issue a report of the findings in February that summarizes the 220 MHz bandwidth that is available for DCTA use. LTK has initiated the Bandwidth Acquisition recommendation study and will present their findings at DCTA headquarters in the month of February.

The development of the voluminous technical specifications and documents for the DCTA Design Build Integrator (DBI) has begun and is approximately 85% complete. A draft of the complete technical package will be transmitted to DCTA for review in March.

Based on issues noted from other agencies and railroads designing and procuring PTC for their systems, the required Data Radio that is needed for interoperability has not yet been issued for manufacturing by the developer. The ability to procure the Data Radio may impact DCTA's project.

**On-Call Architecture and Engineering (A&E) Services Pool:** DCTA staff is currently in the process of preparing procurement for On-Call A&E Services. DCTA will award three On-Call A&E contracts based upon a Request for Qualifications (RFQ). All contracts will be task order based and as task orders are negotiated and issued approvals as necessary will be brought to the DCTA Board. The On-Call A&E Services pool will be responsible for the following initial projects:


- **Community Enhancements:** Preliminary engineering and architectural landscape design will be commencing over the next 60 days to accommodate additional community enhancements under the FTA

STEP grant funding. Staff is preparing the necessary budget revisions and contract modifications for the design elements, which will be brought for board approval in February 2012. The scope of the project will include meeting with community stakeholders in an effort to identify how to best address community enhancement needs within the A-train corridor and in accordance with the requirements of the STEP grant funding agreement.

- **Passenger Amenities:** Tolar Manufacturing has delivered the remaining bus shelters required under the terms of the agreement. DCTA anticipates commencing the standard drawing design work and coordination on location design approvals with the City of Denton commencing within the next 60days. Upon design completion and city approval DCTA will install the amenities at the designated locations.

**Lewisville Hike & Bike Trail:** No advancements on the Lewisville Hike and Bike trail have commenced to date. Staff will continue to layout the capital program for implementation of the project in accordance with the FTA funding agreement. This will include the start of preliminary engineering efforts, but currently the capital project is scheduled for the FY2013 budget year.

**North Texas Rail Group Close Out:** The construction effort is completed and in the closeout process for all elements of the project except the Operations and Maintenance Facility (OMF). Substantial completion has been issued to the North Texas Rail Group (NTRG). DCTA technical staff has provided NTRG with all comments for the completion of the "Redline" as-built drawings. Final completion currently is contingent upon the successful completion of the OMF punch-list items, as well as the system testing of the dispatch center and the regional Disaster Recovery (DR) functionality. Currently NTRG is incurring the administrative fee of \$2500/day until the notice of Final Completion is received.

A handwritten signature in black ink, appearing to read "Tom LeBeau", is written over a horizontal line.

Thomas M. LeBeau  
Vice President  
Rail Development/Capital Projects

### **Service Schedule Revision**

DCTA implemented a new schedule for the A-train and Connect Routes 2, 4, 5, 6, 7 and 9. Connect Routes 8 and 9 also experienced minor route modifications. The new schedule was released in mid-December and all print materials and signage has been updated.

### **Triennial Review**

DCTA will undergo a Triennial Review this spring. Staff is currently collecting the appropriate documentation for submittal to FTA and in preparation for the onsite visit.

### **Community Outreach**

January 9: UNT International Student Orientation *(100 attendees)*  
January 10: UNT New Student Orientation *(350 attendees)*  
January 10: Highland Village City Council Briefing  
January 11: UNT New Student Orientation *(350 attendees)*  
January 11: Citizen's Advisory Team, Lewisville  
January 12: Leadership Lewisville *(25 attendees)*  
January 13: Vehicle Acceptance Ceremony  
January 17 - 21: University Pass Program Promo "*Experience the Commute*"  
January 19: Citizen's Advisory Team, Denton  
January 26: UNT Employee Commuter Vanpool Presentation

### **Upcoming Events**

February 10: NE Tarrant County Transportation Summit  
April 12: Citizen's Advisory Team, Lewisville  
April 19: Citizen's Advisory Team, Denton  
April 27-29: City of Denton Arts & Jazz Festival  
May 10: City of Denton Community-Wide Travel Training

### **January-February Marketing & Communication Initiatives**

University Pass Program  
Local Service Promotion  
Rail Ready Presentations  
Commuter Vanpool Program  
Passenger Information Improvement and Reporting  
Service Improvement Data Collection  
Call Center/Customer Service Improvements  
Severe Weather Alert/Ridership Communications



**Media**

Title	Source	Ad Value
Wonderland Express Holiday Celebration	Pegasus News	\$252
DCTA Hosts Wonderland Express	WFAA	\$800
DCTA Hosts Wonderland Express	planostar	\$567.00
A ticket to ride on the DCTA	Denton Record Chronicle	\$1,150
DCTA to shut off wayside horns	southlaketimes	\$693
DCTA to shut off wayside horns	Star Community News Papers	\$693
DCTA to shut off wayside horns	The Lewisville Leader	\$693
DCTA to shut off wayside horns	dfwpost	\$567
Richard Huckaby appointed as Dentons representative	Denton Record Chronicle	\$1,355
DCTA charts Plan B	dallasmobility	N/A
Sr. Transit Planner / Transit Planner	masstransitmag	N/A
North Texans ready to once again push for more funding	star-telegram	\$8,033
DCTA to shut off wayside horns	KXAS	\$900
Wonderland Express to roll into DCTA center	dfwpost	\$567
Sr. Transit Planner/Transit Planner Job In Lewisville, Texas	fleetjobs	N/A
DCTA to shut off wayside horns	planostar	\$567
DCTA to shut off wayside horns	sctx	\$567
Holiday Gift Pass Coupons a Success	allenpub	\$498
Holiday Gift Pass Coupons a Success	thenewsconnection	\$252
DCTA issue comes to light	Denton Record Chronicle	\$1,150
DCTA issue comes to light	dfwpost	\$567
Holiday closings	Denton Record Chronicle	\$1,150
Cities cast net into social media	Denton Record Chronicle	\$1,150
Year in review: Hunger for more	Denton Record Chronicle	\$1,260
The right track	Denton Record Chronicle	\$1,150
The Right Track Denton Transportation Update	gomeangreen	\$197
Irwin announces candidacy for HV mayor	flowermoundleader	\$693
Rail, bus times tweaked	Denton Record Chronicle	\$1,355

**Month Total Ad Value**                    **\$26,823**  
*YTD Total Ad Value*                    *\$72,868*

Dee Leggett  
 VP of Communications & Planning



❖ **OPERATIONS**

- **Ridership:** 158,715 customers chose to ride DCTA buses in the month of December. This represents a 2% increase over last year.
- **On Time Performance:** December OTP was 94%.

❖ **SAFETY/SECURITY**

- Bus Operations experienced an accident free month in December.

❖ **FLEET**

- **UNT Vehicle Purchase:** We will begin receiving new UNT Champion buses in March with final delivery of the last vehicle to occur in July.
- **ROAD CALLS:** Bus maintenance experienced 12,299 miles between road calls in December. Fleet reliability continues to show improvements.



# BUS OPERATIONS PERFORMANCE INDICATORS

## Ridership

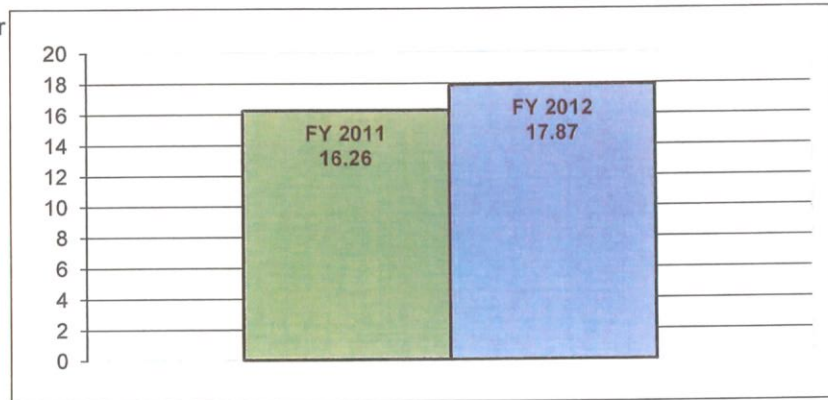
### Ridership

December 2010 & December 2011

### Performance Measures

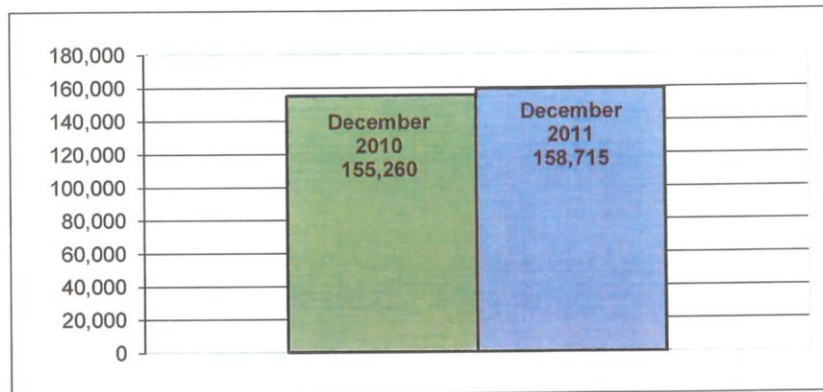
#### Systemwide Ridership per Revenue Hour

Systemwide ridership per revenue hour has increased month over month by 10%.



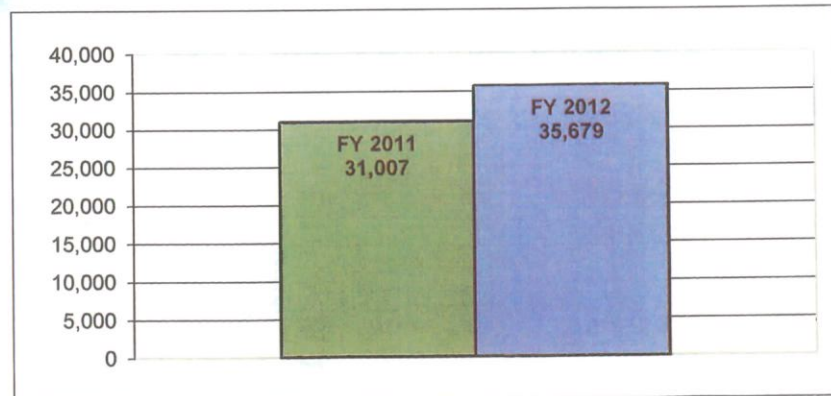
#### Systemwide Ridership

Systemwide ridership increased by 2% compared to last year.



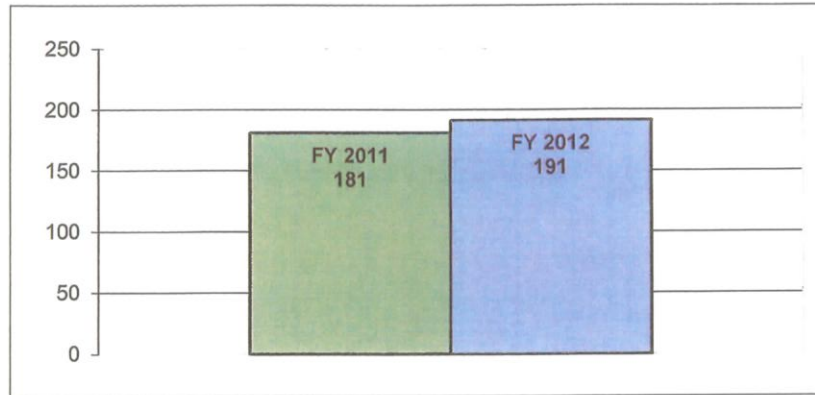
#### Connect Ridership

Connect carried 35,679 passengers in November, which is a 15% increase over December 2010.



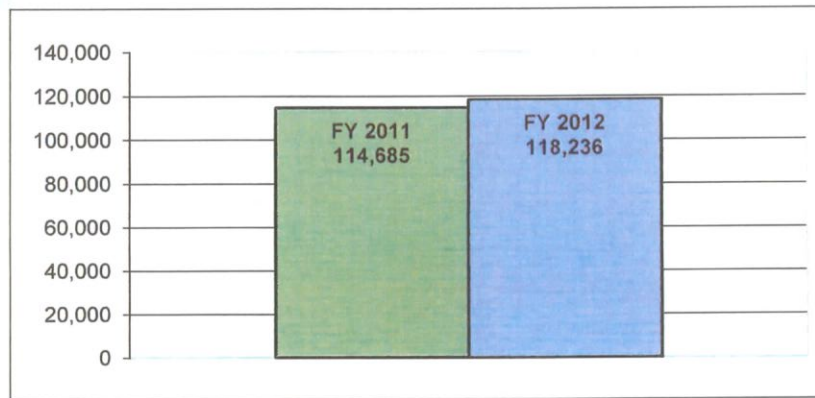
**Connect RSVP Ridership**

Connect RSVP carried a total of 191 passengers in December, which is a 6% increase over last year.



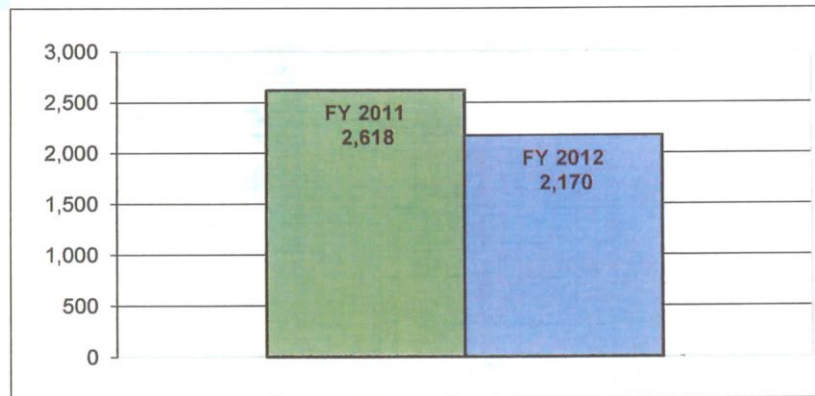
**UNT Ridership**

UNT Shuttle carried a total of 118,236 passengers in December which is a 3% increase from last year.



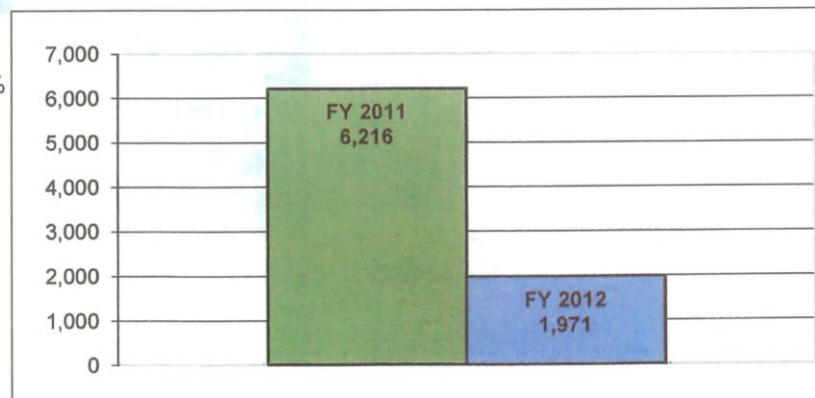
**Access Ridership**

Access carried a total of 2,170 passengers in December, which is a 17% decrease from last year. In December, Access made up 1% of total ridership.



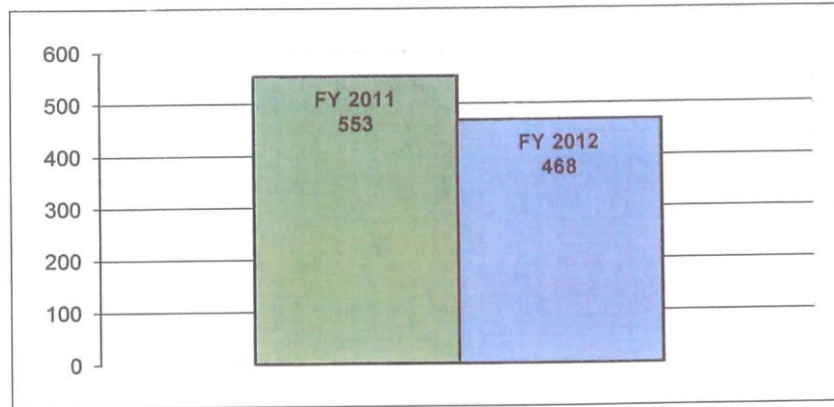
**Station Shuttle Ridership**

The midday Station Shuttle service carried a total of 1,971 passengers in December, which is a decrease of 68% compared to Commuter Express last year.



***NCTC Ridership***

NCTC Shuttle carried a total of 468 passengers in December which is a decrease of 15% over last year.



# Customer Satisfaction

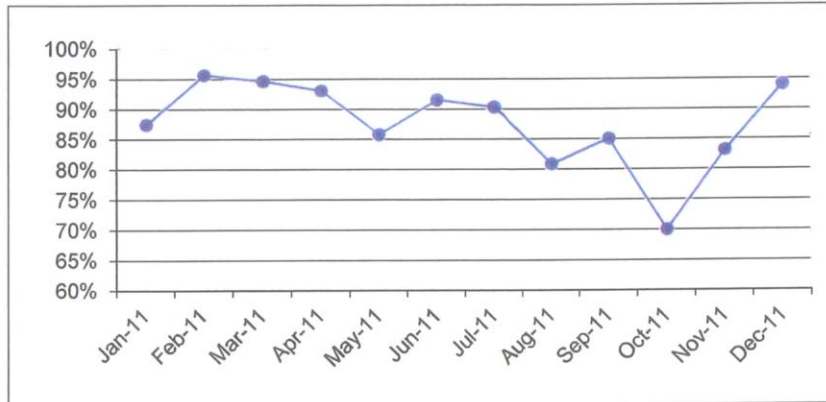
## Systemwide Performance

January 11 - December 11

## Performance Measures

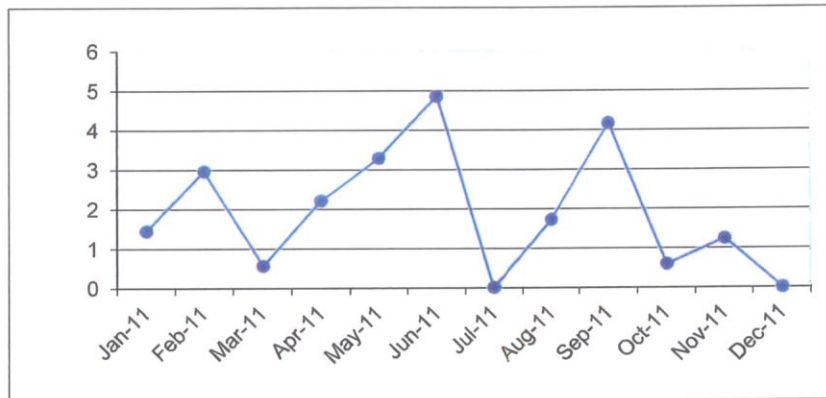
### Systemwide On-Time Performance

Systemwide on-time performance in December was 94%. 465 performance audits were conducted.



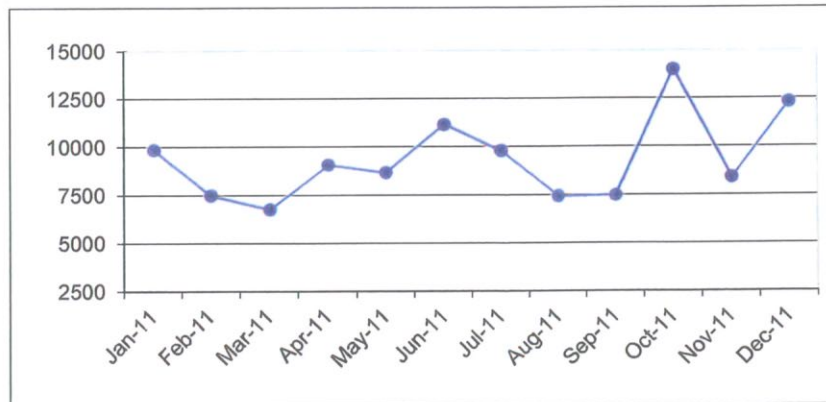
### Systemwide Accidents per 100k Miles

Bus Operations experienced an accident free month in December.



### Miles Between Road Calls

DCTA operated 12,299 miles between road calls in December

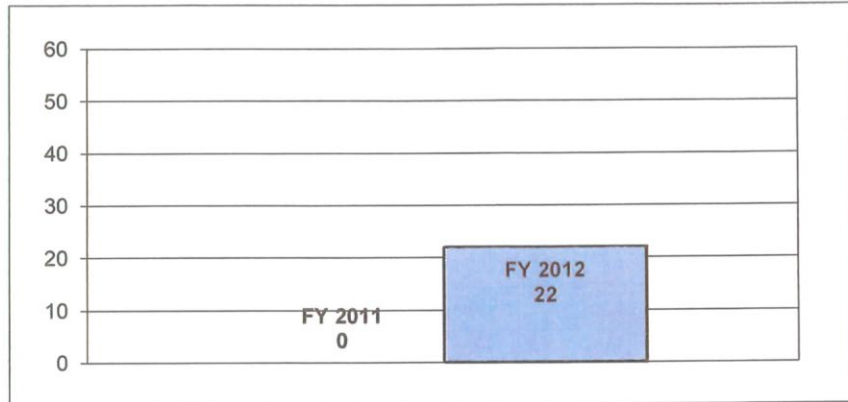


**Access**  
FY 2011 & FY 2012

**Performance Measures**

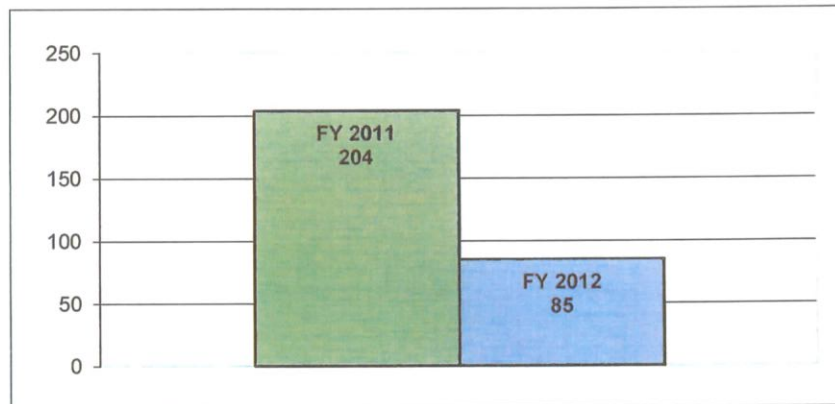
**Trip Denials**

22 non-ADA Access trips were denied in December. This amounts to 1% of total trips provided.



**No-Shows**

No-shows for the month of December decreased by 58%



### ❖ OPERATIONS

- December "On Time Performance" (OTP) was 98.44%.
- The seventh and eighth DCTA Stadler GTW vehicles are scheduled for delivery to the Operations and Maintenance Facility (OMF) in Lewisville on January 18, 2012.
- Testing and commission of the Stadler GTW's is ongoing. No major problems to report.

### ❖ SAFETY/SECURITY

- DCTA Rail Operations Injury Free Workdays: 199 days

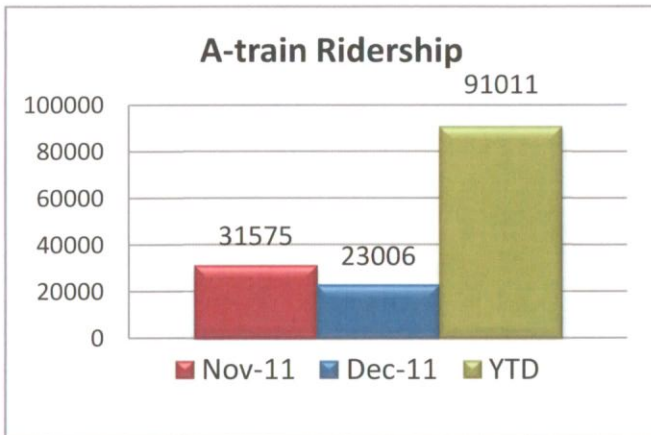
### ❖ MAINTENANCE

- **Right of Way:** Routine daily inspections are being performed by the contractor. No exceptions were reported for the month of December.
- **Signal/Communications:** The Notice of Establishment of a Quiet Zone in Lewisville was effective December 9<sup>th</sup>. No issues to report.

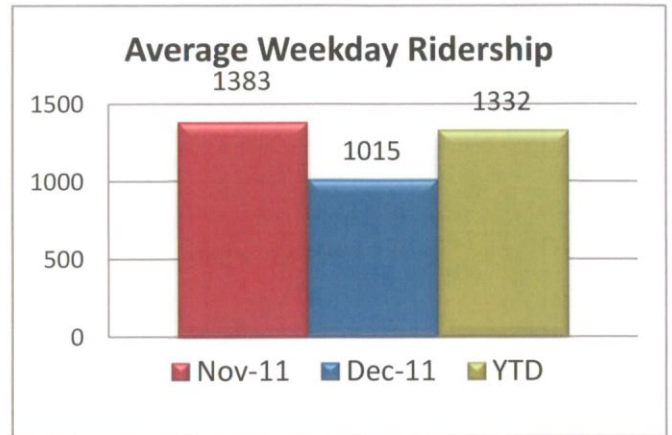
- **Stations:** DCTA contract operations (HTSI) continues to perform weekly safety inspections, which have not identified any major issues and any minor aesthetic issues have been quickly resolved (i.e. landscape maintenance, etc.).
- **Mechanical:** DCTA contract operations (HTSI) reported zero (0) RDC mechanical issues in the month of December affecting on-time performance.

### ❖ RIDERSHIP

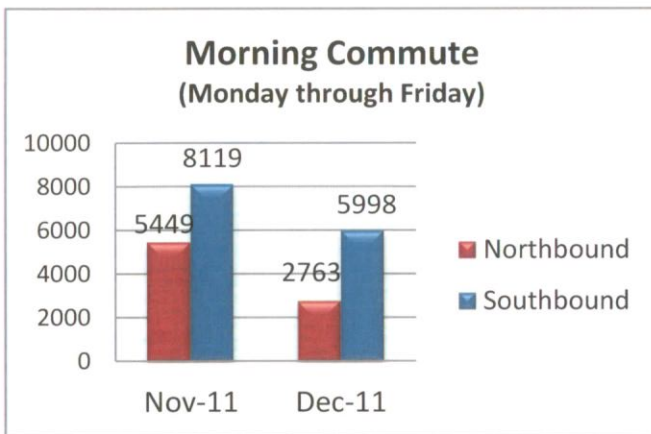
- The A-train has experienced an overall decrease in ridership of approximately 27% for the month of December 2011 compared to November 2011.
- Refer to attached ridership charts.



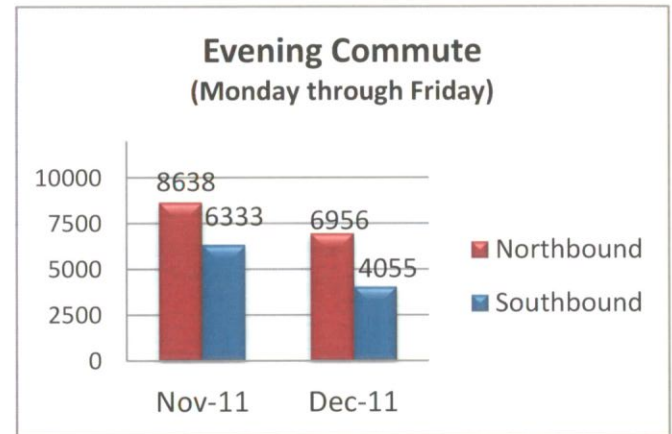
The A-train moved 23,006 passengers for the month of December which is a 27% decrease over the month of Noevember. This decrease is due to the holidays and winter break at local colleges and universities.



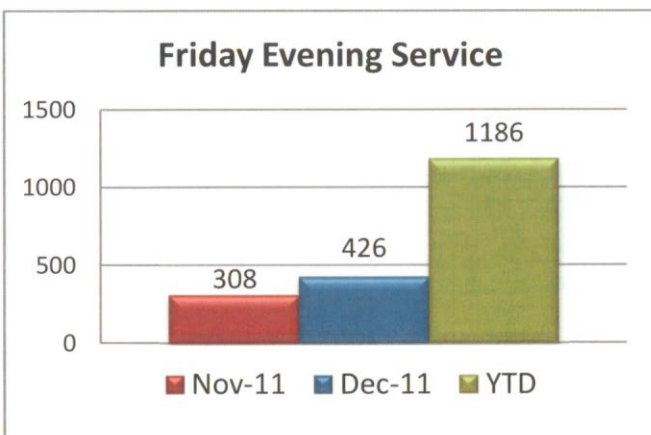
The average daily A-train ridership for the month of December was 1,015 passengers per day. This is a 27% decrease over the month of November.



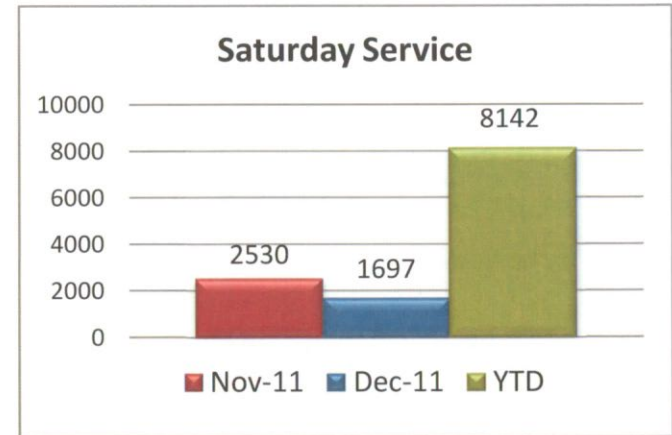
The A-train experienced decreases on both the northbound (49%) and southbound (26%) morning commutes during the month of December over the previous month.



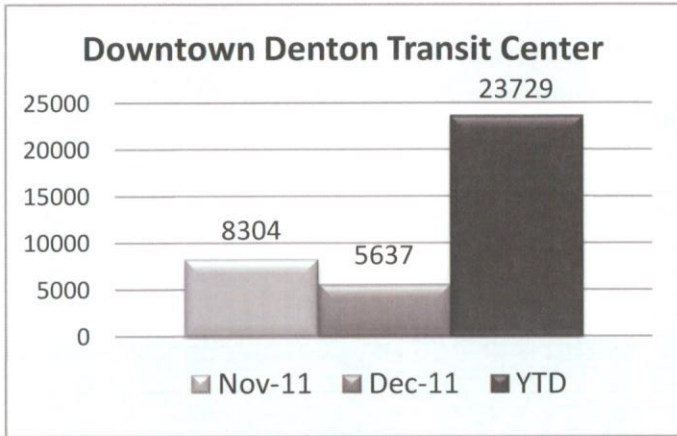
The A-train experienced decreases on both the northbound (19%) and southbound (36%) evening commutes during the month of December.



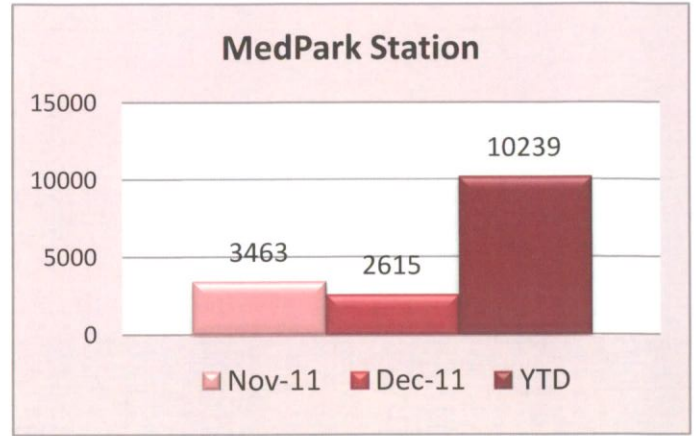
A-train Friday service experienced an increase in total ridership of 38% for the month of December compared to the previous month.



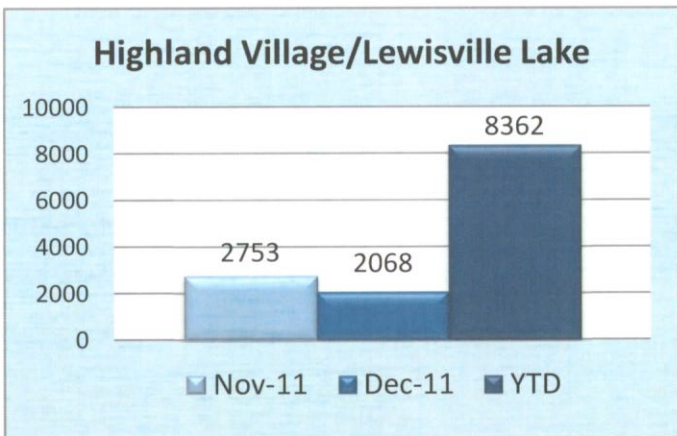
A-train Saturday evening service experienced a decrease in total ridership of 33% for the month of December compared to the previous month.



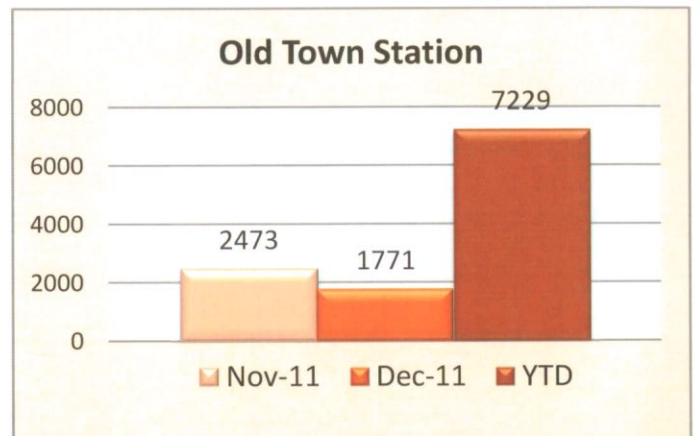
The DDTC A-train ridership decreased by 32% month over month for December.



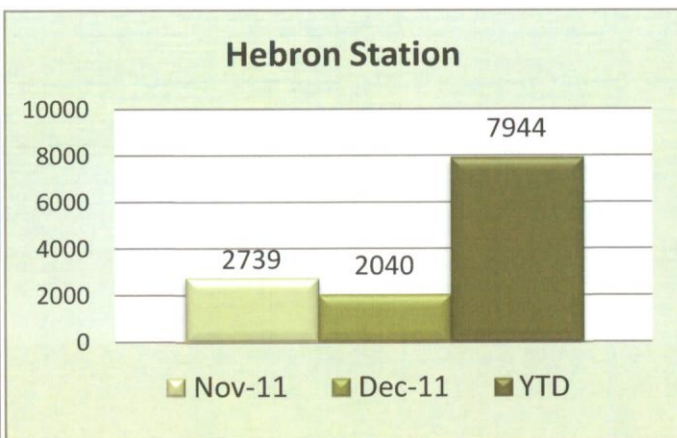
The MedPark A-train ridership decreased by 24% month over month for December.



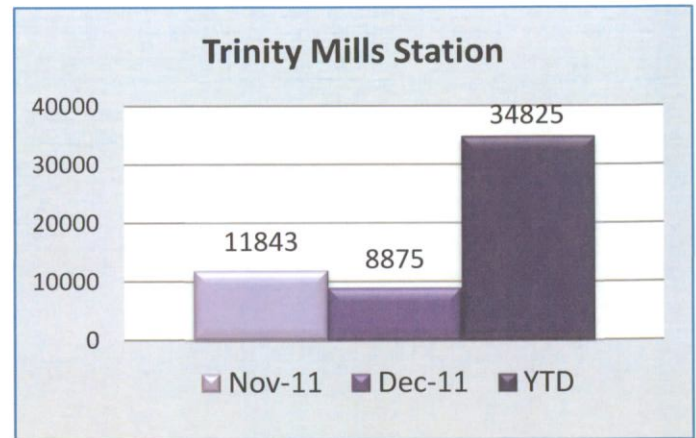
The HV/LL A-train ridership decreased by 25% month over month for December.



The Old Town A-train ridership decreased by 28% month over month for December.

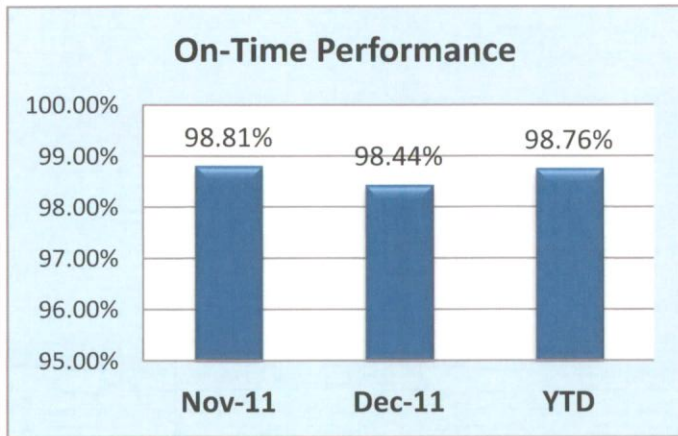


The Hebron A-train ridership decreased by 26% month over month for December.

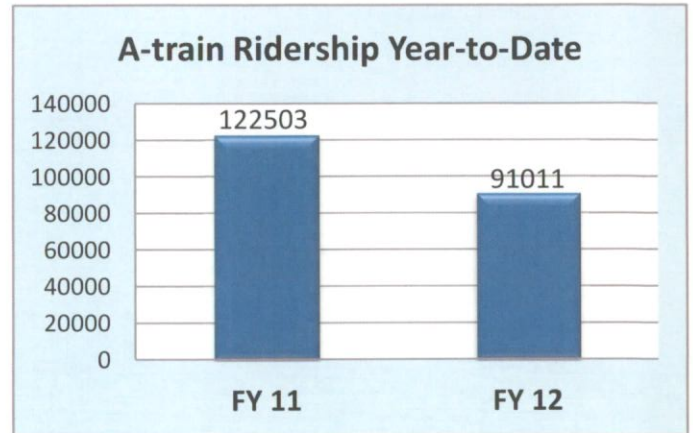


The Trinity Mills A-train ridership decreased by 25% month over month for December.





The A-train On-Time Performance (OTP) is a direct reflection of service and equipment reliability.



A-train ridership year-to-date is trending favorably for an increase in ridership for fiscal year 2012 over fiscal year 2011.



**Subject: Work Session Item 3: Modification of A-train Friday Night Service  
Regular Meeting Item 2b: Modification of A-train Friday Night Service**

**Background**

Since the commencement of revenue service on the A-train, the operating schedule has included Friday night service. Current direction from the Board of Directors is to evaluate the service through June 30, 2012, and to evaluate its performance based on a specific performance goal. The Board of Directors adopted a performance goal for the Friday night service of having at least 50% of the riders per train on regular weekday service.

Staff briefed the Board of Directors during the December 2011 meeting on the current status of the ridership on the A-train. At the conclusion of the presentation, Staff was directed to bring forward to this meeting a specific discussion of the Friday night service and the consideration of its modification to include elimination of the service.

Based on this direction, Staff compiled the data through the end of December, and conducted a detailed analysis of the results. Attached are four graphs depicting the data along with a table of the information. These graphs show the ridership numbers over time, directional split of the riders, performance relative to the established performance goal, key events that appear to influence the ridership, and linear trend lines. Based on the information gathered to this point in time, the following initial conclusions can be drawn:

- Friday night ridership appears to be trending downward both over the life of the operation and since October, 2011.
- Since October 1, 2011, the performance goal has been met three times: October 7, 2011, during the Denton Tree lighting event and the day before Christmas Eve.
- With a few exception, the passenger count during the Friday night service is weighted to the northbound movement . This suggests the following:
  - There is significant pairing with southbound trips occurring during the peak period.
  - The Friday night service is supporting late trips returning from Dallas rather than supporting returning riders from Denton – the basis for the plan design now.
  - A very focused marketing effort not only greatly increased the ridership, but also reversed the directional trend.
- The overall trend appears to be that the Friday night service is operating below 50% of the weekday ridership.

Other key factors bearing on a recommendation include the implementation of our revised schedule for Spring 2012 on January 16, 2012, and current customer expectation that the service will be continued through the original evaluation period.

At the request of a Board member, additional information is presented. This includes an alternative plot of the ridership data, and financial statistics. These statistics reflect the significantly higher cost per rider for the Friday service that is experienced during the weekday commute.

**Financial Impact**


The budget currently includes the provision of Friday night service. A review of the original cost assumption (\$110,000) shows it to be valid for the incremental costs of the service.

There were originally discussions regarding the participation of the City of Denton in the provision of this service. There is currently no agreement, and no funds have been made available.

**Recommendation**

It is the Staff recommendation to continue the service as planned through the evaluation period. Upon review the service should be compared not only to the performance goals established, but also the alternative service enhancements (such as mid-day service) that might have a higher funding priority.

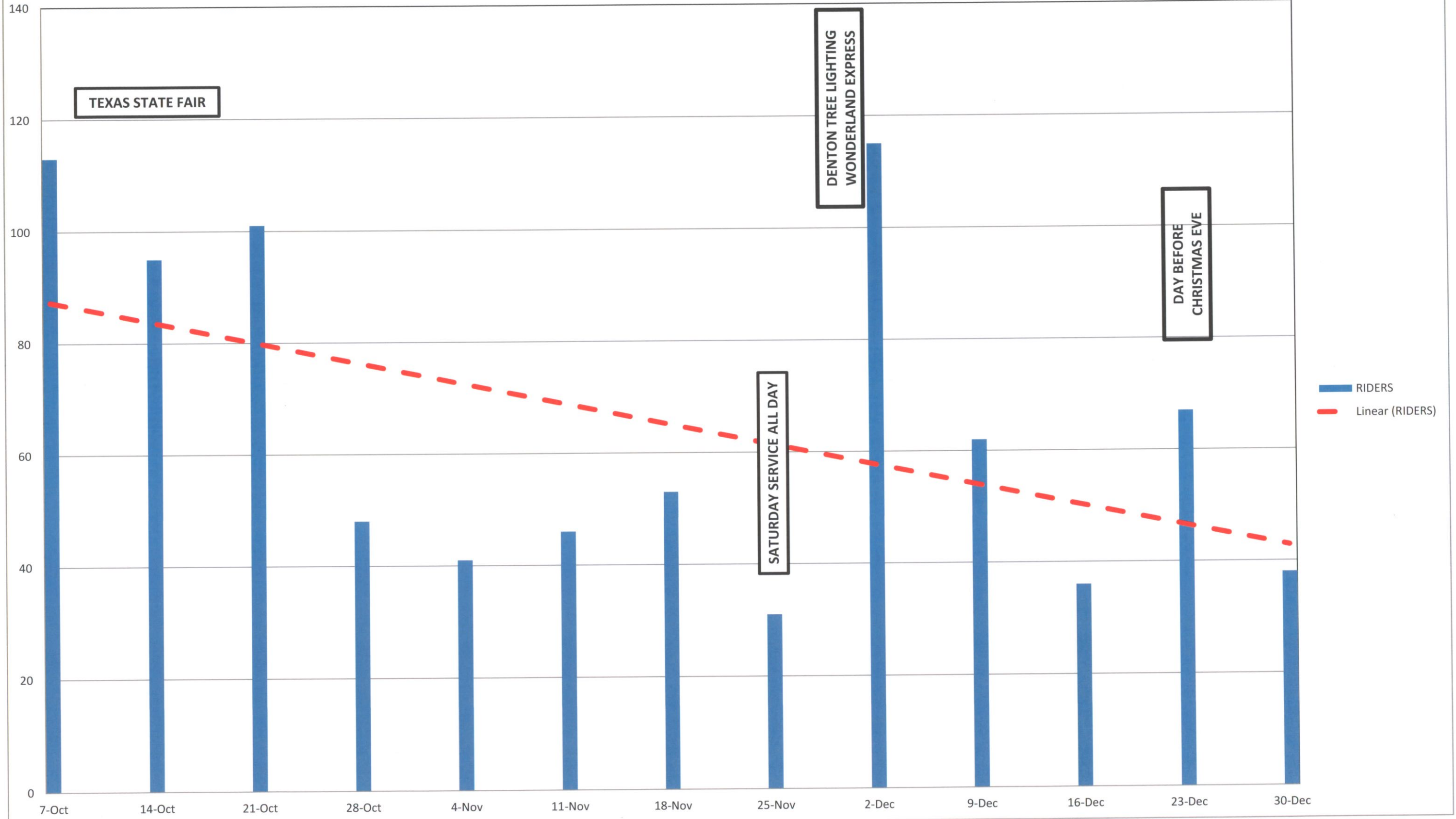
Submitted by:

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

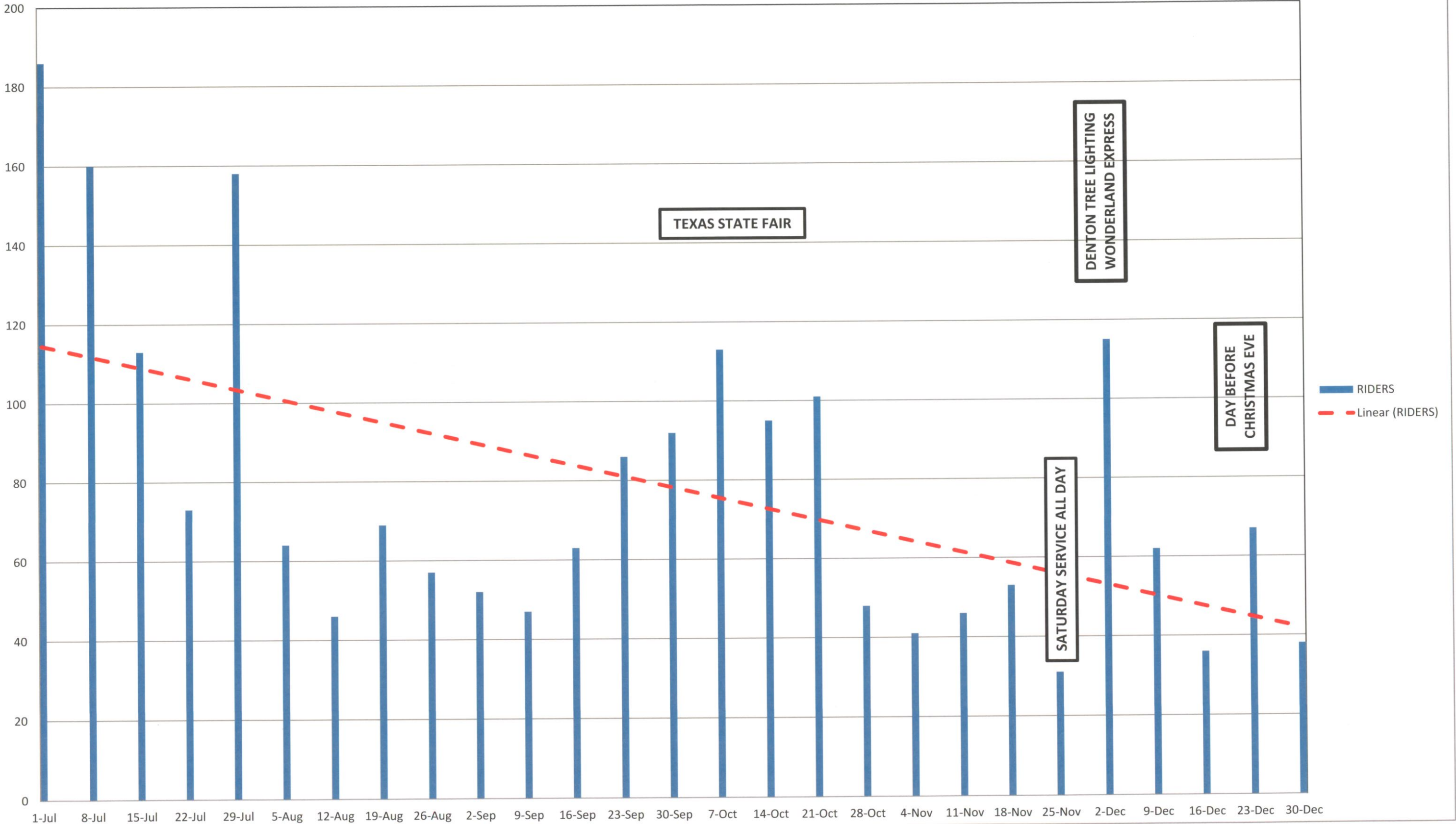
A-train Friday Night Ridership

DATE	NB	SB	TOTAL	% WR
1-Jul	93	93	186	109%
8-Jul	100	60	160	98%
15-Jul	77	36	113	71%
22-Jul	32	41	73	46%
29-Jul	81	77	158	102%
5-Aug	37	27	64	43%
12-Aug	33	13	46	31%
19-Aug	41	28	69	48%
26-Aug	37	20	57	37%
2-Sep	27	25	52	28%
9-Sep	30	17	47	23%
16-Sep	32	31	63	32%
23-Sep	56	30	86	42%
30-Sep	64	28	92	45%
7-Oct	83	30	113	52%
14-Oct	50	45	95	43%
21-Oct	58	43	101	47%
28-Oct	28	20	48	25%
4-Nov	17	24	41	22%
11-Nov	25	21	46	23%
18-Nov	30	23	53	27%
25-Nov	27	4	31	23%
2-Dec	26	89	115	62%
9-Dec	33	29	62	39%
16-Dec	21	15	36	24%
23-Dec	53	14	67	66%
30-Dec	20	18	38	39%
TOTAL	1211	901	2112	

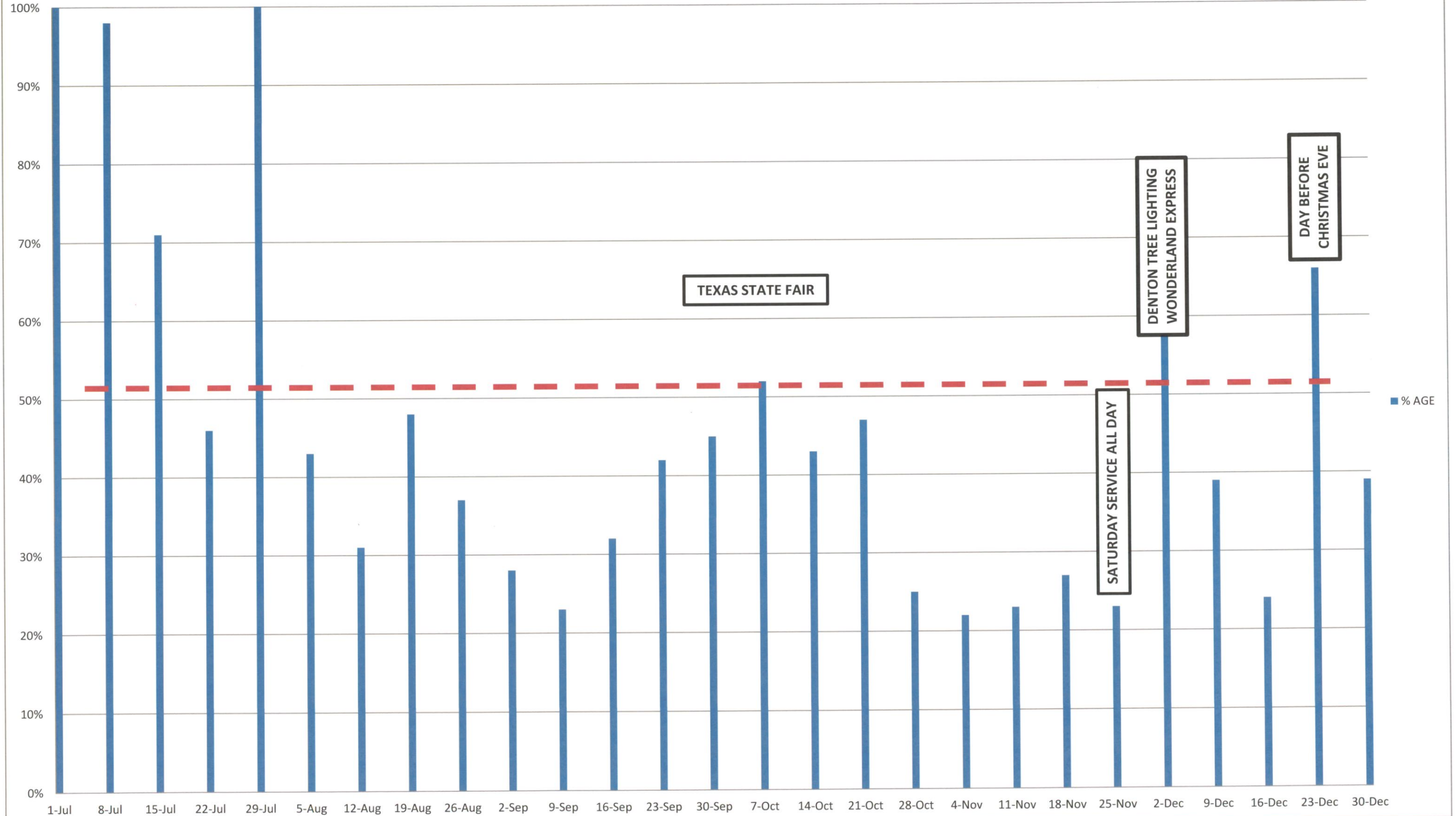
Friday Night Ridership (Total) - Trend October 2011 to December 2011



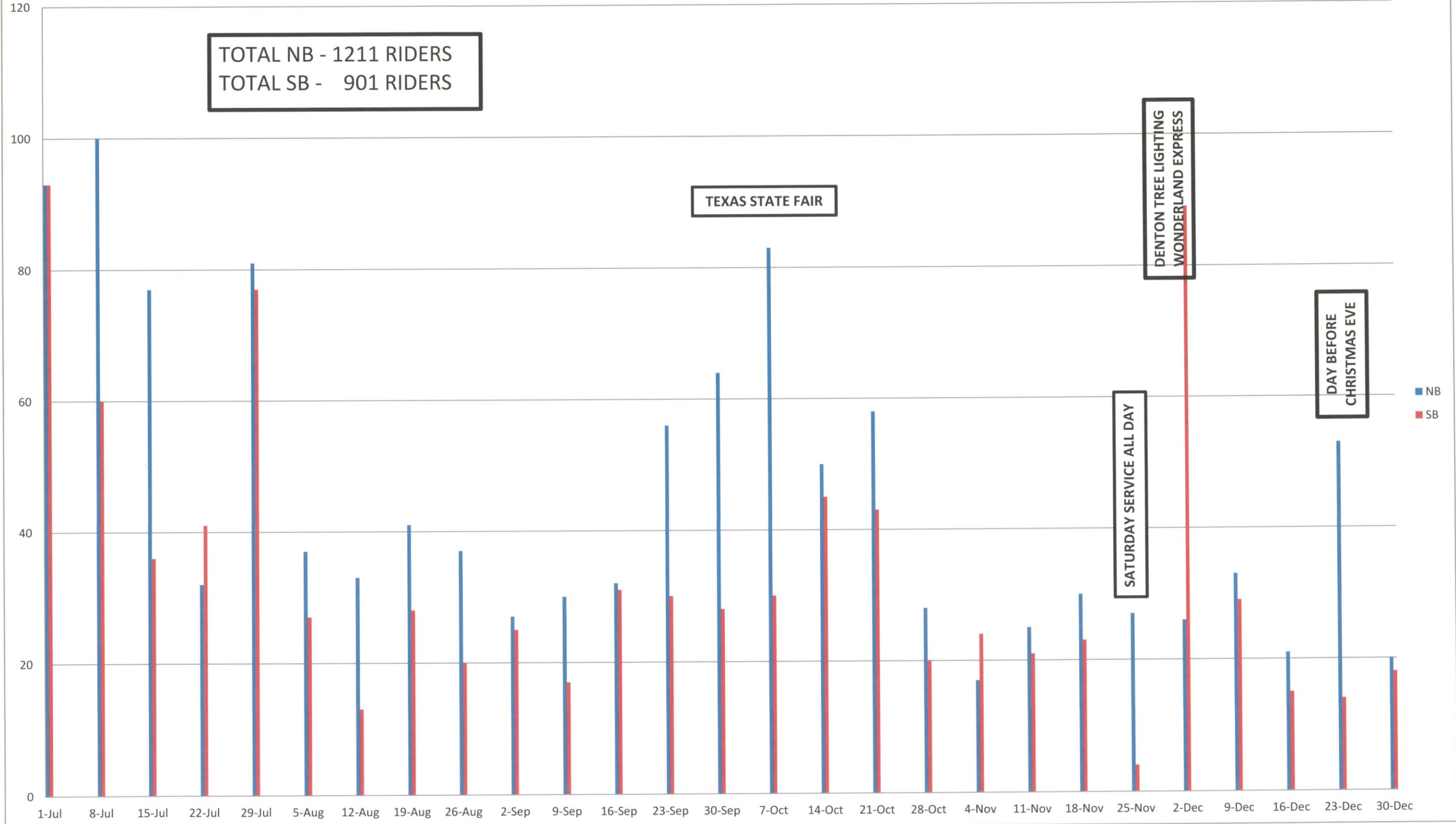
Friday Night Ridership (Total) - Trend Line July 2011 to December 2011



Comparison of Friday to Average Weekday per Train Riders



### Friday Night Ridership - Directional





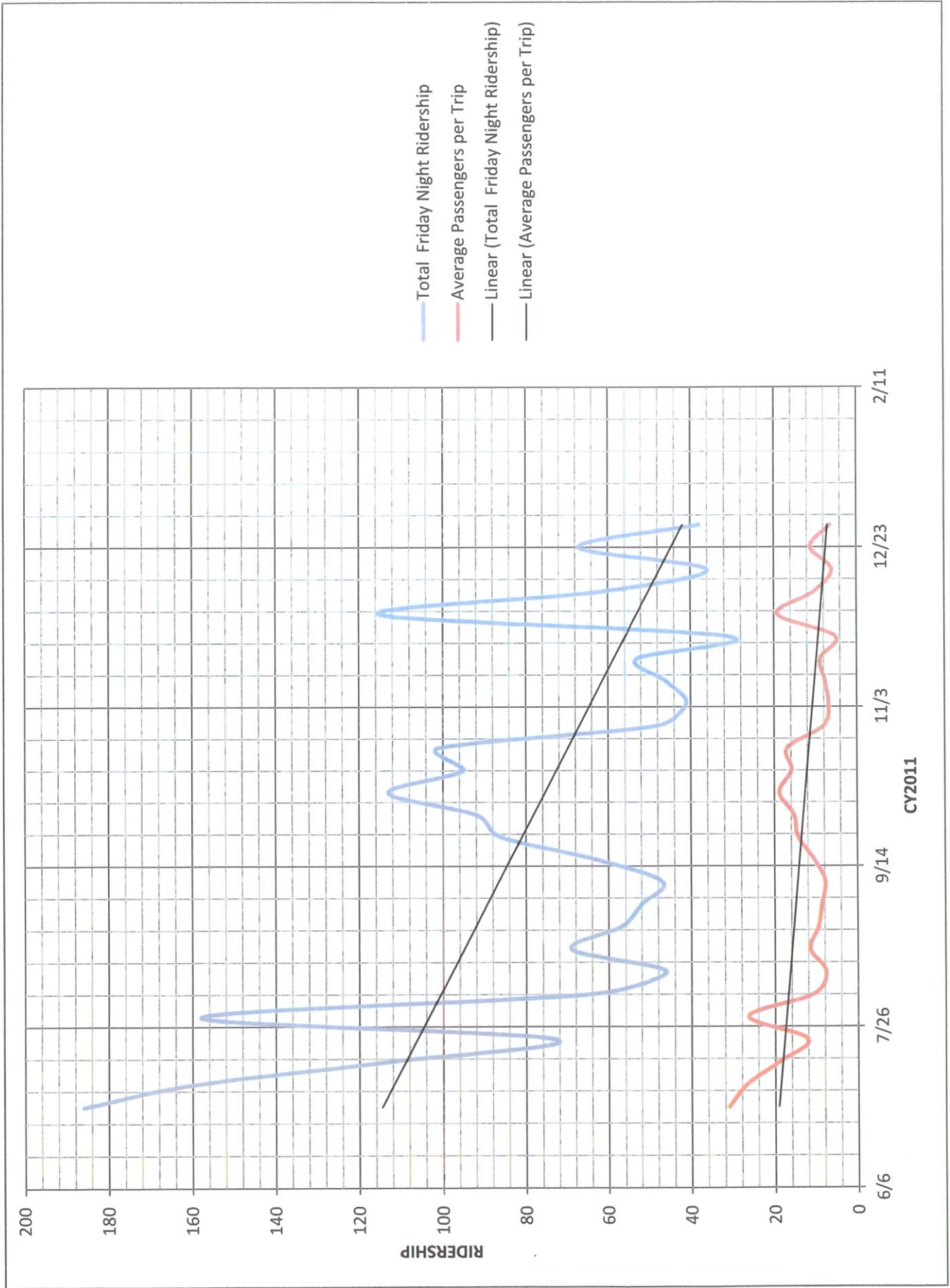
# Friday Night A-train Ridership/Service Analysis

- Appears to be trending downward – CY 11 and since October 1, 2011
- Meets performance goal three times since October 1, 2011
- Saturday Service distinctly different from Friday night
- Favors northbound movement vs. southbound movement
  - Suggests pairing with southbound trips during peak periods
  - Supports late trips returning from Dallas rather than trips leaving Denton
  - Plan now designed to favor the southbound movement
  - Very focused marketing for special event (holiday tree lighting) reversed trend
- Average riders per trip Friday Night – 15
- Average riders per trip Weekday – 32
- Incremental costs for Friday Night service track with original estimate
- Early discussion regarding funding participation from Denton; currently no formal agreement or payment to date.
- Current DCTA Board guidance is to continue service though June 30, 2012
- Latest schedule revision now published and in effect January 16, 2012
- RECOMMENDATION
  - Maintain schedule; meet customer expectation for service through June 30, 2012
  - Reevaluate as scheduled; evaluate performance vs. metrics and weigh against spending funds for service improvement (such as mid-day service)

# Friday Night Service - Additional Information requested by Board Member

- Attached Charts – Friday service numbers reflecting the total Friday night ridership and the per trip Friday night ridership assuming six trips per night. Same data, requested format.
- Average cost per rider (all in total, CY 11): \$26
- Cost for one way trip (all in): \$750
- Cost per rider weekday: \$23
- Cost Per Rider Friday night: \$50
- Cost per Access Rider: \$37
- Original Cost Estimate for Friday night Service - \$110,000
  - Currently at approximate halfway point (\$55,000 remaining)
  - Incremental costs, not fully loaded

Note: All but overall average cost per rider are rounded to reflect estimation of impact for movements stopping at stations, yard movements, deadhead moves and high monthly variability.





**Background**

Following up from the approval of the Long Range Service Plan and in preparation for the entry into the budget process, the Staff is recommending the conduct of a Board Retreat on February 23, 2012. This retreat will be held in conjunction with the regularly scheduled Board of Directors meeting. The meeting is now planned to occur at the Hedrick House in Lewisville, and commence at 9:00 am.


In order to make the time as productive as possible, the proposed discussion items and goals for the meeting will be reviewed with the Board of Directors for input and direction. A proposed plan is attached.

**Financial Impact**

None. All expenditures are within budget.

**Recommendation**

Review proposed discussion items and provide input to the Staff.

Submitted by:   
James C. Cline, Jr. P.E.,  
President

## 2012 Board Retreat Topics (Proposed)

- 1) Review of Mission Statement/Goals/Objectives
- 2) Revision to Cash Flow Model, allocation to Reserve Funds, and allocation funds available for System Enhancements to increase ridership
- 3) Current Capital Projects
  - A-train (Closeout, GTW Acquisition, AVT Approval)
  - PTC
  - Bus O&M Facility
  - Passenger Amenities
  - Lewisville Bike Trail
  - Community Enhancements
- 4) Performance Measures
- 5) Survey Results
- 6) System Enhancements to Increase Ridership
  - Mid-Day A-train Service
  - Additional Bus Service
  - Improved Rider Experience
- 7) System Expansion/New Members – Trigger Points for Further Action
  - A-train expansion to Cotton Belt
  - Frisco/The Colony Service
  - 35W Service
  - Flower Mound Service
  - Lake Cities Station
- 8) Priorities for Cost Savings/Revenue/Budget Control
  - Letter of Interest for Parking Lot Utilization
  - Fuel Purchase
  - Level of Access Service to be provided beyond ADA requirements
  - Advertising
- 9) Communication Strategy
  - Legislative (National/State/Regional) Agenda
  - Roll-out of A-train Improvements

### END STATE:

- a) Revised Cash Flow Model and assumptions to enter budget process for allocation to reserve funds and system enhancements
- b) Target for External PTC Funding
- c) Schedule for Bus O&M Facility
- d) Plan for Increased System Ridership
- e) Adoption of Performance Measures and Targets
- f) Priorities for System expansion
- g) Priorities for Cost Savings/Increased Revenue
- h) Communication/Legislative Strategy



**Board of Directors Memo**

**January 26, 2012**

**Item: 8(a) Architectural and Engineering Services**

**Background**

DCTA staff is currently in the process of preparing a procurement for On-Call A&E Services. DCTA will award three On-Call A&E contracts based upon a Request for Qualifications (RFQ). All contracts will be task order based. As task orders are negotiated those requiring DCTA Board approval will be brought back as individual items for approval.

**Identified Need**

The On-Call A&E Services pool will be responsible for the following initial projects:

- Community Enhancements
- Passenger Amenities
- Other (As required)

**Financial Impact**

DCTA will be publishing a solicitation for professional services for qualifications from architectural and engineering firms to provide services for upcoming projects. A pool of qualified firms will be selected from the submittals received and will be utilized for future projects under \$100,000.


When a firm is selected to provide services on a particular project in which the value exceeds \$25,000 the item will be presented to the Board for approval of the award and execution of a contract.

**Recommendation**

Briefing item only, no approval required at this time.

Respectfully,

Submitted by:   
 Athena Forrester, Purchasing Manager

Final Review:   
 Anna Mosqueda, CFO

Approval:   
 James C. Cline, Jr., President



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

Denton County Transportation Authority  
Board of Directors' Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 3:01 p.m. December 15, 2011 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

**Board Members in Attendance**

Charles Emery, Chairman, Lewisville  
Charles Correll, Vice Chairman, Dntn Cnty Unincorp.  
Richard Huckaby, Secretary, Denton  
Jeff Snowden, Treasurer, Frisco  
Paul Pomeroy, Highland Village  
Tom Spencer, Small Cities  
Dave Kovatch, The Colony  
Bill Walker, Small Cities  
Thomas Smith, Denton County at Large  
Daniel Peugh, Corinth  
Skip Kalb, Small Cities

**Member Absent**

Jim Robertson, Flower Mound  
Doug Peach, Little Elm

**Staff Members Present**

Jim Cline, President  
Anna Mosqueda, CFO / VP Finance  
Jarod Varner, VP Bus Operations  
Tom LeBeau, VP Rail Development  
Dee Leggett, VP Communications and Planning

Joe Gorfida, General Counsel

**Others in Attendance**

Steve Bacchus, City of Lewisville  
Mark Nelson, City of Denton

CALL TO ORDER – Chair Charles Emery called the meeting to order at 3:01 p.m. and announced the presence of a quorum of the Board of Directors.

PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS – Paul Pomeroy led the Pledge of Allegiance to the US and Texas Flags.

INVOCATION – Skip Kalb offered the invocation.

WELCOME AND INTRODUCTIONS OF VISITORS

- 1) CONSENT AGENDA\*
  - a) Approve Minutes of November 17, 2011 Board of Directors Meeting
  - b) Authorize President to Negotiate and Execute Agreement with Electricity Provider for Rail Operations and Maintenance Facility  
-Motion to approve items 1a-b by Jeff Snowden, 2<sup>nd</sup> by Skip Kalb. Motion carried unanimously.

2) FINANCIAL REPORTS

- a) Present and Accept Monthly Financial Report – Presented by Anna Mosqueda, CFO and VP Finance
  - i) Financial Statement
  - ii) Capital Projects Fund-Motion to Accept Monthly Financial Report by Paul Pomeroy, 2<sup>nd</sup> by Charles Correll.  
Motion carried unanimously.
  
- b) Present Sales Tax Report – Presented by Anna Mosqueda, CFO and VP Finance

3:24 pm Daniel Peugh arrived

3) BRIEFING AGENDA – reports were provided to the Board in monthly packets and posted for the public on the DCTA website. Departmental Vice Presidents provided briefings by exception and/or answered questions of the Board.

- a) Capital Projects Briefing – Tom LeBeau
- b) Marketing & Communications – Dee Leggett
- c) Planning & Service Development – Dee Leggett
- d) Transit Operations – Tom LeBeau and Jarod Varner

4) REGULAR AGENDA

- a) Discussion / Adopt Resolution # 11-15 Adopting Service Plan Update – Dee Leggett made a presentation.  
-Motion by Charles Correll to approve the resolution adopting the Long Range Service Plan with the following amendments to the Long Range Service Plan staff recommendation:
  - p. 11 of the Long Range Service Plan, Section “Service Recommendations” delete all references to “prioritization” and the numbering system in the map. Also, deleting the sentence that states “These are prioritized based on a combination of performance estimates, ability to address agency goals and objectives (particularly to maximize existing investments), and a series of other criteria.” Deleting “prioritized”, and deleting the numbers underneath that, as it relates to the prioritization.”
  - p. 13 of the Long Range Service Plan, “Evaluation of Corridor Summary, deleting the prioritization numbers in the chart.
  - p. 17 of the Long Range Service Plan, “Implementation” deleting the dates as well as deleting the following text “Other corridors, with their approximate proposed implementation years are as follows;” and replace with “Other corridors are as follows:” Also, deleting the sentence “The years assigned to each of these corridors are based on funding assumptions.”
  - And anywhere else in the plan that references dates or prioritization shall also be removed.

2<sup>nd</sup> by Dave Kovatch. Motion carried. Vote: In favor: 10 Abstain = vote against: 1 (Bill Walker).

- b) Discussion of A-train Ridership – Discussion lead by Jim Cline

5) CHAIR REPORT – Chairman Emery gave an update on the following topics:

- a) Discussion of Regional and Legislative Issues
- b) Washington – Legislative Activities in Washington



c) Ad-hoc Committee Appointments:

**Legislative Committee**

\*Charles Emery, Chair  
Daniel Peugh  
Richard Huckaby  
Jim Robertson  
Jeff Snowden  
Paul Pomeroy

**Audit Committee**

\*Jeff Snowden, Chair  
Doug Peach  
Tom Smith  
Skip Kalb

**New Member Committee**

\*Tom Spencer, Chair  
Paul Pomeroy  
Dave Kovatch  
Bill Walker  
Richard Huckaby  
Charles Correll

- 6) PRESIDENTS REPORT – Jim Cline gave update on the following:  
a) Revised Board Meeting Format - Work Session / Board Meeting  
b) Board Retreat – February 23, 2012
- 7) REPORTS ON ITEMS OF COMMUNITY INTEREST – None  
a) Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.
- 8) CONVENE EXECUTIVE SESSION/CLOSED MEETING - None  
a) As Authorized by Section 551.071(2) of the Texas Government Code, the 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.
- 9) RECONVENE OPEN SESSION  
a) Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 10) ADJOURN 5:18 p.m.

The minutes of the December 15, 2011 meeting of the Board of Directors were passed, and approved by a vote on this 26<sup>th</sup> day of January, 2012.

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Charles Emery, Chairman

ATTEST

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Charles Correll, Vice-Chairman




Board of Directors Memo

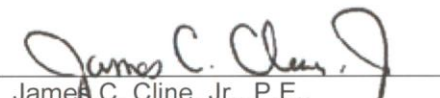
January 26, 2012

**Regular Agenda: Item 1(b) Corrected Minutes – March 2011**

**Background**

An administrative error in item 4a caused the text of the motion to be incorrect. The text has been corrected to correspond with the agenda item. The motion (Guy McElroy) and 2<sup>nd</sup> (Dorothy Palumbo) remain the same. The vote changed to “Motion carried unanimously.”

Submitted by:   
Staff

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



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

Denton County Transportation Authority  
Board of Directors' Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 3:04 p.m. March 24, 2011 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

**Board Members in Attendance**

Charles Emery, Chairman, Lewisville  
Charles Correll, Vice Chairman, Dntn Cnty Unincorp.  
Jeff Snowden, Treasurer, Frisco  
Dorothy Palumbo, Secretary, Highland Village  
Guy McElroy, Denton  
Bill Walker, Small Cities  
Tom Spencer, Small Cities  
Dave Kovatch, The Colony

**Member Absent**

Skip Kalb, Small Cities  
Thomas Smith, Denton County at Large  
Doug Peach, Little Elm  
Jim Robertson, Flower Mound

**Staff Members Present**

Jim Witt, CEO  
Anna Mosqueda, CFO VP Finance  
Jarod Varner, VP Bus Operations  
Tom LeBeau, VP Rail Development  
Dee Leggett, VP Communications and Planning  
  
Joe Gorfida, General Counsel Representative

**Others in Attendance**

Joe Richmond, UNT  
Richard Moore, Denton Alternate I  
Rick Woolfolk, Denton Alternate II

CALL TO ORDER – Chair Charles Emery called the meeting to order at 3:04 p.m. and announced the presence of quorum of the Board of Directors.

PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS – Tom Spencer led the Pledge of Allegiance to the US and Texas Flag.

INVOCATION – Charles Correll gave the invocation.

WELCOME AND INTRODUCTIONS OF VISITORS – Introductions

- o Joe Richmond was welcomed and congratulated on his new position as University of North Texas Parking and Transportation Services Director.

1) CONSENT AGENDA\*

- a) Approve Minutes of February 24, 2011 Board of Directors Meeting
- b) Approve Stadler Contract Modification – Positive Train Control Provisions  
-Motion to approve items 1a-b by Dorothy Palumbo, 2<sup>nd</sup> by Tom Spencer. Motion carried.  
Dave Kovatch abstained.

2) FINANCIAL REPORTS

- a) Present and Accept Monthly Financial Report – Presented by Anna Mosqueda, CFO and VP Finance
  - i) Financial Statement
  - ii) Capital Projects Fund

- Motion to Accept Monthly Financial Report by Dorothy Palumbo, 2<sup>nd</sup> by Guy McElroy. Motion carried unanimously.
  - b) Present Sales Tax Report – Presented by Anna Mosqueda, CFO and VP Finance
- 3) BRIEFING AGENDA –
- a) A-train Briefing / Current Status – Tom LeBeau, VP Rail Development presented updates on the following:
    - i) Construction
    - ii) Rail Vehicle Procurement
    - iii) Operations and Maintenance
  - b) Bus Operations – Vice President Jarod Varner presented information on the following topics:
    - i) Service Performance
    - i) Downtown Denton Transit Center Update
  - c) Marketing & Communications – Dee Leggett, VP Communications and Planning presented information on the following items:
    - i) Community Outreach
    - ii) Upcoming Events
    - iii) March - April Marketing and Communications Initiatives
    - iv) Media Coverage
  - a) Planning & Service Development – information presented by Jarod Varner, VP Bus Operations
    - i) Status of Service Plan Update
    - ii) Review of University student and faculty/staff pass program
- 4) REGULAR AGENDA
- a) Review and Approve Performance Parameters for Late Friday / Saturday Rail Service -Motion made by Guy McElroy to accept the Member City proposed performance goals for Friday and Saturday A-train service. The proposed document to reflect change in item 6 replacing “parameters” with “goals”, 2<sup>nd</sup> by Dorothy Palumbo. Motion carried unanimously.
- 5) CHAIR REPORT – Chairman Emery gave an update on the following topics:
- a) Discussion of Regional and Legislative Issues
  - b) Washington – Legislative Activities in Washington
- 6) PRESIDENT’S REPORT – Jim Witt, CEO presented information on the following:
- a) Regional Smart Card Update
- 7) REPORTS ON ITEMS OF COMMUNITY INTERST – none
- a) Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

- 8) CONVENE EXECUTIVE SESSION/CLOSED MEETING - No Executive Session
  - a) As Authorized by Section 551.071(2) of the Texas Government Code, the 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.
- 9) RECONVENE OPEN SESSION No Executive Session
  - a) Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 10) ADJOURN 4:17 p.m.

The minutes of the March 24, 2011 meeting of the Board of Directors were passed, and approved by a vote on this 28<sup>th</sup> day of April, 2011.

\_\_\_\_\_  
Charles Emery, Chairman

ATTEST

\_\_\_\_\_  
Dorothy Palumbo, Secretary



## Board of Directors Memo

January 26, 2012

### Item: 1(e) Discussion/Approval of Vehicle Procurement

#### Background

DCTA has received grant funds through the 5309 Bus and Bus Facilities Program and through the 5307 Urbanized Area Formula Program.

The DCTA fleet replacement plan recommends the replacement of heavy-duty transit buses in FY 2012 to replace vehicles that have reached the end of their useful life. Replacement of these vehicles using grant funds budgeted in FY 2012 using 5307 and 5309 funds for this one-time vehicle purchase now will help DCTA move toward maintaining a reasonable and much needed replacement plan. The replacement buses will be used for Access service.

On January 16, 2012, DCTA received three bids in response to our IFB in conformance with the solicitation:

1. National Bus Sales and Leasing
2. Alliance Bus Group
3. Alliance Bus Group-Alternate bid

Staff conducted a review and evaluation of the bids received and staff is recommending purchase of five (5) buses from National Bus Sales and Leasing

#### Identified Need

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

#### Financial Impact

Staff anticipates the contract amount to not exceed \$284,460.00. This amount is included in FY2012 for fleet replacement. \$227,568 in grant funds and \$56,892 in local funds are required.

#### Committee Review


This item was reviewed by the Finance Committee at its December 15, 2011, session.

#### Recommendation

Staff recommends the Board approve the acquisition of five (5) buses.

Submitted by:   
Athena Forrester, Purchasing Manager

Final Review:   
Anna Mosqueda, CFO

Approval:   
James C. Cline, Jr., President



**Board of Directors Memo** **January 26, 2012**

**Item: 1(f) Discussion/Approval of extension of Security Services Agreement**

**Background**

In April 2011, a security service company was engaged to provide unarmed guard services at the rail yard to monitor the RDC's and the grounds to guard against theft, fire and vandalism to the rail cars and property.

**Identified Need**

The need for the services continues to insure the property and rail cars are not vandalized while the property is left unattended by staff and contractor on Sunday.

**Financial Impact**

Expenditures to date for fiscal year 2012 are \$31,771.49.

**Committee Review**

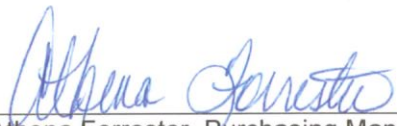
None

**Recommendation**

Staff recommends the Board approve an extension of the agreement.

Respectfully,


Submitted by:

  
Athena Forrester, Purchasing Manager

Final Review:

  
Anna Mosqueda, CFO

Approval:

  
James C. Cline, Jr., President



Board of Directors Memo

January 26, 2012

**Regular Agenda: Item 3(a) Appointment of Ad-hoc Budget Committee**

**Background**

As DCTA's policy makers the Board plays a critical role in making decisions that guide the direction of the agency in achieving its adopted goals. The development of the annual operating budget and 5 year capital budget is one of the mechanisms that provide a roadmap for DCTA to move forward in accomplishing the goals established by the Board.


The budget also serves as an important source of information for DCTA's Board, staff, customers and other stakeholders.


Appointment of the ad-hoc Budget Committee for the FY13 budget is needed. The budget development and adoption involves several months of work on both the part of the staff and the Board Budget Committee and the Board. The Budget Calendar establishes the timeline that facilitates the creation, review, modification and adoption of the annual budget. The Budget Calendar needs to be finalized and this involves participation of the Budget Committee Chair.


The process begins with the Board providing staff direction in the February/early March timeframe via review of updated cash flow model. Executive Staff reviews the adopted agency goals in March and actions needed to accomplish those goals. In May, the current year budget is reviewed and revised as needed to provide a more current estimate of expenditures for the fiscal year. In June and July, staff works on the operating and 5 year capital budgets which are then presented and discussed thoroughly with the Budget Committee in meetings during June, July and August. The FY13 Proposed Budget is presented to the Board for their review and discussion as well as public comment in August. Final budget adoption occurs in September.

**Need**

The budget process is critical to the agency in maintaining its financial stability. In order to begin the budget processes and complete it in a manner that allows for thoughtful review and deliberation, it is necessary to appoint the Budget Committee.

Submitted by:   
Staff

Final Review:   
Anna Mosqueda, CFO

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