



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

**Board of Directors
Work Session
January 24, 2013
1:30 p.m.**

1. Routine Briefing Items
 - a. Financial Reports
 - i. Financial Statements (11/2012 & 12/2012)
 - ii. Capital Projects Fund (11/2012 & 12/2012)
 - iii. Sales Tax Report
 - iv. Quarterly Investment Report
 - v. Procurement Report
 - b. 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. Passenger Amenities
 - viii. Station Improvements
 - c. Communications and Planning
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - iv. Advertising Update
 - d. Transit Operations
 - i. Rail Operations
 - ii. Bus Operations
2. Items for Discussion
 - a. Discussion of Legislative Intent 83rd Texas Legislative Session
 - b. Audit Committee Chair Report
 - c. Discussion of Interlocal Agreement with City of Denton for Right of Way Use

- d. Discussion of Interlocal Agreement with City of Denton for Off-site Tree Mitigation
- 3. Discussion of Regular Board Meeting Agenda Items (January 24, 2013)
- 4. Executive Session
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
- 5. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 6. Discussion of Future Agenda Items
 - a. Board Member Requests

Board of Directors

Regular Meeting

January 24, 2013

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 - Board Meeting December 05 , 2012
- b. Acceptance of Quarterly Investment Reports
- c. Acceptance of Financial Reports
 - i. November 2012
 - ii. December 2012

2. REGULAR AGENDA

- a. Board Officer Elections
 - i. Chair
 - ii. Vice-Chair
 - iii. Secretary
 - iv. Treasurer

- b. Discussion/Approval of Interlocal Agreement with City of Denton for Right of Way Use
- c. Discussion / Approval of Legislative Intent 83rd Texas Legislative Session

3. CHAIR REPORT

- a. Discussion of Regional Transportation Issues
- b. Discussion Legislative Issues
 - i. Regional
 - ii. State
 - iii. Federal

4. PRESIDENT'S REPORT

- a. 2013 Board Retreat
- b. Board Meeting Materials

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 REGULAR MEETING

Chair – Charles Emery
Vice Chair –

Secretary – Dave Kovatch
Treasurer – Paul Pomeroy

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

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

This notice was posted at 1660 S. Stemmons, Lewisville, Texas 75067 at a place convenient and readily accessible to the public at all times. Said notice was posted on 1/18/2013 at 9:30 AM.

Leslee Bachus, Executive Assistant



**Subject: WS1ai) Monthly Financial Reports
(sent under separate cover via e-mail 12/21/12)**

Background

The financial statements are presented to the Board of Directors on a monthly basis for acceptance. The reports presented for the period ending November 30, 2012 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 and Statement of Net Assets and Capital Projects Fund:

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues – YTD Favorable by \$37k attributable to ridership being higher than anticipated in the budget. Actual ridership was 99,091 riders compared to budget 72,600 riders, an increase of 26,491 in ridership.
- **Note B:** Sales Tax Revenue – YTD Favorable by \$252k. Sales tax generated in November has not yet been received and is accrued for the month based on budget. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of sales tax receipts for the year FY 13.
- **Note C:** Federal/State Grants – YTD Unfavorable by (\$1,827k) due to timing of the Bus O&M project and corresponding delay in grant reimbursement as anticipated in the budget.
- **Note D:** Services – YTD Unfavorable by (\$32k) mainly due to audit fees, communications & marketing expenses, and bus maintenance expenses being incurred earlier in the fiscal year than anticipated in the budget.
- **Note E:** Utilities – YTD Unfavorable by (\$11k) mainly due to an increase in phones and water usage compared to what was anticipated in the budget.
- **Note F:** Purchased Transportation Services – YTD Favorable by \$175k due to invoicing DART for the Backup Dispatch/Disaster Recovery System.
- **Note G:** Leases and Rentals – YTD Favorable by \$525k. The lease expenses were reduced due to \$395K credit from DART for seat re-upholstery of RDC's paid by DCTA.

Statement of Net Assets

- **Note A:** Investments increased by \$160k. This is primarily due to the net impact of:
 - + Receipt of Sales Tax of \$1,708k
 - - \$1,550k transferred to cover operating and capital expenditures
- **Note B:** Construction Work in Process increased by \$1,559k primarily due to Stadler invoices for \$1,360k, Herzog Transit for \$79k, LTK for \$25k, Jacobs Engineering for \$22k for work on Denton Community Enhancements project, Samtex for \$19k for rail station information kiosks, Huitt-Zollars for \$13k.
- **Note C:** Bonds Payable: No change in the current month. The first payment for the 2009 Series Bonds of \$885k is due in September 2013.
- **Note D:** Net Income for the month of November was \$308,248.

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

November financial reports will be presented for acceptance by the Board at the January 2013 board meeting.

Submitted by: Madhu Penmetsa
Senior Accountant

Final Review: 
V-P Finance / CFO

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date November 30, 2012
(Unaudited)

Description	Month Ended November 30, 2012			Year to Date November 30, 2012			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	98,031	89,527	8,504	226,664	189,682	36,982	1,030,940	Note A
Contract Service Revenue	312,660	310,735	1,925	677,931	664,855	13,076	3,001,040	
Sales Tax Revenue	1,719,429	1,467,497	251,932	3,105,186	2,853,254	251,932	18,775,391	Note B
Federal/State Grants and Reimbursements	168,305	770,566	(602,261)	258,532	2,085,749	(1,827,217)	10,248,100	Note C
Total Revenue and Other Income	2,298,425	2,638,325	(339,900)	4,268,312	5,793,540	(1,525,228)	33,055,471	
Operating Expenses								
Salary, Wages and Benefits	575,275	598,290	23,015	1,134,822	1,250,522	115,699	7,211,225	
Services	166,091	122,134	(43,958)	280,345	248,567	(31,778)	1,388,452	Note D
Materials and Supplies	301,303	297,463	(3,840)	464,444	615,526	151,081	3,494,340	
Utilities	55,744	31,062	(24,683)	73,405	62,123	(11,281)	372,740	Note E
Insurance, Casualties and Losses	34,955	45,394	10,439	69,074	90,789	21,715	544,732	
Purchased Transportation Services	527,393	702,515	175,123	1,229,908	1,405,031	175,123	8,430,186	Note F
Miscellaneous	8,499	9,593	1,095	14,821	44,178	29,357	155,491	
Leases and Rentals	(346,986)	22,611	369,597	(329,429)	195,222	524,651	421,330	Note G
Depreciation	568,871	781,027	212,156	1,142,967	1,562,956	419,989	9,320,443	
Total Operating Expenses	1,891,145	2,610,090	718,945	4,080,356	5,474,913	1,394,557	31,338,940	
Income Before Non-operating Revenue and Expense	407,280	28,235	379,045	187,956	318,627	(130,671)	1,716,531	
Non-Operating Revenues / (Expense)								
Investment Income	3,512	3,000	512	7,099	6,000	1,099	36,000	
Gain (Loss) Disposal of Assets	-	-	-	-	-	-	-	
Other Income - Miscellaneous	5,468	-	5,468	7,798	-	7,798	-	
Long Term Debt Interest/Expense	(108,011)	(108,011)	(0)	(216,023)	(216,023)	0	(2,168,920)	
Total Non-Operating Revenue / (Expense)	(99,032)	(105,011)	5,979	(201,127)	(210,023)	8,896	(2,132,920)	
Change in Net Assets	308,248	(76,776)	385,024	(13,170)	108,604	(121,774)	(416,389)	

Denton County Transportation Authority
Statement of Net Assets
As of November 30, 2012
(Unaudited)

	<u>November 30, 2012</u>	<u>October 31, 2012</u>	<u>Change</u>	
Current Assets				
Cash & Cash Equivalents	5,038,234	5,193,411	(155,176)	
Investments	9,929,548	9,769,642	159,906	Note A
Accounts & Notes Receivable	4,526,081	4,477,786	48,295	
Prepaid Expenses	147,015	255,092	(108,076)	
Restricted Asset-Cash and Equivalents	3,654,827	3,653,973	854	
Total Current Assets	<u>23,295,706</u>	<u>23,349,904</u>	<u>(54,198)</u>	
Property, Plant and Equipment				
Land	16,228,337	16,228,337	-	
Land Improvements	5,386,734	5,386,734	-	
Machinery & Equipment	1,018,804	1,018,804	-	
Leasehold Improvements	55,506	55,506	-	
Vehicles	8,261,725	8,261,725	-	
Computers & Software	58,808	58,808	-	
Accumulated Depreciation	(13,042,873)	(12,474,002)	(568,871)	
Total Property, Plant and Equipment	<u>17,967,041</u>	<u>18,535,912</u>	<u>(568,871)</u>	
Other Non Current Assets				
Bond Fees	211,060	212,078	(1,018)	
Total Other Non Current Assets	<u>211,060</u>	<u>212,078</u>	<u>(1,018)</u>	
Capital Assets				
Intangible Assets	16,997,155	16,997,155	-	
Other Capital Assets, Net	215,574,809	215,574,809	-	
Construction in Progress	91,752,589	90,193,653	1,558,936	Note B
Total Capital Assets	<u>324,324,553</u>	<u>322,765,618</u>	<u>1,558,936</u>	
Total Assets	<u><u>365,798,361</u></u>	<u><u>364,863,512</u></u>	<u><u>934,849</u></u>	
Liabilities				
Current Liabilities				
Accounts Payable	1,151,878	(476,323)	1,628,201	
Salary, Wages, and Benefits Payable	322,014	432,085	(110,071)	
Accrued Expenses Payable	3,761,217	4,940,500	(1,179,283)	
Deferred Revenues	298,760	305,316	(6,556)	
Interest Payable	213,986	106,993	106,993	
Total Current Liabilities	<u>5,747,855</u>	<u>5,308,571</u>	<u>439,285</u>	
Non-Current Liabilities				
Rail Easement Payable	1,800,000	1,800,000	-	
Retainage Payable	1,837,680	1,650,364	187,316	
Bonds Payable	35,280,000	35,280,000	-	Note C
Total Non-Current Liabilities	<u>38,917,680</u>	<u>38,730,364</u>	<u>187,316</u>	
Total Liabilities	<u><u>44,665,535</u></u>	<u><u>44,038,934</u></u>	<u><u>626,601</u></u>	
Net Assets				
Invested in Capital Assets	227,094,067	227,094,067	-	
Unrestricted Retained Earnings	94,051,929	94,051,929	-	
Change in Net Assets	(13,171)	(321,419)	308,248	Note D
Total Equity	<u>321,132,826</u>	<u>320,824,578</u>	<u>308,248</u>	
Total Liabilities and Equity	<u><u>365,798,361</u></u>	<u><u>364,863,512</u></u>	<u><u>934,849</u></u>	

Capital Projects Fund - DCTA
Budget vs. Actual
As of November 30, 2012
(Cash Basis)

Work Session 1a

ASSETS

Fixed Assets
1660 - Construction Work in Progress
5 - Bus Capital Projects

50202 - Passenger Amenities (Phase 2)

Original Budget	Revised Budget	November 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget
174,011	229,326	-	138,973	90,353	61%
Total 50202 - Passenger Amenities (Phase 2)	174,011	229,326	138,973	90,353	61%

50301 - Bus O&M Facility

5030113 - Design	590,000	1,284,280	12,756	911,624	382,656	70%
5030114 - Land Acquisition	1,164,310	1,164,310	-	1,173,451	(9,141)	101%
5030116 - Building Construction	4,745,690	8,920,436	-	2,260	8,918,176	0%
5030118 - Canopy Construction	-	-	-	-	-	0%
5030126 - Furniture, Fixtures & Equipment	1,642,667	-	-	-	-	0%
5030129 - Project Management	-	341,331	-	-	341,331	0%
5030133 - Legal Fees	-	360	-	-	360	0%
Total 50301 - Bus O&M Facility	8,142,667	11,720,717	12,756	2,087,335	9,633,382	28%

50302 - Bus Maintenance Equipment

5030214 - Acquisition	500,000	500,000	-	78,777	421,223	16%
Total 50302 - Bus Maintenance Equipment	500,000	500,000	-	78,777	421,223	16%

50303 - DDTC

5030314 - Acquisition	373,282	373,282	-	-	373,282	0%
Total 50303 - DDTC	373,282	373,282	-	-	373,282	0%

50403 - Paratransit Scheduling Systems

5040314 - Acquisition	180,000	180,000	-	166,342	13,658	92%
Total 50403 - Paratransit Scheduling Systems	180,000	180,000	-	166,342	13,658	92%

50502 - Fleet Replacement

5050214 - Acquisition	1,968,500	3,136,993	-	2,587,132	549,861	82%
Total 50502 - Fleet Replacement	1,968,500	3,136,993	-	2,587,132	549,861	82%

50406 - Where's My Ride

5040614 - Acquisition	940,485	940,485	-	-	940,485	0%
Total 50406 - Where's My Ride	940,485	940,485	-	-	940,485	0%

50407 - Bus Ops Safety & Security Equipment

5040714 - Acquisition	88,555	88,555	-	-	88,555	0%
Total 50407 - Bus Ops Safety & Security Equipment	88,555	88,555	-	-	88,555	0%

Total 5 - Bus Capital Projects

12,367,500	17,169,358	12,756	5,058,559	12,110,799	29%
-------------------	-------------------	---------------	------------------	-------------------	------------

Capital Projects Fund - DCTA
Budget vs. Actual
 As of November 30, 2012
 (Cash Basis)

Work Session 1a1

	Original Budget	Revised Budget	November 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget
6 - Rail Construction (RTRFI Funded)						
61102 - Rail Grinding						
6110217 - Track & Civil Work - Construction	204,000	204,000	-	-	204,000	0%
Total 61102 - Rail Grinding	204,000	204,000	-	-	204,000	0%
61206 - MedPark Extension	1,000,000	1,000,000	-	1,000,000	-	100%
61401 - Fare Collection Systems						
6140111 - Engineering	-	68,962	-	68,963	(1)	100%
6140114 - Acquisition	489,000	582,372	-	477,281	105,091	82%
6140115 - Installation	80,000	81,771	1,588	88,473	(6,702)	108%
Total 61401 - Fare Collection Systems	569,000	733,105	1,588	634,717	98,388	87%
61403 - Traffic Signals						
6140323 - Crossings/Traffic Signals	2,480,000	3,046,177	79,264	2,733,818	312,359	90%
Total 61403 - Traffic Signals	2,480,000	3,046,177	79,264	2,733,818	312,359	90%
61406 - Positive Train Control						
6140617 - Construction	-	13,492,028	-	-	13,492,028	0%
6140628 - Contingency	-	728,554	-	-	728,554	0%
6140629 - Project Management	-	2,097,992	-	434,826	1,663,166	21%
6140633 - Legal Fees	-	80,939	-	-	80,939	0%
6140636 - Vehicle Provisions	-	597,930	-	358,758	239,172	60%
6140621 - Systems	-	-	-	-	-	0%
Total 61406 - Positive Train Control	-	16,997,441	-	793,584	16,203,857	5%
61601 - Professional Services						
6160113 - Final Design	14,667,036	14,675,501	-	14,675,501	0	100%
6160129 - Project Management	11,532,904	9,533,632	5,234	9,835,019	(301,387)	103%
6160133 - Legal Fees	-	58,032	-	58,032	-	100%
Total 61601 - Professional Services	26,200,000	24,267,165	5,234	24,568,551	(301,386)	101%
61603 - Stadler Implementation						
6160332 - Mobilization	-	895,803	33,807	512,127	383,676	57%
Total 61603 - Stadler Implementation	-	895,803	33,807	512,127	383,676	57%
61707 - Community Enhancements						
6170711 - Engineering	-	22,000	-	-	22,000	0%
6170712 - Preliminary Design	-	12,500	22,371	22,371	(9,871)	179%
6170713 - Final Design	-	15,000	-	-	15,000	0%
6170715 - Survey, Inspection & Testing	-	6,000	-	-	6,000	0%
6170716 - Building Construction	-	545,000	-	-	545,000	0%
6170720 - Landscaping	-	25,000	-	-	25,000	0%
6170726 - FF&E	-	10,000	-	-	10,000	0%
6170727 - Environmental Mitigation	-	4,000	-	-	4,000	0%
6170728 - Contingency	-	15,029	-	-	15,029	0%
6170729 - Project Management	-	85,088	-	-	85,088	0%
6170733 - Administration Fees	-	13,091	-	13,001	-	100%
Total 61707 - Community Enhancements	-	752,708	22,371	35,462	717,246	5%
61708 - Lewisville Bike Trail						
6170811 - Engineering	-	75,000	-	-	75,000	0%
6170812 - Preliminary Design	-	75,000	-	-	75,000	0%
6170813 - Final Design	-	41,000	-	-	41,000	0%
6170816 - Building Construction	-	2,410,102	-	-	2,410,102	0%
6170820 - Landscaping	-	21,000	-	-	21,000	0%
6170822 - Bridges	-	55,355	-	-	55,355	0%
6170823 - Crossings/Traffic Signals	-	200,000	-	-	200,000	0%
6170825 - Utilities	-	75,000	-	-	75,000	0%
6170826 - FF&E	-	3,000	-	-	3,000	0%
6170827 - Environmental Mitigation	-	28,800	-	-	28,800	0%
6170828 - Contingency	-	50,000	-	-	50,000	0%
6170829 - Project Management	-	394,454	-	-	394,454	0%
6170833 - Administration Fees	-	60,685	-	60,685	-	100%
Total 61708 - Lewisville Bike Trail	-	3,489,356	-	60,685	3,428,711	2%
60701 - Passenger Information						
6070114 - Acquisition	-	56,214	19,044	23,851	32,363	42%
Total 60701 - Passenger Information	-	56,214	19,044	23,851	32,363	42%
61502 - Rail Maintenance Equipment						
6150214 - Acquisition	-	50,000	-	45,000	5,000	90%
Total 61502 - Rail Maintenance Equipment	-	50,000	-	45,000	5,000	90%
Total Rail Construction Projects	30,453,000	51,492,009	181,308,22	30,407,794,56	21,084,214,44	59%
61501 - Rail Cars						
6150114 - Acquisition	71,500,000	77,715,424	1,360,060	77,685,875	29,549	100%
6150128 - FRA Compliance Contingency	-	250,356	-	-	250,396	0%
6150133 - Legal Fees	-	15,005	-	15,005	-	100%
6150129 - Project Management	-	1,814,669	24,812	1,469,122	345,577	81%
Total 61501 - Rail Cars	71,500,000	79,795,524	1,384,872	79,170,002	625,522	99%
TOTAL RAIL CONSTRUCTION & CARS	101,953,000	131,287,533	1,546,190	109,577,797	21,709,736	83%
Total 1660 - Construction Work In Progress	114,320,500	148,456,891	1,558,936	114,636,356	33,820,535	77%



Board of Directors Memo

December 21, 2012

**Item: WSM 1 (a) iii Sales Tax Report
(sent under separate cover via email 12/21/12)**

Background

Sales tax represents the single largest source of revenue for DCTA, at 56.7% for FY13 budget. The annual Sales Tax budget is \$18,775,391. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month, receipts were favorable compared to budget.

- Sales tax for sales generated at retail in the month of October and received in December was \$1,637,689.
- This represents an increase of 18.2% or \$251,933 compared to budget for the month.
- Receipts are favorable 18.2% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$292,295 or 21.7% more.

- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 36.9%
 - City of Denton up 5.4%
 - Highland Village up 2.6%

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 Prev. Yr. Comparison**

Sales Generated in Month of:	Received in month of:	2012-2013 Year Budget	2012-2013 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,385,756.30	\$ 1,637,689.04	\$ 251,932.74	18.18%	\$ 1,345,394.47	\$ 292,294.57	21.73%
November	January	\$ 1,467,497.19				\$ 1,424,754.55		
December	February	\$ 2,107,957.25				\$ 2,046,560.44		
January	March	\$ 1,394,605.60				\$ 1,353,986.02		
February	April	\$ 1,421,825.33				\$ 1,380,412.94		
March	May	\$ 1,922,042.18				\$ 1,866,060.37		
April	June	\$ 1,526,010.87				\$ 1,481,563.95		
May	July	\$ 1,613,898.76				\$ 1,566,892.01		
June	August	\$ 1,687,584.24				\$ 1,762,132.21		
July	September	\$ 1,349,344.92				\$ 1,540,038.75		
August	October	\$ 1,350,487.51				\$ 1,533,237.85		
September	November	\$ 1,548,380.37				\$ 1,708,102.34		
Y.T.D Total		\$ 18,775,390.51	\$ 1,637,689.04	\$ 251,932.74	18.18%	\$ 19,009,135.90	\$ 292,294.57	21.73%

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

Denton County Transportation Authority (DCTA)
Member Cities Sales Tax Report

Prev. Yr. Comparison

City of Lewisville					City of Highland Village						
Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance	Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,732,551.04	\$ 2,371,149.84	\$ 638,598.80	36.86%	October	December	\$ 243,619.10	\$ 250,035.98	\$ 6,416.88	2.63%
November	January	\$ 1,984,090.82				November	January	\$ 243,766.41			
December	February	\$ 2,874,196.38				December	February	\$ 395,580.52			
January	March	\$ 1,797,507.20				January	March	\$ 201,738.67			
February	April	\$ 1,917,700.22				February	April	\$ 215,687.96			
March	May	\$ 2,521,186.10				March	May	\$ 294,815.24			
April	June	\$ 2,056,180.28				April	June	\$ 246,862.39			
May	July	\$ 2,148,891.75				May	July	\$ 280,774.11			
June	August	\$ 2,461,535.81				June	August	\$ 286,673.40			
July	September	\$ 2,130,071.15				July	September	\$ 247,525.92			
August	October	\$ 2,161,803.34				August	October	\$ 240,564.70			
September	November	\$ 2,278,200.43				September	November	\$ 289,237.15			
Y.T.D Total		\$ 28,061,917.52	\$ 2,371,149.84	\$ 638,598.80	36.86%	Y.T.D Total		\$ 3,196,264.57	\$ 250,035.98	\$ 6,416.88	2.63%

City of Denton					
Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,847,567.14	\$ 1,947,109.61	\$ 99,542.47	5.39%
November	January	\$ 1,765,223.00			
December	February	\$ 2,562,967.74			
January	March	\$ 1,802,513.11			
February	April	\$ 1,733,550.06			
March	May	\$ 2,557,253.34			
April	June	\$ 1,825,446.45			
May	July	\$ 1,930,853.61			
June	August	\$ 2,214,480.34			
July	September	\$ 1,919,988.80			
August	October	\$ 1,874,046.32			
September	November	\$ 2,333,792.27			
Y.T.D Total		\$ 24,367,672.18	\$ 1,947,109.61	\$ 99,542.47	5.39%

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

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

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2012 Payments To Date	2011 Payments To Date	% Change
Houston MTA	1.00%	\$ 49,450,697.33	\$ 42,521,845.81	16.29%	\$ 49,450,697.33	\$ 42,521,845.81	16.29%
Dallas MTA	1.00%	\$ 35,357,291.72	\$ 33,278,518.91	6.25%	\$ 35,357,291.72	\$ 33,278,518.91	6.25%
Austin MTA	1.00%	\$ 14,636,095.14	\$ 11,971,450.50	22.26%	\$ 14,636,095.14	\$ 11,971,450.50	22.26%
San Antonio MTA	0.50%	\$ 9,273,275.42	\$ 7,454,583.34	24.40%	\$ 9,273,275.42	\$ 7,454,583.34	24.40%
San Antonio ATD	0.25%	\$ 4,191,453.49	\$ 3,515,745.54	19.22%	\$ 4,191,453.49	\$ 3,515,745.54	19.22%
Fort Worth MTA	0.50%	\$ 4,709,420.40	\$ 3,755,798.17	25.39%	\$ 4,709,420.40	\$ 3,755,798.17	25.39%
El Paso CTD	0.50%	\$ 2,952,964.60	\$ 2,585,865.94	14.20%	\$ 2,952,964.60	\$ 2,585,865.94	14.20%
Corpus Christi MTA	0.50%	\$ 2,465,747.57	\$ 1,755,397.07	40.47%	\$ 2,465,747.57	\$ 1,755,397.07	40.47%
Denton CTA	0.50%	\$ 1,637,689.04	\$ 1,345,394.47	21.73%	\$ 1,637,689.04	\$ 1,345,394.47	21.73%
Laredo CTD	0.25%	\$ 614,680.74	\$ 534,519.55	15.00%	\$ 614,680.74	\$ 534,519.55	15.00%
TOTALS		\$ 125,289,315.45	\$ 108,719,119.30	15.24%	\$ 125,289,315.45	\$ 108,719,119.30	15.24%

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

Subject: WS1ai) Monthly Financial Reports**Background**

The financial statements are presented to the Board of Directors on a monthly basis for acceptance. The reports presented for the period ending December 31, 2012 include the Statement of Change in Net Assets, Statement of Net Assets, and Capital Projects Fund. These reports provide a comparison of budget vs. actual for the fiscal year as of the current month.

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

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues – YTD Favorable by \$47k attributable to A-train ridership being higher than anticipated in the budget. Actual YTD ridership was 129,565 A-train riders compared to budget 98,100 riders, an increase of 31,465 in ridership.
- **Note B:** Contract Service Revenue – YTD Unfavorable by (\$103k) due to lower than anticipated revenue hours in December, offset by higher revenue hours in October and November. Actual YTD revenue hours were 15,018 compared to budget 16,300.
- **Note C:** Sales Tax Revenue – YTD Favorable by \$222k. Sales tax generated in December has not yet been received and is accrued for the month based on budget. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of sales tax receipts for the year FY 13.
- **Note D:** Federal/State Grants – YTD Unfavorable by (\$2,552k) due to timing of the Bus O&M project and corresponding delay in grant reimbursement as anticipated in the budget.
- **Note E:** Services – YTD Unfavorable by (\$116k) mainly due to communications & marketing expenses and bus maintenance expenses being incurred earlier in the fiscal year than anticipated in the budget. Also, higher than anticipated legal fees (\$89k more than budget). This is due to the total expenditure budget of \$250K approved in the FY12 budget not being fully spent. Since operating budget appropriations lapse at year end the balance of the remaining \$250K will be re-appropriated for FY13 upon completion of the year-end audit.
- **Note F:** Utilities – YTD Unfavorable by (\$9k) attributable to an increase in water usage compared to budget, offset by lower than anticipated electricity costs.
- **Note G:** Purchased Transportation Services – YTD Unfavorable by (\$311k) due to the transfer of a credit for DART's payment of the RDC seat re-upholstery from this account to the Leases account as noted below (\$395k).
- **Note H:** Leases and Rentals – YTD Favorable by \$503k. The lease expenses were reduced due to a \$395k credit from DART for RDC seat re-upholstery

Statement of Net Assets

Note: Prior to year-end audit completion, the Balance Sheet information is based on prior year financial statements which may change slightly throughout the audit.

- **Note A:** Cash increased by \$597k mainly due to transfers from Investments to cover operating expenditures and to increase the Operating Reserve account to reflect FY13 requirements.
- **Note B:** Investments decreased by \$481k. This is primarily due to the net impact of:
 - + Receipt of Sales Tax of \$1,638k
 - - \$2,120k transferred to cover operating and capital expenditures

- **Note C:** Accounts Payable increased \$231k primarily due to the December accrual of the City of Denton fuel invoice (\$77k), legal invoice (\$28k), and benefits invoices (\$113k).
- **Note D:** Bonds Payable: No change in the current month. The first payment for the 2009 Series Bonds of \$885k is due in September 2013.
- **Note E:** Net Income for the month of December was (\$430,489).

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 acceptance.

Submitted by: Marisa Perry, CPA
Accounting Manager

Final Review: 
V-P Finance /CFO

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date December 31, 2012
(Unaudited)

Description	Month Ended December 31, 2012			Year to Date December 31, 2012			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	79,785	69,566	10,219	306,449	259,248	47,201	1,030,940	Note A
Contract Service Revenue	160,121	275,900	(115,779)	838,052	940,755	(102,703)	3,001,040	Note B
Sales Tax Revenue	2,078,344	2,107,957	(29,613)	5,183,530	4,961,211	222,319	18,775,391	Note C
Federal/State Grants and Reimbursements	3,132	727,561	(724,429)	261,664	2,813,310	(2,551,646)	10,248,100	Note D
Total Revenue and Other Income	2,321,382	3,180,984	(859,602)	6,589,694	8,974,524	(2,384,830)	33,055,471	
Operating Expenses								
Salary, Wages and Benefits	469,256	599,005	129,749	1,604,078	1,849,526	245,448	7,211,225	
Services	194,208	109,884	(84,325)	474,553	358,451	(116,102)	1,388,452	Note E
Materials and Supplies	195,274	286,747	91,473	659,719	902,273	242,554	3,494,340	
Utilities	29,082	31,062	1,980	102,487	93,185	(9,302)	372,740	Note F
Insurance, Casualties and Losses	34,119	45,394	11,276	103,193	136,183	32,990	544,732	
Purchased Transportation Services	1,189,093	702,515	(486,577)	2,419,001	2,107,546	(311,454)	8,430,186	Note G
Miscellaneous	5,641	6,146	506	20,462	50,325	29,863	155,491	
Leases and Rentals	43,978	22,611	(21,367)	(285,452)	217,833	503,284	421,330	Note H
Depreciation	479,321	781,027	301,706	1,622,288	2,343,983	721,695	9,320,443	
Total Operating Expenses	2,639,972	2,584,392	(55,581)	6,720,328	8,059,305	1,338,976	31,338,940	
Income Before Non-operating Revenue and Expense	(318,590)	596,592	(915,182)	(130,634)	915,219	(1,045,853)	1,716,531	
Non-Operating Revenues / (Expense)								
Investment Income	3,382	3,000	382	10,481	9,000	1,481	36,000	
Gain (Loss) Disposal of Assets	-	-	-	-	-	-	-	
Other Income - Miscellaneous	9,435	-	9,435	17,233	-	17,233	-	
Long Term Debt Interest/Expense	(124,717)	(108,011)	(16,706)	(340,739)	(324,033)	(16,706)	(2,168,920)	
Total Non-Operating Revenue / (Expense)	(111,899)	(105,011)	(6,888)	(313,026)	(315,033)	2,007	(2,132,920)	
Change in Net Assets	(430,489)	491,581	(922,071)	(443,660)	600,186	(1,043,846)	(416,389)	

Denton County Transportation Authority
Statement of Net Assets
As of December 31, 2012
(Unaudited)

	<u>December 31, 2012</u>	<u>November 30, 2012</u>	<u>Change</u>	
Current Assets				
Cash & Cash Equivalents	5,635,372	5,038,234	597,138	Note A Note B
Investments	9,448,921	9,929,548	(480,627)	
Accounts & Notes Receivable	4,708,315	4,526,081	182,234	
Prepaid Expenses	194,398	147,015	47,383	
Restricted Asset-Cash and Equivalents	3,655,618	3,654,827	790	
Total Current Assets	<u>23,642,624</u>	<u>23,295,706</u>	<u>346,918</u>	
Property, Plant and Equipment				
Land	16,228,337	16,228,337	-	
Land Improvements	5,386,734	5,386,734	-	
Machinery & Equipment	1,018,804	1,018,804	-	
Leasehold Improvements	55,506	55,506	-	
Vehicles	8,261,725	8,261,725	-	
Computers & Software	58,808	58,808	-	
Accumulated Depreciation	(13,867,505)	(13,042,873)	(824,633)	
Total Property, Plant and Equipment	<u>17,142,409</u>	<u>17,967,041</u>	<u>(824,633)</u>	
Other Non Current Assets				
Bond Fees	360,388	211,060	149,327	
Total Other Non Current Assets	<u>360,388</u>	<u>211,060</u>	<u>149,327</u>	
Capital Assets				
Intangible Assets	16,997,155	16,997,155	-	
Other Capital Assets, Net	215,574,809	215,574,809	-	
Construction in Progress	91,835,696	91,752,589	83,107	
Total Capital Assets	<u>324,407,660</u>	<u>324,324,553</u>	<u>83,107</u>	
Total Assets	<u>365,553,080</u>	<u>365,798,361</u>	<u>(245,281)</u>	
Liabilities				
Current Liabilities				
Accounts Payable	1,383,363	1,151,878	231,485	Note C
Salary, Wages, and Benefits Payable	272,278	322,014	(49,736)	
Accrued Expenses Payable	3,761,217	3,761,217	-	
Deferred Revenues	372,933	298,760	74,173	
Interest Payable	320,980	213,986	106,993	
Total Current Liabilities	<u>6,110,771</u>	<u>5,747,855</u>	<u>362,915</u>	
Non-Current Liabilities				
Rail Easement Payable	1,800,000	1,800,000	-	
Retainage Payable	1,838,234	1,837,680	554	
Bonds Payable	35,280,000	35,280,000	-	Note D
Total Non-Current Liabilities	<u>38,918,234</u>	<u>38,917,680</u>	<u>554</u>	
Total Liabilities	<u>45,029,004</u>	<u>44,665,535</u>	<u>363,469</u>	
Net Assets				
Invested in Capital Assets	227,094,067	227,094,067	-	
Unrestricted Retained Earnings	94,051,929	94,051,929	-	
Change in Net Assets	(443,660)	(13,171)	(430,489)	Note E
Total Equity	<u>320,702,337</u>	<u>321,132,826</u>	<u>(430,489)</u>	
Total Liabilities and Equity	<u>365,731,341</u>	<u>365,798,361</u>	<u>(67,020)</u>	

Capital Projects Fund - DCTA
Budget vs. Actual
As of December 31, 2012
(Cash Basis)

Work Session 1aii

	Original Budget	Revised Budget	December 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of December 2012 Close)
ASSETS						
Fixed Assets						
1660 - Construction Work in Progress						
5 - Bus Capital Projects						
50202 - Passenger Amenities (Phase 2)						
5020214 - Acquisition	174,011	229,328	-	138,973	90,353	61%
Total 50202 - Passenger Amenities (Phase 2)	174,011	229,328	-	138,973	90,353	61%
50301 - Bus O&M Facility						
5030113 - Design	590,000	1,284,280	-	911,624	382,658	70%
5030114 - Land Acquisition	1,164,310	1,164,310	-	1,173,451	(9,141)	101%
5030116 - Building Construction	4,745,690	5,469,392	-	2,260	5,467,132	0%
5030118 - Canopy Construction	-	-	-	-	-	0%
5030120 - Landscaping	-	472,513	10,000	10,000	462,513	2%
5030125 - Utilities	-	1,362,500	-	-	1,362,500	0%
5030126 - Furniture, Fixtures & Equipment	1,642,667	517,865	-	-	517,865	0%
5030128 - Contingency	-	835,585	-	-	835,585	0%
5030129 - Project Management	-	341,331	-	-	341,331	0%
5030131 - Insurance/Bonds	-	105,521	-	-	105,521	0%
5030132 - Mobilization	-	157,060	-	-	157,060	0%
5030133 - Legal Fees	-	360	-	-	360	0%
Total 50301 - Bus O&M Facility	8,142,667	11,720,717	10,000	2,097,335	9,623,382	28%
50302 - Bus Maintenance Equipment						
5030214 - Acquisition	500,000	500,000	-	78,777	421,223	16%
Total 50302 - Bus Maintenance Equipment	500,000	500,000	-	78,777	421,223	16%
50303 - DDTC						
5030314 - Acquisition	373,282	373,282	-	-	373,282	0%
Total 50303 - DDTC	373,282	373,282	-	-	373,282	0%
50403 - Paratransit Scheduling Systems						
5040314 - Acquisition	180,000	180,000	-	166,342	13,658	92%
Total 50403 - Paratransit Scheduling Systems	180,000	180,000	-	166,342	13,658	92%
50406 - Where's My Ride						
5040614 - Acquisition	940,485	940,485	-	-	940,485	0%
Total 50406 - Where's My Ride	940,485	940,485	-	-	940,485	0%
50407 - Bus Ops Safety & Security Equipment						
5040714 - Acquisition	88,555	88,555	-	-	88,555	0%
Total 50407 - Bus Ops Safety & Security Equipment	88,555	88,555	-	-	88,555	0%
50502 - Fleet Replacement						
5050214 - Acquisition	1,968,500	3,136,993	-	2,587,132	549,861	82%
Total 50502 - Fleet Replacement	1,968,500	3,136,993	-	2,587,132	549,861	82%
Total 5 - Bus Capital Projects	12,367,500	17,169,358	10,000	5,068,559	12,100,799	30%

Capital Projects Fund - DCTA
Budget vs. Actual
As of December 31, 2012
(Cash Basis)

Work Session 1a11

	Original Budget	Revised Budget	December 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of December 2012 Close)
6 - Rail Construction (RTRFI Funded)						
61102 - Rail Grinding						
6110217 - Track & Civil Work Construction	204,000	204,000	-	-	204,000	0%
Total 61102 - Rail Grinding	204,000	204,000	-	-	204,000	0%
61206 - MadPark Extension	1,000,000	1,000,000	-	1,000,000	-	100%
61401 - Fare Collection Systems						
6140111 - Engineering	-	88,962	-	88,963	(1)	100%
6140114 - Acquisition	489,000	582,371	-	477,281	105,090	82%
6140115 - Installation	80,000	81,771	61	88,534	(6,763)	108%
Total 61401 - Fare Collection Systems	569,000	733,104	61	634,777	98,327	87%
61403 - Traffic Signals						
6140323 - Crossings/Traffic Signals	2,480,000	3,046,178	-	2,733,818	312,360	90%
Total 61403 - Traffic Signals	2,480,000	3,046,178	-	2,733,818	312,360	90%
61406 - Positive Train Control						
6140617 - Construction	-	13,482,026	-	-	13,482,026	0%
6140628 - Contingency	-	728,554	-	-	728,554	0%
6140629 - Project Management	-	2,097,992	11,081	445,907	1,652,085	21%
6140633 - Legal Fees	-	80,939	-	-	80,939	0%
6140636 - Vehicle Provisions	-	597,930	-	358,758	239,172	60%
6140621 - Systems	-	-	-	-	-	0%
Total 61406 - Positive Train Control	-	16,997,441	11,081	804,665	16,192,776	5%
61601 - Professional Services						
6160113 - Final Design	14,667,096	14,675,501	-	14,675,501	0	100%
6160129 - Project Management	11,532,904	9,533,632	-	9,835,018	(301,386)	103%
6160133 - Legal Fees	-	58,032	-	58,032	-	100%
Total 61601 - Professional Services	26,200,000	24,267,165	-	24,568,551	(301,386)	101%
61603 - Stadler Implementation						
6160332 - Mobilization	-	895,803	2,650	514,777	381,026	57%
Total 61603 - Stadler Implementation	-	895,803	2,650	514,777	381,026	57%
61707 - Community Enhancements						
6170711 - Engineering	-	22,000	-	-	22,000	0%
6170712 - Preliminary Design	-	12,500	10,486	32,857	(20,357)	263%
6170713 - Final Design	-	15,000	16,844	16,844	(1,844)	112%
6170715 - Survey, Inspection & Testing	-	6,000	-	-	6,000	0%
6170716 - Building Construction	-	545,000	-	-	545,000	0%
6170720 - Landscaping	-	25,000	-	-	25,000	0%
6170726 - FF&E	-	10,000	-	-	10,000	0%
6170727 - Environmental Mitigation	-	4,000	-	-	4,000	0%
6170728 - Contingency	-	15,029	-	-	15,029	0%
6170729 - Project Management	-	85,088	-	-	85,088	0%
6170733 - Administration Fees	-	13,091	-	13,091	-	100%
Total 61707 - Community Enhancements	-	752,708	27,330	62,792	689,916	8%
61708 - Lewisville Bike Trail						
6170811 - Engineering	-	75,000	-	-	75,000	0%
6170812 - Preliminary Design	-	75,000	-	-	75,000	0%
6170813 - Final Design	-	41,000	-	-	41,000	0%
6170816 - Building Construction	-	2,410,102	-	-	2,410,102	0%
6170820 - Landscaping	-	21,000	-	-	21,000	0%
6170822 - Bridges	-	55,355	-	-	55,355	0%
6170823 - Crossings/Traffic Signals	-	200,000	-	-	200,000	0%
6170825 - Utilities	-	75,000	-	-	75,000	0%
6170826 - FF&E	-	3,000	-	-	3,000	0%
6170827 - Environmental Mitigation	-	28,800	-	-	28,800	0%
6170828 - Contingency	-	50,000	-	-	50,000	0%
6170829 - Project Management	-	394,454	-	-	394,454	0%
6170833 - Administration Fees	-	60,685	-	60,685	-	100%
Total 61708 - Lewisville Bike Trail	-	3,489,396	-	60,685	3,428,711	2%
61709 - ROW Fencing						
6170914 - Acquisition	25,000	25,000	-	-	25,000	0%
Total 61709 - ROW Fencing	25,000	25,000	-	-	25,000	0%
60701 - Passenger Information						
6070114 - Acquisition	-	56,214	-	23,851	32,363	42%
Total 60701 - Passenger Information	-	56,214	-	23,851	32,363	42%
61502 - Rail Maintenance Equipment						
6150214 - Acquisition	-	50,000	-	45,000	5,000	90%
Total 61502 - Rail Maintenance Equipment	-	50,000	-	45,000	5,000	90%
Total Rail Construction Projects	30,478,000	51,517,009	41,121	30,448,916	21,088,093	59%
61501 - Rail Cars						
6150114 - Acquisition	71,500,000	77,715,424	-	77,685,875	29,549	100%
6150128 - FRA Compliance Contingency	-	250,396	-	-	250,396	0%
6150133 - Legal Fees	-	15,005	-	15,005	-	100%
6150129 - Project Management	-	1,814,699	31,985	1,501,108	313,591	83%
Total 61501 - Rail Cars	71,500,000	79,795,524	31,985	79,201,988	593,536	99%
TOTAL RAIL CONSTRUCTION & CARS	101,978,000	131,312,533	73,107	109,650,904	21,681,629	84%
Total 1660 - Construction Work in Progress	114,345,500	148,481,891	83,107	114,719,463	33,762,428	77%



Board of Directors Memo

January 24, 2013

Item: WSM 1 (a) iii Sales Tax Report

Background

Sales tax represents the single largest source of revenue for DCTA, at 56.7% for FY13 budget. The annual Sales Tax budget is \$18,775,391. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month, receipts were favorable compared to budget.

- Sales tax for sales generated at retail in the month of November and received in January was \$1,437,884.
- This represents a decrease of 2.0% or \$29,613 compared to budget for the month.
- Receipts are favorable 7.79% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$13,129 or .92% more.

- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville down .94%
 - City of Denton down 2.0%
 - Highland Village up 1.3%

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 Prev. Yr. Comparison**

Sales Generated in Month of:	Received in month of:	2012-2013 Year Budget	2012-2013 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,385,756.30	\$ 1,637,689.04	\$ 251,932.74	18.18%	\$ 1,345,394.47	\$ 292,294.57	21.73%
November	January	\$ 1,467,497.19	\$ 1,437,883.91	\$ (29,613.28)	-2.02%	\$ 1,424,754.55	\$ 13,129.36	0.92%
December	February	\$ 2,107,957.25				\$ 2,046,560.44		
January	March	\$ 1,394,605.60				\$ 1,353,986.02		
February	April	\$ 1,421,825.33				\$ 1,380,412.94		
March	May	\$ 1,922,042.18				\$ 1,866,060.37		
April	June	\$ 1,526,010.87				\$ 1,481,563.95		
May	July	\$ 1,613,898.76				\$ 1,566,892.01		
June	August	\$ 1,687,584.24				\$ 1,762,132.21		
July	September	\$ 1,349,344.92				\$ 1,540,038.75		
August	October	\$ 1,350,487.51				\$ 1,533,237.85		
September	November	\$ 1,548,380.37				\$ 1,708,102.34		
Y.T.D Total		\$ 18,775,390.51	\$ 3,075,572.95	\$ 222,319.46	7.79%	\$ 19,009,135.90	\$ 305,423.93	11.03%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
January 17, 2013

Denton County Transportation Authority (DCTA)
 Member Cities Sales Tax Report
 Month Allocation is Received from Comptroller
 Prev. Yr. Comparison

City of Lewisville				City of Highland Village							
Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance	Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,732,551.04	\$ 2,371,149.84	\$ 638,598.80	36.86%	October	December	\$ 243,619.10	\$ 250,035.98	\$ 6,416.88	2.63%
November	January	\$ 1,984,090.82	\$ 1,965,351.05	\$ (18,739.77)	-0.94%	November	January	\$ 243,165.41	\$ 246,297.20	\$ 3,131.79	1.29%
December	February	\$ 2,874,196.38				December	February	\$ 395,580.52			
January	March	\$ 1,975,507.20				January	March	\$ 201,738.67			
February	April	\$ 1,917,700.22				February	April	\$ 215,687.96			
March	May	\$ 2,521,189.10				March	May	\$ 294,815.24			
April	June	\$ 2,056,180.28				April	June	\$ 246,882.39			
May	July	\$ 2,146,891.75				May	July	\$ 280,774.11			
June	August	\$ 2,461,535.81				June	August	\$ 296,673.40			
July	September	\$ 2,130,071.15				July	September	\$ 247,525.92			
August	October	\$ 2,161,803.34				August	October	\$ 240,564.70			
September	November	\$ 2,278,200.43				September	November	\$ 289,237.15			
Y.T.D Total		\$ 26,061,917.52	\$ 4,336,500.89	\$ 619,859.03	16.68%	Y.T.D Total		\$ 3,196,264.57	\$ 496,333.18	\$ 9,548.67	1.96%

City of Denton					
Sales Generated in Month of:	Received in month of:	2011-2012 Year Actual	2012-2013 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
October	December	\$ 1,847,567.14	\$ 1,947,109.61	\$ 99,542.47	5.39%
November	January	\$ 1,765,223.00	\$ 1,729,577.71	\$ (35,645.29)	-2.02%
December	February	\$ 2,562,967.74			
January	March	\$ 1,802,513.11			
February	April	\$ 1,733,550.06			
March	May	\$ 2,557,253.34			
April	June	\$ 1,825,446.45			
May	July	\$ 1,930,853.61			
June	August	\$ 2,214,480.34			
July	September	\$ 1,919,988.80			
August	October	\$ 1,874,046.32			
September	November	\$ 2,333,782.27			
Y.T.D Total		\$ 24,367,672.18	\$ 3,676,687.32	\$ 63,897.18	1.77%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 January 17, 2013

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

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2012 Payments To Date	2011 Payments To Date	% Change
Houston MTA	1.00%	\$ 47,748,458.49	\$ 43,705,157.93	9.25%	\$ 47,748,458.49	\$ 43,705,157.93	9.25%
Dallas MTA	1.00%	\$ 32,081,152.38	\$ 31,652,743.08	1.35%	\$ 32,081,152.38	\$ 31,652,743.08	1.35%
Austin MTA	1.00%	\$ 13,438,195.03	\$ 12,350,630.74	8.81%	\$ 13,438,195.03	\$ 12,350,630.74	8.81%
San Antonio MTA	0.50%	\$ 8,746,330.18	\$ 7,726,687.28	13.20%	\$ 8,746,330.18	\$ 7,726,687.28	13.20%
San Antonio ATD	0.25%	\$ 3,946,846.82	\$ 3,610,587.73	9.31%	\$ 3,946,846.82	\$ 3,610,587.73	9.31%
Fort Worth MTA	0.50%	\$ 4,267,348.53	\$ 4,157,050.61	2.65%	\$ 4,267,348.53	\$ 4,157,050.61	2.65%
El Paso CTD	0.50%	\$ 2,999,953.55	\$ 2,850,126.56	5.26%	\$ 2,999,953.55	\$ 2,850,126.56	5.26%
Corpus Christi MTA	0.50%	\$ 2,944,798.47	\$ 2,192,806.99	34.29%	\$ 2,944,798.47	\$ 2,192,806.99	34.29%
Denton CTA	0.50%	\$ 1,437,883.91	\$ 1,424,754.55	0.92%	\$ 1,437,883.91	\$ 1,424,754.55	0.92%
Laredo CTD	0.25%	\$ 609,567.94	\$ 562,519.14	8.36%	\$ 609,567.94	\$ 562,519.14	8.36%
TOTALS		\$ 118,220,535.30	\$ 110,233,064.61	7.25%	\$ 118,220,535.30	\$ 110,233,064.61	7.25%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 January 17, 2013



Investment Portfolio Summary

Denton County Transportation Authority



For the Quarter Ended

December 31, 2012

Prepared by
FirstSouthwest Asset Management

<u>Report Name</u>	
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	
	<p>MARKET RECAP: Not surprisingly, the big story in December was the fiscal cliff, which has overshadowed most other news including an important FOMC announcement on monetary policy. Markets spent much of the month caught in a tug-of-war of competing fiscal policy headlines. Periodic word of a possible compromise is cheered by the markets one day, and then quickly panned the next as hopes for a deal are repeatedly shattered. Congress did manage to reach a limited agreement on January 1st, narrowly averting a complete disaster. However, many of the most troublesome decisions, including those on spending cuts, entitlement reform, and the debt ceiling were postponed temporarily and still must be addressed in the next few months.</p> <p>Fed officials concluded their final FOMC meeting of the year by dropping the date-specific "until at least mid-2015" timeframe from their policy statement and replacing it with actual economic data targets. The FOMC said it would hold the fed funds target near zero until the unemployment rate dips below 6.5% and/or future inflation expectations rise above 2.5%. However, Fed officials gave themselves quite a bit of leeway on these targets by adding that they will "consider other information, including additional measures of labor market conditions, indications of inflation pressures and inflation expectations, and readings on financial developments." The Fed also voted to continue buying \$40 billion in mortgage-backed securities per month as part of the most recent round of quantitative easing (QE3), and announced it would add another \$45 billion in Treasury notes every month for an undetermined period. The Treasury purchases will be concentrated in the long-to-intermediate area of the curve, which suggests mortgage lending rates should continue to stay very low for the foreseeable future.</p> <p>Those low mortgage rates have been a significant contributor to continuing improvement in the housing market. Existing home sales rose 5.9% in November to a 5 million unit annualized pace, the highest in three years. The median price for a single family home increased from \$177k to \$181k in November, more than 10% higher than a year ago. Meanwhile, the final revision to third quarter gross domestic product (GDP) pushed the annualized growth rate of the economy up from 2.7% to 3.1%. This solidified third-quarter growth as the strongest of the year after growth of 2.0% and 1.3% in Q1 and Q2 respectively.</p>

**For the Quarter Ended
December 31, 2012**

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:

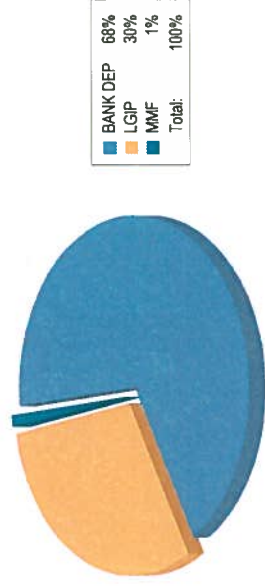

_____ CFO


_____ President

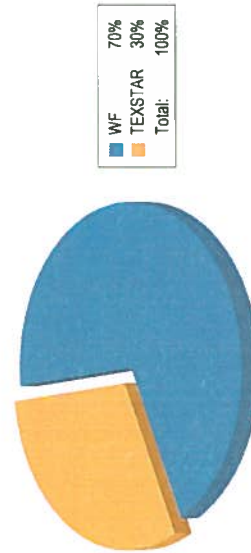
Account Summary

	Beginning Values as of 09/30/12	Ending Values as of 12/31/12
Par Value	19,359,409.09	18,831,014.56
Market Value	19,359,409.09	18,831,014.56
Book Value	19,359,409.09	18,831,014.56
Unrealized Gain / Loss	0.00	0.00
Market Value %	100.00%	100.00%
Weighted Avg. YTW	0.211%	0.215%
Weighted Avg. YTM	0.211%	0.215%

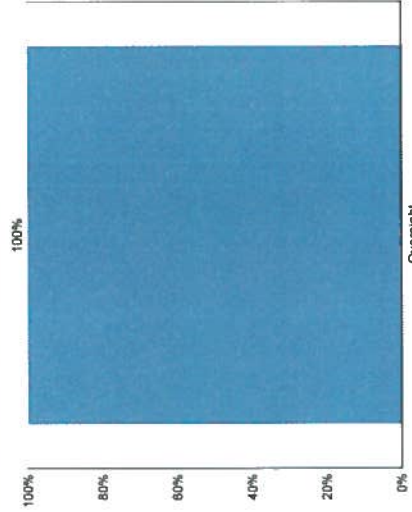
Allocation by Security Type



Allocation by Issuer

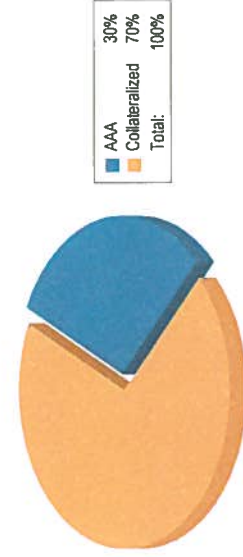


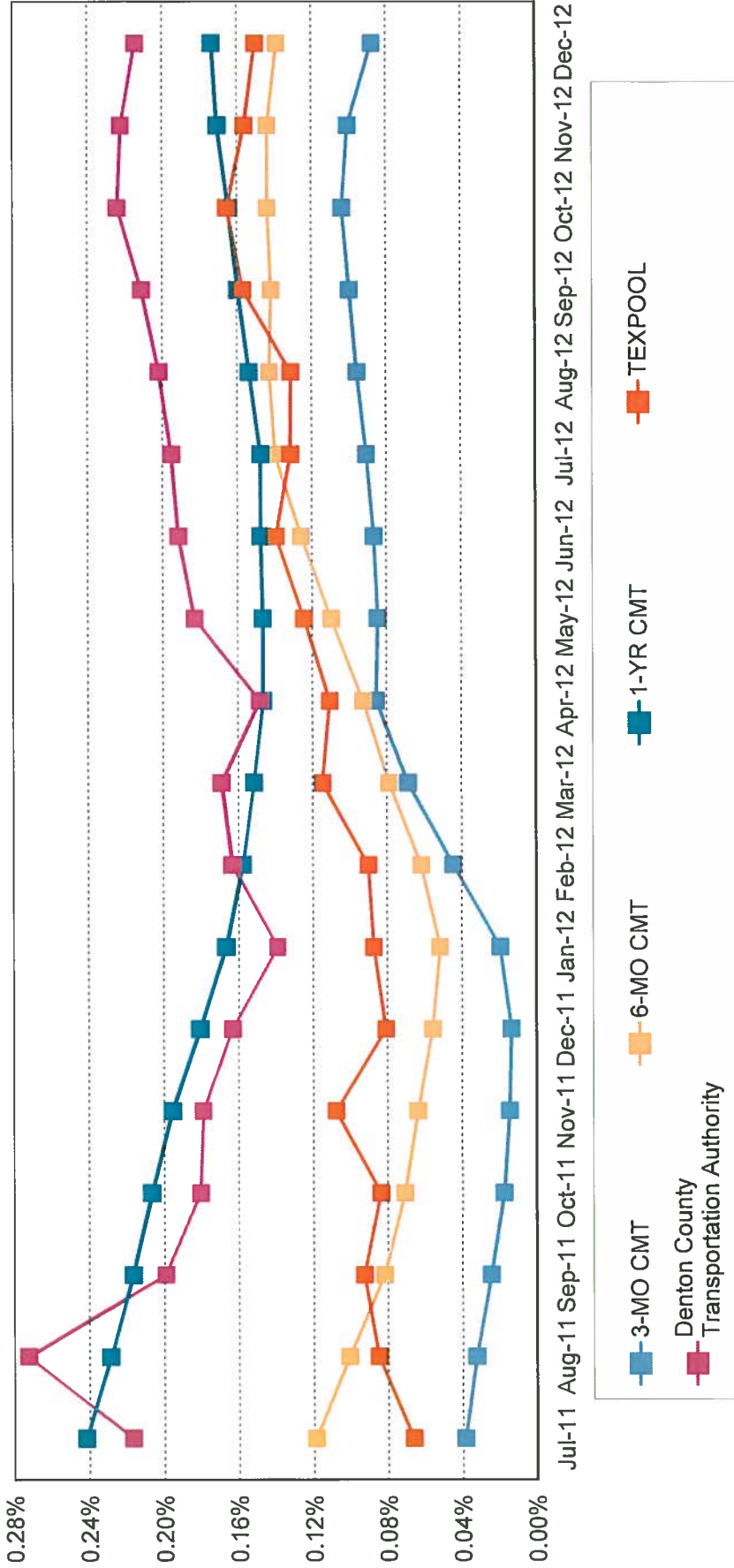
Maturity Distribution %



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.



FirstSouthwest
A PlainsCapital Company

Denton County Transportation Authority
Detail of Security Holdings
As of 12/31/2012

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
2011 Bond Fund																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					3,327,792.93	100,000	3,327,792.93	3,327,792.93	100,000	3,327,792.93	1		0.270	0.270
Total for 2011 Bond Fund									100,000	3,327,792.93	3,327,792.93	100,000	3,327,792.93	1		0.270	0.270
Bond Fund																	
TEXSTAR		LGIP	TEXSTAR					4,576.93	100,000	4,576.93	4,576.93	100,000	4,576.93	1		0.165	0.165
Total for Bond Fund									100,000	4,576.93	4,576.93	100,000	4,576.93	1		0.165	0.165
Operating Fund																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					3,883,302.69	100,000	3,883,302.69	3,883,302.69	100,000	3,883,302.69	1		0.270	0.270
WF-SWEEP		MMF	Wells Fargo Sweep					217,161.52	100,000	217,161.52	217,161.52	100,000	217,161.52	1		0.020	0.020
Total for Operating Fund									100,000	4,100,464.21	4,100,464.21	100,000	4,100,464.21	1		0.257	0.257
Reserve Fund																	
WF-PREM		BANK DEP	Wells Fargo Premium Rate					5,509,314.65	100,000	5,509,314.65	5,509,314.65	100,000	5,509,314.65	1		0.200	0.200
Total for Reserve Fund									100,000	5,509,314.65	5,509,314.65	100,000	5,509,314.65	1		0.200	0.200
RTRFI Funding																	
TEXSTAR		LGIP	TEXSTAR					0.75	100,000	0.75	0.75	100,000	0.75	1		0.165	0.165
TEXSTAR2		LGIP	TEXSTAR					0.37	100,000	0.37	0.37	100,000	0.37	1		0.165	0.165
WF-MANA		BANK DEP	Wells Fargo Managed Rate					152,843.00	100,000	152,843.00	152,843.00	100,000	152,843.00	1		0.270	0.270
Total for RTRFI Funding									100,000	152,844.12	152,844.12	100,000	152,844.12	1		0.270	0.270



Denton County Transportation Authority
Detail of Security Holdings
 As of 12/31/2012

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
RTRFI Interest																	
TEXSTAR		LGIP	TexSTAR					170,389.06	100.000	170,389.06	170,389.06	100.000	170,389.06	1		0.165	0.165
TEXSTAR2		LGIP	TexSTAR					14.55	100.000	14.55	14.55	100.000	14.55	1		0.165	0.165
Total for RTRFI Interest									170,403.61	100.000	170,403.61	100.000	170,403.61	1		0.165	0.165
Sales Tax Fund																	
TEXSTAR		LGIP	TexSTAR					5,565,618.11	100.000	5,565,618.11	5,565,618.11	100.000	5,565,618.11	1		0.165	0.165
Total for Sales Tax Fund									5,565,618.11	100.000	5,565,618.11	100.000	5,565,618.11	1		0.165	0.165
Total for Denton County Transportation Authority									18,831,014.56	100.000	18,831,014.56	100.000	18,831,014.56	1		0.215	0.215



Denton County Transportation Authority
Change in Value
 From 09/30/2012 to 12/31/2012

CUSIP	Security Type	Security Description	09/30/12 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/12 Book Value	09/30/12 Market Value	12/31/12 Market Value	Change in Mkt Value
2011 Bond Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	3,325,417.83	2,375.10	0.00	0.00	0.00	3,327,792.93	3,325,417.83	3,327,792.93	2,375.10
Total for 2011 Bond Fund			3,325,417.83	2,375.10	0.00	0.00	0.00	3,327,792.93	3,325,417.83	3,327,792.93	2,375.10
Bond Fund											
TEXSTAR	LGIP	TexSTAR	4,575.01	1.92	0.00	0.00	0.00	4,576.93	4,575.01	4,576.93	1.92
Total for Bond Fund			4,575.01	1.92	0.00	0.00	0.00	4,576.93	4,575.01	4,576.93	1.92
Operating Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	3,880,531.14	2,771.55	0.00	0.00	0.00	3,883,302.69	3,880,531.14	3,883,302.69	2,771.55
WF-SWEEP	MMF	Wells Fargo Sweep	1,095,112.65	66,190.97	(944,142.10)	0.00	0.00	217,161.52	1,095,112.65	217,161.52	(877,951.13)
Total for Operating Fund			4,975,643.79	68,962.52	(944,142.10)	0.00	0.00	4,100,464.21	4,975,643.79	4,100,464.21	(875,179.58)
Reserve Fund											
WF-PREM	BANK DEP	Wells Fargo Premium Rate	5,100,656.59	408,658.06	0.00	0.00	0.00	5,509,314.65	5,100,656.59	5,509,314.65	408,658.06
Total for Reserve Fund			5,100,656.59	408,658.06	0.00	0.00	0.00	5,509,314.65	5,100,656.59	5,509,314.65	408,658.06
RTRFI Funding											
TEXSTAR	LGIP	TexSTAR	0.75	0.00	0.00	0.00	0.00	0.75	0.75	0.75	0.00
TEXSTAR2	LGIP	TexSTAR	0.37	0.00	0.00	0.00	0.00	0.37	0.37	0.37	0.00
WF-MANA	BANK DEP	Wells Fargo Managed Rate	152,733.91	109.09	0.00	0.00	0.00	152,843.00	152,733.91	152,843.00	109.09
Total for RTRFI Funding			152,735.03	109.09	0.00	0.00	0.00	152,844.12	152,735.03	152,844.12	109.09

CUSIP	Security Type	Security Description	09/30/12 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/12 Book Value	09/30/12 Market Value	12/31/12 Market Value	Change in Mkt Value
RTRFI Interest											
TEXSTAR	LGIP	TexSTAR	170,315.91	73.15	0.00	0.00	0.00	170,389.06	170,315.91	170,389.06	73.15
TEXSTAR2	LGIP	TexSTAR	14.55	0.00	0.00	0.00	0.00	14.55	14.55	14.55	0.00
Total for RTRFI Interest			170,330.46	73.15	0.00	0.00	0.00	170,403.61	170,330.46	170,403.61	73.15
Sales Tax Fund											
TEXSTAR	LGIP	TexSTAR	5,630,050.38	417,117.36	(481,549.63)	0.00	0.00	5,565,618.11	5,630,050.38	5,565,618.11	(64,432.27)
Total for Sales Tax Fund			5,630,050.38	417,117.36	(481,549.63)	0.00	0.00	5,565,618.11	5,630,050.38	5,565,618.11	(64,432.27)
Total for Denton County Transportation Authority			19,359,409.09	897,297.20	(1,425,691.73)	0.00	0.00	18,831,014.56	19,359,409.09	18,831,014.56	(528,394.53)

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
2011 Bond Fund									
WF-IMANA	BANK DEP	Wells Fargo Managed Rate	0.00	2,375.09	2,375.09	0.00	0.00	0.00	2,375.09
Total for 2011 Bond Fund			0.00	2,375.09	2,375.09	0.00	0.00	0.00	2,375.09
Bond Fund									
TEXSTAR	LGIP	TexSTAR	0.00	1.92	1.92	0.00	0.00	0.00	1.92
Total for Bond Fund			0.00	1.92	1.92	0.00	0.00	0.00	1.92
Operating Fund									
WF-IMANA	BANK DEP	Wells Fargo Managed Rate	0.00	2,771.56	2,771.56	0.00	0.00	0.00	2,771.56
WF-SWEEP	MMF	Wells Fargo Sweep	0.00	26.66	26.66	0.00	0.00	0.00	26.66
Total for Operating Fund			0.00	2,798.22	2,798.22	0.00	0.00	0.00	2,798.22
Reserve Fund									
WF-PREM	BANK DEP	Wells Fargo Premium Rate	0.00	2,658.06	2,658.06	0.00	0.00	0.00	2,658.06
Total for Reserve Fund			0.00	2,658.06	2,658.06	0.00	0.00	0.00	2,658.06
RTRFI Funding									
WF-IMANA	BANK DEP	Wells Fargo Managed Rate	0.00	109.09	109.09	0.00	0.00	0.00	109.09
Total for RTRFI Funding			0.00	109.09	109.09	0.00	0.00	0.00	109.09
RTRFI Interest									
TEXSTAR	LGIP	TexSTAR	0.00	73.15	73.15	0.00	0.00	0.00	73.15
Total for RTRFI Interest			0.00	73.15	73.15	0.00	0.00	0.00	73.15



Denton County Transportation Authority
Earned Income
 From 09/30/2012 to 12/31/2012

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
Sales Tax Fund									
TEXSTAR	LGIP	TexSTAR	0.00	2,538.50	2,538.50	0.00	0.00	0.00	2,538.50
Total for Sales Tax Fund			0.00	2,538.50	2,538.50	0.00	0.00	0.00	2,538.50
Total for Denton County Transportation Authority									
			0.00	10,554.03	10,554.03	0.00	0.00	0.00	10,554.03

Board of Directors Memo

January 24, 2013

Item: 1(a)(v) Procurement Status Report**Bus Procurement**

Staff is conducting a procurement for the purchase of one (1) low floor bus to meet our immediate needs and options for the purchase of additional buses as needed. The recommendation for award should be presented to the Board at the February meeting for approval. The specifications are currently posted on the DCTA website and BidSync.

Digital Communication System

Staff is seeking proposals from vendors to provide a digital communication system which will allow our riders to receive alerts and messages via text message. The procurement documents are currently available via the DCTA website and BidSync.

Management of the Vanpool Program

The current contract with VPSI will expire in June 2013. Staff is developing documents to conduct a procurement for the management of the vanpool program and anticipates the procurement documents will be released in February. Recommendation for award will be presented to the Board for approval in April.

Submitted by:


Athena Forrester, Procurement
Manager

Final Review:


Anna Mosqueda, CFO

Approval:


James C. Cline, Jr., President



Board of Directors Memo

January 24, 2013

Item: 1(b) Capital Projects Update

GTW Implementation

Staff continues to work with HTSI, Stadler and the FRA to test GTWs with the intent of eliminating loss of shunt, removing RDCs from service and eventually operating single units. The GTWs have not experienced loss of shunt since the rail was ground in October. RDCs have been removed from service and it is staff's intent to return the leased fleet to DART in February with concurrence by FRA. The Stadler designed prototype wheel tread scrubber has been tested and approved. Stadler will now move forward with production of the remaining tread scrubbers with delivery expected within the next few months.

Where's My Ride

The request for proposal was released on Monday, November 26, 2012. The pre-proposal meeting was held on December 12, 2012. An addendum was issued and the bids are now due in early February. The ARRA funds allocated to this project must be spent by September 2013.

Bus Operations and Maintenance Facility

The City of Denton has approved the plans and has released the clearing and grubbing permit. The City has indicated that they will release the full permit as soon as the three way agreements are in place for the public improvements and the inspection fees have been paid. We expect that to be complete by the end of January. DCTA staff and City staff continue to work on the ILA that will replace the alternative tree plan. A project kick-off was held at the offices of the Architect on December 17th, and clearing and grading has commenced in December. Project completion is still anticipated in January 2014.

Community Enhancements

Jacobs and DCTA submitted 50% designs to the City of Denton for review and have received initial comments. Comments largely revolved around the accommodations required for the utilities in the corridor. Comments are being incorporated into the 90% designs which will be submitted to the city in a few weeks. On January 14, 2013, TXDOT provided environmental clearance of the project. An 18 week review time prior to letting is required by TXDOT. Based on those requirements, the schedule will be changed to begin construction in late summer 2013, so that planting can be completed in the Fall. City of Denton staff has asked DCTA to hold an additional stakeholder meeting to review the progress drawings. The meeting will be scheduled within the next few weeks.

Lewisville Hike/Bike Trail

A task order for phase 1 of the design and engineering was issued to Jacobs the first week of December. Phase 1 encompasses Project Definition. The tasks included are data gathering and base map preparation, corridor analysis and a draft concept design. An initial meeting with the City of Lewisville was held on January 18th. DCTA and the

consulting team identified opportunities to leverage city plans and existing infrastructure. Phase 1 is expected to be complete in April 2013. Final engineering is expected to be complete in late 2013 with construction starting in the spring of 2014.

Positive Train Control (PTC)

LTK was issued notice to proceed the first week of January to complete work on their first three regional tasks. These include a technology assessment and matrix for the region, workflows and implementation roadmap, deliverables, milestones and decision points. Per their preliminary schedule, the DBI bid documents will be complete by the end of June 2013.

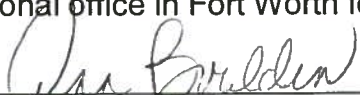
Passenger Amenities

The City of Denton has accepted the drawings for all of the sites. Staff continues to work with the City on the right-of-way agreement. Permits will not be issued until the right of way agreement is signed by DCTA and the City.

Station Improvements

DCTA continues to work with the City of Lewisville on station improvements at Old Town and Highland Village/Lewisville Lake station. City of Lewisville is finalizing the Interlocal agreement for the performance of the striping and signage work at Highland Village/Lewisville Lake. The local office of the Army Corps of Engineers has agreed with the City of Lewisville's request for parking near the Highland Village/Lewisville Lake Station that will complement the DCTA's proposed trail and city planned trails. The City of Lewisville submitted a formal request on January 14, 2013. This request will now be submitted to the regional office in Fort Worth for approval.

Submitted by:




Ann Boulden, Project Manager

Final Review:



Dee Leggett, Vice President

Approval:



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



COMMUNICATIONS AND PLANNING REPORT

January 24, 2013

Marketing and Communications Initiatives

January Fare Modification Communications
 January Service Changes Communications
 Highland Village Business Association Promo
 American Airlines Cntr. Events Communication
 Apartment Complex Campaign
 I-35E Construction Campaign & Communications
 Employer Transit Benefits/Vanpool Campaign
 Communication Architecture Development
 State Fair of Texas Partnership Development

Arts & Jazz Festival Partnership Development
 American Airlines Cntr. Partnership Development
 Social Media Presence Enhancement
 Mobile Ticketing Communication Planning
 Where's My Ride? Communication Planning
 Rider Text Alert System
 A-train Magazine Distribution
 Website Enhancement

Recent Events

1/4	UNT Orientation	400	attendees
1/7	UNT International Student Orientation	150	attendees
1/8	UNT Orientation	400	attendees
1/10	Citizen's Advisory Team Meeting, Lewisville	2	attendees
1/11	UNT Orientation	400	attendees

Upcoming Events

1/17	Citizen's Advisory Team Meeting, Denton		
2/25	Calhoun Middle School Field Trip/Travel Training	170	expected
4/26-28	Denton Art's & Jazz Festival		

General DCTA Related Media

Articles Mentioning DCTA	37	Month Total Ad Value	\$ 5,624
Web Reach Per Million	203	YTD Total Ad Value	\$ 49,275

Topic Highlights:

DCTA announces New Years' service schedule
 DCTA announces winter schedule
 Fare and service changes effective in January
 Morning Commute Expected To Be an Ugly One
 Swiss company has inside track to supply passenger rail cars



COMMUNICATIONS AND PLANNING REPORT

January 24, 2013

DCTA Marketing Web Statistics (Based on Calendar Year)

DCTA Website

DCTA.net								
	October	November	December	1st Quarter 2012	2nd Quarter 2012	3rd Quarter 2012	4th Quarter 2012	% Change from Last Quarter
Visitors	22,077	17,069	13,990	45,783	43,497	53,851	53,136	-1.33%
Visits	38,408	31,085	25,541	71,438	69,307	92,172	95,034	3.11%
New Visits	46.57%	42.83%	41.69%	36,569	34,764	43,653	41,530	-4.86%
Avg. Time on Site	3:19	3:03	3:10	3:07	2:55	3:27	3:10	-8.21%

Top Page Views
A-train Routes & Schedules
Homepage
Routes & Schedules
Connect Routes & Schedules
August A-train Schedule

Top Traffic Sources
Google
Direct
Bing
Yahoo
dart.org

Traffic Sources Overview			
	October	November	December
Search Engines	22,908	18,605	14,838
Direct Traffic	9,441	8,976	7,966
Referring Sites	6,045	3,498	2,731
Campaigns	14	6	6

DCTA Social Media

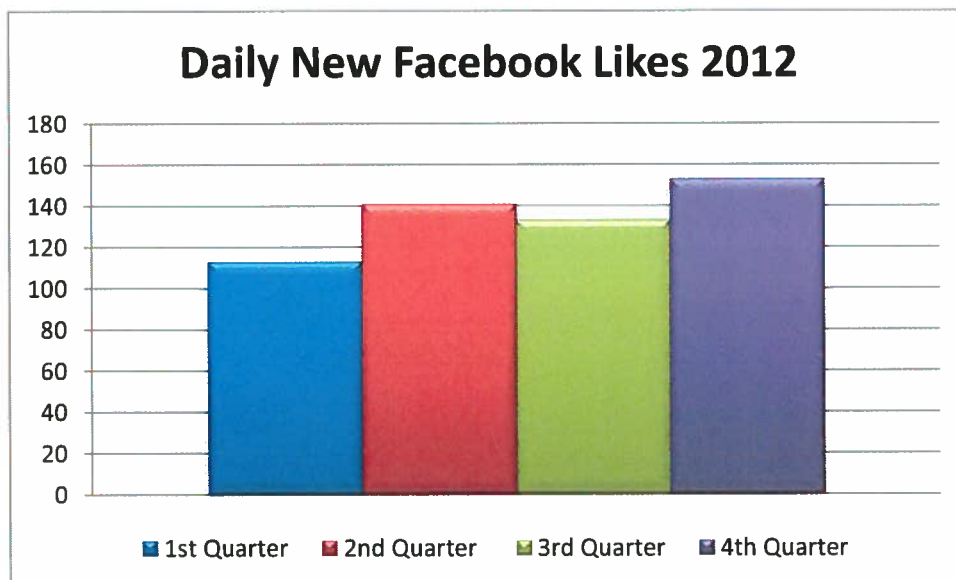
twitter.com					
	1st Quarter 2012	2nd Quarter 2012	3rd Quarter 2012	4th Quarter 2012	% Change from Last Quarter
Followers	762	889	1058	1182	12%
Following	185	207	235	266	13%
Listed	24	31	37	39	5%

COMMUNICATIONS AND PLANNING REPORT

October 25, 2012

Foursquare				
	2nd Quarter 2012	3rd Quarter 2012	4th Quarter 2012	% Change from Last Quarter
Top Check-in Venue *	171	167	491	66%
Total Check-ins	513	667	610	-9%
* DCTA Highland Village/Lake Lewisville Station (A-train) 2nd & 3rd Quarter DART Trinity Mills Station (A-train) 4th Quarter				

facebook.com								
	October	November	December	1st Quarter 2012	2nd Quarter 2012	3rd Quarter 2012	4th Quarter 2012	% Change from Last Quarter
People Talking About This	242	208	148	907	1,178	1,073	598	-79%
Page Stories	356	268	178	1,617	2,008	1,777	802	-122%
Lifetime Total Likes	1,671	1,698	1,730	1,476	1,557	1,630	1,730	6%
New Likes	60	45	48	161	139	133	153	13%
Unlikes	10	6	6	24	23	30	22	-36%
Page Engaged Users	929	548	375	2,283	2,337	3,884	1,852	-110%
Total Reach	15,986	9,370	5,926	34,478	58,926	392,892	31,282	-1156%
Viral Reach	9,190	4,157	1,654	6,839	21,550	19,519	15,001	-30%
Total Impressions	74,206	38,009	30,292	242,682	379,428	2,021,562	142,507	-1319%
Viral impressions	25,909	10,645	4,690	21,016	67,452	46,463	41,244	-13%



COMMUNICATIONS AND PLANNING REPORT

October 25, 2012

Customer Service Performance

Call Center Monthly Statistics

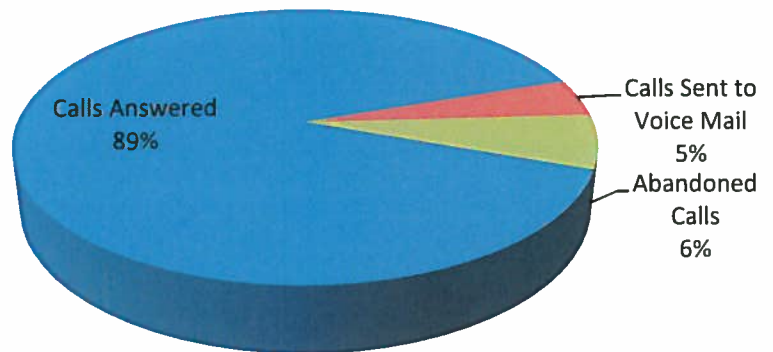
In December, DCTA's call center received 4,370 calls compared to 4,693 calls in November (7.39% decrease). 3,903 of those calls were answered, 191 were sent to a voicemail box and 276 were abandoned.

The target for answered calls is 90%. With an 89% rate of calls answered this target was not 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.

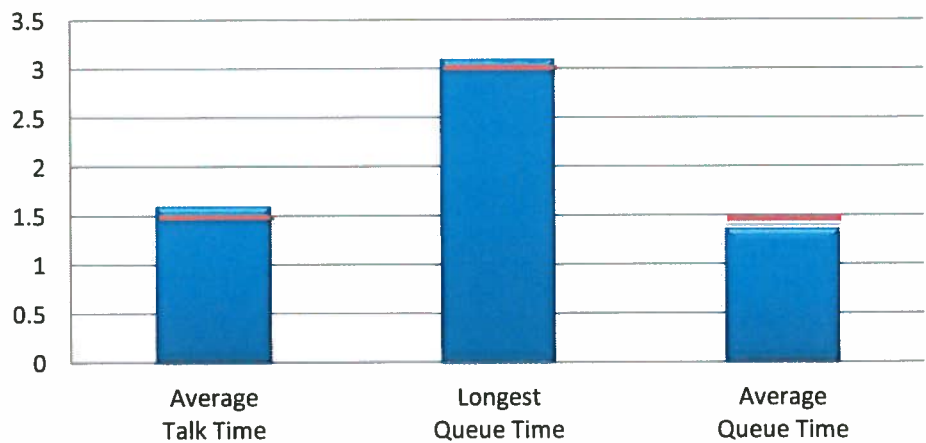
Incoming Calls

12/1/12 - 12/31/12



Call Center Performance

12/1/12 - 12/31/12



COMMUNICATIONS AND PLANNING REPORT

October 25, 2012

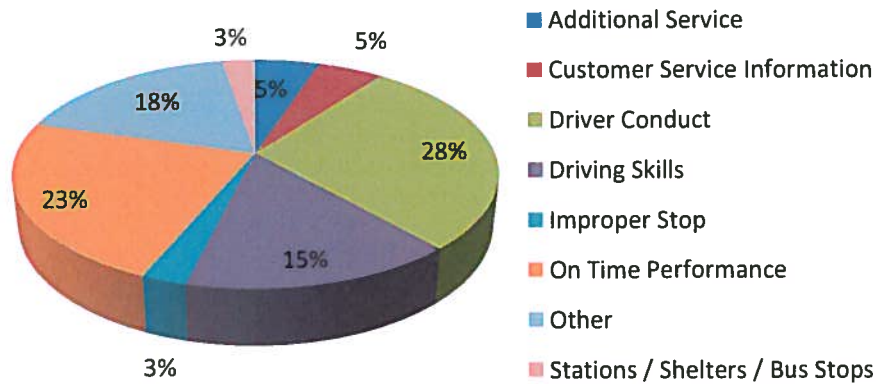
GoRequest Monthly Statistics

DCTA had a total of 39 requests during the month of December. This is a 13% decrease from the month of November.

Additional Service	2
Customer Service Information	2
Driver Conduct	11
Driving Skills	6
Improper Stop	1
On Time Performance	9
Other	7
Stations / Shelters / Bus Stops	1

Topic Counts of Opened Requests

12/1/12 - 12/31/12

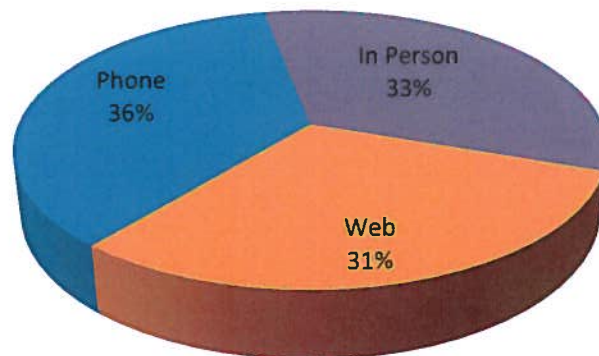


When a passenger enters a request they are asked to categorize it into a particular type. There are five request types to choose from complaint, compliment, problem, question and suggestion. Of the 60 requests received in December, the breakout looks like this:

Complaint	19
Compliment	1
Question	14
Suggestion	5

How Requests Are Reported

12/1/12 - 12/31/12



- 1.12 Complaints/10,000 Passengers
- 2.29 Total Requests / 10,000 Passengers

COMMUNICATIONS AND PLANNING REPORT

October 25, 2012

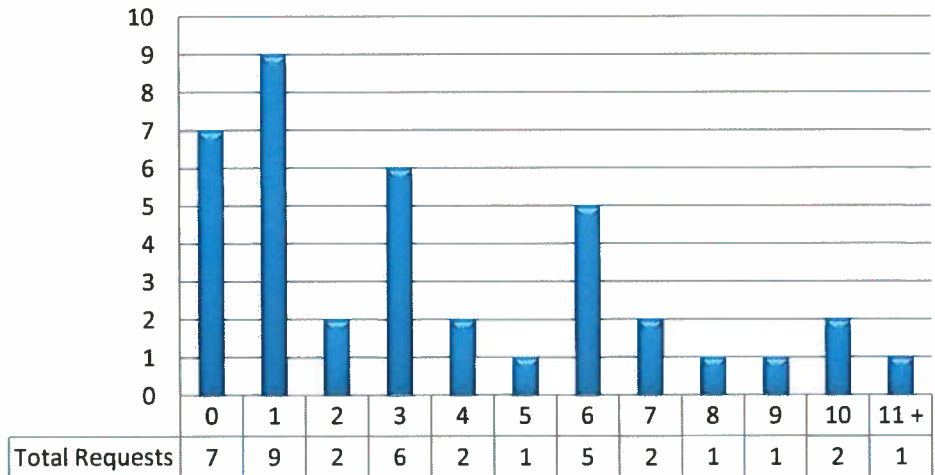
DCTA has set a goal to have all requests closed within seven days. Ten days is the maximum number of days that a request is allowed to remain unresolved.

In this reporting period it took, on average, 3.51 days to close out a request.

During this reporting period there was one request that fell outside the ten day response period. This request was an anonymous request for future service that has been added to our files for future reference. Because this was an anonymous request, meaning there was no contact information; staff was unclear on how to properly close out the request. Staff has since been trained on how to properly close out anonymous requests.

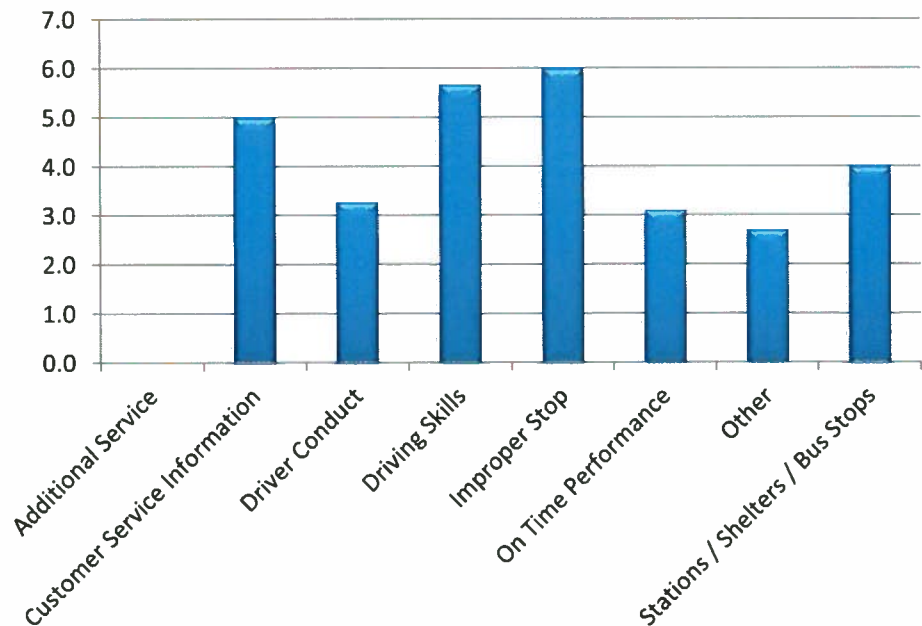
Number of Days to Close a Request

12/01/2012 - 12/31/2012



Average Number of Days to Close a Request by Topic

12/01/12 - 12/31/12




Dee Leggett
VP of Communications & Planning



BUS OPERATIONS REPORT

Thursday, January 24, 2013

❖ OPERATIONS

- **Ridership:** Bus services carried 139,741 passengers for the month of December.
- **On Time Performance:** Bus services achieved OTP of 97.1% for the month of December.
- **Amalgamated Transit Union:** ATU and First Transit are scheduled to meet with a mediator on February 6, 2013

❖ SAFETY/SECURITY

- Bus operations experienced 2.30 accidents per 100,000 miles in December.

❖ FLEET

- **ROAD CALLS:** Bus maintenance experienced 57,664 miles between road calls in December.

❖ PLANNING

- *New service changes were implemented on January 14, 2013.*
- The next service change will occur on August 19, 2013.



RAIL OPERATIONS REPORT

Thursday, January 24, 2012

❖ OPERATIONS

- December "On Time Performance" (OTP) was 98.52%.
- DCTA/TRE train dispatchers were located at the DCTA OMF during the week of December 9-16 in order to test the Disaster Recovery system; both railroads were dispatched with no issues.

❖ SAFETY/SECURITY

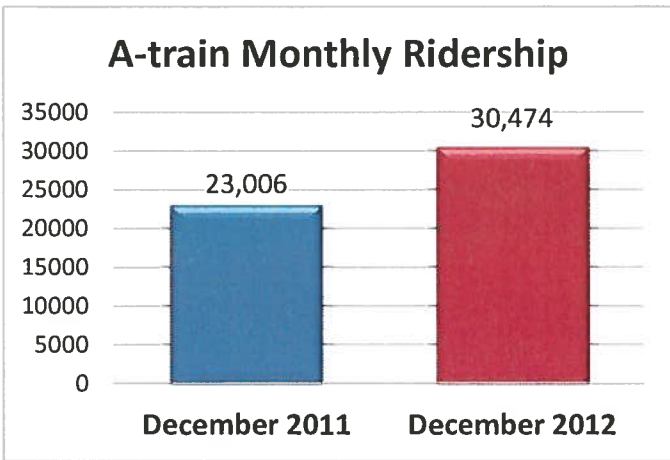
- DCTA Rail Operations Injury-Free Workdays: 140 days
- On December 8th and 18th trains struck shopping carts which had been placed on the tracks near the Loop-288 bridge in Denton, resulting in paint and minor body damage to two A-train vehicles. The Denton County Sheriff's Office and Denton Police have been monitoring the area.
- There was one vehicle issue at the Eagle Point road crossing, which did not result in delayed trains or track damage.

❖ MAINTENANCE

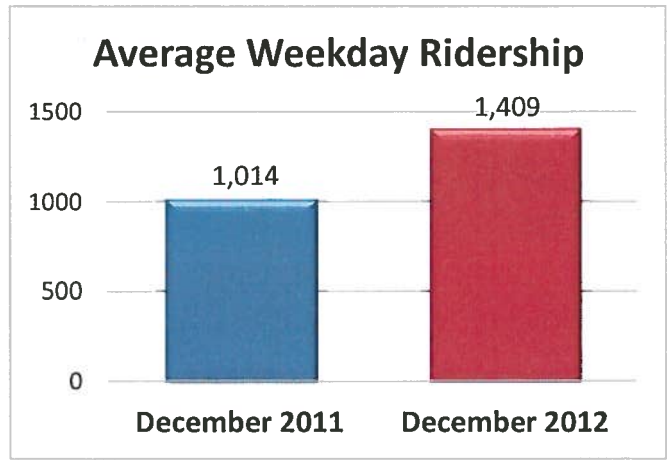
- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** On December 10th, signals between Highland Village/Lewisville Lake and MedPark Stations went down resulting in 5 delayed trains. The contract operator had to perform a vital software reset. No other signal/communication issues occurred during December.
- **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 no mechanical issues in the month of December.

❖ RIDERSHIP

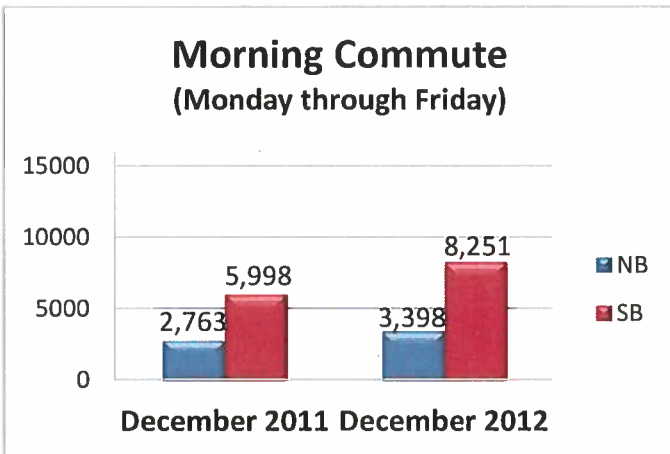
- The A-train carried 30,474 passengers during the month of December. This reflects an overall increase in ridership of 32% for the month of December 2012, when compared to December 2011.
- Refer to attached ridership charts.



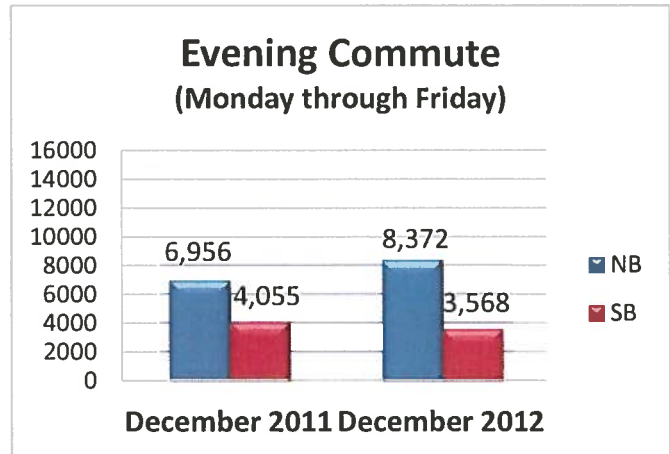
The A-train moved 30,474 passengers during the month of December, a 32% increase over December 2011.



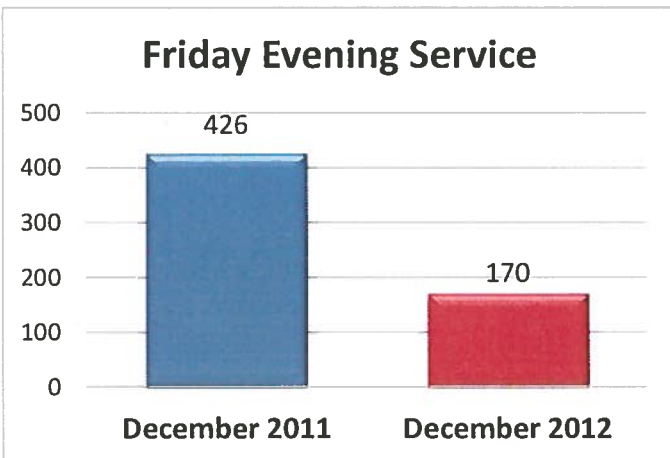
The daily average for A-train ridership during the month of December was 1,409 passengers, an increase of 39% over December 2011.



Morning commute ridership increased by 23% for northbound and 38% for southbound, compared to December 2011.



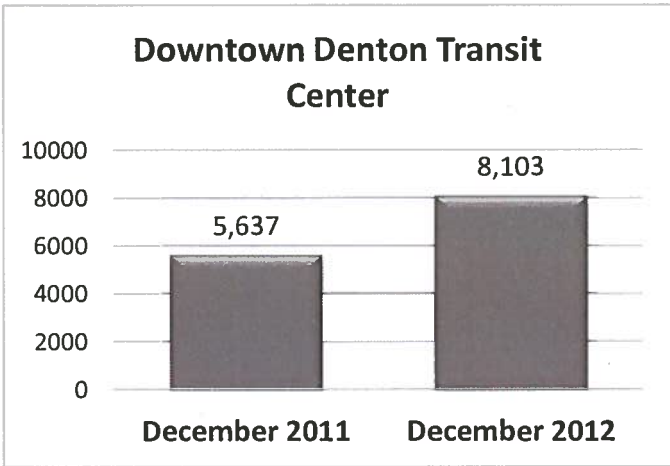
Evening commute ridership increased by 20% for northbound and decreased by 12% for southbound, compared to December 2011.



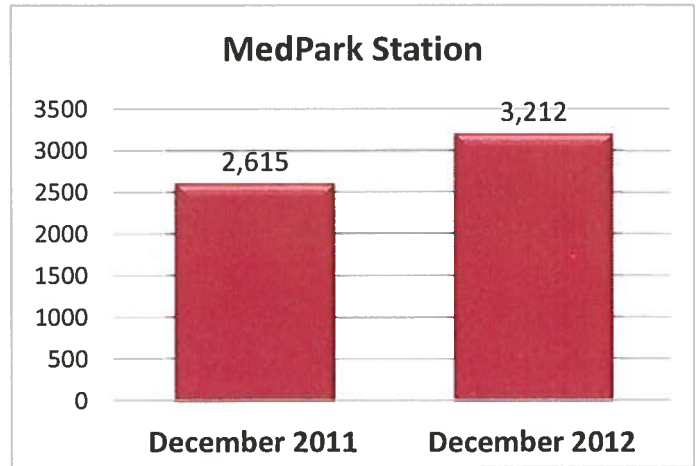
Friday evening service experienced a decrease of 60% in ridership for the month of December 2012, compared to December 2011.



Saturday ridership increased by 35% for the month of December 2012, compared to the December 2011.



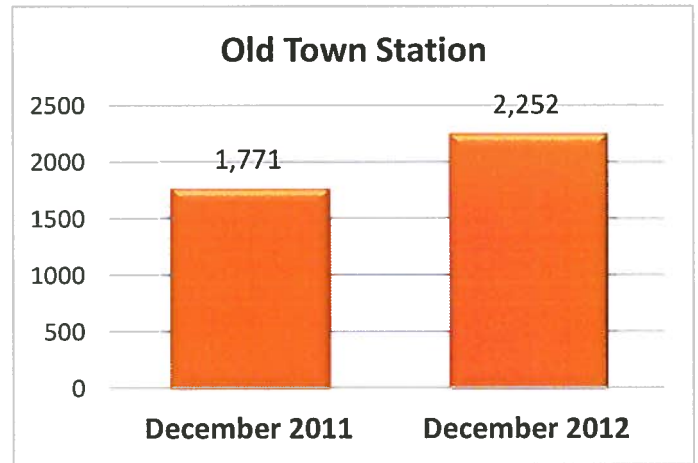
DDTC A-train ridership increased by 44%.



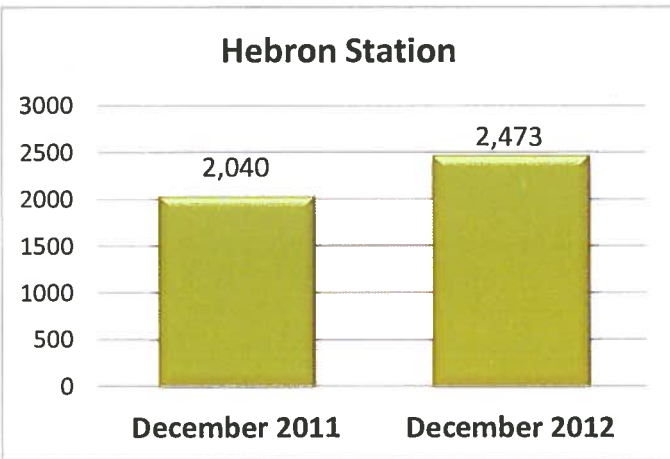
MedPark A-train ridership increased by 23%.



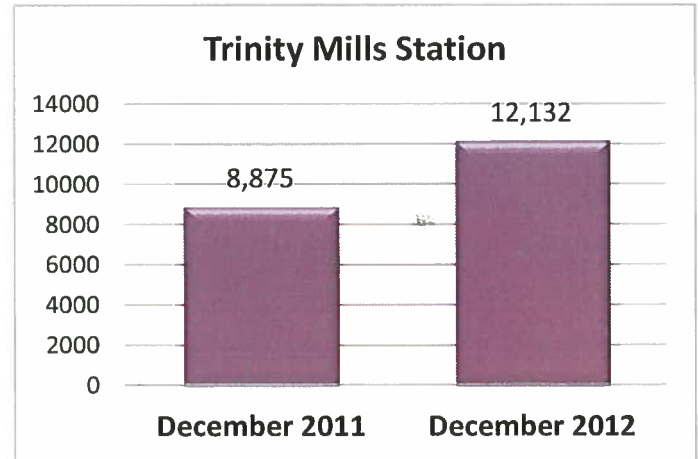
Highland Village/Lewisville Lake A-train ridership increased by 11%.



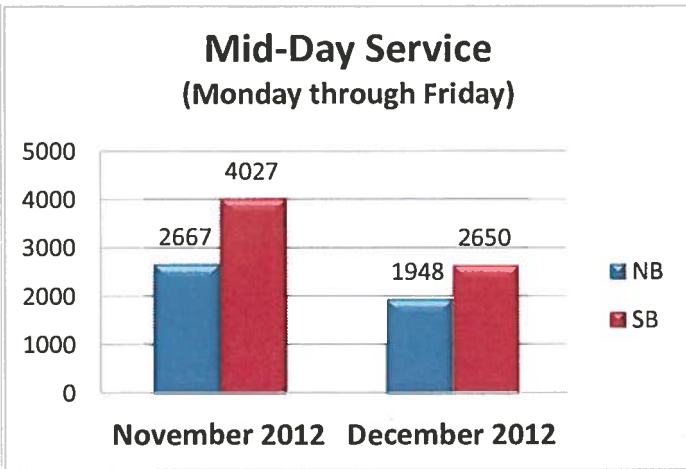
Old Town A-train ridership increased by 27%.



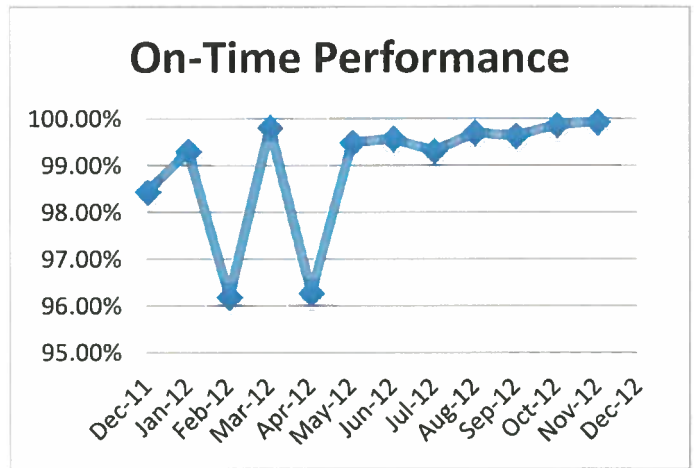
Hebron A-train ridership increased by 21%.



Trinity Mills A-train ridership increased by 37%.



Mid-Day Service ridership saw a decrease by 27% for northbound and 34% for southbound in December 2012, compared to November 2012.



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

BUS OPERATIONS PERFORMANCE INDICATORS

Ridership

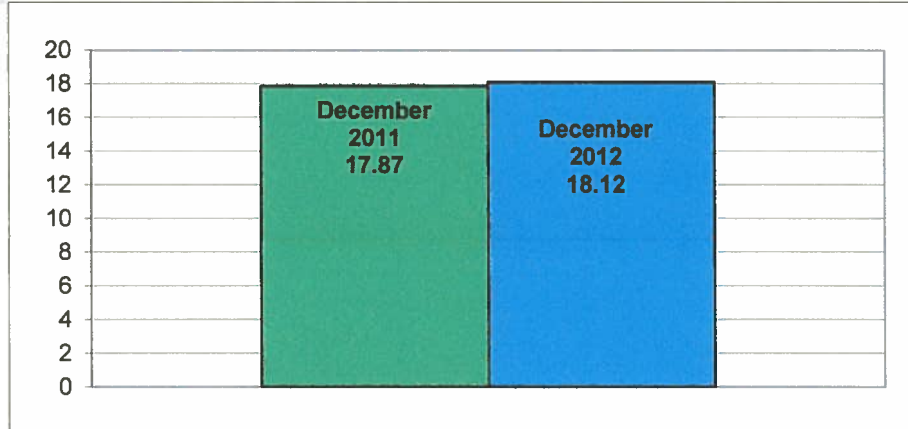
Ridership

December 2011 & December 2012

Performance Measures

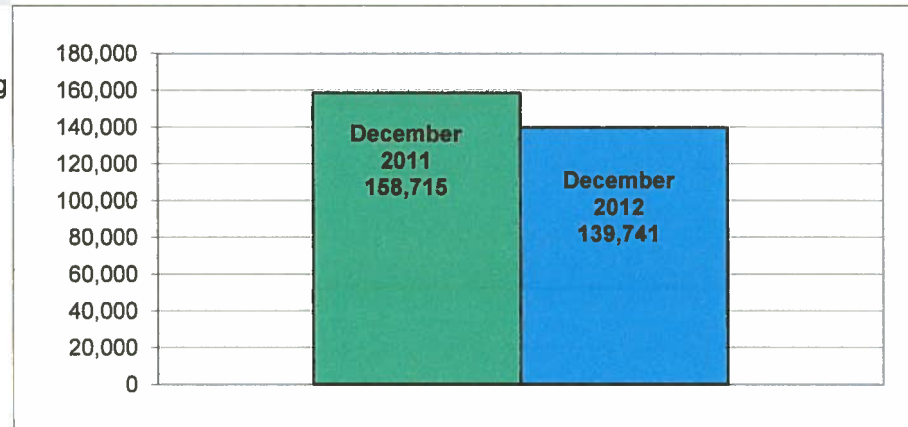
Passengers per Revenue Hour

Passengers per revenue hour for the bus system increased by 1% over December 2011.



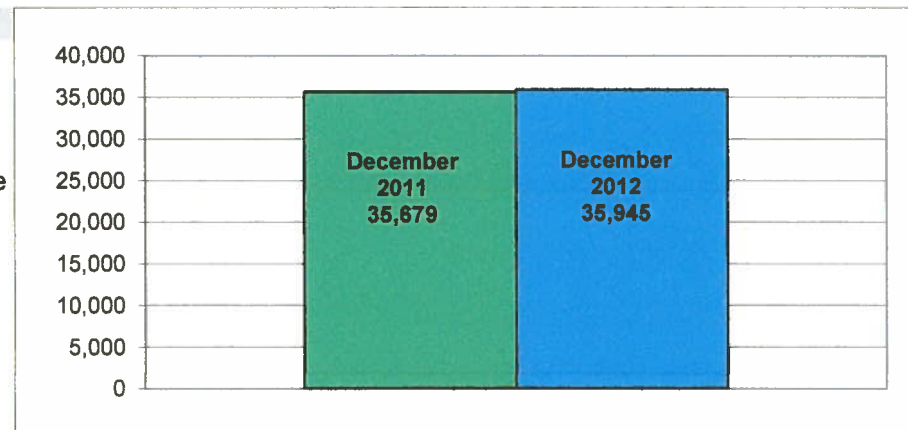
Bus System Ridership

Bus Ridership showed a decrease of 11% over December 2011. The decrease is attributed to UNT releasing 2 days earlier than in 2011.



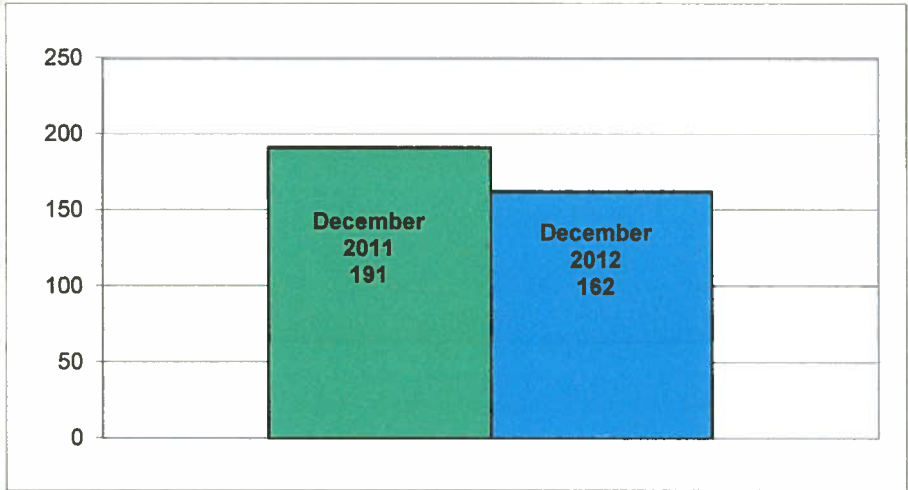
Connect Ridership

Connect ridership increased by 1% over December 2011. Route 23 showed a 36% increase over December 2011 while the Route 7 showed a 45% increase over the same time last year.



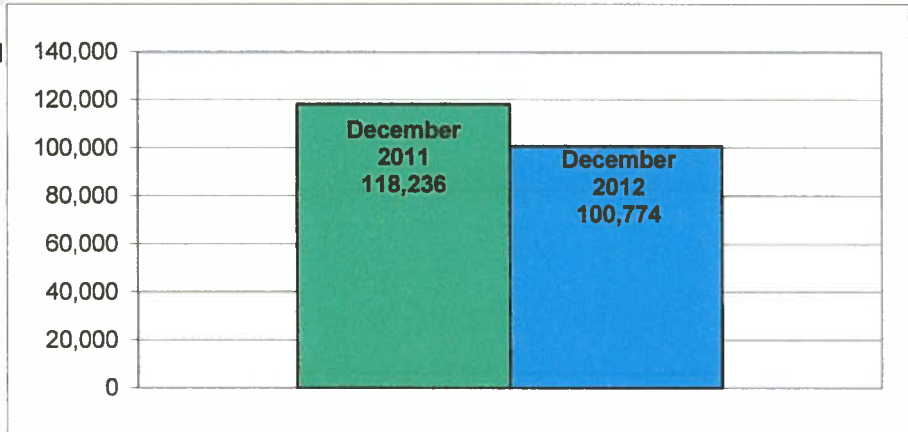
RSVP Ridership

RSVP ridership decreased by 15% compared to December 2011.



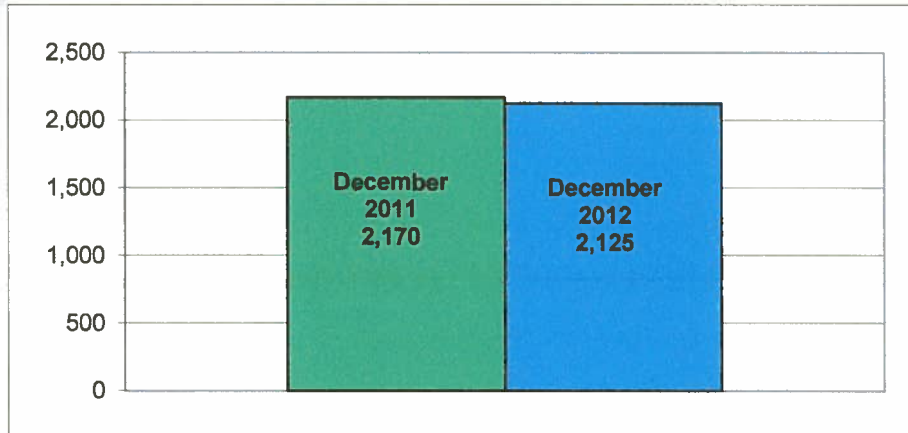
UNT Ridership

UNT ridership in December 2012 decreased by 14%. However, UNT had two less days of school before winter break in 2012 than in 2011.



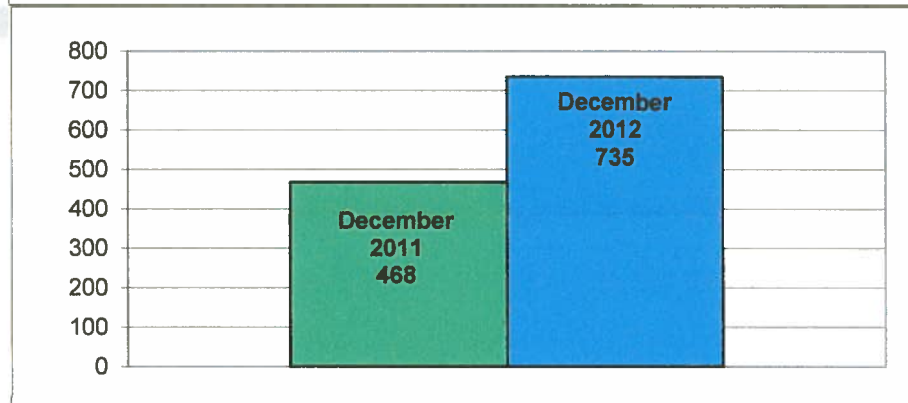
Access Ridership

Access ridership decreased by 20% compared to last year.



NCTC Ridership

NCTC ridership showed a 57% increase in ridership.



Customer Satisfaction

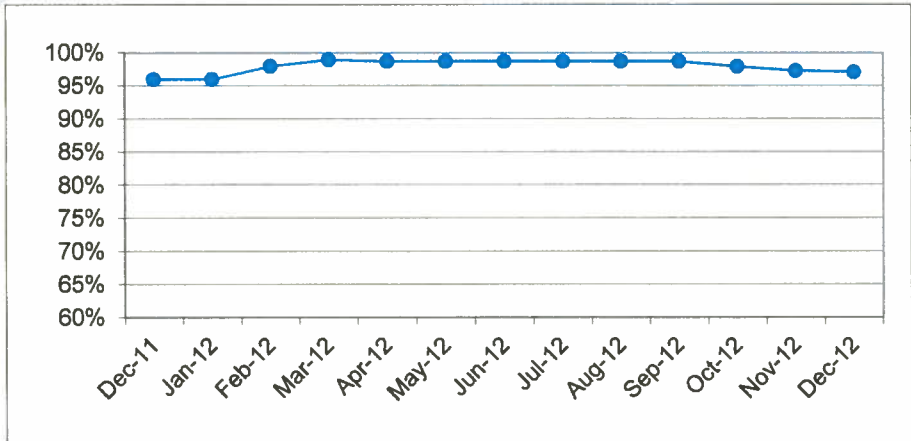
Systemwide Performance

December 2011 & December 2012

Performance Measures

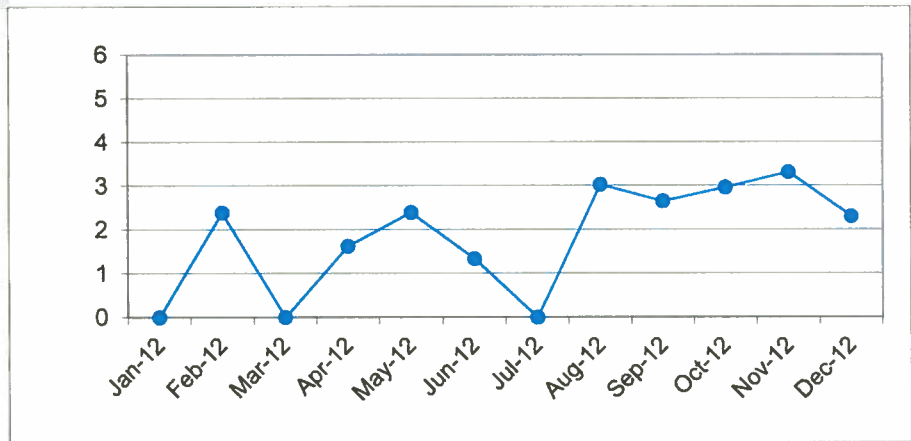
Systemwide On-Time Performance

Systemwide on-time performance continues to be over 95%, which is the service standard for this metric.



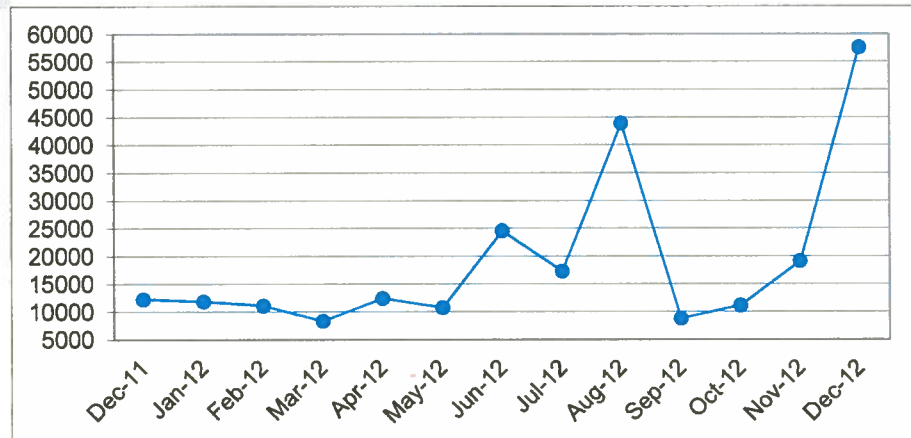
Systemwide Accidents per 100k Miles

Systemwide accidents per 100,000 miles decreased by 30% from November to December.



Miles Between Road Calls

Miles between road calls increased significantly.

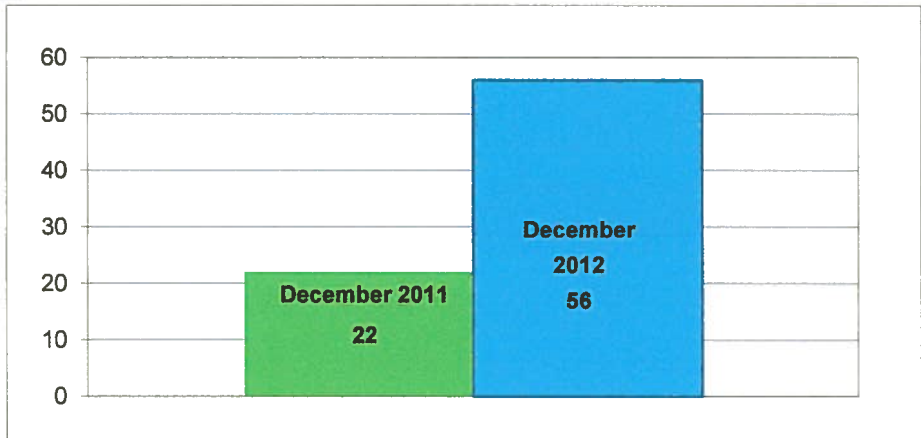


Access

December 2011 & December 2012

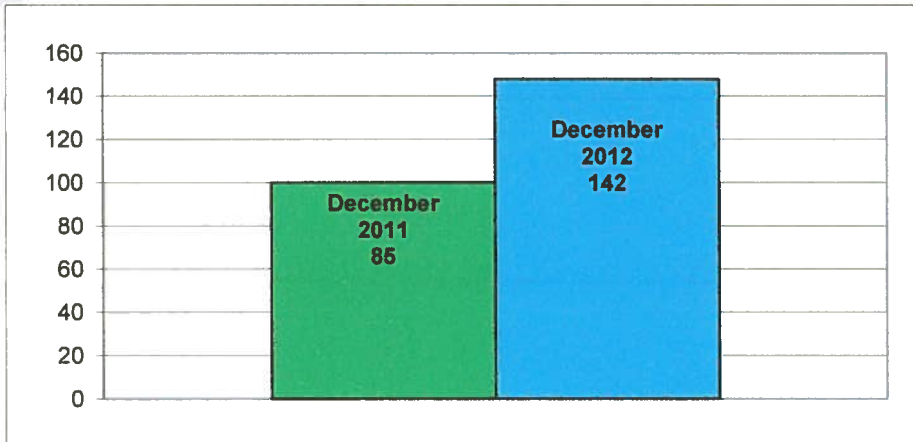
Performance Measures

Trip Denials



No-Shows

No-shows were up by 67%.





Legislative Intent – Actions to Advance

- **Updates/Revisions to Chapter 460**
 - Provides opportunities for board membership for entities under population threshold but also ensuring that those members are not dually represented by the small cities.
 - Requires that board members be a resident of the county or a city that partially resides in the county.
 - Provides a limitation of liability of independent contractors performing functions on behalf of the authority. Similar to language in Chapter 452 (DART/The T).
 - Allows DCTA to hire or contract for fare enforcement officers.
 - Procurement clarifications more aligning Chapter 460 with Chapter 2267, allowing for job order contracts, and clarifying the lease or sale of land.
- **Provide the ability to enter into Local Government Corporations, similar to DART and The T.**
 - Pursues an amendment to Chapter 431 to include entities created under Chapter 460. This provides similar authority to those transit entities created under Chapter 452. Chapter 451 transit entities (VIA/Cap Metro) are also pursuing.
- **Limit risk for Class I railroads that allow passenger service to operate on system.**
 - Representative Linda Harper Brown, at the request of DART, will likely file a bill that limits the liability of railroads (Class I and otherwise) that allow for passenger rail service in its corridor. The proposed language limits the claims to 125,000,000 per single incident/accident. The proposed language was derived from similar legislation in Florida, Virginia and Colorado. DART, DCTA and the T continue to coordinate with legislative counsel on the language of the bill. This issue will be discussed further with the North Texas Regional Rail Alliance on January 30th.

Initiatives to Pursue, Not Requiring Legislative Action

- Pursue state funding for Positive Train Control.

Update: DCTA continues to work with regional, state and federal partners. Action by the Regional Transportation Council is expected soon. No specific legislative issue has been identified.

- Pursue through municipal elections the ability to issue long-term debt.

Update: No legislative opportunities have been identified. A municipal election would be required. This will need to be a policy decision by the Board.

Initiatives to Monitor, Will Brief Board if Action is Required

- Impacts to transportation funding
 - a. Diversions
 - b. Exemptions
 - c. Sales Tax Opportunities (internet sales tax, eliminating exemptions)
- Mandates impacting metropolitan transit systems
- Internet sales tax
- Actions by other transit entities, RTC and partners.
- Innovative Financing Initiative and other potential public/private partnership initiatives to fund transit.

Tex Trans Code §460.054: Amend to read as follows:

Sec. 460.054. MEMBERSHIP OF INTERIM EXECUTIVE COMMITTEE. (a) After adopting a resolution or order under Section 460.053, the commissioners court and certain municipalities, as provided by this section, shall appoint an interim executive committee for the authority.

(b) The interim executive committee is composed of:

(1) one member appointed by the governing body of each municipality with a population of 12,000 or more that is located in the county;

(2) three members appointed by the commissioners court, two of whom must reside in the unincorporated area of the county; and

(3) three members to be designated by the remaining municipalities with a population of more than 500 but less than 12,000 located in the county but which are not eligible to appoint a member pursuant to Subdivision (4); and

(4) one member appointed by the governing body of each municipality other than a municipality eligible to make an appointment under Subdivision (1) that:

(i) imposes a sales and use tax authorized in accordance with Section 460.055; or

(ii) establishes a public transportation financing area and enters into an agreement with the authority to provide public transportation services in the public transportation area in accordance with Subchapter I.

(c) The members described by Subsection (b)(3) shall be designated as follows:

(1) each municipality with a population of more than 500 but less than 12,000 located in the county shall nominate one person using a nomination form sent to the governing body of the municipality by mail;

(2) the county judge shall add the names on the nomination forms that are received before the 31st day after the date of the mailing of the nomination forms;

(3) each municipality with a population of more than 500 but less than 12,000 located in the county is entitled to cast one vote;

(4) only ballots returned to the county judge on or before a predetermined date shall be counted;

(5) the county judge shall designate the three persons with the highest plurality vote as members of the interim executive committee; and

(6) if three members are not designated by this process, the county judge shall name the balance of the members of the interim executive committee described by Subsection (b)(3).

(d) The county judge may fill a vacancy in a position described by Subsection (b)(3) by naming a person nominated under Subsection (c) for the unexpired term.

(e) All appointments made pursuant to this section are subject to the eligibility requirements set forth in Section 460.202.

The amendments to Subsection (b) would ensure that any municipality that has adopted the sales and use tax or that is paying the tax increment, regardless of population, would have a designated member of the board representing that municipality. The change to Subsection (b)(3), coupled with the language added by the new Subsection (b)(4) is intended to prevent any municipality from being able to designate more than one representative on the board as a matter of right. The addition of the new Subsection (e) will ensure that members of the interim executive committee are residents of either (a) the county where the authority is created or (b) a municipality that is located in whole or in part within the county where the authority is created by referencing the language regarding eligibility in the amended Section 460.202 as proposed below.

Tex. Trans. Code §460.105: Add a new Subsection (c) to read as follows:

(c) A private operator who contracts with an authority under this chapter is not a public entity for purposes of any law of this state except that an independent contractor of the authority that performs a function of the authority is liable for damages only to the extent that the authority would be liable if the authority or entity itself were performing the function and only for a cause of action that accrues on or after September 1, 2013.

This language is similar to language contained in Tex. Trans. Code §452.056(d) and provides a limitation of the liability of an independent contractor performing the functions of a coordinated county transportation authority to the same extent of the authority's liability if the authority were, itself, performing the function. This section would not be retroactive.

Tex. Trans. Code §460.1092: Amend Subsection (a) to read as follows:

(a) An authority may employ or contract for persons to serve as fare enforcement officers to enforce the payment of fares for use of the public transportation system by:

(1) requesting and inspecting evidence showing payment of the appropriate fare from a person using the public transportation system; and

(2) issuing a citation to a person described by Section 460.1091(d).

Presently, DCTA has an agreement with Denton County to provide a deputy sheriff to serve as a fare enforcement officer on the A-train. Tex. Trans. Code §460.1092(a) states that "An authority may employ persons to serve as fare enforcement officers..." Technically, a deputy sheriff serving as a fare enforcement officer under an agreement with the county may not be considered as a person that is employed by DCTA. The purpose of this proposed amendment is to ensure that DCTA can contract with people or entities for fare enforcement as opposed to being required to be employed by DCTA.

Tex. Trans. Code §460.202: Amend to read as follows:

§ 460.202. Eligibility

To be eligible for appointment to the board of directors, a person must:

(a) have professional experience in the field of transportation, business, government, engineering, or law; and

(b) be a resident of:

(1) the county in which the authority is created; or

(2) a municipality which is located in whole or in part within the county in which the authority is created.

Presently, except for the members of the Interim Executive Committee appointed by a commissioners court under Sec. 460.054(b)(2), neither Sec. 460.054 nor Sec. 460.202 require establish any residency requirement for members of the Interim Executive Committee or Board of Directors. The amendments proposed above, coupled with the proposed new Subsection (e) in Sec. 460.054, will ensure that board members are residents of the county in which the authority is established or a city which is located in whole or in part within the county where the authority is created.

Tex. Trans. Code §460.406: Amend subsections (a), (c)(8), and (d)(12) as follows:

(a) Except as provided by Subsection (c), an authority may not award a contract for the purchase of construction services, goods and/or services, or the personal property, ~~other than real property~~, except through the solicitation of competitive sealed bids or proposals ensuring full and open competition.

* * *

(c) The board of directors may authorize the negotiation of a contract without competitive sealed bids or proposals if:

* * *

(8) the contract is for the lease, purchase, or sale of an interest in land or a right-of-way;

* * *

(12) the contract is one for a project authorized to be constructed by an authority pursuant to this chapter and awarded for alternate project delivery under using the procedures set forth in Subchapters E, F, and G, and I, Chapter 2267, Government Code.

The amendment to subsection (a) cleans up the language and makes it more consistent with language used in other statutes relating to purchasing requirements. The amendment to subsection (c)(8) would make it more clear that DCTA would not be required to take bids on the lease or sale of an interest in land. The amendment to (c)(8) also makes it more clear that the exception applies to any interest in land. The deletion of the phrase “or a right-of-way” does not change anything, since a “right-of-way” is an interest in land. The amendment to subsection (c)(12) is intended to add some clarity to the confusion caused by Tex. Govt. Code §2267.010 which states that Chapter 2267 of the Texas Government Code does not apply to coordinated county transportation authorities. The proposed amendment would allow a contract to be exempt from the standard sealed bid or sealed proposal process as long as it followed the procedures set forth in the cited subchapters. The addition of the phrase “for a project authorized to be constructed by an authority pursuant to this chapter” is intended to make it clear that DCTA would not be limited by any project definitions/limitations in the referenced subchapters of Chapter 2267, Government Code. The addition of Subchapter I of Chapter 2267 would allow DCTA to take advantage of the job order contract method of procurement for certain routine maintenance and repair services that are described in that subchapter.

Tex. Trans. Code §431.003: Amend subsection (3) to read as follows:

Sec. 431.003. DEFINITIONS. In this chapter:

* * *

(3) "Local government" means:

(A) a municipality;

(B) a county; or

(C) for purposes of Subchapter D, a navigation district, hospital district, or hospital authority, ~~or~~ a regional transportation authority as described by Section 452.001, or a coordinated county transportation authority as described by Section 460.001.

This amendment would authorize DCTA, either by itself or other authorized local governments, to create a local government corporation under Chapter 431, Subchapter D of the Texas Transportation Code.



FYE 9/30/2012 AUDIT REPORT

Thursday, January 24, 2013

The Audit Committee is scheduled to meet Wednesday, January 23, 2013 at 3 p.m. to review the FYE 9/30/2012 DCTA financial reports and discuss the results of the audit.

Based on staff discussions with auditors during the course of the audit and after review of draft financial reports no items have been identified as requiring Management Letter comments and we anticipate an unqualified opinion.

The Audit Committee Chairman's Report to the Board of Directors will be presented at the January 24 Board meeting.

The results of the year-end audit and 2012 audited financials will be presented to the Board for review and acceptance at its February 28, 2013 Board meeting.



Board of Directors Memo

January 24, 2013

Item: 2(c) Discussion of Interlocal Agreement with City of Denton for Right of Way Use

Background

DCTA has been working with the City of Denton to install passenger amenities in Denton at bus stops that warranted additional amenities and have appropriate pedestrian connectivity. These stops are located within public right of way. Public and franchise utilities are also in this right of way.

The intent of the agreement is to allow DCTA to construct, operate, maintain, repair, replace and/or remove bus shelters and related amenities used to support DCTA's transit network. This agreement also protects the city's interests in the right of way.

Following a final review from the Denton City Attorney's office, this agreement is being advanced to Denton City Council in February.

Identified Need

An interlocal agreement between DCTA and the City of Denton is required to allow the installation of these shelters and the inclusion of DCTA branded information.

Financial Impact

There is no financial impact.

Recommendation

This is for consideration during Regular Board Meeting. DCTA staff recommends approval of the interlocal agreement between DCTA and the City of Denton for Right of Way Use.

Submitted by:

Ann Boulden, Project Manager

Final Review:

Dee Leggett, Vice President of
Program Development

Approval:

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



Board of Directors Memo

January 24, 2013

Item: 2(d) Discussion of the Interlocal Agreement with the City of Denton Regarding Tree Mitigation for Bus Operations and Maintenance Facility

Background

DCTA is required to mitigate the trees lost as a result of the construction of the Bus O&M facility in Denton, in accordance with the City's tree ordinance. Because the site is heavily treed and contains a number of significant easements, DCTA is unable to replace many of the trees on the site itself. However, the site is immediately adjacent to the section of the hike and bike trail that is being improved under the Community Enhancements project. This agreement will give DCTA the opportunity to replace some of the lost trees along the hike and bike trail to benefit the Southeast Denton community. DCTA will work with City staff in the layout and design of the tree plantings and other enhancements that will be placed along this section of the hike and bike trail. The agreement will also state that DCTA will submit a check to the City's Tree Fund for the remaining balance for any tree caliper inches that were not able to be mitigated either on the Bus O&M facility site or as part of the Community Enhancements project.

In December, City staff provided an agreement letter stating that DCTA contractors will be allowed to receive clearing and grading permits for the DCTA Bus O&M facility project in advance of this interlocal agreement. DCTA has commenced with clearing and grading.

City staff and DCTA have agreed to the general terms of the ILA and DCTA counsel is currently developing those terms.

Identified Need

An interlocal agreement between DCTA and the City of Denton is required in order to allow DCTA off-site tree planting credit towards the tree mitigation requirements for the Bus O&M facility. The agreement will need to be in place prior to the issuance of the full building permit.

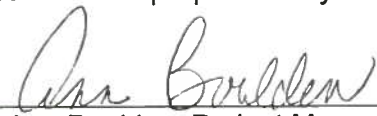
Financial Impact

Cash payment into the tree fund is likely not grant eligible. However, staff anticipates that the costs associated with the ILA will be covered by the Community Enhancements and Bus Operating and Maintenance Facility Capital Project Budgets.

Recommendation

This item is for informational purposes only. Additional board action is not required.

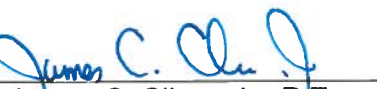
Submitted by:


Ann Boulden, Project Manager

Final Review:


Dee Leggett, Vice President of
Program Development

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
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 1:33 p.m. December 5, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Large Cities

Charles Emery, Lewisville, *Chairman*
Paul Pomeroy, Highland Village, *Treasurer*
Richard Huckaby, Denton
Daniel Peugh, Corinth
Doug Peach, Little Elm

Denton County Unincorporated

George A. Campbell

Denton County at Large

Dave Kovatch, *Secretary*

Board Members Absent

Bill Walker
Skip Kalb
Jim Robertson, Flower Mound
Don Hartman

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Communications and Planning
Jarod Varner VP Transit Operations
Cheri Soileau, Sr. Transit Planner
Kristina Brevard, Marketing Manager
Marisa Perry, Accounting Manager
Shanna O'Gilvie, Management Specialist

Legal Counsel

Joe Gorfida

Others in Attendance

Rider Scott, State Legislative Counsel
Terry Salazar, Quilling, Selander, Lownds,
Winslett & Moser

1. Routine Briefing Items
 - a. Financial Reports -
 - i. Financial Statement – December Financial Statements will be presented at the January 24, 2013 meeting.
 - ii. Capital Projects Fund
 - iii. Sales Tax Report

- iv. Procurement Report
- b. Capital Projects Update – Dee Leggett provided information on items ii-vii
 - i. GTW Integration – Jarod Varner gave an update on the status of GTW Integration
 - ii. Bus Operations and Maintenance Facility (O&M)
 - iii. Community Enhancements
 - iv. Lewisville Bike Trail
 - v. Positive Train Control (PTC)
 - vi. Passenger Amenities
 - vii. Interstate Highway 35 East Impacts / Grade Crossing Agreement
- c. Communications and Planning – Dee Leggett gave an update on the following:
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Safety Campaign
 - iv. Customer Service
 - v. Advertising Update
- d. Transit Operations – Jarod Varner gave a briefing on transit operations
 - i. Rail Operation
 - ii. Bus Operations

Move forward to item 4. Executive Session 1:53 – 2:29 p.m.

- 2. Discussion
 - a. Discussion of Where’s My Ride program – Jarod Varner and Anna Mosqueda provided information on the status of this evolving project
 - b. Discussion of 83rd Legislative Agenda- Dee Leggett and Rider Scott presented information on the “path forward” for the 83rd Legislative Session
- 3. Discussion of Regular Board Meeting Agenda Items (December 05, 2012) – no questions or discussion
- 4. Executive Session 1:53 p.m.
 - 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.
 - b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
- 5. Reconvene Open Session 2:29 p.m. No action
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 6. Discussion of Future Agenda Items
 - a. Board Member Requests



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

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

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 3:23 p.m. December 05, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Large Cities

Charles Emery, Lewisville, *Chairman*
Paul Pomeroy, Highland Village, *Treasurer*
Richard Huckaby, Denton
Daniel Peugh, Corinth
Doug Peach, Little Elm

Denton County Unincorporated

George A. Campbell

Denton County at Large

Dave Kovatch, *Secretary*

Board Members Absent

Bill Walker
Skip Kalb
Jim Robertson, Flower Mound
Don Hartman

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Communications and Planning
Jarod Varner VP Transit Operations
Cheri Soileau, Sr. Transit Planner
Kristina Brevard, Marketing Manager
Marisa Perry, Accounting Manager
Shanna O'Gilvie, Management Specialist

Legal Counsel

Joe Gorfida

Others in Attendance

Rider Scott, State Legislative Counsel
Ginny Griffin, UNT
Ken Kindle, UNT

CALL TO ORDER – Chairman Charles Emery 3:23 p.m.

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Richard Huckaby

INVOCATION – Dave Kovatch

WELCOME AND INTRODUCTION OF VISITORS – Charles Emery announced the appointment of Allen Harris to the DCTA Board of Directors representing The Colony.

1. CONSENT AGENDA

- a. Approval of Minutes - Board Meeting November 15 , 2012
- b. Acceptance of Financial Reports
-Richard Huckaby made the motion to accept item 1(a). 2nd by Dave Kovatch. Motion carried unanimously. (No financials presented this month)

2. REGULAR AGENDA

- a. Approve Interlocal Agreement with City of Denton regarding Tree Mitigation for Bus Operations and Maintenance Facility
-Motion to approve Interlocal Agreement with City of Denton regarding Tree Mitigation for Bus Operations and Maintenance Facility made by Daniel Peugh. 2nd by Doug Peach. Motion carried unanimously.
- b. Authorize the President to Execute Agreement for Information Technology Support Services
-Motion to authorize the President to Execute Agreement for Information Technology Support Services made by Richard Huckaby. 2nd by Paul Pomeroy. Motion carried unanimously
- c. Approve payment in the amount of \$56,236.16 for Information Technology Services Support for Electronic Document Production to Elite Technology
-Motion to approve payment in the amount of \$56,236.16 for Information Technology Services Support for Electronic Document Production to Elite Technology made by Paul Pomeroy. 2nd by Dave Kovatch. Motion carried unanimously.
- d. Authorize the President to Negotiate and Execute Agreement for Construction Inspection Services
-Motion to authorize the President to Negotiate and Execute Agreement for Construction Inspection Service made by Richard Huckaby. 2nd by Doug Peach. Motion carried unanimously.

3. CHAIR REPORT – Chairman Emery provided an update on the following topics:

- a. Discussion of Regional Transportation Issues
- b. Discussion Legislative Issues
 - i. Regional
 - ii. State
 - iii. Federal

4. PRESIDENT'S REPORT - none

5. REPORT ON ITEMS OF COMMUNITY INTEREST - none

- a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City

events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

6. CONVENE EXECUTIVE SESSION - none

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

7. RECONVENE OPEN SESSION – n/a

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

8. ADJOURN REGULAR MEETING 4:26 p.m.

The minutes of the December 05, 2012 meeting of the Board of Directors were passed, and approved by a vote on this 24th day of January, 2013.

Charles Emery, Chairman

ATTEST

Dave Kovatch, Secretary



Board of Directors Memo

January 24, 2013

Item: 2(b) Discussion of Interlocal Agreement with City of Denton for Right of Way Use

Background

DCTA has been working with the City of Denton to install passenger amenities in Denton at bus stops that warranted additional amenities and have appropriate pedestrian connectivity. These stops are located within public right of way. Public and franchise utilities are also in this right of way.

The intent of the agreement is to allow DCTA to construct, operate, maintain, repair, replace and/or remove bus shelters and related amenities used to support DCTA's transit network. This agreement also protects the city's interests in the right of way.

Following a final review from the Denton City Attorney's office, this agreement is being advanced to Denton City Council in February.

Identified Need

An interlocal agreement between DCTA and the City of Denton is required to allow the installation of these shelters and the inclusion of DCTA branded information.

Financial Impact

There is no financial impact.


Recommendation

DCTA staff recommends approval of the interlocal agreement between DCTA and the City of Denton for Right of Way Use.


Submitted by:


Ann Boulden, Project Manager

Final Review:


Dee Leggett, Vice President of
Program Development

Approval:


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



Board of Directors Memo

January 24, 2013

Item: RM 2(c) Discussion/Approval of Legislative Intent for 83rd Legislative Session

Background

Legislative Intent – Actions to Advance

- **Updates/Revisions to Chapter 460**
 - Provides opportunities for board membership for entities under population threshold but also ensuring that those members are not dually represented by the small cities.
 - Requires that board members be a resident of the county or a city that partially resides in the county.
 - Provides a limitation of liability of independent contractors performing functions on behalf of the authority. Similar to language in Chapter 452 (DART/The T).
 - Allows DCTA to hire or contract for fare enforcement officers.
 - Procurement clarifications more aligning Chapter 460 with Chapter 2267, allowing for job order contracts, and clarifying the lease or sale of land.
- **Provide the ability to enter into Local Government Corporations, similar to DART and The T.**
 - Pursues an amendment to Chapter 431 to include entities created under Chapter 460. This provides similar authority to those transit entities created under Chapter 452. Chapter 451 transit entities (VIA/Cap Metro) are also pursuing.
- **Limit risk for Class I railroads that allow passenger service to operate on system.**

Representative Linda Harper Brown, at the request of DART, will likely file a bill that limits the liability of railroads (Class I and otherwise) that allow for passenger rail service in its corridor. The proposed language limits the claims to 125,000,000 per single incident/accident. The proposed language was derived from similar legislation in Florida, Virginia and Colorado. DART, DCTA and the T continue to coordinate with legislative counsel on the language of the bill. This issue will be discussed further with the North Texas Regional Rail Alliance on January 30th.

Initiatives to Pursue, Not Requiring Legislative Action

- Pursue state funding for Positive Train Control.

Update: DCTA continues to work with regional, state and federal partners. Action by the Regional Transportation Council is expected soon. No specific legislative issue has been identified.

- Pursue through municipal elections the ability to issue long-term debt.

Update: No legislative opportunities have been identified. A municipal election would be required. This will need to be a policy decision by the Board.

Initiatives to Monitor, Will Brief Board if Action is Required

- Impacts to transportation funding
 - a. Diversions
 - b. Exemptions
 - c. Sales Tax Opportunities (internet sales tax, eliminating exemptions)
- Mandates impacting metropolitan transit systems
- Internet sales tax
- Actions by other transit entities, RTC and partners.
- Innovative Financing Initiative and other potential public/private partnership initiatives to fund transit.

Identified Need

Staff requests guidance from the board on initiatives to pursue in the 83rd Legislature. Monthly updates will be provided during the session.

Financial Impact

None.


Recommendation

Recommend approval.

Final Review:


Dee Leggett, Vice President
of Program Development

Approval:


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