



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

**Board of Directors
Work Session**

April 26, 2012
1:30 p.m.

1. Routine Briefing Items
 - a. Financial Reports
 - i. Financial Statement
 - ii. Capital Projects Fund
 - iii. Sales Tax Report
 - iv. Quarterly Investment Report
 - v. Procurement Status Report
 - b. Capital Projects Update
 - i. GTW Procurement
 - ii. Bus Operations and Maintenance Facility (OMF)
 - iii. Positive Train Control (PTC)
 - iv. A-train Close-out Status
 - c. Communications and Planning
 - i. Safety Program
 - ii. Community Promotions
 - iii. Triennial Review
 - d. Transit Operations
 - i. Bus Operation
 - ii. Rail Operations
2. Presentation / Discussion
 - a. Presentation of NCTCOG Innovative Finance Initiative
 - i. Phase 1 Final Report
 - ii. Phase 2 Next Steps
 - b. Discussion regarding Architecture and Engineering Task Order for Community Enhancements
 - c. Discussion regarding Revised Budget / Cash Flow Model
 - d. Discussion of Presentation Material for April/May Public Meetings
 - i. Proposed Service Enhancements
 - e. Discussion of Rail Maintenance Equipment Purchase
 - f. Discussion of Capital Budget Amendment for Purchase of Rail Maintenance Equipment

- g. Discussion of Temporary Maintenance Facility Lease
 - h. Discussion of City of Denton Solid Waste Facility Lease
3. Discussion of Regular Board Meeting Agenda Items (April 26, 2012)
 4. Executive Session
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session and Regular Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
 5. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
 6. Discussion of Future Agenda Items
 - a. Denton Hike and Bike Trail Maintenance Interlocal Agreement
 - b. Proposed Sales Tax Audit
 - c. Board Member Requests
 7. Adjourn Work Session

**Board of Directors
Regular Meeting**

April 26, 2012

3:00 p.m.*

**or immediately following Board Work Session*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

1. CONSENT AGENDA
 - a. Approval of Minutes – February 2012
 - b. Approval of Minutes – March 2012
 - c. Acceptance of Financial Reports
 - d. Acceptance of Quarterly Investment Reports
 - e. Approval of Consent to Assignment of State Legislative Services Contract
2. REGULAR AGENDA
 - a. Presentation of Texas Comptrollers Leadership Circle – Silver Award
 - b. Approval of Annual Program of Projects
 - c. Approval of Updated Rules of Procedure

- d. Approval of Architecture and Engineering Task Order for Community Enhancements
 - e. Approval of Capital Budget Amendment for Purchase of Rail Maintenance Equipment
 - f. Approval of Rail Maintenance Equipment Purchase
 - g. Approval of Temporary Maintenance Facility Lease
3. CHAIR REPORT
- a. Discussion of Regional Transportation Issues
 - b. Discussion Legislative Issues: Local, Regional, Federal
 - c. Legislative Committee Report – set next meeting date
4. PRESIDENT'S REPORT
- a. Review of Board Member E-mail Communications and Public Information
 - b. Update on Status of Texas Woman's University Agreement Providing Denton Connect Services to Students.
 - c. Fare Increases by Regional Partners
5. REPORT ON ITEMS OF COMMUNITY INTEREST
- a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.
6. CONVENE EXECUTIVE SESSION
- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session and Regular Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
7. RECONVENE OPEN SESSION
- a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
8. ADJOURN REGULAR MEETING

Chair – Charles Emery
 Vice Chair – Charles Correll

Secretary – Dave Kovatch
 Treasurer – Paul Pomeroy

Members – Skip Kalb, Doug Peach, Jim Robertson, Thomas Smith,
 Tom Spencer, Bill Walker, Daniel Peugh, Richard Huckaby, Jeff Snowden

President – Jim Cline

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

Background

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

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

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues Unfavorable by (\$43K) mainly due to Rail revenues not performing as anticipated in FY12 budget. March Rail Passenger revenues were budgeted at \$101k and actual revenues received were \$48k resulting in a net (\$53k) unfavorable variance. The unfavorable rail revenue variance was offset by Bus Passenger revenues favorable by \$10k.
- **Note B:** Contract Service Revenues Unfavorable by (\$43K) mainly due to UNT revenues Unfavorable by (\$35k) and NCTC Unfavorable by (\$4k). UNT service hours and related fuel unfavorable by \$22k.
- **Note C:** Sales Tax Revenue Unfavorable by (\$229k). This reflects 6 months budget (October – March) compared to actual receipts for 5 months (October – February) of the fiscal year due to the lag time of sales tax allocations. See the Sales Tax Report included in this agenda packet for a more detailed Budget to Actual comparison.
- **Note D:** Federal Grants and Reimbursements Revenue Unfavorable by (\$116k) due to the FTA drawdowns. FTA grant revenue is recognized as reimbursements for expenditures occur. Delays in projects from anticipated budget results in a timing variance
- **Note E:** Salaries were Favorable by \$36k. DCTA was favorable by \$12k due to open position. TMDC was favorable by \$28k due to Spring break and Health care benefits have not increased as anticipated in the budget.
- **Note F:** Materials & Supplies were Favorable by \$45k mainly due to Parts and Rail Fuel expenses. Parts expenditures for bus operations are lower than originally anticipated as result of new fleet additions. Fuel for rail operations is billed by DART with a two month lag.
- **Note G:** Depreciation was Unfavorable by (\$2,416k) due to the Capitalization and amortization of Rail Project. Six months of depreciation was booked in the month of March on rail project and on DART Row payment to reflect the adjustments as previously discussed and incorporate the deprecation as outlined in the FY11 audit.

Statement of Net Assets

- **Note A:** Investments decreased \$567k. This decrease results from the net impact of:
 - Receipt of Sales Tax of \$ 1,353,986
 - Texstar pool interest earned \$1,161.17
 - Transferred \$3.8 million to cover operating and capital expenditures
- **Note B:** Accounts & Notes Receivable increased by \$351k due to the FTA Grant and UNT monthly invoices were in receivables as of month end.

- **Note C:** Prepaid Expenses Increased by \$257k primarily due to the TML Insurance 2012-2013 invoice was booked into prepaid for the amount of \$283k. This amount will be amortized on a monthly basis.
- **Note D:** Restricted Assets decreased by \$2,584k primarily due to the payment of Stadler rail vehicles for \$1,944k.
- **Note E:** Land increased by \$9,967k due to the Reclassification of land from Construction Work in Process.
- **Note F:** Land Improvements increased by \$3,351k due to the capitalization and reclassification of Park & Rides from Other Capital Assets (Rail Assets).
- **Note G:** Machinery & Equipment increased by \$633k due to the capitalization and reclassification of Fare Collection Equipment from Other Capital Assets (Rail Assets).
- **Note H:** Accumulated Depreciation was increased by \$2,581k due to the amortization of Rail project for 6 months (Oct – Mar).
- **Note I:** Other Capital Assets were decreased by \$3,967k due to the reclassification of Park & Rides into Land Improvements and Fare Collection equipment into Machinery & Equipment.
- **Note J:** Construction Work in Process decreased by \$4,442k due to the reclassification of land for \$9,967k. This will offset by Stadler invoices for \$5,344k, LTK invoices for \$106k, Ontrack \$84k.
- **Note K:** Accounts Payable Increased by \$3.4 million primarily due to the Stadler invoices of \$4,003k were in payables as of month end.
- **Note L:** Interest Payable decreased by \$534k due to the March interest payment for outstanding Bonds & Contractual Obligations.
- **Note M:** Retainage Payable increased by \$72k due to the booking of Stadler \$67K and LTK \$5K.
- **Note N:** Invested in Capital Assets increased by \$147,394,888 due to the capitalization of Rail project and reclassification of unrestricted retained earnings into Capital Assets.
- **Note O:** Net Loss for the month of March was (\$ 2,537,752). This Loss was due to the booking of depreciation on Rail Assets for Six months (Oct- Mar) in the month of March 2012.

Capital Projects Fund

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

Need

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

Recommendation

Staff recommends forwarding to the Board for acceptance.

Prepared by:
Madhu Penmetsa
Senior Accountant

Submitted by:
Anna Mosqueda, CFO



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

Description	Month Ended March 31, 2012			Year to Date March 31, 2012			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	85,356	128,843	(43,488)	496,961	696,111	(199,150)	1,566,317	Note A
Contract Service Revenue	260,509	303,036	(42,527)	1,673,795	1,717,675	(43,880)	3,013,356	Note B
Sales Tax Revenue	1,380,413	1,610,191	(229,778)	7,551,108	8,660,950	(1,109,842)	16,909,740	Note C
Federal/State Grants and Reimbursements	170,865	287,547	(116,682)	8,265,443	7,604,148	661,296	10,011,818	Note D
Total Revenue and Other Income	1,897,143	2,329,617	(432,475)	17,987,307	18,678,883	(691,576)	31,501,231	
Operating Expenses								
Salary, Wages and Benefits	557,912	593,976	36,064	3,368,638	3,505,500	136,862	6,824,988	Note E
Services	102,686	117,073	14,387	590,807	750,852	160,045	1,395,574	
Materials and Supplies	254,244	299,669	45,425	1,398,659	1,796,763	398,104	3,436,999	Note F
Utilities	44,034	24,535	(19,499)	178,677	147,212	(31,465)	294,423	
Insurance, Casualties and Losses	23,653	39,662	16,008	149,310	237,969	88,660	471,740	
Purchased Transportation Services	659,591	684,586	24,995	3,268,437	3,561,803	293,366	7,544,845	
Miscellaneous	10,368	10,860	492	54,123	73,030	18,907	138,398	
Leases and Rentals	80,633	86,130	5,497	470,314	507,320	37,006	1,036,930	
Depreciation	2,581,657	165,000	(2,416,658)	3,003,080	1,009,467	(1,993,612)	4,632,371	Note G
Total Operating Expenses	4,314,778	2,021,490	(2,293,288)	12,482,043	11,589,916	(892,128)	25,776,268	
Income Before Non-operating Revenue and Expense	(2,417,635)	308,127	(2,725,763)	5,505,264	7,088,968	(1,583,704)	5,724,963	
Non-Operating Revenues / (Expense)								
Investment Income	4,402	4,000	402	34,076	24,000	10,076	48,000	
Gain (Loss) Disposal of Assets	-	-	-	(69,972)	-	(69,972)	-	
Other Income - Miscellaneous	198	5,167	(4,969)	22,789	31,000	(8,210)	62,000	
Long Term Debt Interest/Expense	(124,717)	(106,993)	(17,724)	(748,299)	(641,959)	(106,340)	(1,283,919)	
Total Non-Operating Revenue / (Expense)	(120,116)	(97,826)	(22,290)	(761,406)	(586,959)	(174,447)	(1,173,919)	
Change in Net Assets	(2,537,752)	210,301	(2,748,053)	4,743,858	6,502,008	(1,758,150)	4,551,044	

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

	<u>March 31, 2012</u>	<u>February 29, 2012</u>	<u>Change</u>	
Current Assets				
Cash & Cash Equivalents	6,464,999	6,819,524	(354,525)	
Investments	16,129,578	16,696,830	(567,252)	Note A
Accounts & Notes Receivable	3,199,523	2,847,797	351,726	Note B
Prepaid Expenses	284,902	27,368	257,534	Note C
Restricted asset-cash and equi	5,843,028	8,427,854	(2,584,826)	Note D
Total Current Assets	<u>31,922,031</u>	<u>34,819,372</u>	<u>(2,897,341)</u>	
Property, Plant and Equipment				
Land	11,200,341	1,232,497	9,967,843	Note E
Land Improvements	5,386,734	2,035,505	3,351,229	Note F
Machinery & Equipment	1,020,582	387,453	633,129	Note G
Leasehold Improvements	55,506	55,506	-	
Vehicles	9,923,610	9,923,610	-	
Computers & Software	58,808	58,808	-	
Accumulated depreciation	(10,145,147)	(7,563,490)	(2,581,657)	Note H
Total Property, Plant and Equipment	<u>17,500,434</u>	<u>6,129,890</u>	<u>11,370,544</u>	
Other Non Current Assets				
Bond Fees	486,488	504,211	(17,723)	
Total Other Non Current Assets	<u>486,488</u>	<u>504,211</u>	<u>(17,723)</u>	
Capital assets				
Intangible Assets	16,997,155	16,950,000	47,155	
Other capital assets net	194,059,991	198,027,776	(3,967,785)	Note I
Construction in Progress	108,345,861	112,788,308	(4,442,447)	Note J
Total Capital assets	<u>319,403,007</u>	<u>327,766,083</u>	<u>(8,363,076)</u>	
Total Assets	<u><u>369,311,959</u></u>	<u><u>369,219,556</u></u>	<u><u>92,403</u></u>	
Liabilities				
Current Liabilities				
Accounts Payable	5,743,389	2,300,408	3,442,981	Note K
Salary, Wages, and Benefits Payable	70,077	335,499	(265,422)	
Accrued Expenses Payable	1,925,368	2,018,994	(93,626)	
Deferred Revenues	518,820	510,036	8,784	
Interest payable	0	534,966	(534,966)	Note L
Total Current Liabilities	<u>8,257,653</u>	<u>5,699,902</u>	<u>2,557,750</u>	
Non-Current Liabilities				
Rail Easement Payable	1,950,000	1,950,000	-	
Retainage payable	2,949,014	2,876,609	72,404	Note M
Bonds Payable	35,280,000	35,280,000	-	
Total Non-Current Liabilities	<u>40,179,014</u>	<u>40,106,609</u>	<u>72,404</u>	
Total Liabilities	<u><u>48,436,666</u></u>	<u><u>45,806,511</u></u>	<u><u>2,630,155</u></u>	
Net Assets				
Invested in capital asset	227,094,067	79,699,179	147,394,888	Note N
Unrestricted Retained Earnings	89,037,368	236,432,257	(147,394,888)	
Change in Net Assets	4,743,858	7,281,609	(2,537,752)	Note O
Total Equity	<u>320,875,293</u>	<u>323,413,045</u>	<u>(2,537,752)</u>	
Total Liabilities and Equity	<u><u>369,311,959</u></u>	<u><u>369,219,556</u></u>	<u><u>92,403</u></u>	

* Retainage Payable: URS \$1,466,743, North Texas Rail Group \$1,000,000, Stadler \$469407.24, LTK Eng. \$12,862

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

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ASSETS

Fixed Assets

1660 - Construction Work in Progress

5 - Bus Capital Projects

50202 - Passenger Amenities (Phase 2)

	Original Budget	Revised Budget	March 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of March 2012 Close)	* Project % of Completion as of 3/31/12
5020214 - Acquisition	174,011	229,326		134,531	94,795	59%	
Total 50202 - Passenger Amenities (Phase 2)	174,011	229,326	-	134,531	94,795	59%	35%

50301 - Bus O&M Facility (ON HOLD)

5030113 - Design	590,000	1,294,280		801,440	492,840	62%	75%
5030114 - Land Aquisition	1,164,310	1,164,310		1,165,810	(1,500)	100%	100%
5030116 - Building Construction	4,745,890	8,920,436	-	360	8,920,076	0%	0%
5030126 - Furniture, Fixtures & Equipment	1,642,667	-	-	-	-	0%	0%
5030129 - Project Management	-	341,331	-	-	341,331	0%	0%
5030133 - Legal Fees		360			360	0%	0%
Total 50301 - Bus O&M Facility	8,142,667	11,720,717	-	1,967,610	9,753,107	28%	29%

50302 - Bus Maintenance Equipment

5030214 - Acquisition	500,000	500,000		51,435	448,565	10%	
Total 50302 - Bus Maintenance Equipment	500,000	500,000	-	51,435	448,565	10%	10%

50303 - DDTC

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

50401 - Security System Video Units-CLOSED

5040114 - Acquisition	-	-		10,560	(10,560)		
5040115 - Installation	10,200	18,397	-	42,779	(24,382)	233%	
5040121 - Systems	100,089	111,440		76,440	35,000	69%	
Total 50401 - Security System Video Units	129,837	129,837	-	129,779	58	100%	100%

50403 - Paratransit Scheduling Systems

5040314 - Acquisition	180,000	180,000		166,342	13,658	92%	
Total 50403 - Paratransit Scheduling Systems	180,000	180,000	-	166,342	13,658	92%	90%

50405 - Electronic Fareboxes

5040514 - Acquisition	445,000	445,000		-	445,000	0%	
Total 50405 - Electronic Fareboxes	445,000	445,000	-	-	445,000	0%	0%

50502 - Fleet Replacement 2010

5050214 - Acquisition	1,968,500	3,136,993		2,587,132	549,861	82%	
Total 50502 - Fleet Replacement 2010	1,968,500	3,136,993	-	2,587,132	549,861	82%	82%

Total 5 - Bus Capital Projects	11,913,297	16,715,155	-	5,036,829	11,678,326	30%	
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Capital Projects Fund - DCTA
Budget vs. Actual
As of March 31, 2012
(Cash Basis)

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	Original Budget	Revised Budget	March 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of March 2012 Close)	* Project % of Completion as of 3/31/12
6 - Rail Construction (RTRFI Funded)							
61101 - Line Construction-CLOSED							
6110115 - Survey, Testing & Inspection	-	7,665,356	-	7,478,397	186,959	98%	100%
6110117 - Track & Civil Work-Construction	-	54,440,016	-	53,780,982	659,034	99%	100%
6110122 - Bridges	-	7,795,886	-	7,795,886	-	100%	100%
6110124 - Drainage	-	5,656,042	-	5,569,119	86,923	98%	100%
6110125 - Utilities	-	2,193,234	-	2,189,841	3,393	100%	100%
6110127 - Environmental Mitigation	-	1,399,278	-	1,399,278	(0)	100%	100%
6110128 - Contingency-Contractor/Owner	-	5,607,602	-	5,029,788	577,814	90%	100%
6110130 - Construction Management	-	3,192,106	-	3,192,105	1	100%	100%
6110131 - Insurance & Bonds	-	7,215,179	-	7,215,179	0	100%	100%
6110133 - Legal/Other Prof Fees/Permits	-	186,238	-	186,288	(50)	100%	100%
6110134 - Fixed Fee	-	19,997,175	-	19,997,175	(0)	100%	100%
6110135 - Indirects	-	21,634,678	-	21,220,634	414,044	98%	100%
Total 61101 - Line Construction	143,300,000	136,982,790	-	135,054,672	1,928,118	99%	100%
61201 - Medpark Station-CLOSED							
6120114 - Land Aquisition	3,750,000	3,251,900	-	3,251,900	-	100%	100%
6120117 - Track & Civil Construction	4,933,334	1,728,290	-	1,594,979	133,311	92%	100%
6120118 - Canopy Construction	-	579,544	-	566,336	13,208	0%	100%
6120119 - Platform Construction	-	505,581	-	562,519	(56,938)	0%	100%
6120120 - Landscaping	-	276,556	-	410,923	(134,367)	0%	100%
6120124 - Drainage	-	332,791	-	316,944	15,847	0%	100%
6120125 - Utilities	-	1,628,662	-	1,625,739	2,923	100%	100%
6120126 - FF&E	-	93,055	-	84,595	8,460	0%	100%
6120133 - Legal Fees	-	1,435	-	1,435	-	100%	100%
Total 61201 - Medpark Station	8,683,334	8,397,814	-	8,415,370	(17,556)	100%	100%
61202 - Downtown Denton Rail Station-CLOSED							
6120214 - Land Acquisition	-	740,378	-	740,378	-	100%	100%
6120217 - Track & Civil Construction	-	989	-	3,296	(2,307)	333%	100%
6120218 - Canopy-Construction	-	562,981	-	538,720	24,261	0%	100%
6120219 - Platform Construction	-	595,392	-	566,659	28,733	0%	100%
6120224 - Drainage	-	33,888	-	33,365	523	0%	100%
6120225 - Utilities	-	626,897	-	625,842	1,055	100%	100%
6120226 - FF&E	-	83,836	-	79,844	3,992	0%	100%
Total 61202 - Downtown Denton Station	-	2,644,361	-	2,588,104	56,257	98%	100%
61203 - HV/LV Lake Station-CLOSED							
6120314 - Land Aquisition	1,472,000	2,951,891	-	2,951,891	0	100%	100%
6120317 - Track & Civil Construction	4,933,333	970,019	-	924,635	45,384	95%	100%
6120318 - Canopy Construction	-	582,380	-	543,239	39,141	0%	100%
6120319 - Platform Construction	-	555,838	-	532,789	23,049	96%	100%
6120320 - Landscaping	-	138,614	-	146,257	(7,643)	0%	100%
6120324 - Drainage	-	280,889	-	267,514	13,375	0%	100%
6120325 - Utilities	-	1,036,148	-	1,011,319	24,829	98%	100%
6120326 - FF&E	-	94,490	-	89,990	4,500	0%	100%
6120333 - Legal Fees	-	10,812	-	10,812	-	100%	100%
Total 61203 - HV/LV Lake Station	6,405,333	6,621,081	-	6,478,446	142,635	98%	100%
61204 - Old Town Lewisville Station-CLOSED							
6120414 - Land Aquisition	2,850,000	3,012,751	-	3,012,751	-	100%	100%
6120433 - Legal Fees	-	3,557	-	3,557	-	0%	100%
6120419 - Platform Construction	-	418,173	-	397,366	20,807	0%	100%
6120418 - Canopy Construction	-	583,154	-	556,341	26,813	0%	100%
6120420 - Landscaping	-	433,386	-	447,405	(14,019)	0%	100%
6120424 - Drainage	-	189,761	-	180,725	9,036	0%	100%
6120425 - Utilities	-	1,276,419	-	1,243,298	33,121	0%	100%
6120426 - Furniture&Fixtures/Equipment	-	135,097	-	129,323	5,774	100%	100%
6120417 - Track & Civil Construction	4,933,333	1,298,753	-	1,237,932	60,821	95%	100%
Total 61204 - Old Town Lewisville Station	7,783,333	7,351,051	-	7,208,699	142,352	98%	100%
61205 - Hebron Station-CLOSED							
6120517 - Track & Civil Construction	-	16,840	-	50,624	(33,784)	301%	100%
6120518 - Canopy Construction	-	558,540	-	532,347	26,193	0%	100%
6120519 - Platform Construction	-	662,142	-	646,863	15,279	98%	100%
6120524 - Drainage	-	27,321	-	26,020	1,301	95%	100%
6120525 - Utilities	-	112,016	-	123,159	(11,143)	0%	100%
6120526 - Furniture, Fixtures & Equipment	-	816,900	-	789,376	27,524	97%	100%
6120533 - Legal Fees	-	2,200	-	2,200	-	0%	100%
Total 61205 - Hebron Station	-	2,195,959	-	2,170,589	25,370	99%	100%

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

Work Session 1aii

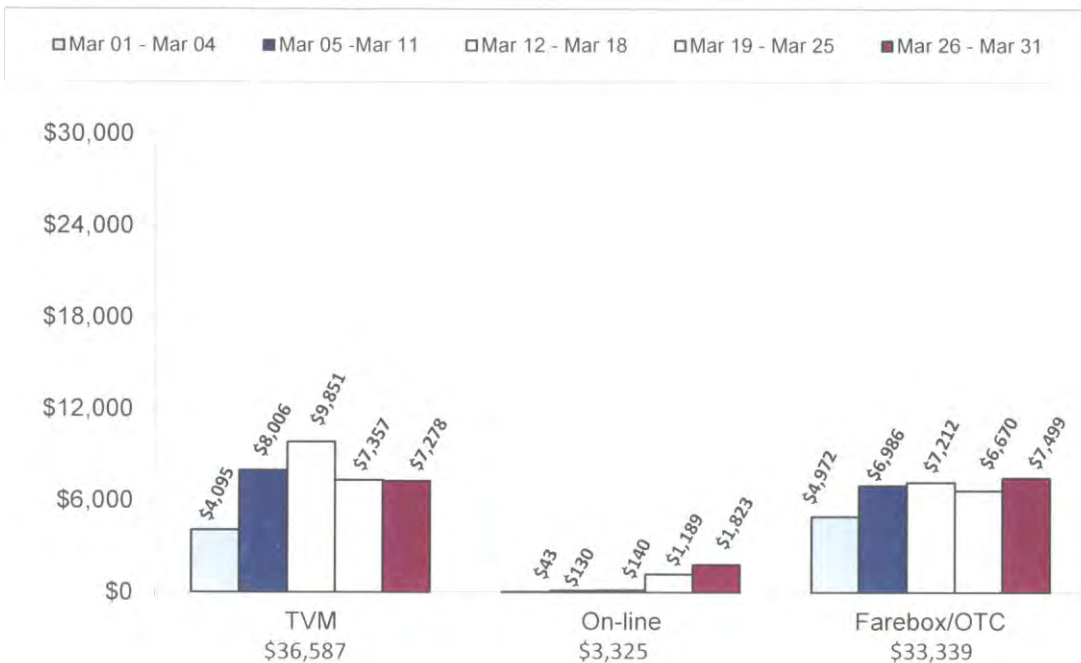
	Original Budget	Revised Budget	March 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of March 2012 Close)	* Project % of Completion as of 3/31/12
61206 - MedPark Extension	1,000,000	1,000,000	-	-	1,000,000	0%	0%
61207 - Trinity Mills Platform (DART)-CLOSED							
6120713 - Design	300,000	300,000	-	105,901	194,099	35%	100%
6120719 - Platform Construction	-	10,189	-	10,475	(286)	0%	100%
6120717 - Track & Civil Construction	440,000	140,470	-	213,443	(72,973)	152%	100%
Total 61207 - Trinity Mills Platform (DART)	740,000	450,659	-	329,819	120,840	73%	100%
61301 - Rail O&M Facility							
6130111 - Engineering	-	-	-	-	-	0%	-
6130113 - Final Design	-	1,222,671	-	1,223,846	(1,175)	100%	100%
6130114 - Land Aquisition	3,928,000	5,027,996	-	5,027,996	(0)	100%	100%
6130116 - Building Construction	-	14,999,999	-	20,145,303	(5,145,304)	0%	95%
6130133 - Legal Fees	-	77,075	-	81,170	(4,095)	0%	100%
6130117 - Track & Civil - Construction	17,700,000	2,700,000	-	119,500	2,580,500	4%	100%
Total 61301 - Rail O&M Facility	21,628,000	24,027,741	-	26,597,816	(2,570,075)	111%	99%
61401 - Fare Collection Systems							
6140111 - Engineering	-	68,962	-	68,963	(1)	100%	100%
6140114 - Acquisition	489,000	582,371	-	477,281	105,090	82%	100%
6140115 - Installation	80,000	81,771	-	86,885	(5,114)	106%	100%
Total 61401 - Fare Collection Systems	569,000	733,104	-	633,129	99,975	86%	100%
61402 - Communication System-CLOSED							
6140221 - Systems	1,000,000	4,043,280	-	3,765,084	278,196	93%	100%
Total 61402 - Communication System	1,000,000	4,043,280	-	3,765,084	278,196	93%	100%
61403 - Traffic Signals							
6140323 - Crossings/Traffic Signals	2,480,000	3,046,178	36,264	2,805,516	240,662	92%	100%
Total 61403 - Traffic Signals	2,480,000	3,046,178	36,264	2,805,516	240,662	92%	100%
61404 - Railroad Signal System/Crossing-CLOSED							
6140423 - Crossings/Traffic Signals	9,920,000	11,989,000	-	11,633,468	355,532	97%	100%
Total 61404 - Railroad Signal System/Crossing	9,920,000	11,989,000	-	11,633,468	355,532	97%	100%
61405 - Positive Train Control Study-CLOSED							
6140512 - Preliminary Design	-	179,619	-	179,619	-	100%	100%
Total 61405 - Positive Train Control Study	-	179,619	-	179,619	-	100%	100%
61406 - Positive Train Control							
6140617 - Construction	-	13,492,026	-	-	13,492,026	0%	0%
6140628 - Contingency	-	728,554	-	-	728,554	0%	0%
6140629 - Project Management	-	2,097,992	106,922	257,250	1,840,742	12%	5%
6140633 - Legal Fees	-	80,939	-	-	80,939	0%	0%
6140636 - Vehicle Provisions	-	597,930	-	239,172	358,758	40%	70%
6140621 - Systems	-	-	-	-	-	0%	0%
Total 61406 - Positive Train Control	-	16,997,441	106,922	496,422	16,501,019	3%	13%
61601 - Professional Services							
6160113 - Final Design	14,667,096	14,675,501	-	14,675,501	0	100%	-
6160129 - Project Management	11,532,904	9,533,632	44,226	9,630,248	(96,616)	101%	-
6160133 - Legal Fees	-	58,032	-	58,032	-	100%	-
Total 61601 - Professional Services	26,200,000	24,267,165	44,226	24,363,780	(96,615)	100%	N/A
61602 - CM/GC Pre-Construction - CLOSED							
6160230 - Construction Management	-	506,000	-	506,000	-	100%	-
6160233 - Legal Fees	-	16,315	-	16,315	-	100%	-
Total 61602 - CM/GC Pre-Construction	-	522,315	-	522,315	-	100%	100%
61603 - Stadler Implementation							
6160332 - Mobilization	-	895,803	16,974	54,509	841,294	6%	-
Total 61603 - Stadler Implementation	-	895,803	16,974	54,509	841,294	6%	25%
61701 - Trail Relocation - North Region							
6170117 - Track & Civil Construction	-	377,490	25	377,691	(201)	100%	100%
6170122 - Bridges	-	1,615,258	-	1,615,259	(1)	100%	100%
Total 61701 - Trail Relocation - North Region	2,800,000	1,992,748	25	1,992,950	(202)	100%	100%
61702 - Project Management - DCTA Internal-CLOSED							
6170214 - Acquisition - DCTA	-	61,695	-	61,695	(0)	100%	-
6170233 - Permits & Fees - DCTA	-	248,187	-	248,488	(301)	100%	-
6170235 - DCTA Internal Indirects	-	9,198	-	9,198	(0)	100%	-
Total 61702 - Project Management - DCTA Internal	-	319,080	-	319,382	(302)	100%	N/A

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

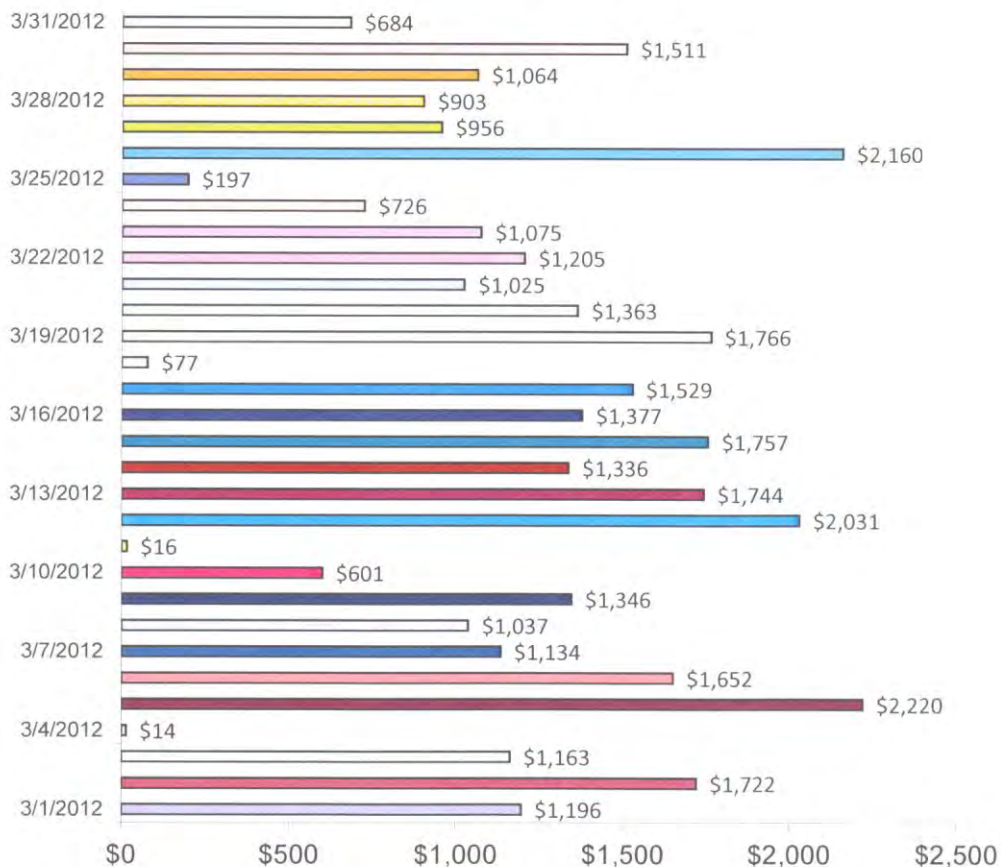
Work Session 1a

	Original Budget	Revised Budget	March 2012 Expenses Booked	LTD	\$ Under/(Over) Budget	% of Budget (As of March 2012 Close)	* Project % of Completion as of 3/31/12
61703 - Rail Corridor - DART-CLOSED							
6170314 Acquisition	10,000,000	15,010,000		15,010,000	-	100%	
6170333 Legal Fees	-	37,155		37,155	-	100%	
Total 61703 - Rail Corridor - DART	10,000,000	15,047,155		15,047,155	-	100%	100%
61706 - Neighborhood Sound Mitigation-CLOSED							
6170613 Final Design	-	16,470		18,860	(2,390)	115%	100%
6170627 Environmental Mitigation	-	253,530		208,310	45,220	82%	100%
Total 61706 - Neighborhood Sound Mitigation	-	270,000	-	227,170	42,830	84%	100%
61707 - Community Enhancements							
6170711 Engineering	-	22,000		-	22,000	0%	0%
6170712 Preliminary Design	-	12,500		-	12,500	0%	0%
6170713 Final Design	-	15,000		-	15,000	0%	0%
6170715 Survey, Inspection & Testing	-	6,000		-	6,000	0%	0%
6170716 Building Construction	-	545,000		-	545,000	0%	0%
6170720 Landscaping	-	25,000		-	25,000	0%	0%
6170726 FF&E	-	10,000		-	10,000	0%	0%
6170727 Environmental Mitigation	-	4,000		-	4,000	0%	0%
6170728 Contingency	-	15,029		-	15,029	0%	0%
6170729 Project Management	-	85,088		-	85,088	0%	0%
6170733 Administration Fees	-	13,091		13,091	-	100%	100%
Total 61707 - Community Enhancements	-	752,708	-	13,091	739,617	2%	9%
61708 - Lewisville Bike Trail							
6170811 Engineering	-	75,000		-	75,000	0%	0%
6170812 Preliminary Design	-	75,000		-	75,000	0%	0%
6170813 Final Design	-	41,000		-	41,000	0%	0%
6170816 Building Construction	-	2,410,102		-	2,410,102	0%	0%
6170820 Landscaping	-	21,000		-	21,000	0%	0%
6170822 Bridges	-	55,355		-	55,355	0%	0%
6170823 Crossings/Traffic Signals	-	200,000		-	200,000	0%	0%
6170825 Utilities	-	75,000		-	75,000	0%	0%
6170826 FF&E	-	3,000		-	3,000	0%	0%
6170827 Environmental Mitigation	-	28,800		-	28,800	0%	0%
6170828 Contingency	-	50,000		-	50,000	0%	0%
6170829 Project Management	-	394,454		-	394,454	0%	0%
6170833 Administration Fees	-	60,685		60,685	-	100%	100%
Total 61708 - Lewisville Bike Trail	-	3,489,396	-	60,685	3,428,711	2%	8%
Total Rail Construction Projects	242,509,000	274,216,448	204,410	250,957,788	23,258,660	92%	
61501 - Rail Cars							
6150114 Acquisition	71,500,000	77,715,424	5,344,660	70,008,020	7,707,404	90%	82%
6150128 FRA Compliance Contingency	-	250,396		-	250,396	0%	100%
6150133 Legal Fees	-	15,005		15,005	-	100%	100%
6150129 Project Management	-	1,814,699	40,055	1,274,605	540,094	70%	70%
Total 61501 - Rail Cars	71,500,000	79,795,524	5,384,715	71,297,630	8,497,894	89%	83%
TOTAL RAIL CONSTRUCTION & CARS	314,009,000	354,011,972	5,589,125	322,255,418	31,756,554	91%	
Total 1660 - Construction Work in Progress	325,922,297	370,727,127	5,589,125	327,292,247	43,434,880	88%	

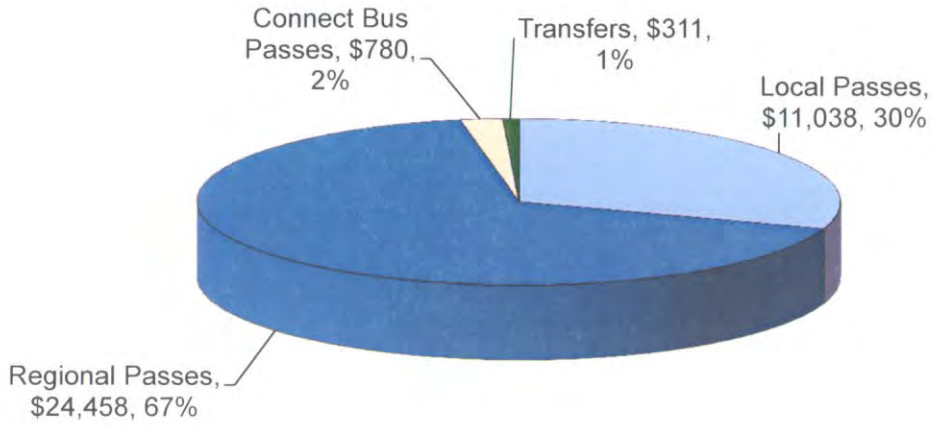
Total Sales - \$ 73,251



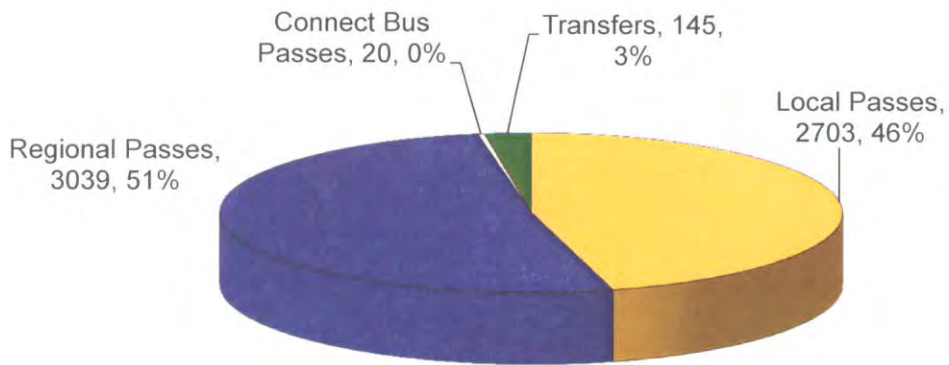
TVM Daily Sales



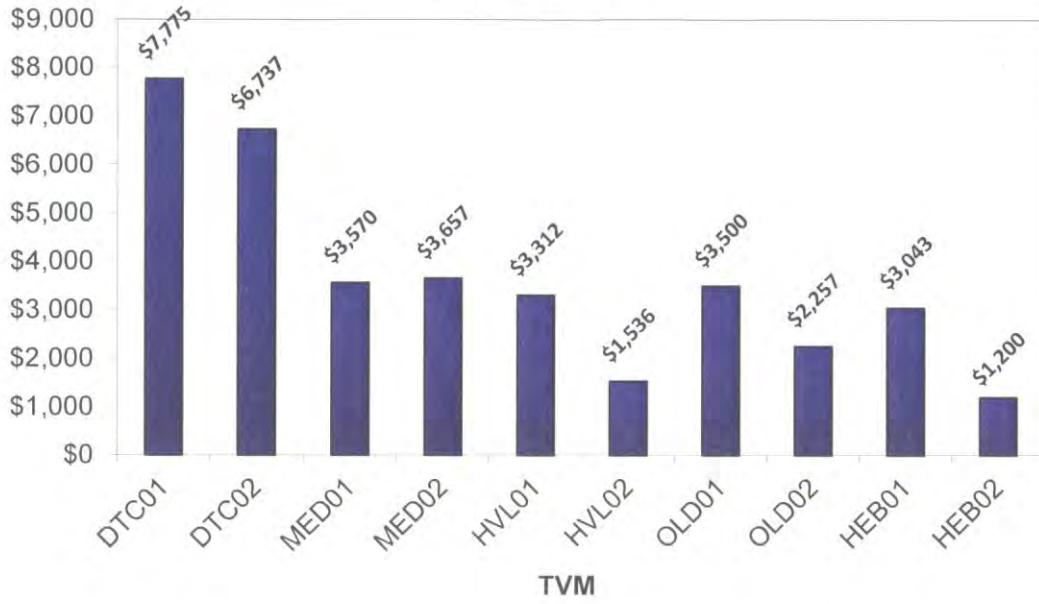
TVM Sales By Pass Type (\$)
March 1 - 31, 2012
(Total \$ 36,587)



TVM Sales Qty By Pass Type
(Total 5,907)



Sales by TVM



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

April 26, 2012

Background

Sales tax represents the single largest source of revenue for DCTA, at 53.5% for the current FY12 budget. Annual Sales Tax budget is \$16,909,740. Because of its importance in funding of DCTA's ongoing operations, the Board adopted a Budget Contingency Plan that outlines the Agency's response when declines in sales tax hit a specific target. This month receipts were favorable compared to budget. Sales tax collections when compared to same period last year are 16.78% more.

- February sales tax received in April were \$1,380,412.
- An increase of 13.37% or \$162,848 compared to budget for the month.
- Favorable 7.10% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$198,311 or 16.78% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 21.21%
 - City of Denton up 11.05%
 - Highland Village up 16.03%

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

Approval:


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

Denton County Transportation Authority (DCTA)										
Sales Tax Report										
Budget to Actual and Prev. Yr. Comparison										
Budget Month: Financials	Allocation Received from Comptroller	2011-2012 Year Budget	2011-2012 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2010-2011 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance		
October	December	\$ 1,298,844.00	\$ 1,345,394.47	\$ 46,550.47	3.58%	\$ 1,261,013.90	\$ 84,380.57	6.69%		
November	January	\$ 1,328,280.00	\$ 1,424,754.55	\$ 96,474.55	7.26%	\$ 1,289,591.88	\$ 135,162.67	10.48%		
December	February	\$ 1,936,578.00	\$ 2,046,560.44	\$ 109,982.44	5.68%	\$ 1,880,172.72	\$ 166,387.72	8.85%		
January	March	\$ 1,269,493.00	\$ 1,353,986.02	\$ 84,493.02	6.66%	\$ 1,232,517.48	\$ 121,468.54	9.86%		
February	April	\$ 1,217,564.00	\$ 1,380,412.94	\$ 162,848.94	13.37%	\$ 1,182,101.16	\$ 198,311.78	16.78%		
March	May	\$ 1,610,191.00				\$ 1,650,410.06				
April	June	\$ 1,328,641.00				\$ 1,290,268.01				
May	July	\$ 1,325,091.00				\$ 1,361,535.35				
June	August	\$ 1,590,710.00				\$ 1,639,147.71				
July	September	\$ 1,271,887.00				\$ 1,229,556.49				
August	October	\$ 1,272,964.00				\$ 1,419,245.41				
September	November	\$ 1,459,497.00				\$ 1,699,798.76				
Y.T.D Total		\$ 16,909,740.00	\$ 7,551,108.42	\$ 500,349.42	7.10%	\$ 17,135,358.93	\$ 705,711.28	10.31%		

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 April 12, 2012

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

City of Lewisville				City of Highland Village					
Month	2010-2011 Year Actual	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance	Month	2010-2011 Year Actual	2011-2012 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual Variance
December	\$ 1,734,488.96	\$ 1,732,551.04	\$ (1,937.92)	-0.11%	December	\$ 204,079.40	\$ 243,619.10	\$ 39,539.70	19.37%
January	\$ 1,804,653.79	\$ 1,984,090.82	\$ 179,437.03	9.94%	January	\$ 232,136.90	\$ 243,165.41	\$ 11,028.51	4.75%
February	\$ 2,664,170.34	\$ 2,874,196.38	\$ 210,026.04	7.88%	February	\$ 377,127.03	\$ 395,580.52	\$ 18,453.49	4.89%
March	\$ 1,695,276.75	\$ 1,797,507.20	\$ 102,230.45	6.03%	March	\$ 199,650.45	\$ 201,738.67	\$ 2,088.22	1.05%
April	\$ 1,582,081.70	\$ 1,917,700.22	\$ 335,618.52	21.21%	April	\$ 185,890.33	\$ 215,887.96	\$ 29,797.63	16.03%
May	\$ 2,185,878.93				May	\$ 273,658.81			
June	\$ 1,752,909.11				June	\$ 220,960.62			
July	\$ 1,936,503.22				July	\$ 230,200.23			
August	\$ 2,326,422.23				August	\$ 282,276.49			
September	\$ 1,914,427.72				September	\$ 242,688.30			
October	\$ 1,997,116.32				October	\$ 216,980.51			
November	\$ 2,312,125.96				November	\$ 276,329.67			
Y.T.D Total	\$ 23,906,055.03	\$ 10,306,045.66	\$ 825,374.12	8.71%	Y.T.D Total	\$ 2,941,988.74	\$ 1,299,791.66	\$ 100,907.55	8.42%

City of Denton			
Month	2010-2011 Year Actual	2011-2012 Year Actual	CY Actual to PY Actual Variance
December	\$ 1,607,241.13	\$ 1,847,567.14	\$ 240,326.01
January	\$ 1,582,833.44	\$ 1,765,223.00	\$ 182,389.56
February	\$ 2,433,313.87	\$ 2,562,967.74	\$ 129,653.87
March	\$ 1,547,033.41	\$ 1,802,513.11	\$ 255,479.70
April	\$ 1,561,082.16	\$ 1,733,550.06	\$ 172,467.90
May	\$ 2,164,539.72		
June	\$ 1,626,348.85		
July	\$ 1,571,084.72		
August	\$ 2,036,375.03		
September	\$ 1,258,063.86		
October	\$ 1,755,761.74		
November	\$ 2,225,760.90		
Y.T.D Total	\$ 21,369,438.83	\$ 9,711,821.05	\$ 980,317.04
			11.23%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: DCTA Finance Department
 April 12, 2012

All Transit Agencies as of April 2012
 Monthly Sales and Use Tax Comparison Summary

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2012 Payments To Date	2011 Payments To Date	% Change
Houston MTA	1.00%	43,214,338.25	36,896,965.24	17.12%	192,836,245.45	172,592,250.13	11.72%
Dallas MTA	1.00%	31,818,928.70	27,457,339.66	15.88%	140,346,955.75	129,817,288.87	8.11%
Austin MTA	1.00%	12,077,889.95	10,214,289.52	18.24%	53,528,894.47	48,860,494.27	9.55%
San Antonio MTA	0.50%	8,107,779.87	6,656,894.45	21.79%	35,775,606.68	31,539,594.49	13.43%
San Antonio ATD	0.25%	3,715,444.06	3,100,620.47	19.82%	16,699,432.70	14,812,289.37	12.74%
Fort Worth MTA	0.50%	4,149,263.82	3,310,288.24	25.34%	18,044,680.16	16,152,659.39	11.71%
El Paso CTD	0.50%	2,832,810.17	2,632,365.38	7.61%	12,334,658.12	11,829,239.49	4.27%
Corpus Christi MTA	0.50%	2,226,506.39	1,789,411.09	24.42%	9,592,642.78	7,835,170.61	22.43%
Denton CTA	0.50%	1,380,412.94	1,182,101.16	16.77%	6,205,713.95	5,584,383.24	11.12%
Laredo CTD	0.25%	549,483.12	472,650.49	16.25%	2,403,212.33	2,107,677.43	14.02%
TOTALS	-----	110,072,857.27	93,712,925.70	17.45%	487,768,042.39	441,131,047.29	10.57%

Sources: Texas Comptroller of Public Accounts
 Prepared By: Denton County Transportation Authority Finance Department
 April 12, 2012



Investment Portfolio Summary

Denton County Transportation Authority



For the Quarter Ended

March 31, 2012

Prepared by
FirstSouthwest Asset Management

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:

The month of March was a bumpy ride for financial markets and economic data. Upside data released in March included the February payroll report which bettered expectations with a gain of 227k jobs, while the unemployment rate held steady at 8.3%. First time claims for unemployment benefits have continued their downward trend, reaching a four-year low as March drew to a close. Retail sales data was another bright spot as February sales advanced 1.1%, the biggest gain in five months. At least some of these improvements can be attributed to unseasonably warm weather, but a slowly improving economy is a factor as well. On the downside, the ISM manufacturing index declined to 52.4 from February's 54.1, but remained in expansionary territory above 50. Virtually every housing indicator came in below forecasts in March, including declines in both new and existing home sales. Orders for durable goods increased slightly, but short of expectations. Inflation data matched economists' predictions with the CPI growing 2.9% year-over-year. The somewhat concerning headline inflation is being pushed by rising energy prices, gasoline in particular, but even the core rate is up 2.2%. The Department of Energy reported that the nationwide average price for a gallon of gasoline has climbed from \$3.36 at the start of the year to \$3.97 in late March, with prices already well over \$4 in many parts of the country. As we noted last month, rising gasoline prices represent a significant risk to the outlook. Q4 GDP settled in at 3.0%, but is likely to slow to something closer to 2.0% in Q1-2012.


Financial markets have shown a similar up and down pattern. The Dow climbed to the highest level since 2007 on the strong retail sales data, reaching 13,253 mid-month, but eased back to close the quarter at 13,212. The S&P 500 has been fluctuating around the 1,400 mark, driven largely by the stellar performance of Apple, which has singlehandedly accounted for roughly 15% of the S&P 500's year to date gains. Bond yields rose sharply following the mid-month FOMC meeting, which failed to quench investors' thirst for another round of quantitative easing. The yield on the two-year T-note briefly traded above 0.40% while the 10-year yield approached 2.40%. However, softer data, renewed concerns about Europe, and slowing in the global economy sent yields sliding into month end with the two-year closing at 0.33% and the 10-year at 2.21%.

For the Quarter Ended
March 31, 2012

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

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

Officer Names and Titles:



James C. Davis, Sr.

Account Summary

Beginning Values as of 12/31/11

Ending Values as of 03/31/12

Par Value	44,368,804.78	28,485,795.58
Market Value	44,368,804.78	28,485,795.58
Book Value	44,368,804.78	28,485,795.58
Unrealized Gain / Loss	0.00	0.00
Market Value %	100.00%	100.00%
Weighted Avg. YTM	0.1633%	0.1699%
Weighted Avg. YTM	0.1633%	0.1699%

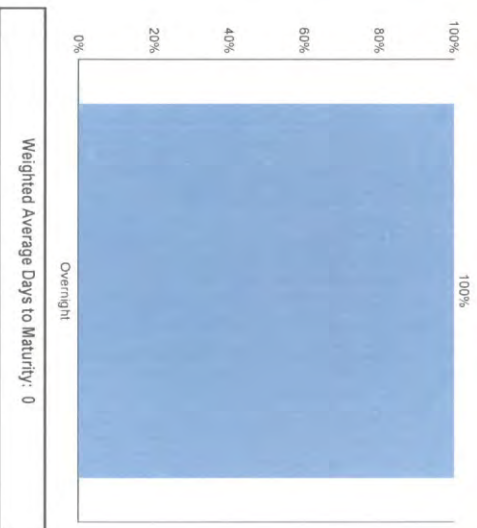
Allocation by Security Type



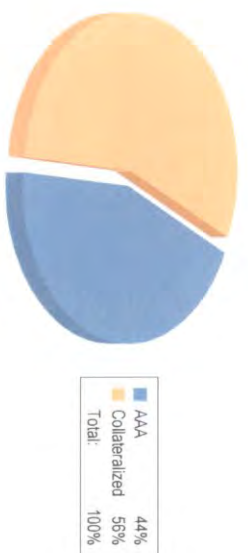
Allocation by Issuer

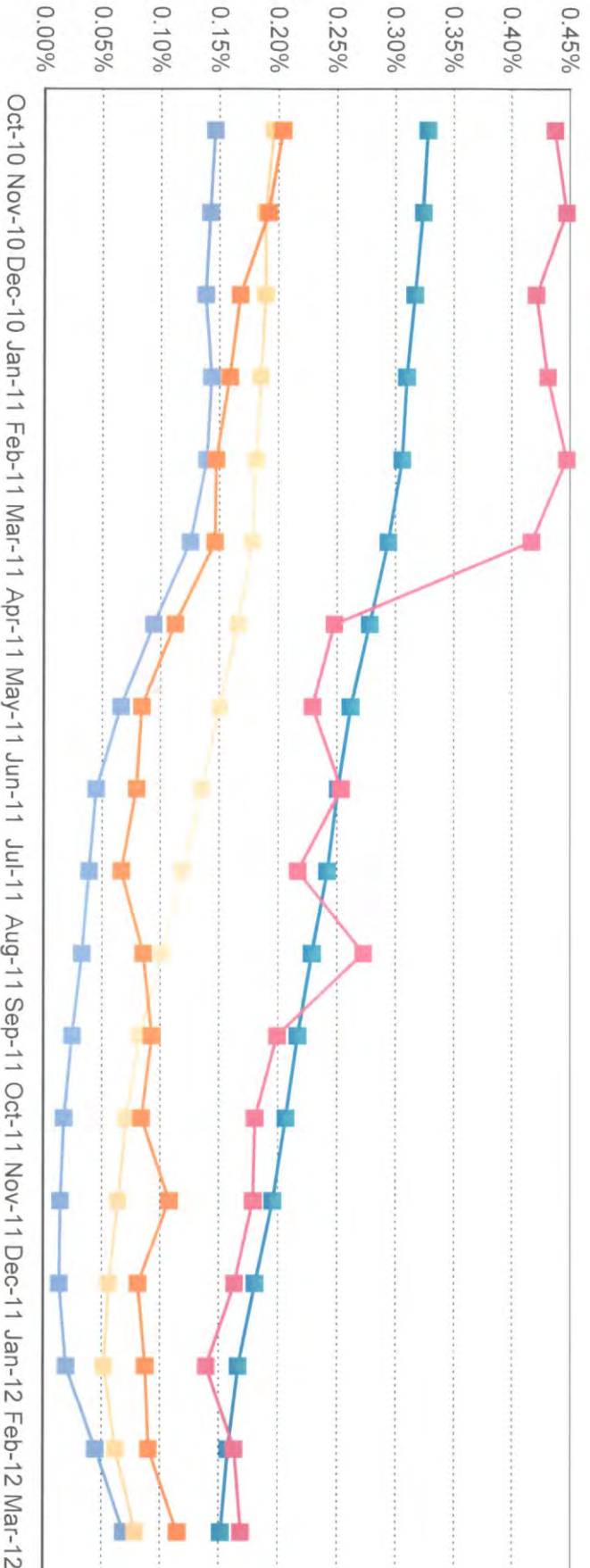


Maturity Distribution %



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
2008 Bond Fund																	
		LGIP	TexSTAR					6,236.09	100.000	6,236.09	6,236.09	100.000	6,236.09	1		0.115	0.115
Total for 2008 Bond Fund								6,236.09	100.000	6,236.09	6,236.09	100.000	6,236.09	1		0.115	0.115
2011 Bond Fund																	
		BANK DEP	Wells Fargo Managed Rate					5,310,922.12	100.000	5,310,922.12	5,310,922.12	100.000	5,310,922.12	1		0.270	0.270
Total for 2011 Bond Fund								5,310,922.12	100.000	5,310,922.12	5,310,922.12	100.000	5,310,922.12	1		0.270	0.270
Operating Fund																	
		BANK DEP	Wells Fargo Managed Rate					3,875,051.56	100.000	3,875,051.56	3,875,051.56	100.000	3,875,051.56	1		0.270	0.270
		MMF	Wells Fargo Sweep					1,416,922.61	100.000	1,416,922.61	1,416,922.61	100.000	1,416,922.61	1		0.020	0.020
Total for Operating Fund								5,291,974.17	100.000	5,291,974.17	5,291,974.17	100.000	5,291,974.17	1		0.203	0.203
Reserve Fund																	
		BANK DEP	Wells Fargo Premium Rate					5,096,266.34	100.000	5,096,266.34	5,096,266.34	100.000	5,096,266.34	1		0.160	0.160
Total for Reserve Fund								5,096,266.34	100.000	5,096,266.34	5,096,266.34	100.000	5,096,266.34	1		0.160	0.160
RTRFI Funding																	
		BANK DEP	Wells Fargo Managed Rate					152,517.80	100.000	152,517.80	152,517.80	100.000	152,517.80	1		0.270	0.270
Total for RTRFI Funding								152,517.80	100.000	152,517.80	152,517.80	100.000	152,517.80	1		0.270	0.270



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Denton County Transportation Authority
Detail of Security Holdings
 As of 03/31/2012

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
RTRF Interest																	
TEXSTAR		LGIP	TexSTAR					373,336.47	100.000	373,336.47	373,336.47	100.000	373,336.47	1		0.115	0.115
TEXSTAR2		LGIP	TexSTAR					14.55	100.000	14.55	14.55	100.000	14.55	1		0.115	0.115
Total for RTRF Interest								373,351.02	100.000	373,351.02	373,351.02	100.000	373,351.02	1		0.115	0.115
Sales Tax Fund																	
TEXSTAR		LGIP	TexSTAR					12,254,528.04	100.000	12,254,528.04	12,254,528.04	100.000	12,254,528.04	1		0.115	0.115
Total for Sales Tax Fund								12,254,528.04	100.000	12,254,528.04	12,254,528.04	100.000	12,254,528.04	1		0.115	0.115
Total for Denton County Transportation Authority								28,485,795.58	100.000	28,485,795.58	28,485,795.58	100.000	28,485,795.58	1		0.169	0.169

CUSIP	Security Type	Security Description	12/31/11 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	03/31/12 Book Value	12/31/11 Market Value	03/31/12 Market Value	Change in Mkt Value
2008 Bond Fund											
TEXSTAR	LGP	TEXSTAR	33.53	648,134.91	(641,932.35)	0.00	0.00	6,236.09	33.53	6,236.09	6,202.56
Total for 2008 Bond Fund			33.53	648,134.91	(641,932.35)	0.00	0.00	6,236.09	33.53	6,236.09	6,202.56
2011 Bond Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	14,315,234.01	1,440.76	(9,005,752.65)	0.00	0.00	5,310,922.12	14,315,234.01	5,310,922.12	(9,004,311.89)
Total for 2011 Bond Fund			14,315,234.01	1,440.76	(9,005,752.65)	0.00	0.00	5,310,922.12	14,315,234.01	5,310,922.12	(9,004,311.89)
Operating Fund											
WF-MANA	BANK DEP	Wells Fargo Managed Rate	13,208,043.44	1,151.50	(9,334,143.38)	0.00	0.00	3,875,051.56	13,208,043.44	3,875,051.56	(9,332,991.88)
WF-SWEEP	MMF	Wells Fargo Sweep	243,659.10	2,677,281.90	(1,504,018.39)	0.00	0.00	1,416,922.61	243,659.10	1,416,922.61	1,173,263.51
Total for Operating Fund			13,451,702.54	2,678,433.40	(10,838,161.77)	0.00	0.00	5,291,974.17	13,451,702.54	5,291,974.17	(8,159,728.37)
Reserve Fund											
WF-PREM	BANK DEP	Wells Fargo Premium Rate	5,094,563.09	1,703.25	0.00	0.00	0.00	5,096,266.34	5,094,563.09	5,096,266.34	1,703.25
Total for Reserve Fund			5,094,563.09	1,703.25	0.00	0.00	0.00	5,096,266.34	5,094,563.09	5,096,266.34	1,703.25
RTSF1 Funding											
TEXSTAR	LGP	TEXSTAR	0.75	0.00	(0.75)	0.00	0.00	0.00	0.75	0.00	(0.75)
TEXSTAR2	LGP	TEXSTAR	331,792.34	0.00	(331,792.34)	0.00	0.00	0.00	331,792.34	0.00	(331,792.34)
WF-MANA	BANK DEP	Wells Fargo Managed Rate	2,411,873.05	79.33	(2,259,434.58)	0.00	0.00	152,517.80	2,411,873.05	152,517.80	(2,259,355.25)
Total for RTSF1 Funding			2,743,666.14	79.33	(2,591,227.67)	0.00	0.00	152,517.80	2,743,666.14	152,517.80	(2,591,148.34)

CUSIP	Security Type	Security Description	12/31/11 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	03/31/12 Book Value	12/31/11 Market Value	03/31/12 Market Value	Change in Mkt Value
RTRFI Interest											
TEXSTAR	LGIP	TexSTAR	622,667.13	65.61	(249,396.27)	0.00	0.00	373,336.47	622,667.13	373,336.47	(249,330.66)
TEXSTAR2	LGIP	TexSTAR	66,286.05	11.00	(66,282.50)	0.00	0.00	14.55	66,286.05	14.55	(66,271.50)
Total for RTRFI Interest			688,953.18	76.61	(315,678.77)	0.00	0.00	373,351.02	688,953.18	373,351.02	(315,602.16)
Sales Tax Fund											
TEXSTAR	LGIP	TexSTAR	8,074,652.29	4,179,875.75	0.00	0.00	0.00	12,254,528.04	8,074,652.29	12,254,528.04	4,179,875.75
Total for Sales Tax Fund			8,074,652.29	4,179,875.75	0.00	0.00	0.00	12,254,528.04	8,074,652.29	12,254,528.04	4,179,875.75
Total for Denton County Transportation Authority			44,368,804.78	7,509,744.01	(23,392,753.21)	0.00	0.00	28,485,795.58	44,368,804.78	28,485,795.58	(15,883,009.20)

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
2008 Bond Fund									
TEXSTAR	LGIP	TEXSTAR	0.00	92.56	92.56	0.00	0.00	0.00	92.56
Total for 2008 Bond Fund			0.00	92.56	92.56	0.00	0.00	0.00	92.56
2011 Bond Fund									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	5,488.61	5,488.61	0.00	0.00	0.00	5,488.61
Total for 2011 Bond Fund			0.00	5,488.61	5,488.61	0.00	0.00	0.00	5,488.61
Operating Fund									
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	3,835.62	3,835.62	0.00	0.00	0.00	3,835.62
WF-SWEEP	MMF	Wells Fargo Sweep	0.00	47.57	47.57	0.00	0.00	0.00	47.57
Total for Operating Fund			0.00	3,883.19	3,883.19	0.00	0.00	0.00	3,883.19
Reserve Fund									
WF-PREM	BANK DEP	Wells Fargo Premium Rate	0.00	1,703.25	1,703.25	0.00	0.00	0.00	1,703.25
Total for Reserve Fund			0.00	1,703.25	1,703.25	0.00	0.00	0.00	1,703.25
RTRFI Funding									
TEXSTAR2	LGIP	TEXSTAR	0.00	11.00	11.00	0.00	0.00	0.00	11.00
WF-MANA	BANK DEP	Wells Fargo Managed Rate	0.00	128.25	128.25	0.00	0.00	0.00	128.25
Total for RTRFI Funding			0.00	139.25	139.25	0.00	0.00	0.00	139.25
RTRFI Interest									
TEXSTAR	LGIP	TEXSTAR	0.00	107.50	107.50	0.00	0.00	0.00	107.50
TEXSTAR2	LGIP	TEXSTAR	0.00	3.53	3.53	0.00	0.00	0.00	3.53
Total for RTRFI Interest			0.00	111.03	111.03	0.00	0.00	0.00	111.03



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Denton County Transportation Authority

Earned Income
From 12/31/2011 to 03/31/2012

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Acqr / Prem Amort	Net Income
Sales Tax Fund									
TEXSTAR	LGIP	TexSTAR	0.00	2,642.62	2,642.62	0.00	0.00	0.00	2,642.62
Total for Sales Tax Fund			0.00	2,642.62	2,642.62	0.00	0.00	0.00	2,642.62
Total for Denton County Transportation Authority			0.00	14,060.51	14,060.51	0.00	0.00	0.00	14,060.51

**Item: 1 (a)(v) Procurement Status Report****Auction of Bus Fleet and Miscellaneous Items**

Lone Star Auctioneers conducted an on-line auction of five (5) buses, 2006 and older, that have exceeded their useful life. The auction began on March 8th, and continued through March 22, 2012. All five (5) buses and the miscellaneous items sold. Total proceeds received were \$15,965.

Currently we are conducting a second on-line auction to dispose of used computer equipment. The auction will end on April 25, 2012.

Creative Marketing and Public Relations Services

Procurement is drafting an RFP for creative marketing and public relations services. The result of the proposal process will be to establish a pool of firms to support DCTA's marketing and communication efforts in the promotion of existing and future transit services. The RFP will be released by the end of April with responses due in May. The recommendation for award will be presented to the Board in August for approval.

On-Call A&E Services

An RFQ process for selection of On Call A&E firms was conducted and a pool of three (3) firms were selected from which to draw on for specific projects. The firms selected for the pool are HNTB, Jacobs Engineering Group and Huitt-Zollars. Any projects requiring contracts that exceed the \$25,000 threshold will be presented to the Board for approval.


Management of Vanpool Program

An RFP process was conducted in 2010 for the management of the vanpool program. VPSI and DCTA entered into a contract in June 2010 for an initial two (2) year period. The term of the contract may be extended for one (1) additional year. The vanpool program is grant funded. The contract will be extended for the additional one (1) year period through June 3, 2013.

Compensation Survey

Procurement and staff are drafting an RFP to conduct a market salary survey and job classification comparison to ensure the DCTA pay plan remains competitive. With the goal of promoting and encouraging high performing staff and service delivery, the Authority conducts a market comparison every two years. This will insure the compensation plan is reviewed regularly and discussed during the budget process in order to help DCTA remain competitive with the external marketplace at or near the 50th percentile of the competitive market.

Department Review: 
Athena Forrester, Purchasing
Manager

Final Review: 
Anna Mosqueda, CFO



Board of Directors Memo

April 26, 2012

Item: 1(b) Capital Projects Update

GTW Procurement

The Stadler GTW procurement is proceeding on schedule. All vehicles except 111 are now in Lewisville. The cab units for 111 are inbound now, and the power unit is in Bussnang undergoing repairs. It is expected that all units will be delivered by the end of May

The Alternate Vehicle Technology (AVT) waiver is still in process. It is expected that we will be notified of the Safety Board Meeting no later than April. We have received no requests for information other than copies of a few documents incorporated into the submission by reference. This is a key item for discussion during our upcoming visit to Washington DC.

Bus Operations and Maintenance Facility

The Huitt-Zollars team is under contract, and is making good progress on the design and permitting. Initial coordination with the City of Denton is positive, and they are making good progress. Discussions regarding the use of the landfill site will be completed as a separate item.


Positive Train Control (PTC)

LTK continues to progress on the development of the engineering package for the PTC system. As briefed in February, there remain a number of unanswered questions at the national level with PTC (funding, radios, spectrum). This will impact the start date of the project. Staff is also pursuing outside funding for PTC at all levels.

A-train Closeout

The completion of this traffic signal is the most significant issue remaining to close-out the A-train project with the City of Denton. This location is particularly challenging with the overhead transmission lines and the concern over the required separation distance for safety. The original solution developed (shorter poles) did not meet a higher requirement from TMPA revealed in later coordination. We did however find that the lines are programmed to be raised in the next 3 to 4 years. I met with the traffic staff from Denton, and we have developed a mutually acceptable interim solution that will get us out of the traffic signal business in as short a time as possible. We are meeting in Denton with our contractor and Denton Staff on April 17, 2012.

Approval:


James C. Cline, Jr., President



COMMUNICATIONS AND PLANNING REPORT

April 26, 2012

Triennial Review

The Federal Transit Administration will be on-site April 23-25 to conduct DCTA's Triennial Review. The triennial review is one of the Federal Transit Administration's (FTA) management tools for examining grantee performance and adherence to current FTA requirements and policies. It examines how recipients of Urbanized Area Formula Program funds meet statutory and administrative requirements, especially those that are included in the Annual Certifications and Assurances that grantees submit. The review currently examines 23 areas. DCTA staff will report on the results of the Triennial Review at the April 26th board meeting.

Upcoming Public Meetings

DCTA staff will present the recommendations for August 20th Service Improvements to the public April 30 – May 3. University outreach will be conducted the week prior and focused on the implementation of mid-day service and the continuation of the University Pass Program.

Community Outreach

March 14: TWU Off-Campus Apartment Fair (700 attendees)

March 23: Travel Training: Primrose at Sequoia Park Senior Housing Apartments (22 attendees)

March 25 Travel Training: McNair Elementary (111 attendees)

March 27: Rail Ready: DCTA Bus Operators (40 attendees)

March 28: Rail Ready: DCTA Bus Operators (60 attendees)

March 29: Public Meeting: DCTA Capital Projects (25 attendees)

April 12: Downtown Denton Task Force Presentation (25 attendees)

April 12: Rail Ready: Denton ISD Olive Stephens Elementary (540 attendees)

April 12: Rail Ready & Travel Training: YMCA of Flower Mound (15 attendees)

April 19: Citizen's Advisory Team, Denton (6 attendees)

April 19: American Airlines Employee Earth Day (300 attendees)

Upcoming Rail Safety Outreach

April 28: Lake Dallas Cops & Kids Safety Event

May 1: Denton Kid Life Ad #2 (Publication to 13,000 to Denton ISD)

May 17: Community Wide Presentation (6:30PM, DDTC)

June 1: Denton Kid Life Ad #3 (Publication to 13,000 to Denton ISD)

June 8: Rail Safety Poster Contest Entry Deadline (Partnership with DRC)

August 11: LISD Back 2 School Health Fair (Booth)

Upcoming Events

April 20: UNT Prospective Student Open House

April 21: Leadership Lewisville Amazing Race

April 21-22: Dallas EarthFest

April 25: Public Meeting Proposed August Service Changes (12:30PM, TWU Student Union)

April 26: UNT Transportation Sustainability Fair

April 27-29: City of Denton Arts & Jazz Festival

April 27-29: DCTA Canned Food Drive (Benefitting Denton Community Food Bank)

April 30: Public Meeting Proposed August Service Changes (6:30PM, DDTC)



COMMUNICATIONS AND PLANNING REPORT

April 26, 2012

Upcoming Events (*Continued*)

- May 1: Public Meeting: Proposed August Service Changes (6:30PM, HV Council Chambers)
- May 3: Public Meeting: Proposed August Service Changes (6:30PM, Lewisville Council Chambers)
- May 3: Denton Chamber Business to Business Expo
- May 10: City of Denton Community-Wide Travel Training (6:00PM, Denton Civic Center)
- May 12: National Train Day (Union Station, Dallas)
- June 8: Highland Village Red, White & Blue Festival
- August 11: LISD Back To School Resource Fair
- August 18: DCTA Community Celebration
- August 20: TWU & NCTC Back to School
- August 22: UNT Back to School
- September 29: Lewisville Western Day Festival
- September 29: Susan G. Komen Race for the Cure

April-May Marketing & Communication Initiatives

- Public Art Display Policy Development
- Social Media Policy Development
- GO Request Application Promotion
- Ozone Awareness Campaign Implementation
- Social Media Promotions
- Earth Day Events
- Rail Ready Presentations
- "Consider the Impact" Campaign Implementation
- August Service Changes Communications
- Back to School Promotion Development
- Website Enhancement
- Commuter Vanpool Program
- Passenger Information Improvement and Reporting
- Service Improvement Data Collection
- Call Center/Customer Service Improvements
- Severe Weather Alert/Ridership Communications



COMMUNICATIONS AND PLANNING REPORT

April 26, 2012

DCTA Marketing Web Statistics

DCTA Website

dcta.net	Visitors	Visits	New Visits	Avg. Time on Site
January	16,643	25,900	51.54%	3:25
February	13,897	21,649	50.88%	2:52
March	15,243	23,889	51.15%	3:04
Total	45,783	71,438	51.19%	3:07

Top Page Views
A-train Routes & Schedules
Homepage
Routes & Schedules
Connect
Fare Information

Traffic Sources Overview			
Search Engines	17,063	5,386	3,451
Direct Traffic	14,661	4,048	2,940
Referring Sites	16,412	4,378	3,099

Top Traffic Sources
Google
Direct
Yahoo
Bing
mya-train.com

DCTA Social Media

facebook.com	January	February	March
People Talking About This	244	477	186
Page Stories	464	838	315
Lifetime Total Likes	1,436	1,447	1,476
New Likes	47	73	41
Unlikes	7	14	3
Page Engaged Users	565	1,284	434
Total Reach	8,169	16,461	9,848
Viral Reach	1,873	3,189	1,777
Total Impressions	60,016	117,765	64,901
Viral impressions	6,068	10,660	4,288

twitter.com	
Followers	762
Following	185
Listed	24



COMMUNICATIONS AND PLANNING REPORT

April 26, 2012

Incident Related Media

Title	Source
Man killed by DCTA train near Lake Lewisville	Pegasus News
Couple injured by DCTA A-train, man killed	TWU Lasso

General DCTA Related Media

Title	Source	Ad Value
Public transportation available to 35 Denton this weekend	Pegasus News	\$252
DCTA hosts public meeting, presents survey results	Star Community News Papers	\$567
Transit businesses see concerns with House bill	Star Community News Papers	\$567
DCTA hosts public meeting, presents survey results	The Lewisville Leader	\$567
Transit businesses see concerns with House bill	The Lewisville Leader	\$567
DCTA continues riding on A-train project	TWU Lasso	N/A
Let the festival fun begin	Denton Record Chronicle	\$1,150
Transit businesses see concerns with House bill	colonyleader	\$693
DCTA needs customer input	Denton Record Chronicle	\$1,150
Transit businesses see concerns with House bill	flowermoundleader	\$693
Transit businesses see concerns with House bill	planostar	\$567
DCTA board gains another member	Denton Record Chronicle	\$1,355
Review of DCTA committee meetings sought	Denton Record Chronicle	\$1,150
Review of DCTA committee meetings sought	Denton Record Chronicle	\$1,150
Green can lead to free DCTA rides	Denton Record Chronicle	\$1,150
Transit businesses see concerns with House bill	southlaketimes	\$693
Bills cloud DCTAs future	Denton Record Chronicle	\$1,150
TEX Rail Gets Significant Step Forward	KXAS-TV [NBC 5]	\$1,680
DCTA Celebrates the Final	urbanengineers	N/A
DART Green Line to Shut Down Friday	KXAS-TV [NBC 5]	\$2,079
DART Green Line closed late Friday and Saturday	Pegasus News	\$252
UNT Students Operating Advertising Agency	TMCNet	N/A
DCTA schedules public meetings to collect feedback	allenpub	\$498
DCTA schedules public meetings to collect feedback	thenewsconnection	\$252
DCTA/A-Train in the DFW area today	trainorders	N/A
Full Speed Ahead For Dentons A-Train	KTVT-TV [CBS 11]	\$1,880
DCTA launches customer communication app	Metro Magazine	N/A
DCTA seeks public input	Denton Record Chronicle	\$1,355
DCTA adds new buses for campus routes	North Texas Daily	\$197
Denton County launches customer service app	thetransitwire	N/A

Month Total Ad Value **\$21,612**
YTD Total Ad Value *\$157,581*



COMMUNICATIONS AND PLANNING REPORT

April 26, 2012

Non-DCTA Social Media (Blogs, Twitter, Facebook, Etc.)

Title	Source
DCTA Safety Awareness	You Tube
DCTA Londonberry Sam Bass/Connect 1 Bus Stop	Foursquare
DTV Newsbreak - DCTA	You Tube
Denton County Transportation Authority Attorney Blogs	legalinternetmarketing
DCTA: A-Train	forum.dallasmopolis
Review of DCTA committee meetings sought	Topix: Woodford County
National Train Day at Dallas Union Station	guidelive
DTV Newsbreak -	You Tube
Leaders Recommend Design-Build Public-Private Partnership for IH 35E	forneypost.org
DCTA schedules public meetings to collect feedback on upcoming	Topix: Woodford County
DCTA schedules public meetings to collect feedback on upcoming	Topix: Chicago
DCTA seeks public input	Topix: Woodford County
DCTA launches convenient customer communication tool	Focus Daily News Suburban Dallas

Dee Leggett
VP of Communications & Planning



BUS OPERATIONS REPORT

Thursday, April 26, 2012

❖ OPERATIONS

- **Ridership:** 252,988 customers chose to ride DCTA buses in the month of March. This represents a 2% increase over last March.
- **On Time Performance:** March OTP was 99%.
- **Amalgamated Transit Union:** The collective bargaining agreement between First Transit and ATU has expired. Negotiations were originally delayed due to the fact that the ATU International President could not immediately participate in discussions. Discussions are now being delayed due to the fact that a vote to potentially decertify the union will take place on May 7.
- **Special Services:** Due to TxDOT construction along the Green Line, DART rail services were off schedule during the evenings of March 30 and 31. DCTA buses were available at Trinity Mills for those passengers who might have missed their connection to the A-train.

❖ SAFETY/SECURITY

- Bus operations experienced 1.34 accidents per 100,000 miles in the month of March.

❖ FLEET

- **UNT Vehicle Purchase:** DCTA & UNT representatives inspected the new buses at the manufacturing facility in Michigan, in anticipation of the first vehicle delivery in April.
- **ROAD CALLS:** Bus maintenance experienced 8,405 miles between road calls in March. It is anticipated that once the new buses are placed into service, fleet reliability will continue to show improvement.

❖ PLANNING

- For the August service change, bus/rail connectivity is a priority. All bus schedules are being evaluated to improve connections between Connect and the A-train.

BUS OPERATIONS PERFORMANCE INDICATORS

Ridership

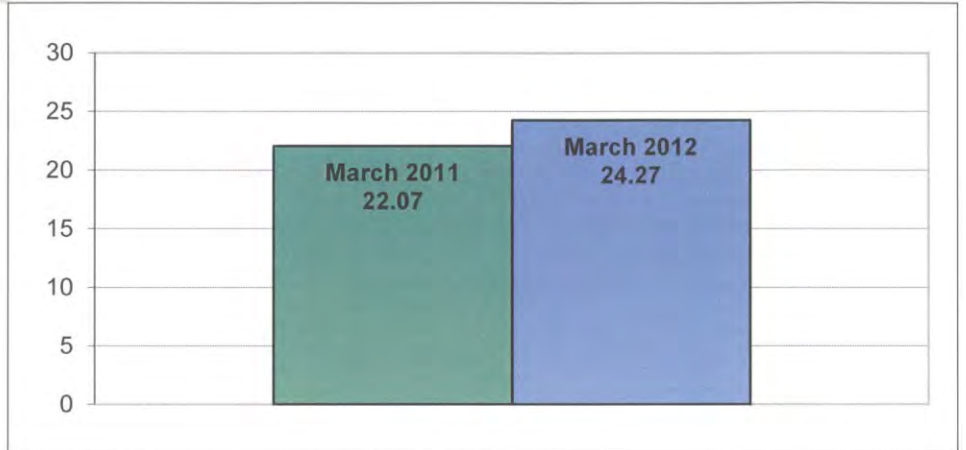
Ridership

March 2011 & March 2012

Performance Measures

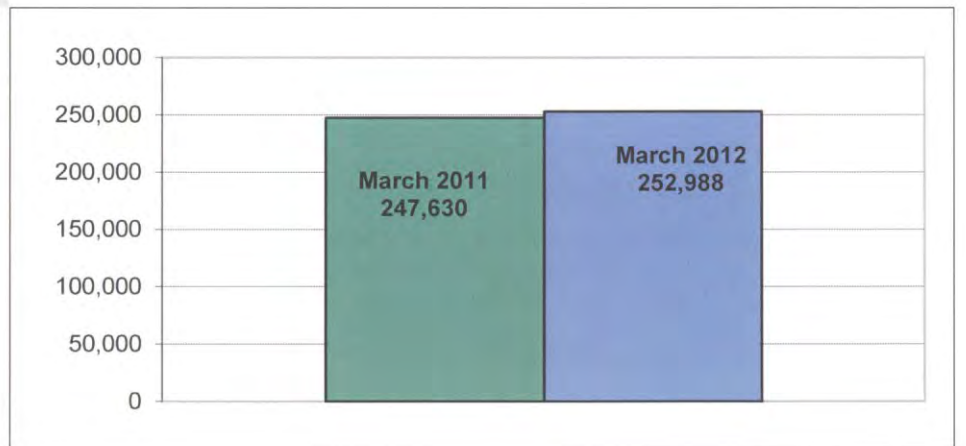
Systemwide Ridership per Revenue Hour

Bus operations saw an increase in ridership 9% for each revenue hour.



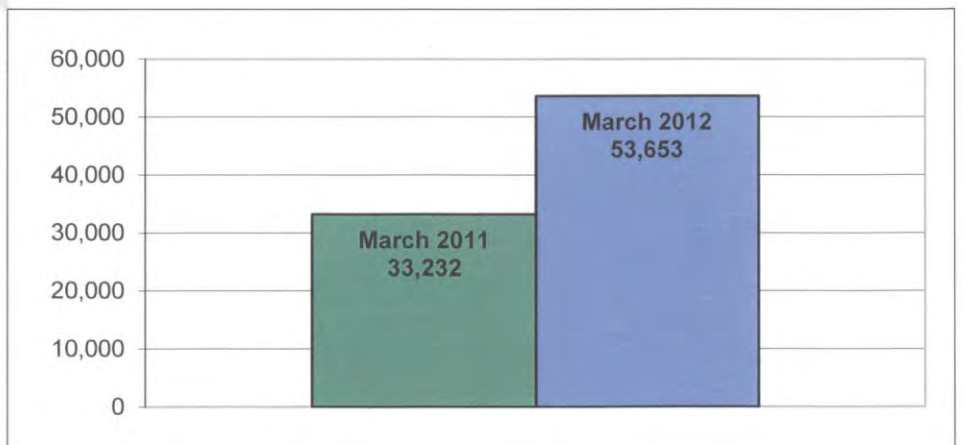
Systemwide Ridership

Systemwide ridership increase 2 % over March 2011, even though UNT, TWU and NCTC were on spring break for a week.



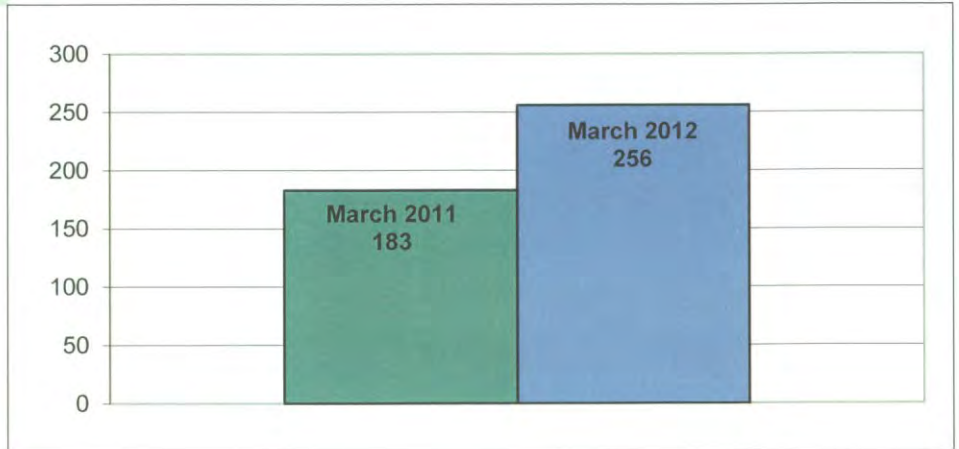
Connect Ridership

Connect ridership saw an increase of 61%. The Route 9 was not in service in March 2011 and the increase in ridership is attributed to this route.



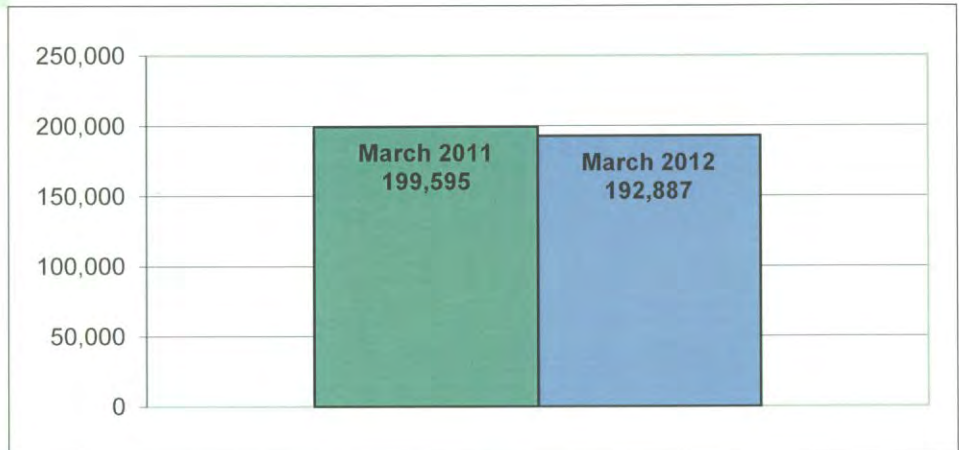
RSVP Ridership

RSVP ridership increase 39% over March 2011.



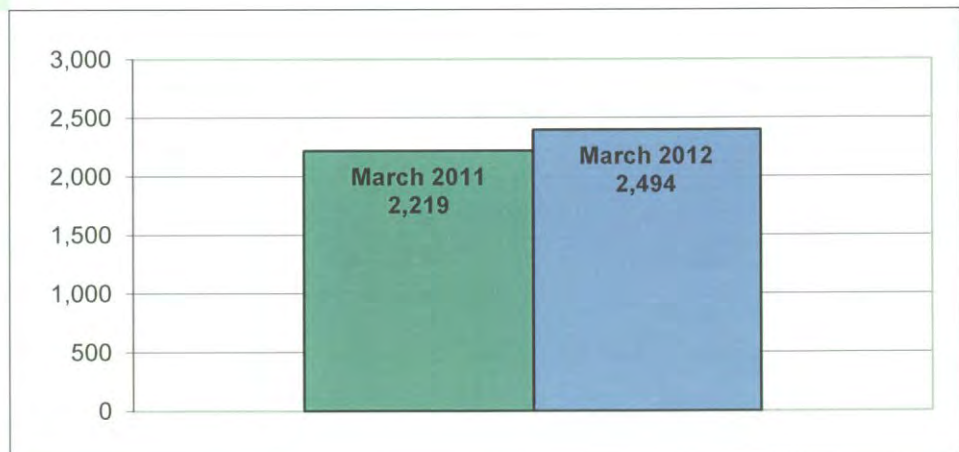
UNT Ridership

Ridership on the UNT routes decreased by 3%.



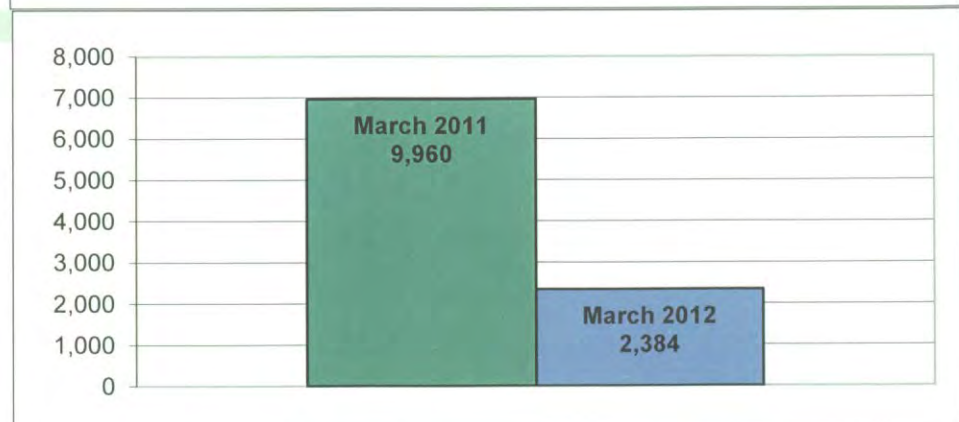
Access Ridership

Access ridership saw an 12% increase over March 2011.



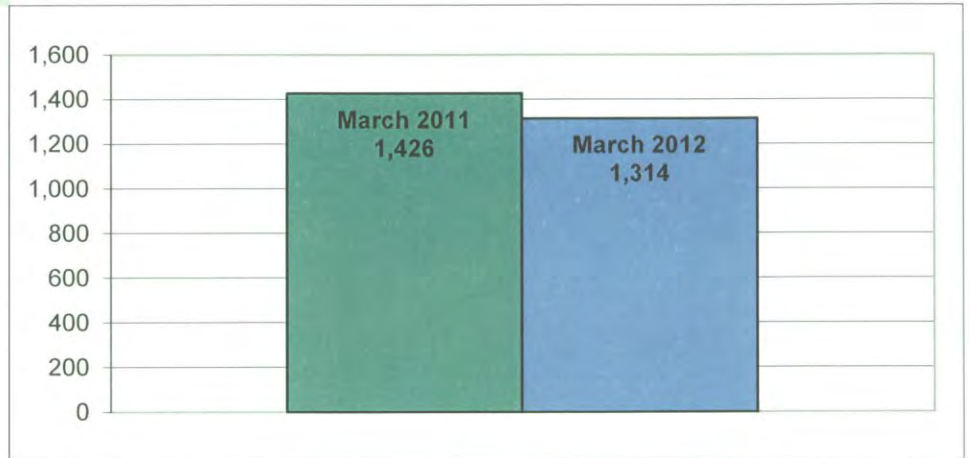
Station Shuttle Ridership

Station shuttle ridership decreased by 76% compared to the Commuter Express 2011 ridership.



NCTC Ridership

Ridership on the NCTC route saw a slight decrease of 8%.



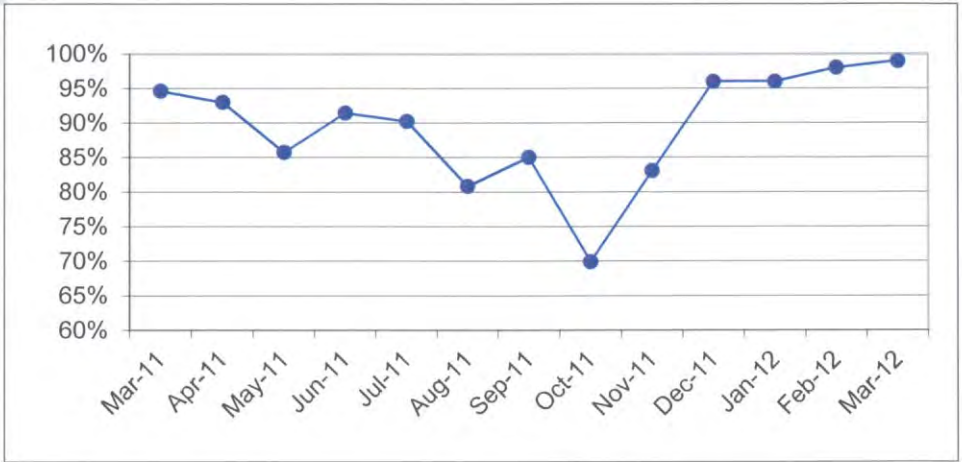
Customer Satisfaction

Systemwide Performance March 2011-March 2012

Systemwide On-Time Performance

As a whole, on-time performance is increasing and is expected to stay above 96%.

Performance Measures



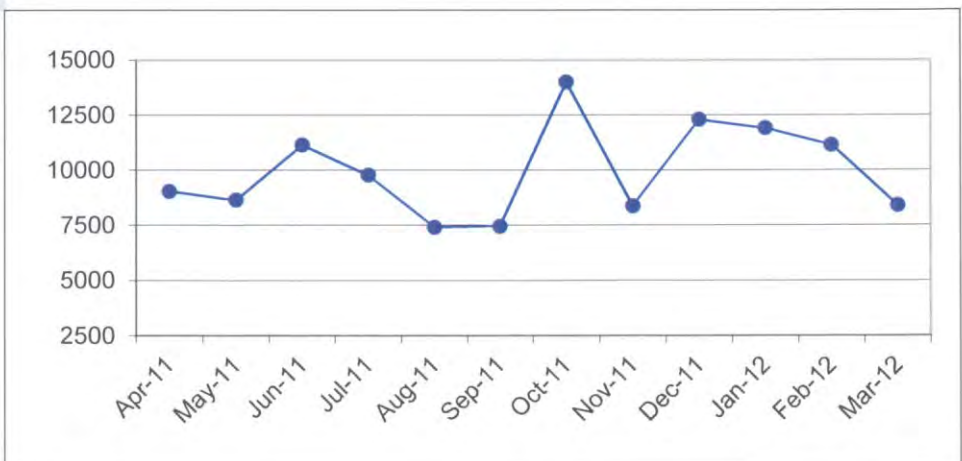
Systemwide Accidents per 100k Miles

Systemwide, accidents are showing a downward trend. In March, there were 1.3 accidents per 100,000 miles.



Miles Between Road Calls

The miles between road calls are decreasing because the buses utilized on the UNT routes are older and are experiencing issues while operating. It is anticipated that when the new buses are placed in service, this number will begin to rise.



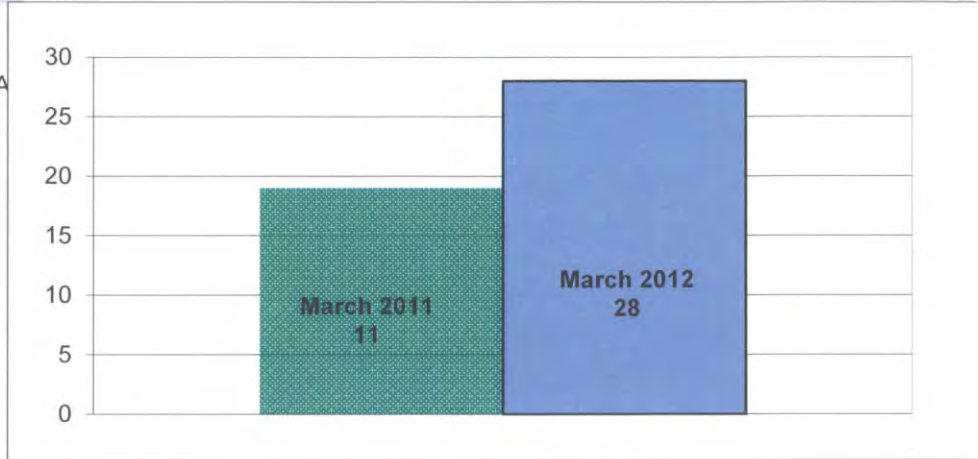
Access

March 2011 & March 2012

Performance Measures

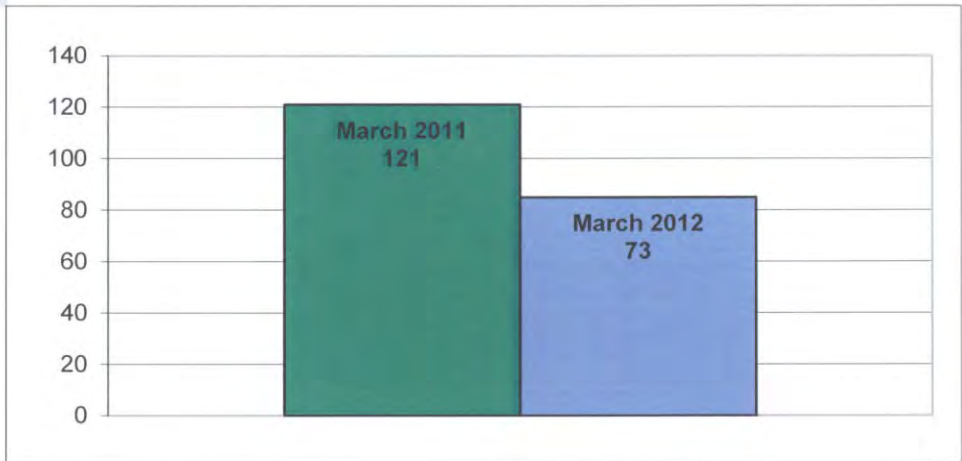
Trip Denials

Trip denials increased by 60% but these trips are denied because they are either non-ADA clients or non-ADA trips.



No-Shows

No-shows decreased by 38% over March 2011.



Financial Indicators

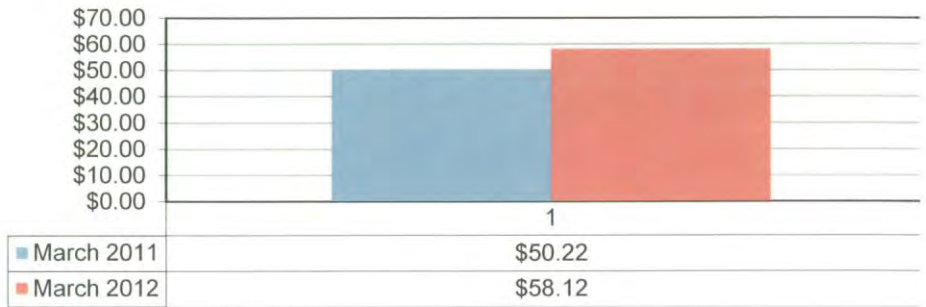
Financial Indicators

March 2011 & March 2012

Performance Measures

Cost Per Hour

Cost Per Hour --
March 2011 vs. March 2012



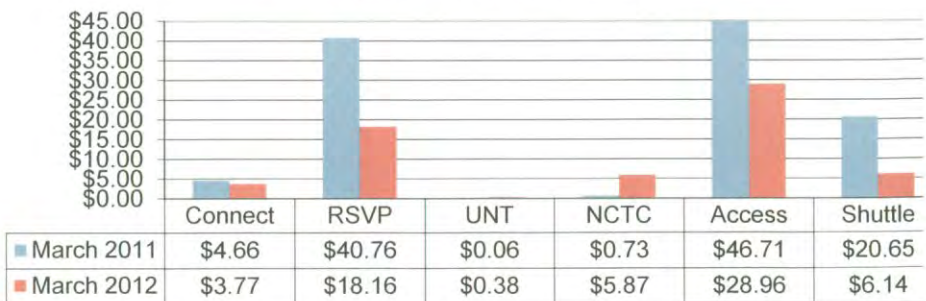
Revenue per Passenger

Revenue per Passenger --
March 2011 vs. March 2012



Subsidy per Passenger

Subsidy per Passenger --
March 2011 vs. March 2012





DCTA STATUS REPORT

Mar-12

Connect & UNT Ridership



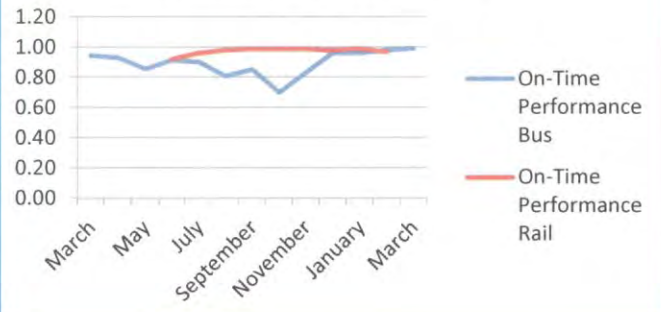
A-train Ridership



RSVP, NCTC, Access & Station Shuttle Ridership

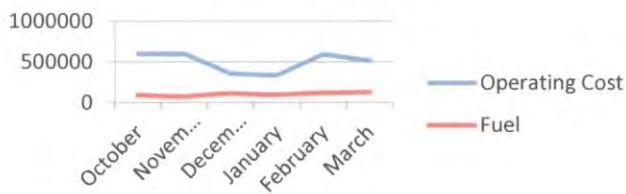


On-Time Performance



Operating Costs

Bus Operations



Rail Operations



Cost per Hour			
		Mar-12	Mar-11
Bus	\$	58.12	\$ 46.57
Rail	\$	989.00	

Bus Safety

In March, there were 1.3 accidents per 100,000 miles

Revenue per Passenger			
		Mar-12	Mar-11
Bus	\$	1.13	\$ 1.09
Rail	\$	1.33	

Rail Safety

No accidents or incidents occurred in March.

Subsidy per Passenger			
		Mar-12	Mar-11
Bus	\$	1.36	\$ 1.02
Rail	\$	25.28	

Key Issues	
<p><u>Community Outreach</u></p> <p>Upcoming Public Meetings to discuss August Service Changes.</p> <p>Launched "Consider the Impact" rail safety campaign.</p> <p>Canned food drive in conjunction for cross-promotional campaign with Denton Arts & Jazz Festival (April 27-29)</p> <p>Rail Ready presentations to Olive Stephens Elementary School in Shady Shores & YMCA in Flower Mound.</p> <p>City of Denton hosting Community-wide Travel Training presentations on May 10.</p> <p>Community-wide Rail Ready presentation scheduled for May 17.</p>	<p><u>Finance</u></p> <p>DCTA earned the Silver Leadership Circle from the Texas State Comptroller's Leadership Circle program.</p> <p>A pool of three firms were selected from which to draw on for specific projects.</p>
<p align="center"><u>Bus</u></p> <p>Capital Programs</p> <p>Staff is negotiating lease agreements for a temporary facility and an updated lease with the City of Denton</p> <p>Bus Operations</p> <p>On-Time Performance for March was 99%.</p>	<p align="center"><u>Rail</u></p> <p>Capital Programs</p> <p>Vehicle 108 has been accepted; Vehicles 109 & 110 are scheduled for delivery in April and Vehicle 111 is scheduled for delivery in May.</p> <p>Rail Operations</p> <p>On -Time Performance for March was 99%</p> <p>Testing & commission of the Stadler GTWs is on-going.</p>



RAIL OPERATIONS REPORT

Thursday, April 26, 2012

❖ OPERATIONS

- March "On Time Performance" (OTP) was 99.81%.
- Testing and commission of the Stadler GTW's is ongoing. Still trying to resolve shunting issue.

❖ SAFETY/SECURITY

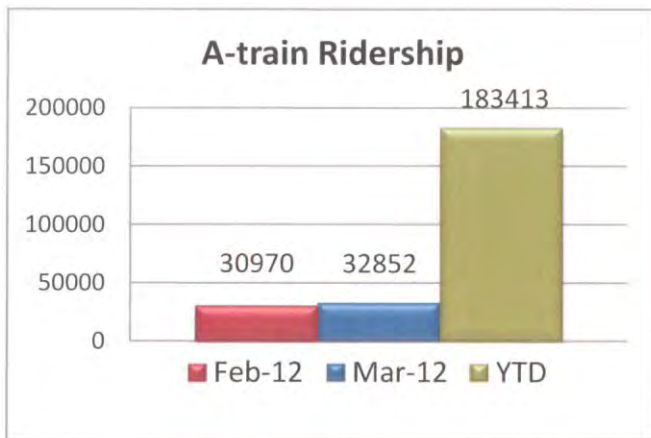
- DCTA Rail Operations Injury Free Workdays: 286 days

❖ MAINTENANCE

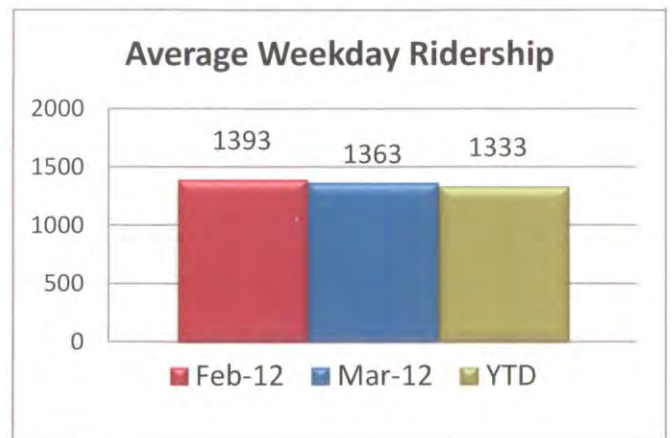
- **Right of Way:** Routine daily inspections are being performed by the contractor. No exceptions were reported for the month of March.
- **Signal/Communications:** No issues to report.
- **Stations:** DCTA contract operations (HTSI) continues to perform weekly safety inspections, which have not identified any major issues and any minor aesthetic issues have been quickly resolved (i.e. landscape maintenance, etc.).
- **Mechanical:** DCTA contract operations (HTSI) reported zero (1) RDC mechanical issues in the month of March affecting on-time performance.

❖ RIDERSHIP

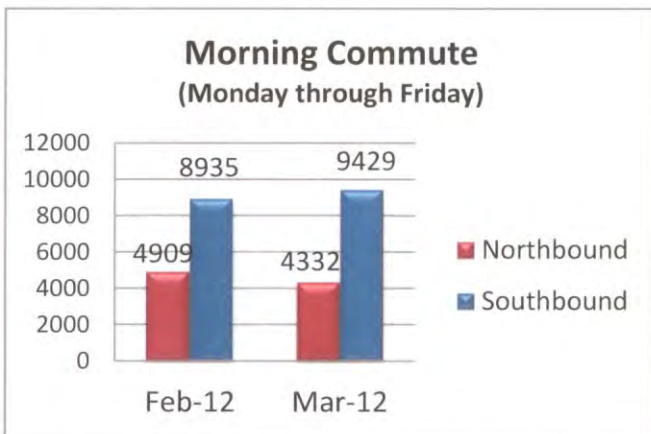
- The A-train has experienced an overall increase in ridership of approximately 6% for the month of March 2012 compared to February 2012.
- Refer to attached ridership charts.



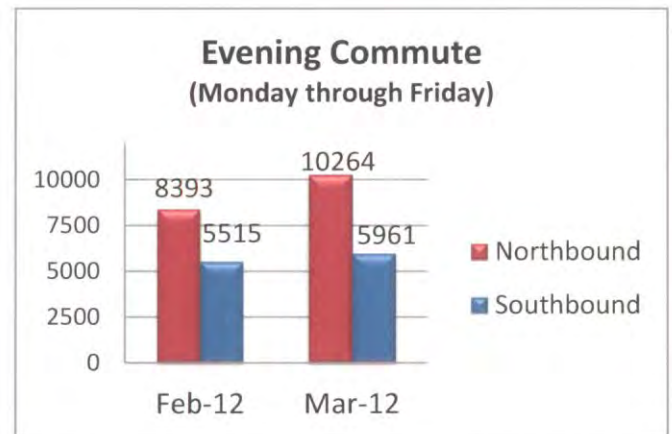
The A-train moved 32,852 passengers for the month of March which is a 6% increase over the month of February.



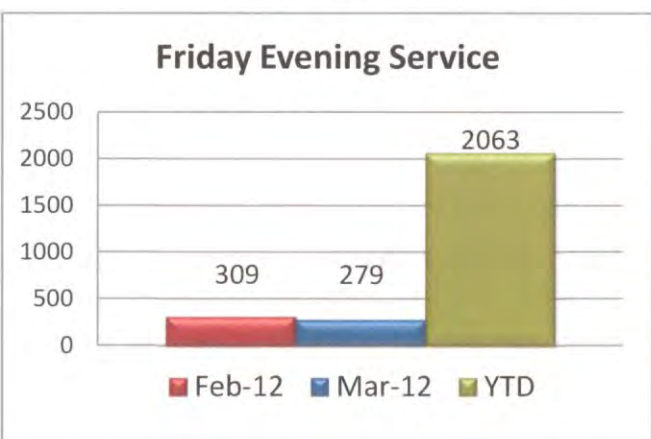
The average daily A-train ridership for the month of March was 1,363 passengers per day. This is a 2% decrease over the month of February.



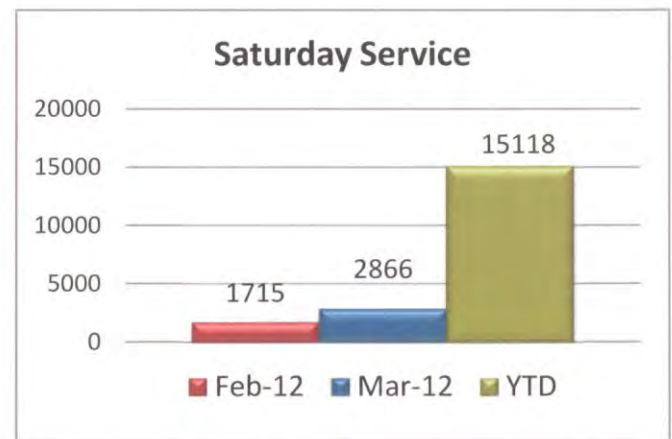
The A-train experienced a decrease in the northbound morning commute of 12% and an increase in southbound morning commute of 6% during the month of March.



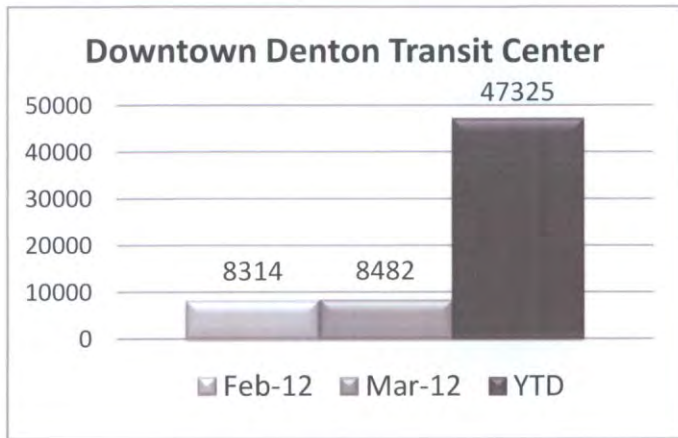
The A-train experienced increases on both the northbound (22%) and southbound (8%) evening commutes during the month of March.



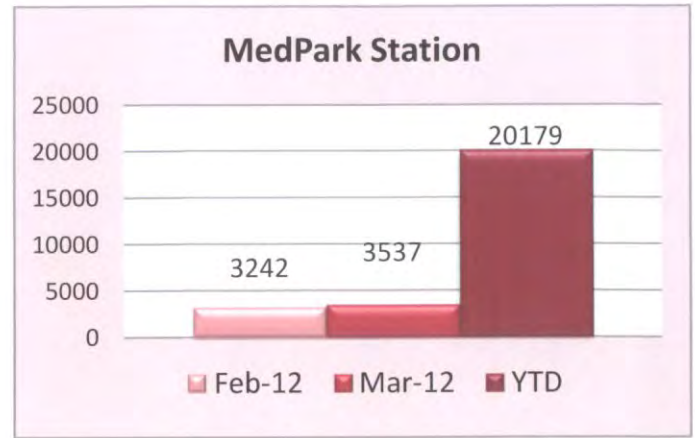
A-train Friday evening service experienced a decrease of 10% in total ridership for the month of March compared to the previous month.



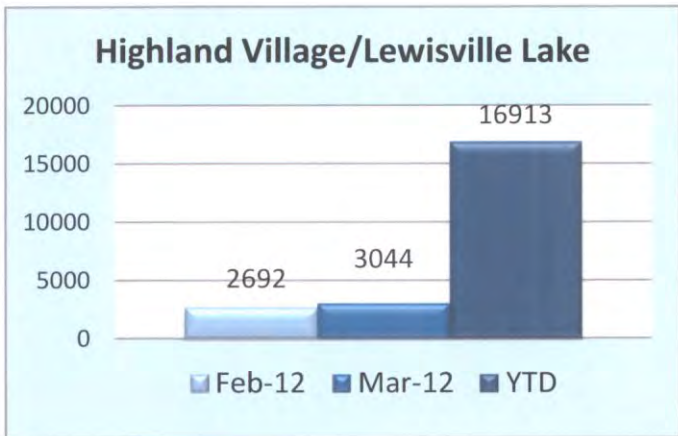
A-train Saturday service experienced an increase of 67% in total ridership for the month of March compared to the previous month.



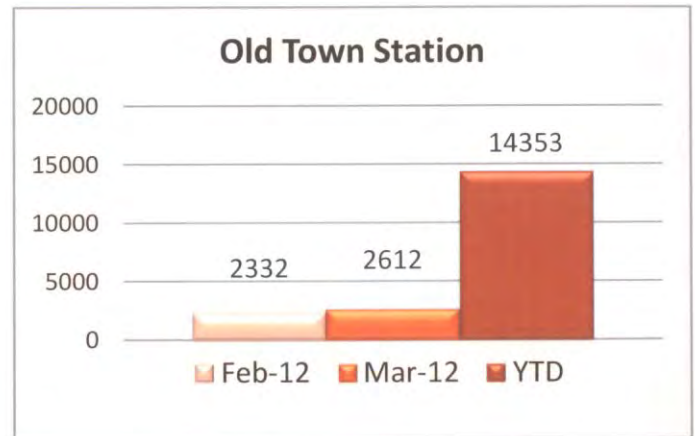
The DDTC A-train ridership increased by 2% month over month for March.



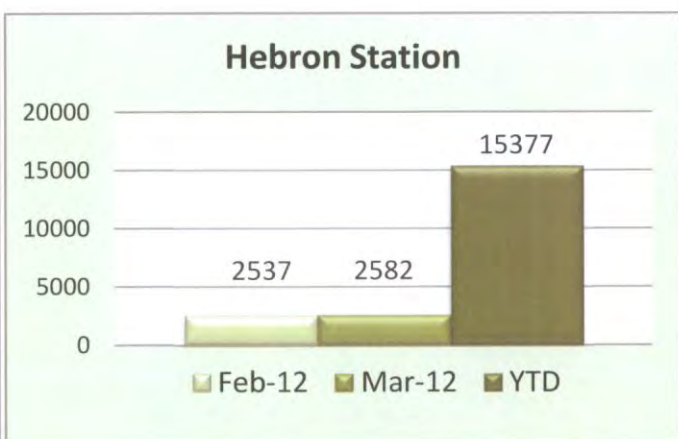
The MedPark A-train ridership increased by 9% month over month for March.



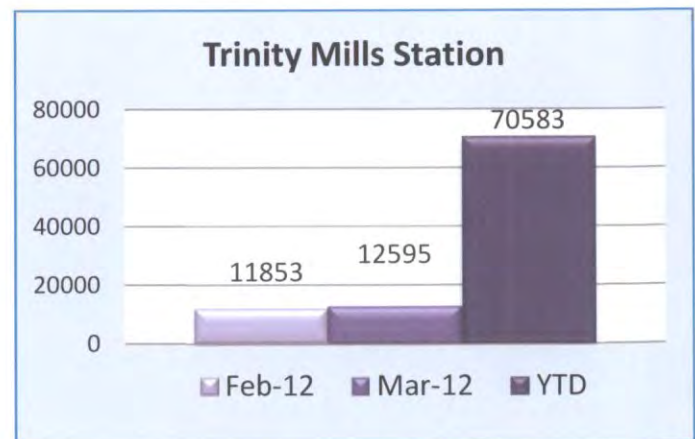
The HV/LL A-train ridership increased by 13% month over month for March.



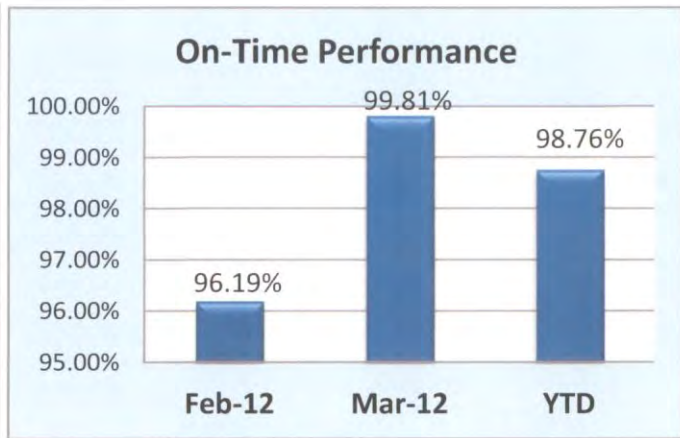
The Old Town A-train ridership increased by 12% month over month for March.



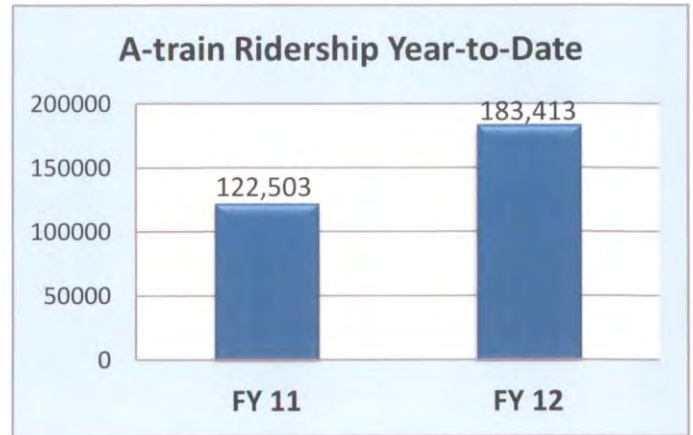
The Hebron A-train ridership increased by 2% month over month for February.



The Trinity Mills A-train ridership increased by 6% month over month for February.



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



FY12 A-train ridership has increased 50% over FY11 due to increased number of service days.

Presentation of NCTCOG Innovative Finance Initiative

2a

A New Transportation Funding Paradigm

Cotton Belt Corridor Innovative Finance Initiative (iFi)

Denton County Transportation Authority
Board Meeting

April 26, 2012



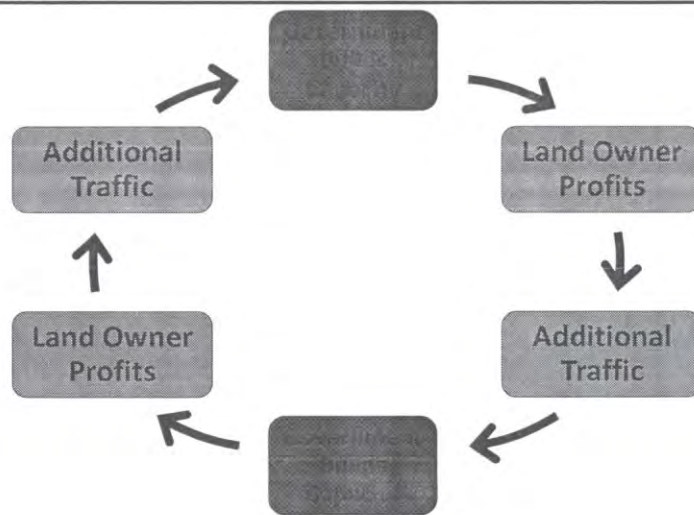
Presentation Agenda

- Purpose of the Cotton Belt IFI
- Tools Developed and Lessons Learned
- How these may be valuable to DCTA



2

Traditional Transportation Cycle



3

US 75 @ Walnut Hill Lane – 1959



4

US 75 @ Walnut Hill Lane – 1989



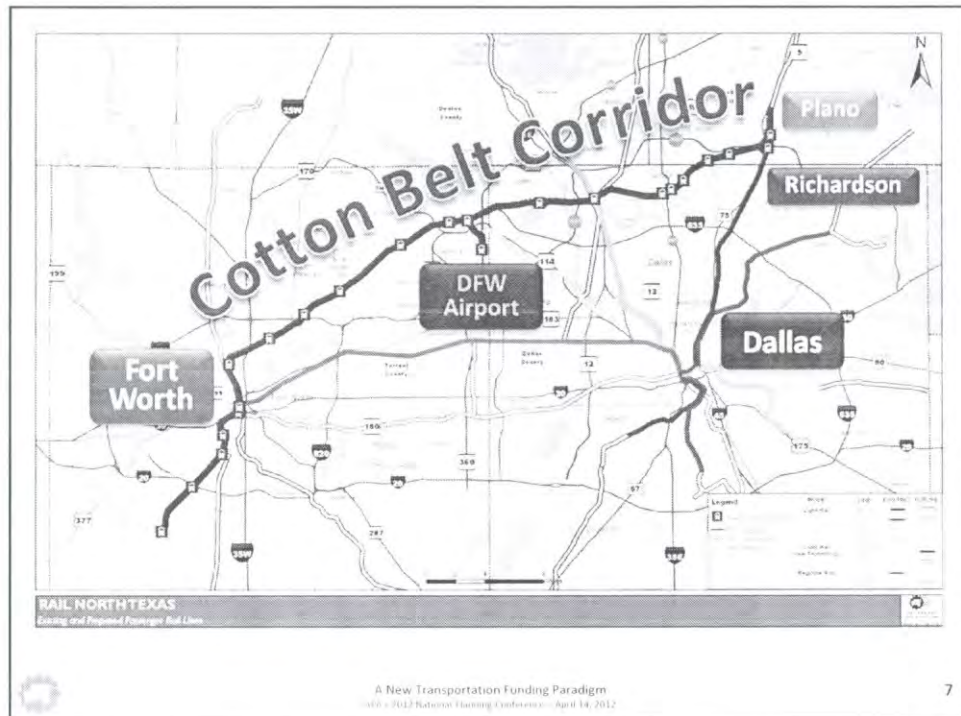
Source: MNastf@tw-sy.com

5

US 75 @ Walnut Hill Lane – 2029



6



Corridor Vitals

- >450,000 population
- 27 potential station locations
- System connections
 - 4 light rail lines
 - 2 commuter rail lines
- Many stakeholders
 - 13 Cities, 3 Counties, 3 transit agencies
 - Other government entities

Project Premise

- Not only a passenger rail project
 - Land use
 - Economic development
- Create a “string of pearls”
 - Focus some regional growth at the “pearls”
 - Connected string of urban villages
 - Use transit-friendly development practices
- Allow market to decide development timing



9

The Challenge

- Western side (The T)
 - Project in financial and service plans
 - Completed DEIS, now in Preliminary Engineering
- Eastern side (DART)
 - Project in service plan – *NOT* in financial plan
 - Working on DEIS
- Combined
 - Multiple jurisdictions
 - Better ridership



10

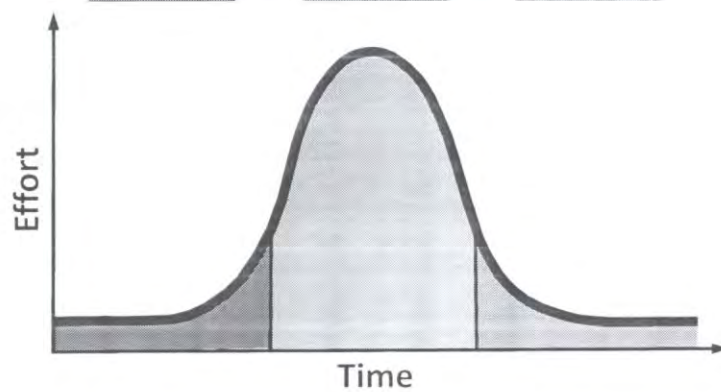
iFi Primary Concepts

- Phased approach
- Back to the future
- Grow the pie



11

iFi – 3 Phases Revenue Source Development



12

iFi Tasks

- Started with 130 potential revenue sources
- Initial viability test
- Detailed viability test
- Team & individual stakeholder meetings
- Interviewed potential investors
- Considered policy implications
- Develop recommendation



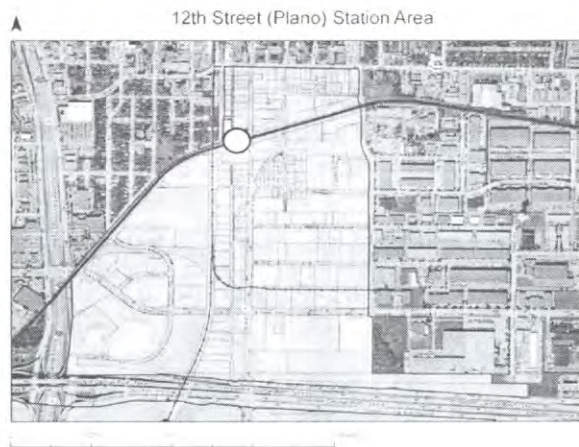
13

Study Methodology

- Travel shed around potential stations
 - Parcel-by-parcel analysis
 - Used parcels potentially influenced by rail
 - Assigned parcels to land use categories
 - Phased implementation and build-out
- Current appraised value
- Grow by inflation
- Assume future land use enhanced by access

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Sample Station Area



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General Station Area Information

Criteria	Value
County	Collin
Station Area (Acres)	370
Development/Redevelopment Share	50.10%
Total New Population	4,430
Total New Employment	4,958
2009 Property Value	\$179,963,197

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General Station Area Information

Criteria	Value
Change in City PV 2009 to 2010	-3.40%
Inflation Factor	2.30%
2010 City Property Tax Rate	0.49%
2010 County Property Tax Rate	0.24%
Special District Share of Property	11.00%
City Sales Tax Rate	1.00%
City Hotel Tax Rate	7.00%
Special District Rate	0.15%

17

Development/Redevelopment

Land Use Pattern	Acres	Begin Year	Duration
Transit Oriented Development	40	5	20
Traditional Neighborhood Development	20	10	15
Transition	0	0	0
Retail	30	10	15
Office	20	10	20
Suburban Multi-Family	0	0	0
Commercial & Industrial	75	10	15
Other	0	0	0
TOTAL	185		

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iFi Analysis Parameters

- **Very conservative approach**
 - Capital & operating costs – high
 - Revenue sources – low
- **Overall assumptions**
 - Integrated whole corridor operation
 - 40 year analysis
 - Inflation rate – 2.39 percent (10-year CPI avg.)
 - 5 percent discount rate with 35 percent Tax Increment Financing (TIF) share



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Potential Revenue Sources

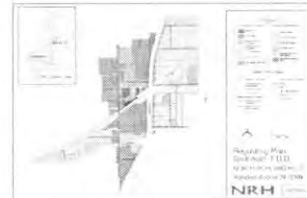
- **Non-geographic**
 - Advertising
 - Naming rights
 - Fiber optic
 - Enhanced farebox recovery using smart card
 - Parking
- **Geographic**
 - Public land development
 - Equity payments
 - Value capture



20

What Is Value Capture?

- Incremental land value increase
- Incremental tax-base growth
- May expand to include other elements
 - Development rights
 - Share of development profits
- Land use planning *CRUCIAL* to maximize value



21

Value Capture Mechanisms

- Special district
 - Municipal Management Districts (MMD)
 - Transportation Reinvestment Zone (TRIZ)
 - Public Improvement District (PID)
 - Tax Increment Financing (TIF)
- Developer support
 - Sustainable development



22

Rapid Card Opportunity

- Enhanced farebox recovery
- Evolving technology
- Multimodal possibilities
- Competition for franchise
- Implications for partnerships



23

Rapid Card Elements

- Distance
- Destination
- Time of day
- Class of fare (i.e. student, disabled, economically disadvantaged, etc)
- Regional equity
 - In system resident
 - Out of system resident



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Potential Fare Structure

- Fair fare concept
- Smart card technology required

Partnership Payments	← Lower Fare ←	Average Fare	→ Higher Fare →	Partnership Payments
Student	Low Income	Average Fare	Peak User	Non-Service Area Resident
Elderly	Frequent User		Special Destination	Special Functions
Unemployed	Off-Peak		Parking Space Use	Ozone Alert Response
Medical	Service Area Resident		Longer Distance	

25

Potential Revenue (2010\$)

Source	Amount (\$M)
Cash/Current Commitments	\$342.00
New Starts Funding (The T)	\$415.00
Sales Tax (Grapevine, 4B share & DART)	\$617.52
Farebox Revenue (@ 14 cents per mile)	\$280.40
Non-Geographic (Advertising, etc.)	\$148.88
Tax Base Value Capture	\$645.60
Land Value Capture	\$262.31
TOTAL	\$2,711.71

Assumptions:
 • 2.39 percent inflation rate
 • 40 year analysis
 • Five percent discount rate
 • 35 percent facility share of incremental value

26

Cost/Revenue Comparison

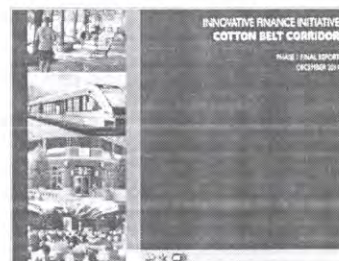
- Capital cost – up to \$1.9B
 - Will vary with implementation method
- Cost/Revenue gap will vary based on:
 - Revenue assumptions chosen
 - Implementation method used
 - Operation and maintenance cost



27

iFi Status

- Final Report released in December
 - www.nctcog.org/ifi
- Regional Transportation Council approval
- Preparation for Phase II



28

How Could This Assist DCTA?

- DCTA recently completed Long Range Service Plan in February 2012
 - Identifies next corridors after A-Train
- NCTCOG strongly believes this IFI Business Model is easily transferrable to other rail corridors and modes



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Thank You

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North Central Texas Council of
Governments
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(817) 704-5633

Kevin Feldt, AICP
Program Manager
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www.nctcog.org/ifi

30



Board of Directors Memo

April 26, 2012

Subject: 2(b) Discussion regarding Architecture and Engineering Task Order for Community Enhancements

Background

In 2010, DCTA was awarded a Surface Transportation Enhancement Program Grant from the Texas Department of Transportation to design and construct community enhancements along the A-train corridor within the City of Denton. These program funds can be used for landscaping, pedestrian amenities, safety improvements, community enhancements and safety education. Fundable project activities include planning, design, public involvement, safety communication, safety analysis, utility assessments, and permitting. Fundable project elements include masonry walls, retaining walls, safety barriers, fencing, landscaping, signage, trash receptacles, benches and sidewalks.,

The purpose of this project is to better integrate the transportation systems built by DCTA, particularly the A-train, into the existing environment with a focused effort in between Prairie Street and Shady Oaks Drive in Denton.

The community enhancements along the A-train corridor within the City of Denton are expected to:

- Improve the aesthetic environment for the communities.
- Provide additional landscaping along the A-train corridor to replace lost vegetation and to screen the transportation corridor from residential properties.
- Enhance the safety of the corridor by engineering elements to prevent trespassing in the rail corridor and improve access to the trail.
- Encourage use of the transportation system by better integrating the corridor into the existing environment and improving the transportation users' experience through additional amenities.
- Foster collaboration with the community so that the new transportation system is seen as an asset and not a barrier.

Identified Need

DCTA needs to hire the services of an Architectural and Engineering Firm to assist with the planning and design activities for the community enhancement activities along the A-train corridor within the city of Denton. Basic services shall include all necessary landscape, architectural, environmental, engineering services, graphic design and other professional services necessary to finalize the design of this project and prepare the project for construction and permitting.

Financial Impact

DCTA staff is currently negotiating the price for these services. These services are included in the Capital Budget and are grant eligible.


Recommendation

DCTA staff recommends the Board of Directors authorize the President to negotiate with the selected A&E firm for services associated with the Denton Community Enhancements Project.

Final Review:


Dee Leggett,
Vice President

Approval:


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



Board of Directors Memo

April 26, 2012

Subject: 2(c) FY 2012 Revised Budget

Background

The DCTA budget is prepared months in advance of the start of the October 1 fiscal year and not all expenditures can be anticipated at the time of the budget preparation. Therefore, during the fiscal year, it may become necessary to reforecast the annual expenditures and modify the budget by amendment. DCTA's Administrative Procedure Number 2006-01 allows staff to present to the Board of Directors, budget amendments for new items or when there is a material change in an operating expense line item that is greater than \$100,000 and twenty-five percent of the budgeted amounts. Amending the budget for material changes will provide a better forecasting and management tool for the Board and DCTA staff. Summary of changes are provided in the following attached exhibits:

- Exhibit "A" includes the Changes in Net Assets schedule along with the related notes which provide a more detailed explanation of the variances.
- Exhibit "B" reflects the changes to the Capital Projects Fund
- Exhibit "C" is the updated Cash Flow Model which reflects the impacts of the revised FY12 budget.

Need

In order to improve financial reporting and communicate expected financial results the revised budget is submitted to the Board for approval by adoption of a budget amendment as allowed by Administrative Procedure Number 2006-01.

Financial Impact

As detailed in Exhibit "A" (Operating Budget) and Exhibit "B" (Capital Budget). The FY12 revised budget incorporates a change in service levels for the A-train which includes the addition of mid-day service Monday-Friday and modifications to the current Friday night and Saturday service effective August 2012. The annualized impact of this change in service level is included in the Cash Flow Model and maintains the debt coverage policy target.

Recommendation

This items is for discussion only. The revised FY12 Operating and Capital Budget Amendment and Resolution along with related Cash Flow Model will be on the May Board agenda for final adoption.

Department Review: Amanda Riddle
Budget Coordinator

Final Review:


Anna Mosqueda,
CFO

**Fiscal Year 2012 Denton County Transportation Authority Budget
Statement of Changes in Net Assets - Budget Format
EXHIBIT "A"**

Description	Original FY12 Budget	Revisions	Amended FY12 Budget	
Operating Revenues				
Passenger Revenues	\$ 1,566,317	\$ (693,045)	873,272	Note 1
Contract Service Revenue	3,013,356	-	3,013,356	
Other Revenues	-	-	-	
Total Operating Revenues	\$ 4,579,673	\$ (693,045)	\$ 3,886,628	
Operating Expenses				
Salaries, Wages & Fringe Benefits	\$ 6,818,238	\$ (141,059)	\$ 6,677,179	Note 2
Services	1,395,574	287,035	1,682,609	Note 3
Materials & Supplies	3,436,999	(67,000)	3,369,999	Note 4
Utilities	301,173	121,742	422,915	Note 5
Insurance, Casualties & Losses	471,740	-	471,740	
Purchased Transportation Services	7,544,845	53,052	7,597,897	Note 6
Miscellaneous	138,398	1,125	139,523	
Leases & Rentals	1,036,930	12,050	1,048,980	Note 7
Depreciation	4,632,371	2,050,618	6,682,989	Note 8
Total Operating Expenses	\$ 25,776,268	\$ 2,317,563	\$ 28,093,831	
Operating Income / (Loss)	\$ (21,196,595)	\$ (3,010,608)	\$ (24,207,203)	
Sales Tax Revenue	\$ 16,909,740	\$ 669,797	\$ 17,579,537	Note 9
Net Investment Income /(Expense)	48,000	-	48,000	
Long-Term Debt Interest /(Expense)	(1,283,919)	(200,461)	(1,484,380)	Note 10
Non-Operating Revenues /(Expenses)	62,000	-	62,000	
Federal Grants & Reimbursements	3,518,583	2,201,557	5,720,140	Note 11
State Grants & Reimbursements	6,493,234	383,878	6,877,112	Note 12
Debt Issuance	-	-	-	
Total Non-Operating Revenue/(Expenses)	\$ 25,747,638	\$ 3,054,771	\$ 28,802,409	
Increase in Net Assets	\$ 4,551,043	\$ 44,163	\$ 4,595,206	
Net Assets - Beginning of Year:	\$ 103,309,909		\$ 103,309,909	
Net Assets - End of Year:	\$ 107,860,952		\$ 107,905,115	
Transfer to Capital Projects	\$ 34,831,789	\$ 1,600,472	\$ 36,432,261	Note 13
Net Assets After Capital Project Transfer	\$ 73,029,163		\$ 71,472,854	

Denton County Transportation Authority Fiscal Year 2012 Revised Budget – Notes

Note 1 – Passenger Revenues

The decrease of \$693k is a result of reduction of the rail revenues to more accurately reflect actual performance. When the FY12 budget was adopted, the revenue projection was based on the best estimate of % cost recovery since DCTA did not yet have rail operations and ridership history.

Note 2 – Salaries, Wages & Fringe Benefits

The decrease of \$141k is the next result of savings captured in bus operations and the reclassification creating the Project Manager position.

Note 3 – Services

Services increased by \$287k due to the following items:

- \$250k for legal fees for pending litigation
- \$34k for the rail safety campaign
- \$25k for additional staff support
- \$22k for additional IT support throughout the SunGard implementation
- \$24k for additional security services at the Rail OMF

With the exception of the additional legal fees adding for pending litigation, the additional \$37,000 in expenses are offset by realized savings in other areas.

Note 4 – Materials & Supplies

This category decreased by \$67k due to realized savings in bus operations. These include savings in office supplies, parts and tires. With the purchase of several buses to replace the oldest buses in the fleet over the last year and the change in service from a commuter express bus service to downtown Dallas to a commuter bus shuttle between rail stations, there has been an associated reduction in parts for maintenance and tire replacements.

Note 5 – Utilities

Utilities increased by \$121k in order to account for utilities at the Rail OMF and stations that were not included in the adopted budget. These include water, electricity, and other communications.

Note 6 – Purchased Transportation Services

The increase of \$53k is for the addition of mid-day rail service beginning August 20, 2012. The impact for a full year of mid-day operations in FY13 is \$463,657 and is included in the cash flow model.

Note 7 – Leases & Rentals

The increase of \$12k is for the additional Bus O&M facility lease that will begin in July 2012.

Note 8 – Depreciation

Depreciation has been re-calculated based on the transfer of rail fixed assets, which has caused an increase of \$2 million in this expense category. This is a non-cash item.

Note 9 – Sales Tax Revenue

The increase of \$669k is a result of updating the budget figure to reflect actuals received.

Note 10 – Long-Term Debt Expense

The increase of \$200k is for the pre-payment penalty incurred from the 2008 Series Bonds that was not previously included in the budget.

Note 11 – Federal Grants & Reimbursements

The increase of \$2.2 million is a result of a re-allocation of grants due DCTA receiving \$8.2M for the State of Good Repair grant. This award has allowed DCTA to begin work on the Bus O&M facility this year we have been able to re-allocate a portion of the grant funds to PTC.

Note 12 – State Grants & Reimbursements

This \$383k increase reflects the interest remaining RTRFI funds to be been down and a decrease related to the STEP grants (TxDOT) to reflect administrative fees already paid.

Note 13 – Capital Projects

The capital project budget has increased by \$1.6 million to account for the following approved capital projects in FY12:

- Bus O&M design and construction phase to begin in 2012 (\$1.5M)
- Rail Maintenance Equipment (\$50k)
- Passenger Information (\$28k)

**Fiscal Year 2012 Denton County Transportation Authority Budget
Capital Budget**

<u>Project Description</u>	<u>Original FY12 Capital Budget</u>	<u>Amendments</u>	<u>Amended FY12 Capital Budget</u>
Bus Operations			
Passenger Amenities-Phase 2	85,527		85,527
Bus Operations & Maintenance Facility	-	1,521,758	1,521,758
Bus Maintenance Equipment	75,000		75,000
Security System Video Units	10,618		10,618
Paratransit Scheduling Systems	37,800		37,800
Electronic Fareboxes	-		-
Fleet Replacement	887,610		887,610
DDTC	373,282		373,282
Total Bus Operations	\$ 1,469,837	\$ 1,521,758	\$ 2,991,595
Rail Operations			
Passenger Information	-	28,714	28,714
Rail Maintenance Equipment	-	50,000	50,000
Line Construction	-		-
MedPark Station	-		-
Downtown Denton Station	-		-
HV/LV Lake Station	-		-
Old Town Lewisville Station	-		-
Hebron Station	-		-
MedPark Extension	-		-
Trinity Mills - NTRG Expense	-		-
Rail Operations & Maintenance Facility	1,200,000		1,200,000
Fare Collection Systems	-		-
Communication System	-		-
Traffic Signals	-		-
Railroad Signal System/Crossing	-		-
Positive Train Control Study	-		-
Positive Train Control	3,002,070		3,002,070
Rail Cars	28,035,303		28,035,303
Stadler Cars Implementation	895,803		895,803
Professional Services	155,000		155,000
CM/GC Pre-Construction	-		-
Trail Relocation - North Region	-		-
Project Management - DCTA Internal	-		-
Rail Corridor - DART	-		-
Neighborhood Sound Mitigation	-		-
Community Enhancements	13,091		13,091
Lewisville Bike Trail	60,685		60,685
Total Rail Operations	\$ 33,361,952	\$ 78,714	\$ 33,440,666
Total Capital Expenditures	\$ 34,831,789	\$ 1,600,472	\$ 36,432,261

	2012 Forecast		2013	2014	2015	2016	2017
OPERATING REVENUES							
Bus Operating Revenue	\$ 3,326,626	\$	3,408,956	3,489,298	3,686,009	3,771,811	3,857,654
Rail Operating Revenue	574,015		579,755	608,743	675,705	682,462	689,286
NON-OPERATING REVENUES							
Sales Tax Revenue	17,579,537		18,106,923	18,831,200	19,584,448	20,367,826	21,182,539
Formula Grants (Operating)	2,742,416		3,592,536	3,595,978	3,209,806	2,851,328	2,908,355
Interest Income-Non RTRFI Funds	58,076		55,600	109,247	114,120	148,760	196,723
Misc. Revenue	(16,181)		135,888	155,332	152,680	152,680	152,680
Restricted RTRFI Interest Income	678,183		-	-	-	-	-
Total Revenues	24,942,671		25,879,659	26,789,798	27,422,767	27,974,866	28,987,237
OPERATING EXPENSES							
Bus Operating Expense	7,691,124		7,870,409	8,015,901	8,245,661	8,611,818	8,933,353
Rail Operating Expense	10,135,207		10,007,319	10,308,844	10,557,948	10,875,821	11,193,261
G&A Operating Expense	2,963,764		2,678,563	2,727,262	2,821,965	2,920,332	3,022,502
NON-OPERATING EXPENSES							
Non-Operating (Income) / Expense	-		-	-	-	-	-
Total Expenses	20,790,094		20,556,290	21,052,007	21,625,574	22,407,970	23,149,115
NET INCOME	4,152,577		5,323,368	5,737,790	5,797,193	5,566,896	5,838,121
CAPITAL OUTLAY							
Bus Capital Expenditure (Maintenance Fac.)	2,101,402		7,116,973	2,057,836	-	-	-
Bus Replacement Expense	549,861		-	-	1,973,773	-	-
CM/GC Construction Phase	2,157,883		-	-	-	-	-
Professional Services	1,152,608		27,500	-	-	-	-
Stadler Fleet (Vehicles)	26,268,745		-	-	-	-	-
Real Estate	-		1,000,000	-	-	-	-
Right of Way	-		-	-	-	-	-
Rail Capital Expenditure (LV Hike & Bike)	60,685		86,250	741,520	2,600,941	-	-
Rail Capital Expenditure (Community Enhancements)	13,091		739,617	-	-	-	-
Positive Train Control	3,002,070		9,508,758	4,247,441	-	-	-
Total Capital Outlay	35,306,345		18,479,098	7,046,797	4,574,714	-	-
CAPITAL SOURCES							
New Money (Debt Issuance)	-		13,400,000	-	-	-	-
RTRFI Funds	6,184,749		-	-	-	-	-
Formula Grants (Capital)	3,669,397		5,635,587	2,511,738	3,756,071	96,300	96,300
Total Capital Sources	9,854,145		19,035,587	2,511,738	3,756,071	96,300	96,300
DEBT SERVICE							
2008 Issue (ST) Debt Service	833,512		1,718,512	1,718,200	1,716,492	1,718,387	1,713,687
2009 Refunding (ST) Debt Service	-		-	-	-	-	-
CAPITAL IMPROVEMENT PLAN (2011)							
Contractual Obligations (Vehicles)	315,285		336,945	336,945	751,945	763,955	770,183
Contractual Obligations (Pos Train Cont)	135,122		113,463	1,391,463	1,525,463	1,525,881	1,534,642
Other Sales Tax Bonds	-		-	-	-	-	-
Total Debt Service	1,283,919		2,168,920	3,446,608	3,993,900	4,008,223	4,018,512
Gross Sales Tax Coverage:	13.69		8.35	5.46	4.90	5.08	5.27
Internal Debt Service Coverage:	3.23		2.45	1.66	1.45	1.39	1.45
Beginning Fund Balance:	\$ 32,528,473	\$	9,944,932	13,655,868	11,411,992	12,396,642	14,051,615
Year End Audit Adjustment	-		-	-	-	-	-
Ending Fund Balance:	9,944,932		13,655,868	11,411,992	12,396,642	14,051,615	15,967,524
Less Restricted RTRFI Interest Income	-		-	-	-	-	-
Less Required Fund Balance (O&M Reserve Policy):	5,042,616		5,139,073	5,263,002	5,406,394	5,601,993	5,787,279
Less Sales Tax Stabilization Fund	-		-	-	-	-	-
Less Fuel Stabilization Fund	-		-	-	-	-	-
Less Capital/Infrastructure	-		-	-	-	-	-
Net Available Cash	4,902,316		8,516,796	6,148,990	6,990,249	8,449,622	10,180,246



Board of Directors Memo

April 26, 2012

Subject: 2(d) Discussion of Presentation Material for April/May Public Meetings

Background

In December, DCTA adopted a Service Plan that included a series of recommendations for near-term service improvements. These improvements included increasing the span of service on the A-train and improving connections between transit modes. DCTA then conducted a community wide survey to gather a better understanding of transit needs and priorities. The results, key findings and proposed actions were presented to the public at a round of public meeting in early March. A summary of the comments received from those meetings is attached.

Based on the public feedback received and the review of the authority's financial capacity, DCTA staff is proposing the following set of actions for presentation to the board in April, presentation to the public in May and adoption by the board in May:

DCTA staff is proposing the following actions for implementation on August 20, 2012

- Maximize connection opportunities between DART and DCTA and within the DCTA system without negatively impacting the local system.
- Modify Saturday schedule to provide an earlier trip without adding operating costs.
- Move fare boundary to Trinity Mills.
- Add mid-day A-train service and eliminate Mid-day Station Shuttle.
- Continue Friday night service but reconfigure to better meet demand.

DCTA staff will continue to study for implementation and funding in FY13

- Additional bus service in Denton and Lewisville to improve connections and spans of service

DCTA staff needs a minimum of 75 days prior to the implementation of service changes so that passenger information materials can be updated and distributed.

Identified Need

Mid-day A-train service will increase ridership and better meet the needs of our commuting public. Modifications to Friday night and Saturday morning will provide better trip opportunities for discretionary travelers and in the long term build DCTA's regular ridership base. Friday night service (as currently configured) is not performing as well as anticipated in terms of ridership. Historic data since 10/1/2011 is attached along with a summary explanation. The recommended plan is to realign the service to meet identified trends and survey data.

DCTA is hosting public meetings in late April/early May. Direction from the DCTA Board of Directors is needed to allow staff to advance the final recommendations to the public for the August 20, 2012 service changes.

Financial Impact

To accommodate the addition of mid-day A-train service on August 20, 2012, an amendment to the FY12 budget is required to accommodate the additional operating costs. The changes to Friday and Saturday do not impact the budget. The revised cash flow model, discussed in item 2c, incorporates these levels of service while maintaining DCTA financial policy standards.

Recommendation

This is a discussion item only.

Final Review: 
Dee Leggett
Vice President

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

SUMMARY OF PUBLIC COMMENTS – via Public Meetings, Social Media and Call Center

Mid-Day A-train Service

- Providing mid-day service should be the top priority.
- Provides additional trip opportunities for students.
- Provides additional flexibility for people wanting to go to Dallas for lunch.

Extended Friday/Saturday/Special Events

- Consider building a schedule that allows people to attend Stars and Mavericks games at the American Airlines center.
- Run service later on Friday and Saturday nights.
- Provide service on Sundays for special events.
- DCTA should run special trains for events like 35 Denton and Arts and Jazz.
- Bus service does not mirror A-train service so people can't get to square.

A-train Schedule

- Show ridership at the next meeting to demonstrate when people are traveling.
- 5:00 a.m. seems to be too early to start service.
- 5:00 a.m. is needed especially for people traveling to Fort Worth.
- Better connections with DART.
- Some of the DART/A-train connections are too tight.
- If DART is running late and misses the connection with the A-train, then passengers sometimes have to wait over an hour.
- Later weekday hours to serve night classes.
- Service during the gap between 6:40 p.m. and 8:00 p.m.
- Frequency is reduced too quickly in the afternoon peak. DCTA's peak needs to be earlier to serve university students but late enough to serve commuters coming back from Dallas.
- Earlier Saturday train.

Bus Service

- Add more service in Denton.
- Better connections to UNT and the A-train.
- Operate Route 9 all year around and all day.
- NCTC needs more frequency.
- Better on-time performance.
- Connections between bus routes need to be improved.
- DCTA buses and trains should meet. Connections are horrible.

Passenger Experience/Amenities/Information

- Trip planning mobile application
- Call Center and transit center hours need to mirror operating hours
- Call Center needs additional lines or staffers. Phones are often busy or unable to get through.
- Call Center staff needs better awareness of where buses and trains are when they are running behind schedule.
- Rider alerts need to continue as long as the service is behind schedule.
- Provide text rider alerts.
- Need north – south windscreens.
- Need restrooms and water fountains.

- Better communication between DART and DCTA when DART is running late.
- WiFi on trains and buses.
- Bike lids and additional bicycle amenities at the station.
- The trains are positioned in the middle of the platform and people have to walk all the way around the ends of the platform.
- Schedule public meetings at the universities.
- Add recycling receptacles to transit center and stations.
- Too many homeless loiter around the transit center.
- Handicap door assist buttons at DDTC.

A-train Vehicles

- Like the nostalgia of current RDCs.
- General excitement for new vehicles.

Safety/Security

- People drive through the bus lane at Highland Village/Lewisville Lake station.
- Better passenger pick-up/drop off signage at Highland Village/Lewisville Lake station.
- Difficulty turning out of Highland Village/Lewisville Lake station. Visibility of on-coming cars is difficult.
- DCTA should allow for overnight parking for business trips and so that passengers can complete the last section of their trip.
- Wayside horn at Eagle Point.
- Safety at Eagle Point crossing.
- Finish the traffic light at Colorado.

Fare Media/Pass Sales

- Want to be able to buy passes from DCTA even if my employer is in Dallas County.
- The current regional fare agreement does not seem to be fair to DCTA.
- DART buses are not accepting DCTA fares.
- Offer fare vouchers for social service agencies.
- Offer weekend family passes.

Other Service Areas

- Service to Fort Worth
- Direct connection to TRE without having to transfer to Green Line.
- Bus service to Health Services of North Texas in Denton.
- Bus service to new development near Unicorn Lake.
- Station in Lake Cities.
- Connection to Amtrak.
- Regular service back to Lewisville Senior Center.



A-train Ridership By Week (as of 3/31/12)

WEEK OF	TOTAL WEEKDAY	WEEKDAY PASS/TRIP	TOTAL FRIDAY	FRIDAY PASS/TRIP	% WR*	TOTAL SATURDAY	SATURDAY PASS/TRIP	%WR*
3-Oct	8183	37	113	23	61%	988	55	148%
10-Oct	8346	38	95	19	50%	775	43	113%
17-Oct	8019	36	101	20	55%	1105	61	168%
24-Oct	7295	33	48	10	29%	1047	58	175%
31-Oct	7105	32	48	10	30%	547	30	94%
7-Nov	5788	26	41	8	31%	796	44	168%
14-Nov	7593	35	46	9	27%	734	41	118%
21-Nov	4014	18	31	6	34%	507	28	154%
28-Nov	6908	31	113	23	72%	333	19	59%
5-Dec	5935	27	62	12	46%	327	18	67%
12-Dec	5620	26	36	7	28%	306	17	67%
19-Dec	3855	18	67	13	76%	146	8	46%
26-Dec	2984	14	38	8	56%	585	33	240%
2-Jan	4299	20	14	3	14%	571	32	162%
9-Jan	5234	24	33	7	28%	619	34	145%
16-Jan	6430	29	47	9	32%	484	27	92%
23-Jan	7189	33	27	5	17%	721	40	123%
30-Jan	6956	32	51	10	32%	497	28	87%
6-Feb	6970	32	63	13	40%	458	25	80%
13-Feb	6877	31	60	12	38%	349	19	62%
20-Feb	6781	31	49	10	32%	411	23	74%
27-Feb	7068	32	52	10	32%	687	38	119%
5-Mar	7150	33	57	11	35%	256	14	44%
12-Mar	5564	25	63	13	50%	896	50	197%
19-Mar	7205	33	41	8	25%	590	33	100%
26-Mar	7202	33	55	11	34%	437	24	74%

*WR-Weekday Ridership

DCTA A-train Ridership

Key Facts/Assumptions

- UNT Classes: 8/25-12/9
- Holiday Lighting: 12/2
- Thin Line Film Festival: 2/10-2/20
- Twitter Promotion: 3/17
- Number of trains (1/16/12)
 - 44 weekday trips per day
 - 5 Friday night trips per week
 - 18 Saturday trips per week

Current Findings

- Commuter trends as expected (AM – SB; PM – NB)
- Positioning of trains from O&M facility results in some lower volume partial trips
- Performance metric is 50% of weekday riders per train
 - Saturday service consistently above standard.
 - Friday night consistently below standard. Need to adjust the service to reflect ridership trend.



Board of Directors Memo

April 26, 2012

Subject: 2(e) Discussion of Rail Maintenance Equipment Purchase

Background

DCTA staff and contractors are pursuing multiple options to remedy the loss of shunt being experienced during testing of the Stadler GTW. One option which has been partially tested on the A-train corridor and is the primary component of the Capital Metro Metrorail shunting mitigation program is to clean the rails on a regular basis to enhance shunt. Swingmaster Corporation, which produces the D-925 Railbrush, has agreed to provide DCTA with equipment to test within the next few weeks. If the equipment works satisfactorily, DCTA will need to purchase the equipment in order to conduct extensive tests of the Railbrush's ability to clean the tracks in a manner that will allow the GTW to shunt properly.

Identified Need

DCTA needs the ability to purchase rail cleaning equipment in a timely manner.

Financial Impact

DCTA and Swingmaster representatives are planning to meet within the next few weeks to discuss equipment and spare parts pricing. The equipment and spare parts are anticipated to cost \$50,000.

Recommendation


DCTA staff recommends the Board of Directors authorize the President to contract with Swingmaster Corporation for the purchase of Rail Maintenance Equipment.

Final Review:



 Jarod Varner,
 Vice President

Approval:



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



Board of Directors Memo

April 26, 2012

Subject: 2(f) Discussion/Action of Capital Budget Amendment for Purchase of Rail Maintenance Equipment

Background

DCTA staff and contractors are pursuing multiple options to remedy the loss of shunt being experienced during testing of the Stadler GTW. One option which has been partially tested on the A-train corridor and is the primary component of the Capital Metro Metrorail shunting mitigation program is to clean the rails on a regular basis to enhance shunt. Swingmaster Corporation, which produces the D-925 Railbrush, has agreed to provide DCTA with equipment to test within the next few weeks. If the equipment works satisfactorily in the initial test, DCTA will need to purchase the equipment in order to conduct extensive tests of the Railbrush's ability to clean the tracks in a manner that will allow the GTW to shunt properly.

Identified Need

DCTA needs the ability to purchase rail cleaning equipment in a timely manner. A Capital Budget Amendment is necessary to provide adequate budget for the project.

Financial Impact

DCTA and Swingmaster representatives are planning to meet within the next few weeks to discuss equipment and spare parts pricing. The equipment and spare parts are anticipated to cost \$50,000. As of the writing of this memo, staff is in the process of determining if funds will be available from savings in the rail capital projects funds or if utilization of fund balance will be required. Because of the immediate need for timely resolution of this issue, this item needed to be submitted for Board action in April.

Recommendation

DCTA staff recommends the Board of Directors authorize the amendment to the Capital Projects Budget to include the purchase of Rail Maintenance Equipment.

Final Review:



 Jarod Varner,
 Vice President

Approval:



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



Board of Directors Memo

April 26, 2012

Subject: 2(g) Discussion of Temporary Maintenance Facility Lease

Background

The DCTA Bus Maintenance department has maintained equipment and fleet at a leased facility within the Denton Landfill since DCTA began operating bus services in Denton and Lewisville. The Denton Solid Waste Operation has identified an operational need for the bus maintenance facility and will need to have access to the facility this summer. DCTA has been asked to cease operations at the facility no later than July 31, 2012. DCTA, with the assistance of Verus Real Estate Advisors, has been able to find a suitable replacement facility. Negotiations of the lease arrangement are ongoing.

Identified Need

DCTA needs a temporary maintenance facility that will allow Bus Maintenance staff to adequately maintain the DCTA fleet until the permanent facility is completed in the first quarter of 2014.

Financial Impact

Negotiations of the lease arrangement are ongoing. The initial amount requested by the property owner was \$5,350 per month. DCTA will also experience unbudgeted expenses for moving and service connection costs. A portion of the cost will be offset by decreases in the City of Denton Solid Waste facility lease.

Recommendation


DCTA staff recommends the Board of Directors authorize the President to negotiate and enter into a lease agreement for a temporary maintenance facility.

Final Review:



 Jarod Varner,
 Vice President

Approval:



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



Board of Directors Memo

April 26, 2012

Subject: 2(h) Discussion of City of Denton Solid Waste Facility Lease

Background

The DCTA Bus Maintenance department has maintained equipment and fleet at a leased facility within the Denton Landfill since DCTA began operating bus services in Denton and Lewisville. The Denton Solid Waste Operation has identified an operational need for the bus maintenance facility and will need to have access to the facility this summer. DCTA has been asked to cease maintenance operations at the facility no later than July 31, 2012. While vehicle maintenance will be relocated; bus parking, fueling, washing, and administrative functions will continue to be housed within the Landfill. The City of Denton staff is developing a draft lease from which we will begin discussions.

Identified Need

DCTA needs a new lease agreement with the City of Denton to accommodate bus operations bus parking, fueling, washing and administrative functions until the permanent facility is completed in the first quarter of 2014.

Financial Impact

Staff anticipates a decrease in the lease cost (currently \$7,634 per month) due to the exclusion of the vehicle maintenance facility.

Recommendation


This item is for information purposes only.

Final Review:



Jared Varner,
Vice President

Approval:



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



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

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

Retreat / Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 9:08 a.m. February 23, 2012 at the Hedrick House, 1407 Creekview Dr., Lewisville, Texas 75067. A quorum was present.

Attendance

Small Cities

Tom Spencer
Bill Walker
Skip Kalb

Large Cities

Paul Pomeroy, Highland Village, *Treasurer*
Charles Emery, Lewisville, *Chairman*
Daniel Peugh, Corinth
Jim Robertson, Flower Mound
Dave Kovatch, The Colony, *Secretary*
Richard Huckaby, Denton (12:00 p.m.-1:45 p.m.)
Guy McElroy, Denton Alternate (9:41 a.m.-12:00 p.m.)

Denton County Unincorporated

Charles Correll, *Vice-Chairman*

Denton County at Large

Thomas Smith (11:18 a.m. – 1:45 p.m.)

Board Members Absent

Doug Peach, Little Elm
Jeff Snowden, Frisco

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Communications and Planning
Jarod Varner, VP Transit Operations
Kristina Brevard, Marketing Manager
Cheri Soileau, Sr. Transit Planner
Amanda Riddle, Budget Analyst

Legal Counsel

Joe Gorfida

Others in Attendance

- 1) DISCUSSION: Board Retreat – Welcome by Jim Cline
 - A. Review of Mission Statement/Goals/Objectives - Presentation by Jim Cline
 - B. Board Strategic Goals for 2012 - Discussion lead by Charles Emery
 - C. Ridership Survey Results - Presentation by Dee Leggett

<Break> 10:39 a.m.

<Resume> 10:53 a.m.

- D. Revision to Cash Flow Model, allocation to Reserve Funds, and allocation funds available for System Enhancements to increase ridership - Presentation by Anna Mosqueda
- E. Current Capital Projects – Presentation by Jim Cline
 - i. A-train (Closeout, Stadler GTW Vehicle Acquisition, Alternative Vehicle Technology Approval)
 - ii. Positive Train Control
 - iii. Bus Operations and Maintenance Facility
 - iv. Passenger Amenities
 - v. Lewisville Bike Trail
 - vi. Community Enhancements
 - vii. Security for Bus, Rail, and DCTA Facilities
- F. Service Performance and Design Standards - Presentation by Jarod Varner
- G. System Enhancements to Increase Ridership – Presentation by Jarod Varner
 - i. Mid-Day A-train Service
 - ii. Additional Bus Service
 - iii. Improved Rider Experience
- H. System Expansion / New Members – Presentation by Jim Cline
 - i. A-train expansion to Cotton Belt
 - ii. Frisco/The Colony Service
 - iii. IH-35W Service
 - iv. Flower Mound Service
 - v. Lake Cities Station
- I. Priorities for Cost Savings/Revenue/ Budget Control – Presentation by Jim Cline
 - i. Solicitation of Private Use of DCTA for Parking Facilities
 - ii. Fuel Purchase
 - iii. Level of Access Service to be provided beyond the requirements of Americans with Disabilities Act (ADA)
 - iv. Advertising
 - v. Fares
 - vi. Rail Operations
- J. Communication Strategy – Presentation by Dee Leggett
 - i. Legislative (National/State/Regional) Agenda
 - ii. Roll-out of A-train Improvements

<Lunch>12:30 p.m.

<Resume> 1:45 p.m.

- 2) DISCUSSION: Routine Briefing Items - The following items were distributed to the Board prior to the meeting and briefing was by exception or Board request only. No discussion.
 - A. Financial Reports
 - i. Present and Forward to Board - Monthly Financial Report
 - a) Financial Statements
 - b) Capital Projects
 - ii. Present Sales Tax Report
 - B. Communications and Planning
 - i. Service Schedule Revision
 - ii. Triennial Review - Review conducted by Federal Transit Administration every three years.
 - C. Transit Operations
 - i. Bus Operation
 - ii. Rail Operations
- 3) DISCUSSION OF REGULAR BOARD MEETING AGENDA ITEMS – no discussion
- 4) DISCUSSION OF FUTURE AGENDA ITEMS – no discussion
 - i. Sign Kiosks
 - ii. Texas Municipal League Intergovernmental Risk Pool Agreement Renewal
- 5) EXECUTIVE SESSION 12:44 p.m.
 - A. As Authorized by Section 551.071(2) of the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
 - B. Executive Session pursuant to Texas Government Code Section 551.074 Personnel: annual evaluation of DCTA President.
- 6) RECONVENE OPEN SESSION 1:45 p.m. No Action
 - A. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 7) ADJOURN RETREAT / WORK SESSION 1:45 pm



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

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

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 1:56 p.m. January 26, 2012 at the Hedrick House, 1407 Creekview Dr., Lewisville, Texas 75067. A quorum was present

Attendance

Small Cities

Tom Spencer (1:56 p.m. – 2:28 p.m.)
Bill Walker
Skip Kalb

Large Cities

Richard Huckaby, Denton
Paul Pomeroy, Highland Village, *Treasurer*
Charles Emery, Lewisville, *Chairman*
Daniel Peugh, Corinth
Jim Robertson, Flower Mound
Dave Kovatch, The Colony, *Secretary*

Denton County Unincorporated

Charles Correll, *Vice-Chairman*

Denton County at Large

Board Members Absent

Thomas Smith
Jeff Snowden, Frisco
Doug Peach, Little Elm

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Communications and Planning
Jarod Varner, VP Transit Operations
Kristina Brevard, Marketing Manager
Madhu Penmetsa, Sr. Accountant
Cheri Soileau, Sr. Transit Planner

Legal Counsel

Pete Smith

Others in Attendance

CALL TO ORDER - 1:56 p.m. Charles Emery

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS - No flags

INVOCATION – Charles Correll

WELCOME AND INTRODUCTION OF VISITORS - none

1) CONSENT AGENDA

- a. Approval of Minutes – January 26, 2012
- b. Acceptance of Financial Reports
-Motion by Richard Huckaby to approve items 1a-b, 2nd by Charles Correll.
Motion carried unanimously.

Move forward to Item 2c

2) REGULAR AGENDA

- a. Presentation of Audit Report for FYE 9/30/2011 by Weaver & Tidwell, LLP
- Presentation by Anna Mosqueda and Weaver & Tidwell. LLP
- b. Discussion/Action - Accept the 2011 Financial Statements and Supplementary Information
-Motion by Richard Huckaby to accept the 2011 Financial Statements and Supplementary Information. Motion carried unanimously.
- c. Discussion / Approval - Revised New Member Policy - Discussion lead by New Member Policy Development Committee Chair Tom Spencer and General Counsel Pete Smith.
-Motion by Tom Spencer to approve the Revised New Member Policy as presented by the advisory committee, 2nd by Paul Pomeroy. Motion carried unanimously
- d. Discussion / Action - Revision of Capital Project Budget Adjusting Timing of Bus Operations and Maintenance Facility
-Motion by Richard Huckaby to Revise the Capital Project Budget Adjusting Timing of Bus Operations and Maintenance Facility, 2nd by Dave Kovatch. Motion carried unanimously.
- e. Discussion / Action - Authorize President to Execute Huitt Zollars Agreement Amendment
-Motion by Dave Kovatch to Authorize President to Execute Huitt Zollars Agreement Amendment, 2nd by Charles Correll. Motion carried unanimously.
- f. Discussion / Action - Guidance to Staff based on Retreat Discussion – Jim Cline reviewed Staff Notes from the Retreat / Work Session and clarified that both Staff and Board have a common understanding and goals as a result of the meeting.

3) CHAIR REPORT – Charles Emery advised that no update was necessary due to information discussed in Retreat / Work Session

- a. Discussion of Regional Transportation Issues
- b. Discussion Legislative Issues: Local, Regional, Federal

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

4) CONVENE EXECUTIVE SESSION – none

- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose

of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.

- 5) RECONVENE OPEN SESSION – not necessary
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.

- 6) ADJOURN REGULAR MEETING 2:47 pm

The minutes of the February 23, 2012 meeting of the Board of Directors were passed, and approved by a vote on this 26th day of April, 2011.

Charles Emery, Chairman

ATTEST

Dave Kovatch, Secretary



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

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

Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 1:33 p.m. March 22, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker
Skip Kalb

Large Cities

Richard Huckaby, Denton
Paul Pomeroy, Highland Village, *Treasurer*
Charles Emery, Lewisville, *Chairman*
Daniel Peugh, Corinth (2:49 p.m. arrival)
Doug Peach, Little Elm
Dave Kovatch, The Colony, *Secretary*

Denton County Unincorporated

Charles Correll, *Vice-Chairman*
Don Hartman

Denton County at Large

Board Members Absent

Tom Spencer
Thomas Smith
Jim Robertson, Flower Mound

DCTA Staff

James C. Cline, Jr., P.E.
Anna Mosqueda, CFO / VP Finance
Dee Leggett, VP Communications and
Planning
Jarod Varner VP Transit Operations
Cheri Soileau, Sr. Transit Planner

Legal Counsel

Joe Gorfida

Others in Attendance

Jeff Snowden, former Frisco representative to
the DCTA Board of Directors

Call to Order and Welcome – Charles Emery welcomed Don Hartman, newly appointed DCTA Board Member representing Denton County Rural / Unincorporated

1. Routine Briefing Items

- a. Financial Reports – Anna Mosqueda presented the following items:
 - i. Financial Statements
 - ii. Capital Projects Fund
 - iii. Sales Tax Report

- iv. Annual Insurance Renewal - TML Intergovernmental Risk Pool
- v. Procurement Update

- b. Capital Projects Update – Presentation by Jim Cline
 - i. GTW Procurement
 - ii. Bus Operations and Maintenance Facility (OMF)
 - iii. Positive Train Control (PTC)
 - iv. A-train Close-out Status
- c. Communications and Planning – Presentation by Dee Leggett
 - i. Triennial Review
 - ii. Discussion of Public Meeting Results (March 5, 6, 8, 2012)
- d. Transit Operations – Presentation by Jarod Varner
 - i. Bus Operation
 - ii. Rail Operations

2. Discussion Items

- a. Discussion of Level of Access Service to be provided beyond Americans with Disability Act Requirements – Discussion lead by Jim Cline and Jarod Varner
- b. Discussion of Service Performance and Design Standards – Jarod Varner lead discussion and answered questions on this item.
- c. Discussion of Annual Program of Projects – Dee Leggett provided information
- d. Discussion of Safety Campaign – Dee Leggett provided information
- e. Discussion of Grade Crossing Policy – Jarod Varner provided information
- f. Discussion of Regular Board Meeting Agenda Items (March 22, 2012)

<The Board paused here to recognize the contributions and service of Jeff Snowden, as he retires from the DCTA Board of Directors. Charles Emery presented a plaque of appreciation.>

3. Executive Session 3:25 pm

- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
- b. Executive Session pursuant to Texas Government Code Section 551.074 Personnel: annual evaluation of DCTA President.

4. Reconvene Open Session 3:59 pm No Action

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

5. Discussion of Future Agenda Items – Jim Cline provided information on the following:

- a. NCTCOG Innovative Finance Initiative Phase 1 Final Report / Phase 2 Effort
- b. FY13 Budget Calendar

c. Board Member Requests – no requests

6. Adjourn Work Session 4:02



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

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

Board Meeting Minutes

The Board of Directors of the Denton County Transportation Authority convened with Chairman Charles Emery presiding at 4:02 p.m. March 22, 2012 at 1660 S. Stemmons, Suite 250, Lewisville, TX 75067. A quorum was present.

Attendance

Small Cities

Bill Walker
Skip Kalb

Large Cities

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

Denton County Unincorporated

Charles Correll, *Vice-Chairman*
Don Hartman

Denton County at Large

Thomas Smith

Board Members Absent

Tom Spencer
Jim Robertson, Flower Mound

DCTA Staff

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

Legal Counsel

Joe Gorfida

Others in Attendance

Brad Davis

CALL TO ORDER - 4:02 p.m. Charles Emery

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – Doug Peach

INVOCATION – Charles Correll

WELCOME AND INTRODUCTION OF VISITORS – Charles Emery welcomed visitors

1. CONSENT AGENDA

- a. Approval of Minutes – February 2012 – tabled until March at request of staff
 - b. Acceptance of Financial Reports
 - c. Approval of Annual Insurance Renewal – TML Intergovernmental Risk Pool
- Motion by Charles Correll to approve items 1b-c, 2nd by Skip Kalb. Motion carried unanimously.

2. REGULAR AGENDA

- a. Discussion / Action regarding Service Performance and Design Standards
-Motion by Dave Kovatch to Approve Service Performance and Design Standards, 2nd by Bill Walker. Motion carried unanimously.
- b. Discussion / Action Amendment to Capital Project Budget - Information/Sign Kiosks
-Motion by Charles Correll to Approve an Amendment to the Capital Project Budget to Include the Purchase of Passenger Information/Sign Kiosks, 2nd by Paul Pomeroy. Motion carried unanimously.

3. CHAIR REPORT – Charles Emery provided information on the following:

- a. Discussion of Regional Transportation Issues
- b. Discussion Legislative Issues: Local, Regional, Federal

4. PRESIDENT'S REPORT – Jim Cline provided information on the following:

- a. DCTA Open Meetings posting procedures

5. REPORT ON ITEMS OF COMMUNITY INTEREST

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

6. CONVENE EXECUTIVE SESSION none

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

7. RECONVENE OPEN SESSION

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

8. ADJOURN REGULAR MEETING 4:32 p.m.

The minutes of the March 22, 2012 meeting of the Board of Directors were passed, and approved by a vote on this 26th day of April, 2011.

Charles Emery, Chairman

ATTEST

Dave Kovatch, Secretary



Board of Directors Memo

April 26, 2012

Subject: 1(e) Approval of Consent to Assignment of State Legislative Services Consulting Contract

Background

In 2008, DCTA entered into a two-year contract with Strasburger Price for the provision of State Legislative Consulting services. Rider Scott has been the primary legislative consultant providing the services under the contract. Mr. Scott has transferred his practice to the Anderson Tobin Law Firm.

Identified Need

For DCTA to continue working with Mr. Scott, the existing contract needs to be transferred to Anderson Tobin. Agreement is required by both firms and by DCTA and subject to verification that Anderson Tobin meets all requirements of the existing contract.

Financial Impact

The contract transferal maintains the same fee for services.

Recommendation

DCTA staff recommends the Board of Directors authorize the President to approve the reassignment of the State Legislative Consulting contract to Anderson Tobin Law Firm.

Final Review:



Dee Leggett,
Vice President

Approval:



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



Board Agenda Memo Regular Meeting April 26, 2012

Subject: Presentation of Texas Comptroller's Leadership Circle-Silver Award

Background:

DCTA has earned the SILVER leadership Circle Award from the Texas Comptroller Leadership Circle program. At the following link <http://www.texastransparency.org/local/leadership.php> click on Special Districts to see DCTA's rating and that of other participating transit authorities and special districts.

In December 2009 the State Comptrollers Offices established the Texas Transparency – Leadership Circle program to recognize local governments across Texas that are striving to meet a high standard for financial transparency online. Financial transparency is an ongoing goal for any government entity. Local governments are awarded Leadership Circle Award designation based on points earned on ratings criteria that incorporates

- opening books to the public`
- providing clear, consistent pictures of spending
- sharing information in a user-friendly format that lets taxpayers easily drill down for more information.

It recognizes those local governments that go beyond the basics of posting three recommended documents — the Budget, the Annual Financial Report (or Comprehensive Annual Financial Report) and the Check Register — in a user friendly manner. Leadership Circle designation are reflecting: Gold, Silver or Bronze.


“Gold” highlights those entities that are setting the bar with their transparency efforts.

“Silver” encourages those who are making progress.

“Bronze” inspires those who are just beginning their transparency efforts.

Recommendation: No action required

Submitted by:


Anna Mosqueda, CFO

April 5, 2012

Mr. James C. Cline, P.E.
President
Denton County Transportation Authority
1660 S. Stemmons Freeway, Suite 250
Lewisville, Texas 75067-6314


Dear President Cline:

I am pleased to inform you that Denton County Transportation Authority has earned a 2012 Silver Leadership Circle Award. Your application scored 12 points of 20 possible on our ratings criteria to earn this award.

Your listing on our "Texas Transparency" website now displays the Silver seal to indicate that you have received this award. Enclosed is your copy of a Leadership Circle Award Certificate. You will also receive a digital seal that you may post on your website.

Congratulations on your success in moving forward on financial transparency and joining our Leadership Circle.

Sincerely,



Susan Combs

Enclosure





Texas Comptroller Leadership Circle Silver Member

awarded to

Denton County Transportation Authority

For continued progress toward achieving financial transparency. The Texas Comptroller's Leadership Circle program recognizes local governments across Texas that are striving to meet a high standard for financial transparency online. Your efforts to provide citizens with clear, consistent pictures of spending and share information in a user-friendly format have paved the way for achieving greater financial transparency.

A handwritten signature in black ink, reading "Susan Combs". The signature is written in a cursive style and is positioned above a thin horizontal line.

April 2, 2012



Board of Directors Memo

April 26, 2012

Subject 2(b) Approval of Annual Program of Projects

Background

The purpose for the Program of Projects is to identify the uses of anticipated federal funding for FY 2012.

Identified Need

The DCTA will utilize FY 12 federal apportionments to reimburse costs to maintain the existing bus and rail fleet; acquire security equipment, install passenger amenities, provide paratransit operating support, and to fund the construction of the Bus Operating and Maintenance Facility. No new projects or services will result from the Program of Projects and the revenue from federal funding is anticipated in budget documents. See attached.

In accordance with federal requirements, a public meeting was held on March 29th at the Downtown Denton Transit Center. The public meeting was advertised in the Authority's newspaper of record, *The Denton Record Chronicle*, as well as other means of dissemination. DCTA staff fielded comments on the Bus Operating and Maintenance facility. DCTA's annual budget and DCTA's various funding sources.

Financial Impact

The total revenue from federal 5307 formula funds in the current year is anticipated to be \$3.183 million and \$8.2 million from the 5309 Bus and Bus Facilities Program.

Recommendation

Staff recommends Board approval of the FY 2012 Program of Projects.

Respectfully,

Submitted by:


Dee Leggett, Vice President - Planning

Final Review:


Dee Leggett, Vice President - Planning

Approval:


James C. Cline, Jr., President

Annual Program of Projects

- Program of Projects are those activities which will receive federal funding
- FTA requires these projects be approved in the TIP for the region
- Public input on the program is a federal requirement and beneficial to the DCTA
- \$3.183 million expected from 5307 Formula Program.
- \$8.2 million awarded through 5309 State of Good Repair program.
 - \$1.3 million of DCTA local match is land value.

The logo for the District of Columbia Transit Authority (DCTA) is displayed in a large, bold, white font against a dark, textured background. The letters are thick and blocky, with a slight shadow effect.

Annual Program of Projects

Program	Project Description	Total Cost	Federal Share	Local Share
5307	Passenger Amenities	\$39,850	\$31,880	\$7,970
5307	Surveillance/Security	\$39,850	\$31,880	\$7,970
5307	Bus Preventive Maintenance	\$1,377,925	\$1,105,340	\$275,585
5307	Rail Preventive Maintenance	\$1,462,405	\$1,169,924	\$292,481
5307	Fleet Replacement - Bus	\$566,330	\$453,064	\$113,266
5307	Construction of Bus Operations and Maintenance Facility	\$182,493	\$145,994	\$36,499
5309		\$10,250,000	\$8,200,000	\$2,050,000
5307	ADA Operating	\$310,000	\$248,000	\$62,000





Board of Directors Memo

April 26, 2012

Regular Agenda 2 (c) - Approval of Updated Rules of Procedure

Legal staff has prepared revisions to the Rules of Procedure for the DCTA Board of Directors. These changes are minor in nature. The attached markup was distributed to the Board via email on March 30, 2012.

This item is recommended for approval.

Please do not hesitate to contact me if you have any questions, comments, or requests for additional information.


James C. Cline, Jr., President



DCTA Board

Rules of Procedure

Adopted 05/24/2007

DENTON COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS RULES OF PROCEDURES

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Denton County Transportation Authority Rules of Procedure

**RULE 1.
ELECTION OF BOARD OFFICERS**

- 1.1 Election of officers shall be held at the January Board meeting consistent with the By-laws.
- 1.2 Each candidate or slate of candidates should be nominated by motion of a Board member and with a second by another member.
- 1.3 Discussions are in order prior to any vote.
- 1.4 Voting will be conducted using the DCTA voting system consistent with the By-Laws. Each candidate will be voted on in the order of nomination and Board members shall vote "yes" to indicate they wish that candidate to be elected to the office, or vote "no" to indicate that they intend to vote for some other candidate for the office.
- 1.5 An majority affirmative vote of at least five (5) the Board members ~~present, with a quorum present,~~ is required to elect each officer. (Sec. 460.205, Texas Transportation Code).
- 1.6 The same procedure should be followed for election of the Board Chair, the Vice-Chair, the Secretary, and the Treasurer.

**RULE 2.
NOTICE TO BOARD MEMBERS**

- 2.1 Each member of the Board shall give the President an official address to which notices of meetings of the Board may be sent and an official telephone number, email address and/or a fax number, relating to meetings of the Board. Such official address official telephone number and fax number may be changed by giving the President written notice of a new official address, a new official telephone number, email address

or a new telefax number. Such change in address, telephone number, email address or fax number shall not be applicable as to meetings for which notice has previously been given.

2.2 Notice for a Board meeting of less than seventy-two (72) hours shall only occur when the Board holds an emergency meeting as allowed by the Texas Open Meetings Act, Texas Government Code, Chapter 551~~by law~~. Written notice of special meetings of the Board specifying the time, date, and place of an emergency meeting, shall be delivered to each member of the Board at least two (2) hours before the time of the meeting, either personally, email or by mail. If delivered personally, such notice shall be delivered to the member either in person or delivered to the official address of such member and shall be deemed delivered when received personally or delivered to such official address. If mailed, such notice shall be deemed to be delivered seventy-two (72) hours after being deposited in the United States mail addressed to the member at such person's~~his~~ official address ~~with postage thereon~~ prepaid.

2.3 In the event that the written notice of any special meeting of the Board is not sent to each member of the Board at least seventy-two (72) hours before the time of the meeting, either personally, by fax, email or mail, then an additional notice of the special meeting of the Board (which is in addition to the written notice) specifying the time, date, and place of such meeting shall be given to each member of the Board at least two (2) hours before the time of the meeting, either (i) personally, or (ii) by the DCTA staff placing a telephone call one (1) time to the official telephone number of each member for the purpose of advising such member of the special meeting. If notice is given by telephone, such notice shall be deemed to be delivered when one (1) telephone call is

placed to the official telephone number of such member, whether or not such call is actually received by the member.

RULE 3 MEETINGS AND NOTICES OF BOARD COMMITTEES

3.1 ~~Regular~~ ~~Any~~ meetings of ~~the~~ Board Committees shall be posted and conducted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551, held with 72 hours prior written notice at such time, place, and dates as the committees shall designate.

3.2 ~~A~~ ~~S~~ special meetings of ~~a~~ Board Committees may be called by the Committee Chair, and shall be posted and conducted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

3.3 Notice of the time, date and place of a special meeting shall be given to all board members.

3.4 Notice of, ~~and~~ the agendas for any Board committee meetings shall be prepared and posted as required by the Texas Open Meetings Act, Texas Government Code Chapter 551 law.

RULE 4 CODE OF ETHICS

The DCTA Board, recognizing that DCTA will construct and operate several major public works improvements, determines it desirable to adopt a code of ethical conduct for ~~b~~ Board members in order that the public may be assured that the actions of those associated with DCTA serve only the ~~public's~~ best interests of the public. The Board further determines that the proper operation of government requires that officials be independent, impartial, and responsible to all citizens. It shall therefore be the policy of

the Board that this Code of Ethics~~al Conduct~~ shall guide and direct the actions of DCTA Board members.

A. No Board member shall, during such person's term as a Board member:

(1) Accept any gift from any person that might reasonably tend to influence such Board member in the discharge of such person's official duties. The prohibition against gifts shall not apply to:

- a. A lawful campaign contribution;
- b. An honorarium in consideration for services unless the Board member would not have been asked to provide the services but for such person's position;
- c. Meals, lodging, transportation in connection with services rendered by the Board member at a conference, seminar or similar event that is more than merely perfunctory;
- d. Complimentary copies of trade publications and other related materials;
- e. Attendance at hospitality functions at local, regional, state or national association meetings and/or conferences;
- f. Any gift which would have been offered or given to the Board member if such person was not a Board member ~~of the DCTA~~;
- g. An occasional item with a value less than fifty dollars (\$50.00);
- h. Tee shirts, caps and other similar promotional material;
- i. Meals, transportation and lodging in connection with a seminar or conference at which the Board member is providing services;
- j. Gifts on account of kinship or a personal, or professional, or business relationship independent of the Board member's status;
- k. Complimentary attendance at political or charitable fund raising events; and

I. Meals, lodging, transportation, or entertainment furnished in connection with public events, appearances or ceremonies related to the Board member's DCTA business, if furnished by the sponsor of such public events.

(2) Use the position of DCTA ~~B~~board member to secure special privileges or benefits for such ~~B~~board member or others;

(3) Grant any special consideration, treatment, or advantage to any person, business, organization or group beyond that which is normally available to every other person, business, organization or group;

(4) Disclose confidential information. For purposes of this Rule confidential information means attorney client privileged communications and any information to which an Board member has access in such person's official capacity including which may not be disclosed to the public except pursuant to state and/or federal law and which is not otherwise a matter of public record or public knowledge.

(5) Represent or appear in behalf of private interests of others before the DCTA Board or a committee of the DCTA, nor shall represent any private interests of others in any action or proceeding involving the DCTA, nor voluntarily participate on behalf of others in any litigation to which the DCTA is or might be an adverse party.

(6) Engage in any outside activities which will conflict with or will be incompatible with such person's official position or duties as a Board member ~~of the DCTA.~~

(7) Use DCTA supplies, personnel, property, equipment or facilities (whether tangible or intangible) for any purpose other than the conduct of official DCTA business, ~~unless otherwise provided for by law or DCTA policy~~

(8) Participate in a vote or decision on any matter in which the Board member has a substantial interest. For purposes of this Rule substantial interest in a business entity means (i) the ownership of ten (10) percent or more of the voting stock or shares of a business entity ~~or;~~ (ii) the ownership of ten (10) percent or more, or fifteen thousand dollars (\$15,000.00) or more of the fair market value of ~~thea~~ business entity; or (iii) funds received by the Board member from the business entity exceed ten (10) percent of ~~such~~ the person's gross income for the previous year, and action on the matter involving the business entity will have a special economic effect on the business entity that is distinguishable from the effect on the public. It is expressly provided herein that an investment or ownership in a publicly held company, in an amount less than fifteen thousand dollars (\$15,000.00) does not constitute a substantial interest. Substantial interest in real property means the person has an interest in the real property that is equitable or legal ownership with a fair market value of two thousand five hundred dollars (\$2,500.00) or more; and it is reasonably foreseeable that an action on a matter involving the real property will have a special economic effect on the value of the real property distinguishable from its effect on the public. Ownership includes any partnership, joint or corporate ownership or any equitable or beneficial interest as a beneficiary of a trust. A Board member is considered to have a substantial interest under this Rule if a person related to the Board in the second degree of consanguinity or affinity has a substantial interest under this Rule.

B. Any Board member, who has a substantial interest as defined under this Rule 4 or as defined under Chapter 171, Texas Local Government Code in any matter pending before the DCTA Board, before a vote or decision on such matter, shall file an affidavit

stating the nature and extent of the substantial interest, and shall abstain from further participation in such matter. The affidavit shall be on a form provided by the DCTA staff and must be filed with DCTA Records Manager~~records keeper for the Board~~. To the extent practical such Board Member shall leave the meeting room during the discussion, consideration and vote on such matter.

4.2 The failure of a Board member to comply with the requirements of this Rule 4 may constitute grounds for censure and for reporting the violation to the entity that appointed or elected such Board member.

RULE 5 VOTING

5.1 Voting at DCTA Board meetings ~~or committee meetings~~ shall be by voice vote, unless the Chair calls for a show of hands or other method.

5.2 Board members who wish the record to reflect an abstention or a negative vote shall verbally announce such abstention or negative vote.

5.3 No Board member shall be excused from voting except: (i) when such Board member has a substantial interest in a matter under Rule 4 and/or Chapter 171 Texas Local Government Code; (ii) for lack of information; or (iii) on matters involving the consideration of such person's official conduct.

**RULE 6
DECORUM OF MEETINGS**

Board meetings bring together citizens of many varied interests and ideas. To ensure fairness and orderly meetings, the Board has adopted rules of decorum which apply to all members of the Board, DCTA staff, news media, citizens, and visitors. Failure to observe these rules may result in such person being asked to leave a meeting of the Board or a committee room by DCTA Board Chair or committee Chair.

6.1 If a DCTA Board member is called to order, that Board member shall cease speaking immediately until the question of order is determined. If the Chair rules such Board member to be in order, the Board member shall be permitted to proceed. If Chair rules that such Board member is out of order, the Board member shall remain silent unless allowed by the Chair to make additional remarks.

6.2 All persons should refrain from disruptive conversation during a meeting of the Board or a committee. Cell phones and pagers shall be muted during meetings of the Board or a committee. Failure to comply may be cause for the Board Chair or committee Chair, as the case may be, asking the offender to leave the meeting.

6.3 Citizens are admitted to the Board room up to the fire safety capacity of the room.

6.4 Any person ~~who disrupts a Board or committee meeting making personal, impertinent and slanderous remarks or who becomes boisterous while attending the Board meeting~~ shall be requested by the Board Chair or committee Chair to leave the meeting and shall be lawfully removed from the room if such person fails to leave the room when so requested~~so directed by the presiding officer, and the person shall be barred from further audience before the Board during that session of the Board meeting.~~

6.5 No DCTA Board member shall be allowed to speak more than once on any subject until each Board member wishing to speak has had an opportunity to speak.

6.6 A Board member who desires to speak shall address the Board Chair and, upon recognition by the Board Chair, confine discussion to the issue before the Board.

6.7 A Board member shall avoid discussion of personalities, indecorous language, and shall refrain from personal attacks or verbal abuse.

6.8 A Board member desiring to question DCTA staff shall address the question to the Chair or the President, or designee, who if recognized by the Chair shall be entitled either to respond or to designate some member of the DCTA staff for that purpose.

6.9 DCTA Board members shall not berate nor admonish staff members.

6.10 A DCTA Board member, once recognized, shall not be interrupted by another Board member or DCTA staff while speaking unless: (i) called to order by the Board Chair; (ii) a point of order is raised by another Board member; or (iii) unless the speaker yields to questions from another Board member or DCTA staff.

~~6.11 If a DCTA Board member is called to order, that Board member shall cease speaking immediately until the question of order is determined. If ruled to be in order, the Board member shall be permitted to proceed. If ruled to be not in order, the Board member shall remain silent or make additional remarks so as to comply with rules of the DCTA Board REDUNDANT WITH 6.1 ABOVE~~

~~6.12 DCTA Board members shall confine their questions and remarks to the particular matters before the Board. REDUNDANT WITH 6.6 ABOVE~~

6.11~~3~~ Members of the DCTA staff shall observe the same rules of decorum as the DCTA Board members.

6.124 Although the Board Chair has the authority to preserve decorum in Board meetings, the President is responsible for the orderly conduct and decorum of all DCTA employees and shall take disciplinary action as necessary to ensure DCTA employees observe the rules of decorum.

6.15 All remarks and questions addressed to the DCTA Board shall be addressed through the Board Chair to the Board as a whole and not to any individual member.

RULE 7 MEETING AGENDAS

7.1 The President, in cooperation with the DCTA staff, shall identify items to be placed on the Board agenda. The President shall be responsible for setting the Board Agenda ~~for review and approval by the Executive Committee.~~

7.2 Once the final Board agenda has been set approved, DCTA staff shall prepare the necessary policy/agenda reports, resolutions or other instruments as appropriate for each agenda item.

7.3 An item may be added to any Board or committee agenda, for the next following meeting upon the request of a Board member. A request to add an item to a Board agenda must specifically state the subject of the item and indicate whether it is for discussion only, or if action is requested. The President shall be responsible for placing the item on the appropriate agenda.

7.4 The notice of and the agendas for meetings of the Board and committees shall be prepared and posted in accordance with State Law.

7.5 The DCTA staff shall provide each Board member prior notice of all Board committee meetings.

7.6 The Board Chair, subject to being overruled by a majority of the Board, may impose reasonable time limits on agenda item presentations, Board member questions and speakers.

7.7 The Board Chair, subject to being overruled by a majority of the Board, may rearrange the order of the agenda items or take agenda items out of order when deemed necessary.

RULE 8 RESOLUTIONS

8.1 When required resolutions of the Board shall be in writing, signed by the Board Chair, the Board Secretary, approved as to form by legal counsel, and dated.

8.2 All executed resolutions shall be numbered and maintained by the DCTA Records Manager.

RULE 9 ATTENDANCE

9.1 Members of the Board are expected to attend all Board meetings and all assigned committee meetings of which such person is a member. Board members are encouraged to arrive promptly for all meetings. Board members should not expect DCTA staff and/or other Board members to repeat any presentation or discussion of any issues or agenda items considered earlier in the meeting.

9.2 The Board Chair will advise the appointing governmental entity, or the entities who have elected a Board member, of a Board member who fails to attend three (3) consecutive regular Board meetings, unless the Board member has been excused by the Board Chair.

9.3 A Board member shall advise the President in advance if such person will be unable to attend a committee or Board meeting and the reason therefore. The ~~Committee Chair or~~ Board Chair or committee Chair, as the case may be, shall determine if the absence is excused.

RULE 10
BOARD COMMUNICATIONS

10.1 Whenever a Board member communicates individually whether formally or informally, in writing or orally, the Board member does so as an individual and does not represent for the Board as a whole.

10.2 Board member communication representing such person's views shall not be on DCTA letterhead or other DCTA materials. Any Board member communication on any DCTA letterhead shall be copied to all members of the DCTA Board.

10.3 Communications addressed to a Board member, including fax, email or other electronic communications, shall not constitute notice to DCTA.

10.4 The official agent of the DCTA to receive legal notice is the President. A Board member who receives any communication from anyone either in writing, including electronic communications, or orally which raises any legal issues, implications or concerns shall immediately inform the President who shall notify the DCTA General Counsel.

10.5 Board members may not: deliberate by telephone (contact members by telephone for the purpose to arrive at a decision or consensus concerning public business); use email or exchange voice mail to arrive at a decision; meet in numbers less than a quorum for the purpose of secret deliberations; or meet or agree to meet in numbers that do not physically constitute a quorum at any one time but through successive gatherings secretly discuss a public matter with a quorum.

RULE 11
COMMITTEE REPORTS TO THE BOARD

11.1 The committee Chair is charged with presenting a report ~~or recommendation~~ of the committee to the Board, even if the committee Chair disagrees with the report or recommendation of the majority of the committee. If the committee Chair declines to make a committee report ~~or recommendation~~ to the Board, the committee Vice-Chair or another individual shall present the committee report ~~or recommendation~~.

11.2 A committee Chair who does not concur with the majority view of the committee has the same rights as any other member of the Board to argue and/or vote for or against the Board acceptance or approval of the committee report ~~or recommendation~~.

11.3 The committee Chair shall not block submission to the Board of the majority view by either refusing to move a proposed report ~~or recommendation~~ out of the committee or otherwise.

RULE 12
MOTION FOR RENEWED DEBATE AND CONSIDERATION

12.1 Any issue on the Board agenda concerning an item voted on by the Board may be discussed or acted on at a subsequent Board meeting if a motion for reconsideration is made by a Board member (who voted yes, if the previous motion involved was approved, or voted no if the previous motion was not approved), and approved by majority vote of the Board, (provided the proposed reconsideration is placed on the Board agenda)

12.2 No item voted on by the Board may be considered more than three (3) times within any twelve (12) month period, unless otherwise approved by majority vote of the Board.

**RULE 13
PROCLAMATIONS**

13.1 The President and the Board Chair are authorized to sign honorary Proclamations recognizing individuals or organizations that have made significant or outstanding contributions to DCTA or Public Transportation. The Board may also, by resolution, honor individuals or organization for significant or outstanding achievements

**RULE 14
CLOSED SESSIONS**

14.1 The DCTA Board and its committees may convene a closed meeting to which the public does not have access in accordance with State law.

14.2 When the Board or ~~one of its~~ committees convenes in a closed meeting, the presiding officer shall determine those persons who should be present at such closed meeting. Attendance should be limited to persons necessary for purpose of the executive session and whose interest is not adverse to the Board

14.3 A tape recording of the proceedings of each closed meeting shall be made by the Board or ~~c~~Committee Chair or a Certified Agenda must be completed.

14.4 The DCTA Records Manager is responsible for maintaining tape recordings of closed meetings ~~and/or Certified Agenda~~ of the DCTA and its committees in accordance with the ~~State Law Records Management Policy~~. Each Board member is permitted to review and listen to tape recordings, ~~or review the Certified Agenda~~ of closed meetings.

14.5 Procedure: Quorum of Board or committee first convenes in open meeting for which proper posted notice is given. The presiding officer announces that a closed meeting will be held and states the applicable sections of the Texas Government Code and the subject matter. No final action, decision, or vote may be made except in an

open meeting. However a Board member may during the closed meeting express an opinion or state how such member will vote. A certified agenda or tape recording must be kept. The certified agenda must include: announcement at the beginning and end of meeting stating the date and time; the subject matter, and any action taken in open session. The tape recording or the certified agenda may not be released to the public except by court order.

**RULE 15
PROCUREMENT COMMUNICATIONS**

15.1 To ensure that DCTA procurements are conducted independently and impartially, Board members, shall refrain from communicating with any party including any potential contractors or subcontractors, or their designated representatives, concerning any pending DCTA procurement or current procurement dispute.

15.2 Board members are advised, pursuant to DCTA Procurement Regulations and Federal Transit Administration Regulations, that the disclosure of procurement sensitive information at any time prior to actual contract award or final determination could adversely affect the ability of DCTA to successfully negotiate transactions or agreements. Procurement sensitive information includes any information contained in a technical or price proposal bid submitted to DCTA by any proposer or bidder.

15.3 Under certain circumstances, the unauthorized disclosure of confidential information by a Board member could subject the Board member to criminal prosecution under Chapter 39 of the Texas Penal Code, as amended.

15.4 A Board member who is contacted by anyone concerning a pending DCTA procurement or current procurement dispute should not discuss the matter with such person who shall be referred to the President.

**RULE 16
AMENDMENTS AND CONFLICTS**

16.1 These rules and procedures maybe be altered, amended, repealed, or new Rules of Procedures may be adopted by a majority vote of the members of the Board

16.2 Except as otherwise provided by Chapter 460, Texas Transportation Code or the DCTA By-laws, these rules of procedure may be temporarily suspended at a Board Meeting by the affirmative vote of at least five (5) of the members of the Board.

16.3 Chapter 460 Texas Transportation Code and the DCTA By-laws control in any conflict with the Rules of Procedure in that order.

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Board of Directors Memo

April 26, 2012

Subject: 2(d) Approval of Architecture and Engineering Task Order for Community Enhancements

Background

In 2010, DCTA was awarded a Surface Transportation Enhancement Program Grant from the Texas Department of Transportation to design and construct community enhancements along the A-train corridor within the City of Denton. These program funds can be used for landscaping, pedestrian amenities, safety improvements, community enhancements and safety education. Fundable project activities include planning, design, public involvement, safety communication, safety analysis, utility assessments, and permitting. Fundable project elements include masonry walls, retaining walls, safety barriers, fencing, landscaping, signage, trash receptacles, benches and sidewalks.,

The purpose of this project is to better integrate the transportation systems built by DCTA, particularly the A-train, into the existing environment with a focused effort in between Prairie Street and Shady Oaks Drive in Denton.

The community enhancements along the A-train corridor within the City of Denton are expected to:

- Improve the aesthetic environment for the communities.
- Provide additional landscaping along the A-train corridor to replace lost vegetation and to screen the transportation corridor from residential properties.
- Enhance the safety of the corridor by engineering elements to prevent trespassing in the rail corridor and improve access to the trail.
- Encourage use of the transportation system by better integrating the corridor into the existing environment and improving the transportation users' experience through additional amenities.
- Foster collaboration with the community so that the new transportation system is seen as an asset and not a barrier.

Identified Need

DCTA needs to hire the services of an Architectural and Engineering Firm to assist with the planning and design activities for the community enhancement activities along the A-train corridor within the city of Denton. Basic services shall include all necessary landscape, architectural, environmental, engineering services, graphic design and other professional services necessary to finalize the design of this project and prepare the project for construction and permitting.

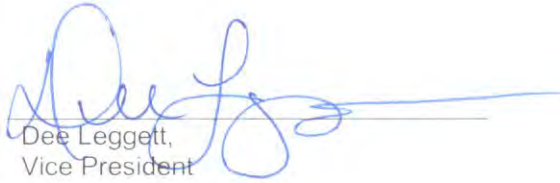
Financial Impact

DCTA staff is currently negotiating the price for these services. These services are included in the Capital Budget and are grant eligible.

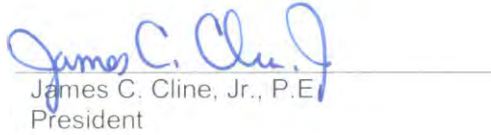
Recommendation

DCTA staff recommends the Board of Directors authorize the President to negotiate with the selected A&E firm for services associated with the Denton Community Enhancements Project.

Final Review:


Dee Leggett,
Vice President

Approval:


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



Board of Directors Memo

April 26, 2012

Subject: 2(e) Discussion/Action of Capital Budget Amendment for Purchase of Rail Maintenance Equipment

Background

DCTA staff and contractors are pursuing multiple options to remedy the loss of shunt being experienced during testing of the Stadler GTW. One option which has been partially tested on the A-train corridor and is the primary component of the Capital Metro Metrorail shunting mitigation program is to clean the rails on a regular basis to enhance shunt. Swingmaster Corporation, which produces the D-925 Railbrush, has agreed to provide DCTA with equipment to test within the next few weeks. If the equipment works satisfactorily in the initial test, DCTA will need to purchase the equipment in order to conduct extensive tests of the Railbrush's ability to clean the tracks in a manner that will allow the GTW to shunt properly.

Identified Need

DCTA needs the ability to purchase rail cleaning equipment in a timely manner. A Capital Budget Amendment is necessary to provide adequate budget for the project.

Financial Impact

DCTA and Swingmaster representatives are planning to meet within the next few weeks to discuss equipment and spare parts pricing. The equipment and spare parts are anticipated to cost \$50,000. As of the writing of this memo, staff is in the process of determining if funds will be available from savings in the rail capital projects funds or if utilization of fund balance will be required. Because of the immediate need for timely resolution of this issue, this item needed to be submitted for Board action in April.


Recommendation

DCTA staff recommends the Board of Directors authorize the amendment to the Capital Projects Budget to include the purchase of Rail Maintenance Equipment.

Final Review:


Jarod Varner,
Vice President

Approval:


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



Board of Directors Memo

April 26, 2012

Subject: 2(f) Discussion of Rail Maintenance Equipment Purchase

Background

DCTA staff and contractors are pursuing multiple options to remedy the loss of shunt being experienced during testing of the Stadler GTW. One option which has been partially tested on the A-train corridor and is the primary component of the Capital Metro Metrorail shunting mitigation program is to clean the rails on a regular basis to enhance shunt. Swingmaster Corporation, which produces the D-925 Railbrush, has agreed to provide DCTA with equipment to test within the next few weeks. If the equipment works satisfactorily, DCTA will need to purchase the equipment in order to conduct extensive tests of the Railbrush's ability to clean the tracks in a manner that will allow the GTW to shunt properly.

Identified Need

DCTA needs the ability to purchase rail cleaning equipment in a timely manner.

Financial Impact

DCTA and Swingmaster representatives are planning to meet within the next few weeks to discuss equipment and spare parts pricing. The equipment and spare parts are anticipated to cost \$50,000.


Recommendation

DCTA staff recommends the Board of Directors authorize the President to contract with Swingmaster Corporation for the purchase of Rail Maintenance Equipment.

Final Review:


Jarod Varner,
Vice President

Approval:


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



Board of Directors Memo

April 26, 2012

Subject: 2(g) Approval of Temporary Maintenance Facility Lease

Background

The DCTA Bus Maintenance department has maintained equipment and fleet at a leased facility within the Denton Landfill since DCTA began operating bus services in Denton and Lewisville. The Denton Solid Waste Operation has identified an operational need for the bus maintenance facility and will need to have access to the facility this summer. DCTA has been asked to cease operations at the facility no later than July 31, 2012. DCTA, with the assistance of Verus Real Estate Advisors, has been able to find a suitable replacement facility. Negotiations of the lease arrangement are ongoing.

Identified Need

DCTA needs a temporary maintenance facility that will allow Bus Maintenance staff to adequately maintain the DCTA fleet until the permanent facility is completed in the first quarter of 2014.

Financial Impact

Negotiations of the lease arrangement are ongoing. The initial amount requested by the property owner was \$5,350 per month. DCTA will also experience unbudgeted expenses for moving and service connection costs. A portion of the cost will be offset by decreases in the City of Denton Solid Waste facility lease.

Recommendation


DCTA staff recommends the Board of Directors authorize the President to negotiate and enter into a lease agreement for a temporary maintenance facility.

Final Review:



Jarod Varner,
Vice President

Approval:



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