



DENTON COUNTY  
TRANSPORTATION AUTHORITY

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

## **Board of Directors Regular Meeting**

**March 24, 2016 | 3:00 p.m.\***

*\*or immediately following Board Work Session  
scheduled at 12:30 p.m. on March 24, 2016*

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS

INVOCATION

WELCOME AND INTRODUCTION OF VISITORS

AGENCY AWARDS AND RECOGNITIONS

### **1. CONSENT AGENDA**

- a. Approval of Minutes for the Board Work Session and Regular Meeting on February 16, 2016 and Work Session on February 25, 2016
- b. Acceptance of Financial Statements (February 2016)
- c. Approve Settlement and Release Agreement with URS Corporation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas
- d. Modifications to Capital Budget
  - i. Texoma Area Paratransit System Bus Purchase
  - ii. Stadler Fleet Emergency Lighting Upgrade
  - iii. Lewisville Facilities Study including the analysis of light maintenance facility options at the Rail Operations and Maintenance Facility, space requirements for an administrative facility/multi-modal facility, and requirements for brownfield mitigation at the Rail O&M Facility

### **2. REGULAR AGENDA**

- a. Approve Resolution 16-01 confirming intent to accept Transfer of Texoma Area Paratransit System buses as required by the Federal Transit Administration
- b. Authorize President to Enter Into an Agreement Extending the North Central Texas College Contract for Transportation Services
- c. Authorize President to Enter Into an Agreement Extending the University of North Texas Contract for Transportation Services
- d. Authorize President to Enter Into Task Order(s) under existing on-call architecture and engineering services implementing the Lewisville Facility Study
- e. Authorize President to Enter Into a Purchase, Lease or License Agreement with Huffines Developers

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. As Authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
  - c. As Authorized by Texas Government Code Section 551.072 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. Discussion of Regional Transportation Issues
  - b. 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](mailto:rcomer@dcta.net) or calling Rusty Comer at 972-221-4600.

This notice was posted on 3/22/2016 at 12:11 PM.

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Rusty Comer, Public Information Coordinator



## Board of Directors

## Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened the work session of the Board of Directors with Chairman Charles Emery presiding at 2:33 p.m. February 16, 2016 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057. A quorum was present.

### Attendance

#### Small Cities

Connie White

#### Large Cities

Charles Emery, Lewisville, Chairman  
 Paul Pomeroy, Highland Village, Vice-Chair  
 Richard Huckaby, Denton, Secretary  
*(arrived at 2:42 p.m.)*  
 Carter Wilson, Frisco  
 Tom Winterburn, Corinth  
 Doug Peach, Little Elm  
 Jim Robertson, Flower Mound  
*(arrived at 2:48 p.m.)*

#### Denton County Unincorporated

George A. Campbell  
 Don Hartman *(arrived at 2:52 p.m.)*

#### Board Members Absent

Allen Harris, The Colony  
 Skip Kalb, Small Cities  
 Dave Kovatch, Denton County at Large

#### Legal Counsel

Peter G. Smith, General Counsel

#### DCTA Staff

Jim Cline, President  
 Raymond Suarez, Chief Operating Officer  
 Kristina Brevard, Vice President Planning  
 and Development  
 Anna Mosqueda, Chief Financial Officer  
 Nicole Recker – Vice President, Marketing  
 and Communications

#### Others in Attendance

Marisa Perry - Controller  
 Amanda Riddle – Budget Manager  
 Chrissy Nguyen – Senior Accountant  
 Michelle Bloomer, Transit Management of  
 Denton County

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

#### 1. Routine Briefing Items

- a. Financial Reports - Anna Mosqueda, Chief Financial Officer, reported on the following financial items
  - Financial Statements
  - Capital Projects Report
  - Sales Tax Report
  - Procurement Report

#### 2. Items for Discussion

- a. Review of Board Retreat Agenda – Jim Cline gave an overview of the draft agenda for the retreat

3. Discussion of Regular Board Meeting Agenda Items (February 2016)
4. Convene Executive Session. The Board did not meet for executive session.
5. Reconvene Open Session - There was no action taken
6. Discussion of Future Agenda Items – There was no discussion
7. ADJOURN - Work session was adjourned at 3:01 p.m.

The minutes of the February 16, 2016 work session meeting of the Board of Directors were passed, and approved by a vote on this 24<sup>th</sup> day of March, 2016.

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Charles Emery, Chairman

ATTEST

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Richard Huckaby, Secretary



Board of Directors

## Board Meeting Minutes

The regular meeting of the Board of Directors of the Denton County Transportation Authority was convened with Chairman Charles Emery presiding at 3:08 p.m. February 16, 2016 at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057. A quorum was present.

### Attendance

#### Small Cities

Connie White

#### Large Cities

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

#### Denton County Unincorporated

George A. Campbell  
 Don Hartman

#### Board Members Absent

Allen Harris, The Colony  
 Skip Kalb, Small Cities  
 Dave Kovatch, Denton County at Large

#### Legal Counsel

Peter G. Smith, General Counsel

#### DCTA Staff

Jim Cline, President  
 Raymond Suarez, Chief Operating Officer  
 Kristina Brevard, Vice President Planning  
 and Development  
 Anna Mosqueda, Chief Financial Officer  
 Nicole Recker – Vice President, Marketing  
 and Communications

#### Others in Attendance

Marisa Perry - Controller  
 Amanda Riddle – Budget Manager  
 Chrissy Nguyen – Senior Accountant  
 Javier Trilla – IT Manager

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

PLEDGE OF ALLEGIANCE TO US AND TEXAS FLAGS – led by Richard Huckaby

INVOCATION – led by Paul Pomeroy

WELCOME AND INTRODUCTION OF VISITORS

AGENCY AWARDS AND RECOGNITIONS –

## 1. CONSENT AGENDA

- a. Approval of Minutes Board Meeting January 28, 2016
- b. Acceptance of Financial Statements
- c. Authorize the President to enter into an agreement with the North Central Texas Council of Governments (NCTCOG) for limited funding to support operation of contracted service within the City of Frisco.
- d. Authorize the President to enter into an agreement with the North Central Texas Council of Governments (NCTCOG) for the loan of four vehicles which will be utilized in the deployment of contract service for the City of Frisco.
- e. Authorize the President to enter into an agreement with the Texoma Area Paratransit System (TAPS) for the purchase of six (6) buses and fareboxes in an amount not to exceed \$150,000.
- f. Capital Budget Revision – FEMA/Flood Projects
  - Motion to approve Consent Agenda Items a-f made by George A. Campbell. 2<sup>nd</sup> by Paul Pomeroy. Motion carried unanimously.

## 2. REGULAR AGENDA

- a. Presentation of Audit Report for Fiscal Year End 9/30/2015 by Weaver & Tidwell, LLP
  - Jerry Gaither and Jennifer Ripka with Weaver & Tidwell, LLP presented the audit findings
- b. Discussion/Action - Accept the 2015 Financial Statements and Supplementary Information
  - Motion to approve the 2015 Financial Statements and Supplementary Information was made by Paul Pomeroy. 2<sup>nd</sup> by Connie White. Motion carried unanimously.
- c. Discussion and Approval of amendment to Article IV Section 2 of DCTA Bylaws governing officer term limits
  - Pete Smith gave the board an overview of the proposed bylaw amendment.
  - Motion to approve the bylaw amendment made by Richard Huckaby. 2<sup>nd</sup> by Paul Pomeroy. Motion carried unanimously.
- d. Board Officer Elections
  - Paul Pomeroy moved to keep the current slate of board officers.
  - Motion to approve the officer elections made by Paul Pomeroy. 2<sup>nd</sup> by Doug Peach. Motion carried unanimously.

1. Convene Executive Session. The board did not meet in executive session.

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

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

4. PRESIDENT'S REPORT – Jim Cline provided information on the following items
  - a. Budget Transfers
  - b. Regional Transportation Issues
5. REPORT ON ITEMS OF COMMUNITY INTEREST
  - a. Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.
    - Jim Cline mentioned the two articles mentioning DCTA in North Central Texas Council of Governments' *Mobility* Newsletter.
    - Jim Cline notified the board of the memorial ceremony for former board member, Tom Spencer's, wife.
6. ADJOURN 3:38 p.m.
  - Motion to adjourn made by Carter Wilson. 2nd by Paul Pomeroy. Motion carried unanimously.

The minutes of the February 16, 2016 work session meeting of the Board of Directors were passed, and approved by a vote on this 24<sup>th</sup> day of March, 2016.

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Charles Emery, Chairman

ATTEST

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Richard Huckaby, Secretary



## Board of Directors

## Work Session Minutes

The Board of Directors of the Denton County Transportation Authority convened the work session of the Board of Directors with Chairman Charles Emery presiding at 9:02 a.m. February 25, 2016 at the UNT Gateway Center, 801 N Texas Blvd, Denton, TX 76201. A quorum was present.

### Attendance

#### Small Cities

Connie White  
Skip Kalb

#### Large Cities

Charles Emery, Lewisville, Chairman  
Paul Pomeroy, Highland Village, Vice-Chair  
Richard Huckaby, Denton, Secretary  
(arrived at 2:30 p.m.)  
Carter Wilson, Frisco  
Tom Winterburn, Corinth  
Jim Robertson, Flower Mound

#### Denton County Unincorporated

Don Hartman

#### Board Members Absent

Allen Harris, The Colony  
Dave Kovatch, Denton County at Large  
George A. Campbell, Denton County  
Unincorporated  
Doug Peach, Little Elm

#### Legal Counsel

Joe Gorfida, General Counsel

#### DCTA Staff

Jim Cline, President  
Raymond Suarez, Chief Operating Officer  
Anna Mosqueda, Chief Financial Officer  
Nicole Recker – Vice President, Marketing  
and Communications

#### Others in Attendance

Anne MacCracken, Senior Transit Planner  
Dee Leggett, First Transit  
Don Dillard,

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

1. Convene Executive Session at 9.02 a.m.
  - a. As Authorized by Texas Government Code section 551.071 consultation with General Counsel regarding pending litigation Cause No 2011-30066-211; URS Corporation v. Denton County Transportation Authority; 211th District Court, Denton County, Texas.
2. Reconvene Open Session at 9:10 a.m.
  - No action was taken as result of executive session
3. Routine Briefing Items – These items were distributed to the board, no discussion was had.

- a. Strategic Planning / Development Update
  - b. Marketing and Communications Update
  - c. Capital Projects Update
  - d. Transit Operations Update
4. Items for Discussion - Jim Cline and the executive team lead a discussion on the following items
- a. Key Challenges/Opportunities
  - b. Development Near DCTA Rail Stations
  - c. Proposed Improvements to Current Operations
  - d. Expansion of Service Area
  - e. Defining a Path Forward
  - f. Wrap-up and Next Steps
5. ADJOURN - Work session was adjourned at 3:16 p.m.

The minutes of the February 25, 2016 work session meeting of the Board of Directors were passed, and approved by a vote on this 24<sup>th</sup> day of March, 2016.

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Charles Emery, Chairman

ATTEST

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Richard Huckaby, Secretary

**Board of Directors Memo****March 24, 2016****Subject: 1(d)i – Modifications to Capital Budget – TAPS Bus Purchase****Background**

Texoma Area Paratransit System (TAPS) discontinued public transportation services in Collin County in November 2015. TAPS desires to sell up to six (6) transit buses and 20 fare boxes to DCTA for an amount not to exceed \$150,000. These vehicles were acquired by TAPS utilizing federal funds. Both DCTA and TAPS are grantees of the Federal Transit Administration (FTA) so the federal interest in the vehicles is eligible to be transferred. These vehicles have not reached the end of their useful life, therefore written approval from FTA is required before the assets can be transferred. The Board authorized the President in February to execute an agreement with TAPS contingent upon DCTA staff doing its due diligence regarding actual condition of vehicles, confirmation that titles can be transferred free and clear of any obligations and required approval for transfer has been obtained from the FTA.

**Identified Need**

DCTA is in need of additional buses to augment existing fleet to provide revenue service and help maintain an appropriate fleet spare ratio.

**Financial Impact**

DCTA has realized fuel savings from rail operations to fund this purchase. Since this is a transfer of assets from a grantee that utilized federal funds for the original purchase, and there is still a federal interest because the vehicles have not reached the end of their useful life, DCTA cannot use federal funds to acquire the vehicles, therefore local funds are required for the purchase. There will be no bottom line impact to the FY16 budget.

**Recommendation**

Staff recommends the Board of Directors approve Capital Budget Revision 2016-14 to transfer fuel savings to fund the purchase of six (6) TAPS buses.

Submitted by:

Amanda Riddle  
Budget Manager

Approved by:

Jim Cline  
President

**DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA)  
BUDGET TRANSFER / REVISION REQUEST**

Number: 2016-14

Type:                      Transfer                      ✓  
                                 Revision                      \_\_\_\_\_

	Current Budget Amount	Budget Revision Amount	Adjusted Budget Amount
<b>FROM:</b>			
620-50935 Contingency {Operating}	1,700,000	(150,000)	1,550,000
Total	<u>1,700,000</u>	<u>(150,000)</u>	<u>1,550,000</u>
<b>TO:</b>			
50508.14 - TAPS Bus Purchase {Capital}	-	150,000	150,000
Total	<u>1,700,000</u>	<u>-</u>	<u>1,700,000</u>

**Explanation:**

This transfer will allow DCTA to purchase six (6) Eldorado EZ Rider 2 buses from TAPS. Five (5) of the buses are 2013 models and one (1) is a 2015 model.

Date: \_\_\_\_\_

Date 3.8.2016

Date 8 March 2016

Requested By \_\_\_\_\_

Reviewed By \_\_\_\_\_

President \_\_\_\_\_

Amanda Riddle  
James C. C. J.

**Board of Directors Memo****March 24, 2016****Subject: 1(d)ii – Modifications to Capital Budget – Stadler Fleet Emergency Lighting****Background**

Under 49 CFR, Parts 238 & 239, the Federal Railroad Administration (FRA) issued a rule intended to further the safety of passenger train occupants through both enhancements and additions to the FRA's existing requirements for emergency lighting systems on passenger trains. The requirements for the survivability of existing emergency lighting systems were enhanced to require solid state (LED) lighting and non-corrosive (capacitor) instead of corrosive (battery) power supplies.

**Identified Need**

DCTA has been notified by Herzog that there is a required upgrade to the passenger emergency lighting system for the Stadler fleet. Per the Federal Register Volume 78 No. 230 (pages 71790 & 71813-81814), the upgrade is required to be finished no later than 1/1/17. Due to the long lead time on Stadler equipment, DCTA will need to begin this project as soon as possible.

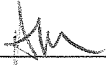
**Financial Impact**

DCTA has realized fuel savings from rail operations as well as the Stadler Spare Parts capital project (61506) that will be utilized to fund this new capital project. There will be no bottom line impact to the FY16 budget.

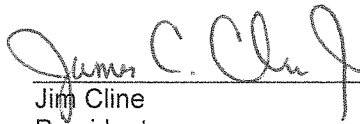
**Recommendation**

Staff recommends the Board of Directors approve Capital Budget Revision 2016-15.

Submitted by:

  
\_\_\_\_\_  
Alex McGlinchey  
Operations Business Manager

Approved by:

  
\_\_\_\_\_  
Jim Cline  
President

Number: 2016-15Transfer X  
Revision \_\_\_\_\_

13



**Board of Directors Memo**

**March 24, 2016**

**Subject: 1(d)iii – Modifications to Capital Budget – Lewisville Facilities Study**

**Identified Need**

DCTA has a long term need for an administrative office space, the ability to conduct light maintenance operations for buses in Lewisville as well as brownfield mitigation at the Rail Operations and Maintenance Facility. There is a current need to develop a preliminary design for these facilities in order to prepare financial planning documents and grant applications.

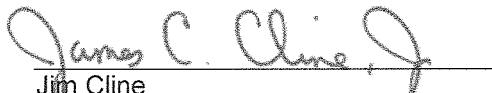
**Financial Impact**

DCTA has savings in rail operations for fuel and purchased transportation that we have captured in a Rail Contingency account that will be utilized to fund this new capital project. There will be no bottom line impact to the FY16 budget.

**Recommendation**

Staff recommends the Board of Directors approve Capital Budget Revision 2016-16.

Approved by:

  
Jim Cline  
President

Number: 2016-16

Transfer     X      
Revision \_\_\_\_\_

Date: \_\_\_\_\_

Date 3/10/2014 \_\_\_\_\_

Date 14 March 2016 \_\_\_\_\_

Requested By \_\_\_\_\_  
Reviewed By Amanda Riddle  
President James C. Clark

**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. 16-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (“DCTA”) EXPRESSING THE INTENT OF DCTA TO ACQUIRE CERTAIN PERSONAL PROPERTY FROM THE TEXOMA AREA PARATRANSIT SYSTEM, SPECIFICALLY FIVE (5) 2013 YEAR MODEL EL DORADO EZ RIDER II BUSES, AND ONE (1) 2015 YEAR MODEL EL DORADO EZ RIDER II BUS, FOR THE PROVISION OF PUBLIC TRANSPORTATION BY DCTA, INCLUDING ANY FEDERAL GRANT INTEREST ASSOCIATED WITH THE PROCUREMENT, PURSUANT TO APPROVAL BY THE FEDERAL TRANSIT ADMINISTRATION OF THE PROPOSED TRANSFER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Texoma Area Paratransit System (“TAPS”), was previously apportioned federal transportation dollars by the Federal Transit Administration (“FTA”) for the purchase of various assets relating to the provision of public transportation pursuant to the ARRA Grant Program under Grant Nos. 5309 SoGR FTA-TX-04-0093 and JARC – Collin C-51301F7296 (“the FTA Grants”); and

**WHEREAS**, the assets purchased by TAPS with funds provided through the FTA Grants included five (5) 2013 year model El Dorado EZ Rider II buses, and one (1) 2015 year model El Dorado EZ Rider II bus (“the Buses”); and

**WHEREAS**, TAPS desires to transfer title to the Buses to DCTA; and

**WHEREAS**, DCTA anticipates increasing service levels for bus transportation in the City of Highland Village which will increase the need for additional bus fleet; and

**WHEREAS**, the amount of the remaining useful life of the Buses makes them sufficient for DCTA’s needs with respect to the above-described service level increase; and

**WHEREAS**, FTA requires that, prior to FTA approval of any conveyance of assets funded by the FTA Grant, the recipient of such assets express its intent to continue to use the assets for the purposes required by the FTA Grant agreement after such conveyance; and

**WHEREAS**, the Board of Directors of the Denton County Transportation Authority finds it to be in the best interest of DCTA and the public residing within DCTA’s jurisdiction to adopt the resolution expressing DCTA’s formal intent to acquire and take possession and ownership of the Buses from TAPS and to authorize the President to take additional actions related thereto:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY, THAT:**

**SECTION 1.** DCTA hereby expresses its intent to acquire and procure for the purpose of providing public transportation the Buses and the federal grants associated therewith, inclusive

of the FTA Grants, and including the assumption of all terms and conditions of the FTA Grants from the TAPS, including, without limitation, the capital interest of TAPS in the Buses, the Buses being more particularly identified in Exhibit "A," attached hereto and incorporated herein by reference.

**SECTION 2.** The President is hereby authorized to take such actions as reasonable and necessary to carry out the intent expressed in Section 1, above, including, but not limited to, sign on behalf of DCTA such documents as necessary to (i) complete the transfer of title to the Buses from TAPS to DCTA and (ii) obtain final approval of such transfer of title by FTA.

**SECTION 3.** The President or his designee is hereby directed to transmit a true and correct copy of this Resolution of intent, subsequent to its adoption, to the Federal Transit Administration.

**SECTION 4.** This Resolution shall become effective immediately upon its passage and approval.

**DULY PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY THE 24<sup>TH</sup> DAY OF MARCH, 2016.**

**APPROVED:**

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Charles Emery, Chairman

**ATTEST:**

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Richard Huckaby, Secretary

**APPROVED AS TO FORM:**



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Peter G. Smith, General Counsel  
(PGS:3-10-16:TM 75941)

**Resolution No. 16-01**  
**Exhibit “A”**

**Texoma Area Paratransit System Vehicles to be Transferred to DCTA**

**Exhibit A**

Veh ID	VIN #	Year	Make	Model No.	License No.	Acquired			Current Miles	Remaining Fed	Grant
						Odomtr	Date	Price		Interest Based on yrs	Number
265	1N9MMAC66DC084244	2013	ElDorado	EZ Rider II	116-1277	1,619	06/07/13	\$ 338,769.00	67,257	\$271,015.20	5309 SoGR FTA-TX-04-0093
266	1N9MMAC62DC084242	2013	ElDorado	EZ Rider II	116-1278	2,978	06/07/13	\$ 338,769.00	68,397	\$271,015.20	5309 SoGR FTA-TX-04-0093
267	1N9MMAC64DC084243	2013	ElDorado	EZ Rider II	116-1279	1,681	06/20/13	\$ 338,769.00	106,106	\$271,015.20	5309 SoGR FTA-TX-04-0093
268	1N9MNAC62DC084240	2013	ElDorado	EZ Rider II	116-1280	1,706	06/20/13	\$ 333,070.00	78,172	\$266,456.00	5309 SoGR FTA-TX-04-0093
293	1N9MNAC64DC084241	2013	ElDorado	EZ Rider II	116-1309	1,633	08/08/13	\$ 333,070.00	57,383	\$272,007.17	5309 SoGR FTA-TX-04-0093
308	1N9MMAC68EC084263	2015	ElDorado	EZ Rider II	118-9274	1,532	09/24/14	\$ 347,855.00	50,230	\$285,083.33	JARC - Collin C- 51301F7296

**Board Memo****March 24, 2016****Subject: 2(b) Authorize President to enter into an agreement extending the North Central Texas College (NCTC) contract****Background**

DCTA currently operates approximately 3,000 revenue hours of fixed route service for North Central Texas College using two fixed route vehicles purchased on behalf of NCTC by DCTA. NCTC has since reimbursed DCTA for the cost of one vehicle and is reimbursing DCTA for the second vehicle consistent with the terms of the agreement between the two entities.

**Identified Need**

To ensure continuation of service to the college, the Authority and NCTC desire to extend the current agreement for up to five years and address any necessary revisions to the existing agreement. The agreement will continue to include the fleet replacement arrangements, provided service levels, the rate per hour of service to be paid by NCTC and fuel expenses, as well as additional terms.

**Financial Impact**

There will be no negative impact to the agency. Revenues will include direct operational and capital costs and the rate per hour of service will continue to be monitored and adjusted as necessary.

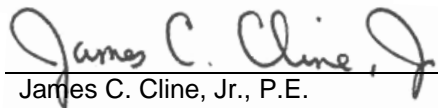
**Recommendation**

Staff recommends the Board of Directors authorize the President to enter into an agreement to extend the contract with North Central Texas College (NCTC) for the provision of shuttle service.

Submitted by:

  
\_\_\_\_\_  
Kristina Brevard, Vice President  
Planning & Development

Final Review:

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

**Board of Directors Memo****March 24, 2016****Subject: 2(c) Authorize President to enter into an agreement extending the University of North Texas (UNT) contract****Background**

DCTA and the University of North Texas (UNT) first entered into an Interlocal Cooperation Agreement for the provision of shuttle bus service in August 2005. In January 2012 DCTA entered into a new agreement with UNT which is effective through August 31, 2016. The UNT Shuttle has historically comprised approximately two-thirds (2/3) of DCTA system ridership and is therefore a vital component of the services provided by the Authority.

**Identified Need**

As the university continues their Parking & Master Planning study, it is expected that service parameters, levels of service provided as well as the arrangement regarding fleet acquisition and maintenance could change with the growing university demand and the anticipated results from the current planning study. To ensure continuation of service to the university, the Authority and UNT desire to extend the current agreement for two years and address any necessary revisions to the existing agreement. The agreement will continue to include the replacement of fleet, the level of service to be provided, the rate per hour of service to be paid by UNT, fuel expenses, fee associated with access to the Connect fixed route system as well as additional terms.

**Financial Impact**

There will be no negative impact to the agency. Revenues will include direct operating and capital costs and the rate per hour of service will continue to be monitored and adjusted as necessary.

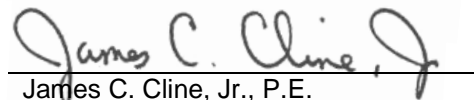
**Recommendation**

Staff recommends the Board of Directors authorize the President to execute an agreement extension with the University of North Texas for the provision of bus service.

Submitted by:

  
\_\_\_\_\_  
Kristina Brevard, Vice President  
Planning & Development

Final Review:

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

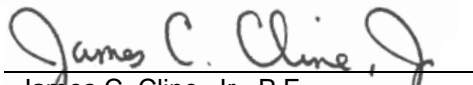
**Board of Directors Memo****March 24, 2016****Subject: 2(d) Authorize President to Enter Into Task Order(s) implementing the Lewisville Facility Study****Recommendation**

Staff recommends the Board of Directors authorize the President to execute the necessary task order(s) for the Lewisville Facilities Project. This includes the analysis of light maintenance facility options at the Rail Operations and Maintenance Facility, space requirements for an administrative facility/multi-modal facility, and requirements for brownfield mitigation at the Rail Operations and Maintenance Facility.

Submitted by:

  
\_\_\_\_\_  
Kristina Brevard, Vice President  
Planning & Development

Final Review:

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



## Board of Directors Memo

March 24, 2016

### Item: 2(e) Authorize President to Enter Into a Purchase, Lease or License Agreement with Huffines Developers

#### Background

With the construction of Huffines Developers' multi-phased multi-family housing development, the density around the Hebron Station has been increasing immensely, providing greater ridership potential for A-train and Connect bus service.

Over the past several months, staff has been coordinating with the City of Lewisville and Huffines Developers to identify potential opportunities providing a connection between the Hebron 121 Station multi-family development and the Hebron Station via driveway access as well as with a bike and pedestrian trail for pedestrian access.

#### Identified Need

An agreement allowing Huffines Developers to finalize site plans, access to DCTA property and authorization to construct a driveway and pedestrian walkway per DCTA's specifications including lighting and ADA policy compliance as well as allowing Huffines Developers minimal encroachment on DCTA property for the completion of their mixed-use phase of development for additional parking spaces utilizing DCTA's undeveloped property.

A draft site plan is attached.

#### Financial Impact

There is no financial impact to DCTA. This is an equitable exchange of value for both parties.

*Driveway* - The area of DCTA's undeveloped land selected for the driveway construction has been noted as identified as undevelopable land and will not hinder future DCTA development.

*Pedestrian Pathway* - The pedestrian pathway location will not negatively impact DCTA's future land development opportunities.

*Utility Corridor* - Allowing Huffines to encroach on DCTA's property for the mixed-use phase additional parking spaces will not cause any negative impact to future land development opportunities. This small section of land would not be available for future DCTA development opportunities as it has been identified as a utility corridor.

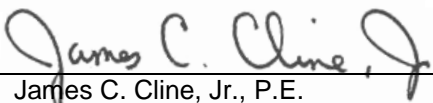
#### Recommendation

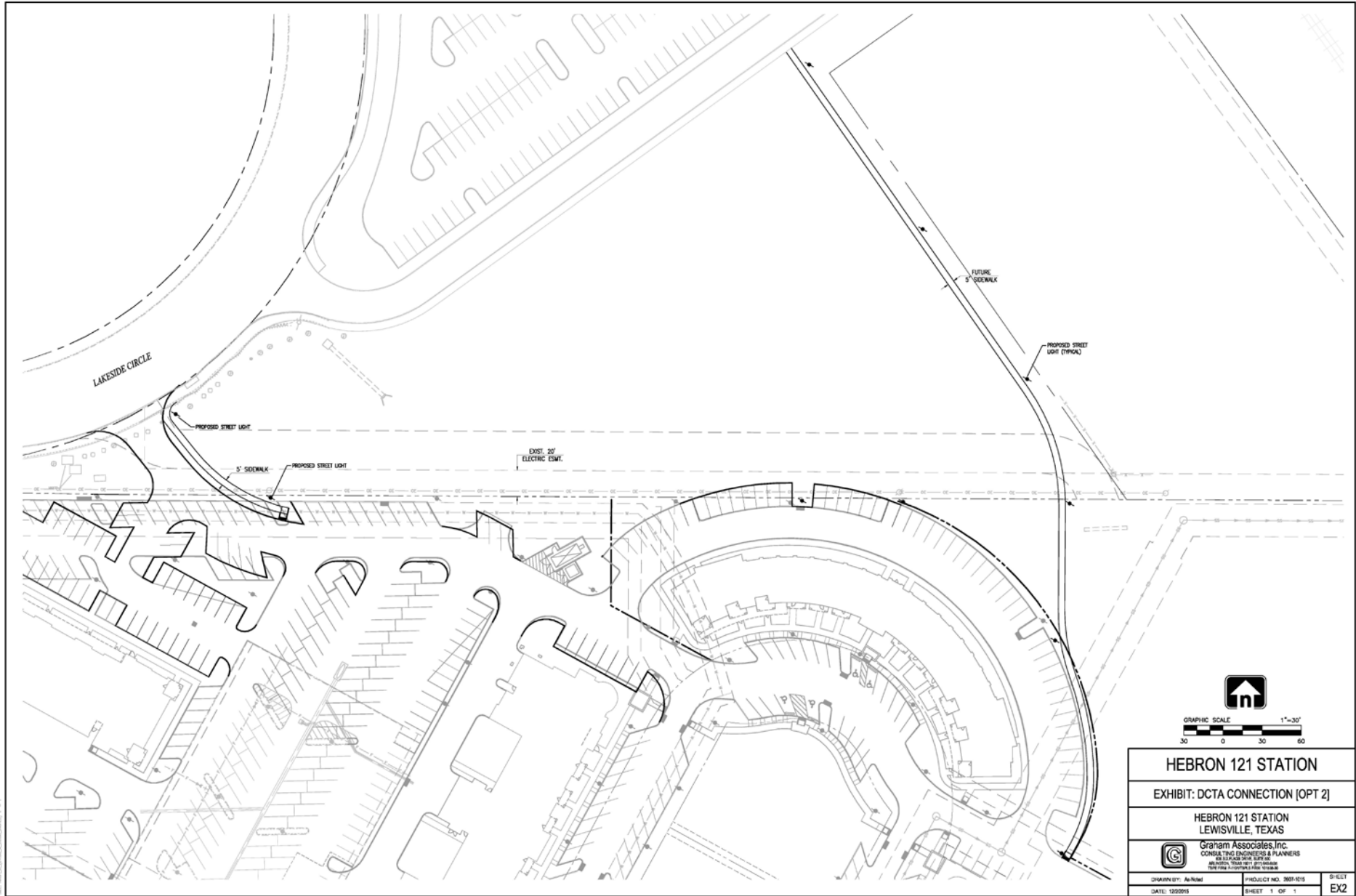
DCTA staff recommends approval granting the President authorization to enter into an agreement with Huffines Developers.

Submitted by:

  
 Kristina Brevard, Vice President  
 Planning & Development

Final Review:

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



RM 2(e)