



DENTON COUNTY
TRANSPORTATION AUTHORITY

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

Board of Directors Work Session

August 25, 2016 | 1:30 p.m.

1. Routine Briefing Items
 - a. Staff Briefing on Monthly Financial Reports
 - i. Financial Statements for July 2016
 - ii. Capital Projects Budget Report for July 2016
 - iii. Monthly Sales Tax Receipts
 - iv. Current Procurement Activities
 - b. Marketing and Communications
 - i. New Collateral Material Overview
 - ii. Community Survey Activities
 - iii. Highland Village Campaign Update
 - c. Strategic Planning and Development
 - i. 35W Corridor Commuter Service
 - ii. Partnership Opportunity Update
 - iii. Additional Project Updates
 - d. Capital Projects
 - i. Flood Damage Repairs Update
 - ii. Shoretel Phone System Expansion Update
 - e. Staff Briefing on Transit Operations Reports
 - i. Bus and Rail Operations
2. Committee Chair Reports
 - a. Program Services Committee (08/16/2016) Paul Pomeroy, chair
3. Discussion of Regular Board Meeting Agenda Items (August 2016)
4. Convene Executive Session. The Board may convene the Work Session into Closed Executive Session for the following:
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Board of Directors Work Session may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein or the Regular Board Meeting Agenda.
 - b. As Authorized by Section 551.074 the Texas Government Code Deliberation of Personnel of Discussion regarding Annual President's Performance Review.

- c. 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. Reconvene Open Session
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 6. Discussion of Future Agenda Items
 - a. Board Member Requests
- 7. ADJOURN

Chair – Charles Emery
Vice Chair – Paul Pomeroy

Secretary – Richard Huckaby
Treasurer – Dave Kovatch

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

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

This notice was posted on 8/19/2016 at 10:50 AM.

Troy Henderson, Administrative Assistant



Board of Directors Memo

August 25, 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 July 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 (\$96k), primarily due to lower than budgeted rail ridership. While rail ridership has slightly decreased compared to the prior year, and it is 9% below budget at 451k riders compared to 495k budgeted. Prior year rail ridership through July 2015 was 456k.
- **Note B:** Contract Service Revenue – YTD unfavorable by (\$88k), due to reduced fuel pass-through costs for UNT and NCTC (reduction of \$270k). Average billed fuel price/gallon of \$1.55 is 56% lower than the budgeted \$3.50/gallon. Fuel cost is a direct pass-through to UNT and NCTC. This unfavorable variance is partially offset by increased revenue hours (\$200k); YTD revenue hours of 53,020 are 8% higher than budgeted 49,277 revenue hours.
- **Note C:** Sales Tax Revenue – July sales tax revenue is not yet received and is accrued for the month based on budget. Sales tax generated in July will be received in September. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of FY16 sales tax receipts collected through August.
- **Note D:** Federal/State Grants-Capital – YTD favorable by \$1.5 million because YTD expenses and corresponding reimbursements for the PTC (841k) and Fleet (1.3 million) projects are higher than anticipated due to progress on the projects. Additionally, the expenses and corresponding reimbursement for Community Enhancements and the Lewisville Hike & Bike Trail (\$102k) that were anticipated in the FY2015 budget rather occurred in FY2016. These expenses were paid in FY16 and reimbursement was requested at that time. This favorable variance is partially offset by the expenses and corresponding reimbursements for Trinity Mills (\$200k), COGNOS reporting software (\$160k), scheduling software (\$184k), bus fleet cameras (\$120k), and transit enhancements (\$87k) that have been delayed from the timing anticipated in the budget. In addition, due to project scope changes, the Trinity Mills crew facility (\$200) will not be grant funded as previously anticipated in the budget. These funds were re-allocated to other eligible expenses.
- **Note E:** Federal/State Grants-Operating – YTD unfavorable by (\$4.1 million) is attributable to a re-distribution and delay in FTA grant funding originally planned for rail preventive maintenance (\$1.7 million) and bus preventive maintenance (\$768k) as well as operating and ADA assistance (\$680k) and FEMA disaster recovery reimbursements (\$768k) as anticipated in the budget. These reimbursements will be requested in coming months. Two issues have delayed FTA 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 able to be 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

final completion by FTA. Once this is complete DCTA will execute the grants so drawdowns for reimbursement can be completed.

- 2) Rail preventive maintenance expenses for 2016 were not reimbursable under the contract with Herzog Transit Services. This was a one year contract that had to be expedited and was not procured following federal requirements. The grant amount previously used for rail preventive maintenance was reprogrammed for FY2016 and shifted to other eligible operating expenses. The reprogramming of the grant funds has been completed however the re-programmed grant modifications had to be submitted via the new TrAMS system as well.

A new longer term Rail O&M RFP has been awarded to begin in October; preventive maintenance expenditures under this contract award will be eligible for grant reimbursements.

DCTA staff meet with FTA Region VI representatives to review status and determine how best to complete the FTA portion of the TrAMS system process. FTA staff is working to resolve the bottleneck. Our target is to have these grants executed for draw-down within the next 30 days.

- **Note F:** Insurance – YTD unfavorable by (\$42k), mainly attributable to Frisco insurance costs (\$7k) and insurance deductible payments for vehicle accidents (\$8k) that were not anticipated in the budget. In addition, there were an adjustment (24k) for TML Workers Compensation insurance for FY14/15 and FY2016 that were paid in July.
- **Note G:** Purchased Transportation – YTD unfavorable by (\$27k), due to additional costs for rail AAR frequency coordination, radio reprogramming, and infrastructure upgrade not anticipated in the budget (\$20k) as well as six additional vanpools not anticipated in the budget (\$7k)
- **Note H:** Leases and Rentals - YTD unfavorable by (\$16k) is due to August rent (10k) and bus leases (3k) being prepaid in July.

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: Chrissy Nguyen
Senior Accountant

Final Review: 
Anna Mosqueda,
CFO

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

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

Item 1(a)

Description	Month Ended July 31, 2016			Year to Date July 31, 2016			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
Revenue and Other Income								
Passenger Revenues	94,526	119,030	(24,504)	1,167,809	1,263,350	(95,541)	1,542,909	Note A
Contract Service Revenue	133,717	164,121	(30,404)	2,792,492	2,880,432	(87,940)	3,534,517	Note B
Sales Tax Revenue	2,109,069	1,755,537	353,532	20,103,072	19,124,899	978,173	23,067,403	Note C
Federal/State Grants - Capital	1,354,554	374,153	980,401	4,815,647	3,357,937	1,457,710	6,350,215	Note D
Federal/State Grants - Operating	38,363	684,225	(645,862)	1,076,315	5,132,661	(4,056,346)	6,502,465	Note E
Total Revenue and Other Income	3,730,228	3,097,065	633,163	29,955,335	31,759,279	(1,803,944)	40,997,509	
Operating Expenses								
Salary, Wages and Benefits	716,123	726,957	10,833	7,559,710	7,844,376	284,666	9,418,015	
Services	190,336	209,002	18,667	1,824,028	2,237,786	413,758	2,624,383	
Materials and Supplies	176,219	175,578	(640)	1,597,167	2,015,965	418,798	2,413,022	
Utilities	31,770	42,413	10,643	298,590	426,530	127,940	511,361	
Insurance, Casualties and Losses	94,925	66,655	(28,270)	709,325	666,898	(42,426)	800,215	Note F
Purchased Transportation Services	805,954	887,673	81,718	8,883,861	8,856,927	(26,934)	10,633,624	Note G
Miscellaneous	37,288	15,067	(22,220)	149,047	242,488	93,441	260,431	
Leases and Rentals	17,360	9,682	(7,678)	140,618	124,820	(15,798)	144,183	Note H
Depreciation	800,651	849,373	48,722	8,238,386	8,325,774	87,388	10,017,196	
Total Operating Expenses	2,870,626	2,982,400	111,774	29,400,732	30,741,563	1,340,832	36,822,430	
Income Before Non-operating Revenue and Expense	859,602	114,665	744,937	554,604	1,017,716	(463,112)	4,175,079	
Non-Operating Revenues / (Expense)								
Investment Income	5,450	1,667	3,783	48,035	16,670	31,365	20,000	
Gain (Loss) Disposal of Assets	-	-	-	(14,675)	-	(14,675)	-	
Fare Evasion Fee	225	125	100	1,950	1,250	700	1,500	
Other Income - Miscellaneous	167	-	167	122,700	-	122,700	-	
Long Term Debt Interest/Expense	(96,369)	(96,368)	(1)	(963,492)	(963,680)	188	(1,156,422)	
Total Non-Operating Revenue / (Expense)	(90,526)	(94,576)	4,050	(805,482)	(945,760)	140,278	(1,134,922)	
Change in Net Assets	769,076	20,089	748,987	(250,878)	71,956	(322,834)	3,040,157	

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

	July 31, 2016	June 30, 2016	Change
Current Assets			
Cash & Cash Equivalents	11,403,011	11,911,570	(508,560)
Investments	3,157,688	1,885,110	1,272,578
Accounts & Notes Receivable	5,111,289	6,485,193	(1,373,904)
Prepaid Expenses	485,445	552,860	(67,415)
Inventory	16,255	20,310	(4,055)
Restricted Asset-Cash and Equivalents	5,141,702	5,140,517	1,186
Total Current Assets	25,315,390	25,995,560	(680,170)
Property, Plant and Equipment			
Land	16,228,337	16,228,337	-
Land Improvements	6,458,821	6,458,821	-
Machinery & Equipment	2,289,309	2,289,309	-
Leasehold Improvements	55,506	55,506	-
Vehicles	88,753,500	88,753,500	-
Computers & Software	1,180,676	1,180,676	-
Accumulated Depreciation	(46,313,030)	(45,512,380)	(800,651)
Total Property, Plant and Equipment	68,653,120	69,453,770	(800,651)
Capital Assets			
Intangible Assets	16,997,155	16,997,155	-
Other Capital Assets, Net	234,739,641	234,739,641	-
Construction in Progress	11,300,562	11,219,193	81,368
Total Capital Assets	263,037,358	262,955,989	81,368
Total Assets	357,005,868	358,405,319	(1,399,452)
Liabilities			
Current Liabilities			
Accounts Payable	-	1,608,680	(1,608,680)
Salary, Wages, and Benefits Payable	625,877	597,454	28,423
Accrued Expenses Payable	857,627	1,532,113	(674,486)
Deferred Revenues	55,465	66,146	(10,681)
Interest Payable	385,474	289,106	96,369
Total Current Liabilities	1,924,443	4,093,499	(2,169,055)
Non-Current Liabilities			
Rail Easement Payable	1,300,000	1,300,000	-
Retainage Payable	190,397	189,870	528
Bonds Payable	31,965,000	31,965,000	-
Total Non-Current Liabilities	33,455,397	33,454,870	528
Total Liabilities	35,379,841	37,548,369	(2,168,528)
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	(250,878)	(1,019,955)	769,076
Total Equity	321,626,027	320,856,951	769,076
Total Liabilities and Equity	357,005,868	358,405,319	(1,399,452)

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

Work Session 1a ii

ASSETS

Fixed Assets

1660 · Construction Work in Progress

1 · G&A Capital Projects

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	-	189,302	230,920	45%
Total 10603 · Legal Support	226,753	226,753	-	83,635	143,118	37%
Total 10301 · Lewisville Facilities Study	-	100,000	53,243	72,412	27,588	72%

Total 1 · G&A Capital Projects

1,039,167	1,031,975	53,243	345,349	686,626	33%
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5 · Bus Capital Projects

Total 50204 · Transit Enhancements (2015-16)	165,000	165,000	1,540	86,367	78,633	52%
Total 50301 · Bus O&M Facility	8,142,667	11,497,555	1,927	11,398,987	98,568	99%
Total 50505 · Fleet Replacement (2015)	395,000	1,634,000	-	1,626,492	7,508	100%
Total 50409 · Bus Fleet Cameras	149,500	149,500	-	-	149,500	0%
Total 50507 · Fleet (2016)	1,250,000	1,250,000	-	-	1,250,000	0%
Total 50601 · Scheduling Software (Bus)	250,000	250,000	-	20,000	230,000	8%

Total 5 · Bus Capital Projects

10,352,167	14,946,055	3,466	13,131,846	1,814,209	88%
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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	23,119	3,945,632	12,774,509	24%
Total 61708 · Lewisville Bike Trail	3,099,856	3,099,856	-	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	-	980,793	321,834	75%
Total 61505 · GTW Wheel Work	915,041	915,041	-	669,456	245,585	73%
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	660	68,971	181,029	28%
Total 61210 · Station Landscaping	75,000	485,000	-	385,572	99,428	79%

61713 · Disaster Recovery - 2015 Floods

6171301 · Operating Revenue	-	-	-	(181,483)	181,483	0%
Total 61713 · Disaster Recovery - 2015 Floods	1,000,000	300,000	-	216,457	83,543	72%

61713-1 · Rail Facility Flume Repair (2015 Flood)

61713-1.01 · Operating Revenue	-	-	-	(87,059)	87,059	0%
Total 61713-1 · Rail Facility Flume Repair (2015 Flood)	325,482	325,482	126	32,091	293,391	10%

Total 61713-2 · Grade Crossing Replacements (2015 Flood)

2,157,760	2,157,760	-	62,707	2,095,053	3%
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61713-3 · Hebron Signal House (2015 Flood)

61713-3.01 · Operating Revenue	-	-	-	(116,060)	116,060	0%
Total 61713-3 · Hebron Signal House (2015 Flood)	122,000	122,000	-	91,079	30,921	75%

Total 61713-4 · Ballast Undercutting (2015 Flood)

761,600	761,600	-	21,198	740,402	3%
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Total 61713-5 · Pockrus Page (2015 Flood)

623,000	623,000	-	21,487	601,513	3%
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Total 61714 · Rail Capital Maintenance

745,000	745,000	-	-	745,000	0%
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Total 61507 · ABB Stadler Spare Parts

276,000	276,000	-	-	276,000	0%
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Total 61715 · Trail Safety Improvements

139,657	139,657	-	-	139,657	0%
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Total 61508 · Stadler Fleet Emergency Lighting

-	190,000	-	189,556	444	100%
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Total 61716 · Lewisville Bike Trail - Eagle Point Section

-	2,995,873	754	754	2,995,119	0%
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Total Rail Construction Projects

29,817,568	35,705,006	24,659	10,822,308	24,882,698	30%
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Total 1660 · Construction Work in Progress

41,208,902	51,683,036	81,368	24,299,504	27,383,532	47%
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Board of Directors Memo

August 25, 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 August allocation is for sales generated in the month of June and represents revenue for the ninth month of FY 2016.

- Sales tax for sales generated at retail in the month of June and received in August was \$2,397,828.
- This represents an increase of 19.30% or \$387,836 compared to budget for the month.
- Receipts are favorable 6.45% year-to-date compared to budget.
- Compared to the same month last year, sales tax receipts were \$293,705 or 13.96% more.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 18.42%
 - City of Denton up 17.71%
 - Highland Village up 11.70%

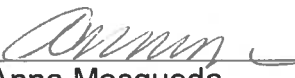
Need

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

Recommendation

For information only. No action required.

Final Review:


 Anna Mosqueda,
 CFO

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

Sales Generated in Month of:	Received in Month of:	2015-2016 Year Budget	2015-2016 Year Actual	Variance Actual to Budget	CY Actual to CY Budget % Variance	2014-2015 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,023,528	\$ 1,821,854	\$ (201,674)	-9.97%	\$ 1,945,700	\$ (123,846)	-6.37%
November	January	\$ 1,836,141	\$ 1,959,303	\$ 123,162	6.71%	\$ 1,765,520	\$ 193,783	10.98%
December	February	\$ 2,530,794	\$ 2,669,055	\$ 138,261	5.46%	\$ 2,433,456	\$ 235,599	9.68%
January	March	\$ 1,812,076	\$ 1,637,497	\$ (174,579)	-9.63%	\$ 1,742,381	\$ (104,884)	-6.02%
February	April	\$ 1,629,477	\$ 1,776,656	\$ 147,179.13	9.03%	\$ 1,566,805	\$ 209,851	13.39%
March	May	\$ 1,967,178	\$ 2,340,336	\$ 373,158	18.97%	\$ 2,074,176	\$ 266,160	12.83%
April	June	\$ 1,750,519	\$ 1,955,110	\$ 204,591	11.69%	\$ 1,803,955	\$ 151,155	8.38%
May	July	\$ 1,809,657	\$ 1,931,826	\$ 122,169	6.75%	\$ 1,757,537	\$ 174,289	9.92%
June	August	\$ 2,009,992	\$ 2,397,828	\$ 387,836	19.30%	\$ 2,104,123	\$ 293,705	13.96%
July	September	\$ 1,755,537				\$ 1,825,970		
August	October	\$ 1,865,219				\$ 2,082,973		
September	November	\$ 2,077,285				\$ 2,159,150		
YTD Total		\$ 23,067,403	\$ 18,489,465	\$ 1,120,103	6.45%	\$ 23,261,746	\$ 1,295,812	7.54%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department

Prepared By: Denton County Transportation Authority Finance Department

August 10, 2016

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

City of Lewisville						City of Highland Village					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance	Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,532,839	\$ 2,537,910	\$ 5,072	0.20%	October	December	\$ 268,275	\$ 290,956	\$ 22,682	8.45%
November	January	\$ 2,404,460	\$ 2,541,494	\$ 137,034	5.70%	November	January	\$ 283,432	\$ 301,727	\$ 18,295	6.45%
December	February	\$ 3,407,084	\$ 3,661,985	\$ 254,902	7.48%	December	February	\$ 441,441	\$ 469,889	\$ 28,448	6.44%
January	March	\$ 2,479,995	\$ 2,441,184	\$ (38,811)	-1.56%	January	March	\$ 249,723	\$ 264,553	\$ 14,830	5.94%
February	April	\$ 2,194,340	\$ 2,533,341	\$ 339,001	15.45%	February	April	\$ 220,832	\$ 233,938	\$ 13,106	5.93%
March	May	\$ 2,920,317	\$ 3,373,295	\$ 452,978	15.51%	March	May	\$ 319,961	\$ 330,255	\$ 10,294	3.22%
April	June	\$ 2,570,323	\$ 2,982,209	\$ 411,886	16.02%	April	June	\$ 275,169	\$ 265,293	\$ (9,877)	-3.59%
May	July	\$ 2,441,318	\$ 2,781,814	\$ 340,496	13.95%	May	July	\$ 317,874	\$ 288,202	\$ (29,672)	-9.33%
June	August	\$ 2,867,226	\$ 3,395,384	\$ 528,158	18.42%	June	August	\$ 330,952	\$ 369,689	\$ 38,737	11.70%
July	September	\$ 2,531,076				July	September	\$ 276,336			
August	October	\$ 2,996,730				August	October	\$ 264,926			
September	November	\$ 3,013,889				September	November	\$ 342,868			
YTD Total		\$ 32,359,597	\$ 26,248,617	\$ 2,430,715	10.21%	YTD Total		\$ 3,591,789	\$ 2,814,502	\$ 106,843	3.95%

City of Denton					
Sales Generated in Month of:	Received in Month of:	2014-2015 Year Actual	2015-2016 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,345,573	\$ 2,246,579	\$ (98,994)	-4.22%
November	January	\$ 2,197,657	\$ 2,342,199	\$ 144,542	6.58%
December	February	\$ 3,020,338	\$ 3,372,458	\$ 352,120	11.66%
January	March	\$ 2,109,216	\$ 1,869,754	\$ (239,463)	-11.35%
February	April	\$ 1,852,968	\$ 2,128,444	\$ 275,476	14.87%
March	May	\$ 2,678,550	\$ 2,842,993	\$ 164,443	6.14%
April	June	\$ 2,152,181	\$ 2,317,882	\$ 165,701	7.70%
May	July	\$ 2,107,901	\$ 2,405,495	\$ 297,594	14.12%
June	August	\$ 2,682,604	\$ 3,157,640	\$ 475,036	17.71%
July	September	\$ 2,259,012			
August	October	\$ 2,584,144			
September	November	\$ 2,727,016			
YTD Total		\$ 28,717,159	\$ 22,683,443	\$ 1,536,456	7.27%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
August 10, 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%	\$ 64,062,477.89	\$ 66,518,512.32	-3.69%	\$ 464,971,138.77	\$ 485,421,735.85	-4.21%
Dallas MTA	1.00%	\$ 51,943,339.30	\$ 50,050,436.94	3.78%	\$ 366,265,431.77	\$ 350,353,701.19	4.54%
Austin MTA	1.00%	\$ 22,206,990.22	\$ 20,138,970.75	10.27%	\$ 149,802,982.52	\$ 140,981,560.84	6.26%
San Antonio MTA	0.50%	\$ 13,541,867.41	\$ 12,977,740.96	4.35%	\$ 93,233,998.53	\$ 92,115,846.92	1.21%
San Antonio ATD	0.25%	\$ 6,179,176.82	\$ 5,967,563.79	3.55%	\$ 42,368,483.19	\$ 41,486,933.86	2.12%
Fort Worth MTA	0.50%	\$ 6,616,215.96	\$ 6,100,830.95	8.45%	\$ 46,122,345.49	\$ 43,302,965.72	6.51%
El Paso CTD	0.50%	\$ 3,804,872.62	\$ 3,839,453.78	-0.90%	\$ 28,401,931.22	\$ 27,611,156.35	2.86%
Corpus Christi MTA	0.50%	\$ 2,931,751.36	\$ 3,478,012.41	-15.71%	\$ 21,306,086.04	\$ 23,360,443.54	-8.79%
Denton CTA	0.50%	\$ 2,397,827.89	\$ 2,104,122.88	13.96%	\$ 16,667,610.71	\$ 15,247,953.29	9.31%
Laredo CTD	0.25%	\$ 678,971.38	\$ 731,677.52	-7.20%	\$ 5,135,662.83	\$ 5,431,505.51	-5.45%
TOTALS		\$ 174,363,490.85	\$ 171,907,322.30	1.43%	\$ 1,234,275,671.07	\$ 1,225,313,803.07	0.73%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
Prepared By: Denton County Transportation Authority Finance Department
August 10, 2016

Board of Directors Memo

August 25, 2016

Subject: Procurement Status Report**Crossing Replacement and Ballast Undercutting**

Staff is developing the procurement solicitation documents and will release the procurement in August. This project has been approved and will be reimbursed with FEMA funds. Award is anticipated at the September meeting.

Purchase of Small and Medium Vehicles

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

Purchase of 5-35' Heavy Duty Buses

In April of 2015, after a competitive procurement process, the Board awarded a contract to Gillig with the option to purchase up to 37 – 35 foot heavy duty transit buses over the next 5 years based on DCTA's fleet replacement needs. Awarding the multi-year contract allowed DCTA to manage both the cost of buses and fleet replacement in a more strategic manner. To date DCTA has purchased 7 buses (4 delivered in 2016 and 3 scheduled for delivery in mid-2017). A purchase order for \$1.9 million was issued this month for the purchase of 5 – 35 foot heavy duty buses. The buses have a build time of 18 to 24 months from date of order to delivery. The anticipated delivery of these units is Spring of 2018. The expenditure for this fleet replacement is included for FY18 in the cash flow model as part of the fleet replacement plan. DCTA will be reimbursed for 85% of the cost with federal dollars from FTA. Payment for buses is made at time of delivery, so no expenditure will occur until the units are delivered and accepted by DCTA.

Disadvantaged Business Enterprise (DBE)

DCTA will be hosting DBE course which is taught by the National Transit Institute (NTI). The course is designed to assist transit agencies and others receiving FTA funding have an understanding of the Department of Transportation (DOT) regulations and requirements so agencies can develop best practices and also have a better understanding of how to encourage participation by DBE's. There is no cost to DCTA to host the course and in exchange for hosting DCTA will be given ten (10) seats for employees. The course is scheduled for early November 2016.

Achievement of Excellence in Procurement Award

The Denton County Transportation Authority (DCTA) has been awarded the prestigious 21st Annual Achievement of Excellence in Procurement® (AEP) for 2016 from the National Procurement Institute, Inc. (NPI). The AEP Award is earned by public and non-profit organizations that obtain a high application score based on standardized criteria. The AEP program encourages the development of excellence, as well as continued organizational improvement to earn the award annually.

In 2016, there were 202 successful applicants including 48 counties, 72 cities, 25 higher education agencies, 23 school districts, 21 special districts, and 13 state agencies. This is the first time that DCTA has applied and received this prestigious award. In addition, DCTA was one of only 28 agencies in Texas to receive the AEP Award.

Submitted by:


Athena Forrester, Senior Procurement Manager

Final Review:


Anna Mosqueda, CFO

**Board of Directors Memo**

August 25, 2016

Subject: Marketing & Communications Update**Collateral Overview**

- Regional Leave-Behind (produced bi-monthly)
- New Go Guide (effective August 29, 2016)
- Community Survey Information Card

Community Survey Activities

In September 2016, DCTA will conduct its biennial community survey to garner feedback from Denton County residents on their personal preferences. DCTA will utilize this preference analysis to make strategic recommendations regarding the agency's service and the passenger experience.

- DCTA is partnering with the University of North Texas (UNT) to conduct the survey
- The survey will be held during the entire month of September – available at www.DCTAsurvey.net starting September 1
- The M&C department plans to promote the survey through platform/bus stop signage, rider alerts, website, social media, newsletters, media relations, direct mail, and other methods of communication
- DCTA needs Board assistance spreading the word about the community survey

Highland Village Campaign Update

- Overview of marketing and communications efforts
- Plan to incorporate Uber messaging

MARKETING & COMMUNICATIONS METRICS					
Activity	Metric	Annual Goal	Monthly	YTD	Goal Met
Brand Impressions					
Community Brand Impressions*	Global Impressions	260,000	20,904	233,680	
	Confirmed Impressions	7,500	104	3,685	
Media Buy Impressions**	Online/Confirmed Impressions	5M	2,225,942	10,291,303	✓
	Online Click Through Rate	.06%	.34%	.24%	
	Print Impressions	2M	222,078	1,913,938	
Media Relations					
Press Coverage	Articles About DCTA	300 Placements	121	498	✓
Media Relations Impressions^	Articles About DCTA	165M	28,677,451	189,978,672	✓
Publicity Value^^	Articles About DCTA	\$1M	\$58,824	\$605,786	
Headline Highlights	First Transit Wins First Rail Contract in North America with the Denton County Transportation Authority Flower Mound Examines Public Transit				
Major Media Outlets	Financial Times; Dallas Business Journal; Dallas Morning News; Mass Transit; Progressive Railroading				
Social Media					
Facebook Likes	Increase in Likes	3,000	726	2,969	
Twitter Followers	Increase in Followers	1,000	199	814	
Digital					
Website	Pageviews	1.5M	80,840	964,076	
	Top 5 Referring Sites	DART, UNT, TWU Portal, Denton County, TWU			
DCTA Blog	Confirmed Impressions	3,000	769	7,651	✓
	Top 3 Referring Sites	Facebook, Twitter, Denton Record-Chronicle			
Go Pass					
New Downloads	Total Count	170,000	12,449	154,925	
Tickets Sold	Total Count	20,000	2,183	22,410	✓

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	47,195	436,556	✓
	SMS (Texts)	50,000	4,905	78,441	✓
	Calls	15,000	1,790	25,837	✓
GORquest	Avg. Days/Closeout	<3.2	2.14	2.47	
	Total Entries/10K	>3	2.16	1.13	
	Complaints/10K	<5	3.43	1.96	
	Types of Submittals	Complaint – 19; Compliment – 3; Problem – 3; Question – 7; Suggestion – 3			

DISCOUNT SALES PROGRAMS††					
Program	Metric	Annual Goal	Monthly	YTD	Goal Met
Corporate Pass Program	Ticket Sales	N/A	\$0	\$0	N/A
	Business Database	1,000	245	1,764	✓
	Cold Calls	250	47	170	
	Website Pageviews	1,000	53	379	
	Direct Mail Distribution	1,000	0	972	
	Sales Kits Mailed	2			
	Top 3 Referring Sites	Google, Bing, Facebook			
Group Discount Program	Ticket Sales	N/A	\$2,210	\$5,174	N/A
	Website Pageviews	N/A	34	125	N/A
Non-Profit Discount Program	Ticket Sales	N/A	\$0	\$639	N/A
	Website Pageviews	N/A	49	177	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.



**Highland Village Services
Marketing & Communications Overview
Program Services Committee | August 16, 2016**

Customer Service

- Training
 - *UBER INTEGRATION – M&C will update training with CSRs*

Media Relations

- Launch Event
- Inaugural Ride
- Proactive Pitching
 - *UBER INTEGRATION – M&C will pitch new stories*



Online Advertising Campaign

- Launched April 4
- Two targeted online campaigns
 - Centro Brand Exchange – Cross-platform premium local site targeting
 - Millennial Media – Mindset Geo-targeting
 - Audience for Both Channels – Residents of Highland Village, potential employee base, local businesses



Printed Materials

- Highland Village Utility Bill Insert (April, May, June, July, August)
 - *UBER INTEGRATION – M&C will update the insert*
- Seat Drop (Connect Shuttle and Lewisville Connect)
 - *UBER INTEGRATION – M&C will create new seat drop*
- Direct Mailer (with “Free Ride” coupon) – May and September
 - *UBER INTEGRATION – M&C will update creative and resend*
- Promo Card (with “Free Ride” coupon)
- How to Ride Brochure

DCTA connect shuttle

NEW BUS SERVICE IN HIGHLAND VILLAGE!

MORNING SCHEDULE					
Depart H/V/L Station	Arrive Lewisville Walnut (Main St)	Depart Lewisville Walnut (Main St)	Arrive Village Parkway & A Marketplace Lane	Depart Chapel Road & IM 487	Arrive H/V/L Station
5:04 AM	5:14 AM	5:14 AM	5:29 AM	5:36 AM	5:39 AM
5:46 AM	5:56 AM	6:01 AM	6:16 AM	6:23 AM	6:26 AM
6:07 AM	6:17 AM	6:22 AM	6:37 AM	6:44 AM	6:47 AM
6:28 AM	6:38 AM	6:43 AM	6:58 AM	7:05 AM	7:08 AM
6:49 AM	6:59 AM	7:04 AM	7:19 AM	7:26 AM	7:29 AM
7:10 AM	7:20 AM	7:25 AM	7:40 AM	7:47 AM	7:50 AM
7:31 AM	7:41 AM	7:46 AM	8:01 AM	8:08 AM	8:11 AM
7:52 AM	8:02 AM	8:07 AM	8:22 AM	8:29 AM	8:32 AM
8:13 AM	8:23 AM	8:28 AM	8:43 AM	8:50 AM	8:53 AM
8:34 AM	8:44 AM	8:49 AM	9:04 AM	9:11 AM	9:14 AM

DCTAshuttle.net • 940.243.0077

DCTA connect shuttle

TRY CONNECT SHUTTLE

EVENING SCHEDULE					
Depart H/V/L Station	Arrive Lewisville Walnut (Main St)	Depart Lewisville Walnut (Main St)	Arrive Village Parkway & A Marketplace Lane	Depart Chapel Road & IM 487	Arrive H/V/L Station
3:30 PM	3:40 PM	3:40 PM	3:55 PM	4:02 PM	4:05 PM
3:50 PM	4:00 PM	4:05 PM	4:20 PM	4:27 PM	4:30 PM
4:10 PM	4:20 PM	4:25 PM	4:40 PM	4:47 PM	4:50 PM
4:30 PM	4:40 PM	4:45 PM	4:60 PM	4:67 PM	4:70 PM
4:50 PM	5:00 PM	5:05 PM	5:20 PM	5:27 PM	5:30 PM
5:10 PM	5:20 PM	5:25 PM	5:40 PM	5:47 PM	5:50 PM
5:30 PM	5:40 PM	5:45 PM	5:60 PM	5:67 PM	5:70 PM
5:50 PM	6:00 PM	6:05 PM	6:20 PM	6:27 PM	6:30 PM
6:10 PM	6:20 PM	6:25 PM	6:40 PM	6:47 PM	6:50 PM
6:30 PM	6:40 PM	6:45 PM	6:60 PM	6:67 PM	6:70 PM
6:50 PM	7:00 PM	7:05 PM	7:20 PM	7:27 PM	7:30 PM
7:10 PM	7:20 PM	7:25 PM	7:40 PM	7:47 PM	7:50 PM

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connect shuttle

community on-demand

1 PLAN YOUR TRIP

Visit DCTA Shuttle and plan your trip. Start with where you want to go and where you need to go. Then, check the schedule to see if the route you want to take is available.

2 BUY YOUR FARE

You can buy a fare for \$10 for adults or \$5 for seniors. You can also buy a fare for \$10 for a group of up to 5 people. You can also buy a fare for \$10 for a group of up to 5 people.

3 FIND YOUR RIDE

Find your ride by using the DCTA Shuttle app or by calling 940.243.0077. You can also find your ride by using the DCTA Shuttle app or by calling 940.243.0077.

4 RIDE YOUR ROUTE

Ride your route by using the DCTA Shuttle app or by calling 940.243.0077. You can also ride your route by using the DCTA Shuttle app or by calling 940.243.0077.

5 NEED TO TRANSFER?

If you need to transfer to another DCTA Shuttle route, you can do so by using the DCTA Shuttle app or by calling 940.243.0077. You can also transfer to another DCTA Shuttle route by using the DCTA Shuttle app or by calling 940.243.0077.

1 SCHEDULE YOUR TRIP

Visit DCTA Shuttle and plan your trip. Start with where you want to go and where you need to go. Then, check the schedule to see if the route you want to take is available.

2 BUY YOUR FARE

You can buy a fare for \$10 for adults or \$5 for seniors. You can also buy a fare for \$10 for a group of up to 5 people. You can also buy a fare for \$10 for a group of up to 5 people.

3 BE READY TO BOARD

Find your ride by using the DCTA Shuttle app or by calling 940.243.0077. You can also find your ride by using the DCTA Shuttle app or by calling 940.243.0077.

4 NEED TO TRANSFER?

If you need to transfer to another DCTA Shuttle route, you can do so by using the DCTA Shuttle app or by calling 940.243.0077. You can also transfer to another DCTA Shuttle route by using the DCTA Shuttle app or by calling 940.243.0077.

5 NEED TO CANCEL?

If you need to cancel your DCTA Shuttle trip, you can do so by using the DCTA Shuttle app or by calling 940.243.0077. You can also cancel your DCTA Shuttle trip by using the DCTA Shuttle app or by calling 940.243.0077.

NEW BUS SERVICE IN HIGHLAND VILLAGE!

TRY CONNECT SHUTTLE

OR TAKE COMMUNITY ON-DEMAND

DCTAshuttle.net • DCTA • 940.243.0077

DCTA

YOUR FIRST RIDE IS ON US!

The Denton County Transportation Authority is proud to offer a free ride to Highland Village. This is a great way to try the new service and see if it works for you. The free ride is valid for one (1) ride only and is valid from May 1, 2016 through December 31, 2016. The free ride is valid on Connect Shuttle only. The free ride is valid if the driver is not damaged, cut or folded. The free ride is valid if the driver is not damaged, cut or folded.

THAT'S TWO OPTIONS AND A MILLION POSSIBILITIES

Take your first ride on Connect Shuttle and see if it works for you. The free ride is valid for one (1) ride only and is valid from May 1, 2016 through December 31, 2016. The free ride is valid on Connect Shuttle only. The free ride is valid if the driver is not damaged, cut or folded. The free ride is valid if the driver is not damaged, cut or folded.

TRY CONNECT SHUTTLE

ONE FREE RIDE

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TRY CONNECT SHUTTLE

ONE FREE RIDE

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PROMOTIONAL FARE

- Pass valid for one (1) free ride only
- Pass valid from May 1, 2016 through December 31, 2016
- Pass valid on Connect Shuttle only
- Pass must be surrendered to the driver upon boarding
- Pass invalid if damaged, cut or folded

DCTA

DENTON COUNTY TRANSPORTATION AUTHORITY

RideDCTA.net • 940.243.0077

Your Future is Riding on Us
HopOnBoardBlog.com • #RideDCTA

NEW SERVICE IN HIGHLAND VILLAGE

connect shuttle

DCTA now offers peak-hour shuttle service in Highland Village. Connect Shuttle links to existing Lewisville Connect bus service offering Lewisville residents more destinations via bus than ever before. Transfer to Connect Shuttle by taking Lewisville Connect Routes 21, 22 and 23 to the Walnuts on Main Street, where Connect Shuttle stops every 30 minutes during operating hours.

TRY CONNECT SHUTTLE TODAY!

Monday – Friday
5:30 a.m. – 9 a.m.
3:30 p.m. – 7 p.m.

Valid DCTA Connect, Local System, and Regional fares are accepted.

Learn more at DCTAshuttle.net.

DCTA

DENTON COUNTY TRANSPORTATION AUTHORITY

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Your Future is Riding on Us
HopOnBoardBlog.com • #RideDCTA

18

Out of Home

- Station Platform Decals (HV/LL Station)
 - *UBER INTEGRATION – M&C will update creative and reinstall*
- Bus Shelter Decals (HV/LL Station and Civic/Summit)
 - *UBER INTEGRATION – M&C will update creative and reinstall*
- Promotional Sign Blade
 - *UBER INTEGRATION – M&C will update creative and reinstall*
- Temporary/Permanent Stop Signage
- Vehicle Signage



connect shuttle
 DENTON COUNTY
 TRANSPORTATION AUTHORITY
 DCTAshuttle.net • 940.243.0077

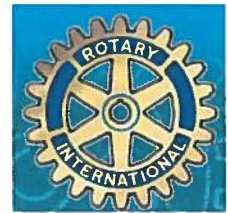


**Park & Ride
 Location**

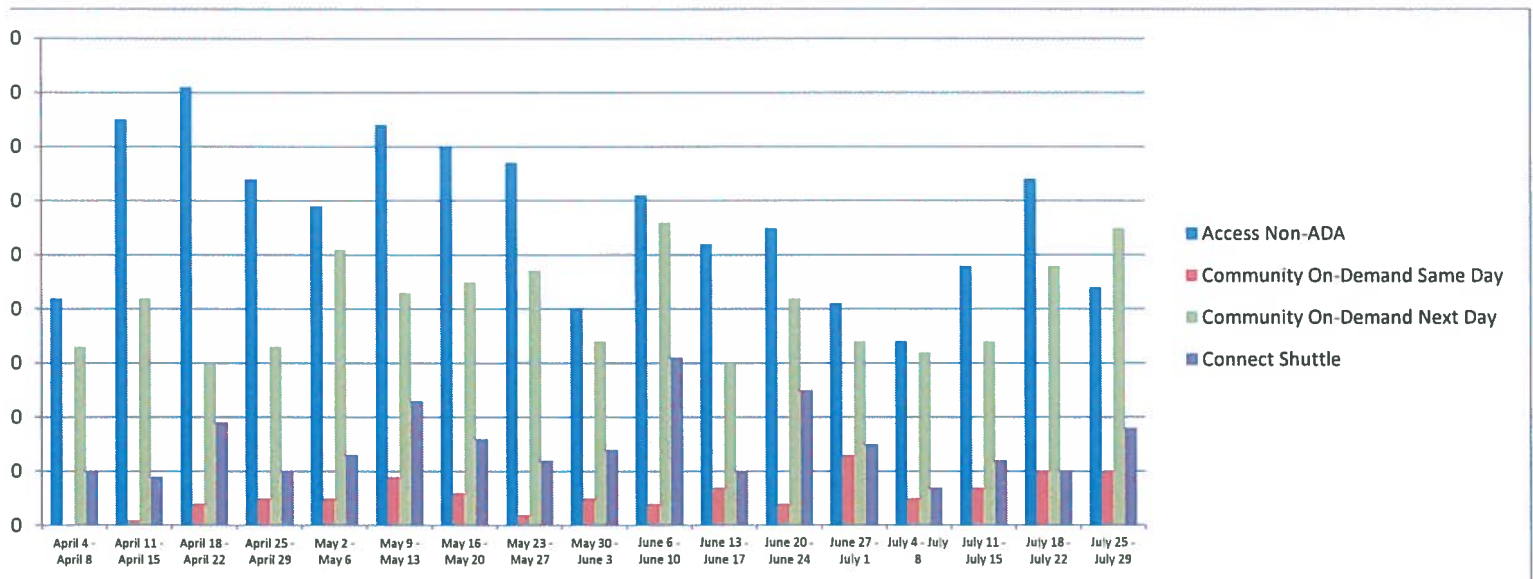
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Community Outreach

- HVBA Community Coffee – 3/3
- HVBA Quarterly Luncheon – 4/12
- Highland Village Art Festival – 5/7
- Celebrate Highland Village – 6/4
- Highland Village Balloon Festival – 8/19 and 8/20
- Community Presentations



Ridership



*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 Memorial Day holiday (no service)

*July 4 – July 8: Decrease in ridership overall due to Fourth of July holiday (no service)

*June 6 – June 10/July 18 – July 22: Increase in Connect Shuttle ridership due to marketing and communications heavy-up efforts

Approved by:

Nicole M. Recker

Nicole M. Recker
Vice President of Marketing & Communications

Board of Directors Memo

August 25, 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
- Denton stops with transfer opportunities for continued service to UNT and TWU have been identified
- Currently coordinating stop opportunities on UNT's campus
- 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

- Highland Village pilot service was implemented on April 4, 2016
- Service changes based on the COA are being implemented in Lewisville August 22, 2015
- Staff is working with Uber to implement a pilot program in Highland Village in Fall 2016

Denton Service Review & Analysis

- Denton service recommendations have an anticipated phased implementation beginning in FY 2017

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, and has been renewed
- 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
- Meetings have been held 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
- Potential partnership opportunities are being explored to address the university's parking challenges

Service Expansion within New Service Areas

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

LAND USE PLANNING & 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.
- Board approved the authorization for the President to execute the agreement with Huffines at the March board meeting
- The appropriate agreements between both parties are being developed by our legal team to move this project forward
- Staff has submitted a joint development request to the FTA for this project and is awaiting final approval

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

- | | |
|----------------------------------|---|
| • Mobility On Demand | • State and Federal Legislative Initiatives |
| • Long-Range Planning Efforts | • Grant Funding Opportunities |
| • Regional Rail Trail Initiative | • TxDOT 35W Expansion Coordination |

Submitted by: _____



Kristina Brevard, VP, Planning & Development



Board of Directors Memo
Subject: Capital Projects Update

August 25, 2016

Signal System Enhancements

- Network drawings are in progress.

Positive Train Control (PTC)

- Project meeting held August 3
- Signal Block change order approved
- Circuit Plan change order approved
- 60 % circuit design for various wayside locations received and reviewed
- Review of 90% onboard hardware installation drawings completed

Lewisville Hike and Bike Trail – Eagle Point Section

- Still under review at TxDOT
- Final permits from the USACOE for a section south of the Highland Village Station have been received.

Flood Damage Repairs

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

DTA006G Rail OMF drainage	\$116,079	\$29,019	Small project reimbursement received. Plans are complete. Awaiting final specifications. Expect to release RFP in early September
DTA 002G Undercut Ballast	\$657,652	\$164,413	Will be re-bid in September with crossings.
Replace flume at Pockrus Page	\$623,000* \$161,338 **	\$155,750 \$461,662	Appeal filed. Engineers are finalizing repair recommendations. Surveying complete

* Original claim 290'

** Approved claim

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

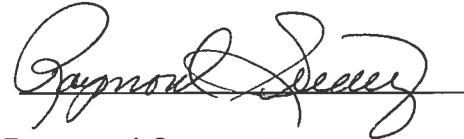
Transit Enhancements

- Installations are complete.

Shoretel Phone System Expansion

- All Shoretel hardware and software has been received by DCTA.
- Installation will begin at the Lewisville offices, with Rail O&M being the first location.
- Installation is slated to begin the week of 8/15.

Final Review:



Raymond Suarez

Board of Directors Memo

August 25, 2016

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

- FY 2016 YTD "On Time Performance" (OTP) for the A-train is 98.91%
- FY 2016 YTD "On Time Performance" (OTP) for Connect service is 87.35%. On-time performance has been adjusted to properly reflect departures from each bus stop as well as the final destination.

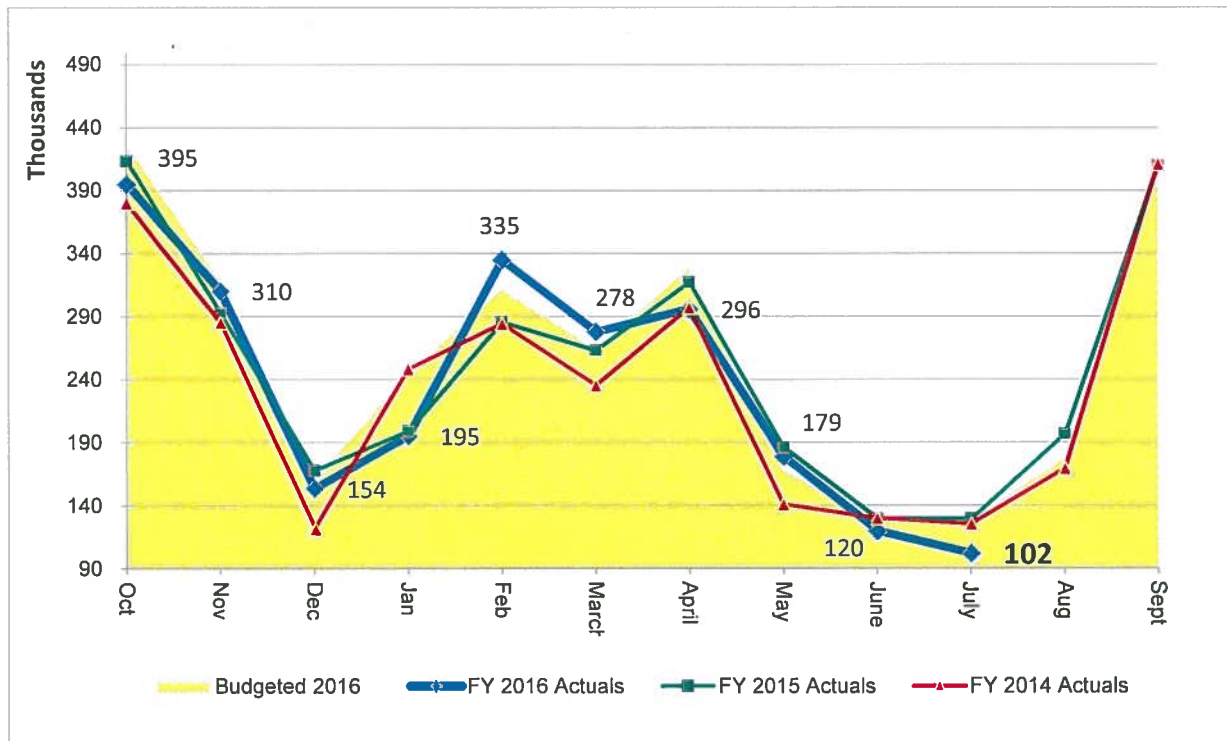
RIDERSHIP PERFORMANCE**Year to Date Change in Ridership by Service Type**

Service	% Change FY 2015 to FY 2016	Color Indicator	Notation No.
All Bus & Rail	-0.90%		1
Rail	-1.00%		2
All Bus	-0.87%		3
Connect	-4.24%		3
UNT	-0.37%		4
NCTC	14.24%		
Access	1.06%		
Frisco Demand Responsive	N/A		

1. July 2016, boardings for All Bus & Rail decreased YTD compared to FY 2015 due to a combination of fewer weekdays and declining gasoline prices relative to the same period in FY 2015.
2. Rail Ridership YTD declined relative to YTD 2015.
3. Connect ridership continues to decline YTD compared to the same period in FY 2015.
4. YTD, UNT ridership also declined due to falling gasoline prices.

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

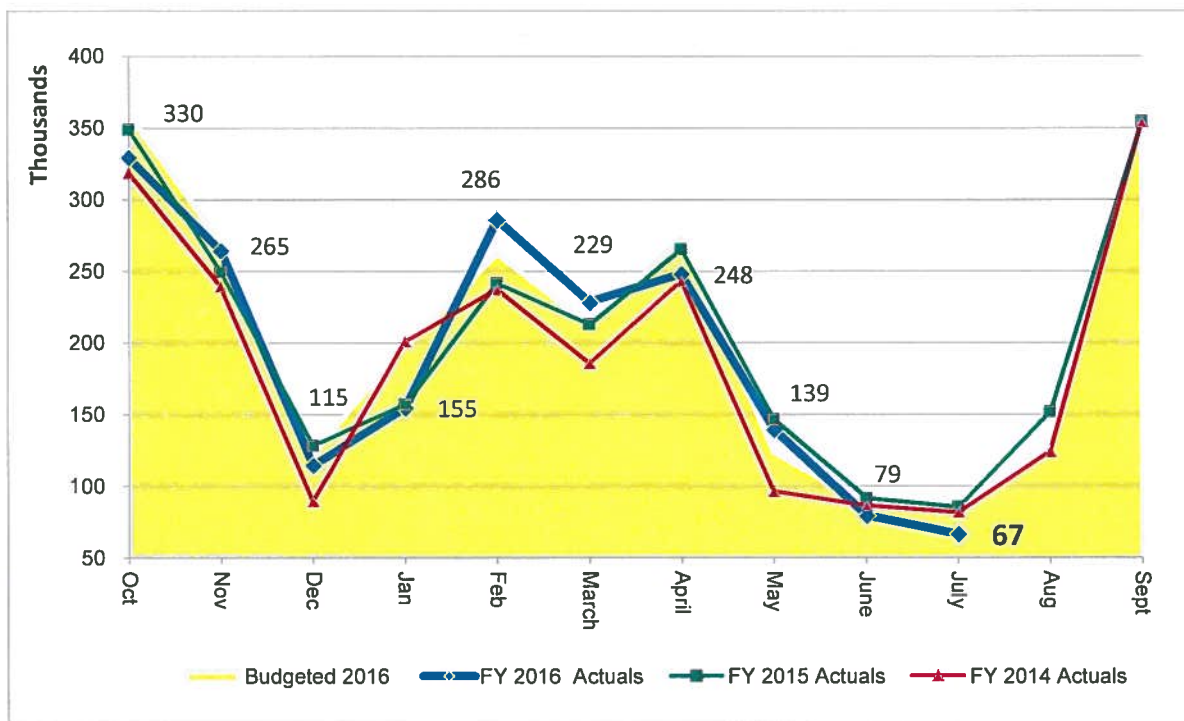


Note: Statistics include A-train, Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

Rail and All Bus: Total Boardings

- YTD boardings for Rail and All Bus decreased by 0.90% (or 7,290 boardings) compared to the same period in FY 2015.
- Declining gasoline prices contributed to this overall decrease in boardings.

All Bus: Total Boardings

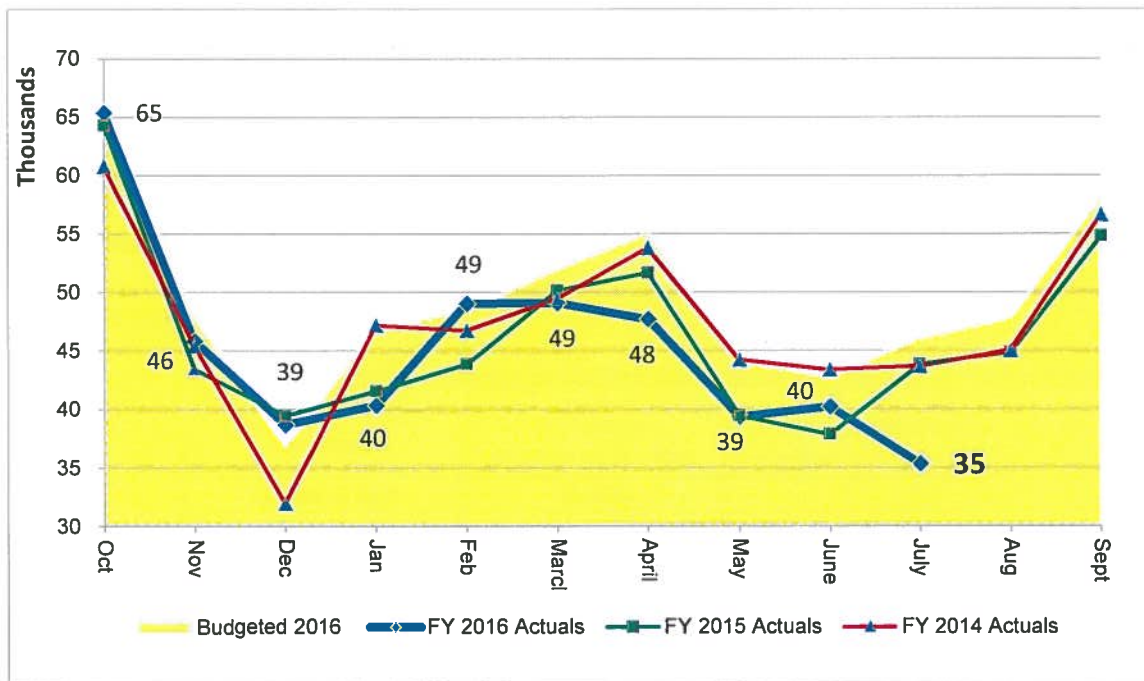


Note: Statistics include Connect, UNT, NCTC, Access, Connect RSVP, Frisco Demand Response Service, Highland Village Service, and special movement services. For display purposes, the Y axis origin has been modified.

All Bus: Total Boardings

- YTD All Bus boardings decreased by 0.87% (or 16,807 boardings) compared to the same period in FY 2015.
- YTD Connect boardings decreased by 4.24% (or 20,276 boardings) which may be attributed to falling gasoline prices relative to the same period in FY 2015.
- UNT boardings decreased by 0.37% (or 5,064 boardings) YTD. The decline in UNT ridership YTD may be attributed to the current market conditions.
- Special Movements in July included transportation for UNT orientation sessions which accounts for 2,645 additional boardings.
- YTD NCTC boardings grew by 16.09% (or 2,149 boardings). This increase may be attributed to higher enrollment compared to the same period in FY 2015.

Rail: Total Boardings

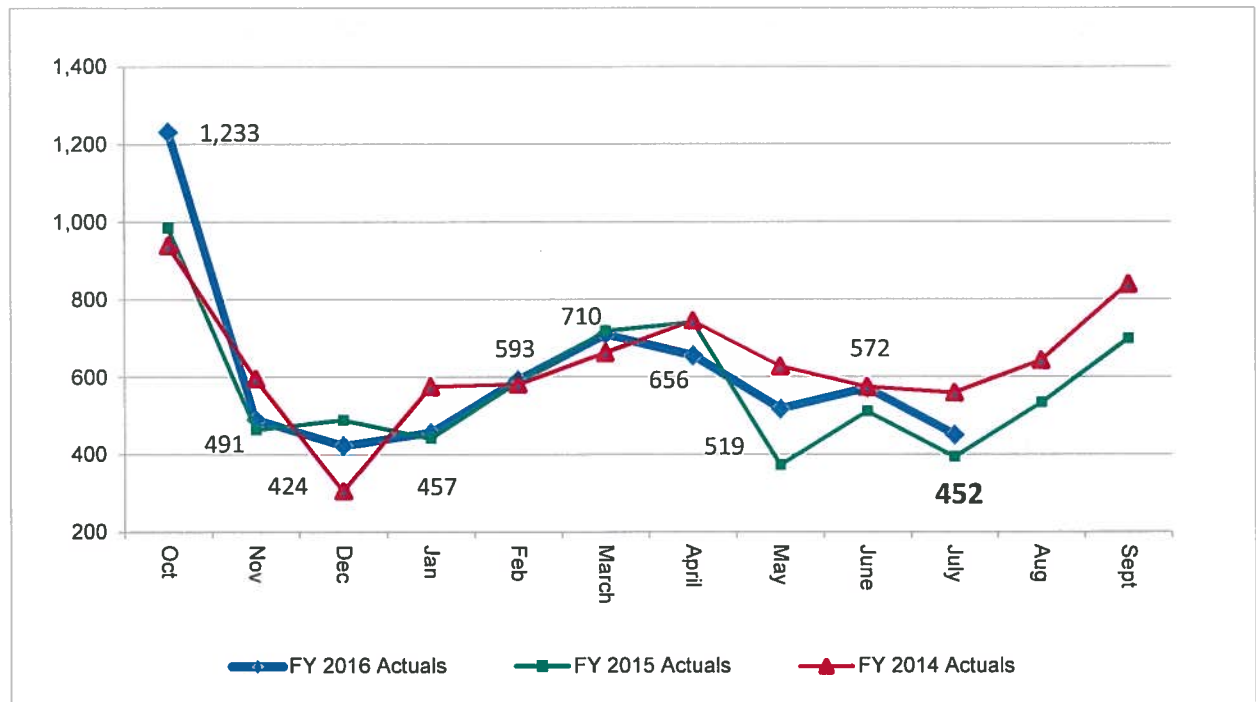


Note: For display purposes, the Y axis origin has been modified.

Rail: Total Boardings

- YTD, rail boardings decreased by 1.00% (or 4,557 boardings) compared to the same period in FY 2015. This decline may be attributed to two less weekdays in YTD 16 compared to YTD 15.
- From June to July 2016, total boardings decreased due to two fewer weekdays and also the price of gasoline continuing to drop.
- While YTD total boardings dropped, on average the number of weekday passengers increased by 5.42% (or 97 boardings per weekday).

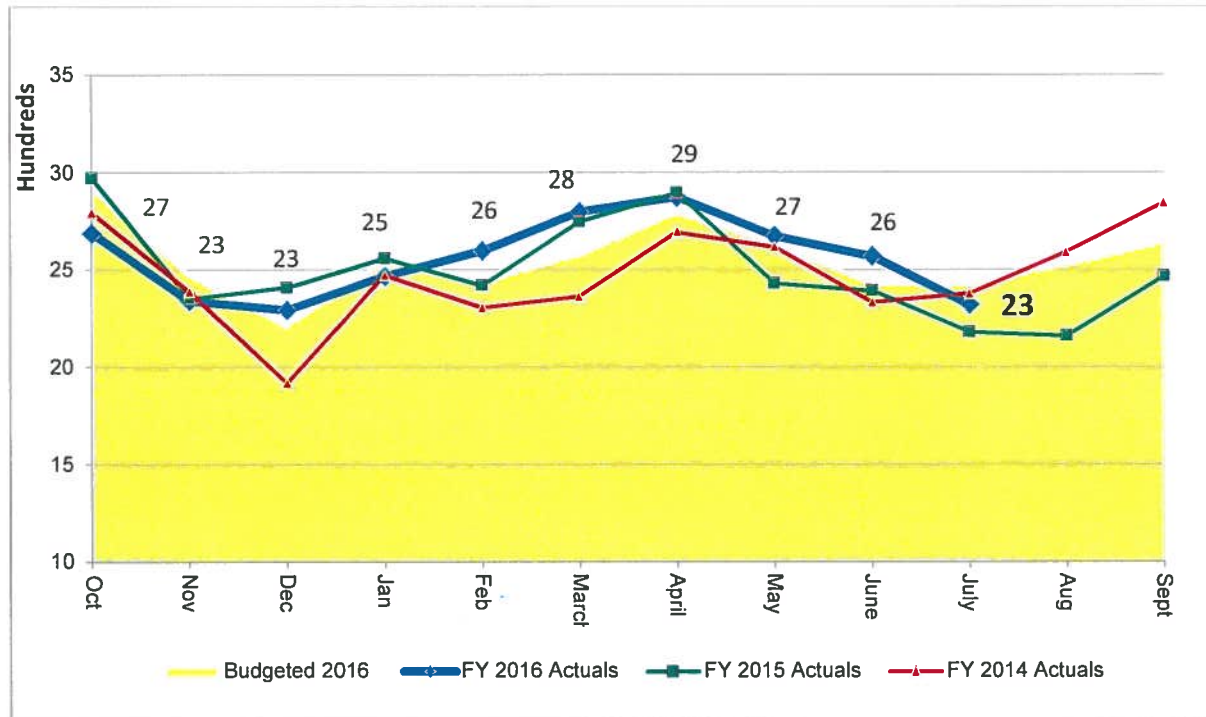
Rail: Saturday Average Boardings



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

- YTD average Saturday boardings increased by 6.94% (or 40 boardings per Saturday) compared to that same period in FY 2015.
- From June to July 2016, average Saturday boardings decreased due to the bulk of UNT's summer sessions finishing in July.

Access: Total Boardings

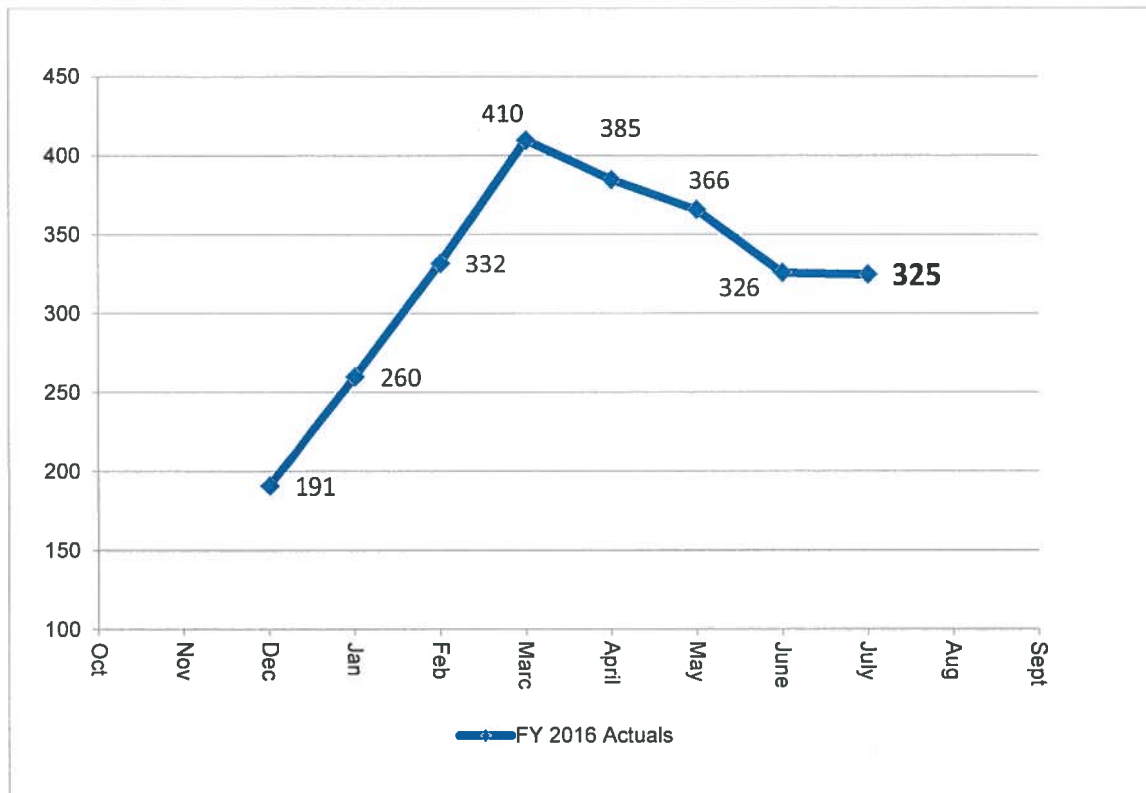


Note: For display purposes, the Y axis origin has been modified.

Access: Total Boardings

- YTD, boardings have increased 1.06% (or 268 boardings) compared to the same period in 2015.
- From June to July 2016, total boardings dropped slightly due to 2 fewer weekdays in July compared to June.

Frisco Demand Response Service: Total Boardings



Frisco Demand Response Service: Total Boardings

- In July, Frisco Demand Response Service had 325 boardings which is a drop of 0.31% (or a single boarding) relative to June.
- While the total decreased slightly from June to July 2016, the average daily boardings increased from 14.82 in June to 16.25 in July, due to fewer service days in July (20 verses 22).
- Like other demand responsive services, boardings generally decrease during the summer months as passengers often take less trips due to school being out, vacations, weather, etc.

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 256 one-way trips were provided in July 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			
July 2016			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
256	31	176	49
June 2016			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
310	31	189	91
May 2016			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
286	24	194	68
April 2016			
Total	Community On-Demand		Connect Shuttle
	Same Day	Next Day	
196	10	138	48

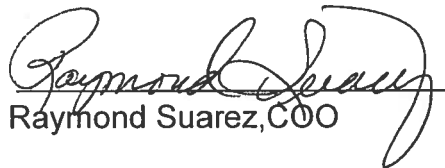
SAFETY/SECURITY

- DCTA Rail Operations Injury-Free Workdays: 1,547
- DCTA Bus Operations Injury-Free Workdays: 18

MAINTENANCE

- **Right of Way:** Routine daily inspections are being performed by the contractor.
- **Signal/Communications:** There were no issues in the month of July.
- **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 July

Final Review:


Raymond Suarez, COO



Board of Directors Memo

August 25, 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 12:02 p.m., Tuesday, August 16, 2016 at 1955 Lakeway Dr., Suite 260 Conference Room in Lewisville, TX.

In attendance were:

Committee Members: *Paul Pomeroy, Skip Kalb, Carter Wilson*

Board Members: *Charles Emery, Dave Kovatch, Richard Huckaby*

Absent: *Doug Peach, Don Hartman, Jim Robertson, Allen Harris, George Campbell*

DCTA Staff: *Kristina Brevard, Anna Mosqueda, Nicole Recker, Raymond Suarez, Michelle Bloomer, Jonah Katz, Rusty Comer, Troy Henderson*

Additional Guest(s): Jim Owens, TMDC

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

1. Single Car Operations Update
2. Agency Strategic Plan Discussion
3. Infrastructure Development Update
4. Service Expansion Update
 - a. NCTCOG Planning Funding Request
 - b. 35W Corridor Service
 - c. NCTCOG Regional Trail Initiative
5. Transit Service Enhancements Discussion
 - a. Lewisville/Highland Village Service Enhancement Marketing Plan
 - b. Future Potential A-train Enhancements
6. Agency Operational Updates
 - a. Ridership Update
 - b. Rail Operations Mobilization
 - c. Single Car Operations

The meeting adjourned at 1:54 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