



DENTON COUNTY
TRANSPORTATION AUTHORITY

1955 Lakeway Dr., # 260, Lewisville, Texas 75057
972.221.4600 | RideDCTA.net

Board of Directors Work Session

October 27, 2016 | 1:30 p.m.

1. Routine Briefing Items

- a. Staff Briefing on Monthly Financial Reports
 - i. Financial Statements for September 2016
 - ii. Capital Projects Budget Report for September 2016
 - iii. Monthly Sales Tax Receipts
 - iv. Quarterly Investment Report Q4 FY2016
 - v. Grant Quarterly Report
 - vi. Current Procurement Activities
- b. Marketing and Communications
 - i. Collateral Material Overview
 - ii. October Public Meeting Report
 - iii. Customer Service Update
 - a. GovDelivery Launch
 - b. New Phone System
 - c. GOREquest Revamp
 - d. Customer Service Audit
 - iv. Marketing and Communications Awards
- c. Strategic Planning and Development
 - i. Business Development & Partnerships Update
 - ii. Land Use Planning & Development Update
 - iii. Additional Project Updates
- d. Capital Projects
 - i. Flood Damage Repairs Update
 - ii. ShoreTel Phone System Expansion Update
- e. Staff Briefing on Transit Operations Reports
 - i. Bus and Rail Operations

2. Items for Discussion

- a. February Board Retreat
- b. 2017 Board Calendar

3. Committee Chair Reports

- a. Finance Committee (10/10/2016) Dave Kovatch, chair
- b. Program Services Committee (10/18/2016) Paul Pomeroy, chair

4. Discussion of Regular Board Meeting Agenda Items (October 2016)
5. Convene Executive Session. The Board may convene the Work Session into Closed Executive Session for the following:
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Board of Directors Work Session 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 or the Regular Board Meeting Agenda.
 - b. Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, or Highland Village.
6. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
7. Discussion of Future Agenda Items
 - a. Board Member Requests
8. ADJOURN

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

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

**Members – Skip Kalb, Doug Peach, Jim Robertson, Tom Winterburn,
Don Hartman, George A. Campbell, Allen Harris, Carter Wilson, Connie White
President – Jim Cline**

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

This notice was posted on 10/20/2016 at 2:25 PM.

Troy Henderson, Administrative Assistant



Board of Directors Memo

October 27, 2016

Subject: Monthly Financial Reports

Background

The financial statements are presented monthly to the Board of Directors for acceptance. The reports presented for the period ending September 30, 2016 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. ***Amounts are preliminary and unaudited and may be subject to change as additional information is received that impacts fiscal year 2016.***

The following are major variances between year-to-date budget and year-to-date actuals, which are annotated on the Statement of Changes in Net Assets.

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues – YTD unfavorable by (\$140k), primarily due to lower than budgeted rail ridership. FY2016 rail ridership is 10% below budget at 545k riders compared to 603k budgeted. FY2015 rail ridership was 555k. FY2016 bus ridership of 2.4 million was 4% higher than budgeted.
- **Note B:** Contract Service Revenue – YTD unfavorable by (\$151k), due to reduced fuel pass-through costs for UNT and NCTC (reduction of \$318k). Average billed fuel price/gallon of \$1.58 is 55% lower than the budgeted \$3.50/gallon. This unfavorable variance is partially offset by increased revenue hours (\$167k); YTD revenue hours of 63,589 are 7% higher than budgeted 59,526 revenue hours.
- **Note C:** Sales Tax Revenue – September sales tax revenue is not yet received and is accrued for the month based on budget. Sales tax generated in September will be received in November. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of FY16 sales tax receipts collected through October.

- Note D: Federal/State Grants-Capital** – YTD unfavorable by (\$581k) because expenses and corresponding reimbursements for fleet replacement (\$1.1 million), scheduling software (\$184k), bus fleet cameras (\$120k), and comprehensive service analysis (\$107k) have been delayed from the timing anticipated in the budget. This unfavorable variance is partially offset by expenses and corresponding reimbursements for the PTC project that are higher than anticipated due to progress on the project (\$1.2 million). In addition, due to project scope changes, the Trinity Mills crew facility (\$174k) will not be grant funded as previously anticipated in the budget. These funds were re-allocated to other eligible expenses.

	FY16 Budgeted Drawdowns	FY16 Actual Revenue	Variance	
Bus Fleet Cameras	\$ 119,600	\$ -	\$ (119,600)	
Bus O&M	81,634	75,425	(6,209)	
Bus Scheduling Software	200,000	16,000	(184,000)	
Community Enhancements	-	16,862	16,862	
Comp. Service Analysis	207,306	100,459	(106,847)	
Fleet {2015}	1,336,200	1,330,120	(6,080)	
Fleet {2016}	1,062,500	-	(1,062,500)	
Lewisville Hike & Bike Trail	227,029	221,969	(5,060)	
PTC	2,699,993	3,887,856 *	1,187,863	* Includes \$3 million of RTC awarded funding
Safety/Security	80,399	-	(80,399)	
T. Mills Crew Facility	173,978	-	(173,978)	
Trail Safety Improvements	31,326	-	(31,326)	
Transit Enhancements	130,250	82,866	(47,384)	
NCTCOG/FTA (In-Kind Bus Value)	-	38,073	38,073	
	\$ 6,350,215	\$ 5,769,630	\$ (580,585)	

- Note E: Federal/State Grants-Operating** – YTD unfavorable by (\$1.4 million) is attributable to a re-distribution and delay in grant funding for rail preventive maintenance (\$2.2 million) as well as FEMA disaster recovery reimbursements (\$1.5 million), partially offset by higher than budgeted reimbursements for operating assistance (\$2.5 million). These reimbursements will be requested in coming months. A new 10-year Rail O&M contract began in October; preventive maintenance expenditures under this contract award will be eligible for grant reimbursements.

	FY16 Budgeted Drawdowns	FY16 Actual Revenue	Variance
Bus PM	\$ 1,114,284	\$ 1,268,275	\$ 153,991
Rail PM	2,409,762	248,930	(2,160,832)
Operating Assistance	462,000	2,986,045	2,524,045
ADA Assistance	450,847	232,580	(218,267)
FEMA	1,785,427	303,574	(1,481,852)
HV RSVP	73,596	73,596	(0)
Printing	-	17,046	17,046
VanPool	206,550	-	(206,550)
	\$ 6,502,465	\$ 5,130,046	\$ (1,372,419)

- **Note F:** Insurance – YTD unfavorable by (\$48k), mainly attributable to Frisco insurance costs (\$10k) and insurance deductible payments for vehicle accidents (\$11k) that were not anticipated in the budget. In addition, there was an adjustment (\$24k) for TML Workers Compensation insurance for FY14/15 that was paid in July.
- **Note G:** Leases and Rentals – YTD unfavorable by (\$13k), primarily due to \$10k of printer/copier lease expenses not anticipated in the budget.

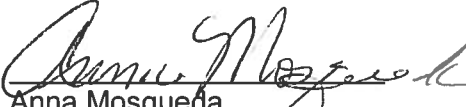
Identified Need


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

Recommendation

Staff recommends acceptance.

Submitted by: Marisa Perry, CPA 
Controller

Final Review: 
Anna Mosqueda,
CFO

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

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date September 30, 2016
(Unaudited)

Item 1(a)i

Description	Month Ended September 30, 2016			Year to Date September 30, 2016			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	\$ 117,405	\$ 153,202	\$ (35,797)	\$ 1,403,073	\$ 1,542,909	\$ (139,836)	\$ 1,542,909	Note A
Contract Service Revenue	392,829	432,605	(39,776)	3,383,656	3,534,517	(150,861)	3,534,517	Note B
Sales Tax Revenue	2,322,260	2,077,285	244,975	24,454,015	23,067,403	1,386,612	23,067,403	Note C
Federal/State Grants - Capital	923,478	2,702,125	(1,778,647)	5,769,630	6,350,215	(580,585)	6,350,215	Note D
Federal/State Grants - Operating	1,962,265	685,130	1,277,135	5,130,046	6,502,465	(1,372,419)	6,502,465	Note E
Total Revenue and Other Income	5,718,237	6,050,346	(332,109)	40,140,420	40,997,509	(857,089)	40,997,509	
Operating Expenses								
Salary, Wages and Benefits	884,261	813,571	(70,689)	9,215,234	9,418,015	202,781	9,418,015	
Services	323,889	199,288	(124,601)	2,343,316	2,624,383	281,067	2,624,383	
Materials and Supplies	243,413	210,248	(33,165)	2,036,106	2,413,022	376,916	2,413,022	
Utilities	50,946	42,418	(8,528)	386,091	511,361	125,270	511,361	
Insurance, Casualties and Losses	69,563	66,662	(2,901)	847,932	800,215	(47,717)	800,215	Note F
Purchased Transportation Services	902,539	888,575	(13,964)	10,628,578	10,633,624	5,046	10,633,624	
Miscellaneous	14,124	9,600	(4,523)	170,715	260,431	89,716	260,431	
Leases and Rentals	2,840	9,681	6,841	156,928	144,183	(12,745)	144,183	Note G
Depreciation	817,127	845,712	28,585	9,854,907	10,017,196	162,289	10,017,196	
Total Operating Expenses	3,308,702	3,085,756	(222,946)	35,639,806	36,822,430	1,182,625	36,822,430	
Income Before Non-operating Revenue and Expense	2,409,535	2,964,590	(555,055)	4,500,615	4,175,079	325,536	4,175,079	
Non-Operating Revenues / (Expense)								
Investment Income	5,280	1,663	3,617	59,364	20,000	39,364	20,000	
Gain (Loss) Disposal of Assets	-	-	-	(14,675)	-	(14,675)	-	
Fare Evasion Fee	225	125	100	2,250	1,500	750	1,500	
Other Income - Miscellaneous	45,572	-	45,572	168,492	-	168,492	-	
Long Term Debt Interest/Expense	(96,369)	(96,374)	5	(1,156,229)	(1,156,422)	193	(1,156,422)	
Total Non-Operating Revenue / (Expense)	(45,292)	(94,586)	49,294	(940,798)	(1,134,922)	194,124	(1,134,922)	
Change in Net Assets	\$ 2,364,243	\$ 2,870,004	\$ (505,761)	\$ 3,559,816	\$ 3,040,157	\$ 519,660	\$ 3,040,157	

Denton County Transportation Authority
Statement of Net Assets
As of September 30, 2016
(Unaudited)

	<u>September 30, 2016</u>	<u>August 31, 2016</u>	<u>Change</u>
Current Assets			
Cash & Cash Equivalents	\$ 12,404,816	\$ 10,520,299	\$ 1,884,517
Investments	3,509,610	4,260,932	(751,322)
Accounts & Notes Receivable	6,300,896	6,667,584	(366,689)
Prepaid Expenses	394,260	417,401	(23,141)
Inventory	75,351	10,173	65,178
Restricted Asset-Cash and Equivalents	3,657,004	5,142,848	(1,485,845)
Total Current Assets	<u>26,341,936</u>	<u>27,019,237</u>	<u>(677,301)</u>
Property, Plant and Equipment			
Land	16,228,337	16,228,337	-
Land Improvements	6,458,821	6,458,821	-
Machinery & Equipment	2,754,866	2,289,309	465,557
Leasehold Improvements	55,506	55,506	-
Vehicles	90,319,852	88,753,500	1,566,352
Computers & Software	1,180,676	1,180,676	-
Accumulated Depreciation	(47,929,551)	(47,112,424)	(817,127)
Total Property, Plant and Equipment	<u>69,068,508</u>	<u>67,853,726</u>	<u>1,214,781</u>
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	234,739,641	234,739,641	-
Construction in Progress	12,403,157	12,146,315	256,842
Total Capital Assets	<u>264,139,953</u>	<u>263,883,111</u>	<u>256,842</u>
Total Assets	<u>\$ 359,550,396</u>	<u>\$ 358,756,074</u>	<u>\$ 794,323</u>
Liabilities			
Current Liabilities			
Accounts Payable	\$ 324,106	\$ 1,486,835	\$ (1,162,729)
Salary, Wages, and Benefits Payable	532,148	608,254	(76,106)
Accrued Expenses Payable	1,244,423	927,929	316,495
Deferred Revenues	79,048	79,513	(465)
Interest Payable	-	120,149	(120,149)
Total Current Liabilities	<u>2,179,725</u>	<u>3,222,680</u>	<u>(1,042,956)</u>
Non-Current Liabilities			
Rail Easement Payable	1,300,000	1,300,000	-
Retainage Payable	248,950	190,915	58,035
Bonds Payable	30,385,000	30,970,000	(585,000)
Total Non-Current Liabilities	<u>31,933,950</u>	<u>32,460,915</u>	<u>(526,965)</u>
Total Liabilities	<u>34,113,675</u>	<u>35,683,595</u>	<u>(1,569,920)</u>
Net Assets			
Invested in Capital Assets	301,021,097	301,021,097	-
Unrestricted Retained Earnings	20,855,808	20,855,808	-
Change in Net Assets	3,559,816	1,195,573	2,364,243
Total Equity	<u>325,436,722</u>	<u>323,072,478</u>	<u>2,364,243</u>
Total Liabilities and Equity	<u>\$ 359,550,396</u>	<u>\$ 358,756,074</u>	<u>\$ 794,323</u>

Capital Projects Fund - DCTA
Budget vs. Actual
As of September 30, 2016
(Cash Basis)

Work Session 1a1i

ASSETS

Fixed Assets

1660 · Construction Work in Progress

	Original Budget	Revised Budget	September 2016 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of September 2016 Close)	Project % Complete (Operations)
1 · G&A Capital Projects							
Total 10402 · Shortel Phone System	45,000	85,000	1,826	60,451	24,549	71%	
Total 10601 · COGNOS Report Application	200,000	200,000	-	-	200,000	0%	
Total 10602 · Comprehensive Service Analysis	567,414	420,222	-	192,611	227,611	46%	
Total 10603 · Legal Support	226,753	226,753	-	83,635	143,118	37%	
Total 10301 · Lewisville Facilities Study	-	100,000	4,267	79,064	20,936	79%	
Total 1 · G&A Capital Projects	1,039,167	1,031,975	6,093	415,762	616,214	40%	
5 · Bus Capital Projects							
Total 50204 · Transit Enhancements (2015-16)	165,000	165,000	20,569	142,034	22,966	86%	
Total 50301 · Bus O&M Facility	8,142,667	11,497,555	5,908	11,404,895	92,660	99%	
Total 50409 · Bus Fleet Cameras	149,500	149,500	-	-	149,500	0%	
Total 50507 · Fleet (2016)	1,250,000	1,250,000	-	-	1,250,000	0%	
Total 50601 · Scheduling Software (Bus)	250,000	250,000	-	20,000	230,000	8%	
Total 5 · Bus Capital Projects	9,957,167	13,312,055	26,477	11,566,929	1,745,126	87%	
6 · Rail Construction							
Total 61401 · Fare Collection Systems	569,000	733,104	-	682,258	50,846	93%	
Total 61406 · Positive Train Control Preparation	15,997,441	1,346,527	-	1,346,527	-	100%	100%
Total 61406.1 · Positive Train Control Implementation	-	16,720,141	1,196,250	5,172,880	11,547,261	31%	
Total 61708 · Lewisville Bike Trail	3,099,856	3,099,856	-	2,046,359	1,053,497	66%	100% *
Total 60701 · Passenger Information	56,214	96,821	-	61,411	35,410	63%	
Total 61505 · GTW Wheel Work	915,041	915,041	236,469	905,925	9,116	99%	
Total 61604 · Rail Mobilization (2015)	2,119,517	2,119,517	815,158	1,202,437	917,080	57%	80%
Total 61209 · Trinity Mills Crew Facility	250,000	250,000	94	69,704	180,296	28%	15% **
Total 61210 · Station Landscaping	75,000	485,000	5,630	391,202	93,798	81%	
61713 · Disaster Recovery - 2015 Floods							
6171301 · Operating Revenue	-	-	-	(181,483)	181,483	0%	
Total 61713 · Disaster Recovery - 2015 Floods	1,000,000	300,000	-	216,457	83,543	72%	90%
61713-1 · Rail Facility Flume Repair (2015 Flood)							
61713-1.01 · Operating Revenue	-	-	-	(87,059)	87,059	0%	
Total 61713-1 · Rail Facility Flume Repair (2015 Flood)	325,482	325,482	45,699	78,010	247,472	24%	5%***
Total 61713-2 · Grade Crossing Replacements (2015 Flood)	2,157,760	2,157,760	-	62,707	2,095,053	3%	5%****
61713-3 · Hebron Signal House (2015 Flood)							
61713-3.01 · Operating Revenue	-	-	-	(116,060)	116,060	0%	
Total 61713-3 · Hebron Signal House (2015 Flood)	122,000	122,000	-	98,626	23,374	81%	100%
Total 61713-4 · Ballast Undercutting (2015 Flood)	761,600	761,600	-	21,198	740,402	3%	5%****
Total 61713-5 · Pockrus Page (2015 Flood)	623,000	623,000	-	23,858	599,142	4%	3%
Total 61714 · Rail Capital Maintenance	745,000	745,000	-	-	745,000	0%	
Total 61715 · Trail Safety Improvements	139,657	139,657	-	-	139,657	0%	
Total 61716 · Lewisville Bike Trail - Eagle Point Section	-	2,995,873	-	40,177	2,955,696	1%	
Total Rail Construction Projects	28,956,568	33,936,379	2,299,300	12,419,737	21,516,642	37%	
Total 1660 · Construction Work in Progress	39,952,902	48,280,409	2,331,871	24,402,427	23,877,982	51%	

* Construction complete Balance is for Engineering of Eagle Point

** Preliminary plans complete

*** Plans complete. Preparing bid pkg.

**** Project out for bid



Board of Directors Memo

October 27, 2016

Subject: Sales Tax Report

Background

Sales tax represents the single largest source of revenue for DCTA at 59.68% for FY16 budget. The annual Sales Tax budget for FY 2016 is \$23,067,403. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month, receipts were favorable compared to budget. The October allocation is for sales generated in the month of August and represents revenue for the eleventh month of FY 2016.

- Sales tax for sales generated at retail in the month of August and received in October was \$2,128,874.
- This represents an increase of 14.14% or \$263,655 compared to budget for the month.
- Receipts are favorable 7.37% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$45,901 or 2.20% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville down 2.99%
 - City of Denton up 7.39%
 - Highland Village up 5.51%

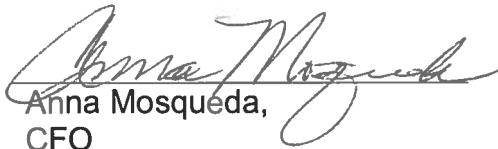
Need

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

Recommendation

For information only. No action required.

Final Review:


Anna Mosqueda,
CFO

Denton County Transportation Authority (DCTA)

Sales Tax Report

Budget to Actual and Previous Year Comparison

Sales Generated in Month of:	Received in Month of:	2015-2016 Year Budget	2015-2016 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2014-2015 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,023,528	\$ 1,821,854	\$ (201,674)	-9.97%	\$ 1,945,700	\$ (123,846)	-6.37%
November	January	\$ 1,836,141	\$ 1,959,303	\$ 123,162	6.71%	\$ 1,765,520	\$ 193,783	10.98%
December	February	\$ 2,530,794	\$ 2,669,055	\$ 138,261	5.46%	\$ 2,433,456	\$ 235,599	9.68%
January	March	\$ 1,812,076	\$ 1,637,497	\$ (174,579)	-9.63%	\$ 1,742,381	\$ (104,884)	-6.02%
February	April	\$ 1,629,477	\$ 1,776,656	\$ 147,179.13	9.03%	\$ 1,566,805	\$ 209,851	13.39%
March	May	\$ 1,967,178	\$ 2,340,336	\$ 373,158	18.97%	\$ 2,074,176	\$ 266,160	12.83%
April	June	\$ 1,750,519	\$ 1,955,110	\$ 204,591	11.69%	\$ 1,803,955	\$ 151,155	8.38%
May	July	\$ 1,809,657	\$ 1,931,826	\$ 122,169	6.75%	\$ 1,757,537	\$ 174,289	9.92%
June	August	\$ 2,009,992	\$ 2,397,828	\$ 387,836	19.30%	\$ 2,104,123	\$ 293,705	13.96%
July	September	\$ 1,755,537	\$ 1,919,001	\$ 163,464	9.31%	\$ 1,825,970	\$ 93,032	5.09%
August	October	\$ 1,865,219	\$ 2,128,874	\$ 263,655	14.14%	\$ 2,082,973	\$ 45,901	2.20%
September	November	\$ 2,077,285				\$ 2,159,150		
YTD Total		\$ 23,067,403	\$ 22,537,340	\$ 1,547,222	7.37%	\$ 23,261,746	\$ 1,434,744	6.80%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department

Prepared By: Denton County Transportation Authority Finance Department

October 12, 2016

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

City of Lewisville						City of Highland Village					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance	Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,532,839	\$ 2,537,910	\$ 5,072	0.20%	October	December	\$ 268,275	\$ 290,956	\$ 22,682	8.45%
November	January	\$ 2,404,460	\$ 2,541,494	\$ 137,034	5.70%	November	January	\$ 283,432	\$ 301,727	\$ 18,295	6.45%
December	February	\$ 3,407,084	\$ 3,661,985	\$ 254,902	7.48%	December	February	\$ 441,441	\$ 469,889	\$ 28,448	6.44%
January	March	\$ 2,479,995	\$ 2,441,184	\$ (38,811)	-1.56%	January	March	\$ 249,723	\$ 264,553	\$ 14,830	5.94%
February	April	\$ 2,194,340	\$ 2,533,341	\$ 339,001	15.45%	February	April	\$ 220,832	\$ 233,938	\$ 13,106	5.93%
March	May	\$ 2,920,317	\$ 3,373,295	\$ 452,978	15.51%	March	May	\$ 319,961	\$ 330,255	\$ 10,294	3.22%
April	June	\$ 2,570,323	\$ 2,982,209	\$ 411,886	16.02%	April	June	\$ 275,169	\$ 265,293	\$ (9,877)	-3.59%
May	July	\$ 2,441,318	\$ 2,781,814	\$ 340,496	13.95%	May	July	\$ 317,874	\$ 288,202	\$ (29,672)	-9.33%
June	August	\$ 2,867,226	\$ 3,395,384	\$ 528,158	18.42%	June	August	\$ 330,952	\$ 369,689	\$ 38,737	11.70%
July	September	\$ 2,531,076	\$ 2,802,579	\$ 271,503	10.73%	July	September	\$ 276,336	\$ 271,812	\$ (4,524)	-1.64%
August	October	\$ 2,996,730	\$ 2,907,256	\$ (89,474)	-2.99%	August	October	\$ 264,926	\$ 279,518	\$ 14,592	5.51%
September	November	\$ 3,013,889				September	November	\$ 342,868			
YTD Total		\$ 32,359,597	\$ 31,958,452	\$ 2,612,744	8.90%	YTD Total		\$ 3,591,789	\$ 3,365,832	\$ 116,910	3.60%

City of Denton					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,345,573	\$ 2,246,579	\$ (98,994)	-4.22%
November	January	\$ 2,197,657	\$ 2,342,199	\$ 144,542	6.58%
December	February	\$ 3,020,338	\$ 3,372,458	\$ 352,120	11.66%
January	March	\$ 2,109,216	\$ 1,869,754	\$ (239,463)	-11.35%
February	April	\$ 1,852,968	\$ 2,128,444	\$ 275,476	14.87%
March	May	\$ 2,678,550	\$ 2,842,993	\$ 164,443	6.14%
April	June	\$ 2,152,181	\$ 2,317,882	\$ 165,701	7.70%
May	July	\$ 2,107,901	\$ 2,405,495	\$ 297,594	14.12%
June	August	\$ 2,682,604	\$ 3,157,640	\$ 475,036	17.71%
July	September	\$ 2,259,012	\$ 2,260,102	\$ 1,091	0.05%
August	October	\$ 2,584,144	\$ 2,775,088	\$ 190,943	7.39%
September	November	\$ 2,727,016			
YTD Total		\$ 28,717,159	\$ 27,718,633	\$ 1,728,490	6.65%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
October 12, 2016

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

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2016 Payments (Calendar)	2015 Payments (Calendar)	% Change
Houston MTA	1.00%	\$ 52,714,179.98	\$ 53,532,052.52	-1.53%	\$ 571,898,843.21	\$ 595,756,824.36	-4.00%
Dallas MTA	1.00%	\$ 44,309,242.19	\$ 39,779,348.54	11.39%	\$ 452,908,573.85	\$ 429,465,247.39	5.46%
Austin MTA	1.00%	\$ 17,742,058.64	\$ 16,825,399.60	5.45%	\$ 184,786,263.86	\$ 174,651,793.67	5.80%
San Antonio MTA	0.50%	\$ 11,554,844.62	\$ 10,096,673.96	14.44%	\$ 115,286,771.66	\$ 113,141,081.70	1.90%
San Antonio ATD	0.25%	\$ 5,254,379.06	\$ 4,581,434.65	14.69%	\$ 52,423,735.08	\$ 51,006,134.56	2.78%
Fort Worth MTA	0.50%	\$ 5,747,265.70	\$ 5,140,197.16	11.81%	\$ 57,296,178.27	\$ 53,880,547.52	6.34%
El Paso CTD	0.50%	\$ 3,260,273.24	\$ 3,135,247.82	3.99%	\$ 34,959,052.26	\$ 34,005,246.76	2.80%
Corpus Christi MTA	0.50%	\$ 2,497,074.90	\$ 2,503,246.20	-0.25%	\$ 26,402,636.84	\$ 28,881,237.72	-8.58%
Denton CTA	0.50%	\$ 2,128,874.04	\$ 2,082,973.25	2.20%	\$ 20,715,486.13	\$ 19,156,896.17	8.14%
Laredo CTD	0.25%	\$ 611,457.73	\$ 547,665.73	11.65%	\$ 6,310,380.36	\$ 6,605,262.76	-4.46%
TOTALS		\$ 145,819,650.10	\$ 138,224,239.43	5.49%	\$ 1,522,987,921.52	\$ 1,506,550,272.61	1.09%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
October 12, 2016



Investment Portfolio Summary

Denton County Transportation Authority



For the Quarter Ended

September 30, 2016



Report Name

Certification Page
Executive Summary
Benchmark Comparison
Detail of Security Holdings
Change in Value
Earned Income
Investment Transactions
Amortization and Accretion
Projected Fixed Income Cash Flows

MARKET RECAP - SEPTEMBER 2016:

Investors spent much of September with one eye on the data and the other on the Fed as speculation over whether the Fed would or would not raise rates at its September 21st FOMC meeting reached a fever pitch. A heavy slate of Fed speakers espousing hawkish rhetoric fanned the rate hike flames mid-month, but markets weren't buying what they were selling as economic data generally proved weaker than forecast. The August employment report was the first in a string of underwhelming data as the economy added just +151k new jobs, short of the +180k median forecast. While some will view the August result as mediocre, it comes on the heels of a +275k revised gain in July and +271k in June, so some pullback should have been expected. The three month average is a healthy +232k and the August gain was sufficient to keep the unemployment rate steady at 4.9% for a third straight month. The national purchasing managers surveys were more concerning as the ISM manufacturing index unexpectedly plunged from 52.6 to 49.4, indicating contraction in the factory sector. The ISM non-manufacturing index dropped 4.1 points to 51.4. That was the lowest in six years and according to the ISM is consistent with GDP growth of just 1%. The combined economy-weighted index stands at a 6½-year low of 51.2. Although these surveys are considered "soft data," they are important indicators of the general health of the economy and they are heading in the *wrong direction*. A fact which makes the hawkish Fed-speak all the more puzzling.

The weak ISM survey data was corroborated by other indicators during the first half of September. Retail sales fell -0.3% in August with broad based weakness as 8 of 13 categories declined. Auto sales were a particular disappointment, dropping -0.9% during the month. The retail sales control group (used in GDP calculations) fell -0.1% in August, much weaker than the expected -0.4%. Adding to the gloom was a -0.4% decline in industrial production during August, which completely wiped out July's +0.4% gain. According to a Morgan Stanley report, since July 2014 manufacturing output has shown cumulative growth of just +0.1%.

Inflation firmed in August, but there is no cause for alarm just yet. The consumer price index rose +0.2%, led by the biggest monthly increase in healthcare costs in 25 years at +1.0%. Core CPI rose +0.3% in August, bringing the year-over-year rate to +2.3%. The Fed's preferred Core PCE inflation measure is running at +1.7% year-over-year, still short of the Fed's +2.0% target. Rounding out the major data for the month was the final revision to Q2 GDP which was bumped up to +1.4% from +1.0%. This is still a painfully slow rate of growth. Current estimates for Q3 hover just below +3.0%.

By the time the FOMC meeting rolled around on September 21st, markets had decided no hike was coming. The Fed concurred, saying the case for an increase had "strengthened" but the committee "decided, for the time being, to wait for further evidence of continued progress toward its objectives." So for all the hawkish talk early in the month, the FOMC concluded the data didn't support a hike just yet and they could afford to wait a while longer. Finally, in what has become a recurring theme, the latest "dot plot," which charts each member's interest rate outlook, was trimmed yet again. The median now calls for one 25 basis point hike before this year is out, two hikes in 2017, three more in 2018, and eventually a terminal rate of 3.00%. That would put the target rate in a range of 1.00% to 1.25% to end 2017. *Don't hold your breath.*

For the Quarter Ended September 30, 2016

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

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

Officer Names and Titles:


Name: Anna Mosqueda
Title: Chief Financial Officer

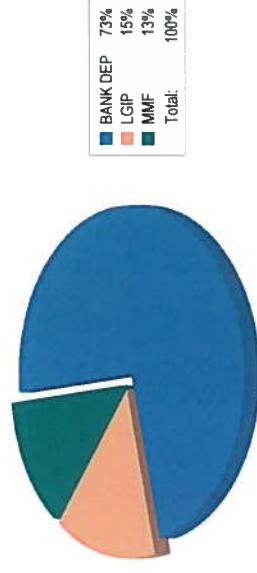

Name: James C. Cline Jr.
Title: Chief Executive Officer



Account Summary

	Beginning Values as of 06/30/16	Ending Values as of 09/30/16
Par Value	18,973,680.85	19,735,631.80
Market Value	18,973,680.85	19,735,631.80
Book Value	18,973,680.85	19,735,631.80
Unrealized Gain/(Loss)	0.00	0.00
Market Value %	100.00%	100.00%
Weighted Avg. YTW	0.321%	0.324%
Weighted Avg. YTM	0.321%	0.324%

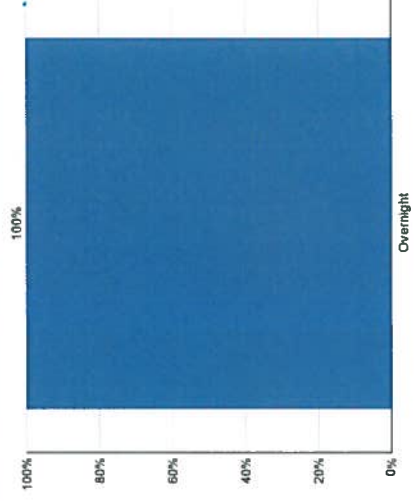
Allocation by Security Type



Allocation by Issuer

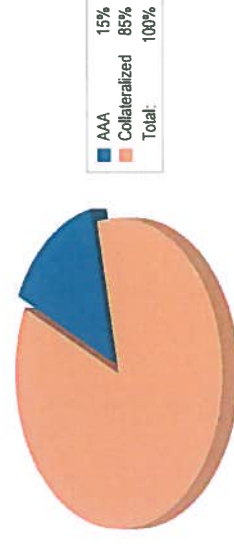


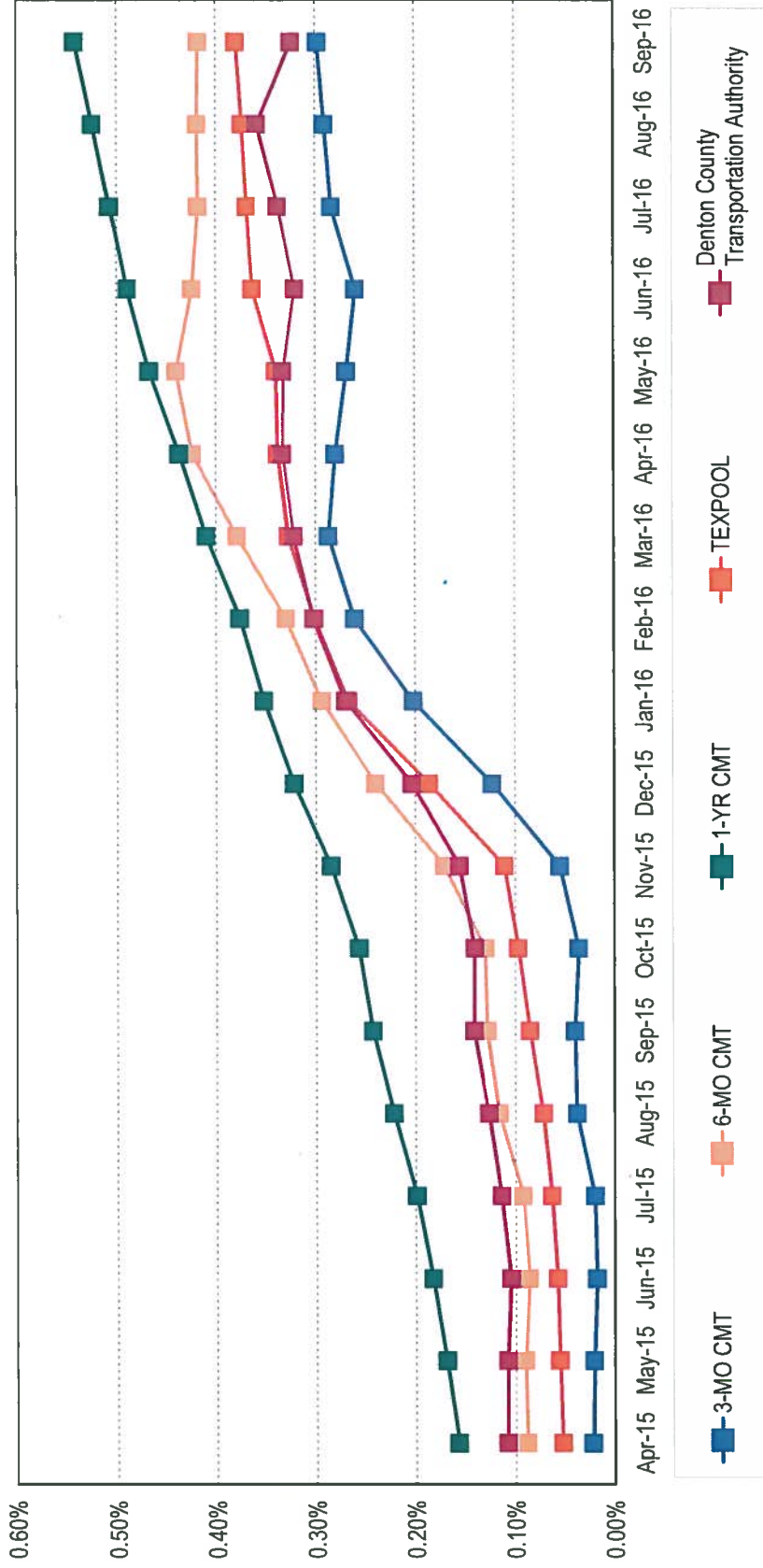
Maturity Distribution %



Weighted Average Days to Maturity: 0

Credit Quality





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

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

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
2011 Bond Fund																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					3,656,982.05	100.000	3,656,982.05	3,656,982.05	100.000	3,656,982.05	1		0.230	0.230
Total for 2011 Bond Fund																	
Bond Fund																	
TEXSTAR		LGIP	TexSTAR					21.51	100.000	21.51	21.51	100.000	21.51	1		0.412	0.412
Total for Bond Fund																	
Operating Fund																	
WF-MANA		BANK DEP	Wells Fargo Managed Rate					621,776.06	100.000	621,776.06	621,776.06	100.000	621,776.06	1		0.230	0.230
WF-SWEEP		MMF	Wells Fargo Sweep					2,509,211.19	100.000	2,509,211.19	2,509,211.19	100.000	2,509,211.19	1		0.000	0.000
Total for Operating Fund																	
Reserve Fund																	
WF-PREM		BANK DEP	Wells Fargo Premium Rate					10,059,806.89	100.000	10,059,806.89	10,059,806.89	100.000	10,059,806.89	1		0.420	0.420
Total for Reserve Fund																	
Sales Tax Fund																	
TEXSTAR		LGIP	TexSTAR					2,887,834.10	100.000	2,887,834.10	2,887,834.10	100.000	2,887,834.10	1		0.412	0.412
Total for Sales Tax Fund																	
Total for Denton County Transportation Authority																	
19,735,631.80 100.000 19,735,631.80 19,735,631.80 1 0.324 0.324																	



FirstSouthwest
AssetManagement
A Hilltop Holdings Company

Denton County Transportation Authority
Change in Value
From 06/30/2016 to 09/30/2016

CUSIP	Security Type	Security Description	06/30/16 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	09/30/16 Book Value	06/30/16 Market Value	09/30/16 Market Value	Change in Mkt Value
2011 Bond Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	3,654,966.82	2,015.23	0.00	0.00	0.00	3,656,982.05	3,654,966.82	3,656,982.05	2,015.23
Total for 2011 Bond Fund			3,654,966.82	2,015.23	0.00	0.00	0.00	3,656,982.05	3,654,966.82	3,656,982.05	2,015.23
Bond Fund											
TEXSTAR	LGIP	TexSTAR	1,485,549.96	990.73	(1,486,519.18)	0.00	0.00	21.51	1,485,549.96	21.51	(1,485,528.45)
Total for Bond Fund			1,485,549.96	990.73	(1,486,519.18)	0.00	0.00	21.51	1,485,549.96	21.51	(1,485,528.45)
Operating Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	1,177,806.59	225.10	(556,255.63)	0.00	0.00	621,776.06	1,177,806.59	621,776.06	(556,030.53)
WF-SWEEP	MMF	Wells Fargo Sweep	1,898,855.74	1,768,433.39	(1,158,077.94)	0.00	0.00	2,509,211.19	1,898,855.74	2,509,211.19	610,355.45
Total for Operating Fund			3,076,662.33	1,768,658.49	(1,714,333.57)	0.00	0.00	3,130,987.25	3,076,662.33	3,130,987.25	54,324.92
Reserve Fund											
WF-PREM	BANK DEP	Wells Fargo Premium Rate	10,049,198.77	10,608.12	0.00	0.00	0.00	10,059,806.89	10,049,198.77	10,059,806.89	10,608.12
Total for Reserve Fund			10,049,198.77	10,608.12	0.00	0.00	0.00	10,059,806.89	10,049,198.77	10,059,806.89	10,608.12
Sales Tax Fund											
TEXSTAR	LGIP	TexSTAR	707,302.97	2,901,390.47	(720,859.34)	0.00	0.00	2,887,834.10	707,302.97	2,887,834.10	2,180,531.13
Total for Sales Tax Fund			707,302.97	2,901,390.47	(720,859.34)	0.00	0.00	2,887,834.10	707,302.97	2,887,834.10	2,180,531.13
Total for Denton County Transportation Authority											
			18,973,680.85	4,683,663.04	(3,921,712.09)	0.00	0.00	19,735,631.80	18,973,680.85	19,735,631.80	761,950.95



FirstSouthwest
AssetManagement
A Hilltop Holdings Company.

Denton County Transportation Authority
Earned Income
From 06/30/2016 to 09/30/2016

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
2011 Bond Fund									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	2,015.23	2,015.23	0.00	0.00	0.00	2,015.23
Total for 2011 Bond Fund			0.00	2,015.23	2,015.23	0.00	0.00	0.00	2,015.23
Bond Fund									
TEXSTAR	LGIP	TexSTAR	0.00	1,007.24	1,007.24	0.00	0.00	0.00	1,007.24
Total for Bond Fund			0.00	1,007.24	1,007.24	0.00	0.00	0.00	1,007.24
Operating Fund									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	552.37	552.37	0.00	0.00	0.00	552.37
Total for Operating Fund			0.00	552.37	552.37	0.00	0.00	0.00	552.37
Reserve Fund									
WF-PREM	BANK DEP	Wells Fargo Premium Rate	0.00	10,608.12	10,608.12	0.00	0.00	0.00	10,608.12
Total for Reserve Fund			0.00	10,608.12	10,608.12	0.00	0.00	0.00	10,608.12
Sales Tax Fund									
TEXSTAR	LGIP	TexSTAR	0.00	2,596.68	2,596.68	0.00	0.00	0.00	2,596.68
Total for Sales Tax Fund			0.00	2,596.68	2,596.68	0.00	0.00	0.00	2,596.68
Total for Denton County Transportation Authority			0.00	16,779.64	16,779.64	0.00	0.00	0.00	16,779.64



Board of Directors Memo

October 27, 2016

Subject: Quarterly Grants Report

Grant Activities This Period

DCTA currently has 13 open grants that provide reimbursements for various capital projects, rail and bus preventative maintenance, operating assistance and ADA paratransit service. Total grant balance of awarded grants was \$18.5 million as of 9/30/2016. Of this total, \$10.3 million is obligated for Positive Train Control and \$3.8 million is obligated for the FY15 Program of Projects. The grant funding sources include Federal Transit Administration (FTA), North Central Texas Council of Governments (NCTCOG) and Texas Department of Transportation (TxDOT).

This quarter there were no grant applications submitted to the Board for approval.

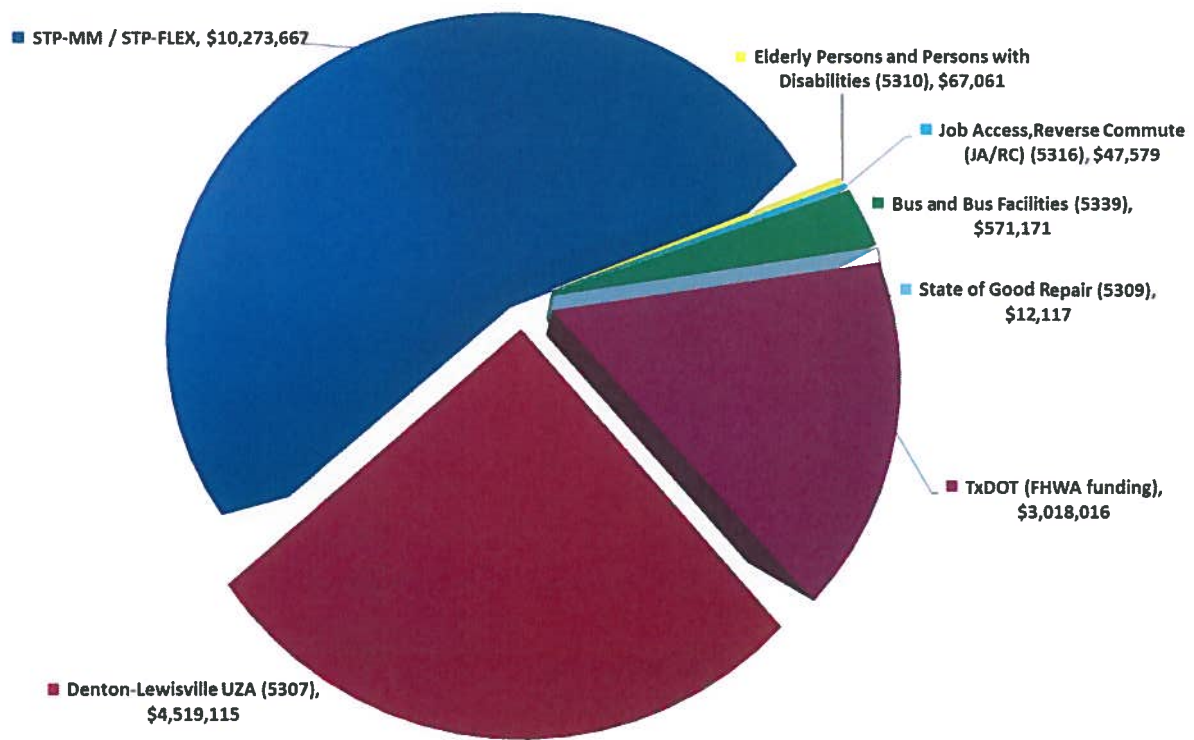
Funding levels for active grants funding types are illustrated below.

3 Close out Grant

13 Active Grants

2 Obligated Funding

Grants Funding Levels
\$ 18.5 million as of 09/30/2016



Program	(Prior Quarter) 3 rd Quarter Balance	4 th Quarter Balance	Grant Activity
Denton-Lewisville UZA (5307)	\$3,485,613	\$4,519,115	Fleet Replacement, Bus Shelters, Bus Radios, Positive Train Control-Design, Signage, Preventative Maintenance.
STP-MM / STP-FLEX	\$11,475,023	\$10,273,667	Positive Train Control Implementation
Elderly Persons and Persons with Disabilities (5310)	\$67,061	\$67,061	Transit Capital Accessibility (lighting and ramps)
Job Access, Reverse Commute (JA/RC) (5316)	\$47,579	\$47,579	Route Planning Study
New Freedom (5317)	\$18,009	\$0	Passenger Amenities
Bus and Bus Facilities (5339)	\$866,596	\$571,171	Fleet Replacement
State of Good Repair (5309)	\$14,044	\$12,117	Bus Operating & Maintenance facility
TXDOT (FHWA)	\$3,034,878	\$3,018,016	A-train rail trail (Eagle Point Section & Phase I close-out)
Total	\$19,008,803	\$18,508,726	

Obligated Funding

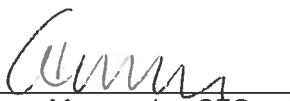
The 2016 Annual Program of Projects (POP) has been submitted and is currently in FTA review phase. The estimated project funding is: \$418,016 (Bus and Bus Facilities-5339) and \$5.5 million (Denton-Lewisville UZA-5307).

The Vanpool grant has been reviewed by FTA and we are waiting for the funding to be completed. The project funding is \$1,162,813 and will subsidize the vanpool program thru FY 2018.

Recommendation

This is for information only. No Board action is required

Submitted by:


 Anna Mosqueda, CFO

**Board of Directors Memo**

October 27, 2016

Subject: Procurement Activities**Crossing Replacement and Ballast Undercutting**

A request for bids was released on September 21 for crossing replacement and ballast undercutting services. This project has been approved and will be funded with FEMA funds. Interested parties attended a site visit and pre-bid conference on October 16th and 17th. Bids are due on November 1st and award is anticipated at the November board meeting.

Purchase of Small and Medium Vehicles

Staff is developing the procurement solicitation documents for a five year contract to purchase small ADA compliant paratransit vans and low floor cutaway buses.

Remanufactured Engines and Transmissions

Staff is developing the solicitation documents for the purchase of five (5) remanufactured engines and five (5) remanufactured transmissions for install by DCTA.

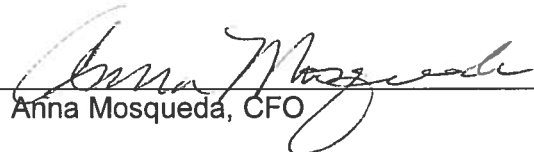
On-Call Miscellaneous Construction Services

A request for bids was released on October 14th for construction services related to transit to support the Denton County bus system. Services include pouring concrete pads and sidewalks, and installation and removal of bus shelters, benches, signs, and lighting. Bids are due November 3rd and award is anticipated at the November board meeting.

Submitted by:


Athena Forrester, Senior Procurement Manager

Final Review:


Anna Mosqueda, CFO



Board of Directors Memo

October 27, 2016

Subject: Marketing & Communications Update

Collateral Overview

- Regional Leave-Behind (produced bi-monthly)

October Public Meeting Report

- Highland Village – October 10 – 2 Attendees
- Denton – October 11 – 103 Attendees
- Lewisville – October 13 – 5 Attendees
- Video Format – October 10 – 17 – 77 Views / 382 Unique Page Views

Customer Service Update

- GovDelivery Launch – October 3, 2016
 - Training refreshes scheduled in November and December 2016
 - Successfully migrated 1,695 Rider Alert users to the new system
 - Increased GovDelivery users by 17.9% in the first 15 days of launch
 - No customer complaints/issues reported to date
 - Board email distribution through GovDelivery slated for November/December 2016
 - Board text distribution through GovDelivery slated for early 2017
- New Phone System
 - Admin Office Launched – 8/23
 - Rail O&M Launched – 9/13
 - DDTC Launched – 9/29
 - New automated call flow active on 9/29
 - Currently reviewing reporting capabilities and scheduling training
- GOREquest Revamp
 - Re-evaluated the content, flow and layout of existing GOREquest system in September 2016
 - Robust plans to update content, flow and layout to create a more effective user experience
 - Revamp will allow staff to pull more detailed and usable data
 - Outline and development to take place in early 2017
 - Launch of updated system slated for late April 2017
- Customer Service Audit
 - Completed comprehensive audit on 9/8
 - Currently reviewing audit results and recommendations
 - Goal is to create a more efficient customer service department and to increase the overall level of customer service that we provide

Marketing & Communications Awards

- FY '16 Recap (12 M&C Awards)
 - 2015 Marcom Awards (October 2015)
 - Platinum Winner for the agency's *Where's My Ride* marketing product launch campaign
 - Gold Winner for the agency's Valentine's Day #BeMine social media campaign
 - 2015 APTA AdWheel Awards (October 2015)
 - *Grand Prize for the agency's Facebook Page revamp*
 - 1st place for the agency's Facebook Page revamp
 - 1st place for the agency's Valentine's Day #BeMine social media campaign
 - 1st place for the agency's I-35E construction digital advertisement
 - Stevie Awards – American Business Awards (May 2016)
 - Bronze Award for Hop on Board blog launch
 - 2016 Hermes Awards (April 2016)
 - Gold Award for 2015 State Fair of Texas advertising campaign
 - Gold Award for Hop on Board blog launch campaign

- Gold Award for *PRWeek* coverage for Valentine's Day campaign
- 2016 Mass Transit Top 40 Under 40 (September 2016)
 - Nicole Recker named as an honoree
- 2016 Progressive Railroading Rising Stars (September 2016)
 - Kristina Brevard named as an honoree
- 2016 SWTA Marketing Spotlight Awards (September 2016)
 - 1st place for Hop on Board blog launch campaign
- **FY '17 Status (8 M&C Awards)**
 - 2016 PRSA Dallas Pegasus Awards (awarded in October 2016)
 - Award of Honor for A-train Fifth Birthday campaign
 - Award of Honor for GOREquest campaign
 - 2016 Marcom Awards Program
 - Platinum Award for Highland Village New Services Launch Campaign
 - Platinum Award for GOREquest Campaign
 - Gold Winner for Brand Video
 - Gold Winner for Corporate Pass Sales Kit
 - Honorable Mention for A-train Fifth Birthday Campaign
 - Honorable Mention for Corporate Pass Direct Mailer

MARKETING & COMMUNICATIONS METRICS					
Activity	Metric	Annual Goal	Monthly	YTD	Goal Met
Brand Impressions					
Community Brand Impressions*	Global Impressions	260,000	33,009	397,333	↑336.6% YOY
	Confirmed Impressions	7,500	9,209	13,110	
Media Buy Impressions**	Online/Confirmed Impressions	5M	2,281,446	14,804,385	↑507.3% YOY
	Online Click Through Rate	.06%	.33%	.27%	
	Print Impressions	2M	6,743,211	8,729,321	↑410% YOY
Media Relations					
Press Coverage	Articles About DCTA	300 Placements	45	600	↑30.7% YOY
Media Relations Impressions^	Articles About DCTA	165M	9,791,146	208,875,720	↑94% YOY
Publicity Value^^	Articles About DCTA	\$1M	\$48,504	\$774,156	NOTE 1
Headline Highlights	New System for DCTA Still About a Year Away State Fair of Texas Guide DCTA Meeting to Address Potential Connect Bus Changes				
Major Media Outlets	WFAA (ABC 8); Community Impact; Dallas Morning News; Mass Transit; Denton Record-Chronicle				
Social Media					
Facebook Likes	Increase in Likes	3,000	52	3,099	↑78.4%
Twitter Followers	Increase in Followers	1,000	16	1,015	↑5.7%
Digital					
Website	Pageviews	1.5M	121,878	1,208,359	NOTE 2 - ↓14.5% YOY
	Top 5 Referring Sites	UNT Transportation, State Fair of Texas, UNT Portal, Twitter, TWU			
DCTA Blog	Confirmed Impressions	3,000	432	8,686	↑226.8% YOY
	Top 3 Referring Sites	Facebook, Twitter, Denton Record-Chronicle			
Go Pass					
New Downloads	Total Count	170,000	13,315	182,901	↓.84% YOY
Tickets Sold	Total Count	20,000	7,767	32,731	↑36.5% YOY

CUSTOMER SERVICE METRICS					
Activity	Metric	Annual Goal	Monthly	YTD	Goal Met
Provide Excellent Customer Service	Calls Answered	>95%	98%	98%	SAME YOY
	Abandoned Calls	<3%	2%	2%	SAME YOY
Where's My Ride	Total Hits†	400,000	59,377	553,938	↑73.4% YOY
	SMS (Texts)	50,000	8,458	93,384	↑140.6% YOY
	Calls	15,000	2,347	29,879	↑199.8%

GORquest	Avg. Days/Closeout	<3.2	2.90	2.52	↓15.2% YOY (Good)
	Total Entries/10K	>3	1.92	2.11	NOTE 3
	Complaints/10K	<5	1.37	1.25	↓6.7% YOY (Good)
	Types of Submittals	Complaint – 56; Compliment – 1; Problem – 2; Question – 18; Suggestion – 4			

DISCOUNT SALES PROGRAMS METRICS ^{††}					
Program	Metric	Annual Goal	Monthly	YTD	Goal Met
Corporate Pass Program	Ticket Sales	N/A	\$0	\$0	N/A
	Business Database	1,000	0	1,885	
	Cold Calls	250	86	278	
	Website Pageviews	1,000	57	345	NOTE 4
	Direct Mail Distribution	1,000	1,712	2,684	
	Sales Kits Mailed	10			
	Top 3 Referring Sites	Google, Yahoo, City of Denton			
Group Discount Program	Ticket Sales	N/A	\$1,260	\$10,034	N/A
	Website Pageviews	N/A	62	258	N/A
Non-Profit Discount Program	Ticket Sales	N/A	\$810	\$1,933	N/A
	Website Pageviews	N/A	67	338	N/A

Footnote:***Community Brand Impressions:**

- Global Impressions are the total number of individuals impacted through events, fairs and sponsorships.
- Confirmed Impressions are the total number of one-on-one interactions experienced through events, fairs and sponsorships.

****Media Buy Impressions:**

- Online/Confirmed Impressions are the number of individuals who were delivered an online advertisement through marketing campaign efforts.
- Online Click Through Rates are the number of individuals who were delivered an online advertisement, clicked on the advertisements, and visited a directed URL through marketing campaign efforts.

[^]Media Relations Impressions are the total number of individuals impacted through media relations efforts throughout all communications mediums (i.e. broadcast, print, online, radio, etc.).

^{^^}Publicity Value identifies the financial investment that would be required to receive identical coverage through advertising efforts.

[†]Where's My Ride "hits" track all visits to the site. Total hits reported are not unique visitors.

^{††}Discount Pass Program Metrics – Annual goals are set based on research and potential program growth. FY '16 marks the first year of tracking metrics of success and will only include partial-year results. Complete goal-setting and metrics tracking will occur in FY '17. Individual web pages live on April 11, 2016.


NOTE 1: FY '16 is the first year where publicity value has been tracked. DCTA's media coverage has skewed toward print and online, which carries a lower publicity value than broadcast placements. The reported publicity value supports the increased placement trend that was an overall departmental goal. This annual goal will be reassessed for FY '17 reporting based on FY '16 results.

NOTE 2: As part of DCTA's website exploration, coding was put in place to remove robotic impressions from website metrics. The removal of bot clicks resulted in a decreased monthly pageview rate. However, with the removal of bot clicks we are now able to see true user activity and modify strategy based on real-time results.

NOTE 3: Heavy promotion of GORquest service was not implemented until May 2016. We experienced low entries prior to the campaign which resulted in not meeting our annual goal. However, this metric is meant to ebb and flow based on major agency changes including annual schedule changes, new service, etc. Marketing and communications staff does not view this annual metric as a negative outcome, but rather a testament to the need for promotion of the service. Data shows a steady incline in entries since the May 2016 campaign and ongoing marketing and communications efforts.

NOTE 4: We have been unsuccessful in driving desired traffic to the Corporate Pass Program webpage. We continually optimize our strategy but are not seeing direct hit traffic resulting more than 100 hits per month.

Approved by:


 Nicole M. Recker
 Vice President of Marketing & Communications



**DENTON COUNTY
TRANSPORTATION
AUTHORITY**

October 2016 Public Engagement Wrap Up

Engagement Area:

Cities of Lewisville, Highland Village and Denton

Engagement Objective:

Solicit public input on the proposed Denton Connect service changes, the new North Texas Xpress service along 35W, the DCTA-sponsored Uber discount in Highland Village, as well as the agency's fiscal year 2017 budget.

Engagement Timeframe:

October 10 – October 14, 2016

Public Meetings

A series of public meetings were held in Lewisville, Highland Village and Denton during October 2016. The meetings were held in a variety of settings in an effort to bolster attendance and engagement. An online presentation showcasing the information presented at the three meetings was hosted on RideDCTA.net with an available comment form the week coinciding with the physical meetings.

Business/Stakeholders

DCTA worked with each city, local universities and local community groups to promote the meetings through a variety of methods, including postings, social media, and etcetera.

October Public Meetings

Proposed Denton service changes • Agency's FY '17 budget overview
DCTA-sponsored Uber discount in Highland Village • North Texas Xpress service

MONDAY, OCTOBER 10 6 P.M. - 7 P.M.	HIGHLAND VILLAGE City Hall • 1000 Highland Village Rd.
TUESDAY, OCTOBER 11 5 P.M. - 7 P.M.	DENTON DDTC Lobby • 604 E Hickory St.
THURSDAY, OCTOBER 13 6 P.M. - 7 P.M.	LEWISVILLE Lewisville Public Library • 1197 W Main St.

Can't attend the meetings? Watch our informational videos that will be available along with an online comment form Monday, October 10 through Friday, October 14 at RideDCTA.net.

DCTA
DENTON COUNTY
TRANSPORTATION AUTHORITY

**JOIN US AT
OUR PUBLIC
MEETINGS**

TOPICS

- Proposed Denton Connect Bus service changes
- North Texas Xpress commuter bus service along I-35W
- DCTA-sponsored Uber discount in Highland Village
- FY '17 budget overview

	HIGHLAND VILLAGE MONDAY, OCTOBER 10, 2016 • 6 P.M. - 7 P.M. CITY HALL • 1000 HIGHLAND VILLAGE RD.
	DENTON TUESDAY, OCTOBER 11, 2016 • 5 P.M. - 7 P.M. DDTC LOBBY • 604 E HICKORY ST.
	LEWISVILLE THURSDAY, OCTOBER 13, 2016 • 6 P.M. - 7 P.M. LEWISVILLE PUBLIC LIBRARY • 1197 W MAIN ST.
	ONLINE MONDAY, OCTOBER 10 - FRIDAY, OCTOBER 14, 2016 RIDE DCTA.NET An informational video will be available along with an online comment form.

Even more information is available with our new RideDCTA.net website. For more information, please visit our website at www.dcta.net. For more information, please visit our website at www.dcta.net. For more information, please visit our website at www.dcta.net.

RideDCTA.net • 940.245.0977 • info@dcta.net

Media/Community Relations

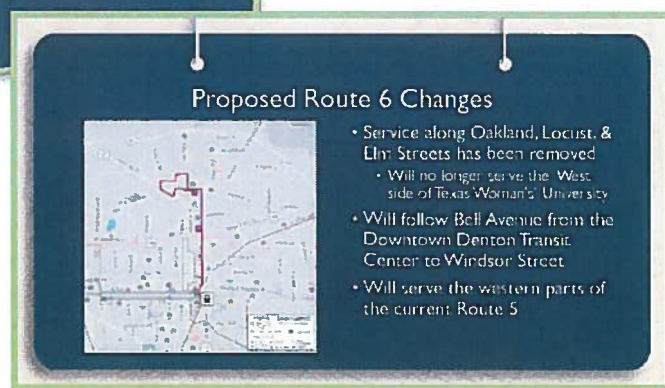
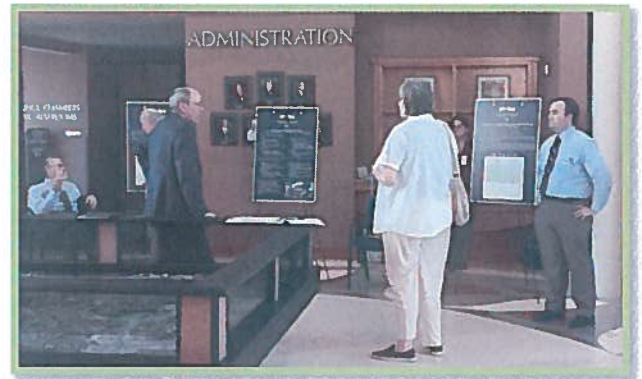
Press Releases were sent out to area newspapers two weeks prior to the meeting dates.

Newspaper ads were purchased in the Lewisville Leader, Denton Record Chronicle and The Leader and ran at least twice in all publications.

Meeting notices were posted on RideDCTA.net, Facebook and Twitter. Notices were posted on the vehicles as well as on the affected bus stops. Information regarding the proposed changes to Denton Connect Bus service was onboard all Denton and UNT vehicles.

Meeting Statistics

- Highland Village Public Meeting
 - Monday, October 10
 - 6 p.m. to 7 p.m.
 - Highland Village Municipal Complex City Council Chambers
 - 2 individual interactions
- Denton Public Engagement Day at the Euline Brock Downtown Denton Transit Center & Denton Public Meeting
 - Tuesday, October 11
 - 8 a.m. to 7 p.m.
 - 103 individual interactions
- Onboard Denton Connect Engagement
 - Thursday, October 13
 - 8 a.m. to 12 p.m.
 - 22 individual interactions
- Lewisville Public Meeting
 - Thursday, October 13
 - 6 p.m. to 7 p.m.
 - Lewisville Public Library Lobby
 - 5 individual interactions
- Online Video
 - Monday, October 10 – Monday, October 17
 - RideDCTA.net
 - 77 Video Views
 - 382 Unique Page Views



Comments

- **Highland Village Public Meeting**

- I would like to see service along 121 connecting DCTA with DART in Plano. I think it should go from the Old Town Station, with a stop in the Colony and over to DART's Northwest Park and Ride.
- I really think that extending the A-train to the Downtown Carrollton Station is vital to DCTA's continued success and growth. Especially when the Cotton Belt line becomes a reality.

- **Denton Public Engagement Day at the DDTC**

- I have a few concerns about Rt 4. I know that there are many customers that go to the Unicorn Lake area for medical appointments, movie theatre, restaurants, etc. If Route 4 isn't going to the DDTC central station at all does it mean that all passengers have to go from central on other buses and transfer to Rt 4 at common bus stops? We also have many customers who go to the Denton Center area on University (especially Kroger) and the Movie Tavern and banks and restaurants and Denton High School in that area who would have to use Rt 4 to get there. Is Rt 4 route schedule going to accommodate passengers getting to work and school on time?
 - Will UNT students have to utilize UNT shuttles to get around UNT campus because of the Rt 8 changes?
- North of University has no service
 - Cannot get to bus stop
 - Service on Nottingham & Emerson to Old North
- Is there a way to connect Route 1 to Route 4?
 - Additional vehicles are needed on Route 4
- You should use the new Welcome Center in Denton to help get the word out about meetings
 - Later hours on buses, I am not off work until 9pm
 - Sunday service for work
- Weekend hours extended
- Add Online maps that are clearer w/street names & shops
- You should look at serving Friends of the family located at 4845 S I-35 E, Suite 200, Corinth, TX 76210
- I like the proposed routes
- It is not pedestrian friendly along Charlotte making the changes hard on disabled and wheelchair passengers
- You should have service to the Denton South Branch Library
- You should have better service to the Ridge on Colorado Drive
- I would like concrete pads near stops near Razor Ranch, grassy now and hard to get off on street at shops when in a wheelchair
- I would like to see a connection between Route 1 and Route 4
- I like the current detour for the Kroger on University, they drop off on Sherman on the side of Kroger and it is easier to get to the store
- I go to UNT and I use the stops at Fry street and the one on Welch next to the student union
- I live along Pennsylvania Dr. & Teasley, and losing the Route 1 along this route will force me to travel 2 miles by foot every morning to get to the bus. I also weekly used this bus to get to the Unicorn Lake area and now I will not be able to. I ride this route daily.
- Synchronize buses at DDTC, particularly when service is 60 minutes
- I ride Route 7, picking up at Charlotte & Bonnie Brae and I go to the Denton State School I have to be there by 8:00 for my start time
- Keep Charlotte St., Lots of handicap ride from this street
- I use a wheelchair and I live on Elm Street. I am unhappy about losing stop at Elm @ 3rd St.
- Concerns about ability to travel all the length of Route 4 in time with construction and traffic issues
- 30 minute frequency is preferred especially on Route 6, however I am worried about construction delays
 - The new shelter on Route 6 is nice
 - You should add more stops along University
- There are a lot of UNT students who use the stop along Route 8 at Welch & Eagle
- It is hard to get across 288 from Walmart to Kroger

Item 1(b)

- I would like Sunday service so I can get to/from work
- I live at Village East on Route 4 at University @ Old North Rd. and I work at GTI on Route 8 (Large Call Center) I do not want to lose my access to service for my home and work
- You should use small buses for lower ridership areas in order to keep service in areas that are proposed to lose service
- I commute to work at UNT and I am unhappy about the changes
- You should keep Route 9 to keep the service in order to keep the service along Welch & Eagle
- I still want to keep frequent service, and I don't think that only 2 buses to serve UNT is sufficient
- I typically ride Routes 8 & 9
- I am worried about loss of GTI for the workers there
- I like the service on Route 8 to Welch & Eagle, because I use it to go to the Dollar General, restaurants and the laundry mat. I am also worried that the UNT students will not have service
- I live at Unicorn Lake and I go to TWU. With the proposed changes I would have to walk from University and Bell to TWU Campus or transfer to another route
- The temporary stop on side of Kroger's needs to be permanent, It's better than the former Kroger's stop, but the #6 stop by the gas station is very uneven and not a safe walk at all
- Charlotte St. is physically the safest stop you have that and the stop in front of the apartments facing Eagle Manor – Hickory's fine to a point, but on a bit of an incline and if it ices over it's a hazard
- Can you eventually add a stop at the Downtown Denton Transit center for the Fort Worth bus route?
- I would like to be able to go from the DDTC to Fort Worth
- GTI employees are worried about losing service to place of work
- I am in a wheelchair and I live along Louise Street, near Charlotte. I have a problem using stop along Charlotte as it will be very difficult for me to reach my stop
- I am a UNT Student and I have issues with Route 8 not going along Welch because that means I would have to walk across campus and I do not feel safe late at night
- There are no sidewalks around Charlotte, so I don't like the change to Route 7
- I would like to see service to Denton Guyer High School and that part of town, right now it has no service
- I would like service on Sundays for work
- You should run a bus to friends of family close to NCTC – Katy Trail
- I don't like not having direct access to the movies and Unicorn Lake area from my house at Londonderry and I would have to make three transfers to get to this area with these changes
- I would like to keep Sack 'n Save portion of the Route 8
- Worried about losing the Sack 'n Save area and service to area through UNT
- I am concerned about Route 4 crossing over I35 traffic and onto the service road at 135E
- Your drivers are wonderful, but you need to look at turnover
- Don't Change routes, you should leave routes alone
- There are a few areas you should serve:
 - Truck stop – Greyhound Stop even if this was an on demand shuttle
 - Fort Worth Drive South of I35E near the Old Smokehouse BBQ
- Are you going to serve the new shopping center across from Rayzor Ranch on Route 6? We need stops on that side & signs along other side need to be replaced
- I35 backs up Route 1 now, how will you handle this on Route 4?
 - I would not change routes 4, 5, 7, 8 & 9 because they run pretty much on time
 - Route 8 is missing the stop sign in front of IHOP
 - Would like to keep this part of Route 8 around the old Sack 'n Save for access to UNT basketball games and the IHOP
- I like the reflector lights that you gave out so I can help signal drivers they I am at a dark stop
- I am concerned about the changes because I travel from Teasley to the State School Area and with the changes I would have to take 3 routes to get there
- Worried about service road at I35E near Unicorn Lake, it is dangerous to make that turn
- I think there should be a stop closer to Calhoon Middle School along Bernard Street for the students
- I don't like that Charlotte Street losing stop/shelter
- The stop before Presbyterian by apartments the sign is badly faded
- The Route 8 & 9 changes cuts off access to Routes, the sidewalks are bad so you can't get to the University
- I suggest the uses of minibuses in the old streets and the Teasley area

Item 1(b)

- The North Texas Xpress could start from DCTA, then go to the Presbyterian parking area on its way to Fort Worth. In my opinion, that bus would have a better chance at full ridership by going through downtown Denton both giving to and coming from Fort Worth.
 - Extend a bus from Med Park to Teasley & Pennsylvania
 - This would be the most convenient for residents in South Ridge Neighborhood, I ride from here daily
 - You should have a stop at TA Travel – Truck Stop at US 77 & I35. That is the Greyhound Connection
 - I like the route 2 going to Walmart at Rayzor Ranch
 - The key places that I travel to are Walmart, Kroger, the doctor's, and home
 - Will the shelter at Mesa & Barcelona Family Healthcare be staying?
 - My doctor's office is on Elm, just south of my apartment, and I live on Elm Street at 2nd Street. Stop right in front of apartments (Elmwood Apts.) with these changes I am losing my stop? What do I do now? There are not consistent sidewalks in the area and I am in a wheelchair.
 - The Route 6 temporary stop is great, and I would like to keep it.
 - Why don't you have service along Carroll or on Fort Worth Dr. across from I35E?
 - Proposed Route 4 works for me
 - I love the bus system. I cannot drive, so it is very convenient for me
 - You should have service to the food bank on Sycamore, between Elm and Locust on Sycamore
 - The inbound on Route 3 you need to keep Morse through from Oriel to Loop 288, it is dangerous to walk there
 - You need a shelter on Route 1 inbound at Teasley and Londonderry at Eureka Village Apartments
 - Keep Route 9 and service to the south side of campus
 - You need service on Fort Worth Dr.
 - Route 4 needs to connect with the Route 1
 - Keep Service on Eagle
 - Keep service on Welch
 - I like these proposals. I mainly use 7, 8, 2, on New Maps.
- **Onboard Denton Connect Engagement**
 - Length of Route 4 is a problem, we will have to make multiple in route and we are only issued one transfer per trip
 - I will probably stop using DCTA's services with the proposed Route 4
 - Many people get off the bus along Route 1 at the CVS on Wind River
 - I don't like the transfers and I will not be able to get to Unicorn Lake from the DDTC.
 - Employees work at GTI near the old Sack 'N Save location
 - Better frequency would trump the Route 8 changes along Welch & Eagle
 - I would like if I had more frequent service on A-train especially on Saturdays
 - Stop at IHOP on North Texas Blvd is missing the stop sign
 - Drop off a lot of people at Welch & Highland for the BLB building and the Highland Street Garage
 - There are many apartments in the Welch/Eagle area with people wanting to travel to work
 - I think you should have one UNT Shuttle Bus that goes to DDTC
 - The stop blade at Oak & Locus only says Route 6 but is really served by multiple routes
 - There is no sign for the stop along McKinney before Bell
 - The buses packed on 8 & 9 in early morning, so I am worried not going to have capacity on buses if go to two routes
 - Church at Elm & Carroll is a busy stop in the mornings between 10:30 and 11
 - Build in enough time in the schedule to load wheelchairs
 - The delivery trucks that stop at the Midway Craft House on the corner of Hickory and Welch will cause problems with loading and unloading passengers
 - **Online Feedback Form with Video/Presentation, GOREquest and Customer Feedback**
 - DCTA should provide a direct link between the DDTC and the UNT Discovery Park Campus on N. Elm Street.

- I understand that the Proposed Route 6 will no longer run down University, but will instead run North up Elm ST. However, the proposed change OUGHT to run all the way to Discovery Park. Please modify the route so that the nearly 4,000 students, faculty and staff at Discovery Park can have a direct connection to the DDTC.
- You at the DCTA are already well aware that many of the people working at Discovery Park commute to work via car, and only a few use the DCTA (other than the students who use the UNT Shuttle operated by the DCTA between the main campus and Discovery Park). I predict many more of our car commuters would willingly shift to DCTA if you include Discovery Park on the new Route 6.
- Thank you for considering my proposal. Connecting to Discovery Park makes sense and I don't think it will ever be any easier.
- Since I'm unable to attend any of the public meetings this week, I want to give you my feedback regarding the proposed Denton Connect service changes:
 - Route 1: I like the addition of service to Londonderry and Sam Bass to this route, but I also think that service along Teasley from Londonderry to Lillian Miller needs to continue in order to serve the southern part of Denton, as well as to provide people with service to South Lakes Park, the south branch library and the CVS at Teasley @ Lillian Miller. Here's specifically what I'd like to propose for Route 1:
 - In addition to the proposed route, retain the current stops that exist now along Teasley between Londonderry and Lillian Miller, except move the stop on eastbound Teasley that's now in front of the CVS a few feet further west so that the bus will be able to turn left from Teasley onto Lillian Miller
 - Add a stop on northbound Lillian Miller just north of Teasley/Windriver
 - Add a stop on northbound Lillian Miller either just north or south of Southridge
 - Add a stop on northbound Lillian Miller just south of the shopping center that houses the Denton Music Academy, Chili's, Fuzzy's, etc.
 - The bus will turn right at the light that marks to the entrance to that shopping center so that the bus can make a u-turn to proceed back south on Lillian Miller
 - Add stops along southbound Lillian Miller between the light marking the entrance to that shopping center and Teasley/Windriver that are directly across from the stops I proposed above on northbound Lillian Miller
 - Add a stop along westbound Teasley directly across from the new CVS stop I proposed above on eastbound Teasley
 - Route 2: I like the proposal for this route. Will this route now automatically include a stop at MedPark Station after it leaves the DRMC unlike now in which passengers must request this stop? I think the stop at MedPark should be automatic both inbound and outbound to better serve A-Train passengers.
 - Route 3: I like the proposal for this route.
 - Route 4: I like the proposal for this route, as I think a crosstown route like the 400-series DART routes and FWTa's Route 25 has been much needed in Denton. Three questions about this revamped Route 4:
 - Will the portion of the route still have stops along Windriver near the Cinemark, BJ's and Chuy's? I think those stops are needed.
 - Will there be inbound and outbound stops at MedPark Station? I think those stops are needed to better serve A-Train passengers.
 - Will there be connections along this route to FWTa's Route 64 as there are now along the current Route 6?
 - Route 5: I like the proposal for this route.
 - Route 6: I think the Oakland/Elm/Locust portion of the route needs to remain in order to better serve TWU and also to provide more and better connections with downtown Denton and the square. I like that this route will serve the north branch library and the Evers Park area as Route 5 does now, but I also think that this route should be extended further west along Windsor to Bonnie Brae so that North Lakes Park and the North Lakes Recreation Center are both served.
 - Route 7: I like the proposal for this route. Will there be connections along this route to FWTa's Route 64 as there are now?

Item 1(b)

- Route 8: I like the proposal for this route, except that I think service along this route should also extend from Hickory south on Bonnie Brae and then west on Airport Rd. so that the employment centers along and near Airport Rd. as well as the Denton Enterprise Airport are serviced.
 - Also, will Route 9 continue to operate?
 - I hope you will consider all of my suggestions, and thank you so much for allowing me to provide feedback in order to help DCTA provide the best bus service possible throughout Denton.
- I saw the proposed change to Route 8 for DCTA Connect Bus. I oppose it. Eliminating Route 9 and then changing Route 8 leaves the East and South sides of the UNT campus without DCTA service. The proposed changes make no sense to serious commuters and come right at a time when our President Dr. Smatresk is telling us we all need to seriously consider taking mass transit to work. I think you all are seriously out of touch with what the President is saying. Perhaps there is something I can't see from my point of view. What is seriously needed is more bus connectivity between UNT and the DDTC not less. Thank you for considering my input.
- Public restroom at the rail stations as well as additional parking at the Downtown Denton Transit Center are very important
 - Would like to see bus service to Main Street at Garden Ridge in Lewisville
 - Would like to see later trains during the week to get people back from Dallas especially during the State Fair of Texas (9 p.m.)
 - Would like to see additional bus trips on Lewisville, Lewisville and Denton both put in a half cent sales tax but there is much more service in Denton then there is in Lewisville.
- I do not like the new bus routes changes for 5 and 6 in January. I live near top of the hill of Coronado Dr. With the new bus route changes I would have to hike up the hill with a full load of groceries when I go shopping. I do like the fact that route 4 will connect the busses and go to loop 288 and University
- I recently had a look at the proposed plan to have the routes changed, and saw that route 6 would be splitting the area that is currently all route 5's, routes 5 and 6 would travel north on Bell Ave. Until Windsor, 5 would continue straight and 6 would turn left, and cross fm2164 at North Branch Library. This actually cuts out the entire neighborhood of Coronado st. Currently route five takes a left on Coronado and a right on Locust, then another left on Windsor from fm2164. I think that it would be a mistake to do this. There is no need for both buses to travel all the way northbound on Bell, if route 6 would take the left on Coronado then a right on Locust, it would be better for the company, and especially the residents who lived and work in that area.
- By not going down Teasley lane to Wind River, you are ignoring the Southeast corridor of Joey Hawkin's council district. The 4th district pays a lot of sales tax.
- "Great plan! Thank you DCTA. ~Denton Native"
- By cutting route 1 in half, you are denying service to the southeast main arterial (Teasley Lane). You are ignoring the Bucces (150 employees), Jostens, the south library, CVS and DATCU, 3 churches, 1 elementary school. Your basic assumptions about increased ridership will turn out to be flawed.
- Rt 3 has cut out services to Kimberly in which there are offices, such as, UPS, CPS, WICK, Sally Beauty, Probation office, please consider looking at this route again.
- I depend on DCTA for my daily commute to UNT, so I am most affected by the changes to routes 7, 8 and 9. I am very concerned that these plans eliminate route 9. While I understand that using 7 and 8 on a loop up and down Hickory and Oak will offer more frequent service, it limits service to only one side of campus. Having at least one route continue on Welch provides an option for access from the other side of campus. Expecting riders to rely on UNT shuttles merely adds more wait time and the likely result that waiting on a shuttle means you miss the bus connection. Please consider either keeping the limited service of route 9 with the pick-ups on Welch, or allow route 7 and 9 to loop on Hickory and Oak and keep the current route 8. Route 8 extends service out to the Performing Arts Center and Gateway conference center. Thank you. (P.S. I LOVE the A-train!)
- I hope that there will be sufficient frequency, especially in the mornings, so that shortly after the A-Train arrives, people will not be twiddling thumbs, waiting for the rides on route 7 or 8 (currently covered by route 9).
- The consolidation of these routes looks good, and focused.
- It would be nice if an Uber type or pay as you go service could be offered for businesses along Airport Rd. in Denton. TOO MANY CARS ON THAT ROAD!!!! And no public transit at all.
- I live in Dallas and work in Denton. I rely on the bus lines to get me between the DTTC and the UNT campus so that I can commute to and from work by train.

Item 1(b)

- What is the purpose of removing DDTC service from Route 4? This removes my only way of getting to the UNT campus from my home, and I know of at least three other students who use this route and connect to 7, 8, or 9 from the DDTC. I also see many TWU students boarding the bus near the Ruddell stops. Is the goal of these changes to improve ridership? I ride DCTA 5 days a week, every week, but these changes would completely put me out of luck.



Board of Directors Memo

October 27, 2016

Subject: Strategic Planning & Development Update

REGIONAL TRANSPORTATION PLANNING

North Texas Xpress 35W Commuter Service

- The North Texas Xpress was successfully launched in partnership with the FWTa along the 35W corridor
- Service includes Denton stops with transfer opportunities for continued service to UNT and TWU
- Currently finalizing a Park & Ride agreement with Presbyterian Hospital of Denton
- A joint funding request with the FWTa for the ultimate High Intensity Bus Corridor Service has been submitted to the NCTCOG

Mobility Transportation Plan Policy Bundle

- To encourage the development of alternative and strategic solutions, the Mobility 2040 includes a voluntary list of policies that local governments and transit agencies can choose to adopt
- By participating in 50% of applicable policies, participant agencies will receive an offset of local funds in federal transportation projects through the utilization of Transportation Development Credits (TDC)
- The early submittal deadline is February 3, 2017 with a final deadline of March 3, 2017

Regional Trail Initiative

- DCTA has been an active participant in the NCTCOG Bike and Pedestrian Advocacy Committee (BPAC)
- A current BPAC initiative is the Regional Trail Veloweb which includes planning of connecting the A-train Rail Trail from the Hebron Station to the Frankford Station
- This section of trail will involve coordination and collaboration between DCTA, NCTCOG, DART, the cities of Carrollton and Lewisville
- A small task force consisting of representatives from all five agencies has been meeting regularly to outline an action plan including preliminary design which will likely require each entity to provide a small level of funding support. The level of support being requested of DCTA has not yet been finalized

LOCAL TRANSPORTATION PLANNING

Lewisville & Highland Village Service

- Highland Village pilot community shuttle service was implemented on April 4, 2016
- COA service recommendations were implemented in Lewisville in August 2016
- A Pilot Highland Village Uber Service went "live" on October 3, 2016 with promotion to the public beginning on October 10.
- The DCTA Marketing team has developed an extensive promotional campaign to help promote the service to ensure success.

Denton Service Recommendations

- Denton COA service recommendations have been shared with the Operations team for further vetting and implementation

Transit Solution Alternatives

- Staff is currently developing RFPs for taxi service providers and Transportation Network Company (TNC) services. Companies selected through this RFP process will be available on call to provide customized cost-effective transportation solutions for member and non-member cities in situations where fixed route traditional transportation service is not feasible
- Staff attended the National Shared Mobility Summit in Chicago earlier this month. This event brought public and private sector leaders together to cover the latest developments in bikesharing, carsharing, ridesourcing, etc
- Staff will be seeking opportunities to explore potential partnerships with innovative transportation alternative providers

BUSINESS DEVELOPMENT & PARTNERSHIPS

UNT Contract

- UNT's service contract has been renewed and the new term expires August 31, 2018

NCTC Contract

- NCTC's service contract expired August 31, 2016 and a new contract has been executed.

City of Frisco Contract

- The City of Frisco service contract was set to expire November 30, 2016 and has been amended and renewed
- After initiating contracted On-Demand service in Frisco on December 1, 2015, staff has provided regular updates to City staff regarding ridership, cost control measures and operational data
- The city is interested in having DCTA incorporate taxi service into their transit solution options allowing them to expand their service area, increase capacity capabilities and improve operational efficiencies; Staff is currently researching how to implement this type of service to complement the existing service

Texas Woman's University

- Staff participated in the university's Strategic Planning initiative in late 2015
- Various TWU departments have engaged DCTA staff in their Strategic Initiatives Planning
- Staff met with TWU staff earlier this month to explore opportunities to assist the university in addressing parking challenges through potential contracted service
- With a better understanding of the university's needs, staff is developing options to present to the university

Service Expansion within New Service Areas

- Staff is being responsive to requests from non-member cities interested in exploring transit solutions to meet the demands within their communities

LAND USE PLANNING & DEVELOPMENT

Downtown Denton Parking

- In coordination with the Union Pacific Railroad and the NCTCOG, DCTA is working with City of Denton staff to identify solutions addressing downtown parking shortages, aesthetics, noise mitigation and safety enhancements.
- Conversations continue with City staff to develop the best plan of action to address all of these issues

Hebron Station

- Staff and Huffines Developers have identified solutions for connecting the Hebron 121 Station development to the Hebron station via driveway as well as a bike and pedestrian trail for pedestrian access to the station platform.
- Board approved the authorization for the President to execute the agreement with Huffines at the March board meeting and the necessary documents have been executed
- Staff received final approval from the FTA for this Joint Development project in September 2016
- Huffines Developers plans have been approved and released by the City of Lewisville
- Contractor is expected to begin construction on the driveway access in the coming months

Old Town Station

- Staff continues to stay engaged in the City's Main & Mill project to increase pedestrian access to the Old Town Station
- DCTA and the City of Lewisville continue to coordinate efforts in the Old Town area to ensure projects are aligned with the City's vision and priorities

ADDITIONAL PROJECTS

- Infrastructure Development Planning
- Mobility On Demand Partnerships
- Long-Range Agency Planning Efforts
- State and Federal Legislative Initiatives
- Grant Funding Opportunities
- TxDOT 35W Expansion Coordination

Submitted by:



Kristina Brevard, VP, Planning & Development



Board of Directors Memo
Subject: Capital Projects Update

October 27, 2016

Signal System Enhancements

- Network drawings are near 100% completion.
- System-wide project schedule for check in check out is forthcoming

Positive Train Control (PTC)

- Finalizing 90% design
- Updated PTCIP submitted to FRA
- Type Approval Variance Document submitted to FRA
- Functional Design Document submitted to FRA

Lewisville Hike and Bike Trail – Eagle Point Section

- Still under review at TxDOT

Flood Damage Repairs

Issue	FEMA Claim	Estimated DCTA Cost	Status
DTA 003G Washout of RipRap and ballast (includes Herzog Emergency response)	\$280,411	\$70,103	Award letter received. Initial invoice sent to TDEM.
DTA 001G and DTA 004G Replace Crossings	\$2,036,198	\$509,050	Award letters received. Specs. are complete. Expect to issue RFP in September with ballast.
DTA 002E Bus O&M Electrical repairs*	\$14,616	\$3,654	Complete. Reimbursement received.
DTA 001E Signal & Comm. System	\$122,000	\$6,500	Repair is complete.
DTA006G Rail OMF drainage	\$116,079	\$29,019	Small project reimbursement received. Plans are complete. Awaiting final specifications. Expect to release RFP in late September

DTA 002G Undercut Ballast	\$657,652	\$164,413	Will be re-bid in September with crossings.
Replace flume at Pockrus Page	\$623,000* \$161,338 **	\$155,750 \$461,662	Appeal filed. Engineers are finalizing repair recommendations. Surveying complete

* Original claim 290'

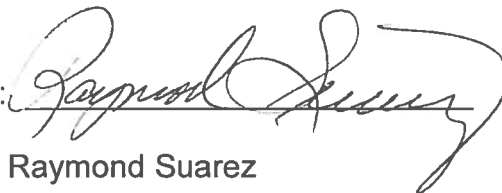
** Approved claim

- Preparing to issue ballast undercutting with crossing replacements in late September. Bids will be due 11/1/16 for November Board award.
- Have received extension forms which must be filed NLT 11/29/16. Will file when schedules have been received from the contractors.
- Total estimated cost of repairs is \$3,065,618. The current estimated DCTA cost is \$776,239.00. This number may vary depending on the results of the appeals and actual cost.

Shoretel Phone System Expansion

- All DCTA Facilities are now operational on the Shoretel phone system.
- First Transit to utilize DCTA phone system at Rail Offices, waiting to receive order for phones.
- DDTC agents and supervisors have been trained on new call and reporting features.

Final Review:


Raymond Suarez

Board of Directors Memo

October 27, 2016

Subject: Transit Operations Report**SYSTEM ON-TIME PERFORMANCE**

- FY 2016 YTD "On Time Performance" (OTP) for the A-train is 98.9%
- FY 2016 YTD "On Time Performance" (OTP) for Connect service is 84.57%. On-time performance has been adjusted to properly reflect departures from each bus stop as well as the final destination.

RIDERSHIP PERFORMANCE**Year to Date Change in Ridership by Service Type**

Service	% Change FY 2015 to FY 2016	Color Indicator	Notation No.
All Bus & Rail	-1.69		1
Rail	-1.83%		2
All Bus	-1.66%		3
Connect	-6.76%		3
UNT	-0.49%		4
NCTC	14.07%		
Access	3.40%		
Frisco Demand Responsive	N/A		

1. September 2016, boardings for All Bus & Rail decreased YTD compared to FY 2015 due to a combination of fewer days of service and declining gasoline prices relative to the same period in FY 2015.
2. Rail Ridership YTD declined relative to YTD 2015.
3. Connect ridership continues to decline YTD compared to the same period in FY 2015.
4. YTD, UNT ridership also declined due to falling gasoline prices. Adjustment made to UNT FY 2015 ridership to remove special movement ridership numbers included in UNT totals, and reassigned to All Bus totals consistent with reporting format for all previous months.

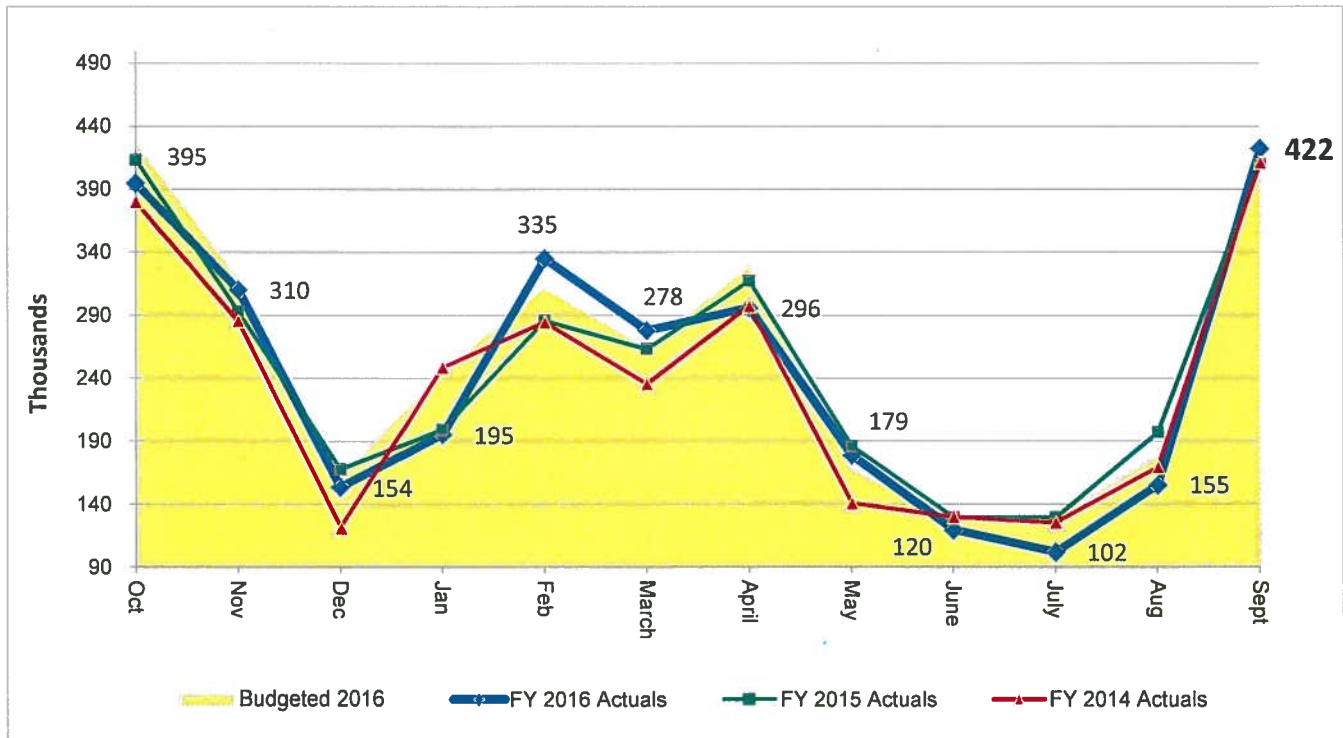
Color Key

Green indicates positive performance

Yellow indicates service that will be monitored by staff

Red indicates poor performance and needs further research

Rail and All Bus: Total Boardings

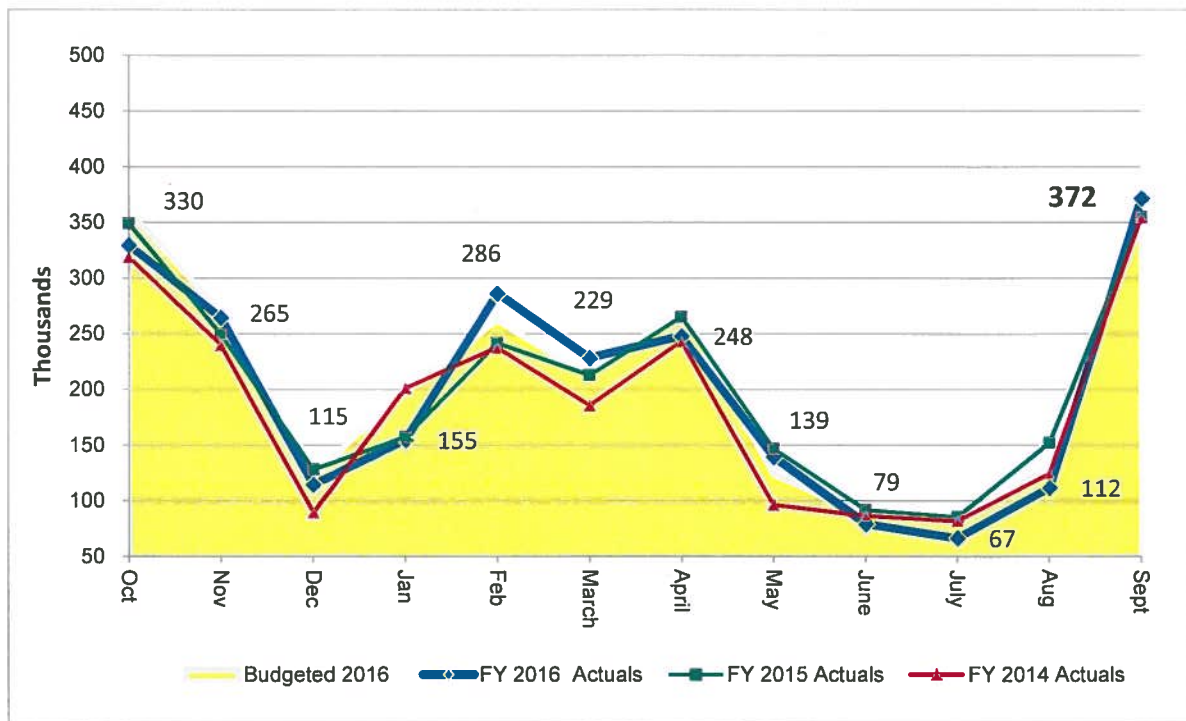


Note: Statistics include A-train, Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

Rail and All Bus: Total Boardings

- September 2016 Rail and Bus boardings increased from the previous month, as well as from the same period in FY 2015.
- However, YTD boardings still decreased by 1.69% (or 50,586 boardings) compared to the same period in FY 2015.
- Declining gasoline prices contributed to this overall decrease in boardings.

All Bus: Total Boardings

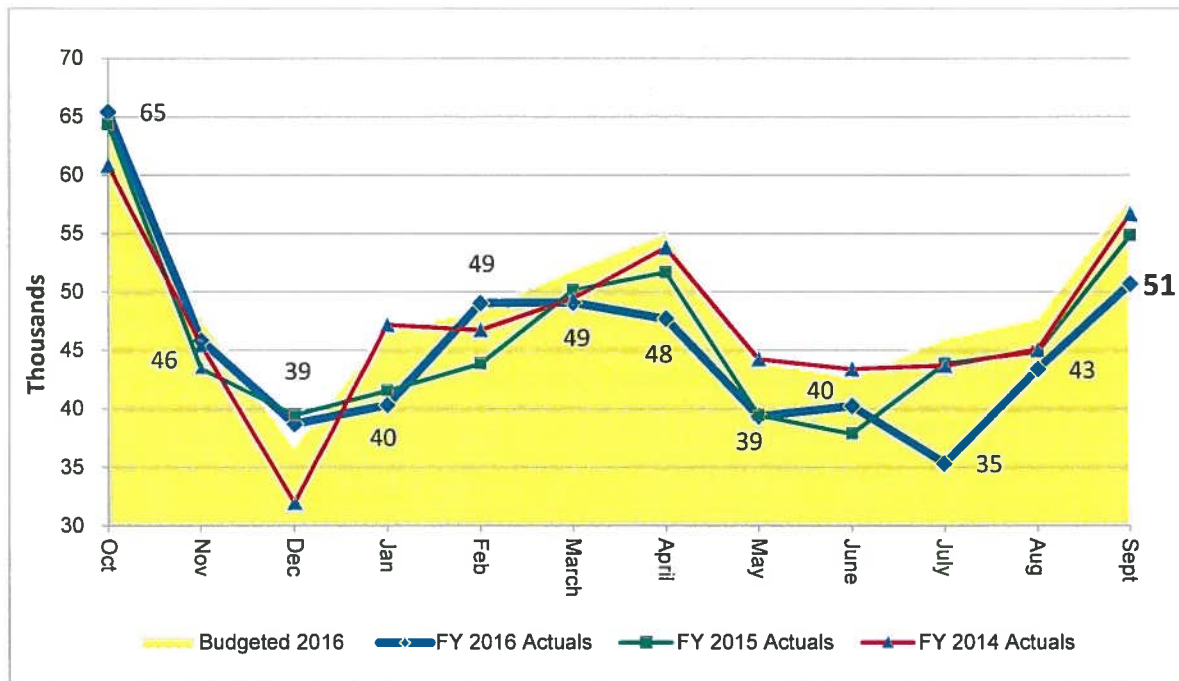


Note: Statistics include Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

All Bus: Total Boardings

- Boardings for September 2016 were up 16,591 over September 2015.
- Special Movements in September included transportation for UNT orientation sessions which accounted for 1,908 additional boardings.
- YTD NCTC boardings grew by 14.07% (or 2,461 boardings). This increase may be attributed to higher enrollment compared to the same period in FY 2015.
- While September 2016 ridership increased from the previous month, this was not sufficient to make up decreases seen in prior months. As a result, All Bus boardings YTD decreased by 1.66% (or 40,413 boardings) compared to the same period in FY 2015.

Rail: Total Boardings

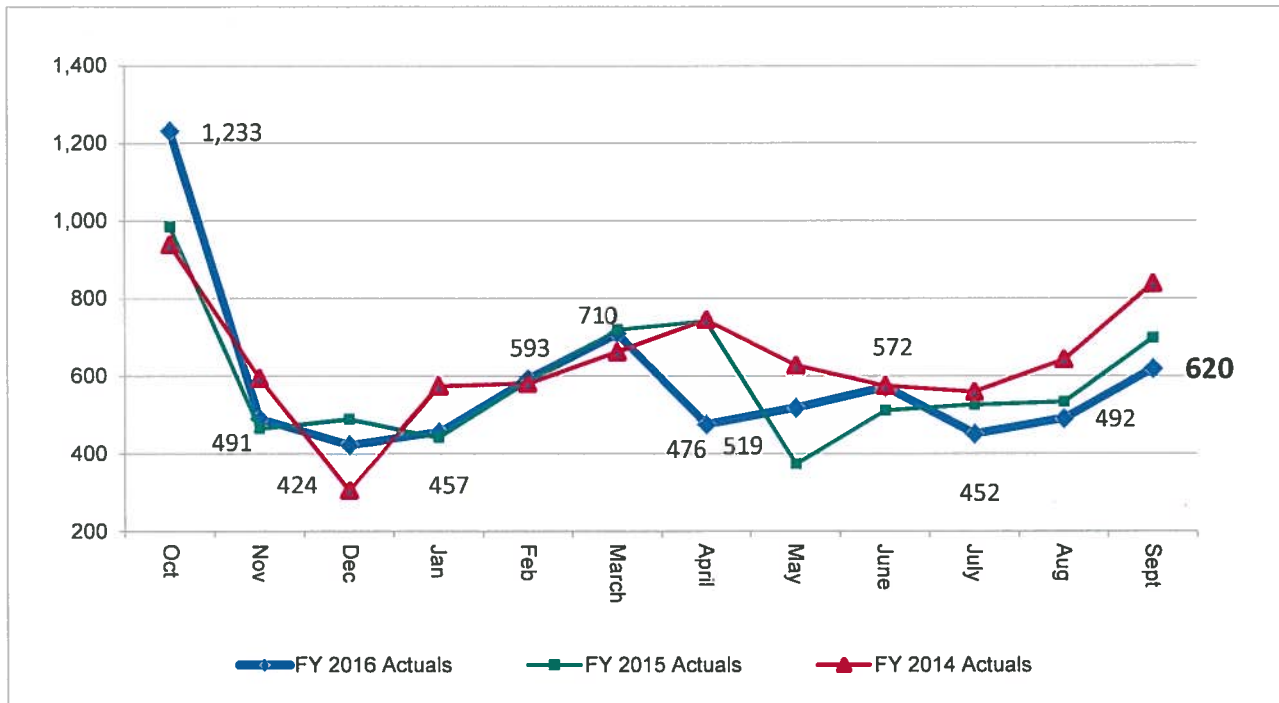


Note: For display purposes, the Y axis origin has been modified.

Rail: Total Boardings

- September 2016 weekday rail boardings increased over the previous month. However, this was not a sufficient increase to make up for declines in prior months.
- As a result, total weekday ridership YTD decreased by 1.83% (or 10,173 boardings) compared to the same period in FY 2015. This decline may be attributed to a decline in gasoline prices.
- On average, the passengers per weekday YTD decreased by 1.95% (or 40 boardings per weekday) over the same period in FY 2015.

Rail: Saturday Average Boardings

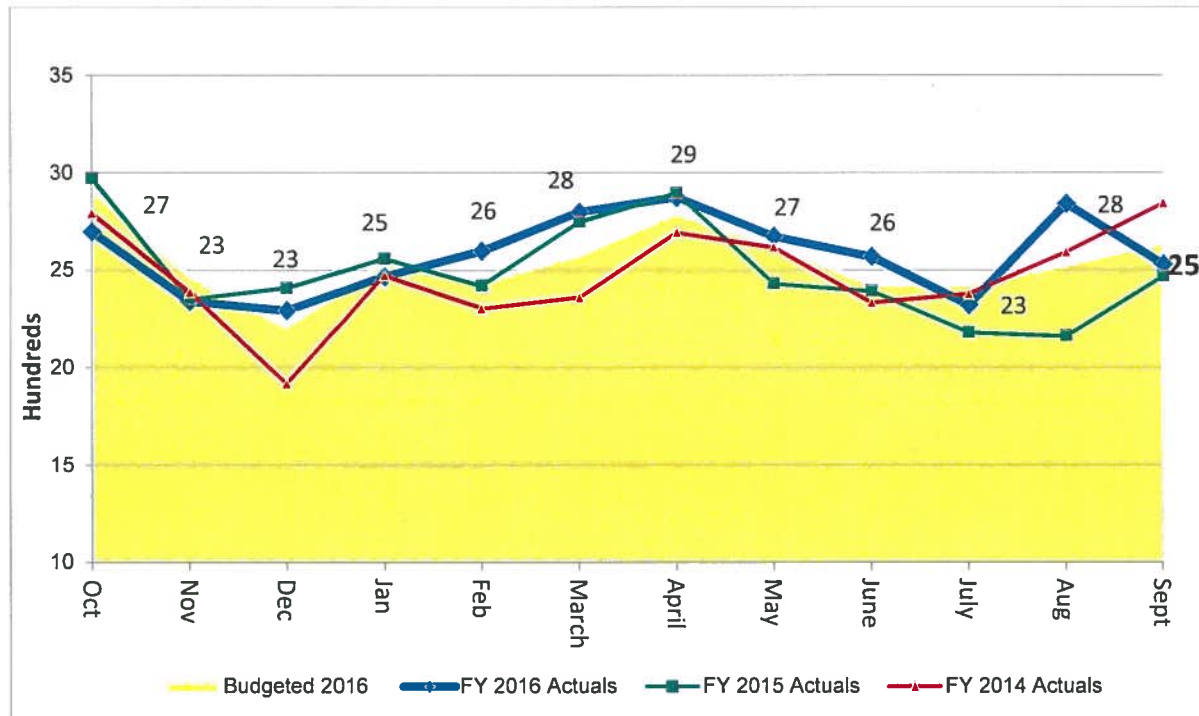


Note: For display purposes, the Y axis origin has been modified.

Rail: Saturday Average Boardings

- In September 2016, Saturday boardings increased from the prior month, and YTD Saturday boardings increased by 1.99% (or 1,181 boardings) compared to that same period in FY2015.

Access: Total Boardings

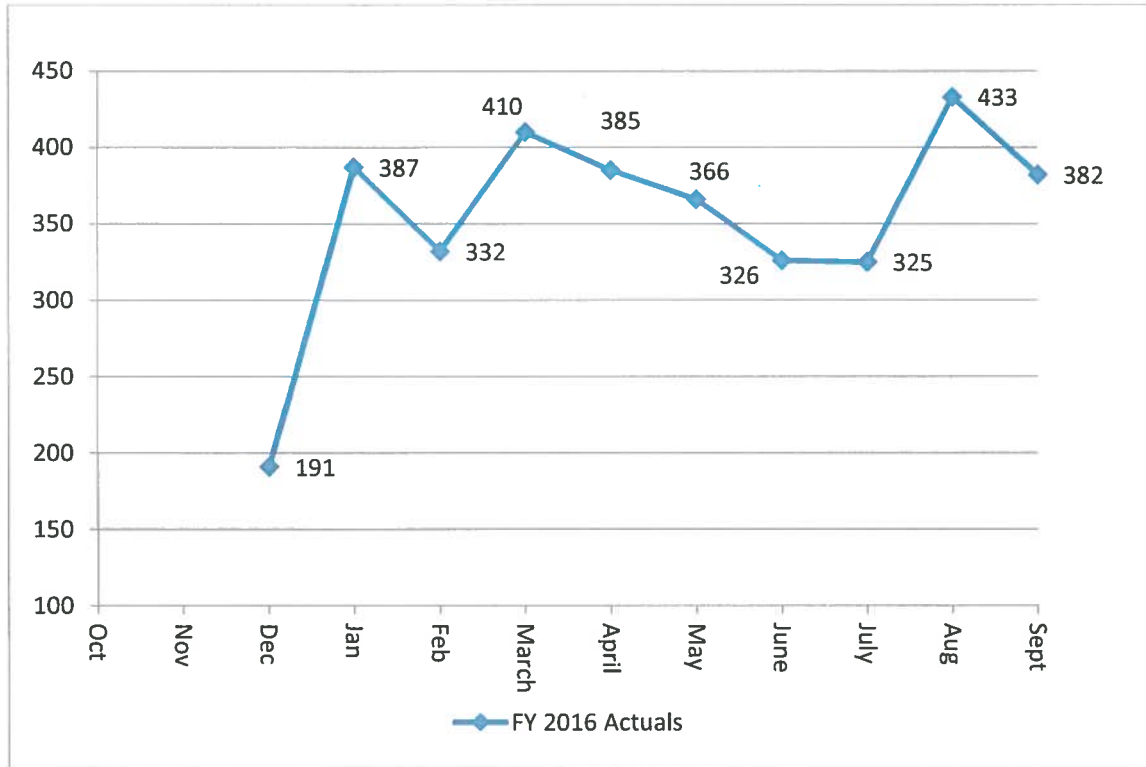


Note: For display purposes, the Y axis origin has been modified.

Access: Total Boardings

- While September 2016 ridership decreased, total boardings YTD have increased 3.4% (or 1,019 boardings) compared to the same period in 2015.

Frisko Demand Response Service: Total Boardings



Frisko Demand Response Service: Total Boardings

- In September, Frisko Demand Response Service ridership decreased 11.8% (or 51 boardings), which was the result of 2 less service days.

Highland Village Services: Total Boardings

- Service was initiated in Highland Village on Monday, April 4.
- Services provided includes Community On-Demand Same Day, Community On-Demand Next Day, and Connect Shuttle.
- A total of 422 one-way trips were provided in September 2016.
- Highland Village ridership will be provided in table format (see below) until a full year of data is available for annual comparison purposes.

HIGHLAND VILLAGE SUMMARY REPORT				
<i>Month</i>	Total	Community On-Demand		Connect Shuttle
		Same Day	Next Day	
<i>September</i>	422	66	179	177
<i>August</i>	337	75	176	86
<i>July</i>	256	31	176	49
<i>June</i>	310	31	189	91
<i>May</i>	286	24	194	68
<i>April</i>	196	10	138	48

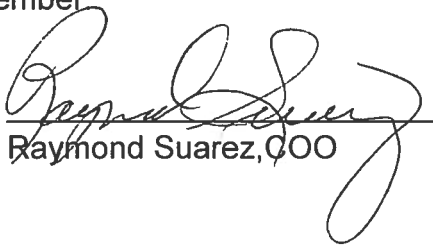
SAFETY/SECURITY

- DCTA Rail Operations Injury-Free Workdays: 1,582
- DCTA Bus Operations Injury-Free Workdays: 29

MAINTENANCE

- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** There were no issues in the month of September.
- **Stations:** DCTA contract operations (HTSI) continues to perform weekly safety inspections, which have not identified any major issues.
- **Rail Mechanical:** DCTA contract operations (HTSI) reported no mechanical failure in September

Final Review:


Raymond Suarez, COO



Board of Directors Memo

October 27, 2016

Subject: WS 2(a) February Bard Retreat

Background

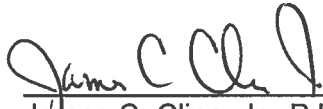
It has been the practice of the DCTA Board to hold an all-day retreat in the month of February. This provides valuable input to the budget development process and guidance to staff. Discussion was held during both the Finance and Programs Services Committees on the use of this time to conduct a strategic planning process. The attached powerpoint slides (updated from the Program Services Committee meeting) discuss this process and some recommendations for a path forward.

Recommendation

Staff requests guidance from the Board on the following items:

1. Concurrence on strategic planning approach, scope, and outcomes
2. Date/time of the Board retreat
3. Feasibility of a meeting on November 15, 2016 at 2pm to begin the process
4. Facilitation of discussion at the retreat

Approval:



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

Strategic Planning (Getting the most out of the February Board Retreat)

October 27, 2016

(Updated from Program Services Committee on October 18, 2016)

Context for Strategic Planning

- Many different definitions and approaches
- Concerns over long timelines, role for a facilitator, and voluminous documents that only sit on shelves
- Scope of questions is not that broad
- Annual review
- Key Objectives
 1. Develop a plan of action that supports long-term goals and stability of DCTA
 2. Memorialize guidance that provides a means of consistently addressing issues before DCTA (some we have not seen yet...)

Potential Steps on our Path Forward

- Current Focus:
 1. Safety/Security, Building Ridership, Financial Stability
 2. Bus Plan Implementation
 3. PTC/Rail O&M (Ops improvements to follow)
 4. Infrastructure Development
- Pending Issues:
 1. Service Expansion – Inside/Outside Denton County
 - Corinth, Flower Mound, Little Elm, “Small Cities”
 - Collin County, McKinney UZA
 2. A-train Extensions – South/North
 3. 35W Rail
 4. BNSF Rail
 5. ***Growing ridership***

Overall Plan

- Revisit/Confirm Overall Philosophy
 - Regional Role
 - Outside Denton County
 - Inside Denton County
 - Inside Existing Service Area
- Develop General Guidance (Decision Criteria)
- Application to Specific Projects or Initiatives
- Development of Timeline and Implementation Plan

Potential Areas for Guidance

- Regional Role/Partnerships
- Finance Policies/Debt/Innovation
- Long-term Contracting/Membership
- Governance/Structure
- Role for Private Sector
- Land Purchase
- Legislative
- Protection of Base
- Priorities for Expansion
- ***Operational Complexity***
- ***Growing Ridership***
- ***Focus for additional \$\$ saved***

Proposed Timeline

- October Board Meeting
 - Finalize approach
 - November Workshop (feasible?)
 - Retreat Details (maximize participation)
- November Workshop (***November 15, 2pm?***)
 - Build steps on overall philosophy and general guidance
- December Program Services
 - Refine results, finalize plans for retreat
- February Retreat
 - Confirm workshop results, apply to specific projects/initiatives
- March Board Meeting
 - Publish results – Move into budget season

Retreat Details

- Date/Time – Does current model work well?
- Facilitation
- Location
- February Board Meeting (link to Exec Committee?)

Guidance?

- Strategic planning approach, scope, and outcomes
- November committee meeting/workshop
- February retreat logistics
- Facilitation plan

2017 BOARD MEETING CALENDAR

This calendar shows only the regularly scheduled meetings.
Committee meeting dates are subject to change.
Special called meetings may be added during the year.

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE									
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S			
						1				1	2	3	4	5							1	2																						
2	3	4	5	6	7	8	6	7	8	9	10	11	12		6	7	8	9	10	11	12	3	4	5	6	7	5	6	7	8	9	10	11	12	P/E	14	15	16	17	18				
9	10	11	12	13	14	15	13	P/E/B	15	16	17	18	19		13	E	15	16	17	18	19	10	11	12	13	14	15	16	E	17	18	19	20	21	12	P/E	14	15	16	17	18			
FC	E	18	19	20	21	22	20	21	22	WS	24	25	26		20	21	22	B	24	25	26	17	P/E	19	20	21	22	23	22	23	24	B	26	27	28	19	20	21	B	23	24	25		
23	24	25	B	27	28	29	27	28							27	28	29	30	31			24	25	26	B																			
30	31																																											

JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER											
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
					1	2			1	2	3	4	5	6																																
3	4	5	6	7	8	9	7	8	9	10	11	12	13		4	5	6	7	8	9	10	2	3	4	5	6	7	8	9	10	11	12	4	P/E	6	7	8	9	10							
10	11	12	13	14	15	16	14	P/E	16	17	18	19	20		11	12	13	14	15	16	17	9	10	11	12	13	14	15	B	17	18	19	11	12	13	B	15	16	17							
17	E	19	20	21	22	23	21	22	23	B	25	26	27		18	E	20	21	22	23	24	16	P/E	18	19	20	21	22	23	24	20	21	22	23	24	25	26	18	19	20	21	22	23	24		
24	25	26	B	28	29	30	28	29	30	31					25	26	27	B				23	24	25	B																					
31																						30	31																							

Board Meeting 1:30 p.m. January 26 February 14 March 23 April 27 May 25 June 22	Executive Committee 2:00 p.m. January 17 February 14 March 14 April 18 May 16 June 13 July 18 August 15 September 19 October 17 November 7 December 5	Program Services 12:00 p.m. February 14 April 18 June 13 August 15 October 17 December 5	Finance Committee 2:00 p.m. January 16 Dates to be filled in after January meeting.	Special Called Work Session February 23* *All Day Retreat
---	---	--	--	--



Board of Directors Memo

October 27, 2016

Item: WS 3(a) Finance Committee Chair Report

The Finance Committee meeting and Special called Board of Directors meeting was held at 2:00 p.m., Monday, October 10, 2016 at 1955 Lakeway Dr., Suite 260 Conference Room in Lewisville, TX.

In attendance were:

Committee Members: Connie White, Dave Kovatch, Richard Huckaby

Board Members: Charles Emery

Absent: Tom Winterburn

DCTA Staff: Amanda Riddle, Jim Cline, Nicole Recker, Raymond Suarez, Kristina Brevard, Troy Henderson

A complete copy of the Finance Committee agenda packet and handouts is included as "Attachment A" to this report. The following agenda items were presented by staff for Finance committee review and discussion:

Review of Investment Policy

The last adoption by the Board of the DCTA Investment Policy was on November 19, 2015. DCTA contracts with First Southwest Asset Management, Inc. ("FSAM") for investment advisory services. The policy has been reviewed by FSAM to ensure that all the necessary language as required by the Act is present in the written DCTA Investment Policy document. Only housekeeping changes are incorporated. The Investment Policy was also included in the Board packet in September for review and comment. The Finance Committee forwarded this item to the Board for adoption in October.

Discuss funding sources available from NCTCOG

Jim Cline provided an overview of the available funding sources available to DCTA from NCTCOG and FTA (presentation attached).

- Grant Strategy of the agency
- Formula Funds
- Competitive Programs
- Innovative Funding

Risk Assessment Strategy Overview

Jim Cline discussed the risk assessment strategy currently beginning in FY17. Homeland Security and TSA will begin their initial assessment this month. This will include risk assessment of system safety and security to be completed in FY17 to assess safety and operating risk areas with the goal to develop a comprehensive plan and list of priorities to begin addressing. Proposed FY17 capital budget includes \$250k for safety and security related projects. These funds will allow the agency to begin addressing any risks identified, with future funding to be included in future budgets.

- Financial Risks
- Insurance Coverage Deficiencies
- Data/System Risks

- Operations Risks
- Security Risks

Overview of Strategic Planning Process

Jim Cline gave an overview of the Strategic Planning Process to the committee. In a previous Finance Committee meeting, Paul Pomeroy requested that the agency begin a strategic planning process that would serve as a planning tool for the Board and staff. This Strategic Plan would address the needs of the agency and future service options that DCTA could begin planning for. It is currently slated to be reviewed at the Board Retreat held in February 2017.

Follow-Up Items:

- Verify insurance coverage and any risks of Board exposure with legal counsel and insurance broker
- Verify what Information Security insurance includes
- Provide a detailed list of various funding sources included in the Cash Flow Model
- Staff to work with Board to create a priority list of future capital projects and service enhancements and associated budgets

The meeting adjourned at 3:34pm.

Finance Committee

Chair – Dave Kovatch

Members – Richard Huckaby, Connie White, Tom Winterburn

Staff Liaison – Anna Mosqueda – CFO



Special Called Meeting of the DCTA Board of Directors
and the **Finance Committee**
of the DCTA Board of Directors
2:00 p.m., October 10, 2016
1955 Lakeway Drive, Suite 260 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) ITEMS FOR DISCUSSION

- a. Review of Investment Policy
- b. Discuss funding sources available from NCTCOG
- c. Risk Assessment Strategy Overview
- d. Overview of Strategic Planning Process

2) FORWARD TO BOARD

- a. Investment Policy

3) ADJOURN

Finance Committee

Chair – Dave Kovatch

Members – Richard Huckaby, Connie White, Tom Winterburn

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 thenderson@dcta.net or calling Troy Henderson at 972-221-4600.

This notice was posted on 10/7/2016 at 9:07 AM.

Troy Henderson, Administrative Assistant



Finance Committee Memo

October 10, 2016

Subject: 1(a) Review of Investment Policy

Background

It is the intent of DCTA to be in compliance with state and federal law. The Texas Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act") governs investment of public funds at the state level. The Act requires that the Board of Directors review and adopt the Investment Policy annually.

It is the policy of the Denton County Transportation Authority (DCTA) that the administration and investment of its funds shall be handled in a manner that maintains the highest public trust. Investments shall be made that provide the maximum security of principal invested while meeting the daily cash flow needs of DCTA and conforming to all applicable state statutes governing the investment of public funds. While DCTA staff strives to maximize the yield on our investments, increasing the market yield-to-maturity is secondary to the requirements for safety and liquidity.

The last adoption by the Board of the DCTA Investment Policy was on November 19, 2015. DCTA contracts with First Southwest Asset Management, Inc. ("FSAM") for investment advisory services. The policy has been reviewed by FSAM to ensure that all the necessary language as required by the Act is present in the written DCTA Investment Policy document. Included for your reference is the letter from FSAM confirming their review of the investment policy. Only housekeeping changes are incorporated.

In connection with investment transactions conducted between FSAM and DCTA, FSAM has provided as required under the Act a certification that they have reviewed the entity's investment policy. In addition, FSAM has provided to DCTA a copy of its current SEC Form ADV Part II, as required by Securities and Exchange Commission Regulation Section 275.204-3. These documents as well as the current FSAM approved broker/dealer list are available in the DCTA Finance Department.

Identified Need

This action is required to fulfill the legal requirements for an annual review and approval of the Investment Policy.

Recommendation

The policy is presented to the Finance Committee for review and discussion. Staff recommends the Finance Committee forward the Investment Policy to the Board to be placed on the October, 2016 Board agenda along with the required Board Resolution for adoption.

Submitted by: _____
Anna Mosqueda, CFO

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



300 W. 6th Street
Suite 1940
Austin, Texas 78701

512-481-2009 Direct
800-575-3792 Toll Free
512-481-2020 Fax

Scott McIntyre
Managing Director

Scott.mcintyre@hilltopsecurities.com

POLICY REVIEW

September 8, 2016

Ms. Anna Mosqueda
Chief Financial Officer
Denton County Transportation Authority
1955 Lakeway Drive, Suite 260
Lewisville, TX 75057

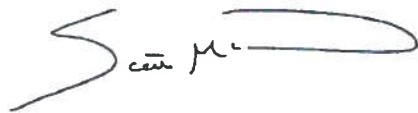
Dear Anna:

As requested, FirstSouthwest Asset Management, Inc. has performed a review of the Denton County Transportation Authority ("DCTA") written investment policy to determine compliance with the Texas Public Funds Investment Act (the "Act"), Texas Government Code, Chapter 2256. Our review was limited in scope, with the primary purpose being to evaluate conformity with the Act. We did not seek to ensure that all funds and procedures are addressed in the policy, nor have we reviewed compliance with the policy or internal controls of DCTA. Based upon our review, we have reached the following conclusion:

The Texas Legislature did not meet in 2016, so there are no required changes. We believe all previously written requirements of the Act are included within current policy. As a result, we do not recommend any changes to the Denton County Transportation Authority investment policy this year.

If you have any questions regarding this policy, please contact me at 1-800-575-3792 or directly at (512) 481-2009.

Sincerely yours,



Scott McIntyre, CFA
Managing Director

Cc: Ms. Marisa Perry

DENTON COUNTY TRANSPORTATION AUTHORITY
INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

I. POLICY STATEMENT

The Denton County Transportation Authority (DCTA) policy ~~is stipulates~~ that the administration of its funds and the investment of those funds shall be ~~handled as its highest public trust. Investments shall be~~ made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of DCTA. ~~and DCTA's investments will~~ conforming to all applicable state statutes governing the investment of public funds.

Effective cash management is ~~recognized as~~ essential to good fiscal management. Cash management is defined as the process of managing monies ~~in order~~ to ensure maximum cash availability. DCTA shall maintain a comprehensive cash management program which includes collection of accounts receivable; prudent investment of its available cash; disbursement of payments in accordance with invoice terms, ~~compliance with~~ Board Policy, and the management of banking ~~depository~~ services.

Receiving a market rate of interest will be secondary to the requirements for safety and liquidity. DCTA intends to be in ~~complete~~ compliance with local law and the Texas Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). Investment earnings will be used in a manner that best serves the interests of DCTA.

II. SCOPE

This investment policy applies to all the financial assets and funds of DCTA. However, this policy does not apply to the assets administered for the benefit of DCTA by outside agencies under deferred compensation programs.

DCTA may commingle its funds into one pooled investment fund for investment purposes for efficiency and maximum investment opportunity.

III. OBJECTIVES AND STRATEGY

DCTA's policy is that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety of principal, liquidity, diversification and yield. Investments are to be chosen in a manner which ~~promotes~~ reflects diversity by market sector, type of credit, and length of maturity as best meets DCTA's requirements. The choice of high-grade government investments and high-grade money market instruments is designed to assure the marketability of those investments should liquidity needs arise. To best meet anticipated cash flow requirements, the weighted average maturity (WAM) of the overall portfolio may not exceed 18 months.

DENTON COUNTY TRANSPORTATION AUTHORITY
INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

Safety of Principal

Safety of principal is the foremost objective ~~of DCTA~~. Investments of DCTA's cash shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The safety of principal is best achieved by limiting maximum maturities to two years or no further than expected project cashflow forecasts; limiting investment types to those specifically authorized by this policy; diversifying investments; and monitoring credit ratings on selected investment types.

Liquidity

~~DCTA's investment portfolio~~ Investments will be based on a cash flow analysis of needs and will remain sufficiently liquid to ~~enable it to meet~~ satisfy all operating requirements which might be reasonably anticipated ~~by the agency's cash flow model~~. The portfolio will be structured so that investments mature concurrent with cash needs. Because all possible cash demands cannot be anticipated, ~~a portion of the portfolio will include be invested in~~ investments that offer same-day liquidity for those unanticipated ~~situations~~ cash demands. In addition, a portion of the portfolio will consist of securities with active secondary or resale markets.

Diversification

The portfolio will be diversified by maturity and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding, ~~as defined~~ in Section VIII of this policy herein, will be used on each sale and purchase.

Yield

DCTA's investment portfolio shall be designed with the objective of attaining a market yield-to-maturity taking into account DCTA's risk constraints and the cash flow needs ~~of the portfolio~~. "Market yield-to-maturity" may be defined as the rolling average yield of the current six-month Constant Maturity Treasury (CMT).

DCTA has selected the weighted-average yield-to-maturity as its preferred measure of investment performance. The weighted-average yield-to-maturity shall be calculated on a monthly basis by multiplying each individual security's yield-to-maturity at time of purchase by its book value, totaling the product of these calculations, and dividing by the total book value of the portfolio.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

~~Direct s~~ Specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act"). The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public fund deposits. All investments will be made in accordance with these statutes.

V. DELEGATION OF INVESTMENT AUTHORITY

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

The Chief Financial Officer, acting on behalf of DCTA, is designated as the Investment Officer and the President of DCTA is designated as the Alternate Investment Officer ~~of DCTA~~. The Investment Officer is responsible for investment management decisions and activities according to this Investment Policy. The Investment Officer is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall develop and maintain written administrative procedures for the ~~operation~~activities of the investment program which are consistent with this Investment Policy. ~~The P~~procedures will include reference to safekeeping, require and include Master Repurchase Agreements (as applicable), wire transfer agreements, banking services contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall regulate the activities of subordinate officials and staff. The Investment Officer shall designate in writing a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer and Alternate Investment Officer are not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established herin.

Authorization Resolution

A ~~Trading~~ Resolution is established with this investment policy and attached hereto authorizing the Investment Officer to engage in investment transactions on behalf of DCTA. The persons authorized by the ~~Trading~~ Resolution to transact business for DCTA are also authorized to approve wire transfers used in the process of investing.

VI. PRUDENCE

The standard of prudence to be used in the investment function shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio. This standard states that:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

Limitation of Personal Liability

The Investment Officer and those delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accord with the Prudent Person Rule in Section VI, shall be relieved of personal liability in the management of the portfolio provided that deviations from expectations for a

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

specific security's credit risk or market price change or portfolio shifts are reported in a timely manner to the Board of Directors and that appropriate actions are taken to control adverse market effects.

VII. INTERNAL CONTROLS

The Investment Officer shall establish a system of written internal controls which will be reviewed annually with the independent auditor of DCTA. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes or imprudent actions by employees of DCTA. Results of review of internal controls by the independent auditor shall be included in the annual audit.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of DCTA. Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

VIII. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act:

A. Obligations of the United States Government, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC), agencies and instrumentalities and government sponsored enterprises, excluding collateralized mortgage obligations (CMO's), not to exceed two years to stated maturity with the exception of project funds which may be invested in longer maturities but not to exceed forecasted expenditure dates;

B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas, not to exceed two years to stated maturity. In addition, separate CDs issued by depositories wherever located, bundled together into a single investment with the full amount of principal and interest of each CD insured by the Federal Deposit Insurance Corporation (FDIC) may be purchased through a broker that has its main office in Texas and is selected from a list adopted by the DCTA ~~B~~board or a selected depository institution with its main office or branch office in Texas. This broker or depository shall act as the custodian for the various certificates on behalf of DCTA.

C. Repurchase agreements and reverse repurchase agreements as defined by the Act, not to exceed 180 days to stated maturity, provided an executed Master Repurchase Agreement is on file with DCTA and the counterparty bank or primary dealer. Flexible repurchase agreements used specifically for capital projects may extend beyond the 180 day stated limitation, but shall not exceed the expenditure plan of the projects;

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

D. No-load SEC-registered money market funds, each approved specifically before use by DCTA; and

E. Constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act.

If additional types of securities are approved for investment by public funds by state statutes, ~~they none~~ will ~~not~~ be eligible for investment by DCTA until this policy has been amended and ~~the amended version~~ approved by the DCTA Board.

Competitive Bidding Requirements

All securities, including certificates of deposit, will be purchased or sold after three (3) offers/bids are taken to verify that DCTA is receiving fair market value/price for the investment.

Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by DCTA, shall be conducted on a delivery versus payment (DVP) basis.

IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

All investments ~~made by DCTA~~ will be made through either DCTA's banking services bank or a primary dealer. DCTA will review the list of authorized broker/dealers annually. A list of at least three broker/dealers will be maintained in order to assure competitive bidding.

Securities broker/dealers must meet and disclose certain criteria as determined by the Investment Officer including:. ~~r. The following criteria must be met by those firms on the list:~~

- A. ~~provision of~~ an audited financial statement each year,
- B. proof of certification by the Financial Industry Regulatory Authority (FINRA) and provision of CRD number,
- C. proof of current registration with the State Securities Commission, and
- D. Completion of ~~a~~ DCTA questionnaire.

Every broker/dealer and bank with which DCTA transacts business will be provided a copy of this Investment Policy to assure ~~that~~ they are familiar with the goals and objectives of ~~the DCTA's~~ investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to DCTA.

DCTA may appoint one or more investment advisors to assist the financial staff in the management of DCTA funds. The investment advisor must be registered with the Securities and Exchange Commission under the

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

Investment Advisors Act of 1940 and also be registered with the Texas State Securities Board as an investment advisor. To be eligible for consideration, an investment advisor shall demonstrate knowledge of, and experience in, the management of public funds. An appointed investment advisor shall act solely in an advisory and administrative capacity, within the guidelines of this Investment Policy, and ~~without any~~ shall not have discretionary authority to transact business on behalf of DCTA.

If DCTA has contracted with a Registered Investment Advisor for the management of its funds, the advisor shall be responsible for performing due diligence on and maintaining a list of broker/dealers with which it shall transact business on behalf of DCTA. The advisor shall recommend broker selection criteria to ~~the~~ DCTA's Investment Officer for approval. The advisor shall annually present a list of its authorized broker/dealers to DCTA for review and likewise shall ~~execute the aforementioned written instrument~~ return a signed certification stating that the advisor has reviewed the DCTA investment policy and has implemented reasonable procedures and controls ~~in an effort~~ to preclude imprudent investment activities. The advisor shall obtain and document competitive bids and offers on all transactions and present these to DCTA as part of its trade documentation.

X. DIVERSIFICATION AND MATURITY LIMITATIONS

It is DCTA's policy to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss, ~~resulting from over-concentration of assets in a specific maturity, specific issuer, or specific class of securities.~~ Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

<u>Security Type</u>	<u>Max % of Portfolio</u>
U.S. Treasury obligations	100%
U.S. Government agencies and instrumentalities	Not to exceed 75%
Fully insured or collateralized CDs	Not to exceed 30%
Repurchase agreements	100%
Money Market Funds	50%
Local Government Investment Pools	
Liquidity Pools	100%
Maximum percent ownership of pool	Not to exceed 10%

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

The Investment Officer shall be required to diversify maturities. The Investment Officer, to the extent possible, will attempt to match investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to a specific requirement, the Investment Officer may not:

A. invest more than 20% of the portfolio for a period greater than one (1) year ~~unless matched to a specific requirement;~~

B. invest any portion of the portfolio for a period of greater than two (2) years.

XI. SAFEKEEPING AND COLLATERALIZATION

The laws of the State and prudent treasury management require that all purchased securities be bought on a delivery-versus-payment (DVP) basis and be held in safekeeping by either DCTA, an independent third party financial institution, or DCTA's designated banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third-party custodian shall be required to issue safekeeping receipts to DCTA listing each specific security, rate, description, maturity, CUSIP number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for DCTA or pledged to DCTA.

All securities pledged to DCTA for certificates of deposit or demand deposits shall be held by an independent third-party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

Collateralization

Collateralization is required on time and demand deposits ~~over exceeding~~ the FDIC insurance coverage of \$250,000, and on repurchase agreements.

~~In order to anticipate market changes and To~~ provide a level of additional security for all funds and to also anticipate any market changes; the collateralization level required will be 102% of the market value of the principal and accrued interest. Collateral will be held by an independent third party safekeeping agent.

XII. PERFORMANCE EVALUATION AND REPORTING

A comprehensive quarterly investment report shall be prepared by the Investment Officer or Investment Advisor within ten (10) days following the fiscal quarter end and be presented to the DCTA Board the month following the fiscal quarter end. As required by the Texas Public Funds Investment Act, the report will:

- A. describe in detail the investment position of DCTA on the date of the report;
- B. be signed by the Investment Officer(s)
- C. contain a summary statement that ~~states presents~~ :

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

- a. beginning book and market value for the reporting period;
- b. ending book and market value for the reporting period; and
- c. fully accrued interest for the reporting period;
- D. state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
- E. state the maturity date of each separately invested asset that has a maturity date;
- F. state the account or fund for which each investment security was purchased;
- G. compare the portfolio's performance to other benchmarks of performance; and
- H. state the compliance of the investment portfolio with DCTA Investment Policy, Investment Strategy, and the Public Funds Investment Act.

XIII. DEPOSITORIES

DCTA will designate one banking institution through a competitive process as its central banking services provider at least every five years. This institution will be used for normal banking services including disbursements, collections, and safekeeping of securities. Other banking institutions from which DCTA may purchase certificates of deposit will also be designated as a depository after ~~they provide~~ providing their latest audited financial statements to DCTA.

XIV. TRAINING REQUIREMENT

The DCTA Investment Officer(s) shall attend at least one investment training session within twelve months of taking office or assuming duties, and not less often than once in a two-year period that begins on the first day of the fiscal year and consists of the two consecutive years after that date, and shall receive not less than ten hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Board of Directors. See Attachment I for a list of Board approved independent investment training sources. Contingent upon Board approval, additional independent sources from which investment training may be obtained shall include a professional organization, an institute of higher learning, or any sponsor other than a business organization with whom DCTA may engage in an investment transaction. Such training shall include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act.

XV. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which ~~personal they conduct~~ business is conducted. ~~They shall further disclose~~ shall also be made of any personal financial/investment positions that could be related to the performance of the

DENTON COUNTY TRANSPORTATION AUTHORITY

INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of DCTA.

An Investment Officer of DCTA who has a personal business relationship with an organization seeking to sell an investment to DCTA shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to DCTA shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the DCTA Board of Directors.

XVI. SUBJECT TO AUDIT

A formal annual review of the investment reports will be performed by an independent auditor with the results reported to the Board. All collateral shall be subject to inspection and audit by the DCTA Treasurer or DCTA's independent auditors.

XVII. INVESTMENT POLICY ADOPTION BY DCTA BOARD

DCTA's Investment Policy shall be adopted annually by the Board of Directors. The policy and strategies shall be reviewed on an annual basis by the Board or a designated Committee of the Board. A written resolution approving that review, and suggested changes to the policy ~~from the review,~~ will be ~~passed and recorded~~ approved by the Board.

Previous Action:

Adopted ~~October 23, 2014~~ November 19, 2015

DENTON COUNTY TRANSPORTATION AUTHORITY
INVESTMENT POLICY (As adopted 11/19/2015-Red lined)

Attachment 1

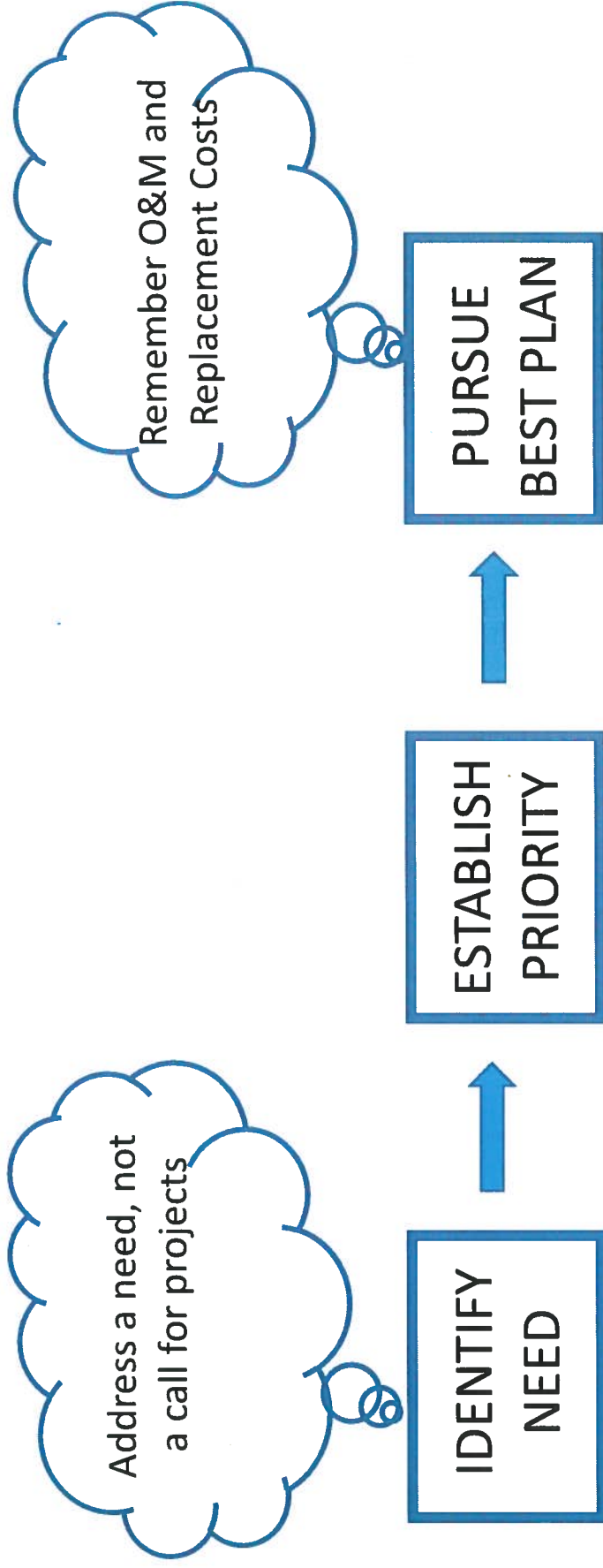
Board Approved Independent Investment Training Sources

1. Texas Municipal League (TML)
2. Government Finance Officers Association (GFOA)
3. Government Finance Officers Association of Texas (GFOAT)
4. North Central Texas Council of Governments
5. Texas Higher Education Coordinating Board

Potential Outside Funding Sources for DCTA

Grant Strategy

Attachment A



- NCTCOG MTP
- DCTA LRSP
- DCTA BUDGET

1. GRANT – NO MATCH
2. GRANT - WITH MATCH
3. TIFIA/RRIF LOAN
4. DCTA CASH
5. COMMERCIAL LOAN

10 October 2016

Formula Funds

- Urbanized Area Formula – FTA, 5307 (*current recipient*)
- Bus and Bus Facilities – FTA, 5339 (*current recipient*)
- Enhanced Mobility of Seniors and Individuals with Disabilities – FTA, 5210 (*current recipient*)
- State of Good Repair – FTA, 5337 (*FY18 for rail*)

Competitive Programs

- Congestion Mitigation and Air Quality – FTA, 23 USC 149
- TAP Trails – via TxDOT (*DCTA Hike/Bike Trail*)
- TIGER, ARRA, etc – Infrastructure Stimulus (*elements of Bus O&M Facility*)
- Mobility on Demand – FTA, 5312 (*pending request*)
- Positive Train Control – FTA, 49 USC 20157 (*pending request*)
- Bus and Bus Facilities – FTA, 5339 (*Bus O&M Facility*)
- Pilot Program for TOD Planning – FTA, 5309
- Low or No Emission Vehicles – FTA, 5339
- Unknown Others

Innovative Funding

- Congestions Mitigation Air Quality – *(Positive Train Control)*
- Transportation Development Credits
- Regional Toll Revenues *(A-train, Hike/Bike Trail)*
- Philanthropy *(Note: DART received a \$1M grant from Toyota)*
- Highway Indirect *(HV/LL Platform, Hike/Bike Trail)*
- In-Kind Match *(Credit for Bus O&M Property)*
- TIFIA/RRIF Loans

Certificate of Coverage

TMLIRP Contract Number:		3485	
Member:		Company Affording Coverage: Texas Municipal League Intergovernmental Risk Pool (TMLIRP) PO Box 149194 Austin, TX 78714-9194 (512) 491-2300 or (800) 537-6655 Fax: (512) 491-2404	
Denton County Transportation Authority Ms. Anna Mosqueda Chief Financial Officer PO Box 96 Lewisville, Texas 75067			
Certificate Holder: Denton Co Transportation Authority PO Box 96 Lewisville, Texas 75067			
This is to certify that the coverages listed below have been provided to the member and are in effect at this time. Notwithstanding any requirements, terms, or conditions of any other contract or agreement with respect to which this certificate may be issued or may pertain, the coverage afforded by TMLIRP described herein is subject only to the terms, exclusions and additions of TMLIRP's coverage contracts between TMLIRP and its member(s). Coverage is continuous until canceled.			
General Liability Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Liability (Each Occurrence): \$1,000,000 Sudden Events Involving Pollution (Each Occurrence): \$1,000,000 Annual Aggregate: \$2,000,000 Deductible per Occurrence: \$0		Real & Personal Property Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Coverage: \$64,590,546 Deductible per Occurrence: \$250	
Law Enforcement Liability Effective Date: _____ Anniversary Date: _____ Limits of Liability (Each Occurrence): _____ Annual Aggregate: _____ Deductible per Occurrence: _____		Mobile Equipment Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Coverage: \$73,960,569 Deductible per Occurrence: \$25,000	
Errors and Omissions Liability Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Liability (Each Wrongful Act): \$3,000,000 Annual Aggregate: \$6,000,000 Deductible per Occurrence: \$10,000		Boller & Machinery - Broad Form Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Per Accident Limit: \$100,000 Deductible per Occurrence: \$250	
		Yes No Mortgagee _____ Loss Payee _____ Loan Number: _____	
Auto Liability Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Liability (Each Occurrence): \$5,000,000 Deductible per Occurrence: \$1,000		Year/Make/Model VIN Value	
Auto Physical Damage Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Liability: ACV or Agreed Value as scheduled Collision Deductible: \$10,000 Comprehensive Deductible: \$10,000			
Yes No Loss Payee: _____		Loan Number: _____	
DESCRIPTION: Confirmation of coverage			

Cancellation: Should any of the above described coverages be canceled before the anniversary date thereof, TMLIRP will endeavor to mail 30 days written notice to the above named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon TMLIRP.

Authorized Representative: Linda Stanko

Date Issued:

7/28/2016

X102
2/10/2015



Certificate of Coverage

TMLIRP Contract Number: 3485	
Member: Denton County Transportation Authority Ms. Anna Mosqueda Chief Financial Officer PO Box 96 Lewisville, Texas 75067	Company Affording Coverage: Texas Municipal League Intergovernmental Risk Pool (TMLIRP) PO Box 149194 Austin, TX 78714-9194 (512) 491-2300 or (800) 537-6655 Fax: (512) 491-2404
Certificate Holder: Denton Co Transportation Authority PO Box 96 Lewisville, Texas 75067	
<p>This is to certify that the coverages listed below have been provided to the member and are in effect at this time. Notwithstanding any requirements, terms, or conditions of any other contract or agreement with respect to which this certificate may be issued or may pertain, the coverage afforded by TMLIRP described herein is subject only to the terms, exclusions and additions of TMLIRP's coverage contracts between TMLIRP and its member(s). Coverage is continuous until canceled.</p>	
Public Employee Dishonesty <div style="text-align: right; margin-right: 50px;"> Effective Date: <u>3/1/2016</u> Anniversary Date: <u>3/1/2017</u> </div> <div style="margin-top: 10px;"> Limits of Coverage: <u>\$100,000</u> Per Occurrence <div style="margin-left: 150px;">Per Employee</div> Deductible: <u>\$10,000</u> Per Occurrence <div style="margin-left: 150px;">Per Employee</div> </div>	Forgery & Alteration <div style="text-align: right; margin-right: 50px;"> Effective Date: <u>3/1/2016</u> Anniversary Date: <u>3/1/2017</u> </div> <div style="margin-top: 10px;"> Limits of Coverage: <u>\$1,000,000</u> Deductible: <u>\$10,000</u> </div>
Theft, Disappearance, & Destruction <div style="text-align: right; margin-right: 50px;"> Effective Date: <u>3/1/2016</u> Anniversary Date: <u>3/1/2017</u> </div> <div style="margin-top: 10px;"> Limits of Coverage: <u>\$5,000</u> Deductible: <u>\$500</u> </div>	Computer Fraud <div style="text-align: right; margin-right: 50px;"> Effective Date: <u>3/1/2016</u> Anniversary Date: <u>3/1/2017</u> </div> <div style="margin-top: 10px;"> Limits of Coverage: <u>\$1,000,000</u> Deductible: <u>\$10,000</u> </div>

DESCRIPTION:
 Evidence of coverage

Cancellation: Should any of the above described coverages be canceled before the anniversary date thereof, TMLIRP will endeavor to mail 30 days written notice to the above certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon TMLIRP.

Authorized Representative: Linda Stanko

Linda Stanko

Date Issued:

7/28/2016

X177
2/10/2015



Certificate of Coverage

TMLIRP Contract Number: 3485	
Member: Denton County Transportation Authority Ms. Anna Mosqueda Chief Financial Officer PO Box 96 Lewisville, Texas 75067	Company Affording Coverage: Texas Municipal League Intergovernmental Risk Pool (TMLIRP) PO Box 149194 Austin, TX 78714-9194 (512) 491-2300 or (800) 537-6655 Fax: (512) 491-2404
Certificate Holder: Denton Co Transportation Authority PO Box 96 Lewisville, Texas 75067	
This is to certify that the coverages listed below have been provided to the member and are in effect at this time. Notwithstanding any requirements, terms, or conditions of any other contract or agreement with respect to which this certificate may be issued or may pertain, the coverage afforded by TMLIRP described herein is subject only to the terms, exclusions and additions of TMLIRP's coverage contracts between TMLIRP and its member(s). Coverage is continuous until canceled.	
Workers' Compensation Effective Date: 3/1/2016 Anniversary Date: 3/1/2017 Limits of Liability: Statutory	
DESCRIPTION: Confirmation of coverage	

Cancellation: Should any of the above described coverages be canceled before the anniversary date thereof, TMLIRP will endeavor to mail 30 days written notice to the above named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon TMLIRP.

Authorized Representative: Linda Stanko

Date Issued:

7/28/2016

**CYBER LIABILITY AND DATA BREACH RESPONSE DECLARATIONS OF COVERAGE
2016-2017 FUND YEAR**

Attachment A

Member: Denton County Transportation Authority
Member ID: 3485



Effective Date: 10/1/2016
Anniversary Date: 3/1/2017

Retroactive Date: 10/1/2016

Information Security and Privacy Liability
Website Media Content Liability

Aggregate Limit: \$1,000,000
Retention: \$0 Each Claim

Privacy Breach Response Services

Limits of Coverage:

Notification, Call Center and Breach Resolution and Mitigation Services:

Notified Individuals: 5,000 Notified Individuals in the Aggregate
Retention: 50 Notified Individuals Each Incident

A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage.

Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses

Per Incident and in the Aggregate: \$25,000
Retention: \$1,250 Each Incident

Regulatory Defense and Penalties
Payment Card Industry Fines, Expenses and Costs
Cyber Extortion
First Party Data Protection
First Party Network Business Interruption

Aggregate Limit: \$50,000 All Damages, Expenses and Costs
Retention: \$2,500 Each Claim
Loss of Income Retention: \$5,000 Each Claim or 12 Hour Waiting Period, Whichever is Greater

Specific Sublimits:

Regulatory Defense and Penalties Aggregate Sublimit: \$10,000
Payment Card Industry Fines, Expenses and Costs Aggregate Sublimit: \$5,000
Cyber Extortion Aggregate Sublimit: \$10,000
First Party Data Protection Sublimit: \$10,000
First Party Network Business Interruption Aggregate Sublimit: \$10,000

Total Annual Contribution:	Included
Total Contribution Due:	Included

PO Box 149194 ♦ Austin, Texas 78714-9194
(512) 491-2300 ♦ (800) 537-6655

C100
10/01/2016



MCGRIFF. SEIBELS & WILLIAMS OF TEXAS. INC.

5080 Spectrum Drive, Suite 900E • Addison, TX 75001 • TEL – (469) 232-2100 • FAX – (469) 232-2101

September 30, 2016

Ms. Anna Mosqueda
Sr. VP Finance / CFO
Denton County Transportation Authority
PO Box 96
Lewisville, TX 75067

RE: Confirmation of Railroad Liability Insurance effective 10/01/16

Anna,

This letter is to confirm DCTA's Railroad Liability Insurance is held bound effective 10/01/16 – 10/01/17 with a \$2,000,000 Self-Insured Retention and a policy limit of \$125,000,000. Coverage is provided through a multi-layer program with Steadfast Insurance Company, a member of Zurich Insurance Group, as the primary carrier with an A.M. Best rating of "A+ XV". All carriers on the program are "A" rated and have agreed to the Steadfast Comprehensive Liability Insurance - Railroad policy form. DART is included as an Additional Insured under the policy.

Carriers are currently processing binding orders and additional Confirmation of Coverage documentation will be provided to you upon receipt.

McGriff, Seibels and Williams of Texas, Inc. is proud to serve DCTA as your Broker of Record in the placement of this policy. Please contact us if you have any questions regarding this evaluation and recommendation, or if any additional information is needed.

Sincerely,

Robert A. Waggoner, ARM, CGBA
Senior Vice President – Public Entity Division
McGriff, Seibels and Williams of Texas, Inc.



MCGRIFF. SEIBELS & WILLIAMS OF TEXAS. INC.

5080 Spectrum Drive, Suite 900E • Addison, TX 75001 • TEL – (469) 232-2100 • FAX – (469) 232-2101

September 30, 2016

Ms. Anna Mosqueda
Sr. VP Finance / CFO
Denton County Transportation Authority
PO Box 96
Lewisville, TX 75067

RE: Confirmation of Railroad Liability Insurance effective 10/01/16

Anna,

This letter is to confirm DCTA's Railroad Liability Insurance is held bound effective 10/01/16 – 10/01/17 with a \$2,000,000 Self-Insured Retention and a policy limit of \$125,000,000. Coverage is provided through a multi-layer program with Steadfast Insurance Company, a member of Zurich Insurance Group, as the primary carrier with an A.M. Best rating of "A+ XV". All carriers on the program are "A" rated and have agreed to the Steadfast Comprehensive Liability Insurance - Railroad policy form. First Transit, Rio Grande Pacific Corporation, and CTC, Inc. are included as Additional Insureds under the policy.

Carriers are currently processing binding orders and additional Confirmation of Coverage documentation will be provided to you upon receipt.

McGriff, Seibels and Williams of Texas, Inc. is proud to serve DCTA as your Broker of Record in the placement of this policy. Please contact us if you have any questions regarding this evaluation and recommendation, or if any additional information is needed.

Sincerely,

Robert A. Waggoner, ARM, CGBA
Senior Vice President – Public Entity Division
McGriff, Seibels and Williams of Texas, Inc.



STF 9001 (Ed. 09/14)

POLLUTION LIABILITY POLICY DECLARATIONS

NAMED INSURED AND MAILING ADDRESS:
 Denton County Transportation Authority
 PO Box 96
 Lewisville, TX 75067

Policy No. BTA 9990265-03

Renewal of: BTA 9990265-02

Policy Term: From: 2/1/2016 To: 2/1/2017

12:01 A.M. Standard Time at the mailing address of the Named Insured as stated herein.

Insurance is afforded by:

GREAT AMERICAN ALLIANCE INSURANCE COMPANY

Retroactive Date: See Schedule of Insured Sites

This insurance does not apply to any "pollution incident" that commences prior to the Retroactive Date stated herein.

**Limits Of Insurance - Bodily Injury,
 Property Damage and Government-
 Mandated Clean-Up Costs:**

\$ 1000000 Each "Pollution Incident"

\$ 2000000 Annual Aggregate

**Limit of Insurance – Claim Handling
 Expense, Including Defense Expense:**

\$ 1000000 Each "Pollution Incident"

Deductible Amount: See Schedule of Insured Sites

Advance Policy Premium: \$ 350

ADDRESS OF INSURED SITE(S): See Schedule of Insured Sites

**ENDORSEMENTS ATTACHED TO THIS POLICY AT INCEPTION AND FORMING A PART
 THEREOF:**
 STF6013

PRODUCER:
 Victor O. Schinnerer & Company, Inc
 3100 Wilcrest
 Suite 200
 Houston, TX 77042

Robert A. Ferguson

Authorized Representative

ENDORSEMENT

Policy Number: 9990265

Period of Coverage: From: 2/1/2016

To: 2/1/2017

Name of Insurer: GREAT AMERICAN ALLIANCE INSURANCE COMPANY ®,
 Address of Insurer: 301 E. 4th St., Suite 25-S, Cincinnati, OH, 45202-4201

Administered by: TOPTANX
 1600 West Seventh Street, Fort Worth, TX 76102-2505

Name of Insured:
 Denton County Transportation Authority

Address of Insured:
 PO Box 96
 Lewisville, TX 75067

Endorsement:

1. This endorsement certifies that the policy to which the endorsement is attached provides liability insurance covering the following underground storage tank(s):

Third Party / CUC

Facility ID	Location Address	# PST
85083	640 E State Highway 121 Lewisville, TX 75057	1

for taking corrective action and/or compensating third parties for bodily injury and property damage caused by accidental releases; in accordance with and subject to the limits of liability, exclusions, conditions, and other terms of the policy; arising from operating the underground storage tank(s) identified above.

The limits of liability are \$1000000 for each occurrence and \$2000000 for the annual aggregate, exclusive of legal defense costs. This coverage is provided under Policy Number 9990265. The effective date of said policy is: 2/1/2016

2. The Insurance afforded with respect to these occurrences is subject to all the terms and conditions of the policy; provided, however, that any provisions inconsistent with subparagraphs (a)-(e) of this paragraph are to be amended to confirm with these subparagraphs:
- Bankruptcy or insolvency of the insured shall not relieve the Insurer of its obligations under the policy to which this endorsement is attached.
 - The Insurer is liable for the payment of amounts within any deductible applicable to the policy, to the provider of corrective action or a damaged third party, with a right of reimbursement by the insured for any payment made by the Insurer. This provision does not apply with respect to that amount of any deductible for which coverage is demonstrated under another mechanism or combination of mechanisms as specified in Title 30, TAC, §37.825 of this title, §37.830 of this title, §37.835 of this title, §37.840 of this title, §37.845 of this title and §37.850 of this title.
 - Whenever requested by the Executive Director of the Texas Commission on Environmental Quality (TCEQ), the Insurer agrees to furnish to the Executive Director a signed duplicate original of the policy and all endorsements.
 - Cancellation or any other termination of the insurance by the Insurer, except for non-payment of premium or misrepresentation by the insured, will be effective only upon written notice and only after the expiration of 60 days after a copy of this written notice is received by the insured. Cancellation for non-payment of premium or misrepresentation by the insured will be effective only upon written notice and only after expiration of a minimum of ten days after a copy of such written notice is received by the insured.
 - The insurance covers claims otherwise by the policy that are reported to the Insurer within six months of the effective date of cancellation or non-renewal of the policy except where the new or renewed policy has the same retroactive date or a retroactive date earlier than that of the prior policy, and which arise out of any covered occurrence that commenced after the policy retroactive date, if applicable, and prior to such policy renewal or termination date. Claims reported during such extended reporting period are subject to the terms, conditions, limits including limits of liability, and exclusions of the policy.

I hereby certify that the wording of this instrument is identical to the wording in Title 30, Texas Administrative Code, §37.835 (b) (1) and that the Insurer is licensed to transact the business of insurance in Texas.



Robert A Ferguson
 Authorized Representative of Great American Alliance Insurance Company
 1600 West Seventh Street, Fort Worth, TX 76102-2505



Board of Directors Memo

October 18, 2016

Item: WS 3(b) Program Services Committee Chair Report

The Program Services Committee meeting and Special called Board of Directors meeting was held at 12:02 p.m., Tuesday, August 16, 2016 at 1955 Lakeway Dr., Suite 260 Conference Room in Lewisville, TX.

In attendance were:

Committee Members:

Paul Pomeroy, Skip Kalb, Doug Peach, Allen Harris, George Campbell
Charles Emery, Richard Huckaby,

Board Members:

Don Hartman, Carter Wilson, Jim Robertson,

DCTA Staff:

Jim Cline, Kristina Brevard, Anna Mosqueda, Raymond Suarez, Troy Henderson
N/A

Additional Guest(s):

The following agenda items were presented for discussion at the Program Service committee meeting:

1. Agency Strategic Plan Discussion

2. Infrastructure Development Update

3. Regional Planning Update

a. NCTCOG Policy Bundle Policy Overview

b. Regional Trail Initiative

c. Additional Regional Initiatives Updates

4. Transit Service Enhancements Updates

a. Service Enhancement Recommendation Implementation

b. Pilot Uber Service

c. North Texas Xpress 35W Commuter Service

5. Agency Operational Updates

a. Transit Ridership

Single Car Operations

6. Convene Executive Session – at 2:00 p.m.

a. Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss

acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, or Highland Village.

7. Reconvene Open Session at 2:09 p.m. – no action taken

8. The meeting adjourned at 2:09 p.m.

Program Development Chair – Paul Pomeroy
Program Development Members – Skip Kalb, Doug Peach, Don Hartman, Carter Wilson, Jim Robertson,
Allen Harris, George A. Campbell
Staff Liaison – Kristina Brevard, Vice President, Planning & Development