



DENTON COUNTY
TRANSPORTATION AUTHORITY

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

Board of Directors Work Session

June 23, 2016 | 1:30 p.m.

1. Routine Briefing Items
 - a. Staff Briefing on Monthly Financial Reports
 - i. Financial Statements for May 2016
 - ii. Capital Projects Budget Report for May 2016
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
 - b. Marketing and Communications
 - i. Update on New Print Collateral Development
 - ii. Summer Youth Pass Campaign Overview
 - iii. GORrequest Campaign Recap
 - iv. Highland Village Marketing and Communications Recap
 - v. Social Media Presentation
 - c. Strategic Planning and Development
 - i. Lewisville/Highland Village Comprehensive Operational Analysis Recommendations
 - ii. Mobility on Demand (MOD) Sandbox Grant Program
 - d. Capital Projects Update
 - i. Signal System Enhancements Project Status Update
 - ii. Positive Train Control (PTC) Project Status Update
 - iii. Flood Damage Repairs and work with Federal Emergency Management Agency (FEMA) Project Status Update
 - e. Staff Briefing on Transit Operations Reports
 - i. Bus and Rail Operations
2. Items for Discussion
 - a. Current and Future Rail Operations and Maintenance Procurement
3. Committee Chair Reports
 - a. Program Services Committee (06/14/2016) Paul Pomeroy, chair
4. Discussion of Regular Board Meeting Agenda Items (June 2016)

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

Chair – Charles Emery
Vice Chair – Paul Pomeroy

Secretary – Richard Huckaby
Treasurer – Dave Kovatch

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

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

This notice was posted on 6/17/2016 at 12:04 PM.

Rusty Comer, Senior Public Information Specialist



DENTON COUNTY
TRANSPORTATION AUTHORITY

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

Board of Directors Regular Meeting

June 23, 2016 | 3:00 p.m.*

**or immediately following Board Work Session
scheduled at 1:30 p.m. on June 23, 2016*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

AGENCY AWARDS AND RECOGNITIONS

GFOA Distinguished Budget Award

1. CONSENT AGENDA

- a. Approval of Minutes for the Board Work Session and Regular Meeting on May 26, 2016
- b. Acceptance of Financial Statements - May 2016
- c. Approve Revised Records Retention Policy
- d. Approval of Fiscal Year 2016 Annual Program of Projects
- e. Approval to Execute Telephone System Contract with Peak Methods, Inc., dba Peak UpTime (RFP 16-11)
- f. Approval of Mobility on Demand Grant Support

2. REGULAR AGENDA

- a. Discussion / Authorization to Execute Rail Operations and Maintenance Service Contract (RFP 16-08)
- b. Discussion / Approval of Lewisville/Highland Village Service Modifications

3. Convene Executive Session. The Board may convene the Regular Board Meeting into Closed Executive Session for the following:

- a. As Authorized by Section 551.071(2) of the Texas Government Code, the Work Session or the Regular Board Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
- b. Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, or Highland Village.

4. Reconvene Open Session

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

5. CHAIR REPORT

- a. Appointment of Americans with Disabilities Act (ADA) Board Liaison
- b. Discussion of Regional Transportation Issues
- c. Discussion Legislative Issues
 - i. Regional
 - ii. State
 - iii. Federal

6. PRESIDENT'S REPORT

- a. Budget Transfers
- b. Regional Transportation Issues

7. 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.

8. ADJOURN

Chair – Charles Emery
Vice Chair – Paul Pomeroy

Secretary – Richard Huckaby
Treasurer – Dave Kovatch

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

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

This notice was posted on 6/17/2016 at 12:03 PM.

Rusty Comer, Senior Public Information Specialist



Board of Directors Memo

June 23, 2016

Subject: Monthly Financial Reports

Background

The financial statements are presented monthly to the Board of Directors for acceptance. The reports presented for the period ending May 31, 2016 include the Statement of Change in Net Assets, Statement of Net Assets, and Capital Projects Fund. These reports provide a comparison of budget vs. actual for the fiscal year as of the current month.

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

Statement of Changes in Net Assets:

- **Note A:** Passenger Revenues – YTD unfavorable by (\$58k), primarily due to lower than budgeted rail ridership. While rail ridership has slightly increased compared to the prior year, it is 7% below budget at 376k riders compared to 404k budgeted. Prior year rail ridership through May 2015 was 374k.
- **Note B:** Contract Service Revenue – YTD unfavorable by (\$37k), due to reduced fuel pass-through costs for UNT and NCTC (reduction of \$234k). Average billed fuel price/gallon of \$1.53 is 56% lower than the budgeted \$3.50/gallon. This unfavorable variance is partially offset by increased revenue hours (\$153k); YTD revenue hours of 46,721 are 8% higher than budgeted 43,398 revenue hours.
- **Note C:** Sales Tax Revenue – May sales tax revenue is not yet received and is accrued for the month based on budget. Sales tax generated in May will be received in July. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of FY16 sales tax receipts collected through June.
- **Note D:** Federal/State Grants-Capital – YTD unfavorable by (\$272k) because the expenses and corresponding reimbursements for Trinity Mills crew facility (\$200k), scheduling software (\$124k), bus fleet cameras (\$96k), and transit enhancements (\$87k) have been delayed from the timing anticipated in the budget. This unfavorable variance is partially offset by the expenses and corresponding reimbursement for the Lewisville Hike & Bike Trail (\$227k) that were anticipated in the FY2015 budget rather than FY2016. These expenses were paid in FY16 and reimbursement was requested at that time.
- **Note E:** Federal/State Grants-Operating – YTD unfavorable by (\$2.8 million) is attributable to a delay in grant funding for rail preventive maintenance (\$1.4 million) and bus preventive maintenance (\$582k) as well as operating and ADA assistance (\$680k) as anticipated in the budget. These reimbursements will be requested in coming months. Two issues have delayed grant reimbursement drawdowns for federal operating grants:
 - 1) FTA experienced some delays in converting to its new reporting system – Transit Award Management System (TrAMS) and, due to timing of NCTCOG approvals for the 2015 Program of Projects, the grants were not executed prior to the switch over to the new FTA system. The 5307 grant projects and the allocation for vanpool have been

submitted and are in pending completion of FTA initial review and concurrence. Once this is complete DCTA will execute the grants so drawdowns for reimbursement can be completed.

- 2) Rail preventive maintenance expenses for 2016 are not reimbursable under the current contract with Herzog Transit Services, as this one year contract had to be expedited and was not procured following federal requirements. The grant amount previously used for rail preventive maintenance has been reprogrammed for FY2016 and shifted to other eligible operating expenses. The reprogramming of the grant funds has been completed and staff will be able to catch up the drawdown of these funds in the next 30-60 days.

A new longer term Rail O&M RFP has been released and responses received. This solicitation included the required federal clauses so preventive maintenance expenditures under this contract award will be eligible for grant reimbursements.

- **Note F:** Insurance – YTD unfavorable by (\$8k), due to Frisco auto liability insurance costs and insurance deductible payments for vehicle accidents that were not anticipated in the budget.

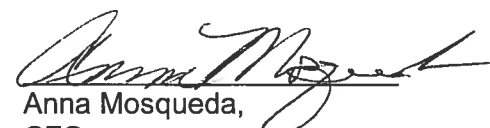
Identified Need

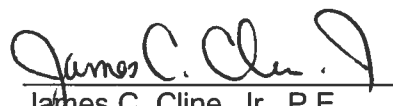
Provides the Board a review of DCTA's financial position and the agency's performance to budget

Recommendation

Staff recommends acceptance.

Submitted by: Marisa Perry, CPA 
Controller

Final Review: 
Anna Mosqueda,
CFO

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

Denton County Transportation Authority
Statement of Net Assets
As of May 31, 2016
(Unaudited)

	<u>May 31, 2016</u>	<u>April 30, 2016</u>	<u>Change</u>
Current Assets			
Cash & Cash Equivalents	10,248,145	10,466,873	(218,728)
Investments	3,539,574	3,009,364	530,209
Accounts & Notes Receivable	6,147,193	6,228,333	(81,140)
Prepaid Expenses	620,834	688,809	(67,974)
Inventory	24,865	8,697	16,168
Restricted Asset-Cash and Equivalents	5,139,362	5,138,201	1,160
Total Current Assets	<u>25,719,972</u>	<u>25,540,277</u>	<u>179,694</u>
Property, Plant and Equipment			
Land	16,228,337	16,228,337	-
Land Improvements	6,458,821	6,458,821	-
Machinery & Equipment	2,289,309	2,083,842	205,468
Leasehold Improvements	55,506	55,506	-
Vehicles	88,753,500	88,617,500	136,000
Computers & Software	1,180,676	1,180,676	-
Accumulated Depreciation	(44,709,369)	(43,910,574)	(798,795)
Total Property, Plant and Equipment	<u>70,256,781</u>	<u>70,714,109</u>	<u>(457,328)</u>
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	234,739,641	234,308,257	431,384
Construction in Progress	7,818,675	8,147,806	(329,132)
Total Capital Assets	<u>259,555,471</u>	<u>259,453,218</u>	<u>102,253</u>
Total Assets	<u><u>355,532,223</u></u>	<u><u>355,707,604</u></u>	<u><u>(175,381)</u></u>
Liabilities			
Current Liabilities			
Accounts Payable	-	-	-
Salary, Wages, and Benefits Payable	538,399	497,275	41,124
Accrued Expenses Payable	872,046	981,685	(109,639)
Deferred Revenues	72,494	78,885	(6,391)
Interest Payable	192,737	96,369	96,369
Total Current Liabilities	<u>1,675,675</u>	<u>1,654,213</u>	<u>21,462</u>
Non-Current Liabilities			
Rail Easement Payable	1,300,000	1,300,000	-
Retainage Payable	120,695	168,679	(47,984)
Bonds Payable	31,965,000	31,965,000	-
Total Non-Current Liabilities	<u>33,385,695</u>	<u>33,433,679</u>	<u>(47,984)</u>
Total Liabilities	<u><u>35,061,370</u></u>	<u><u>35,087,893</u></u>	<u><u>(26,523)</u></u>
Net Assets			
Invested in Capital Assets	301,021,097	301,021,097	-
Unrestricted Retained Earnings	20,855,808	20,855,808	-
Change in Net Assets	(1,406,052)	(1,257,194)	(148,858)
Total Equity	<u>320,470,853</u>	<u>320,619,711</u>	<u>(148,858)</u>
Total Liabilities and Equity	<u><u>355,532,223</u></u>	<u><u>355,707,604</u></u>	<u><u>(175,381)</u></u>

Denton County Transportation Authority
Change in Net Assets
Month and Year to Date May 31, 2016
(Unaudited)

Item 1(a)i

Description	Month Ended May 31, 2016			Year to Date May 31, 2016			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	100,945	118,972	(18,027)	973,132	1,030,813	(57,681)	1,542,909	Note A
Contract Service Revenue	320,661	255,437	65,224	2,502,848	2,540,252	(37,404)	3,534,517	Note B
Sales Tax Revenue	2,014,248	1,809,657	204,591	15,861,842	15,359,370	502,472	23,067,403	Note C
Federal/State Grants - Capital	345,504	554,153	(208,649)	2,381,434	2,653,632	(272,198)	6,350,215	Note D
Federal/State Grants - Operating	207,834	683,350	(475,516)	917,851	3,764,637	(2,846,786)	6,502,465	Note E
Total Revenue and Other Income	2,989,191	3,421,568	(432,377)	22,637,107	25,348,703	(2,711,596)	40,997,509	
Operating Expenses								
Salary, Wages and Benefits	886,420	758,873	(127,547)	6,034,761	6,378,708	343,946	9,418,015	
Services	307,038	186,235	(120,803)	1,495,635	1,857,351	361,716	2,553,883	
Materials and Supplies	156,204	188,946	32,742	1,262,073	1,690,063	427,990	2,475,522	
Utilities	28,889	42,413	13,524	231,402	341,704	110,302	511,361	
Insurance, Casualties and Losses	71,194	66,655	(4,539)	542,050	533,589	(8,461)	800,215	Note F
Purchased Transportation Services	776,055	886,798	110,743	7,003,121	7,082,006	78,885	10,633,624	
Miscellaneous	9,905	13,653	3,747	100,057	201,308	101,251	268,431	
Leases and Rentals	13,376	9,682	(3,694)	109,933	105,456	(4,477)	144,183	
Depreciation	798,795	839,128	40,333	6,634,725	6,638,375	3,650	10,017,196	
Total Operating Expenses	3,047,876	2,992,382	(55,494)	23,413,758	24,828,559	1,414,801	36,822,430	
Income Before Non-operating Revenue and Expense	(58,684)	429,186	(487,871)	(776,650)	520,144	(1,296,795)	4,175,079	
Non-Operating Revenues / (Expense)								
Investment Income	5,298	1,667	3,631	37,092	13,336	23,756	20,000	
Gain (Loss) Disposal of Assets	390	-	390	(14,675)	-	(14,675)	-	
Fare Evasion Fee	375	125	250	1,425	1,000	425	1,500	
Other Income - Miscellaneous	132	-	132	117,512	-	117,512	-	
Long Term Debt Interest/Expense	(96,369)	(96,368)	(1)	(770,755)	(770,944)	189	(1,156,422)	
Total Non-Operating Revenue / (Expense)	(90,174)	(94,576)	4,402	(629,402)	(756,608)	127,206	(1,134,922)	
Change in Net Assets	(148,858)	334,610	(483,468)	(1,406,052)	(236,464)	(1,169,588)	3,040,157	

Capital Projects Fund - DCTA
Budget vs. Actual
As of May 31, 2016
(Cash Basis)

Work Session 1a ii

ASSETS

Fixed Assets

1660 - Construction Work in Progress

1 - G&A Capital Projects

	Original Budget	Revised Budget	May 2016 Expenses Booked	Life To Date	\$ Under/(Over) Budget	% of Budget (As of May 2016 Close)
Total 10402 - Shortel Phone System	45,000	85,000	-	-	85,000	0%
Total 10601 - COGNOS Report Application	200,000	200,000	-	-	200,000	0%
Total 10602 - Comprehensive Service Analysis	567,414	420,222	6,355	181,482	238,740	43%
Total 10603 - Legal Support	226,753	226,753	6,342	83,465	143,288	37%
Total 10301 - Lewisville Facilities Study	-	100,000	12,801	12,801	87,199	13%

Total 1 - G&A Capital Projects	1,039,167	1,031,975	25,499	277,749	754,226	27%
---	------------------	------------------	---------------	----------------	----------------	------------

5 - Bus Capital Projects

Total 50204 - Transit Enhancements (2015-16)	165,000	165,000	1,367	80,183	84,817	49%
Total 50301 - Bus O&M Facility	8,142,667	11,497,555	-	11,397,060	100,495	99%
Total 50505 - Fleet Replacement (2015)	395,000	1,634,000	-	62,000	1,572,000	4%
<i>Total 50408 - Bus Radios - CLOSED</i>	<i>137,457</i>	<i>106,754</i>	<i>-</i>	<i>106,754</i>	<i>-</i>	<i>100%</i>
Total 50409 - Bus Fleet Cameras	149,500	149,500	-	-	149,500	0%
Total 50507 - Fleet (2016)	1,250,000	1,250,000	-	-	1,250,000	0%
<i>Total 50508 - TAPS Bus Purchase - CLOSED</i>	<i>-</i>	<i>139,000</i>	<i>-</i>	<i>139,000</i>	<i>-</i>	<i>100%</i>
Total 50601 - Scheduling Software (Bus)	250,000	250,000	20,000	20,000	230,000	8%

Total 5 - Bus Capital Projects	10,489,624	15,191,809	21,367	11,804,997	3,386,812	78%
---------------------------------------	-------------------	-------------------	---------------	-------------------	------------------	------------

6 - Rail Construction

Total 61401 - Fare Collection Systems	569,000	733,104	-	682,258	50,846	93%
Total 61406 - Positive Train Control Preparation	15,997,441	1,346,527	-	1,346,527	-	100%
Total 61406.1 - Positive Train Control Implementation	-	16,720,141	354,809	2,527,129	14,193,012	15%
Total 61708 - Lewisville Bike Trail	3,099,856	3,099,856	28,572	2,046,359	1,053,497	66%
Total 60701 - Passenger Information	56,214	96,821	-	61,411	35,410	63%
Total 61712 - Rail MOE	585,000	1,302,627	-	964,255	338,372	74%
<i>Total 61503 - Rail Single Car Operations - CLOSED</i>	<i>101,800</i>	<i>26,221</i>	<i>-</i>	<i>26,221</i>	<i>-</i>	<i>100%</i>
Total 61505 - GTW Wheel Work	915,041	915,041	-	441,057	473,984	48%
Total 61604 - Rail Mobilization (2015)	2,119,517	2,119,517	-	-	2,119,517	0%
Total 61209 - Trinity Mills Crew Facility	250,000	250,000	30,895	64,057	185,943	26%
Total 61210 - Station Landscaping	75,000	485,000	58,437	385,572	99,428	79%
<i>Total 61407 - Shunt Enhancement - CLOSED</i>	<i>141,000</i>	<i>96,546</i>	<i>-</i>	<i>96,546</i>	<i>-</i>	<i>100%</i>
<i>Total 61104 - Rail Drainage Improvement - CLOSED</i>	<i>250,000</i>	<i>429,980</i>	<i>6,495</i>	<i>431,385</i>	<i>(1,405)</i>	<i>100%</i>

61713 - Disaster Recovery - 2015 Floods

<i>6171301 - Operating Revenue</i>	<i>-</i>	<i>-</i>	<i>(150,097)</i>	<i>(150,097)</i>	<i>150,097</i>	<i>0%</i>
Total 61713 - Disaster Recovery - 2015 Floods	1,000,000	300,000	-	216,457	83,543	72%

Total 61713-1 - Rail Facility Flume Repair (2015 Flood)	325,482	325,482	13,618	31,840	293,642	10%
Total 61713-2 - Grade Crossing Replacements (2015 Flood)	2,157,760	2,157,760	5,069	62,706	2,095,054	3%

61713-3 - Hebron Signal House (2015 Flood)

<i>61713-3.01 - Operating Revenue</i>	<i>-</i>	<i>-</i>	<i>(35,032)</i>	<i>(116,059)</i>	<i>116,059</i>	<i>0%</i>
Total 61713-3 - Hebron Signal House (2015 Flood)	122,000	122,000	-	91,079	30,921	75%

Total 61713-4 - Ballast Undercutting (2015 Flood)	761,600	761,600	2,128	21,198	740,402	3%
Total 61713-5 - Pockrus Page (2015 Flood)	623,000	623,000	2,367	21,488	601,512	3%
Total 61714 - Rail Capital Maintenance	745,000	745,000	-	-	745,000	0%
<i>Total 61506 - Stadler Spare Parts - CLOSED</i>	<i>150,000</i>	<i>96,000</i>	<i>-</i>	<i>95,714</i>	<i>286</i>	<i>100%</i>
Total 61507 - ABB Stadler Spare Parts	276,000	276,000	-	-	276,000	0%
Total 61715 - Trail Safety Improvements	139,657	139,657	-	-	139,657	0%
Total 61508 - Stadler Fleet Emergency Lighting	-	190,000	17,232	17,232	172,768	9%
Total 61716 - Lewisville Bike Trail - Eagle Point Section	-	2,995,873	-	-	2,995,873	0%

Total Rail Construction Projects	30,460,368	36,353,753	519,622	9,630,492	26,723,262	26%
---	-------------------	-------------------	----------------	------------------	-------------------	------------

Total 1660 - Construction Work in Progress	41,989,159	52,577,537	566,487	21,713,238	30,864,299	41%
---	-------------------	-------------------	----------------	-------------------	-------------------	------------



Board of Directors Memo

June 23, 2016

Subject: Sales Tax Report

Background

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

- Sales tax for sales generated at retail in the month of April and received in June was \$1,955,110.
- This represents an increase of 11.69% or \$204,591 compared to budget for the month.
- Receipts are favorable 4.50% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$151,155 or 8.38% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 16.02%
 - City of Denton up 7.70%
 - Highland Village down 3.59%

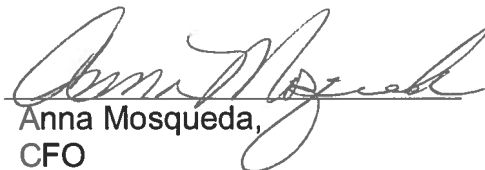
Need

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

Recommendation

For information only. No action required.

Final Review:


 Anna Mosqueda,
 CFO

Denton County Transportation Authority (DCTA)
Sales Tax Report
Budget to Actual and Previous Year Comparison

Sales Generated in Month of:	Received in Month of:	2015-2016 Year Budget	2015-2016 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2014-2015 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,023,528	\$ 1,821,854	\$ (201,674)	-9.97%	\$ 1,945,700	\$ (123,846)	-6.37%
November	January	\$ 1,836,141	\$ 1,959,303	\$ 123,162	6.71%	\$ 1,765,520	\$ 193,783	10.98%
December	February	\$ 2,530,794	\$ 2,669,055	\$ 138,261	5.46%	\$ 2,433,456	\$ 235,599	9.68%
January	March	\$ 1,812,076	\$ 1,637,497	\$ (174,579)	-9.63%	\$ 1,742,381	\$ (104,884)	-6.02%
February	April	\$ 1,629,477	\$ 1,776,656	\$ 147,179.13	9.03%	\$ 1,566,805	\$ 209,851	13.39%
March	May	\$ 1,967,178	\$ 2,340,336	\$ 373,158	18.97%	\$ 2,074,176	\$ 266,160	12.83%
April	June	\$ 1,750,519	\$ 1,955,110	\$ 204,591	11.69%	\$ 1,803,955	\$ 151,155	8.38%
May	July	\$ 1,809,657				\$ 1,757,537		
June	August	\$ 2,009,992				\$ 2,104,123		
July	September	\$ 1,755,537				\$ 1,825,970		
August	October	\$ 1,865,219				\$ 2,082,973		
September	November	\$ 2,077,285				\$ 2,159,150		
YTD Total		\$ 23,067,403	\$ 14,159,811	\$ 610,098	4.50%	\$ 23,261,746	\$ 827,818	6.21%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department

Prepared By: Denton County Transportation Authority Finance Department

June 17, 2016

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

City of Lewisville					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,532,839	\$ 2,537,910	\$ 5,072	0.20%
November	January	\$ 2,404,460	\$ 2,541,494	\$ 137,034	5.70%
December	February	\$ 3,407,084	\$ 3,661,985	\$ 254,902	7.48%
January	March	\$ 2,479,995	\$ 2,441,184	\$ (38,811)	-1.56%
February	April	\$ 2,194,340	\$ 2,533,341	\$ 339,001	15.45%
March	May	\$ 2,920,317	\$ 3,373,295	\$ 452,978	15.51%
April	June	\$ 2,570,323	\$ 2,982,209	\$ 411,886	16.02%
May	July	\$ 2,441,318			
June	August	\$ 2,867,226			
July	September	\$ 2,531,076			
August	October	\$ 2,996,730			
September	November	\$ 3,013,889			
YTD Total		\$ 32,359,597	\$ 20,071,419	\$ 1,562,061	8.44%

City of Highland Village					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 268,275	\$ 290,956	\$ 22,682	8.45%
November	January	\$ 283,432	\$ 301,727	\$ 18,295	6.45%
December	February	\$ 441,441	\$ 469,889	\$ 28,448	6.44%
January	March	\$ 249,723	\$ 264,553	\$ 14,830	5.94%
February	April	\$ 220,832	\$ 233,938	\$ 13,106	5.93%
March	May	\$ 319,961	\$ 330,255	\$ 10,294	3.22%
April	June	\$ 275,169	\$ 265,293	\$ (9,877)	-3.59%
May	July	\$ 317,874			
June	August	\$ 330,952			
July	September	\$ 276,336			
August	October	\$ 264,926			
September	November	\$ 342,868			
YTD Total		\$ 3,591,789	\$ 2,156,611	\$ 97,778	4.75%

City of Denton					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,345,573	\$ 2,246,579	\$ (98,994)	-4.22%
November	January	\$ 2,197,657	\$ 2,342,199	\$ 144,542	6.58%
December	February	\$ 3,020,338	\$ 3,372,458	\$ 352,120	11.66%
January	March	\$ 2,109,216	\$ 1,869,754	\$ (239,463)	-11.35%
February	April	\$ 1,852,968	\$ 2,128,444	\$ 275,476	14.87%
March	May	\$ 2,678,550	\$ 2,842,993	\$ 164,443	6.14%
April	June	\$ 2,152,181	\$ 2,317,882	\$ 165,701	7.70%
May	July	\$ 2,107,901			
June	August	\$ 2,682,604			
July	September	\$ 2,259,012			
August	October	\$ 2,584,144			
September	November	\$ 2,727,016			
YTD Total		\$ 28,717,159	\$ 17,120,309	\$ 763,826	4.67%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
June 17, 2016

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

Transit	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2016 Payments (Calendar)	2015 Payments (Calendar)	% Change
Houston MTA	1.00%	\$ 51,723,891.32	\$ 54,633,111.46	-5.33%	\$ 347,810,994.64	\$ 363,897,976.92	-4.42%
Dallas MTA	1.00%	\$ 41,920,368.60	\$ 41,838,576.32	0.20%	\$ 271,654,859.79	\$ 260,657,845.54	4.22%
Austin MTA	1.00%	\$ 17,876,076.64	\$ 16,655,928.48	7.33%	\$ 109,961,196.39	\$ 104,076,445.53	5.65%
San Antonio MTA	0.50%	\$ 10,234,011.44	\$ 10,826,265.67	-5.47%	\$ 69,179,164.67	\$ 69,052,503.22	0.18%
San Antonio ATD	0.25%	\$ 4,684,120.83	\$ 4,940,823.22	-5.20%	\$ 31,418,368.32	\$ 30,929,614.12	1.58%
Fort Worth MTA	0.50%	\$ 5,279,757.03	\$ 5,325,163.91	-0.85%	\$ 33,918,252.92	\$ 32,286,830.54	5.05%
El Paso CTD	0.50%	\$ 3,254,859.82	\$ 3,094,341.36	5.19%	\$ 21,259,683.67	\$ 20,525,665.96	3.58%
Corpus Christi MTA	0.50%	\$ 2,420,199.40	\$ 2,595,205.99	-6.74%	\$ 15,962,515.48	\$ 17,332,440.92	-7.90%
Denton CTA	0.50%	\$ 1,955,110.18	\$ 1,803,955.18	8.38%	\$ 12,337,957.08	\$ 11,386,293.55	8.36%
Laredo CTD	0.25%	\$ 580,276.28	\$ 644,786.18	-10.00%	\$ 3,882,041.28	\$ 4,101,808.41	-5.36%
TOTALS		\$ 139,928,671.54	\$ 142,358,157.77	-1.71%	\$ 917,385,034.24	\$ 914,247,424.71	0.34%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
June 17, 2016

Board of Directors Memo

June 23, 2016

Subject: Procurement Status Report**Painting Services for Six (6) Buses**

A request for bids was issued on June 16th for painting services for Six (6) Buses purchased from TAPS. Bids are due on June 30th. Award is anticipated at the July meeting.

Ballast Undercutting

Staff is developing the procurement solicitation documents and will release the procurement in June. DCTA is seeking companies to perform services to undercut approximately 6000 lf of fouled ballast in the A-Train corridor, from MP 739.7 to MP 740.7, between Hebron Parkway and Dead Deer Creek. This project has been approved and will be reimbursed with FEMA funds. Award is anticipated at the July meeting.

Submitted by:



Athena Forrester, Senior Procurement Manager

Final Review:



Anna Mosqueda, CFO



Board of Directors Memo

June 23, 2016

Subject: Marketing & Communications Update

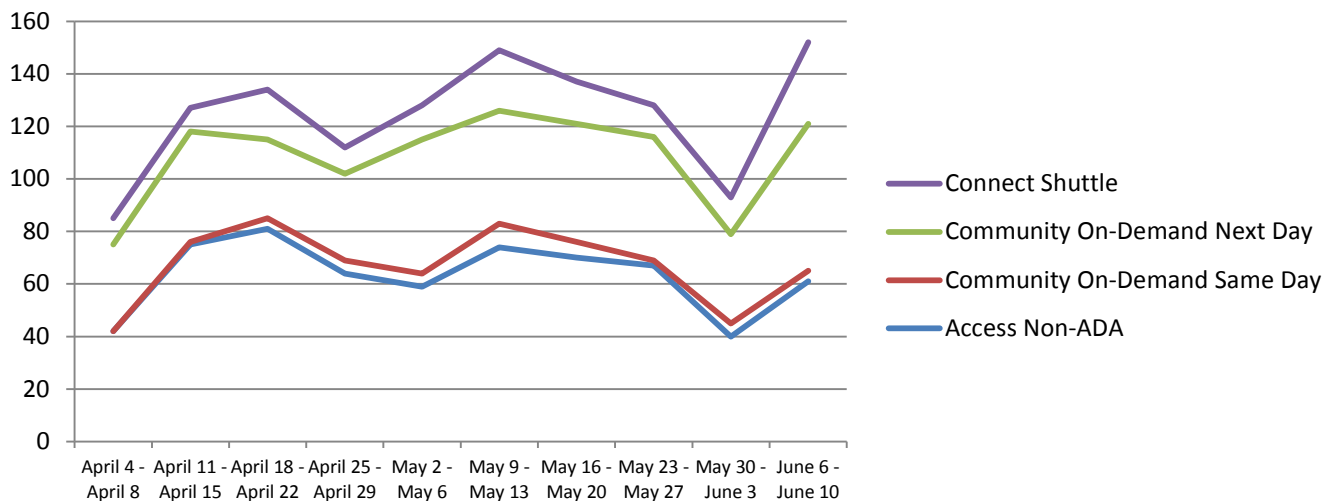
Project: Collateral Update
Overview: An overview of key collateral materials and publications that have been produced and distributed since the prior Board of Directors meeting.
Items: <ul style="list-style-type: none"> • Lewisville Water Bill Insert – April 2016 Distribution (promoting Highland Village Connect Shuttle and the Summer Youth Pass) • Mass Transit Magazine – June 2016 Edition (PTC highlight story)

Project: Summer Youth Pass Campaign Overview	
Overview: Marketing and communications geo-targeted campaign to promote the sale of the DCTA Summer Youth Pass. A large-scale campaign was developed and implemented to test the reception of the program. The final sales of the pass will determine if we extend this program in FY '17 or identify another pass/program that might be more successful.	
Efforts/Results: <ul style="list-style-type: none"> • Timing <ul style="list-style-type: none"> ○ Heavy efforts in May to plant the seed with buyers ○ Heavy efforts in June to encourage the sale of passes ○ Medium-to-light efforts in July and August for those who might be interested • Direct Mailer <ul style="list-style-type: none"> ○ Two Runs <ul style="list-style-type: none"> ▪ First Run – May 9, 2016 – all households with children in Denton, Highland Village and Lewisville ▪ Second Run – June 6, 2016 – singular push in Lewisville • Online Advertising Campaign (May 2016 – August 2016) 	<ul style="list-style-type: none"> • Print Advertising <ul style="list-style-type: none"> ○ Lewisville Water Bill Insert (Two Runs – April/July) ○ Denton Family Magazine • Social Media Efforts – including video • Website Landing Page • Seat Drops – Two Runs – May/June • Promotional Signage (DDTC) • Community Outreach <ul style="list-style-type: none"> ○ Physical brochures distributed to all DISD students (ages 5 – 18) ○ Online distribution through Lewisville Independent School District’s website ○ Brochure distribution to local businesses, parks, libraries, and services throughout member cities ○ Educational tabletop events with DISD and Health Services of North Texas ○ Promotion at the Denton Arts & Jazz Festival

Project: GORrequest Campaign Recap	
Overview: Marketing and communications campaign to promote the use, ease and convenience of the GORrequest tool. This campaign was launched to educate our passengers that they can communicate with staff through this medium. Marketing and communications staff is collecting the GORrequest data and working with operations staff to identify trends, address passenger inquiries and optimize procedures to provide better overall service and customer interaction.	
Efforts/Results: <ul style="list-style-type: none"> • Standard Operating Procedures • All-Staff Training • Data Collection and Analytics • Social Media • Traditional Online and Mobile Advertising <ul style="list-style-type: none"> ○ April 18 – May 18, 2016 ○ Targeting seniors, college students and working adults ○ 266,286 Impressions ○ 0.53% Click Through Rate (1,417 delivered clicks) 	<ul style="list-style-type: none"> • May 2016 GORrequest Metrics <ul style="list-style-type: none"> ○ Total Entries/10K – 4.03 <ul style="list-style-type: none"> ▪ Goal = >3 ▪ This number increased 38% month over month even with a drastic dip in ridership due to the university summer break ○ Average Days/Closeout – 1.65 <ul style="list-style-type: none"> ▪ Goal = <3.2 ▪ This is the best statistic that has been reported in the last four years

Project: Highland Village Marketing and Communications Recap	
Overview: Develop service branding for new Highland Village service and support launch with extensive marketing and communications efforts. Results as of May 31, 2016.	
Efforts/Results: <ul style="list-style-type: none"> • Online Advertising Campaign (April 4 – May 31) 	

- Local Sites – 233,955 Impressions (April – .13% CTR/May – .11% CTR)
- Geo-Targeting – 342,571 Impressions (April – .62% CTR/May – .65% CTR)
- Print Impressions – 22,698
- Social Media (April/May) – Facebook and Twitter
 - 34,528 Impressions
 - 192 Engagements
- Website Hits
 - Main Page – 3,109 Hits
 - News and Events Page – 214 Hits
 - Connect Shuttle Pages – 978 Hits
 - Community On-Demand Pages – 318 Hits
- Ridership (April 4 – June 10)



*May 9 – May 13: Connect Shuttle number higher due to a travel training conducted with Lewisville ISD students
 *May 30 – June 3: Decrease in ridership overall due to the Labor Day holiday (no service)
 *June 6 – June 10: Increase in Connect Shuttle ridership due to marketing and communications heavy-up efforts

MARKETING & COMMUNICATIONS METRICS					
Activity	Metric	Annual Goal	Monthly	YTD	Goal Met
Brand Impressions					
Community Brand Impressions*	Global Impressions	260,000	3,430	208,136	
	Confirmed Impressions	7,500	180	3,026	
Media Buy Impressions**	Online/Confirmed Impressions	5M	1,225,166	6,852,528	✓
	Online Click Through Rate	.06%	.35%	.20%	
	Print Impressions	2M	286,911	1,416,779	
Media Relations					
Press Coverage	Articles About DCTA	300 Placements	46	343	✓
Media Relations Impressions^	Articles About DCTA	165M	31,672,535	153,969,592	
Publicity Value^^	Articles About DCTA	\$1M	\$188,195	\$524,394	
Headline Highlights	DCTA Summer Youth Passes Available DCTA Holds Mock Disaster Drill				
Major Media Outlets	KTVT-TV; KXAS-TV (NBC 5); Denton Record-Chronicle; Dallas Morning News; Star Local Media; KRLD-AM				
Social Media					
Facebook Likes	Increase in Likes	3,000	38	1,341	
Twitter Followers	Increase in Followers	1,000	27	461	
Digital					
Website	Pageviews	1.5M	90,614	795,797	
	Top 5 Referring Sites	Facebook, Online Advertisements, Facebook Mobile, DART, Twitter			
DCTA Blog	Confirmed Impressions	3,000	533	5,940	✓
	Top 3 Referring Sites	Facebook, Twitter, Google			

Go Pass					
New Downloads	Total Count	170,000	12,361	128,809	
Tickets Sold	Total Count	20,000	2,081	18,043	

CUSTOMER SERVICE					
Activity	Metric	Annual Goal	Monthly	YTD	Goal Met
Provide Excellent Customer Service	Calls Answered	>95%	98%	98%	
	Abandoned Calls	<3%	2%	2%	
Where's My Ride	Total Hits†	400,000	42,011	346,994	
	SMS (Texts)	50,000	6,968	68,047	✓
	Calls	15,000	1,959	22,300	✓
GORquest	Avg. Days/Closeout	<3.2	1.65	2.55	
	Total Entries/10K	>3	4.03	1.83	
	Complaints/10K	<5	2.24	1.05	
	Types of Submittals	Complaint – 37; Compliment – 2; Problem – 3; Question – 25; Suggestion – 5			

DISCOUNT SALES PROGRAMS††					
Program	Metric	Annual Goal	Monthly	YTD	Goal Met
Corporate Pass Program	Ticket Sales	N/A	\$0	\$0	
	Business Database	1,000	252	1,199	✓
	Cold Calls	250	56	61	
	Website Pageviews	1,000	58	95	
	Direct Mail Distribution	1,000	972	972	
	Sales Kits Mailed	2			
	Top 3 Referring Sites	Google, bing.com, highlandvillage.org			
Group Discount Program	Ticket Sales	N/A	\$0	\$2,620	N/A
	Website Pageviews	N/A	47	59	N/A
Non-Profit Discount Program	Ticket Sales	N/A	\$0	\$288.75	N/A
	Website Pageviews	N/A	54	80	N/A

Footnote:**Community Brand Impressions:*

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

***Media Buy Impressions:*

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

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

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

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

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

Approved by: _____



Nicole M. Recker
Vice President of Marketing & Communications



Board of Directors Memo

June 23, 2016

Subject: Strategic Planning & Development Update

REGIONAL TRANSPORTATION PLANNING

High Intensity Bus Corridors (Regional Express Bus Service)

- These high intensity bus corridors have been incorporated as “proposed” corridors into the 2040 Regional Mobility Transportation Plan which was approved by the RTC in March 2016
- Staff is moving forward on the planning of the 35W corridor

35W Corridor Commuter Service

- Supporting The T on the implementation of initial limited corridor service expected Fall 2016
- Identifying service stop location in Denton and solutions for connections to UNT and TWU
- A public meeting was held in conjunction with the Program Services Committee meeting to collect feedback regarding the service
- A joint funding request with the FWTA for the ultimate High Intensity Bus Corridor Service has been submitted to the NCTCOG

LOCAL TRANSPORTATION PLANNING

Lewisville & Highland Village Service Review & Analysis

- Final recommendations were presented at the June Program Services Committee meeting
- Highland Village pilot service was implemented on April 4, 2016
- Requesting board approval to implement the Lewisville service recommendations in August 2016

Denton Service Review & Analysis

- Near final recommendations were presented at the February Program Services Committee meeting
- Denton service recommendations have an expected phased implementation beginning in 2017
- A proposed implementation plan outlining operating cost and capital needs was presented at the June Program Services Committee meeting

BUSINESS DEVELOPMENT & PARTNERSHIPS

UNT Contract

- UNT’s service contract expires August 31, 2016
- Staff is working with UNT to finalize minor modifications necessary for the two-year contract renewal
- Board approved the authorization for the President to execute the agreement with UNT at the March board meeting.
- Upon completion of UNT’s Parking & Transportation Study, it is expected a new contract will be necessary outlining new terms and conditions as appropriate to respond to recommendations of that study

NCTC Contract

- NCTC’s service contract expires August 31, 2016
- Staff is working with NCTC to finalize minor contract modifications necessary for the contract renewal
- Board approved the authorization for the President to execute the agreement with NCTC at the March board meeting

City of Frisco Contract

- The City of Frisco service contract expires November 30, 2016
- After initiating contracted On-Demand service in Frisco on December 1, 2015, staff has provided regular updates to City staff regarding ridership, cost control measures and operational data
- A meeting was held in May to discuss future service options

Texas Woman's University

- Staff participated in the university's Strategic Planning initiative in late 2015
- Various TWU departments have engaged DCTA staff in their Strategic Initiatives Planning
- The entities are exploring potential partnership opportunities including addressing the university's parking challenges caused by construction projects on campus beginning in the Fall of 2016

Service Expansion within New Service Areas

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

Transportation Network Companies (TNCs)

- Companies like Uber, Lyft, Bridge and other ridesourcing companies have recently become members of the American Public Transportation Association (APTA), recognizing the opportunities that exist for TNCs to partner with transit properties
- DCTA is currently working with Uber to finalizing partnership opportunities where both entities can benefit while meeting the needs of communities within our service area, maximizing passenger travel convenience while increasing ridership and operational efficiencies and decreasing operational costs

LAND USE PLANNING & DEVELOPMENTDowntown Denton Parking

- In coordination with the Union Pacific Railroad and the NCTCOG, DCTA is working with City of Denton staff to identify solutions addressing downtown parking shortages, aesthetics, noise mitigation and safety enhancements.

Hebron Station

- Staff and Huffines Developers have identified solutions for connecting the Hebron 121 Station development to the Hebron station via driveway as well as a bike and pedestrian trail for pedestrian access to the station platform.
- The appropriate agreements between both parties are being developed by our legal team to move this project forward
- Board approved the authorization for the President to execute the agreement with Huffines at the March board meeting

Old Town Station


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

Intermodal Transit Center & Administrative Office Complex

- Huitt-Zollars has presented DCTA a final report for the preliminary planning and conceptual design of a new intermodal transit center anticipated to be located at a Lewisville A-train station.
- This facility will include administrative offices, passenger waiting area, customer service counter and community conference space.
- The facility planning will be coordinated closely with the City of Lewisville to ensure DCTA's plans are consistent and support the City's vision for the surrounding area.
- Preliminary recommendations and conceptual plans were presented at the June Program Services Committee meeting.

ADDITIONAL PROJECTS

- Transit Oriented Development Coordination
- Long-Range Planning Efforts
- Rail Trail Extension
- State and Federal Legislative Initiatives
- Grant Funding Opportunities
- 2040 Mobility Plan Engagement
- TxDOT 35W Expansion Coordination

Submitted by:  _____
Kristina Brevard, VP, Planning & Development



Board of Directors Memo
Subject: Capital Projects Update

June 23, 2016

Signal System Enhancements

- As-built documentation have been received
- Training materials have been received
- Network drawings are in progress
- Additional testing is underway with 2 car operations

Positive Train Control (PTC)

- The monthly project meeting was held June 8
- Track speeds have been reviewed and resolved
- Plans for implementing temporal separation derails required by FRA have been reviewed and formalized
- Signal Block designs have been reviewed, signal house drawings need to be updated for Alstom progress work which is underway
- Vehicle survey was completed to confirm wire routing plans
- Mockups have been approved for PTC cab equipment locations in the vehicles

Lewisville Hike and Bike Trail – Eagle Point Section

- Engineers have submitted plans to TxDOT for final review.
- Awaiting final permits from the USACOE for a section south of the Highland Village Station.

Flood Damage Repairs

Issue	FEMA Claim	Estimated DCTA Cost	Status
DTA 003G Washout of RipRap and ballast (includes Herzog Emergency response)	\$280,411	\$70,103	Award letter received.
DTA 001G and DTA 004G Replace Crossings	\$2,036,198	\$509,050	Form 90-91 received for first half. Awaiting clarification from FEMA regarding second PW. Specs. are complete. Expect to issue RFP in July.

DTA 002E	Bus O&M Electrical repairs*	\$14,616	\$3,654	Complete. Reimbursement received.
DTA 001E	Signal & Comm. System	\$122,000	\$6,500	Repair is complete. Insurance and FEMA reimbursement received. NTP given to raise signal house above the flood plain.
DTA006G	Rail OMF drainage	\$116,079	\$29,019	Revised PW received. Scope was incomplete and insufficient. Appeal pending.
DTA 002G	Undercut Ballast	\$657,652	\$164,413	Award letter received. Plans and specifications complete. Expect to release for bid in late June or early July.
Replace flume at Pockrus Page	\$623,000* \$161,338 **	\$155,750 \$461,662	FEMA has rejected 170' of the failed flume. Appeal in progress. Engineers are finalizing repair recommendations.	

* Original claim 290'

** Approved claim

- Staff expects to release bid packages for ballast undercutting within the next 30 days.
- Ernst and Young has been notified that DCTA will request an extension for the crossing replacements. The appropriate forms are not yet available.
- Total estimated cost of repairs is \$3,065,618. The current estimated DCTA cost is \$776,239.00. This number may vary depending on the results of the appeals and actual cost.

Transit Enhancements

- Project consists of 5 shelters and one bench in the City of Denton.
- Contract awarded. Staff expects to begin construction on July 1, 2016. Rain has delayed the project start from the original June date.

Shoretel Phone System Expansion

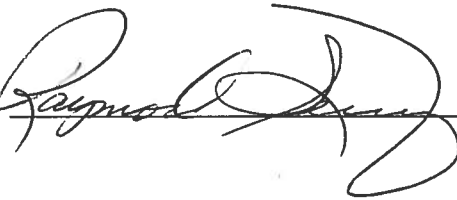
- Proposals have been received and reviewed
- Reviewing team has completed scoring proposals
- A proposer has been selected for final review based on scoring
- Selected proposal will be brought to the board for review during the June session

Landscape Project

Highland Village/Lewisville Lake Station

- Landscape contractor (AALC) moving ahead with cost effective alternative solution for station platform water. Additional valve will branch from irrigation system to platform water supply.
- Small section of landscape at North end of station parking lot is pending AGL removal of construction debris and completion of parking lot. Once this small section is complete, the capital portion of the contract ends.

Final Review:

A handwritten signature in black ink, appearing to be "Raymond" followed by a stylized surname, written over a horizontal line.

Board of Directors Memo

June 23, 2016

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

- FY 2016 YTD “On Time Performance” (OTP) for the A-train is 98.76%
- FY 2016 YTD “On Time Performance” (OTP) for Connect service is 84.53%. On-time performance has been adjusted to properly reflect departures from each bus stop as well as the final destination.

RIDERSHIP PERFORMANCE**Year to date change in ridership by service type**

Service	% Change FY 2015 to FY 2016	Color Indicator	Notation No.
All Bus & Rail	1.00%	Green	1
Rail	0.43%	Green	
All Bus	0.83%	Green	
Connect	0.16%	Green	
UNT	0.55%	Green	
NCTC	13.51%	Green	
Access	-0.24%	Yellow	2
Frisco Demand Responsive	N/A		

1. May 2016, boardings for All Bus & Rail increased YTD compared to FY 2015.
2. Boardings in May increased. However this increase was not sufficient to completely reverse declines from October to January 2016.

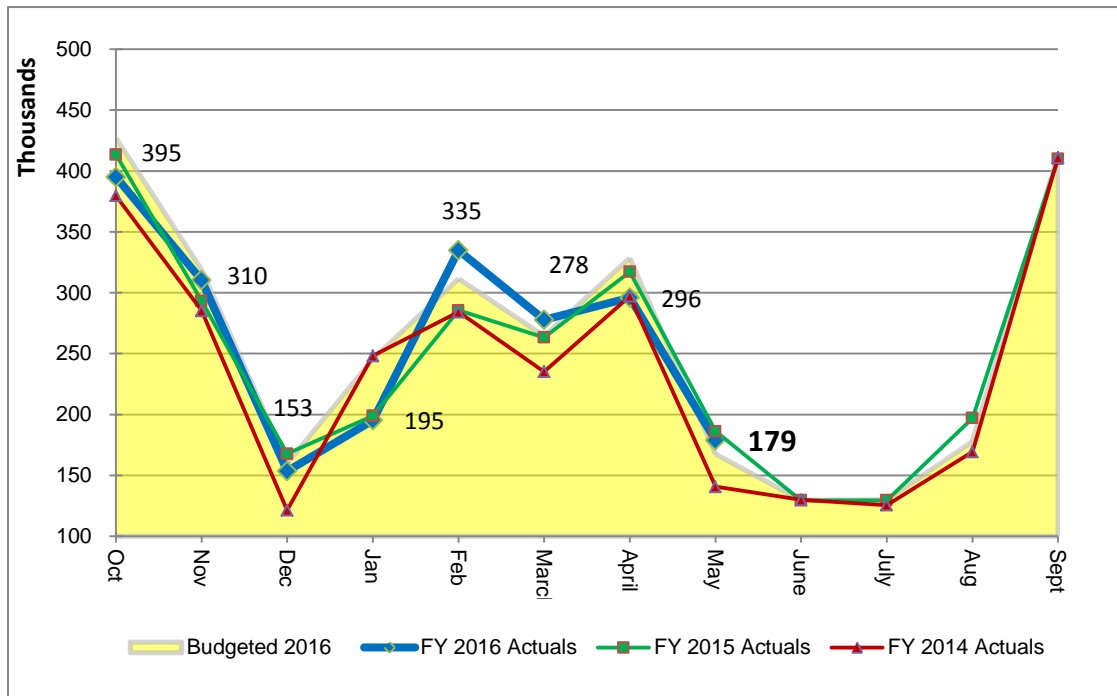
Color Key

Green indicates positive performance

Yellow indicates service that will be monitored by staff

Red indicates poor performance and needs further research

Rail and All Bus: Total Boardings

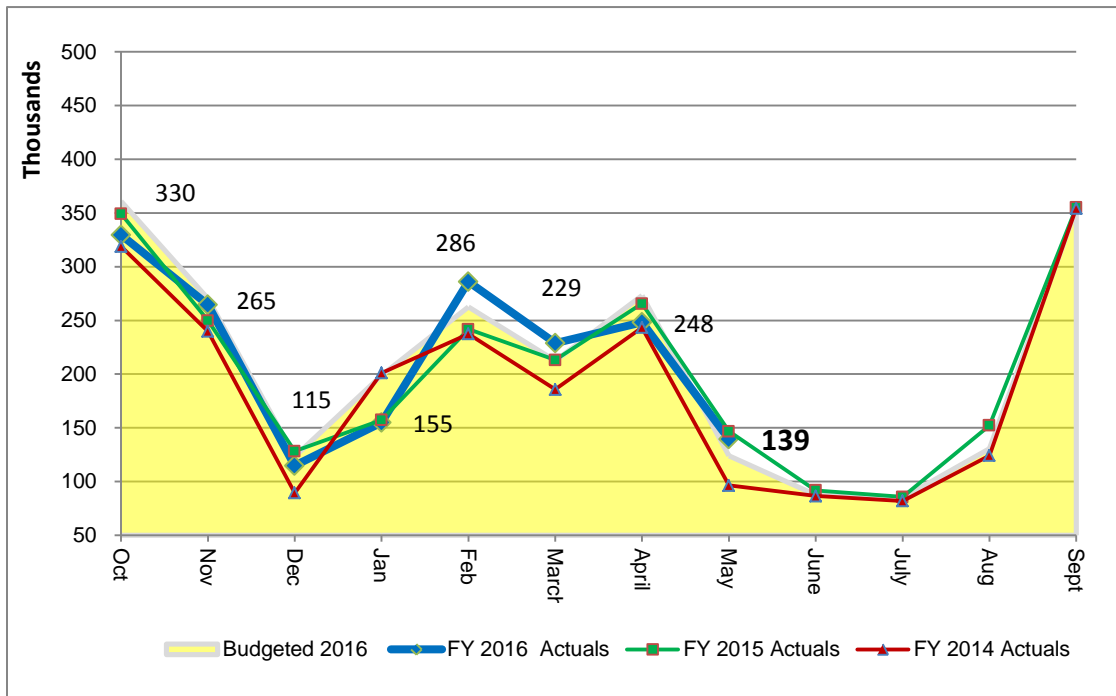


Note: Statistics include A-train, Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

Rail and All Bus: Total Boardings

- YTD boardings for Rail and All Bus increased by 1.00% (or 21,256 boardings) compared to the same period in FY 2015 . While YTD FY 2016 had a net increase, only February and March experienced increases in ridership compared to February and March of 2015.
- A large percentage of this growth is attributed to increases in UNT boardings followed by Connect and Rail.

All Bus: Total Boardings

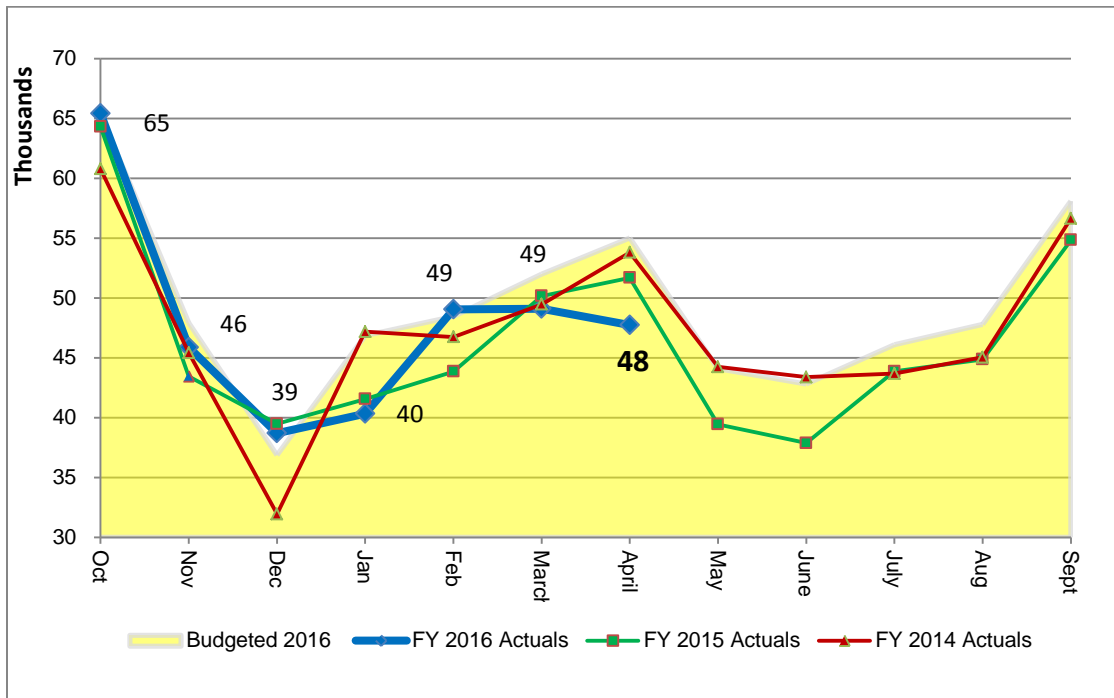


Note: Statistics include Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

All Bus: Total Boardings

- YTD All Bus boardings increased by 0.83% (or 14,522 boardings) compared to the same period in FY 2015. While YTD FY 2016 had a net increase, only February and March experienced increases in ridership compared to February and March of 2015.
- YTD Connect boardings increased by 0.16% (or 608 boardings).
- UNT boardings increased by 0.55% (or 7,168 boardings) YTD.
- Growth in UNT boardings may be attributed to three additional regular class days YTD compared to the same period in FY 2015.
- Special Movements in May included transportation for UNT Commencement and orientations.
- YTD NCTC boardings grew by 13.51% (or 1,738 boardings).

Rail: Total Boardings

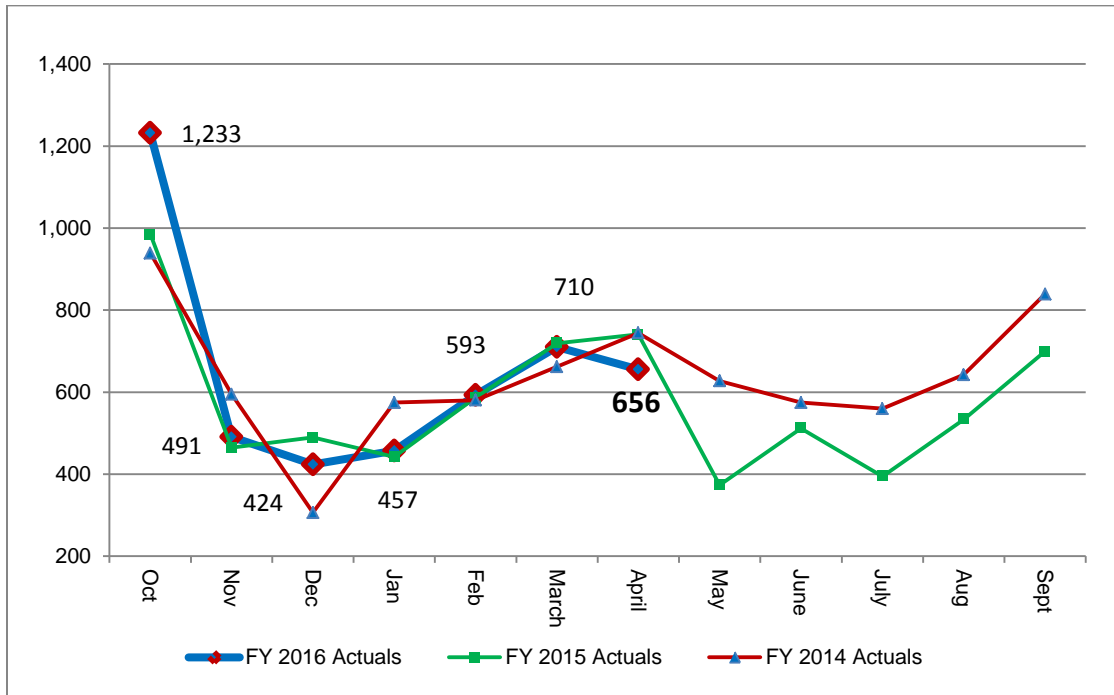


Note: For display purposes, the Y axis origin has been modified.

Rail: Total Boardings

- YTD, rail boardings increased by 0.43% (or 1,620 boardings) compared to the same period in FY 2015. While YTD FY 2016 had a net increase, only October, December and February experienced increases in ridership compared to those month in FY 2015.
- In May 2016, boardings continued to drop slightly. This drop may be attributed to construction along I-35E and frontage roads blocking access to the rail stations.
- However, YTD average weekday boardings increased by 4.16% (or 76 boardings per weekday).

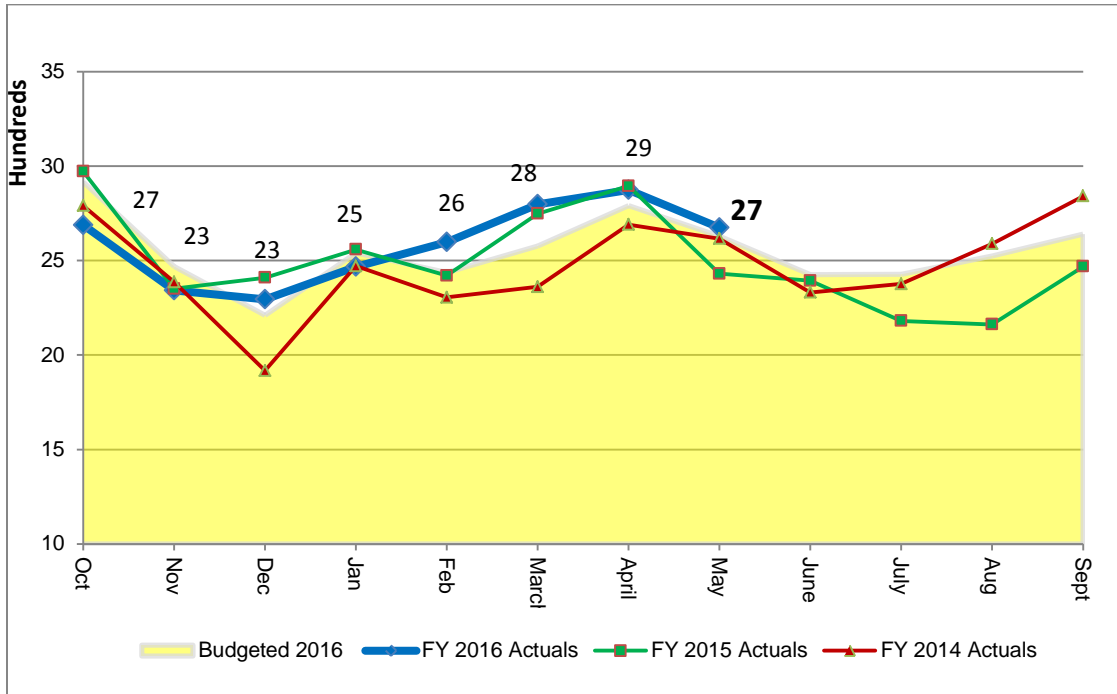
Rail: Saturday Average Boardings



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

- YTD average Saturday boardings increased by 5.82% (or 35 boardings per Saturday) compared to that same period in FY 2015.

Access: Total Boardings

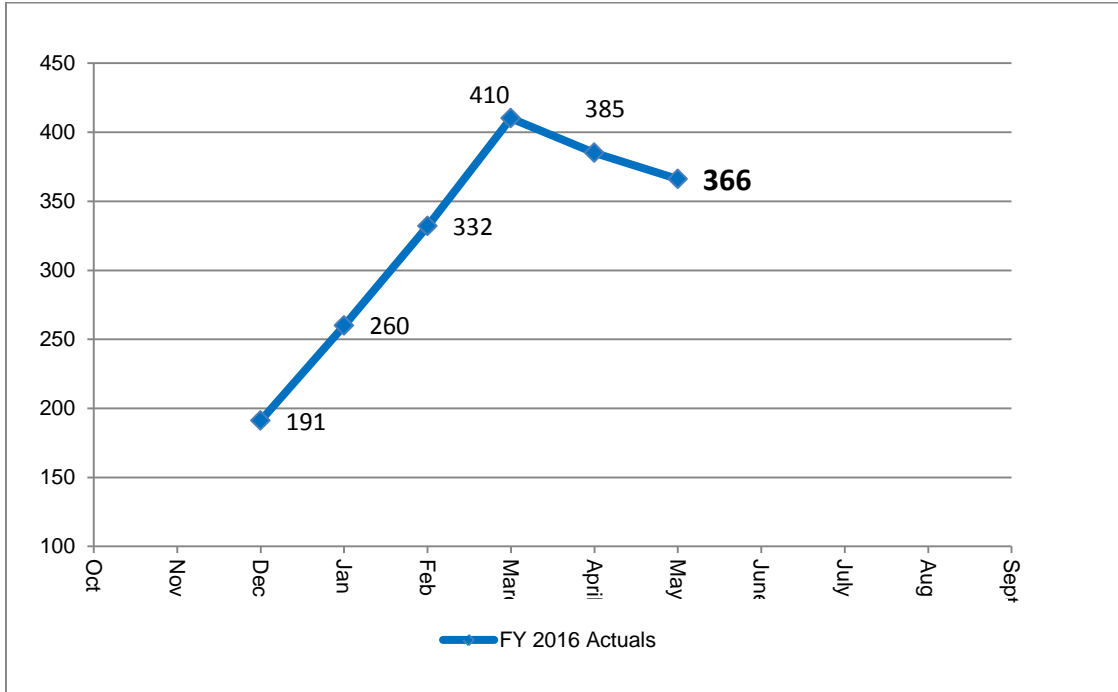


Note: For display purposes, the Y axis origin has been modified.

Access: Total Boardings

- In May, boardings increased compared to May 2015. This increase almost reversed previous declines in boardings for the period of October to January of FY 2016. The net result is that YTD boardings are down by 0.24% (or 50 boardings) compared to the same period in FY 2015.

Frisco Demand Response Service: Total Boardings



Frisco Demand Response Service: Total Boardings

- In May, Frisco Demand Response Service had 366 boardings which is a drop of 5% (or 19 boardings) relative to April.
- This drop in boardings is due to fewer trip requests, which may be attributed to an abundance of raining days during the month.

Highland Village Services: Total Boardings

- Service was initiated in Highland Village on Monday, April 4.
- Services provided include Community On-Demand Same Day, Community On-Demand Next Day, and Connect Shuttle.
- A total of 286 one-way trips were provided in May 2016.
- Highland Village ridership will be provided in table format (see below) until a full year of data is available for annual comparison purposes.

HIGHLAND VILLAGE SUMMARY REPORT			
<i>April 2016</i>			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
196	10	138	48
<i>May 2016</i>			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
286	24	194	68

SAFETY/SECURITY

- DCTA Rail Operations Injury-Free Workdays: 1,488
- DCTA Bus Operations Injury-Free Workdays: 121

MAINTENANCE

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

Final Review:





Board of Directors Memo

June 23, 2016

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

The Program Services Committee meeting and Special called Board of Directors meeting was held at 12:05 p.m., Tuesday, June 14, 2016 at 1955 Lakeway Dr., Suite 260 Conference Room in Lewisville, TX.

In attendance were:

Committee Members: Paul Pomeroy, Carter Wilson, Allen Harris, George A. Campbell

Board Members: Charles Emery, Connie White, Dave Kovatch Richard Huckaby

Absent: Skip Kalb, Don Hartman, Jim Robertson, Doug Peach,

DCTA Staff: Kristina Brevard, Jim Cline, Anna Mosqueda, Nicole Recker, Raymond Suarez, Rusty Comer

The following agenda items were presented by staff for Program Service committee review and discussion:

Welcome and Introductions – Kristina Brevard, Vice President of Planning & Development introduced Curvie Hawkins, Assistant Vice President, Planning at Fort Worth Transportation Authority.

1. Public Meeting and Presentation Regarding 35W Corridor Service
 - a. Curvie Hawkins, Assistant Vice President, Planning at Fort Worth Transportation Authority made a presentation regarding the proposed Fort Worth-Alliance-Denton\UNT Express Bus Service. Three members of the public attended and were allowed to ask questions along with the DCTA board of directors. The public meeting concluded at 12:35 p.m.
2. Service Enhancement Recommendations
 - a. Kristina Brevard walked the committee through a list of bus service enhancement recommendations for the next two years. The list includes the implementation timeframe, description, objective, budget impact (operational cost increase), and required additional resources/challenges that are included in these proposed enhancements.
3. Lewisville Final Comprehensive Operational Analysis Final Report
 - a. Kristina Brevard gave the committee an overview of the final recommendations for Lewisville Connect Bus service from the Comprehensive Operational Analysis (COA). The final recommendation will consolidate the three existing Lewisville Connect fixed-routes into two new services that will better serve the needs of Lewisville residents. The COA also recommends that DCTA explore innovative strategies to fill mobility needs, including peak period commuter shuttles, coordinated employer shuttles, and discounts for on-demand ride hailing services (known as Transportation Network Companies or TNCs).
4. Convened Executive Session at 2:07 p.m.
 - a. Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, or Highland Village.
5. Reconvened Open Session at 2:59 p.m. – There was no action taken

6. Rail Operations and Maintenance Procurement Process Overview
 - a. Jim Cline gave a presentation with an overview of the Rail Operations and Maintenance procurement process including the overall goals, timeline, evaluation process, development of short list, interview/site visits, and award/post award actions.

The meeting adjourned at 3:01 p.m.

Program Development Chair – Paul Pomeroy

Program Development Members – Skip Kalb, Doug Peach, Don Hartman, Carter Wilson, Jim Robertson,
Allen Harris, George A. Campbell

Staff Liaison – Kristina Brevard, Vice President, Planning & Development