



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

**Board of Directors
Work Session**

July 25, 2013

1:30 p.m.

1. Routine Briefing Items
 - a. Financial Reports
 - i. Financial Statements
 - ii. Capital Projects Fund
 - 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 Radio System
 - iv. Bus Operations and Maintenance Facility (O&M)
 - v. Community Enhancements
 - vi. Lewisville Bike Trail
 - vii. Positive Train Control (PTC)
 - viii. Passenger Amenities
 - ix. Station Improvements
 - c. Communications and Marketing
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - d. Transit Operations
 - i. Rail Operations
 - ii. Bus Operations
2. Committee Reports
 - a. Finance Committee
 - b. Program Services Committee
3. Discussion of Regular Board Meeting Agenda Items (July 25, 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.
 - b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
 - c. As Authorized by Section 551.074 the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose of Discussion regarding Annual President's Performance Review.
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**

July 25, 2013

2:30 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 June 27, 2012
 - b. Acceptance of Financial Reports
 - c. Acceptance of Quarterly Investment Report
2. REGULAR AGENDA
 - a. Discussion / Approval of Award of Contract for Investment Advisory Services
 - b. Discussion / Approval of Award to Purchase Bus Engines
 - c. Discussion / Approval of Award to Purchase Bus Transmissions

3. CHAIR REPORT

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

4. PRESIDENT'S REPORT

- a. DCTA Staffing

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 – Paul Pomeroy

Secretary – Richard Huckaby
Treasurer – Dave Kovatch

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

The Denton County Transportation Authority meeting rooms are wheelchair accessible. Access to the building and special parking are available at the 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 7/19/2013 at 4:29 PM.

Leslee Bachus, Executive Assistant



Board of Directors Memo

July 25, 2013

Subject: Work Session 1ai) Monthly Financial Reports

Background

The financial statements are presented to the Board of Directors on a monthly basis for acceptance. The reports presented for the period ending June 30, 2013 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 \$156k attributable to A-train ridership being higher than anticipated in the budget, offset by lower than anticipated bus ridership. Actual YTD ridership was 379,590 A-train riders compared to budget 294,600 riders, an increase of 84,990 in ridership.
- **Note B:** Contract Service Revenue – YTD Unfavorable by (\$87k) due to lower than anticipated revenue hours in December, offset by higher revenue hours in October, November and January thru June. Actual YTD revenue hours were 40,888 compared to budget 41,549. In addition, actual YTD fuel usage was 130,918 gallons compared to budget 134,353 gallons, down 3%. Fuel was budgeted at \$4.00/gallon. In June fuel was \$3.46/gallon.
- **Note C:** Sales Tax Revenue – YTD Favorable by \$375k. Sales tax generated in June 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 FY 13.
- **Note D:** Federal/State Grants – YTD Unfavorable by (\$2,771) due to timing of the Bus O&M and Where's My Ride projects and corresponding delay in grant reimbursements as originally anticipated in the budget. These should reflect a more favorable trend as the project continues to progress.

Statement of Net Assets

- **Note B:** Net Income for the month of June was (\$221,687).

Capital Projects Fund

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

Identified Need

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

Recommendation

Staff recommends acceptance.

Submitted by: Chrissy Nguyen
Senior Accountant

Final Review: 
Department Head

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date June 30, 2013
(Unaudited)

WS1ai

Description	Month Ended June 30, 2013			Year to Date June 30, 2013			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	96,899	80,230	16,669	924,535	768,986	155,549	1,030,940	Note A
Contract Service Revenue	131,820	141,947	(10,127)	2,300,937	2,388,156	(87,219)	3,001,040	Note B
Sales Tax Revenue	1,715,388	1,687,584	27,804	14,902,534	14,527,178	375,356	18,775,391	Note C
Federal/State Grants and Reimbursements	430,363	907,867	(477,504)	4,819,548	7,590,571	(2,771,023)	10,981,537	Note D
Total Revenue and Other Income	2,374,471	2,817,628	(443,157)	22,947,555	25,274,891	(2,327,336)	33,788,908	
Operating Expenses								
Salary, Wages and Benefits	506,839	561,556	54,717	5,078,157	5,429,738	351,580	7,196,725	
Services	141,654	265,293	123,639	1,156,609	1,306,004	149,395	2,118,582	
Materials and Supplies	325,370	276,330	(49,040)	2,108,758	2,798,499	689,741	3,698,665	
Utilities	16,543	34,200	17,657	272,972	307,798	34,826	410,398	
Insurance, Casualties and Losses	64,858	64,956	98	431,214	430,921	(292)	625,791	
Purchased Transportation Services	749,379	702,515	(46,863)	6,332,421	6,322,639	(9,782)	8,430,186	
Miscellaneous	26,667	11,616	(15,051)	106,041	117,281	11,241	148,976	
Leases and Rentals	39,513	32,286	(7,227)	305,706	440,573	134,867	537,430	
Depreciation	617,719	775,162	157,443	5,361,999	6,994,956	1,632,957	9,320,443	
Total Operating Expenses	2,488,542	2,723,914	235,372	21,153,875	24,148,410	2,994,534	32,487,196	
Income Before Non-operating Revenue and Expense	(114,072)	93,714	(207,785)	1,793,679	1,126,481	667,198	1,301,712	
Non-Operating Revenues / (Expense)								
Investment Income	1,999	3,000	(1,001)	26,512	27,000	(488)	36,000	
Gain (Loss) Disposal of Assets	-	-	-	-	-	-	-	
Fare Evasion Fee	225	-	225	675	-	675	-	
Other Income - Miscellaneous	14,877	-	14,877	42,680	-	42,680	-	
Long Term Debt Interest/Expense	(124,717)	(194,301)	69,584	(1,116,815)	(1,748,706)	631,891	(2,331,608)	
Total Non-Operating Revenue / (Expense)	(107,616)	(191,301)	83,685	(1,046,948)	(1,721,706)	674,758	(2,295,608)	
Change in Net Assets	(221,687)	(97,587)	(124,100)	746,731	(595,225)	1,341,956	(993,896)	

Denton County Transportation Authority
Statement of Net Assets
As of June 30, 2013
(Unaudited)

	June 30, 2013	May 31, 2013	Change
Current Assets			
Cash & Cash Equivalents	8,205,191	7,932,202	272,988
Investments	7,443,823	7,422,234	21,589
Accounts & Notes Receivable	4,234,851	4,293,767	(58,915)
Prepaid Expenses	644,752	709,610	(64,858)
Restricted Asset-Cash and Equivalents	4,774,638	4,773,915	724
Total Current Assets	25,303,255	25,131,727	171,528
Property, Plant and Equipment			
Land	16,228,337	16,228,337	-
Land Improvements	5,386,734	5,386,734	-
Machinery & Equipment	1,028,055	1,028,055	-
Leasehold Improvements	55,506	55,506	-
Vehicles	8,261,725	8,261,725	-
Computers & Software	262,676	262,676	-
Accumulated Depreciation	(17,608,995)	(16,991,276)	(617,719)
Total Property, Plant and Equipment	13,614,039	14,231,758	(617,719)
Other Non Current Assets			
Bond Fees	223,768	241,492	(17,723)
Total Other Non Current Assets	223,768	241,492	(17,723)
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	240,140,281	240,143,361	(3,080)
Construction in Progress	70,444,194	69,982,918	461,276
Total Capital Assets	327,581,629	327,123,434	458,196
Total Assets	366,722,692	366,728,411	(5,719)
Liabilities			
Current Liabilities			
Accounts Payable	1,492,554	1,364,037	128,517
Salary, Wages, and Benefits Payable	306,826	290,537	16,289
Accrued Expenses Payable	3,787,682	3,812,454	(24,772)
Deferred Revenues	320,529	332,149	(11,620)
Interest Payable	320,980	213,986	106,993
Total Current Liabilities	6,228,571	6,013,164	215,408
Non-Current Liabilities			
Rail Easement Payable	1,800,000	1,800,000	-
Retainage Payable	1,699,654	1,699,093	561
Bonds Payable	35,280,000	35,280,000	-
Total Non-Current Liabilities	38,779,654	38,779,093	561
Total Liabilities	45,008,225	44,792,256	215,968
Net Assets			
Invested in Capital Assets	302,097,018	302,097,018	-
Unrestricted Retained Earnings	18,870,718	18,870,718	-
Change in Net Assets	746,731	968,418	(221,687)
Total Equity	321,714,467	321,936,154	(221,687)
Total Liabilities and Equity	366,722,692	366,728,411	(5,719)

Note A

Capital Projects Fund - DCTA
Budget vs. Actual
As of June 30, 2013
(Cash Basis)

Work Session 1aii

	Original Budget	Revised Budget	June 2013 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of June 2013 Close)
ASSETS						
Fixed Assets						
1660 · Construction Work in Progress						
5 · Bus Capital Projects						
50202 · Passenger Amenities (Phase 2)						
5020214 · Acquisition	174,011	229,326	232	139,205	90,121	61%
5020215 · Survey, Testing & Inspection				400	(400)	
5020216 · Construction			1,550	11,444	(11,444)	
5020229 · Project Management			930	2,205	(2,205)	N/A
Total 50202 · Passenger Amenities (Phase 2)	174,011	229,326	2,712	153,254	76,072	61%
50301 · Bus O&M Facility						
5030113 · Design	590,000	1,294,280	49,671	987,905	306,375	76%
5030115 · Survey, Testing, Inspection		104,735		110,285	(5,550)	0%
5030114 · Land Acquisition	1,164,310	1,173,451		1,173,451	-	100%
5030116 · Building Construction	4,745,690	5,648,243		1,188,202	4,460,041	0%
5030118 · Canopy Construction		-		-	-	0%
5030120 · Landscaping		542,513		50,500	492,013	0%
5030121 · Systems		333,294		42,285	291,009	0%
5030125 · Utilities		1,362,500		592,166	770,334	0%
5030126 · Furniture, Fixtures & Equipment	1,642,667	517,865		4,423	513,442	0%
5030128 · Contingency		275,895		-	275,895	0%
5030129 · Project Management	-	205,000	765	16,392	188,608	0%
5030131 · Insurance/Bonds		105,521		105,521	-	0%
5030132 · Mobilization		157,060		63,519	93,541	0%
5030133 · Legal Fees		360		-	360	0%
Total 50301 · Bus O&M Facility	8,142,667	11,720,717	50,436	4,334,649	7,386,068	28%
50302 · Bus Maintenance Equipment						
5030214 · Acquisition	500,000	500,000	45,373	147,328	352,672	29%
Total 50302 · Bus Maintenance Equipment	500,000	500,000	45,373	147,328	352,672	29%
50303 · DDTC						
5030314 · Acquisition	373,282	373,282		-	373,282	0%
Total 50303 · DDTC	373,282	373,282	-	-	373,282	0%
50406 · Where's My Ride						
5040614 · Acquisition	940,485	940,485	230,996	234,229	706,256	25%
Total 50406 · Where's My Ride	940,485	940,485	230,996	234,229	706,256	25%
50407 · Bus Ops Safety & Security Equipment						
5040714 · Acquisition	88,555	88,555		-	88,555	0%
5040721 · Systems		-		101,104	(101,104)	N/A
Total 50407 · Bus Ops Safety & Security Equipment	88,555	88,555	-	101,104	(12,549)	114%
50502 · Fleet Replacement						
5050214 · Acquisition	1,968,500	3,136,993		2,871,592	265,401	92%
Total 50502 · Fleet Replacement	1,968,500	3,136,993	-	2,871,592	265,401	92%
Total 5 · Bus Capital Projects	12,187,500	16,989,358	329,517	7,842,156	9,147,202	46%

Capital Projects Fund - DCTA
Budget vs. Actual
As of June 30, 2013
(Cash Basis)

Work Session 1a ii

	Original Budget	Revised Budget	June 2013 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of June 2013 Close)
6 · Rail Construction (RTRFI Funded)						
61102 · Rail Grinding						
6110217 · Track & Civil Work Construction	204,000	204,000		191,609	12,391	94%
Total 61102 · Rail Grinding	204,000	204,000	-	191,609	12,391	94%
61206 · MedPark Extension	1,000,000	1,000,000	-	1,000,000	-	100%
61208 · Rail Station Improvements						
6120812 · Preliminary Design				7,745	(7,745)	N/A
6120815 · Installation		15,000		-	15,000	0%
6120816 · Construction			3,154	3,154	(3,154)	N/A
6120829 · Project Management				158	(158)	N/A
Total 61208 · Rail Station Improvements	-	15,000	3,154	11,057	3,943	74%
61401 · Fare Collection Systems						
6140111 · Engineering	-	68,962		68,963	(1)	100%
6140114 · Acquisition	489,000	582,371		477,281	105,090	82%
6140115 · Installation	80,000	81,771		101,427	(19,656)	124%
Total 61401 · Fare Collection Systems	569,000	733,104	-	647,671	85,433	88%
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		13,492,026			13,492,026	0%
6140628 · Contingency		728,554			728,554	0%
6140629 · Project Management		2,097,992	11,216	523,333	1,574,659	25%
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	11,216	882,091	16,115,350	5%
61603 · Stadler Implementation						
6160332 · Mobilization	-	895,803		648,096	247,707	72%
Total 61603 · Stadler Implementation	-	895,803	-	648,096	247,707	72%
61707 · Community Enhancements						
6170711 · Engineering	-	22,000		-	22,000	0%
6170712 · Preliminary Design	-	12,500		55,737	(43,237)	446%
6170713 · Final Design	-	15,000		58,646	(43,646)	391%
6170715 · Survey, Inspection & Testing	-	6,000		-	6,000	0%
6170716 · Building Construction	-	545,000		-	545,000	0%
6170720 · Landscaping	-	25,000		2,500	22,500	10%
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	-	129,974	622,734	17%

Capital Projects Fund - DCTA
Budget vs. Actual
As of June 30, 2013
(Cash Basis)

Work Session 1aai

	Original Budget	Revised Budget	June 2013 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of June 2013 Close)
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	-	150	394,304	0%
6170833 · Administration Fees	-	60,685	-	60,685	-	100%
Total 61708 · Lewisville Bike Trail	-	3,489,396	-	60,835	3,428,561	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%
Total Rail Construction Projects	4,278,000	27,214,844	14,370	6,329,001	20,885,843	23%
61501 · Rail Cars						
6150114 · Acquisition	71,500,000	77,715,424	-	77,781,249	(65,825)	100%
6150128 · FRA Compliance Contingency	-	250,396	-	-	250,396	0%
6150133 · Legal Fees	-	15,005	-	15,005	-	100%
6150129 · Project Management	-	1,814,699	3,320	1,530,943	283,756	84%
Total 61501 · Rail Cars	71,500,000	79,795,524	3,320	79,327,198	468,326	99%
TOTAL RAIL CONSTRUCTION & CARS	75,778,000	107,010,368	17,689	85,656,199	21,354,169	80%
Total 1660 · Construction Work in Progress	87,965,500	123,999,726	347,207	93,498,355	30,501,371	75%



Board of Directors Memo

July 25, 2013

Item: WS 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 May and received in July was \$1,641,703.
- This represents an increase of 1.72% or \$27,805 compared to budget for the month.
- Receipts are favorable 2.92% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$74,811 or 4.77% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 9.51%
 - City of Denton up 1.02%
 - Highland Village down 14.26%

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	\$ 2,128,329.19	\$ 20,371.94	0.97%	\$ 2,046,560.44	\$ 81,768.75	4.00%
January	March	\$ 1,394,605.60	\$ 1,501,720.29	\$ 107,114.69	7.68%	\$ 1,353,986.02	\$ 147,734.27	10.91%
February	April	\$ 1,421,825.33	\$ 1,494,663.46	\$ 72,838.13	5.12%	\$ 1,353,986.02	\$ 140,677.44	10.39%
March	May	\$ 1,922,042.18	\$ 1,785,089.94	\$ (136,952.24)	-7.13%	\$ 1,866,060.37	\$ (80,970.43)	-4.34%
April	June	\$ 1,526,010.87	\$ 1,587,871.03	\$ 61,860.16	4.05%	\$ 1,481,563.95	\$ 106,307.08	7.18%
May	July	\$ 1,613,898.76	\$ 1,641,703.33	\$ 27,804.57	1.72%	\$ 1,566,892.01	\$ 74,811.32	4.77%
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	\$ 13,214,950.19	\$ 375,356.71	2.92%	\$ 18,982,708.98	\$ 775,752.36	6.24%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
July 15, 2013

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

City of Lewisville					
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%
November	January	\$ 1,984,090.82	\$ 1,965,351.05	\$ (18,739.77)	-0.94%
December	February	\$ 2,874,196.38	\$ 3,085,264.25	\$ 211,067.87	7.34%
January	March	\$ 1,797,507.20	\$ 2,041,609.97	\$ 244,102.77	13.58%
February	April	\$ 1,501,720.29	\$ 2,102,744.48	\$ 601,024.19	40.02%
March	May	\$ 2,521,189.10	\$ 2,507,337.55	\$ (13,851.55)	-0.55%
April	June	\$ 1,785,089.94	\$ 2,214,494.00	\$ 429,404.06	24.06%
May	July	\$ 2,146,891.75	\$ 2,350,979.01	\$ 204,087.26	9.51%
June	August	\$ 2,461,535.81			
July	September	\$ 2,130,071.15			
August	October	\$ 2,161,803.34			
September	November	\$ 2,278,200.43			
Y.T.D Total		\$ 25,374,847.25	\$ 18,638,930.15	\$ 2,295,693.63	14.05%

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
October	December	\$ 243,619.10	\$ 250,035.98	\$ 6,416.88	2.63%
November	January	\$ 243,165.41	\$ 246,297.20	\$ 3,131.79	1.29%
December	February	\$ 395,580.52	\$ 413,313.51	\$ 17,732.99	4.48%
January	March	\$ 201,738.67	\$ 239,867.34	\$ 38,128.67	18.90%
February	April	\$ 215,687.96	\$ 215,912.22	\$ 224.26	0.10%
March	May	\$ 294,815.24	\$ 310,470.19	\$ 15,654.95	5.31%
April	June	\$ 246,882.39	\$ 240,403.26	\$ (6,479.13)	-2.62%
May	July	\$ 280,774.11	\$ 240,733.53	\$ (40,040.58)	-14.26%
June	August	\$ 296,673.40			
July	September	\$ 247,525.92			
August	October	\$ 240,564.70			
September	November	\$ 289,237.15			
Y.T.D Total		\$ 3,196,264.57	\$ 2,157,033.23	\$ 34,769.83	1.64%

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	\$ 2,521,245.16	\$ (41,722.58)	-1.63%
January	March	\$ 1,802,513.11	\$ 1,929,589.80	\$ 127,076.69	7.05%
February	April	\$ 1,733,550.06	\$ 1,843,926.56	\$ 110,376.50	6.37%
March	May	\$ 2,557,253.34	\$ 2,297,124.75	\$ (260,128.59)	-10.17%
April	June	\$ 1,825,446.45	\$ 1,940,931.42	\$ 115,484.97	6.33%
May	July	\$ 1,930,853.61	\$ 1,950,563.66	\$ 19,710.05	1.02%
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	\$ 16,160,068.67	\$ 134,694.22	0.84%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
July 15, 2013

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

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2013 Payments To Date	2012 Payments To Date	% Change
Houston MTA	1.00%	\$ 53,094,018.25	\$ 49,368,861.91	7.55%	\$ 373,437,497.55	\$ 344,206,449.90	8.49%
Dallas MTA	1.00%	\$ 37,864,629.91	\$ 33,896,718.35	11.71%	\$ 263,067,385.25	\$ 247,163,073.69	6.43%
Austin MTA	1.00%	\$ 14,973,409.86	\$ 13,289,613.38	12.67%	\$ 102,879,270.58	\$ 95,534,518.64	7.69%
San Antonio MTA	0.50%	\$ 9,396,530.74	\$ 9,113,735.57	3.10%	\$ 68,664,613.76	\$ 64,426,933.39	6.58%
San Antonio ATD	0.25%	\$ 4,282,041.23	\$ 4,042,860.17	5.92%	\$ 31,113,503.83	\$ 29,811,556.91	4.37%
Fort Worth MTA	0.50%	\$ 4,850,249.44	\$ 4,592,216.92	5.62%	\$ 33,833,245.56	\$ 31,950,103.21	5.89%
El Paso CTD	0.50%	\$ 2,991,633.14	\$ 2,770,949.84	7.96%	\$ 22,250,794.71	\$ 21,389,807.76	4.03%
Corpus Christi MTA	0.50%	\$ 2,645,394.46	\$ 2,373,520.66	11.45%	\$ 19,807,652.53	\$ 16,932,265.45	16.98%
Denton CTA	0.50%	\$ 1,641,703.33	\$ 1,566,892.01	4.77%	\$ 11,577,261.15	\$ 11,120,230.28	4.11%
Laredo CTD	0.25%	\$ 614,869.23	\$ 577,245.31	6.52%	\$ 4,502,359.65	\$ 4,199,168.67	7.22%
TOTALS		\$ 132,354,479.59	\$ 121,592,614.12	8.85%	\$ 931,133,584.57	\$ 866,734,107.90	7.43%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
July 15, 2013



Board of Directors Memo

July 25, 2013

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

Diesel Particulate Filter Cleaning Equipment

A request for bids was released on June 17, 2013, on BidSync for the purchase of one (1) thermal processing unit and one (1) diesel particulate filter cleaning unit. Notices were provided to over 800 potential suppliers, seventeen (17) suppliers viewed the documents.

On July 10, 2013, DCTA received two bids in response to our RFB:

1. DPF Cleaning Specialist
2. SPX Service Solutions

Staff conducted a review and evaluation of the bids received and staff is recommending purchase of the cleaning unit and thermal processing unit from DPF Cleaning Specialist a Denton based company. The total cost of the equipment is \$21,950 and will be reimbursed at 100% from the ARRA funds.

Space Planning and Furniture Configuration

A RFP is posted on BidSync for an opportunity to provide space planning for the new bus operations and maintenance facility and to assist staff in determining the needs to best accommodate the functions of the facility.

Consulting Services for State Legislative Services

An RFI was released on June 27, 2013, for providing continuous communications with the Delegation, advising the Members and staff of DCTA's activities, and in turn advising DCTA of the interests and needs of the Delegation. Such activities shall include the solicitation of Delegation support for project funding, transportation-related legislative initiatives, the Authority's legislative platform and other required concurrences as submitted by DCTA to the agencies of the state of Texas. Four (4) responses were received and are currently being reviewed by staff.

Submitted by:

Athena Forrester, Procurement Manager

Final Review:

Anna Mosqueda, CFO



Board of Directors Memo

July 25, 2013

Item: 1(b) Capital Projects Update

Downtown Denton Transit Center (DDTC)

In May of 2008 DCTA and City of Denton entered into an agreement authorizing City of Denton to construct the DDTC and transfer the building and related property and assets to DCTA upon completion of the construction and FTA approval of the transfer of the assets. DCTA would reimburse City of Denton the local share in amount not to exceed \$777,423 (20%) of the federal grant awarded to City of Denton for the project. Half of the local share reimbursement was paid upon approval of the agreement and the balance was to be paid after completion of project and transfer of assets. Construction was completed and DCTA began utilizing the DDTC under a Right of Entry (ROE) with the City of Denton pending final conveyance of assets. City staff is in the process of finalizing the list of assets to be conveyed to DCTA. DCTA staff has been working with the City of Denton to facilitate the asset transfer process. Reimbursement for the balance of the local match will be made after the asset transfer has been completed and accepted by the DCTA Board. The City of Denton staff's target date for completion and final review is August, 2013.

GTW Implementation

Staff continues to work with Herzog, Stadler and the FRA to test GTWs with the intent of eventually operating single units. Herzog, DCTA and the FRA conducted two rounds of single car testing along the entire corridor, neither of which was successful. The loss of shunt experienced by a single GTW is a complex issue that will likely require a multi-disciplined approach to solve. Herzog Technologies has completed the installation of a wayside data transmitter which allows for remote monitoring of vehicle shunting.

DCTA, Stadler and Herzog are currently working on a rail brush that would attach to the rear truck of the vehicle and "brush" the rail which may help in the shunting of a single car. The manual prototype was tested the week of July 15th in the yard to insure that it does not get caught on switches and rail guides. This test was successful and FRA was present.

Herzog Technologies is working with DCTA on an audio frequency overlay. Herzog is developing final pricing and a work authorization for approval by DCTA. This overlay will be installed and initially tested in the area near Hebron.

Where's My Ride

The Strategic Mapping team was onsite June 25th – 28th to conduct the official Kick-Off meeting for the Where's My Ride project. A detailed fleet assessment of both Connect buses and A-train vehicles was also accomplished during this visit. Completion of the Final Design Document is currently underway. Staff expects an updated project schedule in mid-July reflecting estimated dates for installation, testing, training, and completion of the project.

Bus Operations and Maintenance Facility

Work is nearing completion on the public improvements. The drainage way is approximately 85% complete. The remaining work is adjacent to the sewer improvements and pedestrian bridge foundations. The parking lot is approximately 85% complete. DCTA staff is in regular contact with local residents and are satisfied with our progress. Approximately 70% of the

tilt walls are form. Pouring of the walls will begin on July 15th. The project is scheduled for completion in January 2014.

Community Enhancements

The 100% package was sent to Austin on June 17, 2013. TxDOT requires a ten week period for review in Austin. We have received a few questions regarding the contract and bid portions of the specifications and have requested clarification. We anticipate bidding the project in late August. The schedule reflects construction start during the fall planting season.

Lewisville Hike/Bike Trail

Jacobs expects has completed the corridor analysis and developed conceptual plans that were reviewed by the City of Lewisville. They are working on refining the cost estimate and negotiating with subcontractors on the costs of surveying. Final engineering is expected to be complete in late 2013 with construction start in the spring of 2014.

Positive Train Control (PTC)

A meeting was held in June with all of the regional partners to review the technical and purchasing documents. The partners are reviewing the resulting documents and an additional meeting is scheduled in mid-July. We expect to be completed with review and editing of the technical specification and bid documents by the end of the summer at which time DART will begin the RFP process.

Passenger Amenities

Thirteen shelters have been installed and five are currently under construction. The City of Denton has approved the installation of 19 of the bus shelters. DCTA staff is to establish three new locations for the remaining shelters. The approved locations were found to be unsuitable due to right-of-way/property line and technical issues. We expect to present these to Denton City Council for approval in August. The contract was awarded to Boyd Construction, who began work the week of May 20th.

Highland Village/Lewisville Lake Parking Lot Improvements

The City of Lewisville will be installing the new traffic signage and other improvements at the Highland Village/Lewisville Lake station, through our Interlocal Agreement. The material is on order and the work is expected to be complete the second week of August. DCTA and the City of Lewisville are still waiting on approval by the US Army Corps of Engineers on the additional recreational parking along Eagle Point.

Submitted by: 
Ann Boulden, Project Manager



MARKETING & COMMUNICATIONS REPORT

July 25, 2013

Marketing and Communications Initiatives

- August Service Changes Planning
- Food Truckin' Tuesdays Coordination
- Mayor's Mile Event Coordination
- Intern Recruitment
- University Orientations
- I-35E Construction Campaign & Communications
- Communication Architecture Verification

- DDTC Parking Lot Communications
- Chin Community Training & Partnership
- DentonRadio.com Partnership
- Website Enhancement
- WMR & GoPass Integration Coordination
- Bus Driver Recruitment
- Back to School Resource Fairs

Regional Initiatives

- Regional Saturday Fare Promotion
- Regional Events Promotion Coordination

- Transit Advertising
- Mobile Ticketing (GoPass) Communications

Recent Events

6/23-6/24	UNT Orientation	150	attendees
6/24	TWU Orientation	200	attendees
6/26-6/27	UNT Orientation	150	attendees
6/27	TWU Orientation	200	attendees
7/3	UNT Orientation	150	attendees
7/2	Food Truckin' Tuesdays, DDTC	200	attendees
7/9-7/10	UNT Orientation	150	attendees
7/11	Lewisville Citizens Advisory Team Meeting	2	Attendees
7/12	UNT Orientation	150	Attendees
7/14-7/15	UNT Orientation	150	Attendees
7/16	Chin Refugee Ministry Train the Trainer	4	attendees
7/18	Denton Citizen Advisory Team Meeting	5	attendees
7/17-7/19	UNT Orientation	150	attendees
7/20	Congressman Burgess's Energy Summit & Fair		

Upcoming Events

7/22	PICA Focus Groups & Stakeholder Meetings	8/10	Back 2 School Fair: Southeast Denton
7/23	PICA Focus Groups & Stakeholder Meetings	8/15	Back 2 School Fair: Lake Dallas ISD
7/26	UNT Orientation	8/17	Back 2 School Fair: Lewisville ISD
7/29-7/30	UNT Orientation	8/21-8/22	UNT Orientation
8/2	UNT Orientation	8/3	UNT Orientation
8/2	TWU Orientation	8/27	UNT Orientation
8/5	TWU Orientation	9/27	Lewisville Western Days
8/6	Food Truckin' Tuesdays, DDTC	10/5	Denton Mayor's Mile
8/8	Back 2 School Fair: Chin Fair, Lewisville		



MARKETING & COMMUNICATIONS REPORT

July 25, 2013

General DCTA Related Media

Articles Mentioning DCTA	104	Month Total Ad Value	\$ 65,861
Web Reach Per Million	14,651	YTD Total Ad Value	\$ 198,890
YTD Web Reach Per Million	17,409	Dump the Pump Ad Value	\$ 24,569

Topic Highlights

- Cotton Belt Rail Line Funding Bill Dies in Legislature
- DART, The T, DCTA Urge Drivers to Dump the Pump
- DCTA Family Fun Pass
- DCTA now offering Summer Youth Pass
- Food trucks to converge at downtown transit center
- Smartphone app will allow paperless transit tickets
- Summer schedules implemented for select DCTA services
- Swap Gas Receipt for a Free Week on Buses and Trains
- DCTA to Celebrate Bus Shelter Installation in Denton
- Varnier named executive director of CATA

Title	Source
DCTA light rail A train in Carrollton, Texas	www.youtube.com
National Train Day Saturday May 11, 2013 Fort Worth	hnbbs.net
Wednesday Night Update - Severe weather edition	Who's Playin
DCTA Family Fun Pass Family eGuide	familyeguide.com
Cotton Belt funding bill dies in Legislature	equities.com
2 DCTA A Trains meet and depart	www.youtube.com
The Cotton Belt Rail Line Can Still Be Built. Here's How.	Dallas Observer Blogs
DCTA MLK Jr. Memorial Bridge Ribbon Cutting	www.youtube.com

DCTA Marketing Web Statistics (Based on Fiscal Year)

DCTA Website

DCTA.net							
	April	May	June	1st Quarter FY2013	2nd Quarter FY2013	3rd Quarter FY2013	% Change from Last Quarter
Visitors	29,206	26,469	26,944	45,783	43,497	82,619	89.94%
Visits	16,627	15,118	15,328	71,438	69,307	47,073	-32.08%
New Visits	44.70%	44.56%	45.94%	43.70%	43.28%	45.07%	4.14%
Avg. Time on Site	2:56	3:23	3:05	3:07	2:55	3:08	7.43%



MARKETING & COMMUNICATIONS REPORT

July 25, 2013

Top Page Views
A-train Routes & Schedules
Routes & Schedules
Homepage
Connect Routes & Schedules
About DCTA

Top Traffic Sources
Google
Direct
Bing
Yahoo
dart.org

	Traffic Sources Overview		
	January	February	March
Search Engines	20,342	15,450	17,305
Direct Traffic	11,076	8,291	9,279
Referring Sites	3,999	2,655	3,440

DCTA Social Media

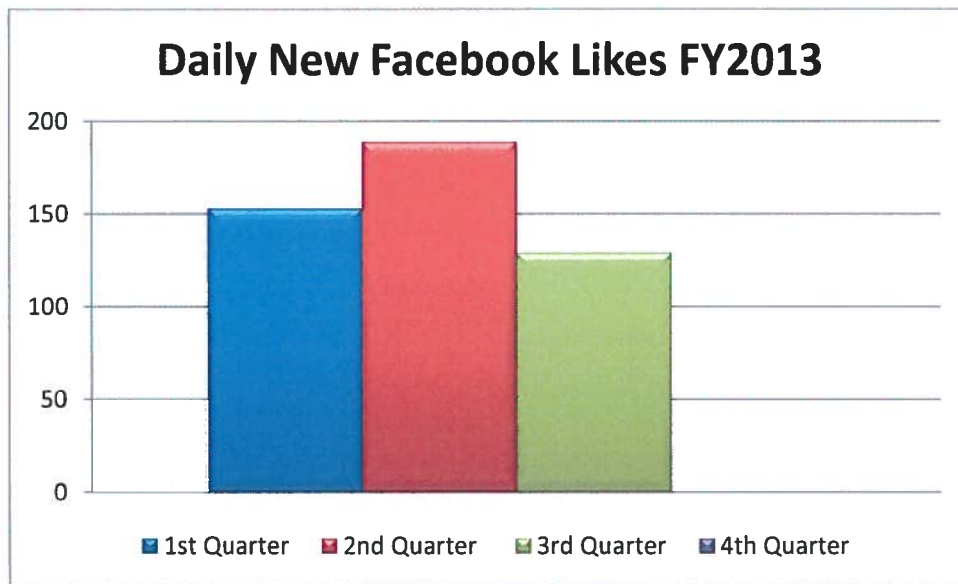
twitter.com				
	1st Quarter FY2013	2nd Quarter FY2013	3rd Quarter FY2013	% Change from Last Quarter
Followers	1182	1378	1481	7%
Following	266	306	318	4%
Listed	39	43	46	7%

Foursquare				
	1st Quarter 2013	2nd Quarter 2013	3rd Quarter 2013	% Change from Last Quarter
Top Check-in Venue *	491	466	494	6%
Total Check-ins	610	875	1222	40%
* DART Trinity Mills Station (A-train)				

MARKETING & COMMUNICATIONS REPORT

July 25, 2013

facebook.com							
	April	May	June	1st Quarter FY2013	2nd Quarter FY2013	3rd Quarter FY2013	% Change from Last Quarter
People Talking About This	319	357	259	598	570	935	64%
Page Stories	401	448	372	802	673	1,221	81%
Lifetime Total Likes	1,907	1,927	1,957	1,730	1,879	1,957	4%
New Likes	44	37	48	153	189	129	-32%
Unlikes	6	7	14	22	21	27	29%
Page Engaged Users	1,723	1,199	998	1,852	1,597	3,920	145%
Total Reach	42,130	23,560	87,440	31,282	30,760	153,130	398%
Viral Reach	25,218	8,345	8,218	15,001	10,961	41,781	281%
Total Impressions	140,995	104,671	294,965	142,507	121,105	540,631	346%
Viral impressions	48,995	15,611	16,486	41,244	24,292	81,092	234%



MARKETING & COMMUNICATIONS REPORT

July 25, 2013

Customer Service Performance

Call Center Monthly Statistics

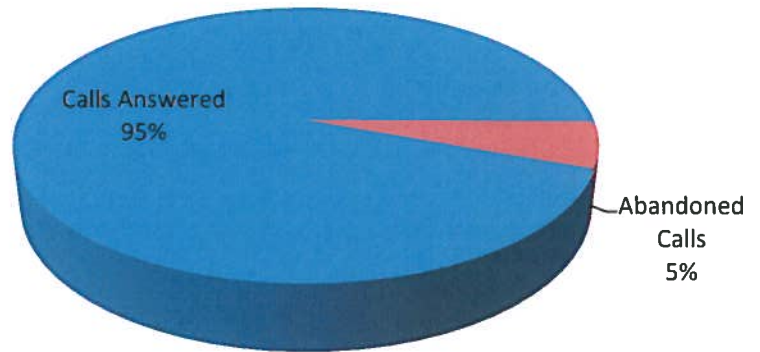
In June, DCTA's call center received 3,618 calls compared to the 3,866 calls that were recorded in the month of May. There were four days missing in the report for June that added to the 7% decrease in incoming calls for this month. 3,422 of the calls recorded in June were answered and 196 were abandoned.

The target for answered calls is 90%. With a 95% rate of calls answered this target was met this month.

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

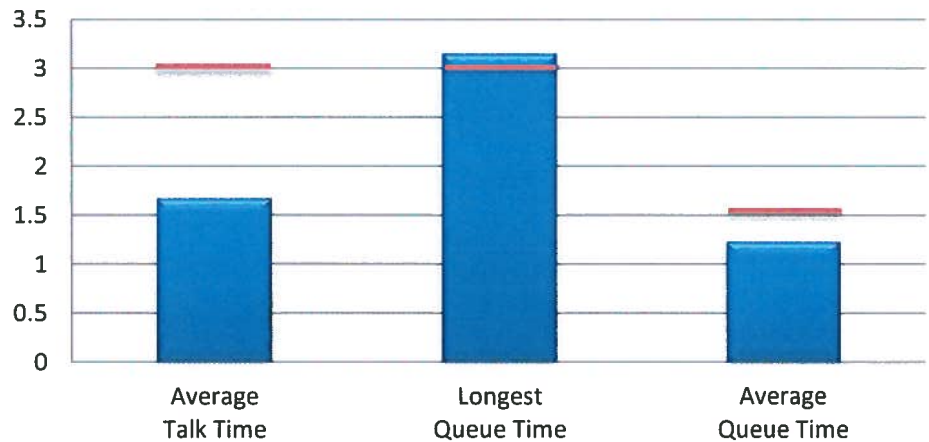
Incoming Calls

6/1/13 - 6/30/13



Call Center Performance

6/1/13 - 6/30/13



MARKETING & COMMUNICATIONS REPORT

July 25, 2013

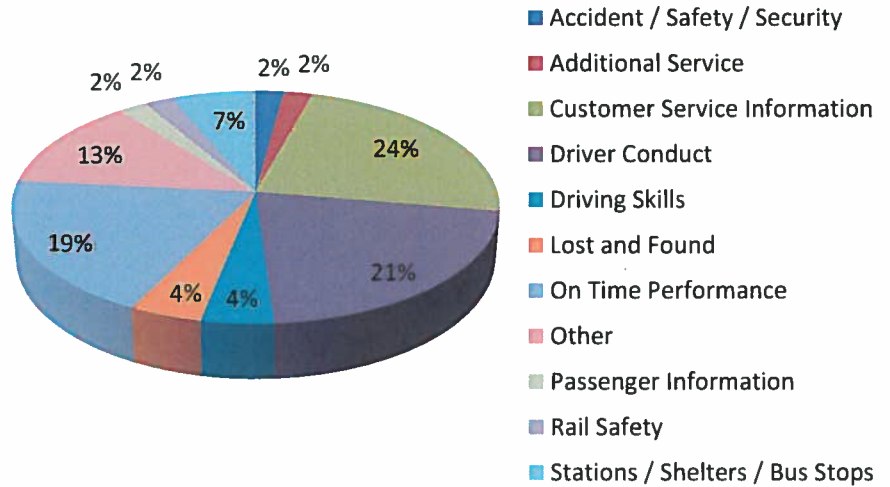
GoRequest Monthly Statistics

DCTA had a total of 47 requests during the month of June. This is a 38% increase from the month of May.

Accident / Safety / Security	1
Additional Service	1
Customer Service Information	11
Driver Conduct	10
Driving Skills	2
Lost and Found	2
On Time Performance	9
Other	6
Passenger Information	1
Rail Safety	1
Stations / Shelters / Bus Stops	3

Topic Counts of Opened Requests

6/1/13 - 6/30/13

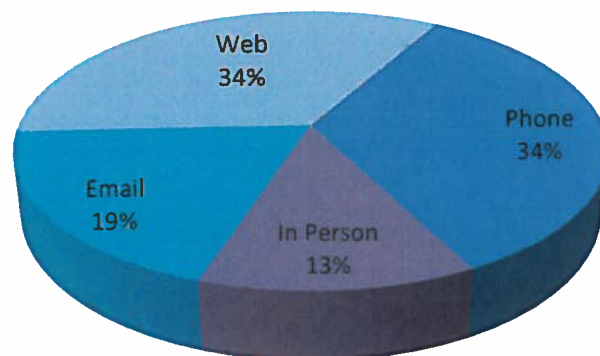


When a passenger enters a request they are asked to categorize it into a particular type. There are five request types to choose from complaint, compliment, problem, question and suggestion. Of the 47 requests received in June, the breakout looks like this:

Complaint	26
Compliment	2
Problem	0
Question	16
Suggestion	3

How Requests Are Reported

6/1/13 - 6/30/13



2.30 Complaints/10,000 Passengers

4.17 Total Requests / 10,000 Passengers

MARKETING & COMMUNICATIONS REPORT

July 25, 2013

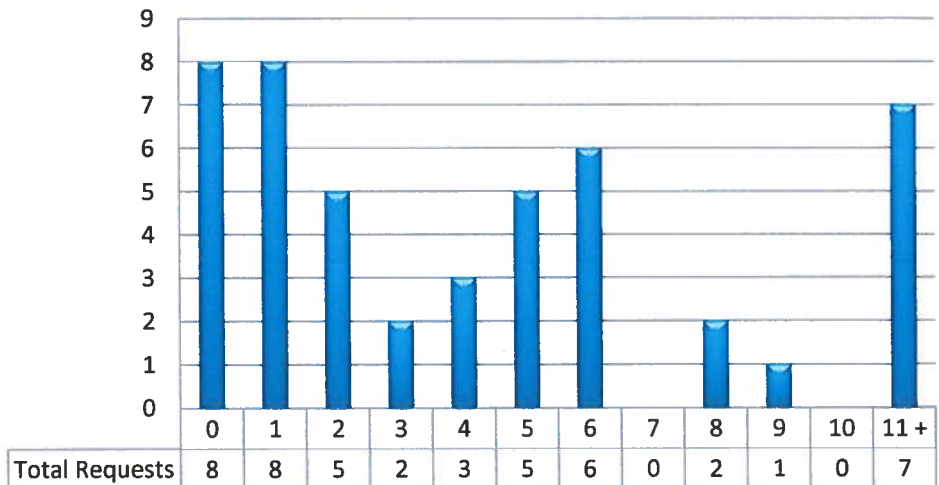
DCTA has set a goal to have all requests closed within seven days. Ten days is the maximum number of days that a request is allowed to remain unresolved.

During this reporting period seven requests took more than ten days to close out. These particular requests required investigation into the incidents in question before they could officially be closed out, however staff was in contact with the customers in regards to the issue well before the ten day time period.

In this reporting period it took, on average, 4.49 days to close out a request.

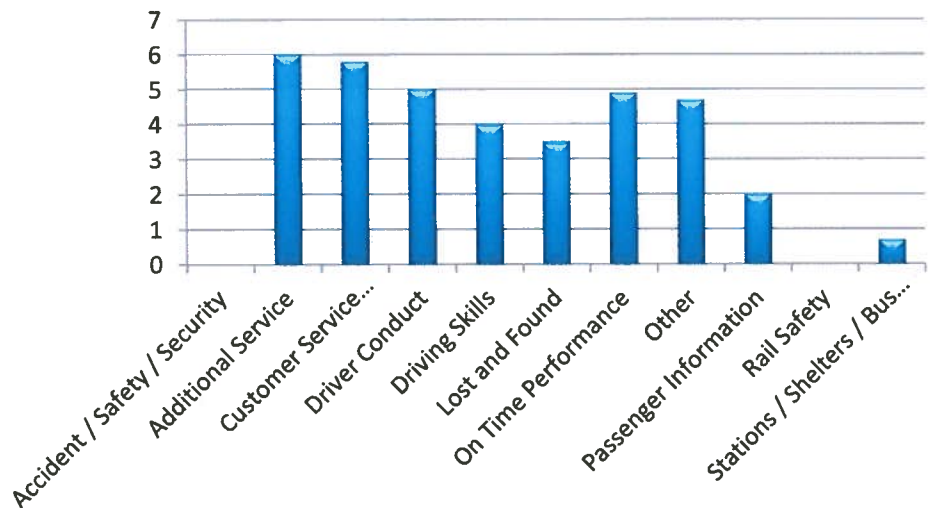
Number of Days to Close a Request

6/1/2013 - 6/30/2013



Average Number of Days to Close a Request by Topic

6/1/13 - 6/30/13




Kristina Brevard
Vice President, Marketing & Communications



TRANSIT OPERATIONS REPORT

Thursday, July 25, 2013

RIDERSHIP

- The A-train carried 37,061 passengers during the month of June. This reflects an overall increase in ridership of 25% for the month of June 2013, when compared to June 2012.
- DCTA bus system carried 75,742 passengers last month which is a 13% decrease relative to last year. Connect ridership continues to increase but overall ridership trends are heavily influenced by UNT.
- DCTA carried 112,803 passengers in June 2013 compared to 117,100 in June 2012. This is a -3.6% decrease. Refer to attached ridership charts.

SYSTEM ON-TIME PERFORMANCE

- June "On Time Performance" (OTP) for the rail and bus was 98.99% and 100% respectively.

SAFETY/SECURITY

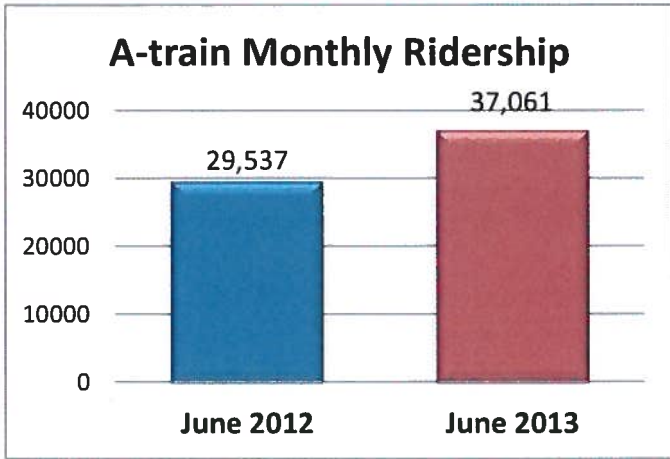
- DCTA Rail Operations Injury-Free Workdays: 411 days
- There was one vehicle issue at the Eagle Point road crossing during June. This issue did not cause any train delays and or track damage.
- There were zero reportable bus accidents in June.

RAIL MAINTENANCE

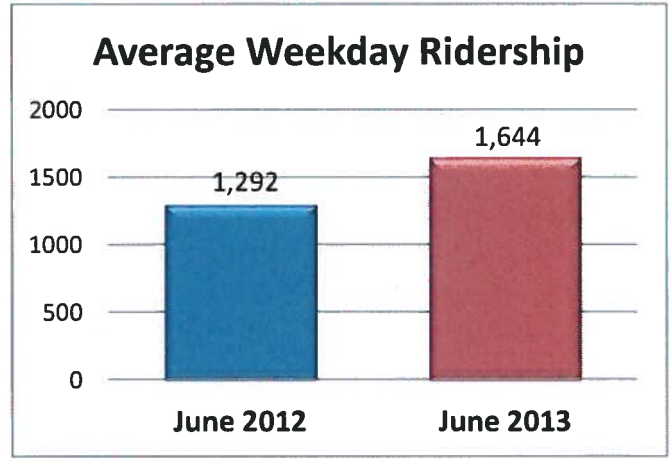
- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** On June 3, 2013, a dispatcher miss-lined a signal resulting in 1 late train.
- **Stations:** DCTA contract operations (HTSI) continues to perform weekly safety inspections, which have not identified any major issues, and any minor aesthetic issues have been quickly resolved (i.e. landscape maintenance, etc.). DCTA staff is currently investigating the benefits of contracting with another firm to hand station landscape maintenance.
- **Mechanical:** On June 17, 2013, a software issue with the braking system occurred on the 5920 while north of MedPark Station. 10 trains were affected by this issue, with 3 late, 4 annulled, 3 terminated.
- **TVM:** The Ticket Vending Machines are not properly validating pre-sold fare media. DCTA has disabled the external validators on the machines and are manually validating pre-sold passes. The vendor has informed DCTA that the software solution will be available in 60 days. DCTA is also working with the vendor to develop a long-term maintenance agreement to include software and hardware upgrades.

PLANNING AND CUSTOMER SERVICE

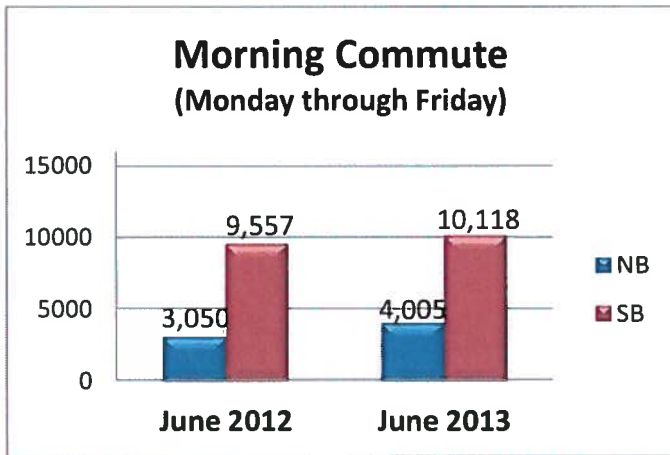
- The next schedule change will occur on August 26, 2013.
- UNT will start classes on August 27, 2013.
- DCTA customers and employees have been notified to cease parking in the private lot adjacent to the Downtown Denton Transit Center. Customers are encouraged to use the bus, park at MedPark or park in the city lot at Hickory and Exposition.



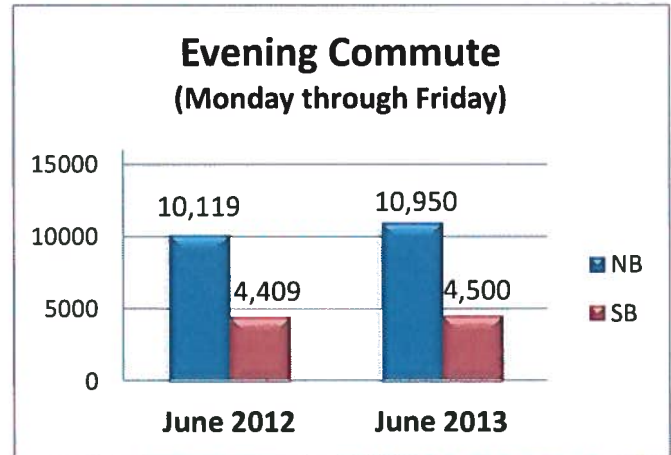
The A-train moved 37,061 passengers during the month of June, a 25% increase over June 2012.



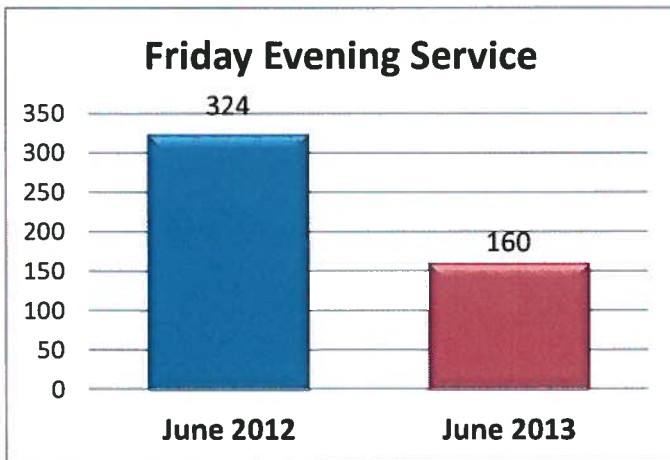
The daily average for A-train ridership during the month of June was 1,644 passengers, an increase of 27% over June 2012.



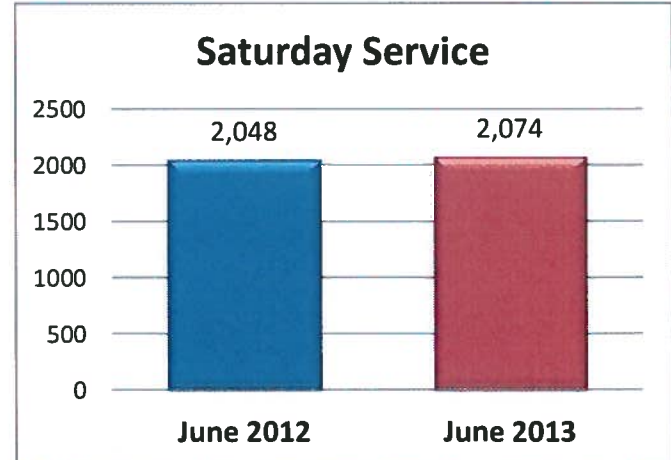
Morning commute ridership increased by 31% for northbound and 6% for southbound, compared to June 2012.



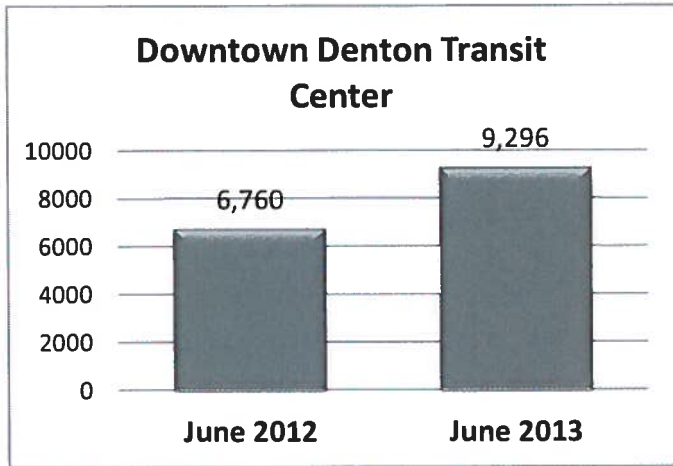
Evening commute ridership increased by 8% for northbound and 2% for southbound, compared to June 2012.



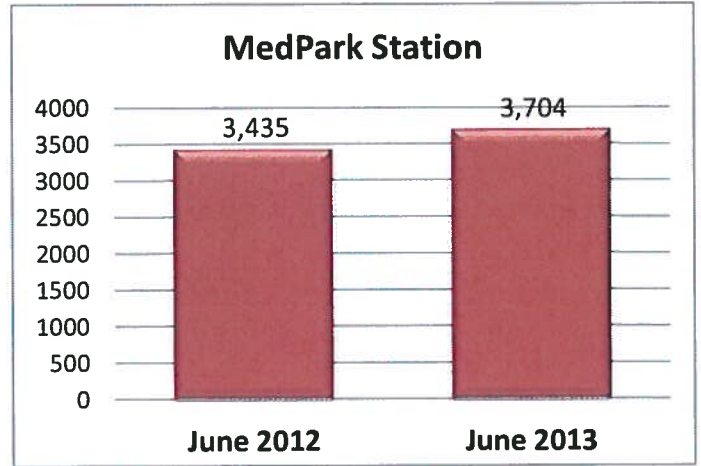
Friday evening service experienced a decrease of 51% in ridership for the month of June 2013, compared to June 2012.



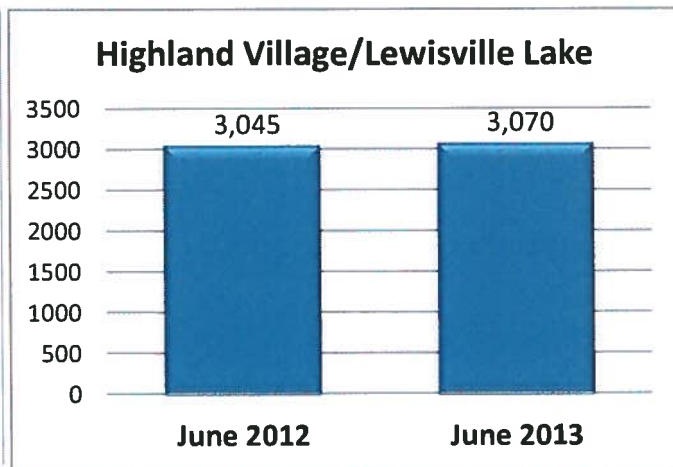
Saturday ridership increased by 1% for the month of June 2013, compared to the June 2012.



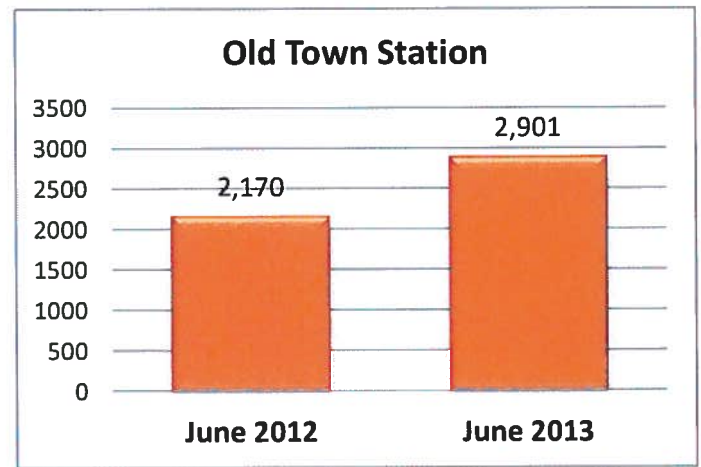
DDTC A-train ridership increased by 38%.



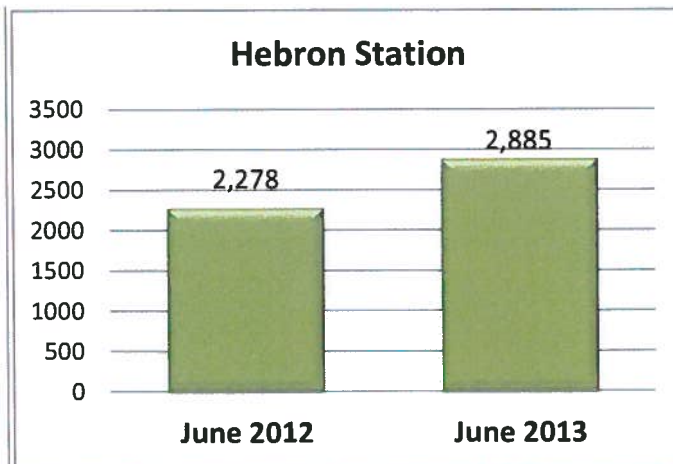
MedPark A-train ridership increased by 8%.



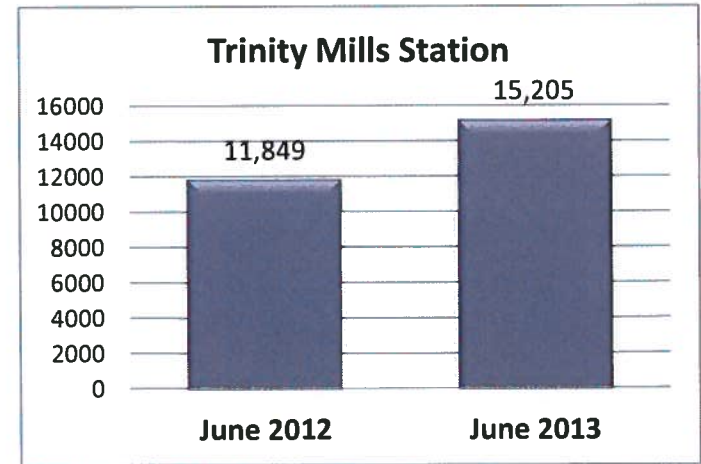
Highland Village/Lewisville Lake A-train ridership decreased by 1%.



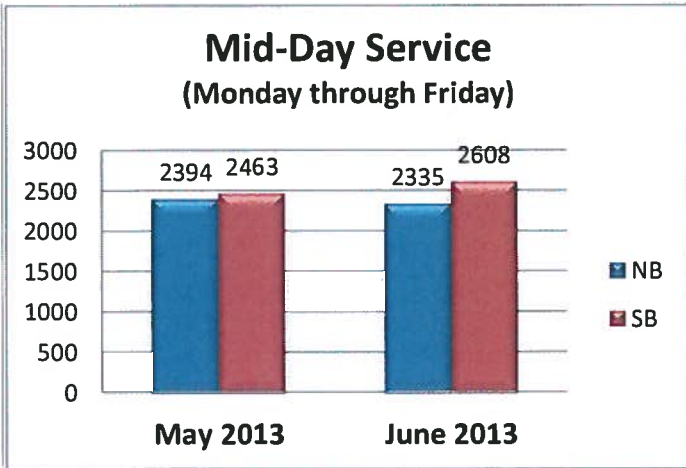
Old Town A-train ridership increased by 34%.



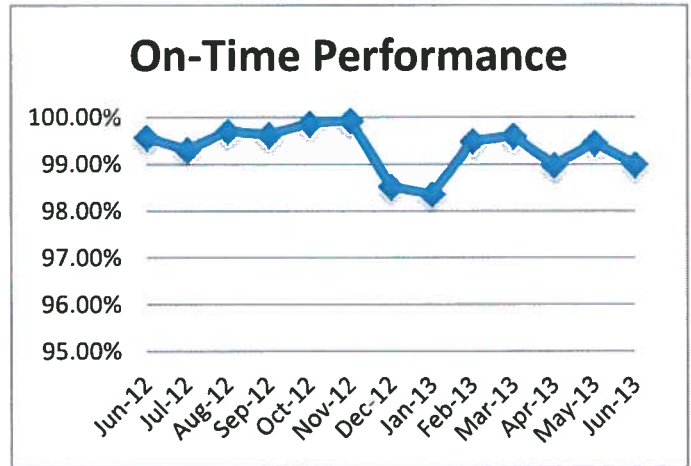
Hebron A-train ridership increased by 27%.



Trinity Mills A-train ridership increased by 28%.



Mid-Day Service ridership saw a decrease of 2% for northbound and an increase of 6% for southbound in June 2013, compared to May 2013.



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

BUS OPERATIONS PERFORMANCE INDICATORS

Ridership

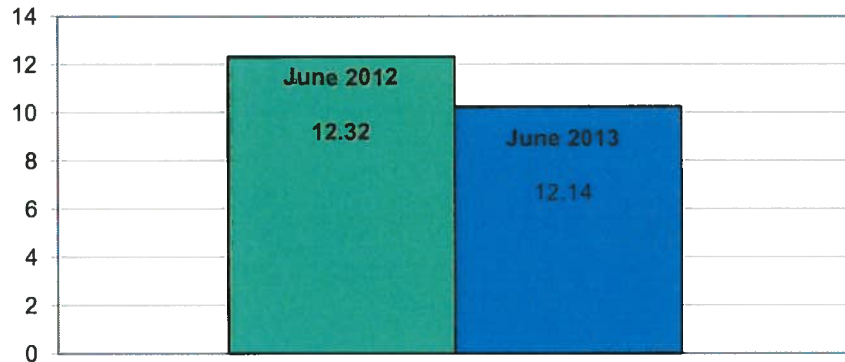
Ridership

June 2012 & June 2013

Performance Measures

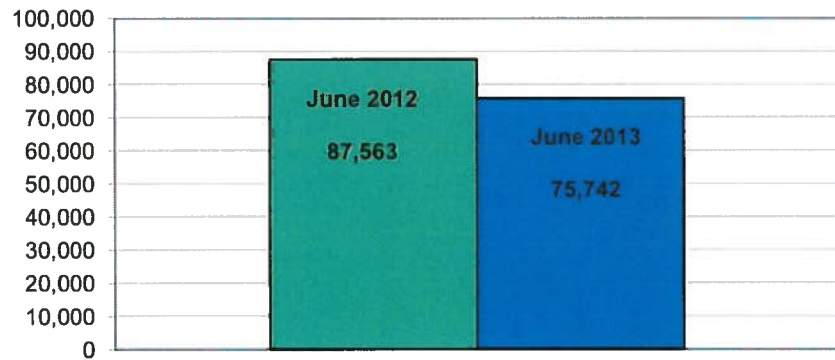
Passengers per Revenue Hour

Total passengers per revenue hour in June 2013 dropped marginally in comparison to June 2012.



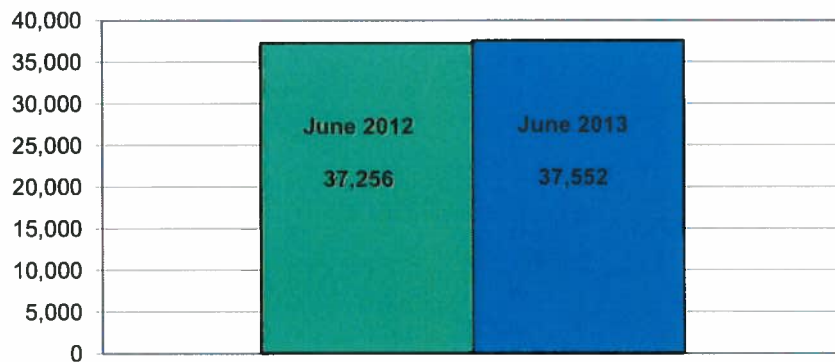
Bus System Ridership

Overall bus system ridership decreased by about 13% relative to June 2012. Declining ridership on the UNT Shuttle continues to influence overall ridership growth. DCTA and UNT are working to identify the root causes of the declines.



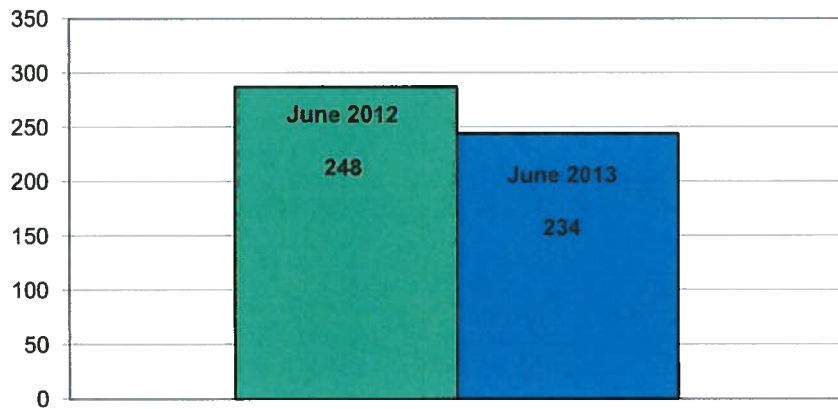
Connect Ridership

Connect ridership improved slightly relative to last year.



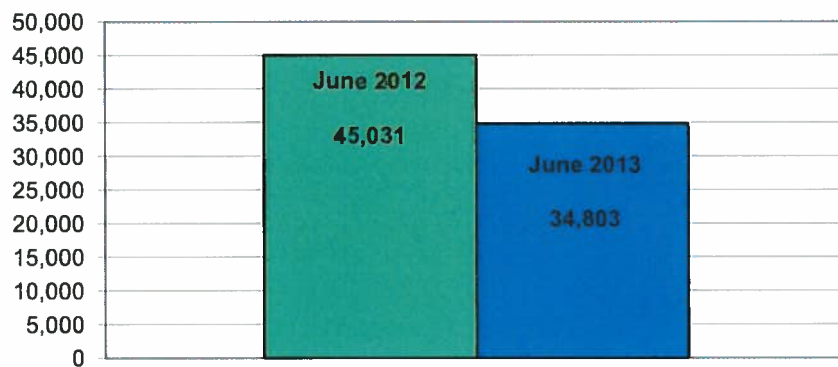
RSVP Ridership

RSVP ridership decreased by about 6% in comparison to June 2012.



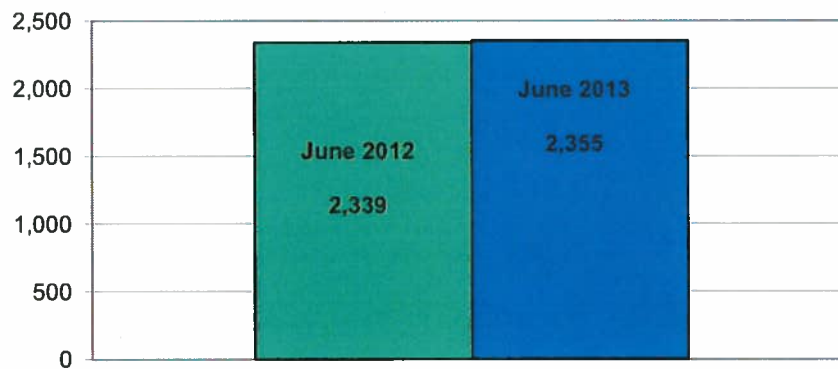
UNT Ridership

June UNT ridership fell by about 23% from last year's figure.



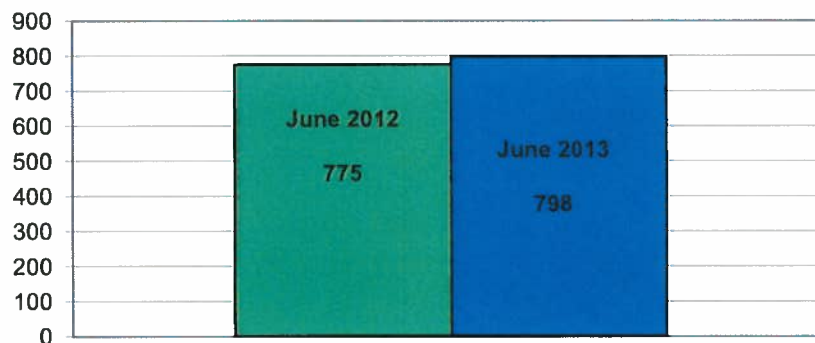
Access Ridership

Access ridership increased marginally.



NCTC Ridership

Ridership for NCTC continues to improve. Ridership for June 2013 showed an improvement of about 3% in comparison to June 2012.



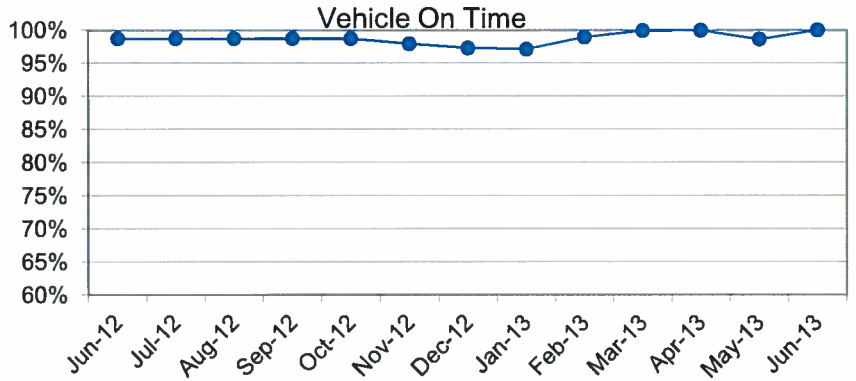
Customer Satisfaction

Systemwide Performance June 2012 & June 2013

Performance Measures

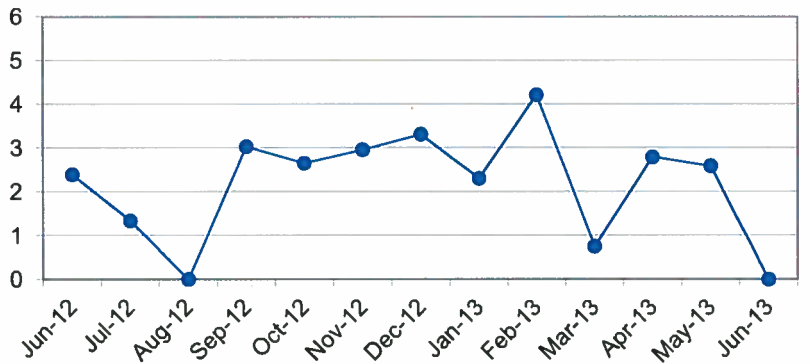
Systemwide On-Time Performance

Systemwide on-time performance continues to stay well above the 95% metric.



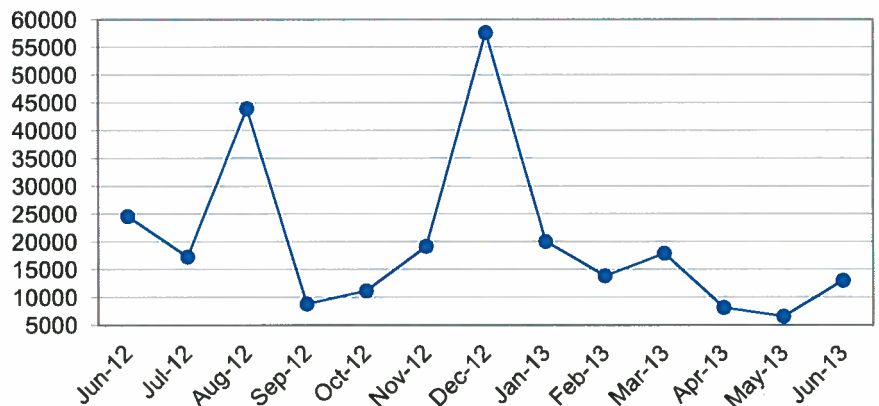
Systemwide Accidents per 100k Miles

There were no accidents systemwide in June.



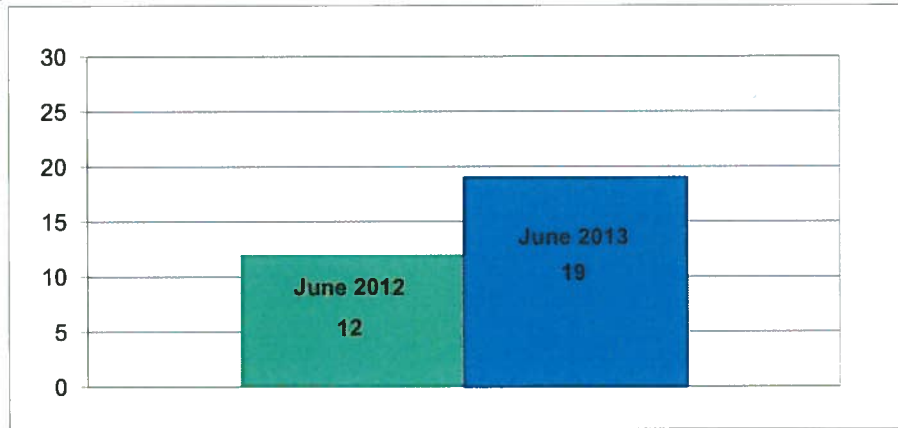
Miles Between Road Calls

Miles between road calls increased significantly as the number of road calls dropped to 10.



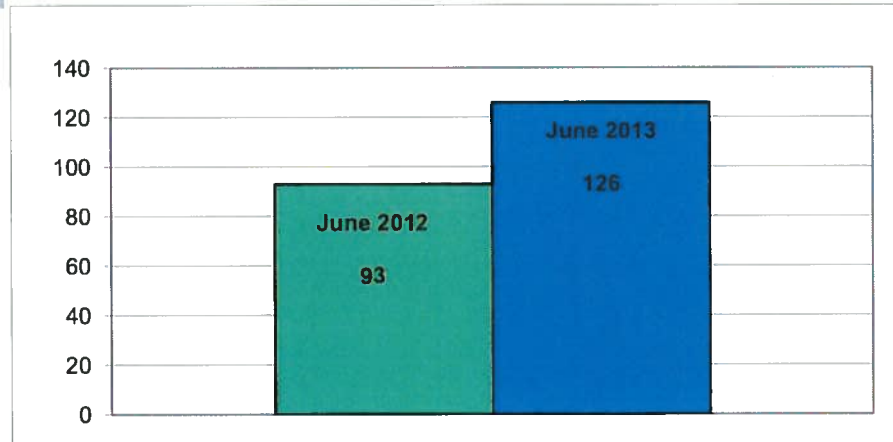
Trip Denials

There was over a 58% increase in trip denials.



No-Shows

No-shows increased by about 35%. TMDC staff continues to work with Access customers in scheduling and cancelling appointments to avoid no-shows.





Board of Directors Memo

July 25, 2013

Item: 2(a) Finance Committee Chair Report

The Finance Committee meeting and Special called Board of Directors meeting was held at 1:00 p.m., Tuesday, July 16, 2013 at 1660 S. Stemmons, Suite 250 Conference Room in Lewisville, TX

In attendance were:

Committee Chair: Dave Kovatch

Committee Members: Allan Harris, George Campbell, Richard Huckaby

Board Members: Charles Emery, Paul Pomeroy, Carter Wilson

DCTA Staff: Anna Mosqueda, Amanda Riddle, Kristina Brevard, Dee Leggett, Donna Bowers, Michael Chinn, Leslee Bachus

A complete copy of Budget Committee agenda packet and handouts is included as "Attachment A" to this report. The following agenda items were discussed:

Discussion of Fiscal Year 2014 Budget

Operating & Capital Expenditures:

- The committee reviewed and discussed the FY14 operating and capital budget for general & administrative (G&A) in detail and reviewed the updates made to the operating & capital budget for bus and rail operations since the June 17 Finance Committee meeting. The Finance Committee discussed the following:
 - **G & A:** Discussion of operating and capital expenses required in FY14:
 - **Key Baseline Assumptions for G & A Budgets Include:**
 - Salary & benefits include a 3.5% merit along with a \$25k pay plan adjustment.
 - Currently included is a 10% increase for health care benefits. These will be discussed in greater detail at the Finance Committee scheduled for July 29th when Holmes-Murphy, DCTA benefits consultants present the anticipated forecast for FY14 based on most current claims history and market
 - New initiatives
 - Passenger Information Communication Architecture (PICA) to improve passenger
 - Website re-design to make DCTA website mobile friendly integrate data from Where's My Ride project
 - Develop a hybrid computing solution in order to address current IT issues staff is experiencing.
 - Beginning a Wellness Program to help offset increasing health benefit costs

- Employee Recognition Program
- Office re-painting and update to the conference rooms.
- **Expanded Level Projects**
 - I-35 Construction Communication Campaign
 - Grant Compliance Software (DBE, Davis-Bacon)
 - 1 additional full-time position : IT Technician
- **Bus Operations:** Discussion of updates (as outlined below) to the proposed operating and capital budget for bus operations in FY14 since the June 17 committee presentation:
 - Adjusted the fuel rate to \$4.15/gallon from \$4.25
 - Included a 10% increase for health care benefits. These will be discussed in greater detail at the Finance Committee scheduled for July 29th when Holmes-Murphy, DCTA benefit consultants present the anticipated forecast for FY14 based on most current claims history and market.
 - **Expanded Level Projects Included:**
 - Enhanced bus service for the Lewisville Connect (Routes 21, 22, 23). The committee also discussed the additional bus service enhancement for Denton service that is not currently included in the FY14 budget due to financial constraints.
 - 2 additional full-time positions:
 - 1 - Customer Service Representative
 - 1- Bus Operations Supervisor
 - **Capital Projects Included:**
 - Fleet replacement
 - Service vehicle acquisition
 - Bus O&M Facility construction (anticipated to be complete in 2014)
 - Bus radio capital project.
- **Rail Operations:** Discussion of updates (as outlined below) to the proposed operating and capital budget for rail operations in FY14 since the June 17 committee presentation:
 - Adjusted the fuel rate to \$4.15/gallon from \$4.25/gallon
 - **Expanded Level Projects Included:**
 - Rail service expansion to enhance mid-day service levels planned for January 2014.
 - **Capital Projects Included:**
 - Rail Grinding
 - Rail Scrubber
 - Erosion Control

- MOE capital items
- Single Car Testing
- LV Hike & Bike Trail
- Positive Train Control (PTC)

Discussion of FY14 Revenue Projections

- Review and discussion of projected FY14 sales tax projections. FY14 is a 3% increase based on the FY13 forecast, consisting of actuals received thru June (7 months) and budget figures for the remaining 5 months.
- Bus passenger revenues as well as contract service revenues show a slight increase from figures that were presented in June due to an adjustment to service hours based on the UNT contract.

Review Cash Flow Model

- Reviewed the current fund balance reserve levels that are reflected on the proposed cash flow model. These reserve amounts will be updated annually based on the adopted budget.
- Discussed the PTC project and the anticipated debt issuance in detail. Staff will provide revised cash flow model at the next committee meeting to reflect an updated PTC project amount based on current best estimate. Staff will determine the amount of debt issuance and associated debt service to be budgeted for FY14 based on the remaining balance required after accounting for the \$12.5 million allocation for PTC from the NCTCOG Regional Transportation Committee (RTC).

Overview of Fiscal Year 2014 Budget process

- FY14 Budget Calendar and items for discussion planned for the remaining meetings

Meetings adjourned at 2:43pm

Finance Committee

Chair – Dave Kovatch

Members –George Campbell, Allan Harris, Richard Huckaby, Jim Robertson

Staff Liaison – Anna Mosqueda – CFO



Finance Committee
of the DCTA Board of Directors
1:00 p.m., July 16, 2013
1660 S. Stemmons, Suite 250 Conference Room
Lewisville, TX 75067

AGENDA

NOTICE IS HEREBY GIVEN that there will be a special called meeting of the DCTA Board of Directors and a meeting of the Finance Committee of the DCTA Board of Directors at the time and location above. The DCTA Board of Directors will not conduct its special called meeting if a quorum of the DCTA Board of Directors does not attend however the DCTA Finance Committee will conduct its meeting regardless of the presence of a quorum of the DCTA Board of the Directors. The DCTA Board of Directors and the Finance Committee of the DCTA Board of Directors will consider the following:

Welcome and Introductions

- 1) ACCEPT MINUTES
 - a. June 17, 2013

- 2) ITEMS FOR DISCUSSION

- a. Discussion of Fiscal Year 2014 Budget
 - i. Operating & Capital Expenditures
 - ii. Revenue Projections
 - iii. Review Cash Flow Model

- 3) ADJOURN

Finance Committee
Chair – Dave Kovatch
Members – George Campbell, Allan Harris Richard Huckaby, Jim Robertson
Staff Liaison – Anna Mosqueda – CFO

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 emailing lbachus@dcta.net or calling Leslee Bachus at 972-221-4600.

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 7/18/2013 at 1:16 PM.

Leslee Bachus, Executive Assistant

**Finance Committee Memo**

July 16, 2013

Subject: 2 (a) Discussion of Fiscal Year 2014 Budget**Background**

Staff presented the bus and rail operations FY14 proposed operating budget and revenue projections at the Budget Committee meeting held in June. As outlined in the FY14 Budget calendar, in July and August, staff will present the combined operating and capital budgets for review and comment. The July 16 meeting will focus on proposed operating and capital budgets and the impact of the proposed FY14 budget on the cash flow model.

After final review and comment by the Budget Committee, the proposed budget will be forwarded to the Board for their review and discussion at their August meeting. At that meeting, the Board will also hold a public hearing on the budget to allow for citizen input. Once information from both the Board and the public has been received, the final budget will be presented for consideration and adoption by the Board at the September 26th, 2013 Board meeting.

Identified Need

DCTA must adopt an annual budget.

Financial Impact

Review and discussion only.

Recommendation

Review and discussion only- no recommendation at this time.

Final Review: _____
Department Head

**DENTON COUNTY TRANSPORTATION AUTHORITY
(DCTA)**

**FINANCE COMMITTEE
July 16, 2013**

**Chairman: Dave Kovatch
Members: George Campbell, Allan Harris, Richard Huckaby, Jim Robertson**

TODAY'S AGENDA

- **FY14 Proposed Budget**
 - Operating Budget (G & A)
 - Base-line Budget
 - Expanded Level Projects (ELP)
 - Operating Budget (Bus/Rail)
 - Revisions from June 17
 - Expanded Level Projects (ELP)
 - Capital Projects
 - Revenue Projections

- **Preliminary Cash Flow Model Review**

7/16/2013

(2)

PROPOSED FY14 BUDGET-IN-BRIEF: Base-line Assumptions

- DCTA
 - Merit Pay - 3.5% (\$34,332)
 - Pay Plan Adjustment - \$25,000
 - June 2013 re-organization staffing changes
- TMDC
 - Non-union - 3% merit + 3% COL
 - Union (bus operators) – per union contract average \$15/hr
- Fuel
 - Budget \$4.15/gallon compared to \$4.00/gallon in FY13
 - Estimated 750,000 gallons –Bus & Rail
 - Reduce Fuel stabilization reserve to \$50,000 (7 cents/gallon)

7/16/2013

(3)

PROPOSED FY14 BUDGET-IN-BRIEF: Base-line Assumptions

- Health Care Costs (10%)
 - DCTA - \$22k
 - TMDC - \$89.3
- Communication & Marketing Services
 - Passenger Information Communication Architecture - \$17,000
 - Website re-design (mobile / WMR) - \$18,500
 - Hybrid Computing Solution - \$17,628
- Human Resources/Finance
 - Wellness Program - \$29,650
 - Employee Recognition Program - \$10,000
 - Office Re-painting/Conference Room updating - \$22,032

7/16/2013

(4)

PROPOSED FY14 BUDGET-IN-BRIEF: Expanded Level Projects (ELP)

- Rail Services – Additional Mid-day 2 trains/weekday
 - 4% service increase (272 trips/week to 282 trips/week)
 - 1.7% increase in cost (\$153,000)
- Bus Services – Lewisville Connect Mid-day improvements
 - Route 21, 22, 23
 - 34% service increase (service hours from 47,749 to 64,084)
 - 1.9% increase in cost (\$161,606)
 -
- Bus Operations Staffing - \$81,791
- General & Administrative ELP's - \$206,870
- New Bus & Rail Capital Projects - \$1,674,255

7/16/2013

(5)

FY14 STMT OF CHANGES IN NET ASSETS

FY14 STMT OF CHANGES IN NET ASSETS G & A Operating Expenses

Description	FY12 Actuals	FY13 Original Budget	FY13 Revised Budget	Actuals as of June 30, 2013	FY14 Proposed Budget	\$ Increase / (Decrease)	% Increase / (Decrease)
Operating Expenses							
GENERAL & ADMINISTRATIVE							
Salary, Wages and Benefits	1,757,403	1,735,459	1,725,689	1,175,650	1,959,712	234,023	14%
Services	982,524	936,632	1,645,422	765,784	1,318,407	(327,016)	-20%
Materials and Supplies	116,684	74,960	79,285	39,644	107,315	28,630	35%
Utilities	15,268	14,400	14,400	9,436	18,000	3,600	25%
Insurance, Casualties and Losses	6,705	9,588	9,035	6,180	11,420	2,365	26%
Purchased Transportation Services	-	-	-	-	-	-	0%
Miscellaneous	124,610	152,490	144,626	99,537	211,047	66,421	46%
Leases and Rentals	168,465	152,229	152,229	128,754	155,025	2,796	2%
Subtotal - G&A	3,171,658	3,075,768	3,770,686	2,245,165	3,780,925	10,239	0%

7/16/2013

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FY14 STMT OF CHANGES IN NET ASSETS Bus / Rail Services Operating Expenses

Description	FY12 Actuals	FY13 Original Budget	FY13 Revised Budget	Actuals as of June 30, 2013	FY14 Proposed Budget	\$ Increase / (Decrease)	% Increase / (Decrease)
Operating Expenses							
BUS SERVICES							
Salary, Wages and Benefits	4,535,797	5,292,312	5,292,312	3,681,247	5,846,504	554,192	10%
Services	321,194	310,820	332,160	275,519	408,125	75,965	23%
Materials and Supplies	1,703,703	1,819,380	2,019,380	1,249,122	2,115,694	96,314	5%
Utilities	80,384	87,940	87,940	43,456	101,500	13,960	18%
Insurance, Casualties and Losses	314,824	301,144	289,588	225,074	272,265	(17,324)	-6%
Purchased Transportation Services	-	-	-	-	-	-	0%
Miscellaneous	1,577	3,000	4,350	3,693	10,050	5,700	131%
Leases and Rentals	120,880	119,101	119,101	84,072	29,590	(89,511)	-75%
Subtotal - Bus Services	7,078,359	7,933,637	8,144,832	5,562,181	8,784,128	639,296	8%
RAIL SERVICES							
Salary, Wages and Benefits	-	183,424	193,224	155,275	276,534	83,310	43%
Services	127,974	141,000	141,000	81,201	139,252	(1,748)	-1%
Materials and Supplies	1,190,195	1,600,000	1,600,000	702,219	1,556,490	(43,510)	-3%
Utilities	300,596	279,400	306,058	219,935	327,915	19,837	8%
Insurance, Casualties and Losses	41,429	234,000	227,187	199,960	514,477	187,310	57%
Purchased Transportation Services	7,605,437	8,430,166	8,430,166	5,562,065	9,331,365	901,179	11%
Miscellaneous	-	-	-	7,817	11,988	11,988	0%
Leases and Rentals	653,815	150,000	266,100	92,680	100,000	(105,100)	-42%
Subtotal - Rail Services	9,919,447	11,009,010	11,265,735	7,617,348	12,253,621	992,296	9%

7/16/2013

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FY14 STMT OF CHANGES IN NET ASSETS Non-Operating Revenues (Expenses)

Description	FY12 Actuals	FY13 Original Budget	FY13 Revised Budget	Actuals as of June 30, 2013	FY14 Proposed Budget	\$ Increase / (Decrease)	% Increase / (Decrease)
Total Operating Expenses	20,169,464	22,018,495	23,181,253	14,824,712	24,823,075	1,641,822	7%
Income Before Non-operating Revenue & Exp	(16,223,587)	(17,986,515)	(19,149,273)	(11,599,245)	(20,148,639)		
Non-Operating Revenues / (Expense)							
Investment Income	53,927	36,069	36,030	26,512	33,000	(3,000)	-8%
Non-Operating Revenues / (Expense)	12,327	-	-	35,818	7,125	7,125	16A
Sales Tax Revenue	19,009,136	16,775,391	18,775,351	13,260,831	19,656,631	921,240	5%
Federal Grants & Reimbursements	2,868,582	9,556,174	10,177,611	4,263,645	6,190,142	(3,917,469)	-38%
State Grants & Reimbursements	7,145,953	691,926	603,926	125,539	593,216	(210,716)	-26%
Debt Issuance	-	13,400,000	13,400,000	-	4,000,000	(9,400,000)	N/A
Long Term Debt Interest Expense	(1,499,025)	(2,168,929)	(2,331,608)	(1,116,815)	(2,424,637)	(63,029)	4%
Total Non-Operating Revenue / (Expense)	27,590,900	40,290,571	40,661,320	16,595,530	28,095,477	(12,765,843)	-31%
Net Available before Transfers	11,367,313	22,304,056	21,712,047	4,996,291	7,946,847		

7/16/2013

(9)

FY14 STMT OF CHANGES IN NET ASSETS Bus / Rail Services Revenues

Description	FY12 Actuals	FY13 Original Budget	FY13 Revised Budget	Actuals as of June 30, 2013	FY14 Proposed Budget	\$ Increase / (Decrease)	% Increase / (Decrease)
Revenue & Other Income							
Passenger Revenues (Bus Farebox)	453,687	421,157	421,157	369,301	560,461	139,304	33%
Passenger Revenues (Rail Farebox)	564,628	609,783	609,783	535,234	815,203	265,420	34%
Contract Service Revenue	2,927,362	3,001,040	3,001,040	2,300,937	3,298,781	297,741	10%
Total Revenue & Other Income	3,945,677	4,031,960	4,031,960	3,225,472	4,674,445	642,465	16%

7/16/2013

(10)

FY14 STMT OF CHANGES IN NET ASSETS Sales Tax Revenues (Detail)

	100.000%	102.000%	103.000%	104.000%	
	Original FY13 Budget	FY13 Forecast as of April 2013 Receipts	Projected FY2013 FCST @ 2% growth	Projected FY2013 FCST @ 3% growth	Projected FY2013 FCST @ 4% growth
October	\$ 1,385,756	\$ 1,637,689	\$ 1,670,443	\$ 1,686,820	\$ 1,703,197
November	\$ 1,467,497	\$ 1,437,884	\$ 1,466,642	\$ 1,481,020	\$ 1,495,399
December	\$ 2,107,957	\$ 2,128,329	\$ 2,170,896	\$ 2,192,179	\$ 2,213,462
January	\$ 1,394,606	\$ 1,501,720	\$ 1,531,755	\$ 1,546,772	\$ 1,561,789
February	\$ 1,421,825	\$ 1,494,663	\$ 1,524,557	\$ 1,539,503	\$ 1,554,450
March	\$ 1,922,042	\$ 1,785,090	\$ 1,820,792	\$ 1,838,643	\$ 1,856,494
April	\$ 1,526,011	\$ 1,587,871	\$ 1,619,628	\$ 1,635,507	\$ 1,651,386
May	\$ 1,613,899	\$ 1,613,899	\$ 1,646,177	\$ 1,662,316	\$ 1,678,455
June	\$ 1,687,584	\$ 1,687,584	\$ 1,721,336	\$ 1,738,212	\$ 1,755,088
July	\$ 1,349,345	\$ 1,349,345	\$ 1,376,332	\$ 1,389,825	\$ 1,403,319
August	\$ 1,350,488	\$ 1,350,488	\$ 1,377,497	\$ 1,391,002	\$ 1,404,507
September	\$ 1,548,380	\$ 1,548,380	\$ 1,579,348	\$ 1,594,832	\$ 1,610,316
Total	\$ 18,775,391	\$ 19,122,943	\$ 19,505,402	\$ 19,696,631	\$ 19,887,860
% Increase Compared to ORIG FY13			104%	105%	106%
Projected Increase Compared to ORIG FY13			\$ 19,150,898	\$ 19,338,652	\$ 19,526,406

7/16/2013

(11)

FY14 STMT OF CHANGES IN NET ASSETS Bus / Rail Services Revenues (Detail)

Bus Operations				
Revenue Source	Actual FY 2012 Oct 11 - Sept 12	Budget FY 2013 Oct 12 - Sept 13	Actuals as of June 30, 2013	Proposed FY14 Oct 13 - Sept 14
Passenger Revenues				
Connect	372,388	338,681	323,543	477,986
Access	81,487	82,475	64,748	82,475
Commuter Express	-	-	-	-
NCTC	21	-	10	-
Total Passenger Revenues	453,887	421,156	388,301	560,461
Contract Services				
Connect	19,167	49,000	-	52,420
UNT	2,801,769	2,809,085	2,231,713	3,101,788
Access	-	-	-	-
NCTC	106,426	142,956	69,224	144,573
Total Contract Services	2,927,362	3,001,041	2,300,937	3,298,781
Total	\$ 3,381,248	\$ 3,422,197	\$ 2,689,238	\$ 3,859,242
Rail Operations				
Revenue Source	Actual FY 2012 Oct 11 - Sept 12	Budget FY 2013 Oct 12 - Sept 13	Actuals as of June 30, 2013	Proposed FY14 Oct 13 - Sept 14
Rail Farebox	\$ 564,628	\$ 609,783	\$ 536,234	\$ 815,203
Total	\$ 564,628	\$ 609,783	\$ 536,234	\$ 815,203
Ridership				
Bus	2,564,852	2,292,665	1,928,762	2,633,123
Rail	387,478	398,550	342,529	586,477

7/16/2013

(12)

FY14 CAPITAL PROJECTS Bus/Rail (New & Existing)

- Bus Capital Requests - \$2,023,632
- Rail Capital Requests - \$7,769,320
- TOTAL \$9,792,952

7/16/2013

(13)

CAPITAL PROJECTS

BUS OPERATIONS		
Item	FY14 Project Expense	Included in 5 Year Plan
Fleel Replacement	\$ 477,998.00	√
TMDC Service Vehicle Acquisition (Supervisor Sedans)	\$ 30,000.00	√
Bus Operations & Maintenance Facility	\$ 1,378,177.00	√
Bus Radios	\$ 137,457.00	
TOTAL BUS OPERATIONS CAPITAL	\$ 2,023,632.00	

7/16/2013

(14)

CAPITAL PROJECTS

RAIL OPERATIONS

Item	FY14 Project Expense	Included in 5 Year Plan
Maintenance-of-Way		
*Bi-Annual Rail Grinding	\$ 192,000.00	√
*Rail Scrubber Equipped Hi-Rail Vehicle	\$ 50,000.00	
*North Hebron Signal Reinforcement	\$ 100,000.00	√
	\$ 342,000.00	
Maintenance-of-Equipment		
*Wheel Turns (11 x 10k each)	\$ 110,000.00	√
*COT&S Equipment Exchange Core Kit	\$ 125,000.00	√
*COT&S Overhaul Valves (11 cars x 50K each)	\$ 350,000.00	√
	\$ 585,000.00	
Stadler Single Car Operations		
*Vehicle Tasting	\$ 76,800.00	
*Special Tool Traction Motor Holder Cover	\$ 25,000.00	
	\$ 101,800.00	
Lewisville Hike & Bike Trail	\$ 741,520.00	√
Positive Train Control	\$ 5,999,000.00	√
TOTAL RAIL CAPITAL	\$ 7,789,320.00	

7/16/2013

(15)

FY14 EXPANDED LEVEL PROJECTS : Bus/Rail

BUS/ RAIL Operations

	FY14 Project Expense	Included in 5 Year Plan
Service Expansion		
Bus Service Frequency (Lewisville)	\$ 161,606	√
Rail Service - Mid-day	\$ 153,000	2015
Sub total	\$ 314,606	
Staffing		
Customer Service Representative	\$ 35,963	√
Bus Operations Supervisor	\$ 45,828	√
Sub total	\$ 81,791	
TOTAL Bus/Rail Expanded Level Projects	\$ 396,397	

7/16/2013

(16)

FY14 EXPANDED LEVEL PROJECTS: G&A

G&A Operations		
Item	FY14 Project Expense	Included in 5 Year Plan
I-35 Cnstruction Communication Campaign	\$ 90,550	√
Grant Compliance Software (DBE, Davis-Bacon, etc)	\$ 40,000	
IT Technician	\$ 76,370	√
TOTAL G&A Expanded Level Projcs \$ 206,920		

7/16/2013

(17)

FUND BALANCE RESERVES

	Revised FY13	FY14 CFM	FY15 CFM	FY16 CFM	FY17 CFM
<i>Three (3) Month Operating</i>	\$ 5,670,313	\$ 6,205,769	\$ 6,356,652	\$ 6,607,144	\$ 6,758,182
<i>Sales Tax Stabilization</i>	\$ 550,000	\$ 590,899	\$ 614,535	\$ 639,116	\$ 664,681
<i>Fuel Stabilization</i>	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<i>Capital/Infrastructure</i>	\$ 1,296,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 1,000,000
TOTAL	\$ 7,616,313	\$ 8,846,668	\$ 9,021,187	\$ 9,296,260	\$ 8,472,863

7/16/2013

(18)

FY14 PRELIMINARY CASH FLOW MODEL

- **REVIEW PRINTED HAND OUT**

7/16/2013

(19)

FY2014 BUDGET CALENDAR

- May 2013
 - FY13 Revised Budget
 - FY13 Accomplishments
 - FY14 Goal/Objectives
- June 2013 – Bus and Rail
 - Operating Expenditures
 - Revenue Assumptions and Projections
- July 2013
 - Operating Assumptions and Expenditures
 - Expanded Level Requests
 - 5 Year Capital Plan and Assumptions
 - Impact to Preliminary Cash Flow Model

7/16/2013

(20)

FY2014 BUDGET CALENDAR

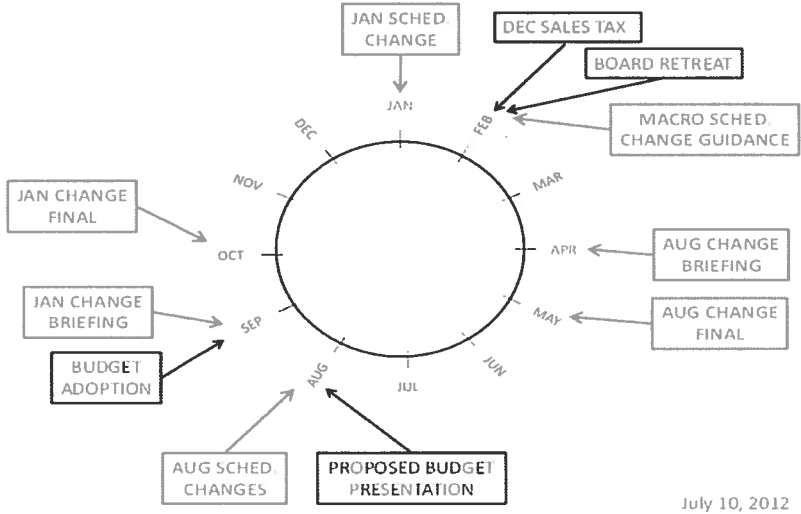
- August
 - Proposed FY14 Operating and Capital Budget
 - Accompanying Cash Flow Model Impact
 - Public Hearing

- September
 - Incorporate Public Hearing Feedback
 - Formal adoption of FY14 Operating and Capital Budget
 - Accompanying Cash Flow Model

7/16/2013

(21)

DCTA DECISION CYCLE



7/16/2013

(22)

July 10, 2012

QUESTIONS?

7/16/2013

(23)

FY14 Revenue Projections

2a ii

Bus Operations				
Revenue Source	Actual FY 2012 Oct 11 - Sept 12	Budget FY 2013 Oct 12 - Sept 13	Actuals as of June 30, 2013	Proposed FY14 Oct 13 - Sept 14
Passenger Revenues				
Connect	372,368	338,681	323,543	477,986
Access	81,497	82,475	64,748	82,475
Commuter Express	-	-	-	-
NCTC	21	-	10	-
Total Passenger Revenues	453,887	421,156	388,301	560,461
Contract Services				
Connect	19,167	49,000	-	52,420
UNT	2,801,769	2,809,085	2,231,713	3,101,788
Access	-	-	-	-
NCTC	106,426	142,956	69,224	144,573
Total Contract Services	2,927,362	3,001,041	2,300,937	3,298,781
Total	\$ 3,381,248	\$ 3,422,197	\$ 2,689,239	\$ 3,859,242
Rail Operations				
Revenue Source	Actual FY 2012 Oct 11 - Sept 12	Budget FY 2013 Oct 12 - Sept 13	Actuals as of June 30, 2013	Proposed FY14 Oct 13 - Sept 14
Rail Farebox	\$ 564,628	\$ 609,783	\$ 536,234	\$ 815,203
Total	\$ 564,628	\$ 609,783	\$ 536,234	\$ 815,203
G&A				
Revenue Source	Actual FY 2012 Oct 11 - Sept 12	Budget FY 2013 Oct 12 - Sept 13	Actuals as of June 30, 2013	Proposed FY14 Oct 13 - Sept 14
Interest Income	\$ 53,927	\$ 36,000	\$ 26,512	\$ 33,000
Misc Income	\$ 12,327	\$ -	\$ 35,818	\$ 7,125
Sales Tax	\$ 19,009,136	\$ 18,775,391	\$ 13,260,831	\$ 19,696,631
Federal Operating Grants	\$ 2,333,650	\$ 2,665,503	\$ 2,303,248	\$ 3,680,022
Federal Capital Grants	\$ 534,932	\$ 7,512,108	\$ 1,960,398	\$ 2,510,120
State Operating Grants	\$ 87,547	\$ 114,732	\$ 34,032	\$ -
State Capital Grants	\$ 7,058,406	\$ 689,194	\$ 91,507	\$ 593,216
Debt Issuance	\$ -	\$ 13,400,000	\$ -	\$ 4,000,000
Total	\$ 29,089,925	\$ 43,192,928	\$ 17,712,345	\$ 30,520,114
TOTAL REVENUES	\$ 33,035,801	\$ 47,224,908	\$ 20,937,818	\$ 35,194,559

Ridership				
Bus	2,564,852	2,292,665	1,928,762	2,633,123
Rail	387,478	398,550	342,529	586,477

7/18/2013

DCTA FY 2014
SALES TAX PROJECTION ANALYSIS

Multiplier 100.000% 102.000% 103.000% 104.000%

	FY 2009 / 2010 Actuals	FY2010-2011 Actuals	FY2011-2012 Actuals	Original FY13 Budget	FY13 Forecast as of April 2013 Receipts	Projected FY2013 FCST @ 2% growth	Projected FY2013 FCST @ 3% growth	Projected FY2013 FCST @ 4% growth
October	\$ 1,102,498	\$ 1,261,014	\$ 1,345,394	\$ 1,385,756	\$ 1,637,689	\$ 1,670,443	\$ 1,686,820	\$ 1,703,197
November	\$ 1,205,326	\$ 1,289,592	\$ 1,424,755	\$ 1,467,497	\$ 1,437,884	\$ 1,466,642	\$ 1,481,020	\$ 1,495,399
December	\$ 1,768,232	\$ 1,880,173	\$ 2,046,560	\$ 2,107,957	\$ 2,128,329	\$ 2,170,896	\$ 2,192,179	\$ 2,213,462
January	\$ 1,161,863	\$ 1,232,517	\$ 1,353,986	\$ 1,394,606	\$ 1,501,720	\$ 1,531,755	\$ 1,546,772	\$ 1,561,789
February	\$ 1,075,646	\$ 1,182,101	\$ 1,353,986	\$ 1,421,825	\$ 1,494,663	\$ 1,524,557	\$ 1,539,503	\$ 1,554,450
March	\$ 1,532,639	\$ 1,650,410	\$ 1,866,060	\$ 1,922,042	\$ 1,785,090	\$ 1,820,792	\$ 1,838,643	\$ 1,856,494
April	\$ 1,302,736	\$ 1,290,268	\$ 1,481,564	\$ 1,526,011	\$ 1,587,871	\$ 1,619,628	\$ 1,635,507	\$ 1,651,386
May	\$ 1,261,270	\$ 1,361,535	\$ 1,566,892	\$ 1,613,899	\$ 1,613,899	\$ 1,646,177	\$ 1,662,316	\$ 1,678,455
June	\$ 1,514,097	\$ 1,639,148	\$ 1,762,132	\$ 1,687,584	\$ 1,687,584	\$ 1,721,336	\$ 1,738,212	\$ 1,755,088
July	\$ 1,228,980	\$ 1,229,556	\$ 1,540,039	\$ 1,349,345	\$ 1,349,345	\$ 1,376,332	\$ 1,389,825	\$ 1,403,319
August	\$ 1,306,098	\$ 1,419,245	\$ 1,533,238	\$ 1,350,488	\$ 1,350,488	\$ 1,377,497	\$ 1,391,002	\$ 1,404,507
September	\$ 1,728,687	\$ 1,699,799	\$ 1,708,102	\$ 1,548,380	\$ 1,548,380	\$ 1,579,348	\$ 1,594,832	\$ 1,610,316
Total	\$ 16,188,072	\$ 17,135,359	\$ 18,982,709	\$ 18,775,391	\$ 19,122,943	\$ 19,505,402	\$ 19,696,631	\$ 19,887,860
% Increase Compared to Orig FY13						103.888%	104.907%	105.925%

Projected Increase Compared to ORIG FY13 \$ 19,150,898 \$ 19,338,652 \$ 19,526,406

October	1,441,186.56
November	1,526,197.07
December	2,192,275.54
January	1,450,389.82
February	1,478,698.34
March	1,998,923.87
April	1,587,051.30
May	1,678,454.71
June	1,755,087.61
July	1,403,318.72
August	1,404,507.01
September	1,610,315.58

19,526,406.13

Denton County Transportation Authority
Proposed Fiscal Year 2014 Budget

Description	FY12 Actuals	FY13 Original Budget	FY13 Revised Budget	Actuals as of June 30, 2013	FY14 Proposed Budget	\$ Increase / (Decrease)	% Increase / (Decrease)	Notes
Comparison is between the FY13 Revised Budget and the FY14 Proposed Budget								
Revenue & Other Income								
Passenger Revenues (Bus Farebox)	453,887	421,157	421,157	388,301	560,461	139,304	33%	
Passenger Revenues (Rail Farebox)	564,628	609,783	609,783	536,234	815,203	205,420	34%	Based on ridership trends
Contract Service Revenue	2,927,362	3,001,040	3,001,040	2,300,937	3,298,781	297,741	10%	UNT contract rate increased from \$44 to \$49/hour
Total Revenue & Other Income	3,945,877	4,031,980	4,031,980	3,225,472	4,674,445	642,465	16%	
Operating Expenses								
GENERAL & ADMINISTRATIVE								
Salary, Wages and Benefits	1,757,403	1,735,489	1,725,689	1,175,850	1,959,712	234,023	14%	Increase includes ave. 3.5% performance-based merit pay; 10% benefits increase, \$25K for pay plan adjustment, adjustment to State Unemployment Tax to 3.70 based on actual history; 1X lump sum payment related to the TCDRS; salary adjustments related to the July 2013 re-organization; one new position for IT Technician
Services	982,524	936,632	1,645,422	785,784	1,318,407	(327,016)	-20%	Net change due to reduction in legal fees budgeted in FY13; Addition of a Grant Compliance Software (\$40K) and an I-35 Construction Campaign (\$91k)
Materials and Supplies	116,684	74,960	79,285	39,644	107,315	28,030	35%	Increase in marketing promotional supplies
Utilities	15,268	14,400	14,400	9,436	18,000	3,600	25%	
Insurance, Casualties and Losses	6,705	9,588	9,035	6,180	11,420	2,385	26%	
Purchased Transportation Services	-	-	-	-	-	-	0%	
Miscellaneous	124,610	152,490	144,626	99,537	211,047	66,421	46%	Addition of Employee Wellness Program in (\$30k) and Unity Recognition Program (\$10k)
Leases and Rentals	168,465	152,229	152,229	128,754	155,025	2,796	2%	
Subtotal - G&A	3,171,658	3,075,788	3,770,686	2,245,185	3,780,925	10,239	0%	
BUS SERVICES								
Salary, Wages and Benefits	4,535,797	5,292,312	5,292,312	3,681,247	5,846,504	554,192	10%	Includes a 3% merit & 3% cost of living increase for non-union employees; Operators salaries are based on Union contract - avg hourly rate at \$15.00/hour from \$14.85 in FY13. Also assumes additional expense related to the Lewisville Connect service expansion Expanded Level Project as well to add 1 additional Customer Service Representative and 1 Bus Operations Supervisor
Services	321,194	310,820	332,160	275,519	408,125	75,965	23%	Bus O&M Facility will require security services (\$45k); slight increase in general services based on actuals
Materials and Supplies	1,703,703	1,819,380	2,019,380	1,249,122	2,115,694	96,314	5%	Fuel rate \$4.15/gallon for FY14 budget compared to \$4.00 in FY13, \$20k for replacement of RouteMatch computers; Increase of \$72k for tires in FY14 due to large one time rebate received in FY13 and increase in tire costs
Utilities	80,384	87,940	87,940	43,456	101,900	13,960	16%	
Insurance, Casualties and Losses	314,824	301,144	289,588	225,074	272,265	(17,324)	-8%	Addition of the Bus O&M facility and fuel storage tanks
Purchased Transportation Services	-	-	-	-	-	-	0%	
Miscellaneous	1,577	3,000	4,350	3,693	10,050	5,700	131%	
Leases and Rentals	120,880	119,101	119,101	84,072	29,590	(89,511)	-75%	Bus O&M Facility is scheduled to be complete in FY14 with relocation by Jan; 4 months leases for FY14
Subtotal - Bus Services	7,078,359	7,933,697	8,144,832	5,562,181	8,784,128	639,296	8%	
RAIL SERVICES								
Salary, Wages and Benefits	-	183,424	193,224	155,275	276,534	83,310	43%	Increase in State Unemployment Tax to 3.70 based on actuals, Includes 3.5% for merit and 10% increase in benefits.
Services	127,974	141,000	141,000	81,201	139,252	(1,748)	-1%	
Materials and Supplies	1,190,195	1,600,000	1,600,000	703,219	1,556,490	(43,510)	-3%	
Utilities	300,596	270,400	308,058	219,935	327,915	19,857	6%	
Insurance, Casualties and Losses	41,429	234,000	327,167	199,960	514,477	187,310	57%	FY14 reflects the first full year of rail vehicle insurance
Purchased Transportation Services	7,605,437	8,430,186	8,430,186	5,562,065	9,331,365	901,179	11%	Includes a 3% standard contract increase; Additional expense for rail scrubbing; \$60k additional for MOE; \$25k additional MOW. Also assumes \$153k for an Expanded Level Project for additional mid-day service
Miscellaneous	-	-	-	2,811	11,988	11,988	0%	
Leases and Rentals	653,815	150,000	266,100	92,880	100,000	(166,100)	-62%	Decrease due to the RDC lease ending in FY13
Subtotal - Rail Services	9,919,447	11,009,010	11,265,735	7,017,346	12,258,021	992,286	9%	
Total Operating Expenses	20,169,464	22,018,495	23,181,253	14,824,712	24,823,075	1,641,822	7%	
Income Before Non-operating Revenue & Exp	(16,223,587)	(17,986,515)	(19,149,273)	(11,599,240)	(20,148,630)			
Non-Operating Revenues / (Expense)								
Investment Income	53,927	36,000	36,000	26,512	33,000	(3,000)	-8%	
Non-Operating Revenues / (Expense)	12,327	-	-	35,818	7,125	7,125	N/A	
Sales Tax Revenue	19,009,136	18,775,391	18,775,391	13,260,831	19,696,631	921,240	5%	Assumes a 3% increase based on projection of FY13 actuals received thru June plus budget for July-August-Sept.
Federal Grants & Reimbursements	2,868,582	9,556,174	10,177,611	4,263,646	6,190,142	(3,987,469)	-39%	Based on current planned capital projects
State Grants & Reimbursements	7,145,953	891,926	803,926	125,539	2,592,216	1,788,290	222%	Based on current planned capital projects
Debt Issuance	-	13,400,000	13,400,000	-	4,000,000	(9,400,000)	N/A	
Long Term Debt Interest/Expense	(1,499,025)	(2,168,920)	(2,331,608)	(1,116,815)	(2,424,637)	(93,029)	4%	
Total Non-Operating Revenue / (Expense)	27,590,900	40,290,571	40,881,320	16,595,530	30,094,477	(10,766,843)	-26%	
Net Available before Transfers	11,367,313	22,304,056	21,712,047	4,996,291	9,945,847			

BUS OPERATIONS

Item	FY13 Project Expense	Included in 5 Year Plan
Fleet Replacement	\$ 477,998.00	√
TMDC Service Vehicle Acquisition (Supervisor Sedans)	\$ 30,000.00	√
Bus Operations & Maintenance Facility	\$ 1,378,177.00	√
Bus Radios	\$ 137,457.00	
TOTAL BUS OPERATIONS CAPITAL		
	\$ 2,023,632.00	

RAIL OPERATIONS

Item	FY13 Project Expense	Included in 5 Year Plan
Maintenance-of-Way		
Bi-Annual Rail Grinding	\$ 192,000.00	√
Rail Scrubber Equipped Hi-Rail Vehicle	\$ 50,000.00	
North Hebron Signal Reinforcement	\$ 100,000.00	√
	\$ 342,000.00	
Maintenance-of-Equipment		
Wheel Turns (11 x 10k each)	\$ 110,000.00	√
COT&S Equipment Exchange Core Kit	\$ 125,000.00	√
COT&S Overhaul Valves (11 cars x 50K each)	\$ 350,000.00	√
	\$ 585,000.00	
Stadler Single Car Operations		
Vehicle Testing	\$ 76,800.00	
Special Tool Traction Motor Holder Cover	\$ 25,000.00	
	\$ 101,800.00	
Lewisville Hike & Bike Trail	\$ 741,520.00	√
Positive Train Control	\$ 5,999,000.00	√
TOTAL RAIL CAPITAL		
	\$ 7,769,320.00	
TOTAL CAPITAL		
	\$ 9,792,952.00	

CFM - FY14 BUDGET DRAFT

OPERATING REVENUES	2013	2014	2015	2016	2017	2018
Beginning Fund Balance:	\$ 18,326,983	\$ 10,556,020	\$ 10,708,914	\$ 11,383,491	\$ 9,313,104	\$ 11,617,104
Bus Operating Revenue	\$ 3,422,197	\$ 3,859,241	\$ 4,019,855	\$ 4,128,008	\$ 4,239,282	\$ 4,353,768
Rail Operating Revenue	609,783	815,203	904,875	913,924	923,063	932,294
NON-OPERATING REVENUES						
Sales Tax Revenue	19,150,747	19,696,631	20,484,496	21,303,876	22,156,031	23,042,272
Formula Grants (Operating)	2,780,235	3,680,022	4,229,806	3,891,728	5,030,771	5,336,820
Interest Income-Non RTRFI Funds	36,000	33,000	32,127	34,150	27,939	34,851
Misc. Revenue	-	7,125	152,680	152,680	152,680	152,680
Restricted RTRFI Interest Income	-	-	-	-	-	-
Total Revenues	25,998,962	28,091,222	29,823,839	30,424,367	32,529,767	33,852,686
OPERATING EXPENSES						
Bus Operating Expense	8,144,832	8,784,128	9,145,216	9,498,270	9,852,845	10,225,583
Rail Operating Expense	11,265,735	12,258,021	12,612,467	12,990,144	13,366,266	13,757,152
G&A Operating Expense	3,270,686	3,780,925	3,668,925	3,940,160	3,813,618	3,941,714
NON-OPERATING EXPENSES						
Non-Operating (Income) / Expense						
Total Expenses	22,681,253	24,823,075	25,426,608	26,428,574	27,032,729	27,924,449
NET INCOME	3,317,709	3,268,147	4,397,231	3,995,793	5,497,038	5,928,237
CAPITAL OUTLAY						
Bus Capital Expenditure	9,243,225	1,515,634	30,000	18,000	18,000	18,000
Bus Replacement Expense	540,000	507,998	776,901	258,300	457,500	-
Rail Capital / Construction	156,028	-	-	-	-	-
Professional Services	1,491,892	-	-	-	-	-
Stadler Fleet (Vehicles)	2,457,354	-	-	-	-	-
Real Estate	1,000,000	-	-	-	-	-
Right of Way	25,000	-	-	-	-	-
Rail Capital Expenditure (LV Hike & Bike)	86,250	741,520	2,600,941	-	-	-
Rail Capital Expenditure (Community Enhancements)	739,617	-	-	-	-	-
Rail Capital Expenditure (Rail Grinding)	204,000	192,000	-	192,000	-	192,000
HV Parking Expansion	250,000	-	-	-	-	-
Rail Station Improvements	15,000	-	-	-	-	-
Rail Maintenance-of-Way	-	150,000	-	-	-	-
Rail Maintenance-of-Equipment	-	585,000	1,623,000	260,000	345,000	5,040,000
Rail Stadler Single Car Operations	-	101,800	-	-	-	-
Positive Train Control	750,000	5,999,000	9,470,000	3,992,927	-	-
Total Capital Outlay	16,958,366	9,792,952	14,500,842	4,721,227	820,500	5,250,000
CAPITAL SOURCES						
New Money (Debt Issuance)	-	4,000,000	-	-	-	-
RTRFI/RTC Funds	-	1,999,000	9,470,000	1,031,000	-	-
Formula Grants (Capital)	8,201,302	3,103,336	4,286,118	616,500	626,904	637,516
Total Capital Sources	8,201,302	9,102,336	13,756,118	1,647,500	626,904	637,516
DEBT SERVICE						
2008 Issue (ST) Debt Service	-	-	-	-	-	-
2009 Refunding (ST) Debt Service	1,876,857	1,718,200	1,716,492	1,718,387	1,713,687	1,717,590
2011 Contractual Obligations (Vehicles)	341,287	336,945	751,945	763,955	770,183	775,785
2011 Contractual Obligations (PTC)	113,463	113,463	253,463	254,081	259,542	264,691
2014 Contractual Obligations (PTC)	-	256,030	256,030	256,030	256,030	421,701
Total Debt Service	2,331,607	2,424,638	2,977,930	2,992,453	2,999,442	3,179,767
Gross Sales Tax Coverage:	8.21	8.12	6.88	7.12	7.39	7.25
Internal Debt Service Coverage:	1.42	1.35	1.48	1.34	1.83	1.86
Year End Audit Adjustment	-	-	-	-	-	-
Ending Fund Balance:	10,556,020	10,708,914	11,383,491	9,313,104	11,617,104	9,753,089
Less Restricted RTRFI Interest Income	-	-	-	-	-	-
Less Required Fund Balance (O&M Reserve Policy):	5,670,313	6,205,769	6,356,652	6,607,144	6,758,182	6,981,112
Less Sales Tax Stabilization Fund	550,000	590,899	614,535	639,116	664,681	691,268
Less Fuel Stabilization Fund	100,000	50,000	50,000	50,000	50,000	50,000
Less Capital/Infrastructure	1,296,000	2,000,000	2,000,000	2,000,000	1,000,000	1,000,000
Net Available Cash	2,939,707	1,862,246	2,362,304	16,844	3,144,241	1,030,708



Program Services Committee
of the DCTA Board of Directors
10:00 a.m., July 23, 2013
1660 S. Stemmons, Suite 250 Board Room
Lewisville, TX 75067

AGENDA

NOTICE IS HEREBY GIVEN that there will be a special called meeting of the DCTA Board of Directors and a meeting of the Program Services Committee of the DCTA Board of Directors at the time and location above. The DCTA Board of Directors will not conduct its special called meeting if a quorum of the DCTA Board of Directors does not attend however the DCTA Program Services Committee will conduct its meeting regardless of the presence of a quorum of the DCTA Board of the Directors. The DCTA Board of Directors and the Program Services Committee of the DCTA Board of Directors will consider the following:

Welcome and Introductions

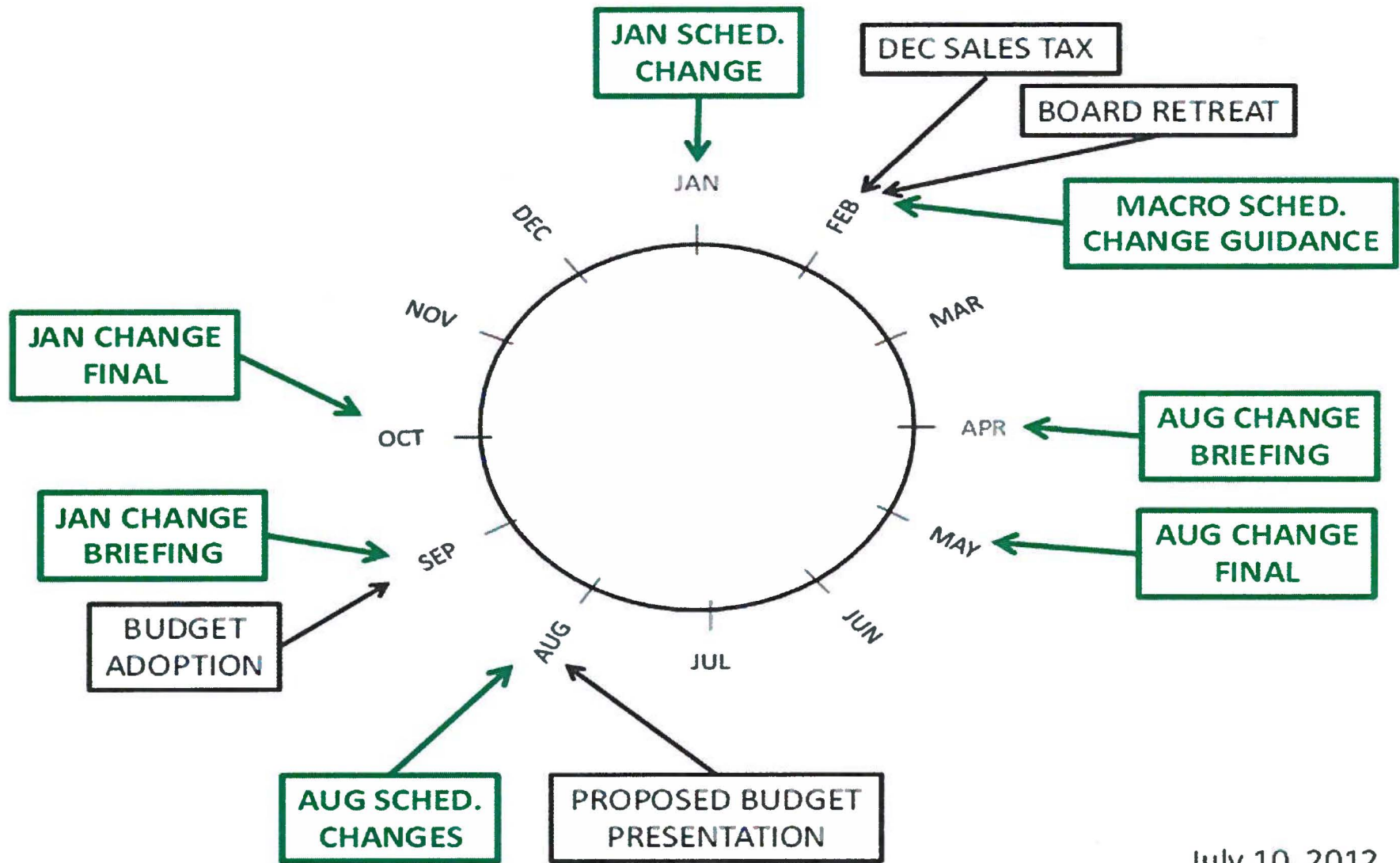
1) ITEMS FOR INFORMATION / DISCUSSION

- a) Service and Capital Priorities
 - i) Fiscal Year 2014
 - ii) Five Year Plan
- b) University Pass Program
- c) Ticket Vending Machine Maintenance Contract

2) ADJOURN

Program Development Chair – Paul Pomeroy
Program Development Members – Bill Walker, Doug Peach, Skip Kalb, Don Hartman, Carter Wilson
Staff Liaison – Dee Leggett, Chief Operating Officer

DCTA DECISION CYCLE



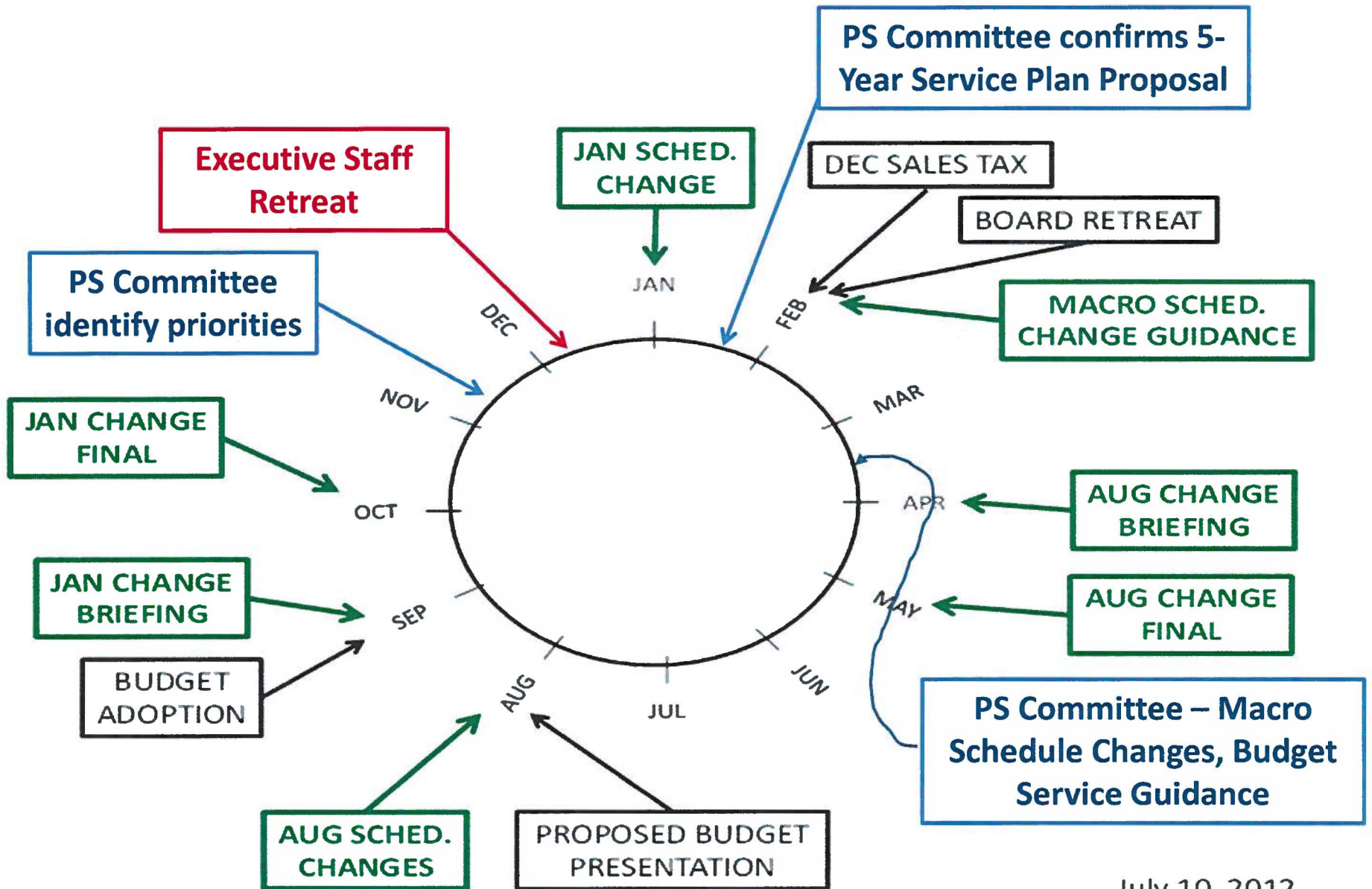
July 10, 2012

Route	Current Headway	Desired 5-Year Plan	YOE
1	1hr 25	42	FY15
2	55	20	FY17
3	38	38	
4*	35	35	
5*	40	40	
6	1hr25	30	FY15
7	32	32	
8*	40	30	FY17
9*	30		
21	30/60	30	FY14
22	30/60	30	FY14
23	30/60	30	FY14

Rail Service	YOE
Additional Weekday (2 trips)	FY14
Additional Mid-Day	FY15 & 16
Expanded Evening Weekday Peak	FY15
Expanded Saturday	FY 17

Service Expansions/Considerations	YOE
Lewisville Business Park Route	FY15
Denton Airport Route	FY16
Vanpool Expansion/Funding	Not Incl.
Extension of Route 9 hours	Not Incl.
University/Downtown Connector	Not Incl.
Downtown Circulator	Not Incl.
North Lewisville Fixed Route	Not Incl.
Sunday Bus Service	Not Incl.
A-train Extension to Beltline	Not Incl.
PTC Maintenance	Not Incl.

DCTA DECISION CYCLE



July 10, 2012

	Current	DART/The T	Proposed
Student Local			
Full Semester (130-140 days)	\$ 125.00		\$ 125.00
Summer Semester (80-90 days)	\$ 80.00		\$ 80.00
Annual Local Pass (365 days)	\$ 300.00		\$ 300.00
Student Regional			
Full Semester (130-140 days)	\$ 250.00	\$ 210.00	\$ 175.00
Summer Semester (80-90 days)	\$ 160.00	\$ 150.00	\$ 150.00
Annual Regional Pass (365 days)	\$ 600.00	\$ 570.00	\$ 400.00
Faculty/Staff			
Local Semester	\$ 170.00		
Regional Semester	\$ 340.00		
Local Annual	\$ 420.00		
Regional Annual	\$ 840.00		

	FY13	FY14	FY15	FY16	FY17	FY18
DCTA Personnel Additions						
Street Supervisor	\$ -	\$ 32,000.00	\$ 32,960.00	\$ 33,948.80	\$ 34,967.26	\$ 36,016.28
Customer Service Representative	\$ -	\$ 30,000.00	\$ 30,900.00	\$ 31,827.00	\$ 32,781.81	\$ 33,765.26
Transportation Manager	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 92,700.00	\$ 95,481.00
Communications Specialist	\$ -	\$ -	\$ 50,000.00	\$ 51,500.00	\$ 53,045.00	\$ 54,636.35
Data/Revenue Analyst	\$ -	\$ -	\$ 55,000.00	\$ 56,650.00	\$ 58,349.50	\$ 60,099.99
Information Technology Manager	\$ -	\$ -	\$ 95,000.00	\$ 97,850.00	\$ 100,785.50	\$ 103,809.07
Safety/Risk Manager	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00	\$ 87,550.00
Facility Attendant	\$ -	\$ 25,000.00	\$ 25,750.00	\$ 26,522.50	\$ 27,318.18	\$ 28,137.72
Benefits	\$ -	\$ 30,450.00	\$ 101,363.50	\$ 135,904.41	\$ 169,731.54	\$ 174,823.48
Subtotal	\$ -	\$ 117,450.00	\$ 390,973.50	\$ 524,202.71	\$ 654,678.79	\$ 674,319.15
Bus Service Increases						
Additional Bus on Routes 1 and 6	\$ -	\$ 198,900.00	\$ 273,156.00	\$ 281,350.68	\$ 289,791.20	\$ 298,484.94
Additional Bus on Route 2	\$ -	\$ -	\$ -	\$ -	\$ 183,360.94	\$ 188,861.77
Additional Bus on Route 8	\$ -	\$ -	\$ -	\$ -	\$ 39,158.44	\$ 40,333.19
Improve Midday Service Route 21	\$ -	\$ 57,183.75	\$ 78,532.35	\$ 80,888.32	\$ 83,314.97	\$ 85,814.42
Improve Midday Service Route 22	\$ -	\$ 44,752.50	\$ 61,460.10	\$ 63,303.90	\$ 65,203.02	\$ 67,159.11
Improve Midday Service Route 23	\$ -	\$ 59,670.00	\$ 81,946.80	\$ 84,405.20	\$ 86,937.36	\$ 89,545.48
Denton Airport Road Route	\$ -	\$ -	\$ -	\$ 79,007.50	\$ 516,709.05	\$ 532,210.32
Lewisville Business Park Route	\$ -	\$ -	\$ 82,875.00	\$ 527,085.00	\$ 542,897.55	\$ 559,184.48
Subtotal	\$ -	\$ 360,506.25	\$ 577,970.25	\$ 1,116,040.61	\$ 1,807,372.53	\$ 1,861,593.70
Rail Service Increases						
Additional Weekday Trips - 10:15 SB and 11:30 NB	\$ -	\$ -	\$ 210,120.00	\$ 216,423.60	\$ 222,916.31	\$ 229,603.80
Additional Weekday Trips - improve midday	\$ -	\$ -	\$ 36,070.60	\$ 216,423.60	\$ 222,916.31	\$ 229,603.80
Additional Weekday Trips - improve midday	\$ -	\$ -	\$ -	\$ 37,152.72	\$ 222,916.31	\$ 229,603.80
Additional Weekday Trips - later weekday service	\$ -	\$ -	\$ 36,070.60	\$ 216,423.60	\$ 222,916.31	\$ 229,603.80
Additional Saturday Service	\$ -	\$ -	\$ -	\$ -	\$ 25,088.00	\$ 167,964.16
Subtotal	\$ -	\$ -	\$ 282,261.20	\$ 686,423.52	\$ 916,753.23	\$ 1,086,379.35
Bus Fleet Acquisition						
Revenue Fleet - Replacement	\$ -	\$ 433,250.00	\$ 1,000,000.00	\$ 200,000.00	\$ 328,000.00	\$ -
Revenue Fleet - Expansion	\$ -	\$ 370,000.00	\$ -	\$ -	\$ -	\$ -
Non-Revenue Fleet Replacement	\$ -	\$ 50,000.00	\$ 51,500.00	\$ 58,300.00	\$ 54,500.00	\$ -
Subtotal	\$ -	\$ 853,250.00	\$ 1,051,500.00	\$ 258,300.00	\$ 382,500.00	\$ -
Rail Non-Revenue Fleet Acquisition						
	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
DCTA Non-Revenue Fleet Acquisition						
	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Rail Vehicle Expenses						
Wheel Turns	\$ 110,000.00	\$ 110,000.00	\$ -	\$ 110,000.00	\$ 110,000.00	\$ -
Wheel Replacement	\$ -	\$ -	\$ 1,320,000.00	\$ -	\$ -	\$ 1,320,000.00
COT&S Equipment Exchange Core Kit	\$ -	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -
COT&S Overhaul Valves	\$ -	\$ 350,000.00	\$ 200,000.00	\$ 150,000.00	\$ 200,000.00	\$ 200,000.00
Engine Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 880,000.00
Generator Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000.00
Coupler Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00
Traction Motor/ Gearbox Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000.00
Suspension Elastomers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000.00
Electronics	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00
Recover Seats	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00
Subtotal	\$ 110,000.00	\$ 585,000.00	\$ 1,520,000.00	\$ 260,000.00	\$ 310,000.00	\$ 5,590,000.00
Rail OMF Facility Maintenance						
Fuel System	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -
Train Wash	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -
Rail MOW						
Rail Grinding	\$ -	\$ -	\$ 205,000.00	\$ -	\$ 217,300.00	\$ -
Retaining Wall - North Hebron	\$ -	\$ -	\$ 103,000.00	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ 308,000.00	\$ -	\$ 217,300.00	\$ -
Marketing						
Communication Architecture	\$ 23,700.00	\$ -	\$ -	\$ -	\$ -	\$ -
Strategic Marketing Plan	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00
Mobile Website/ Overhaul	\$ -	\$ 18,000.00	\$ -	\$ -	\$ -	\$ -
I-35E Marketing Campaign	\$ -	\$ 50,000.00	\$ 30,000.00	\$ -	\$ -	\$ -
Subtotal	\$ 23,700.00	\$ 68,000.00	\$ 30,000.00	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00
Information Technology						
Mobile Ticketing Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Where's My Ride Maintenance	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Fixed Route Scheduling Software	\$ -	\$ 200,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Design Software Upgrade	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
Call Center Phone System Upgrade	\$ -	\$ -	\$ 30,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Windows Upgrade	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 216,500.00	\$ 61,500.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00
Strategic Planning						
Service Plan Update	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -
TOTAL	\$ 133,700.00	\$ 2,200,706.25	\$ 4,222,204.95	\$ 3,159,466.83	\$ 4,448,104.54	\$ 9,261,792.20

	FY13	FY14	FY15	FY16	FY17	FY18
DCTA Personnel Additions						
Street Supervisor	\$ -	\$ 45,828.00	\$ 47,202.84	\$ 48,618.93	\$ 50,077.49	\$ 51,579.82
Customer Service Representative	\$ -	\$ 35,963.00	\$ 37,041.89	\$ 38,153.15	\$ 39,297.74	\$ 40,476.67
Transportation Manager	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 92,700.00	\$ 95,481.00
Communications Specialist	\$ -	\$ -	\$ 50,000.00	\$ 51,500.00	\$ 53,045.00	\$ 54,636.35
Data/Revenue Analyst	\$ -	\$ -	\$ 55,000.00	\$ 56,650.00	\$ 58,349.50	\$ 60,099.99
Information Technology Technician	\$ -	\$ 76,370.00	\$ 78,661.10	\$ 81,020.93	\$ 83,451.56	\$ 85,955.11
Safety/Risk Manager	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00	\$ 87,550.00
Facility Attendant	\$ -	\$ -	\$ 25,000.00	\$ 25,750.00	\$ 26,522.50	\$ 27,318.18
Benefits	\$ -	\$ 55,356.35	\$ 102,517.04	\$ 137,092.55	\$ 170,955.33	\$ 176,083.99
Subtotal	\$ -	\$ 213,517.35	\$ 395,422.87	\$ 528,785.56	\$ 659,399.12	\$ 679,181.10
Bus Service Increases						
Additional Bus on Routes 1 and 6	\$ -	\$ -	\$ 273,156.00	\$ 281,350.68	\$ 289,791.20	\$ 298,484.94
Additional Bus on Route 2	\$ -	\$ -	\$ -	\$ -	\$ 183,360.94	\$ 188,861.77
Additional Bus on Route 8	\$ -	\$ -	\$ -	\$ -	\$ 39,158.44	\$ 40,333.19
Improve Midday Service Route 21	\$ -	\$ 57,183.75	\$ 78,532.35	\$ 80,888.32	\$ 83,314.97	\$ 85,814.42
Improve Midday Service Route 22	\$ -	\$ 44,752.50	\$ 61,460.10	\$ 63,303.90	\$ 65,203.02	\$ 67,159.11
Improve Midday Service Route 23	\$ -	\$ 59,670.00	\$ 81,946.80	\$ 84,405.20	\$ 86,937.36	\$ 89,545.48
Denton Airport Road Route	\$ -	\$ -	\$ -	\$ 79,007.50	\$ 516,709.05	\$ 532,210.32
Lewisville Business Park Route	\$ -	\$ -	\$ 82,875.00	\$ 527,085.00	\$ 542,897.55	\$ 559,184.48
Subtotal	\$ -	\$ 161,606.25	\$ 577,970.25	\$ 1,116,040.61	\$ 1,807,372.53	\$ 1,861,593.70
Rail Service Increases						
Additional Weekday Trips - 10:15 SB and 11:30 NB	\$ -	\$ 153,000.00	\$ 217,000.00	\$ 223,510.00	\$ 230,215.30	\$ 237,121.76
Additional Weekday Trips - improve midday	\$ -	\$ -	\$ 36,070.60	\$ 216,423.60	\$ 222,916.31	\$ 229,603.80
Additional Weekday Trips - improve midday	\$ -	\$ -	\$ -	\$ 37,152.72	\$ 222,916.31	\$ 229,603.80
Additional Weekday Trips - later weekday service	\$ -	\$ -	\$ 36,070.60	\$ 216,423.60	\$ 222,916.31	\$ 229,603.80
Additional Saturday Service	\$ -	\$ -	\$ -	\$ -	\$ 25,088.00	\$ 167,964.16
Subtotal	\$ -	\$ 153,000.00	\$ 289,141.20	\$ 693,509.92	\$ 924,052.22	\$ 1,093,897.31
Bus Fleet Acquisition						
Revenue Fleet - Replacement	\$ -	\$ 433,250.00	\$ 1,000,000.00	\$ 200,000.00	\$ 328,000.00	\$ -
Revenue Fleet - Expansion	\$ -	\$ 370,000.00	\$ -	\$ -	\$ -	\$ -
Non-Revenue Fleet Replacement	\$ -	\$ 50,000.00	\$ 51,500.00	\$ 58,300.00	\$ 54,500.00	\$ -
Subtotal	\$ -	\$ 853,250.00	\$ 1,051,500.00	\$ 258,300.00	\$ 382,500.00	\$ -
Rail Non-Revenue Fleet Acquisition						
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
DCTA Non-Revenue Fleet Acquisition						
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Rail Vehicle Expenses						
Rail Scrubber Hi-Rail Vehicle	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
Wheel Turns	\$ -	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ -
Wheel Replacement	\$ -	\$ -	\$ 1,320,000.00	\$ -	\$ -	\$ 1,320,000.00
COT&S Equipment Exchange Core Kit	\$ -	\$ 125,000.00	\$ -	\$ -	\$ -	\$ 880,000.00
COT&S Overhaul Valves	\$ -	\$ 350,000.00	\$ 200,000.00	\$ 150,000.00	\$ 200,000.00	\$ 200,000.00
Engine Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 880,000.00
Generator Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000.00
Coupler Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00
Traction Motor/ Gearbox Overhauls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000.00
Suspension Elastomers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000.00
Electronics	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00
Recover Seats	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00
Single Car Operations	\$ 0	\$ 101,800.00	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 635,000.00	\$ 1,630,000.00	\$ 260,000.00	\$ 310,000.00	\$ 5,590,000.00
Rail OMF Facility Maintenance						
Fuel System	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -
Train Wash	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -
Rail MOW						
Rail Grinding	\$ -	\$ -	\$ 205,000.00	\$ -	\$ 217,300.00	\$ -
Retaining Wall - North Hebron	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 100,000.00	\$ 205,000.00	\$ -	\$ 217,300.00	\$ -
Marketing						
Communication Architecture	\$ 23,700.00	\$ -	\$ -	\$ -	\$ -	\$ -
Strategic Marketing Plan	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00
Mobile Website/ Overhaul	\$ -	\$ 18,000.00	\$ -	\$ -	\$ -	\$ -
I-35E Marketing Campaign	\$ -	\$ 90,550.00	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 23,700.00	\$ 108,550.00	\$ -	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00
Information Technology						
Mobile Ticketing Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Where's My Ride Maintenance	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Fixed Route Scheduling Software	\$ -	\$ -	\$ 200,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Design Software Upgrade	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
Call Center Phone System Upgrade	\$ -	\$ -	\$ 30,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Windows Upgrade	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 11,500.00	\$ 256,500.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00
Strategic Planning						
Service Plan Update	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -
TOTAL	\$ 23,700.00	\$ 2,236,423.60	\$ 4,405,534.32	\$ 3,171,136.08	\$ 4,460,123.87	\$ 9,274,172.11



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 1:37 p.m. June 27, 2013 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker
Skip Kalb

Large Cities

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

Denton County at Large

Dave Kovatch, *Treasurer*
Don Hartman

Denton County Unincorporated

George A. Campbell

Board Members Absent

Allen Harris, The Colony
Daniel Peugh, Corinth

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Program Development
Jarod Varner VP Transit Operations

Legal Counsel

Pete Smith, General Counsel

Others in Attendance

Mark Nelson, City of Denton
Michael Chinn, TMDC
Jim Owen, ATU 1338
Michael Leavitt, City of Highland Village

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

1. Routine Briefing Items

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

- v. Fare Enforcement Update
- b. Capital Projects Update - Dee Leggett and Jarod Varner presented information to the following topics
 - i. GTW Integration – Jarod Varner
 - ii. Where’s My Ride – Jarod Varner
 - iii. Bus Radio System
 - iv. Bus Operations and Maintenance Facility (O&M)
 - v. Community Enhancements
 - vi. Lewisville Bike Trail
 - vii. Positive Train Control (PTC)
 - viii. Passenger Amenities
 - ix. Station Improvements
 - c. Communications and Planning – Dee Leggett reported on these items
 - i. Marketing and Communications Initiatives
 - ii. Media Coverage
 - iii. Customer Service
 - iv. Quarterly Social Media Results
 - v. Communication Architecture
 - d. Transit Operations – Jarod Varner provided an update
 - i. Rail Operations
 - ii. Bus Operations
2. Items for Discussion
 - a. Rail Operations Contract – Opportunity for Joint Contracting with DART and The T
 3. Committee Reports
 - a. Finance Committee – Dave Kovatch reported information from the Finance Committee
 - b. Legislative Committee – Charles Emery reported on information from the Legislative Committee
 4. Discussion of Regular Board Meeting Agenda Items (June 27, 2013)
 5. Executive Session - 3:14
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
 - b. As authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
 - c. As Authorized by Texas Government Code Section 551.072 deliberate purchase, exchange, lease or value of real property owned by DCTA and described as Lot 2, Block A, DCTA Maintenance Facility Addition, an addition to the City of Lewisville, Denton County, Texas.

6. Reconvene Open Session 3:25
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session. – No action.

7. Discussion of Future Agenda Items
 - a. Board Member Requests

<Break 3:25 p.m. – 3:35 p.m.>



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 3:35 p.m. June 27, 2013 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker
Skip Kalb

Large Cities

Charles Emery, Lewisville, *Chairman*
Paul Pomeroy, Highland Village, *Vice-Chair*
Richard Huckaby, Denton, *Secretary*
Carter Wilson, Frisco
Doug Peach, Little Elm
Jim Robertson, Flower Mound
Daniel Peugh, Corinth (3:57)

Denton County at Large

Dave Kovatch, *Treasurer*
Don Hartman

Denton County Unincorporated

George A. Campbell

Board Members Absent

Allen Harris, The Colony

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Program Development
Jarod Varner VP Transit Operations

Legal Counsel

Pete Smith, General Counsel

Others in Attendance

Mark Nelson, City of Denton
Michael Chinn, TMDC
Jim Owen, ATU 1338
Michael Leavitt, City of Highland Village
Dennis Henning, PB

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

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Paul Pomeroy

INVOCATION – Charles Emery

WELCOME AND INTRODUCTION OF VISITORS: Anna Mosqueda introduced new DCTA employee Whitney Traylor, Accounts Payable / Accounts Receivable

1. CONSENT AGENDA

- a. Approval of Minutes - Board Meeting May 23, 2013
- b. Acceptance of Financial Reports -Motion to approve Consent Agenda items 1a-b made by Richard Huckaby, 2nd by Dave Kovatch.
-Motion carried unanimously.

2. REGULAR AGENDA – (Items 2a and 2c were considered together.)

- a. Discussion / Approval of Change Order for Ratcliff Constructors Contract for Bus O&M Facility Construction - Jim Cline presented information.
-Motion to approve Change Order for Ratcliff Constructors Contract for Bus O&M Facility Construction and Amendment to Huitt Zollars Contract for Design Services made by Dave Kovatch. 2nd by Doug Peach. Motion carried. 1 abstention – Daniel Peugh was not present for the discussion.
- b. Discussion / Guidance on Rail Operations Contract Intent – Jim Cline presented information and requested guidance from the Board.
-Motion to authorize Jim Cline to submit letter of intent regarding Rail Operations as proposed by staff made by Dave Kovatch. 2nd by George Campbell. Motion carried unanimously.
- c. Discussion/Authorization of Amendment to Huitt Zollars Contract for Design Services –
-Item was considered along with Item 2a.

3. CHAIR REPORT – Charles Emery gave an update on these issues

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

4. PRESIDENT’S REPORT – Jim Cline provided information

- a. Report on Meetings with Area Communities

5. REPORT ON ITEMS OF COMMUNITY INTEREST – Transit Operations Vice President Jarod Varner thanked the Board and Staff as this would be his last Board Meeting with Denton County Transportation Authority.

- a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

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

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

8. ADJOURN REGULAR MEETING 4:31 p.m.

The minutes of the June 27, 2013 meeting of the Board of Directors were passed, and approved by a vote on this 25th day of July, 2013.

Charles Emery, Chairman

ATTEST

Richard Huckaby, Secretary

Board of Directors Memo

May 23, 2013

Item: 2(a) Discussion/Approval of Award of Investment Advisory Services Agreement

Background/Identified Need

A solicitation was issued for Investment Advisory Services to assist DCTA with portfolio management services, monthly and quarterly reporting services and supplemental cash management assistance including review of internal procedures, assistance with depository banking contract review and other cash collection and cash handling training and procedures review. This will provide on-going support to help insure prudent cash management of DCTA's investment portfolio and assist with required reporting and compliance with the Public Funds Investment Act

Currently, 73% of DCTA's funds are invested with its depository bank in managed fund accounts and 27% with TexStar a Local Government Pool which has seen a steady decline in yield. Although this is indicative of the current market environment, there are still some opportunities for improvement that can be provided by utilizing investment advisory services and evaluate opportunities consistent with DCTA's adopted investment policy.

The current contract for investment advisory services will expire in September 2013 so a request for proposal was issued on May 9th and closed on June 10th. The proposal was published in the Denton Record Chronicle as well as posted on BidSync. One response was received from First Southwest Asset Management (FSAM). FSAM is the current service provider under the contract which expires in September of 2013.

Financial Impact


The fee will be a tiered fee combining a fixed annual fee and an asset-based fee which would apply when DCTA's fund balances increase. The fixed fee is a reduction from the existing contract. The structure is as follows:

- \$0 - \$ 30 million - \$12,000 (Fixed Fee paid in quarterly installments)
- \$30 - \$130million - .03% (Asset Based Fee)
- Over \$130 million - .01% (Asset Based Fee)

On an anticipated Portfolio Balance of \$100 million the annual fee would be \$36,000 to be paid in quarterly installments.

Recommendation

FSAM has provided excellent support and service during the current contract term and provides very prompt timely response. Staff recommends the Board approve the award of the contract to First Southwest Asset Management, and authorize the President to execute the contract.

Submitted by: 
Athena Forrester, Purchasing Manater

Final Review: 
Anna Mosqueda, CFO

Board of Directors Memo

July 25, 2013

Item: 2(b) Discussion/Approval of Purchase of Engines

The Gillig buses have a useful life of twelve (12) years or 500,000 miles. The buses have reached the midpoint of their useful life and require replacement of the engines and transmissions to continue to be useful.

A request for bids was released on June 19, 2013, on BidSync for the purchase of eight (8) remanufactured diesel engines. Notices were provided to 500 potential suppliers, sixteen (16) suppliers viewed the documents.

On July 10, 2013, DCTA received one bid in response to our RFB:

1. Cummins Southern Plains LLC

Staff conducted a review and evaluation of the bid received and staff is recommending purchase of eight (8) remanufactured diesel engines from Cummins Southern Plains LLC.

Identified Need

The transmissions will be installed in the 2006 Gillig fleet to meet the useful life of twelve (12) years.

Financial Impact

The total cost of the eight (8) engines is \$132,200 and will be reimbursed with grant funds at 80%

Recommendation

Staff recommends the Board approve the acquisition of eight (8) remanufactured diesel engines from Cummins Southern Plains LLC.

Submitted by:



Athena Forrester, Purchasing Manager

Final Review:



Anna Mosqueda, CFO

Board of Directors Memo

July 25, 2013

Item: 2(c) Discussion/Approval of Purchase of Transmissions**Background**

The Gillig buses have a useful life of twelve (12) years or 500,000 miles. The buses have reached the midpoint of their useful life and require replacement of the engines and transmissions to continue to be useful.

A request for bids was released on June 19, 2013, on BidSync for the purchase of eight (8) remanufactured transmissions. Notices were provided to 600 potential suppliers, twenty (20) suppliers viewed the documents.

On July 10, 2013, DCTA received four bids in response to our RFB:

1. TFB Global LLC
2. Reliable Transmission Service Inc
3. Inland Truck Parts
4. Stewart and Stevenson

Staff conducted a review and evaluation of the bids received and staff is recommending purchase of eight (8) remanufactured transmissions from TFB Global LLC.

Identified Need

The transmissions will be installed in the 2006 Gillig fleet to meet the useful life of twelve (12) years.

Financial Impact

The total cost of the eight (8) transmissions is \$32,920.80 and will be reimbursed with grant funds at 80%

Recommendation

Staff recommends the Board approve the acquisition of eight (8) transmissions from TFB Global LLC.

Submitted by:



Athena Forrester, Purchasing Manager

Final Review:



Anna Mosqueda, CFO