



Board of Directors Regular Meeting

December 2, 2021 | 10:00 a.m.

NOTICE IS HEREBY GIVEN that the members of the Denton County Transportation Authority (DCTA) Board of Directors will hold a Regular Meeting at 10:00a.m. at the DCTA Administrative Offices located at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057 and by Zoom Video Conference at which time the following agenda will be discussed.

Effective September 1, 2021, the public is allowed to use the ZOOM link below to participate in a Board Meeting; however, audio-only is no longer allowed, therefore, full-video will be required when speaking to the Board. To join the meeting, please use the information below:

Join Zoom Meeting

<https://us06web.zoom.us/j/83142641622>

Join by Phone: +1 346 248 7799

Meeting ID: 831 4264 1622

As authorized by Section 551-071 of the Texas Government Code, the Board of Directors may convene into Closed Executive Session for the purpose of seeking legal advice from Legal Counsel on any item on the agenda at any time during the meeting.

CALL TO ORDER

INVOCATION

INTRODUCTIONS

PUBLIC COMMENT

This agenda item provides an opportunity for citizens to address the DCTA Board of Directors on any agenda item(s) or other matters relating to DCTA. Each speaker will be given a total of three (3) minutes to address any item(s). Anyone wishing to speak shall be courteous and cordial.

Any person who wishes to address the DCTA Board of Directors regarding any item(s) may do so by either completing a Request to Speak Card located in the DCTA Board Room prior to the meeting or if participating virtually, by utilizing the “raise hand” function ensuring when called upon your camera is turned on and your name displayed.

Citizens that are not able to participate in-person or connect virtually to the Zoom meeting must email his or her public comment to kmorris-perkins@dcta.net no later than 3:00 pm on Wednesday, December 1, 2021 to ensure the comment will be read.

The Board of Directors is not permitted to take action on any subject raised by a speaker during Public Comments. However, the DCTA Board of Directors may have the item placed on a future agenda for action; refer the item to the DCTA Administration for further study or action; briefly state existing DCTA policy; or provide a brief statement of factual information in response to the inquiry.



CONSENT AGENDA

1. **Consider Approval of Monthly Financial Statements for October 2021**
(packet pages 7-13)
Action Item
Backup Information: Memo
Exhibit 1(a): Monthly Financial Statements – October 2021
Exhibit 1(b): Capital Projects Budget Report – October 2021
2. **Consider Approval of October 28, 2021 Regular Meeting Minutes**
(packet pages 14-22)
Action Item
Backup Information: Exhibit 1: October 28, 2021 Regular Meeting Minutes

REGULAR AGENDA

1. **Consider Approval of Resolution R21-09 approving Budget Revision 2022-02 for Sales Tax associated with the Castle Hills annexation into the City of Lewisville**
(packet pages 23-31)
Action Item
Presenters: Marisa Perry, Chief Financial Officer/Vice President of Finance
Backup Information: Memo
Exhibit 1: Resolution R21-09 with the following exhibits:
“A”: Budget Revision 2022-02
“B”: Change in Net Position
Exhibit 2: Year to Date FY22 Budget Revisions
2. **GoZone Update**
(packet pages 32-33)
Discussion Item
Presenters: Javier Trilla, AVP of Innovation & Information Technology
Chris Newport, Accenture
Backup Information: Memo
3. **Consider Service Modifications Effective December 5, 2021 and Proposed Recommendations**
(packet pages 34-89)
Action Item
Presenters: Chris Newport, Accenture
Raymond Suarez, CEO
Ari Luks, Via
Alex Lavoie, Via
Laney Cloud, Via
Backup Information: Memo
Exhibit 1: Multimodal System Assessment

4. Consider Approval of Resolution R21-10 approving Budget Revision 2022-03 for Fixed Route Service Extension

(packet pages 90-105)

Action Item

Presenter: Marisa Perry, Chief Financial Officer/Vice President of Finance

Backup Information: Memo

Exhibit 1: Resolution R21-10 with the following exhibits:

“A”: Option 1 – Budget Revision 2022-03A

“B”: Option 1 – Change in Net Position (DCTA Only)

“B-1”: Option 1 – Change in Net Position (DCTA & NTMC Combined)

“C”: Option 2 – Budget Revision 2022-03B

“D”: Option 2 – Change in Net Position (DCTA Only)

“D-1”: Option 2 – Change in Net Position (DCTA & NTMC Combined)

5. Discussion Regarding Dallas Area Rapid Transit (DART) Lease Agreement for use of Denton County Transportation Authority (DCTA) Operations and Maintenance Facility

(packet page 106)

Discussion Item

Presenters: Paul Cristina, Deputy CEO

Raymond Suarez, CEO

Backup Information: Memo

6. Discussion regarding Project Management Office (PMO) Activities Related to Task Order #2 with Accenture, LLP

Discussion Item

(packet pages 107-109)

Presenter: Chris Newport, Accenture

Backup Information: Memo

Exhibit 1: PMO Progress Report

7. Discuss Task Order #3 with Accenture for Transformation Initiative Priority Project Implementation Services

(packet pages 110-116)

Discussion Item

Presenters: Raymond Suarez, CEO

Chris Newport, Accenture

Backup Information: Memo

Exhibit 1: DCTA Transformation Initiative Roadmap

8. Discuss and Provide Direction Regarding Future Board Strategic Workshop

(packet page N/A)

Discussion Item

Presenters: Raymond Suarez, CEO

Chris Newport, Accenture

Backup Information: N/A

9. Federal Legislative Update

[\(packet pages 117-119\)](#)

Discussion Item

Presenters: Chris Giglio, Capital Edge
Brittney Farr, Director of Government Relations

Backup Information: Memo

10. Discuss Local and Regional Transportation Updates & Legislative Issues

[\(packet pages N/A\)](#)

Discussion Item

Presenters: Cesar Molina, Chair
Director Dianne Costa
Raymond Suarez, CEO

INFORMATIONAL REPORTS

1. Monthly Financial Reports

[\(packet pages 120-134\)](#)

Backup Information: Memo 1: Monthly Sales Tax Receipts
Exhibit 1: FY21 Monthly Sales Tax Report
Memo 2: Monthly Mobility-as-a-Service Update
Memo 3: Budget Information
Exhibit 3(a): Year to Date FY21 Budget Revisions
Exhibit 3(b): Year to Date FY22 Budget Revisions
Exhibit 3(c): FY22 TRiP Funding Allocations

2. Ridership Trends & Rail Trail Utilization Report

[\(packet pages 135-148\)](#)

Backup Information: Memo
Exhibit 1: FY19-FY22 Total Monthly Ridership Comparison Chart: Rail
Exhibit 2: FY19-FY22 Total Monthly Ridership Comparison Chart: Bus
Exhibit 3: FY19-FY22 Total Monthly Ridership Comparison Chart: Access
Exhibit 4: FY19-FY22 Total Monthly Ridership Comparison Chart: On-Demand
Exhibit 5: A-train Ridership Pre and Post COVID-19 Comparison and Trend
Exhibit 6: October 2021 Rail Trail Utilization Report

3. Social Services Agency Recap

[\(packet pages 149-160\)](#)

Backup Information: Memo
Exhibit 1: Social Service Agency Roundtable Recap Report

4. Community Advisory Committee Meeting Recap Report

[\(packet pages 161-168\)](#)

Backup Information: Memo
Exhibit 1: Community Advisory Committee Meeting Recap Report



5. Interlocal Agreement with Trinity Metro for Cooperative Purchasing
([packet pages 169-173](#))

Backup Information: Memo

Exhibit 1: DRAFT Interlocal Agreement with Trinity Metro Cooperative Purchasing

6. Title VI Policy Updates Due to FTA by June 1, 2022
([packet pages 174-175](#))

Backup Information: Memo

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

Staff will discuss proposed future agenda items. Board members may request an informational item or action item to be added to the next Board meeting agenda.

[Next Board Meeting Date: January 27, 2022](#)

REPORT ON ITEMS OF COMMUNITY INTEREST

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

CONVENE EXECUTIVE SESSION

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

As Authorized by Section 551.074 of the Texas Government Code, the Board of Directors Meeting may be Convened into Closed Executive Session for the purpose of discussing the duties and evaluation of the Chief Executive Officer (CEO).

RECONVENE OPEN SESSION

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

A. Consider Amendments to CEO Employment Agreement.

ADJOURN

Board Members:

Cesar Molina, Denton County Seat 1, *Chair*

TJ Gilmore, Lewisville, *Vice-Chair*

Sam Burke, Denton County Seat 2, *Secretary*

Dianne Costa, Highland Village

Alison Maguire, Denton



Alternates

Jody Gonzalez, Denton County Seat 1
Kristin Green, Lewisville
Pat Smith, Denton
Paul Stevens, Highland Village
Vacant, Denton County Seat 2

Non-Voting Board Members:

Dennie Franklin
Mark Miller
Joe Perez
Connie White
Tom Winterburn

Staff Liaison:

Raymond Suarez, CEO

This notice was posted on November 23, 2021 by 6pm.

A handwritten signature in blue ink, reading "Kisha Morris-Perkins", is written over a horizontal line.

Kisha Morris-Perkins
Executive Assistant | Board Process Manager

Board of Directors Memo

December 2, 2021

SUBJECT: Consider Approval of Monthly Financial Statements for October 2021

Recommendation

Staff recommends approval.

Background

The financial statements are presented monthly to the Board of Directors for acceptance. The reports for the period ending October 31, 2021 include the Statement of Change in Net Position, Statement of Net Position, and Capital Projects Budget Report. These reports provide a comparison of budget vs. actual for the fiscal year as of the current month.

Previous Board Activity & Action

There has been no previous Board-level activity on this item.

Identified Need

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

Financial Impact

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

- Note A:** Passenger Revenues – YTD favorable by \$16k as ridership for Connect and GoZone of 50k was 14% higher than budgeted ridership of 44k and rail ridership of 18k was 35% higher than budgeted rail ridership of 14k.

		YTD FY22 Actual Ridership	YTD FY22 Budgeted Ridership	% Variance, Actual to Budget	YTD FY21 Actual Ridership	% Variance, Actual to Prior Yr
Total Rail Ridership		18,455	13,639	35%	9,018	105%
Connect		18,716	18,327	2%	18,822	-1%
Access & Zone Service	(A)	1,725	1,912	-10%	1,654	4%
GoZone		30,884	25,279	22%	-	N/A
Frisco	(B)	514	398	29%	183	181%
Collin County Transit (CCT)	(B)	1,056	1,317	-20%	914	16%
North Texas Xpress	(C)	248	49	406%	475	-48%
University of North Texas	(D)	147,688	216,590	-32%	35,428	-100%
Special Movements	(D)	-	-	N/A	-	317%
Total Bus Ridership		200,831	263,872	-24%	57,476	N/A
Vanpool	(D)	18,240	-	N/A	18,683	-2%
Total System Ridership		237,526	277,511	-14%	85,177	179%

(A) FY21 ridership includes Lewisville Lakeway On-Demand and Downtown Denton Transit Center (DDTC) Evening On-Demand which ended September 6, 2021.

(B) Includes Demand Response service and Taxi service.

(C) FY21 ridership includes North Texas Xpress operated jointly with Trinity Metro through September 6, 2021. Beginning September 7, 2021, DCTA operates an abbreviated portion of the route with two trips each weekday.

(D) These ridership numbers are not linked to passenger revenues and are shown for information purposes only to include system-wide ridership.

- **Note B:** Contract Service Revenue – YTD unfavorable by \$44k primarily due to lower than budgeted revenue hours (\$24k decreased revenue) and billable fuel costs (\$8k decreased revenue). Average pass-through fuel cost was \$2.58/gallon compared to budgeted \$3.00/gallon and usage of 11k gallons was 9% lower than budgeted usage of 12k gallons. Additionally, Lyft and Taxi services were under budget (\$12k decreased revenue).
- **Note C:** Sales Tax Revenue – October sales tax revenue was not yet received as of month-end close and is accrued for the month based on budget. Sales tax generated in October will be received in December. The Sales Tax Report included in this agenda packet provides a more detailed Budget to Actual comparison of sales tax receipts collected through November, representing sales tax generated through September.
- **Note D:** Federal/State Grants - Capital – Due to the timing of grant-funded capital projects, no drawdowns were budgeted in October nor have any revenues been received for the period.
- **Note E:** Federal/State Grants - Operating – YTD unfavorable by \$580k mainly due to timing differences of drawdowns for funding. Reimbursement requests will be made in the next few weeks once drawdown calculations are finalized.

	YTD FY22 Actual Revenue	YTD FY22 Budgeted Revenue	Variance, Actual to Budget
Bus Preventive Maintenance	\$ -	\$ 155,000	\$ (155,000)
Rail Preventive Maintenance	-	385,351	(385,351)
ADA Assistance	-	25,000	(25,000)
Vanpool	-	14,735	(14,735)
	<u>\$ -</u>	<u>\$ 580,086</u>	<u>\$ (580,086)</u>

- **Note F:** Depreciation Expense – YTD unfavorable by \$149k due to capitalization of the Positive Train Control (PTC) project in FY2021 ahead of the budgeted completion date of 12/31/21, as the project was deemed materially complete for recognition.

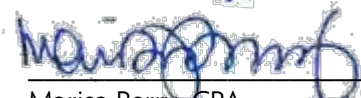
Exhibits

Exhibit 1(a): Monthly Financial Statements – October 2021

Exhibit 1(b): Capital Projects Budget Report – October 2021

Submitted By: 
Khoa Nguyen, Accounting Manager

Reviewed By: 
Amber Karkauskas, Controller/AVP of Finance

Final Review: 
Marisa Perry, CPA
Chief Financial Officer/VP of Finance



DENTON COUNTY TRANSPORTATION AUTHORITY

CHANGE IN NET POSITION
MONTH AND YEAR TO DATE AS OF OCTOBER 31, 2021
(UNAUDITED)

Description	Month Ended October 31, 2021			Year to Date October 31, 2021			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Revenue and Other Income							
Passenger Revenues	\$ 76,472	\$ 60,303	\$ 16,169	\$ 76,472	\$ 60,303	\$ 16,169	\$ 591,477 Note A
Contract Service Revenues	353,302	397,766	(44,464)	353,302	397,766	(44,464)	3,915,759 Note B
Sales Tax Revenues	3,032,911	3,032,911	-	3,032,911	3,032,911	-	32,088,804 Note C
Federal/State Grants - Capital	-	-	-	-	-	-	4,609,056 Note D
Federal/State Grants - Operating	-	580,086	(580,086)	-	580,086	(580,086)	21,781,841 Note E
Total Revenues and Other Income	<u>3,462,685</u>	<u>4,071,066</u>	<u>(608,381)</u>	<u>3,462,685</u>	<u>4,071,066</u>	<u>(608,381)</u>	<u>62,986,937</u>
Operating Expenses							
Salary, Wages and Benefits	311,446	453,579	142,133	311,446	453,579	142,133	5,103,643
Outsourced Services and Charges	240,287	640,146	399,859	240,287	640,146	399,859	4,636,312
Materials and Supplies	123,199	289,118	165,919	123,199	289,118	165,919	2,698,794
Utilities	2,789	43,853	41,064	2,789	43,853	41,064	526,281
Insurance	60,335	142,107	81,772	60,335	142,107	81,772	1,635,812
Purchased Transportation Services	1,378,733	1,398,953	20,220	1,378,733	1,398,953	20,220	16,830,256
Employee Development	215	54,182	53,967	215	54,182	53,967	235,385
Leases and Rentals	11,196	11,546	350	11,196	11,546	350	139,772
Depreciation	946,716	797,475	(149,241)	946,716	797,475	(149,241)	10,899,464 Note F
Total Operating Expenses	<u>3,074,917</u>	<u>3,830,959</u>	<u>756,042</u>	<u>3,074,917</u>	<u>3,830,959</u>	<u>756,042</u>	<u>42,705,719</u>
Income Before Non-Operating Revenues and Expenses	387,768	240,107	147,661	387,768	240,107	147,661	20,281,218
Non-Operating Revenues/(Expense)							
Investment Income	11,937	1,000	10,937	11,937	1,000	10,937	12,000
Gain (Loss) on Disposal of Assets	(5,245)	-	(5,245)	(5,245)	-	(5,245)	-
Other Income/(Expense) - Miscellaneous	5,459	-	5,459	5,459	-	5,459	-
Long Term Debt Interest/Expense	(14,644)	(19,817)	5,173	(14,644)	(19,817)	5,173	(237,800)
Total Non-Operating Revenues/(Expenses)	<u>(2,493)</u>	<u>(18,817)</u>	<u>16,324</u>	<u>(2,493)</u>	<u>(18,817)</u>	<u>16,324</u>	<u>(225,800)</u>
Income (Loss) before Transfers	385,275	221,290	163,985	385,275	221,290	163,985	20,055,418
Transfers Out	(527,618)	(726,446)	198,828	(527,618)	(726,446)	198,828	(6,364,715)
Total Transfers	<u>(527,618)</u>	<u>(726,446)</u>	<u>198,828</u>	<u>(527,618)</u>	<u>(726,446)</u>	<u>198,828</u>	<u>(6,364,715)</u>
Change in Net Position	<u>\$ (142,342)</u>	<u>\$ (505,156)</u>	<u>\$ 362,814</u>	<u>\$ (142,342)</u>	<u>\$ (505,156)</u>	<u>\$ 362,814</u>	<u>\$ 13,690,703</u>



DENTON COUNTY TRANSPORTATION AUTHORITY

STATEMENT OF NET POSITION
AS OF OCTOBER 31, 2021
(UNAUDITED)

	October 31, 2021	September 30, 2021	Change
Assets			
Current Assets			
Operating Cash & Cash Equivalents	\$ 55,486,699	\$ 54,659,845	\$ 826,854
Reserves: Cash & Cash Equivalents	4,111,310	4,231,473	(120,163)
Reserves: Investments	9,651,654	9,537,185	114,469
Accounts & Notes Receivable	9,746,343	6,399,725	3,346,618
Prepaid Expenses	134,904	397,287	(262,383)
Inventory	54,839	64,044	(9,205)
Restricted Asset-Cash and Equivalents	705,872	705,777	95
Total Current Assets	79,891,621	75,995,336	3,896,285
Non-Current Assets			
Land	17,394,147	17,394,147	-
Land Improvements	12,158,726	12,158,726	-
Machinery & Equipment	5,243,986	5,243,986	-
Vehicles	93,183,134	93,304,820	(121,686)
Computers & Software	1,791,431	1,791,431	-
Intangible Assets	16,997,155	16,997,155	-
Construction in Progress	3,426,854	21,720,716	(18,293,862)
Other Capital Assets, Net	251,986,070	234,616,978	17,369,093
Accumulated Depreciation	(97,246,950)	(95,979,623)	(1,267,328)
Net Pension Asset	25,989	25,989	-
Total Non-Current Assets	304,960,542	307,274,324	(2,313,782)
Total Assets	384,852,163	383,269,660	1,582,503
Deferred Outflow of Resources			
Deferred Outflows Related to Pensions	290,447	290,447	-
Total Deferred Outflow of Resources	290,447	290,447	-
Liabilities			
Current Liabilities			
Accounts Payable and Accrued Expenses	2,393,768	1,700,926	692,842
Deferred Revenues	53,337	53,100	237
Interest Payable	14,644	-	14,644
Total Current Liabilities	2,461,750	1,754,026	707,723
Non-Current Liabilities			
Rail Easement Payable	800,000	800,000	-
Bonds Payable	21,265,000	21,265,000	-
Total Non-Current Liabilities	22,065,000	22,065,000	-
Total Liabilities	24,526,750	23,819,026	707,723
Deferred Inflow of Resources			
Deferred Inflows Related to Pensions	70,096	70,096	-
Total Deferred Inflow of Resources	70,096	70,096	-
Net Position			
Net Investment in Capital Assets	283,892,124	283,892,124	-
Unrestricted	76,795,983	75,778,861	1,017,122
Change in Net Position	(142,342)	-	(142,342)
Total Net Position	\$ 360,545,765	\$ 359,670,985	\$ 874,780



NORTH TEXAS MOBILITY CORPORATION

CHANGE IN NET POSITION

MONTH AND YEAR TO DATE AS OF OCTOBER 31, 2021

(UNAUDITED)

Description	Month Ended October 31, 2021			Year to Date October 31, 2021			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Expenses							
Salary, Wages and Benefits	\$ 527,521	\$ 675,584	\$ 148,063	\$ 527,521	\$ 675,584	\$ 148,063	\$ 5,787,307
Outsourced Services and Charges	-	38,936	38,936	-	38,936	38,936	450,970
Materials and Supplies	-	184	184	-	184	184	1,936
Insurance	-	6,097	6,097	-	6,097	6,097	65,842
Employee Development	97	5,645	5,548	97	5,645	5,548	58,660
Total Operating Expenses	<u>527,618</u>	<u>726,446</u>	<u>198,828</u>	<u>527,618</u>	<u>726,446</u>	<u>198,828</u>	<u>6,364,715</u>
Income (Loss) before Transfers	(527,618)	(726,446)	198,828	(527,618)	(726,446)	198,828	(6,364,715)
Transfers In	<u>527,618</u>	<u>726,446</u>	<u>(198,828)</u>	<u>527,618</u>	<u>726,446</u>	<u>(198,828)</u>	<u>6,364,715</u>
Total Transfers	<u>527,618</u>	<u>726,446</u>	<u>(198,828)</u>	<u>527,618</u>	<u>726,446</u>	<u>(198,828)</u>	<u>6,364,715</u>
Change in Net Position	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



NORTH TEXAS MOBILITY CORPORATION

STATEMENT OF NET POSITION
AS OF OCTOBER 31, 2021
(UNAUDITED)

	October 31, 2021	September 30, 2021	Change
Assets			
Operating Cash & Cash Equivalents	\$ 396,091	\$ 381,843	\$ 14,247
Accounts & Notes Receivable	-	-	-
Prepaid Expenses	-	85,609	(85,609)
Total Assets	<u>396,091</u>	<u>467,452</u>	<u>(71,361)</u>
Liabilities			
Accounts Payable and Accrued Expenses	<u>396,091</u>	<u>467,452</u>	<u>(71,361)</u>
Total Liabilities	<u>396,091</u>	<u>467,452</u>	<u>(71,361)</u>
Net Position			
Change in Net Position	-	-	-
Total Net Position	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DENTON COUNTY TRANSPORTATION AUTHORITY
CAPITAL PROJECTS BUDGET REPORT
AS OF OCTOBER 31, 2021

Capital Project Number/Name	Project Budget	October 2021 Actuals Booked	Actuals Life To Date	\$ Under/ (Over) Budget	% of Budget (As of October 2021 Close)
Construction Work in Progress					
G&A Capital Projects					
Total 10302 · Infrastructure Acquisition	\$ 3,251,990	\$ -	\$ 2,617,009	\$ 634,981	80%
Total 10404 · Backup Infrastructure Upgrade	45,000	-	-	45,000	0%
Total 10702 · Transportation Reinvestment Program - FY21	100,000	-	18,557	81,444	19%
Total 10702.1 · Transportation Reinvestment Program - FY21 - Denton	3,424,946	-	5,173	3,419,773	0%
Total 10702.2 · Transportation Reinvestment Program - FY21 - Highland Village	379,591	-	2,358	377,233	1%
Total 10702.3 · Transportation Reinvestment Program - FY21 - Lewisville	3,837,597	-	3,710	3,833,887	0%
Total 10703 · Transportation Reinvestment Program - FY22	100,000	-	-	100,000	0%
Total 10703.1 · Transportation Reinvestment Program - FY22 - Denton	3,074,578	-	-	3,074,578	0%
Total 10703.2 · Transportation Reinvestment Program - FY22 - Highland Village	324,900	-	-	324,900	0%
Total 10703.3 · Transportation Reinvestment Program - FY22 - Lewisville	3,619,951	-	-	3,619,951	0%
Total G&A Capital Projects	18,158,553	-	2,646,806	15,511,747	15%
Bus Capital Projects					
Total 50307 · Major Maintenance - Bus 2022	179,530	-	-	179,530	0%
Total 50411 · Integrated Fare Payment	600,000	-	-	600,000	0%
Total 50412 · Bus OMF Network Video Recorder	26,000	-	-	26,000	0%
Total 50413 · DDTC Rail Fiber Extension	125,000	-	-	125,000	0%
Total Bus Capital Projects	930,530	-	-	930,530	0%
Rail Capital Projects					
Total 61406.1 · Positive Train Control Implementation	16,720,141	17,459	16,040,025	680,116	96%
Total 61406.2 · Positive Train Control Enhancements	5,000,000	-	148,180	4,851,820	3%
Total 61605 · Brownfield Remediation	405,000	-	366,448	38,552	90%
Total 61723 · Major Maintenance - Rail 2021 - <i>CLOSED</i>	1,638,566	-	1,473,040	165,526	90%
Total 61723.1 · Canopy Repairs 2021	486,127	56,246	121,301	364,826	25%
Total 61724 · Major Maintenance - Rail 2022	1,836,442	558,162	558,162	1,278,280	30%
Total Rail Capital Projects	26,086,276	631,868	18,707,157	7,379,119	72%
Total Construction Work in Progress	\$ 45,175,359	\$ 631,868	\$ 21,353,963	\$ 23,821,396	47%



Board of Directors Regular Meeting Minutes

October 28, 2021 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened the Regular Meeting of the Board of Directors with Vice-Chair Cesar Molina presiding on October 28, 2021 at 10:00am located at the DCTA Administrative Offices.

Voting Members

Vice-Chair Cesar Molina, Denton County
Secretary Sam Burke, Denton County
Board Member Dianne Costa, City of Highland Village
Board Member TJ Gilmore, City of Lewisville
Board Member Alison Maguire, City of Denton

Alternates

Board Member Jody Gonzalez, Denton County
Board Member Kristin Green, City of Lewisville
Board Member Pat Smith, City of Denton
Charlotte Wilcox, City of Highland Village

Non-Voting Members

Board Member Tom Winterburn, City of Corinth
Board Member Dennie Franklin, City of Frisco
Board Member Connie White, Small Cities
Board Member Mark Miller, City of Flower Mound
Board Member Joe Perez, City of The Colony

Legal Counsel

Joe Gorfida, NJDHS

DCTA CEO

Raymond Suarez

CALL TO ORDER

Vice-Chair Molina called the meeting to order at 10:02am. All voting Board Members were present in-person with the exception of Secretary Burke who participated virtually. In addition, the following Alternates and Non-Voting Board Members either attended in-person or virtually: Jody Gonzalez, Kristin Green, Pat Smith, Charlotte Wilcox, Connie White and Tom Winterburn.

Note: Board recessed at 12:01pm and reconvened at 12:25pm. Board Member Burked departed the meeting at 1:59pm.

INVOCATION

Board Member Costa provided the invocation.



INTRODUCTIONS

Vice-Chair Molina introduced the newly appointed DCTA Board Members Alison Maguire and Pat Smith representing the City of Denton. Vice-Chair Molina also thanked former Chair Chris Watts for his years of service to the DCTA Board of Directors.

PUBLIC COMMENT

No one wished to address the Board of Directors during this time.

CONSENT AGENDA

1. Consider Approval of September 23, 2021 Regular Meeting Minutes

(packet pages 6-14)

Action Item

Backup Information: Exhibit 1: September 23, 2021 Regular Meeting Minutes

2. Consider Approval of an Award of Contract to Wells Fargo Bank N.A. for Request for Proposal (RFP) 21-10 Depository Services

(packet pages 15-345)

Action Item

Backup Information Memo

Exhibit 1: Request for Proposal 21-10

Exhibit 2: Wells Fargo Bank N.A. Proposal

Exhibit 3: Evaluation Consensus Scores

Motion by Board Member Maguire with a second by Board Member Gilmore to approve the Consent Agenda as presented. Motion passes 5-0.

REGULAR AGENDA

1. Consider Approval of Monthly Financial Statements for September 2021 and Quarterly Reports for Q4 FY2021

(packet pages 346-373)

Action Item

Presenters: Marisa Perry, Chief Financial Officer/VP of Finance

Backup Information: Memo 1

Exhibit 1(a): Monthly Financial Statements – September 2021

Exhibit 1(b): Capital Projects Budget Report – September 2021

Memo 2

Exhibit 2(a): Quarterly Investment Report Q4 FY21

Memo 3: Quarterly Grants Report Q4 FY21

Marisa Perry, Chief Financial Officer, provided the Board with an update of the Monthly Financial Statements for September 2021 and the Quarterly Reports for Q4 FY 2021 highlighting the following:

- Account Summary
- Allocation by Security Type

- Benchmark Comparisons
- Snapshot from Quarterly Grants Report
 Q3 FY 21 Balance: \$27,453,443
 Q4 FY 21 Balance: \$46,725,967

Ms. Perry also indicated that staff would continue to receive vendor invoices and therefore the number (i.e. sales tax) will change.

*Motion by Board Member Costa with a second by Board Member Gilmore to approve as presented.
 Motion passes 5-0*

2. Consider Approval of Resolution R21-08 Approving Budget Revision 2022-01
 (packet pages 374-381)

Action Item

Presenter: Amanda Riddle, Senior Manager of Budget

Backup Information: Memo

Exhibit 1: Resolution R21-08 with the following exhibits:

“A”: Budget Revision 2022-01

“B”: Change in Net Position

Amanda Riddle, Senior Manager of Budget, gave the presentation highlighting the budget increases due to the Castle Hills Expansion and the Board Room Audio Visual Project.

Board discussion regarding concerns surrounding communication to the public of budget impacts (positive/negative) and the public receiving the “full picture”. The Board specifically noted that the Castle Hills Expansion is a “net positive” and also that Castle Hills will not be annexed until November 15, 2021; however, it was included in ridership. Staff indicated the concern will be addressed moving forward.

*Motion by Board Member Costa with a second by Board Member Maguire to approve as presented.
 Motion passes 5-0.*

3. Consider Approval of the City of Lewisville Transportation Reinvestment Program (TRiP) Application and Authorize the Chief Executive Officer (CEO) to Negotiate and Enter Into a TRiP Project Reimbursement Agreement with the City of Lewisville for its Southwest Parkway Multimodal Street/Streetscape Project (packet page 382-389)

Action Item

Presenter: Tim Palermo, Planning and Data Analytics Manager

Backup Information: Memo

Exhibit 1: Southwest Parkway Multimodal Street/Streetscape Project TRiP
 Application

Exhibit 2: Location Map

Tim Palermo, Planning and Data Analytics Manager, provided the report highlighting the following:

- Design: .74-mile shared-used path from Hebron Station to the City Limits of Lewisville South of Sam Rayburn Tollway.

- The path is part of the Regional Veloweb and will connect a shared use path from Hebron Station south to North Carrollton/Frankford Station.
- Total Project Cost: \$685,000
- Amount Requested Through TRiP Program: \$425,375
- Estimated Completion date: December 2022
- City of Lewisville FY 2021 TRiP Program Allocation: \$3,837,597
- Requested Programmed Amount (this project): \$425,375
- Amount Requested in Previous Applications: \$2,166,000
- City of Lewisville FY 2021 TRiP Program Remaining Balance: \$1,246,222

*Motion by Board Member Costa with a second by Board Member Gilmore to approve as presented.
 Motion passes 5-0.*

4. Consider Approval of an Interlocal Agreement (ILA) between the Denton County Transportation Authority (DCTA) and the Dallas Area Rapid Transit (DART) for Construction, Operations, and Maintenance of a Joint Rail Operations Facility (JROF) and use of DCTA's Yard and Mainline Track [\(packet pages 390-404\)](#)

Action Item

Presenter: Raymond Suarez, CEO
 Backup Information: Memo
 Exhibit 1: Interlocal Agreement

Raymond Suarez, CEO, provided the report highlighting the following:

- DART/DCTA agreement to perform shared rail operations and maintenance functions from the existing DCTA OMF facility in Lewisville.
- Proposal: To expand the DCTA Rail O&M facility to accommodate Silver Line operations and maintenance and use the extended facility to optimize DCTA and DART Rail Operation.

Mr. Suarez discussed Phases 1-4 Scope of Services to include the following dates:

- Phase 1: DART DMU Delivery, Testing & Commissioning (May 2022 – December 2024)
- Phase 2: JROF Capital Expansion (October 2021 – May 2023)
- Phase 3: Long Term Operations and Maintenance (May 2023 – May 2043)

Recommendation: Authorize the CEO to enter into an Interlocal Agreement (subject to final legal review) of the following:

- Facilitate DART's Silver Line vehicle testing and commission activities.
- Expand DCTA's existing rail operations and maintenance facility for use as a Joint Rail Operations Facility.
- Facilitate a short-term and long-term lease agreement for DART's joint use of the DCTA facility.
- Facilitate future capital expansion of DCTA's service to Downtown Carrollton.

The Board had a healthy discussion regarding sustainability (i.e. Leadership in Energy and Environmental Design - LEED certifications and practices), staff's management of the RFP for a Project Manager, timelines surrounding the May 2023 date, feedback from contractors and a high level discussion regarding expected

lease payments. The Board also made comments regarding the positive relationships being developed with DART and throughout the Region.

Motion by Board Member Maguire and a second by Board Member Costa to approve as presented. Motion passes 5-0.

5. Discuss and Consider Denton County Transportation Authority (DCTA) Board of Directors Election of Officers

([packet page 405](#))

Action Item

Presenter: Raymond Suarez, CEO

Backup Information: Memo

Motion by Board Member Gilmore with a second by Board Member Burke for the following Board Officer Elections:

Chair: Cesar Moline

Vice-Chair: TJ Gilmore

Secretary: Sam Burke

Motion passes 5-0.

In addition, Board Member Costa will remain as DCTA's representative on the Regional Transportation Council (RTC) and the DRMC (Dallas Regional Mobility Coalition). It was suggested that during the Board's Strategic Off-site to discuss "Rolling Positions" of Chair, Vice-Chair and Secretary.

6. Provide a Report on GoZone Service Performance

([packet pages 406-407](#))

Discussion Item

Presenter: Javier Trilla, Assistant VP of Innovation & Information Technology

Backup Information: Memo

Javier Trilla, Assist VP of Innovation & Information Technology and Pamela Burns, Director of Marketing & External Communications, presented the report highlighting the following:

- GoZone Executive Dashboard
- Resolving GoZone Vehicle Supply Issues
- GoZone Phase 2A Update (Castle Hills and Access Service)
- Campaign Metrics & Next Steps (Microsite, Top Referring Sites, App Installs, Advertising, Public Relations, Increase Ridership (focus on Lewisville & Highland Village), and Trends

Board discussion regarding peak ridership, contractual responsibility of vehicle supply issues, monitoring inefficiencies, GoZone and Fixed Route, CDL certified drivers, "full rides", clarification of "seat unavailable" alerts, GEO fencing (overlapping in Denton), service modification research by Via/Accenture/NTMC staff, data to include comparisons to Fixed Route and booking type, clarification of Executive Dashboard and how the public can view this information (i.e. staff researching a multi-modal dashboard and technology innovation), enforcing masks in GoZone vehicles (CEO attends weekly County COVID-19 calls to stay abreast of information) and reminders to drivers regarding mask mandates.

No Board action required at this time.

7. Provide a Report on Denton County Transportation Authority (DCTA) Fixed Route Service Performance

Discussion Item

[\(packet pages 408-413\)](#)

Presenter: Troy Raley, Senior Director of Mobility Services
 Javier Trilla, Assistant VP of Innovation & Information Technology
 Chris Newport, Accenture

Backup Information: Memo
 Exhibit 1: Fixed Route Service Report

Raymond Suarez, CEO, provided an introduction and framework indicating the purpose of the discussion was to discuss routes and information that the Board requires to move forward and make decisions relating to Fixed Route Service during the next Board Meeting scheduled for December 2, 2021.

Chris Newport, Accenture, presented and highlighted the following:

- Proposed Fixed Route Service Assessment Framework (Factors of: Density, Productivity, Equity and Stability of Alternative)
- September Ridership: Denton/Lewisville Connect and GoZone
- September Ridership: Denton/Lewisville Connect by Daily Peak Period
- September Connect Average Ridership by Revenue
- September Denton/Lewisville Connect Ridership (Route, Day of Week, Hour of Day)
- September Boardings by Timepoint: DC 1-4, DC6-7
- September Boardings by Timepoint: LC 21, LC 22
- September Boardings Pareto Analysis: All DC and LC Routes, All Connect Stops
- Additional Service Assessment Framework Factors

The Board had a healthy discussion regarding services being complimentary of each other, avoidance of duplication (i.e. UNT Campus), concerns with operations, budgeted bus service, route designs, maps in combination with ridership data, graphs and onboarding data being seen simultaneously, receiving “off-boarding” data, Routes 3&7 lead times, ATU conversations, discussions regarding no cuts until March 2021 to receive improved data collection for fixed routes, automatic data collections, possible 3rd party firm doing data collections, random sampling, reconfigurations of service and clarification /interpretation of GoZone as it relates to the July Board Meeting. The Board recommended that staff compile information and data along with financials of the various service impacts.

No Board action required at this time.

8. Review and Discuss Project Management Office (PMO) Activities Related to Task Order #2 with Accenture, LLP

[\(packet pages 414-416\)](#)

Discussion Item

Presenter: Chris Newport, Accenture

Backup Information: Memo
 Exhibit 1: PMO Progress Report



Chris Newport, Accenture, provided a report highlighted the following:

- GoZone
- ERP
- IT Project Manager
- Executive and Staff Fixed Route Dashboard
- GoZone/GoPass Integration
- Trinity Metro

No Board action required at this time.

9. Discuss Local & Regional Transportation Updates and Legislative Issues

(packet pages N/A)

Discussion Item

Presenter(s) Cesar Molina Vice-Chair
Director Dianne Costa
Raymond Suarez, CEO

Backup Information: N/A

Board Member Costa highlighted the Regional Transportation Council (RTC) Meeting agenda noting the following:

- Transportation Improvement Plan
- Rail Service
- Zip Zone Service
- Arlington Via
- DFW Funding Distribution
- UZA Reports

No Board action required at this time.

INFORMATIONAL REPORTS

1. Monthly Financial Reports

(packet pages 417-427)

Backup Information: Memo 1: Monthly Sales Tax Receipts
Exhibit 1: FY21 Monthly Sales Tax Report
Memo 2: Monthly Mobility-as-a-Service Update
Memo 3: Budget Information
Exhibit 3: Year-to-Date FY21 Budget Revisions

2. Ridership Trend & Rail Trail Utilization Report

(packet pages 428-441)

Backup Information: Memo
Exhibit 1: FY19, FY20, & FY21 Total Monthly Ridership – Rail
Exhibit 2: FY19, FY20, & FY21 Total Monthly Ridership – Bus
Exhibit 3: FY19, FY20, & FY21 Total Monthly Ridership – Access



Exhibit 4: FY19, FY20, & FY21 Total Monthly Ridership – On-Demand
Exhibit 5: A-train Ridership Before and During COVID-19 Comparison
Exhibit 6: September 2021 Rail Trail Utilization Report

No Board action required at this time.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

Staff will discuss proposed future agenda items. Board members may request an informational item or action item to be added to the next Board meeting agenda.

Next Board Meeting Date: December 2, 2021

REPORT ON ITEMS OF COMMUNITY INTEREST

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

Congratulations to the following individuals on their appointment and/or reappointment to the DCT Board of Directors: Sam Burke, Dianne Costa, Paul Stevens, Tom Winterburn and Mark Miller.

City of Lewisville's Castle Hills Annexation Celebration on Saturday, November 20, 2021 from 12 noon until 2pm. Please visit www.cityoflewisville.com for more information.

Denton County Administrative Courthouse Ribbon Cutting ceremony will be held on November 4, 2021 at 1:30pm located at 1 Courthouse Drive, Denton.

CONVENE EXECUTIVE SESSION

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

As Authorized by Section 551.074 of the Texas Government Code, the Board of Directors Meeting may be Convened into Closed Executive Session for the purpose of discussing the duties and evaluation of the Chief Executive Officer (CEO).

Motion by Board Member Maguire and a second by Board Member Costa to table this item to the next Board Meeting scheduled for December 2, 2021. Motion passes 5-0.

RECONVENE OPEN SESSION

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

A. Consider Amendments to the Chief Executive Officer (CEO) Employment Agreement.

No Board action required at this time.



ADJOURN

Vice-Chair Molina adjourned the meeting at 2:20pm.

Cesar Molina, Chair

Sam Burke, Secretary



Board of Directors Memo

December 2, 2021

SUBJECT: Consider Approval of Resolution R21-09 Approving Budget Revision 2022-02

Recommendation

Staff recommends the Board of Directors approve Resolution R21-09 authorizing a budget revision for the FY2022 operating budget.

Background

The DCTA budget is prepared months in advance of the start of the October 1 fiscal year and not all revenues and expenses can be anticipated at the time of the budget preparation. Therefore, during the fiscal year, it may become necessary to reforecast the annual revenues and expenses and modify the budget by amendment. Amending the budget for material changes will provide a better forecasting and management tool for the Board and DCTA staff.

Previous Board Activity & Action

The FY22 budget was originally adopted on September 23, 2021. This is the second budget revision related to the FY22 budget.

Identified Need

In order to improve financial reporting and communicate expected financial results, the revised budget is submitted to the Board for consideration and approval of the attached Budget Revision 2022-02. DCTA's Financial Management Policies require approval of a Board resolution to authorize a budget amendment that increases the total adopted fiscal year budget or moves funds between DCTA and North Texas Mobility Corporation (NTMC).

This budget revision incorporates the additional sales tax revenues anticipated with the annexation of Castle Hills into the City of Lewisville. In September, the Board approved to extend the GoZone service into the Castle Hills area creating additional operating expense that was added into the FY22 operating budget. Budget Revision 2022-02 will offset that additional expense.

Financial Impact

The total budget impact of Budget Revision 2022-02 is an increase to Net Position of \$575,093.

Exhibits

Exhibit 1: Resolution R21-09 with the following exhibits:

Exhibit A: Budget Revision 2022-02

Exhibit B: Change in Net Position

Exhibit 2: Year to Date FY22 Budget Revisions

Submitted By: 
Amanda Riddle
Senior Manager of Budget



Final Review:

A handwritten signature in blue ink, appearing to read "Marisa Perry", is written over a horizontal line.

Marisa Perry, CPA
Chief Financial Officer/VP of Finance

**DENTON COUNTY TRANSPORTATION AUTHORITY
RESOLUTION NO. R21-09**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING FISCAL YEAR 2022 BUDGET REVISION NUMBER 2022-02 REVISED OPERATING BUDGET, ATTACHED HERETO AS EXHIBITS “A” AND “B”, RESPECTIVELY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, DCTA budget is a well calculated estimate as to what will be needed for expenditures in the fiscal year; and

WHEREAS, budget estimates are often prepared months in advance of the actual expenditures and the possibility that the actual amount of the expenditure will be known in exact terms at the time of the budget preparation is unlikely; and

WHEREAS, it may become necessary to reforecast the annual expenditures and modify the budget by amendment; and

WHEREAS, the Board of Directors of the DCTA desires to amend the fiscal year 2022 Operating Budget as set forth in Exhibits “A” and “B”, respectively.

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

SECTION 1. The Operating Budget Revision attached hereto as Exhibits “A” and “B”, respectively, be, and the same is hereby adopted and which shall amend the original budget adopted September 23, 2021, from and after the effective date of this Resolution.

SECTION 2. All provisions of the resolutions of the Board of Directors of the DCTA, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 3. 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 2ND DAY OF DECEMBER, 2021.

APPROVED:

Cesar Molina, Chair

ATTEST:

Sam Burke, Secretary
(11-19-2021:TM 126211)

Exhibit “A”
Budget Revision 2022-02
(to be attached)

Exhibit “B”
Change in Net Position
(to be attached)

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

TRANSACTION TYPE: Transfer ☐
 Revision ☒

Number: 2022-02

Current Budget Amount	Budget Revision Amount	Revised Budget Amount
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ADDITIONS TO EXISTING BUDGET

NON-OPERATING REVENUES

900.40300	Sales Tax Revenue	\$	32,088,804	\$	575,093	\$	32,663,897
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Net Impact to Budgeted Net Position	\$	575,093
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EXPLANATION: In September 2021, the DCTA Board approved an extension of GoZone service into the Castle Hills service area with the upcoming annexation into the City of Lewisville. Along with the additional expense of this service, this budget revision incorporates the additional sales tax revenue projections attributable to the Castle Hills area. These projections were provided by the City of Lewisville.

DATE: 11.17.2021

REQUESTED BY:

Amanda Riddle

DATE: 11.17.2021

REVIEWED BY:

maia g m f

DENTON COUNTY TRANSPORTATION AUTHORITY
Change in Net Position

Description	DCTA FY 2022 Adopted Budget	DCTA Completed Budget Revisions	DCTA Proposed Budget Revision 2022-02	DCTA FY 2022 Working Budget
OPERATING REVENUE				
Passenger Revenues (Bus Farebox)	\$ 326,995	\$ 1,565	\$ -	\$ 328,560
Passenger Revenues (Rail Farebox)	262,917	-	-	262,917
Contract Service Revenue	3,915,759	-	-	3,915,759
Total Operating Revenue	4,505,671	1,565	-	4,507,236
OPERATING EXPENSES				
Salary, Wages & Benefits	5,103,643	-	-	5,103,643
Outsourced Services & Charges	4,610,662	25,650	-	4,636,312
Materials & Supplies	2,650,094	48,700	-	2,698,794
Utilities	526,281	-	-	526,281
Insurance	1,635,812	-	-	1,635,812
Purchased Transportation Services	16,680,162	150,094	-	16,830,256
Employee Development	235,385	-	-	235,385
Leases & Rentals	139,772	-	-	139,772
Depreciation	10,899,464	-	-	10,899,464
Total Operating Expenses	42,481,275	224,444	-	42,705,719
Operating Income / (Loss)	(37,975,604)	(222,879)	-	(38,198,483)
NON-OPERATING REVENUE / (EXPENSE)				
Investment Income	12,000	-	-	12,000
Misc. Revenues	-	-	-	-
Sales Tax Revenue	32,088,804	-	575,093	32,663,897
Federal Grants & Reimbursements	26,390,897	-	-	26,390,897
State Grants & Reimbursements	-	-	-	-
Long Term Debt Interest/Expense	(237,800)	-	-	(237,800)
Total Non-Operating Revenue / (Expense)	58,253,901	-	575,093	58,828,994
Income (Loss) Before Transfers	20,278,297	(222,879)	575,093	20,630,511
Transfers Out	(6,364,715)	-	-	(6,364,715)
Transfers In	-	-	-	-
Total Transfers	(6,364,715)	-	-	(6,364,715)
CHANGE IN NET POSITION	\$ 13,913,582	\$ (222,879)	\$ 575,093	\$ 14,265,796

DENTON COUNTY TRANSPORTATION AUTHORITY
Year to Date FY22 Budget Revisions

DCTA 2022-01 (Presented to DCTA Board October 28, 2021)

Approved by DCTA Board in October; Completed

			Adopted Budget	Revision	Revised Budget
<u>OPERATING REVENUES:</u>					
<i>Bus Operations</i>	537.40100	Passenger Revenues	\$ 71,399	\$ 1,565	\$ 72,964
<u>OPERATING EXPENSES:</u>					
<i>G&A</i>	180.50309	Professional Services	194,000	25,650	219,650
	180.50440	Computer Materials & Supplies	40,000	48,700	88,700
<i>Bus Operations</i>	537.50810	Purchased Transportation	1,934,580	150,094	2,084,674
<i>Net Impact to Budgeted Net Position</i>			\$	(222,879)	

Board of Directors Memo

December 2, 2021

SUBJECT: GoZone Update

Recommendation

No Board action required at this time. This is an informational update.

Background

DCTA and River North Transit (Via) launched GoZone service on Tuesday, September 7th, 2021. This report will serve as an update on the following topics:

- GoZone statistics
- Related service performance information

Previous Board Activity & Action

- **June 25, 2020** – Regular Agenda Item 3 – Mobility as a Service (MaaS) Task Order for Member City Services
- **July 31, 2020** – Specially Called Board Meeting – Transformation Initiative Workshop – Discussed as part of the future planning process
- **August 27, 2020** – Regular Agenda Item 8 – Discuss MaaS Task Order #2: On-Demand Service in Member Cities
- **September 24, 2020** – Regular Agenda Item 8 – Consider Approval of MaaS Task Order #2: On-Demand Services for Member Cities and Contracted Cities
- **November 12, 2020** – Regular Agenda Item 1 - Discuss Transformation Initiative Progress Report – Initial introduction of the Agency Priority Actions flowchart which included plans and estimated dates for the MaaS service plan
- **December 10, 2020** – Regular Agenda Item 6 - Discuss DCTA Priority Actions
- **January 28, 2021**
 - Regular Agenda Item 5 – Approval and Award of Mobility as a Service Contract
 - Joint Info Item 1 – DCTA Agency Priorities Update (memo and flowchart)
- **March 10, 2021** – Regular Agenda Item 7 – Review and Discuss MaaS Service Plan Update and Considerations
- **April 7, 2021**
 - Regular Agenda Item 1 – Presentation, Discussion and Approval of Via's Proposal #4
 - Regular Agenda Item 2 – Presentation and Discussion of Task Order with Via
- **May 27, 2021** – Regular Agenda Item 7 – Public Involvement Progress Report
- **June 24, 2021** – Regular Agenda Item 7 – Discuss GoZone Public Involvement Feedback and Potential Service Modifications to Proposed Plan
- **July 22, 2021** – Regular Agenda Item 4 - Discuss and Consider Approval of GoZone Service Plan for Launch on September 7, 2021
- **August 26, 2021** – Regular Agenda Item 6 - Update and Discussion of the September 7, 2021 GoZone Launch and Fixed Route Services

- **September 23, 2021** – Regular Agenda Item 3 - Update on Mobility Services, GoZone and Fixed Route
- **October 28, 2021** – Regular Agenda Item 6 – Provide a Report on GoZone Service Performance

Financial Impact

The DCTA board approved budget for FY21 and proposed FY22 budget to support GoZone service at the July 22, 2021 board meeting.

Exhibits

N/A



Javier Trilla, AVP of Innovation and Information Technology



Board of Directors Memo

December 2, 2021

SUBJECT: Consider Service Modifications Effective December 5, 2021 and Proposed Recommendations

Recommendation

The CEO recommends the Board approve implementation of recommended DCTA service modifications to improve mobility network performance.

Background

On October 28th the Board directed the CEO to analyze DCTA GoZone and Connect ridership data to identify recommended service modifications to improve reliability, frequency, inclusion, productivity, and sustainability. The Board also directed the CEO to present these recommendations at the December 2nd Board meeting.

DCTA, Accenture, and Via have completed an analysis of GoZone and Connect fixed route network performance. The CEO, Accenture and Via will discuss the findings of this analysis and recommendations to improve mobility service throughout the DCTA service area. The recommendations include adjustments to service schedules, pricing strategies, and technical adjustments to improve the sustainable performance of GoZone and Connect service modes.

Prior Board Discussion

- **July 22, 2021** – Regular Agenda 4 – Discuss and Consider Approval of GoZone Service Plan for Launch on September 7, 2021; and Regular Agenda 6 – Discuss and Consider Approval to Modify Route 3 and Route 7 in Conjunction with the GoZone Launch on September 7, 2021
- **August 26, 2021** – Regular Agenda 6 – Update and Discussion of the September 7, 2021 GoZone Launch and Fixed Route Services
- **September 23, 2021** – Regular Agenda 3 – Update on Mobility Services, GoZone and Fixed Route
- **October 28, 2021** – Regular Agenda 7 – Report on DCTA Fixed Route Service Performance

Exhibits

Exhibit 1: Multimodal System Assessment

Submitted By: Chris Newport
Chris Newport, Accenture



Multimodal System Assessment

December 2, 2021

Service Assessment - Recap

- DCTA's deployment of GoZone micro-transit service across its service area has created new opportunities to design and deliver mobility options in Denton County
- On October 28, 2021, the Board directed the CEO to provide an update on December 2, 2021, that would:



Consolidate

Ridership data needed to be cleaned and blended together to ensure that a quality understanding of ridership would accurately inform a recommendation to the Board



Analyze

Once the data was blended DCTA, Via, and Accenture collaborated to analyze ridership within Board-validated framework that led to route profile and schedule recommendations



Recommend

This presentation comprehensively includes the recommendations to the Board to enhance mobility across DCTA service area

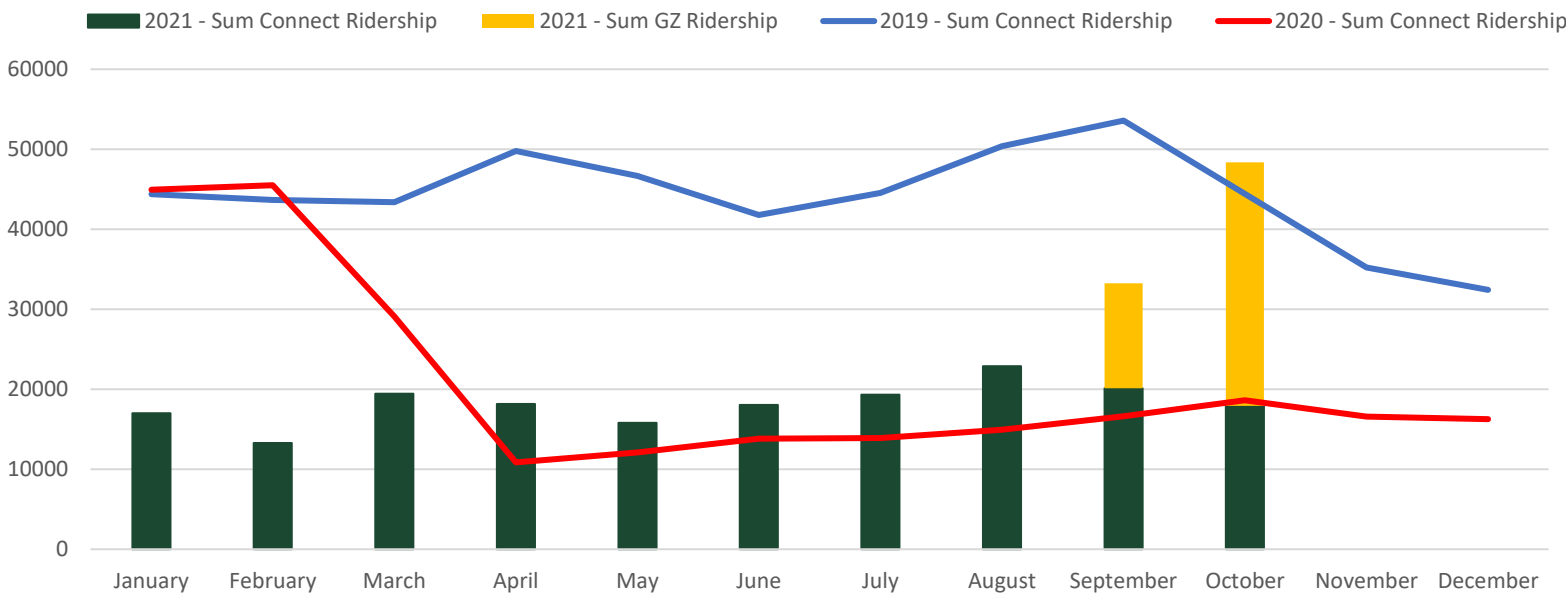
- The remainder of this document presents analysis and observations regarding DCTA services for September 1 – October 31, 2021
- The Appendix includes analysis of ridership by-route and proposed revised route profiles

Service Ridership Assessment – Current State Summary

Several relevant observations from analysis of the past 3 fiscal years of ridership:

- May 2021 marked the start of a month-over-month increase in Connect ridership signaling initial recovery from the pandemic-related ridership decline
- Combined Connect and GoZone ridership in October 2021 exceeded FY19 ridership for the first time
- Modifying Connect and GoZone service design parameters can improve performance of the individual modes as well as key components of an integrated, complementary multi-modal system

Connect + GoZone Ridership by Month and Year



Mobility Service Assessment - Framework

Service profiles and performance were evaluated based on factors including:

- Potential to optimize route performance within current budget and operator constraints
- Industry-standard indicators of transit-supportive or -reliant geographic areas and productivity
- Future opportunity to reimagine route configurations, service patterns, and highlight areas in which blended services can enhance the transit opportunities for riders across the region

Density

Do routes serve areas with transit-supportive densities?

Productivity

How well do routes meet productivity expectations?

Equity

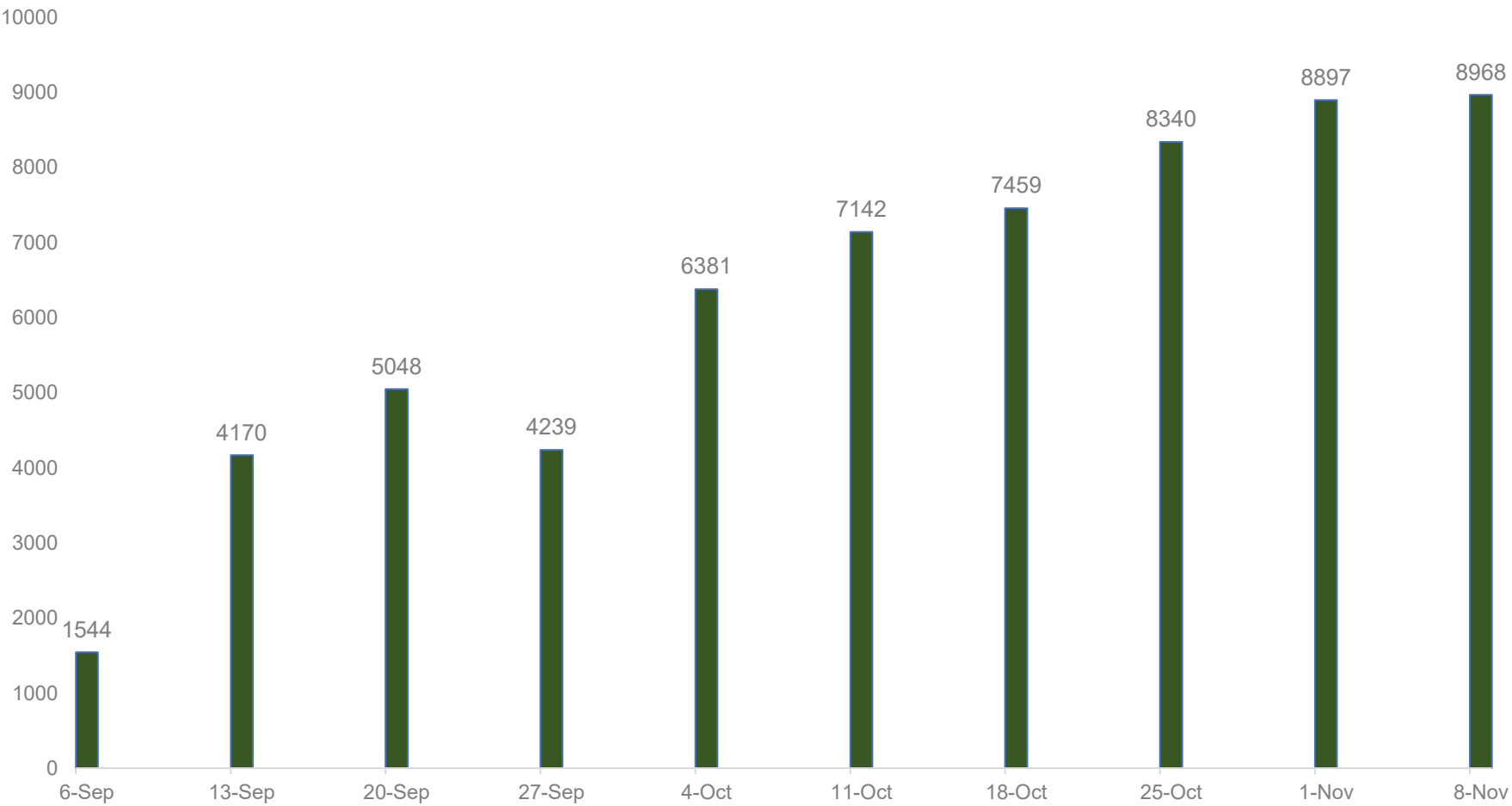
Do routes serve areas with high equity-focused communities?

Stability of Alternative

Has GoZone achieved reliable, consistent performance?

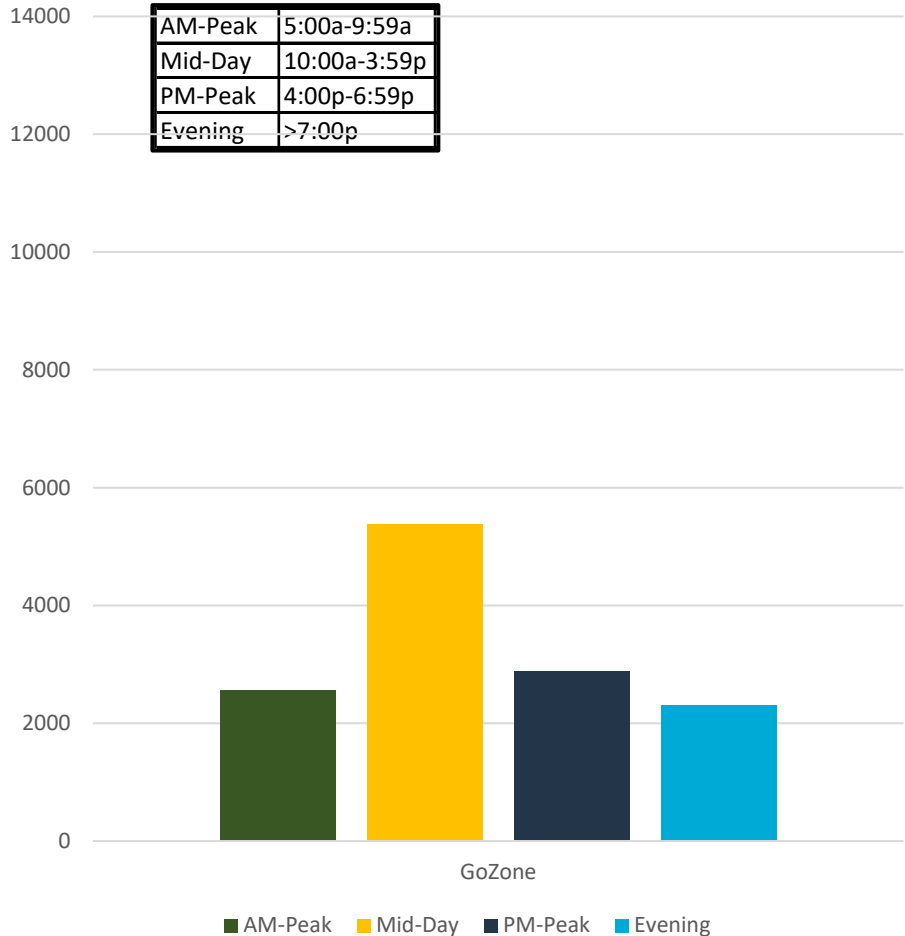
GoZone Weekly Ridership Trend

GoZone Weekly Ridership

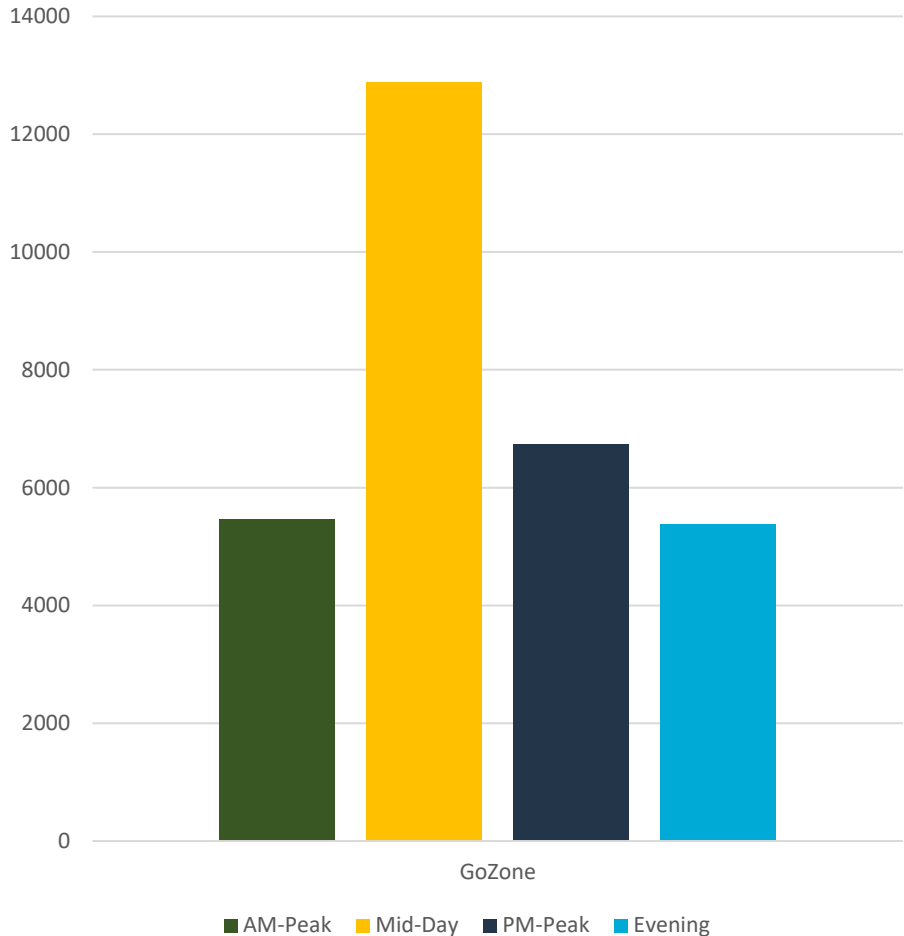


Sept. and Oct. Ridership: GoZone by Daily Peak Period

September Ridership by Daily Peak Period

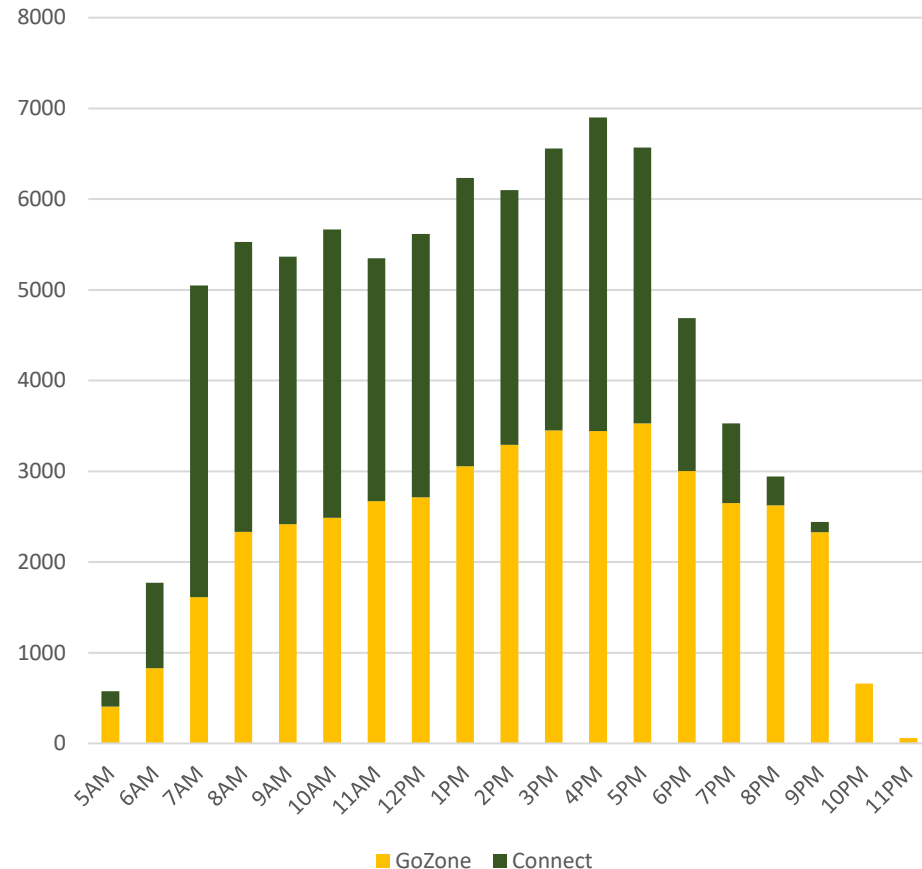


October Ridership by Daily Peak Period

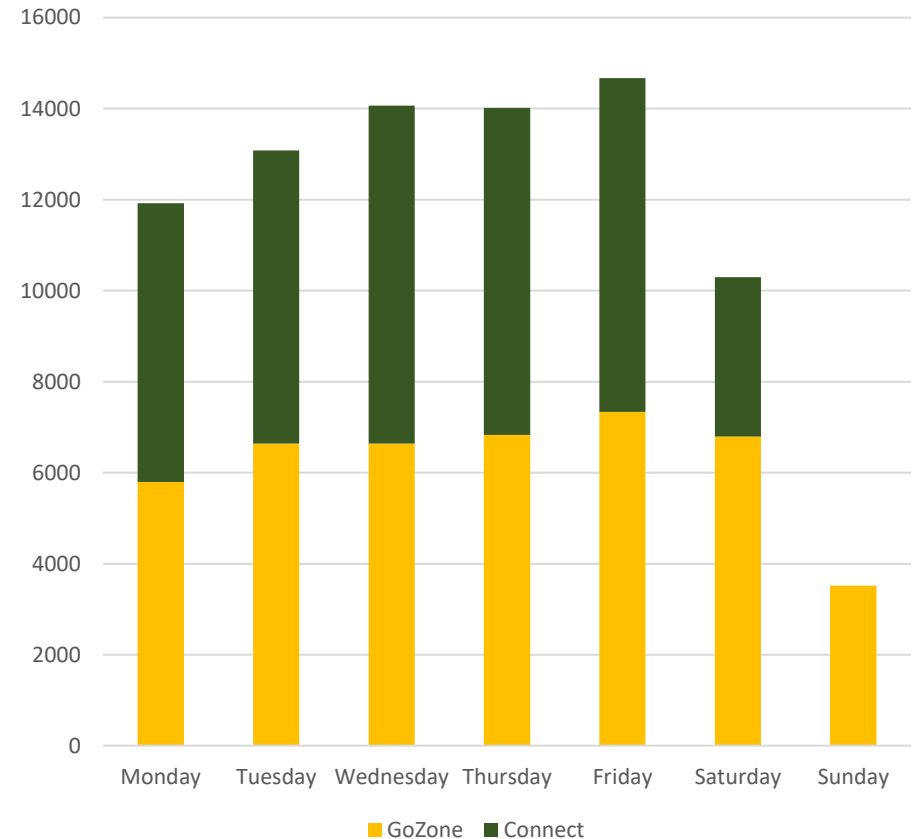


Sept. and Oct. Ridership: GoZone and Connect

GoZone and Connect Ridership by Time of Day



GoZone and Connect Ridership by Day of Week



Key findings

- GoZone and Connect services are significantly more complementary than initially expected; only about 9% of trips taken on GoZone can be best served by the *current* fixed-route network

Connect Ridership Analysis

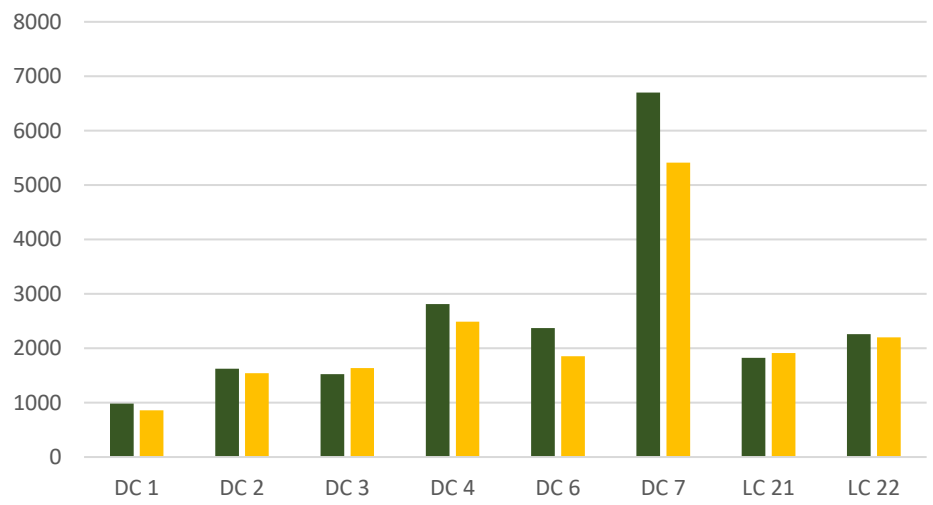


Sept. vs Oct. Denton/LV Connect Ridership

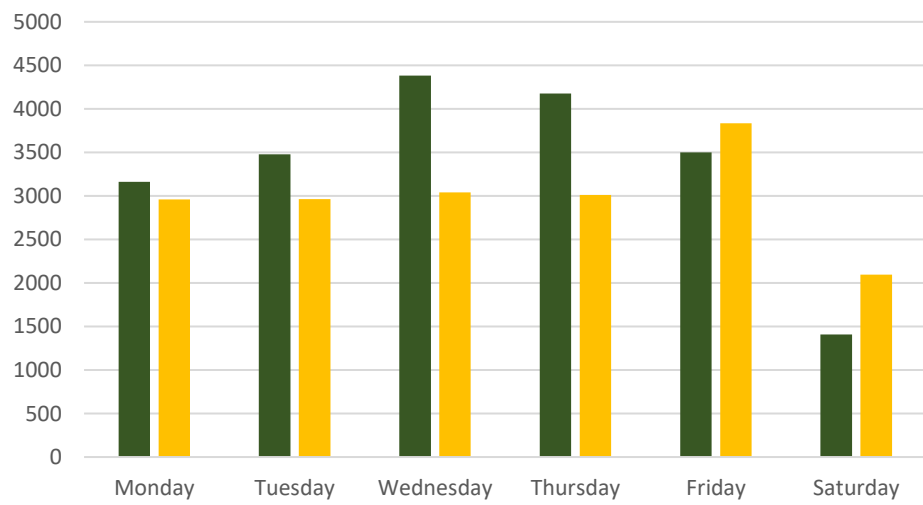
September

October

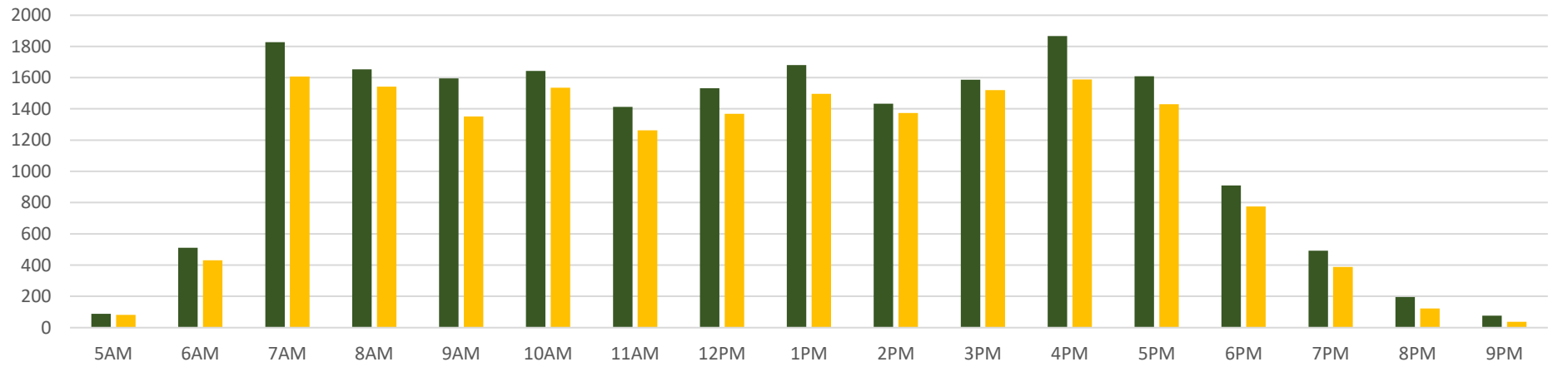
Ridership by Route



Ridership by Day of Week



Ridership by Hour of Day



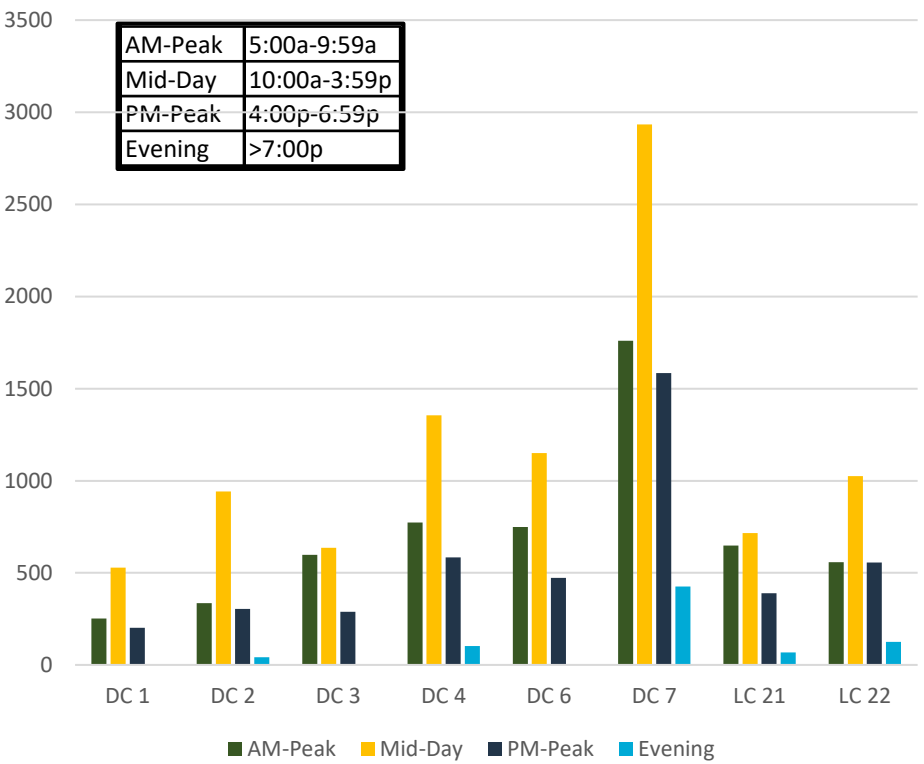
Note: Please find detailed ridership-by-route analysis in Appendix ⁴³

Sept. and Oct.: Connect Total Monthly Ridership by Daily Peak Period

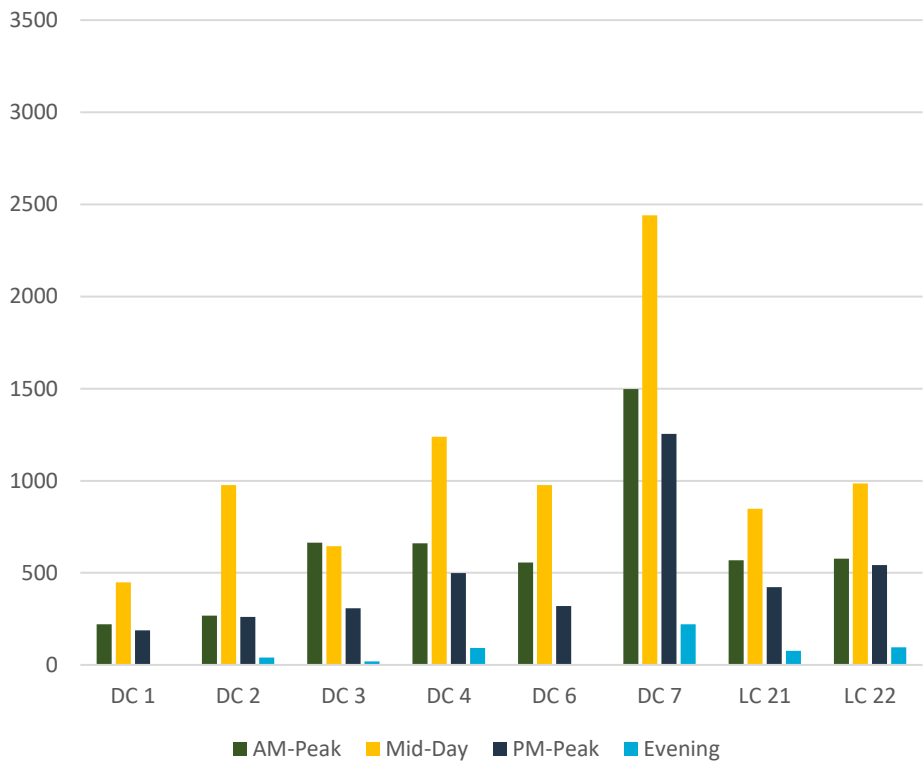
Connect ridership patterns similar to GoZone, with heaviest utilization during Mid-day Peak period; COVID-19 return to work behavior could be limiting AM- and PM-peak period utilization of both services

- Connect ridership generally declined in October vs. September, with exception of LC 21
- Ridership decline was less than pre-pandemic seasonal trend would predict; ridership above October 2020 levels

September Ridership by Daily Peak Period



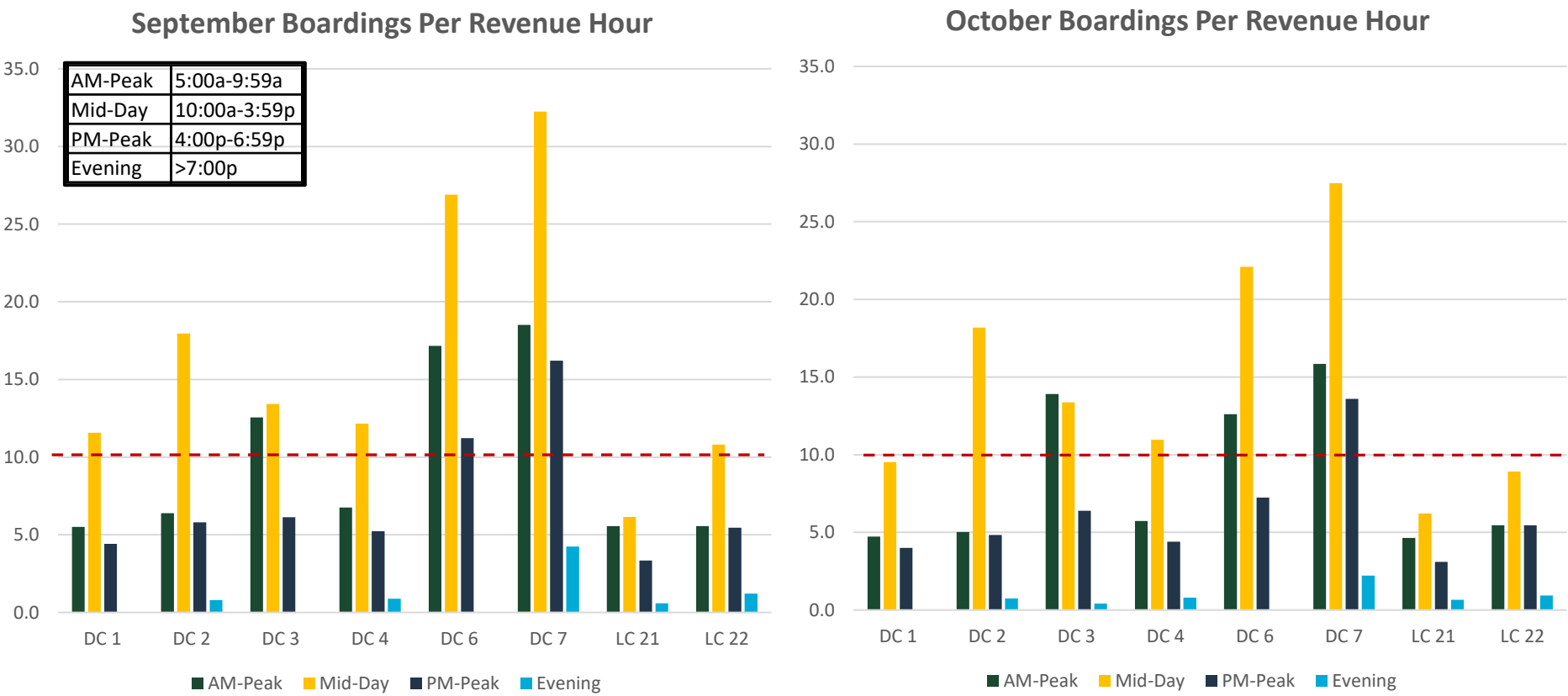
October Ridership by Daily Peak Period



Boardings per Revenue Hour by Daily Peak Period

Seven of eight Connect routes met 10 boardngs/RH productivity threshold for September for at least the 6-hour Mid-day Peak service period; five of eight routes met the threshold during October

- Consider that Connect data capture and input process understates actual ridership
- Ridership may be improved by aligning number and location of stops to ridership patterns and reducing route distances, headways should improve On-time Performance



Connect Route Indicator Assessment Summary

Evaluation Framework Definitions

Density

- Urban Area Trunk Routes
 - >10 HH / Net Acre **or** >7.5 Jobs / Net Acre
- Regional Arterial Routes
 - >4 HH / Net Acre **or** >1 Job / Net Acre

Equity

- Communities of Color
 - >70% People of Color
- Households in Poverty
 - >26% Households in Poverty
- People with Disabilities
 - >40% People with Disabilities
- Zero-car Households
 - >8% Zero-car Households

Productivity

- Boardings per Revenue Hour
 - ≥ 10 boardings per revenue hour – minimum threshold for fixed-route productivity

Route	Density	Equity	Productivity (all hours) ¹	Productivity (peak period) ²
DC Route 1	✓			✓
DC Route 2	✓	✓		✓
DC Route 3		✓		✓
DC Route 4		✓		✓
DC Route 6	✓	✓		✓
DC Route 7	✓	✓	✓	✓
LC Route 21	✓	✓		
LC Route 22	✓	✓		✓

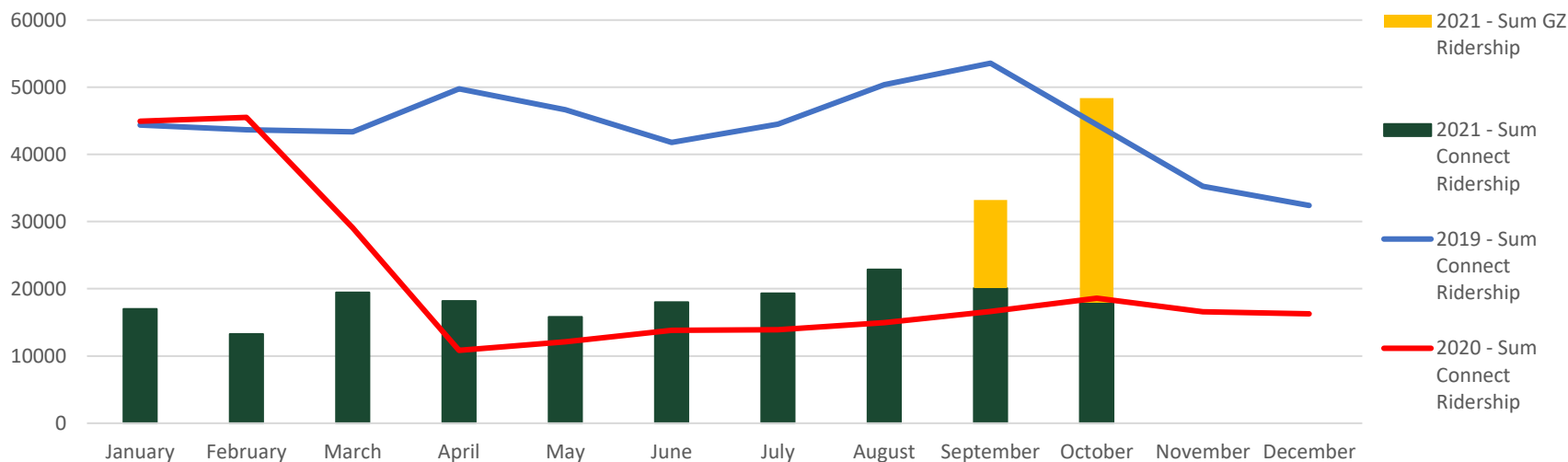
¹ Basis is average boardings per revenue hour for months of September and October 2021

² Basis is average boardings per revenue hour for at least one individual daily peak period ranges

Proposed Connect Alternative Service Considerations

While COVID-19 factors will likely continue to impact Connect utilization, it is worthwhile to consider several factors of Connect service past and potential performance:

- Operator shortages impacted service availability, frequency, and reliability beginning in July 2021
- Pricing strategy during Promotional Period incentivized GoZone utilization, an inversion of industry norms for pricing demand-response and fixed route service
- Nature of Connect ridership data capture understates ridership, improving data quality and reliability may be addressed once scope of service and fleet is determined
- Ability to redesign Connect network to effectively serve total mobility system demand with GoZone

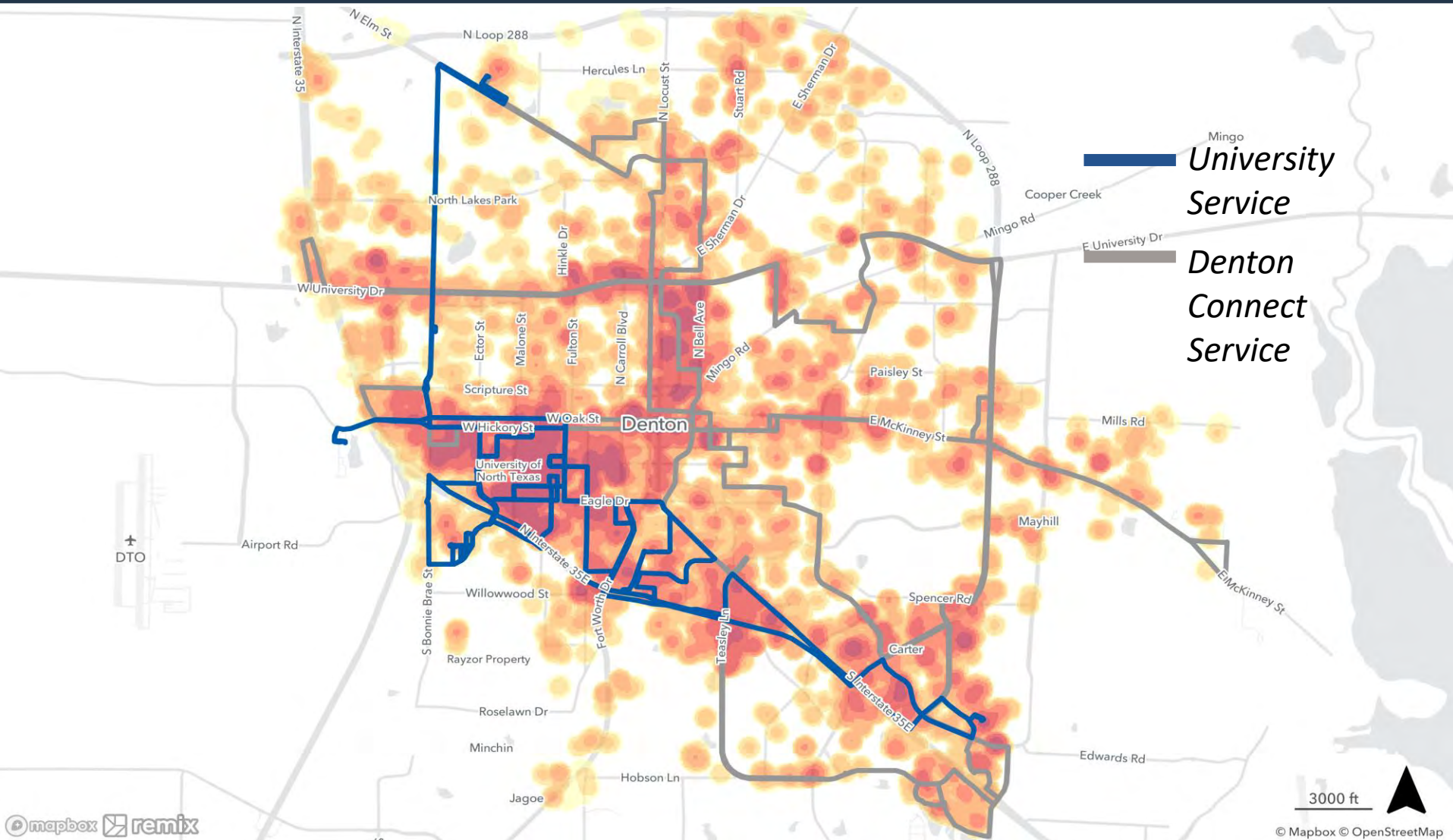


NOTE: Connect routes DC5 & DC8 were discontinued in May 2020

GoZone and Connect Service Interaction

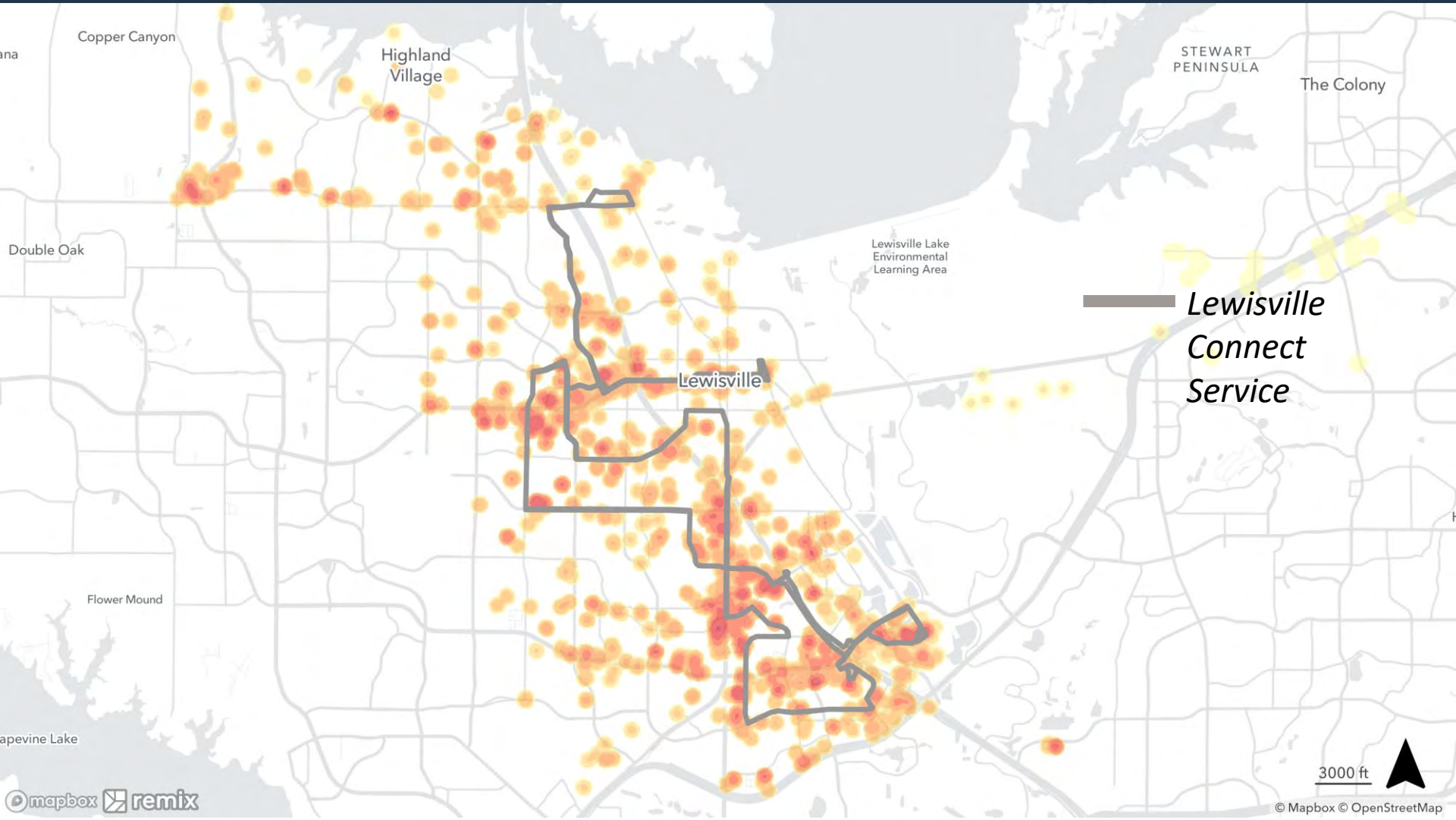


GoZone Utilization and Connect Coverage Overlap – Weekdays - Denton



Note: Please find depiction of Saturday service in Appendix ⁴⁹

GoZone Utilization and Connect Coverage Overlap – Weekdays - Lewisville/Highland Village



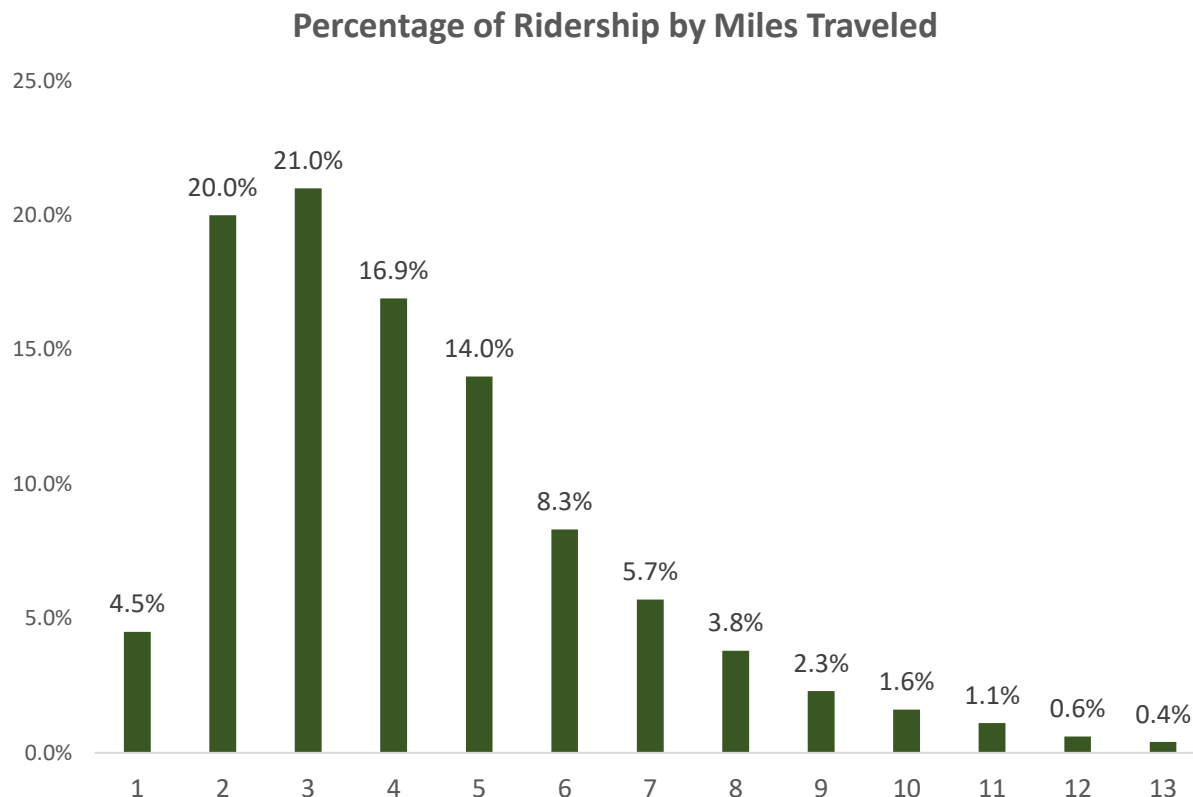
Note: Please find depiction of Saturday service in Appendix ⁵⁰

Distribution of GoZone rides by distance (last 2 months)

~38% of rides are >4 miles

Long rides are costly for the system:

- Tie vans to long routes and reduce availability for other rides
- Direct vans to low demand areas
- More difficult to aggregate with other riders



Pricing based on distance can help reduce the number of long and costly rides and serve more rides overall

Key Takeaways

We discuss our key takeaways of Connect and GoZone implementation and ridership, with our recommended next steps discussed in the following section.



Ridership

- Connect and GoZone ridership is strong
- GoZone ridership has seen exponential growth from week to week
- The majority of GoZone trips could not be served by fixed route
- Fixed route appears to be mode of choice for reliable base of customers



Efficiency

- GoZone provides coverage to new areas, but there is opportunity to have Connect and GoZone complement each other more
- More than a third of GoZone trips are long and less efficient than possible



Service enhancement through collaboration

- Both networks can be leveraged to increase overall efficiency and enhance all service offerings from DCTA
- Consider rebranding routes to mitigate confusion and emphasize complementary nature of modes

Designing DCTA Integrated Multi-Modal Service

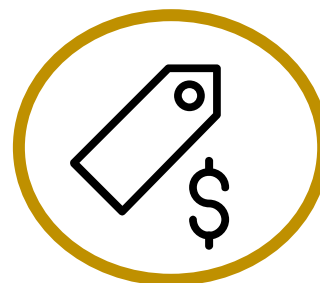
DCTA Integrated, Efficient Service requires:



**Re-design
fixed route
network**



**Configure GoZone
app to highlight
hubs and increase
fixed route
awareness**

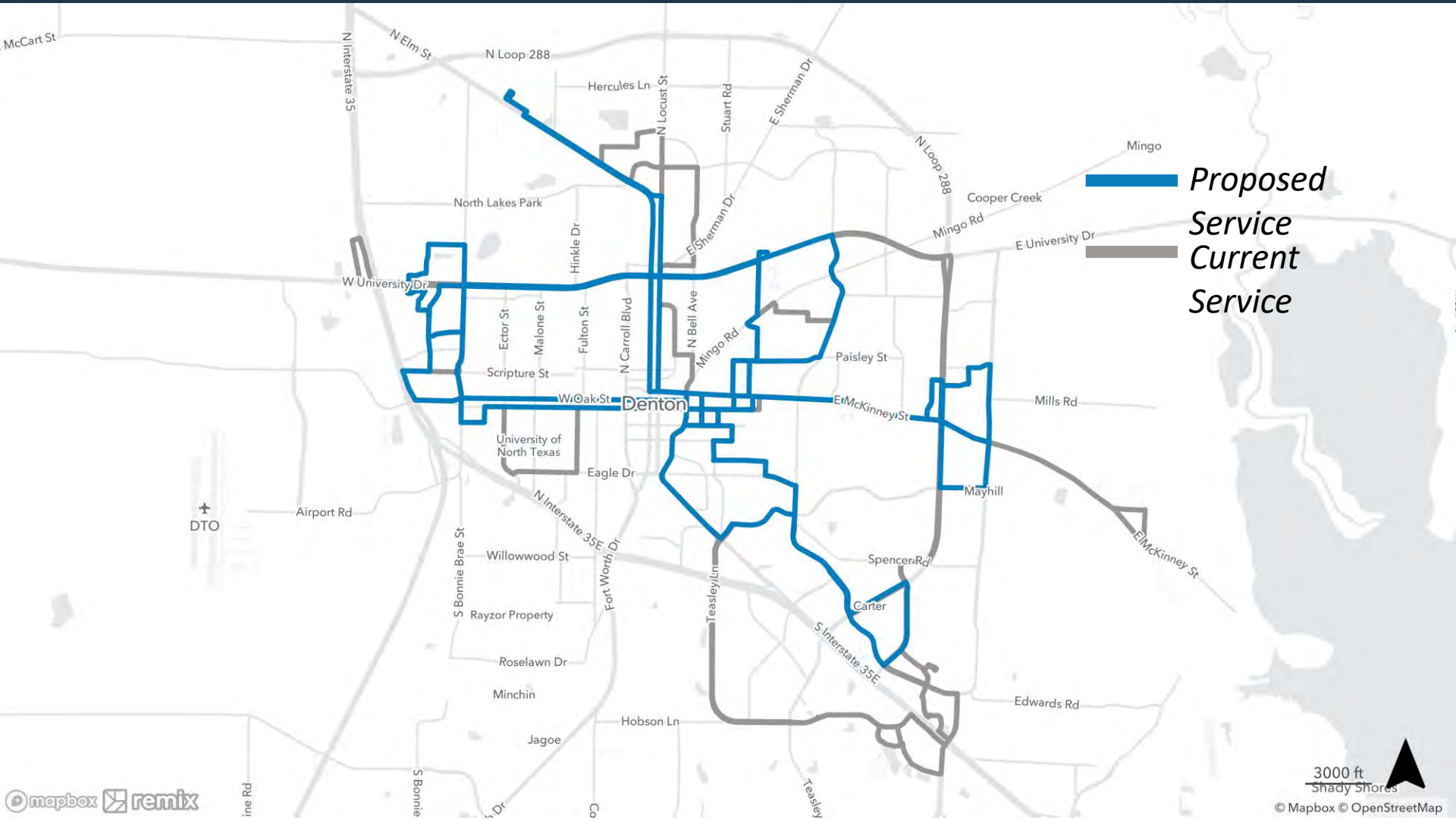


**Adjust GoZone
pricing for
efficiency and to
drive rider
behavior**



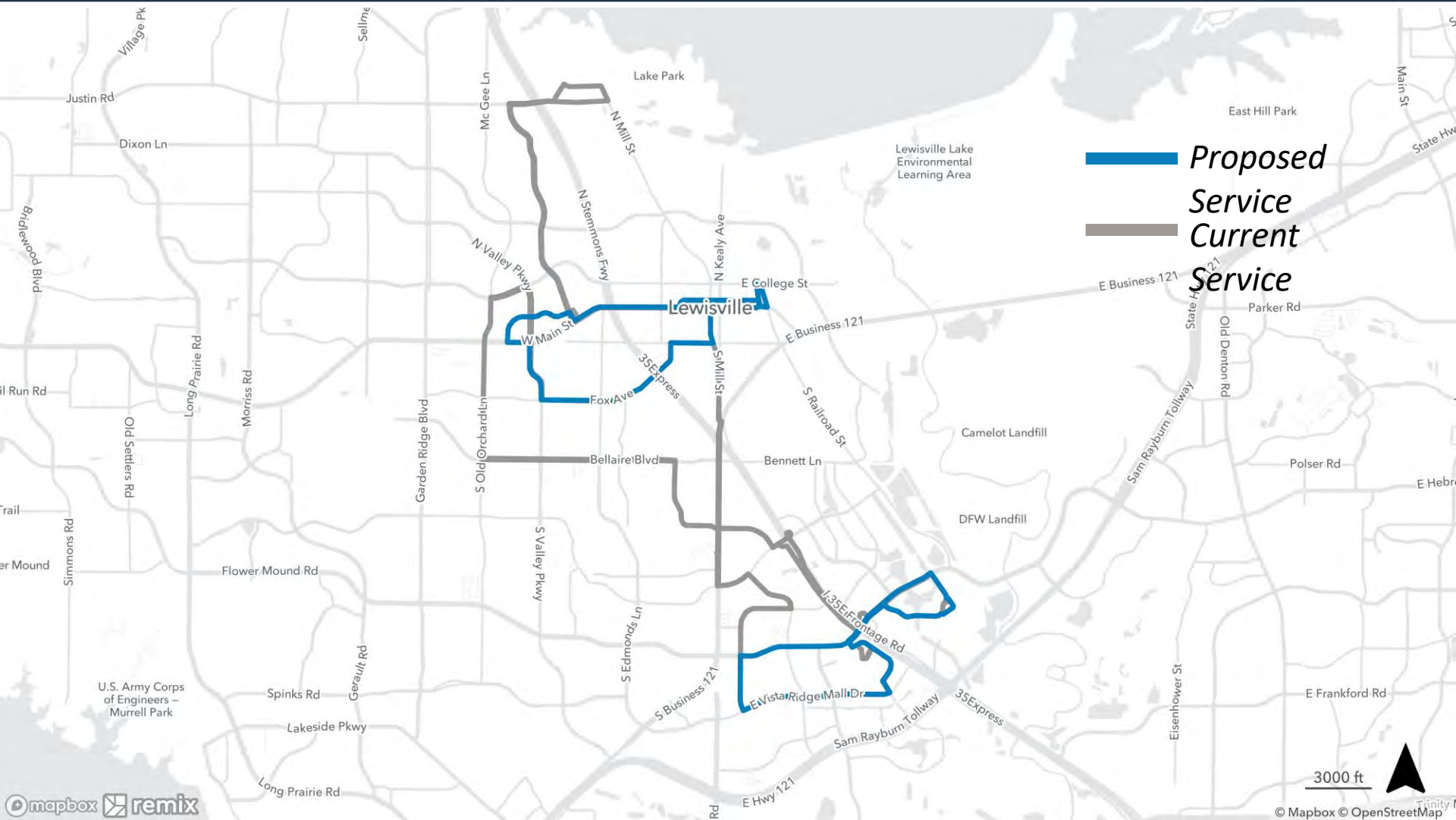
**Deploy
Intermodal
Technology to
Optimize Modes**

Proposed Fixed Route Network Changes | Denton



Note: Please find individual proposed route profiles in **54** Appendix

Proposed Fixed Route Network Changes | Lewisville



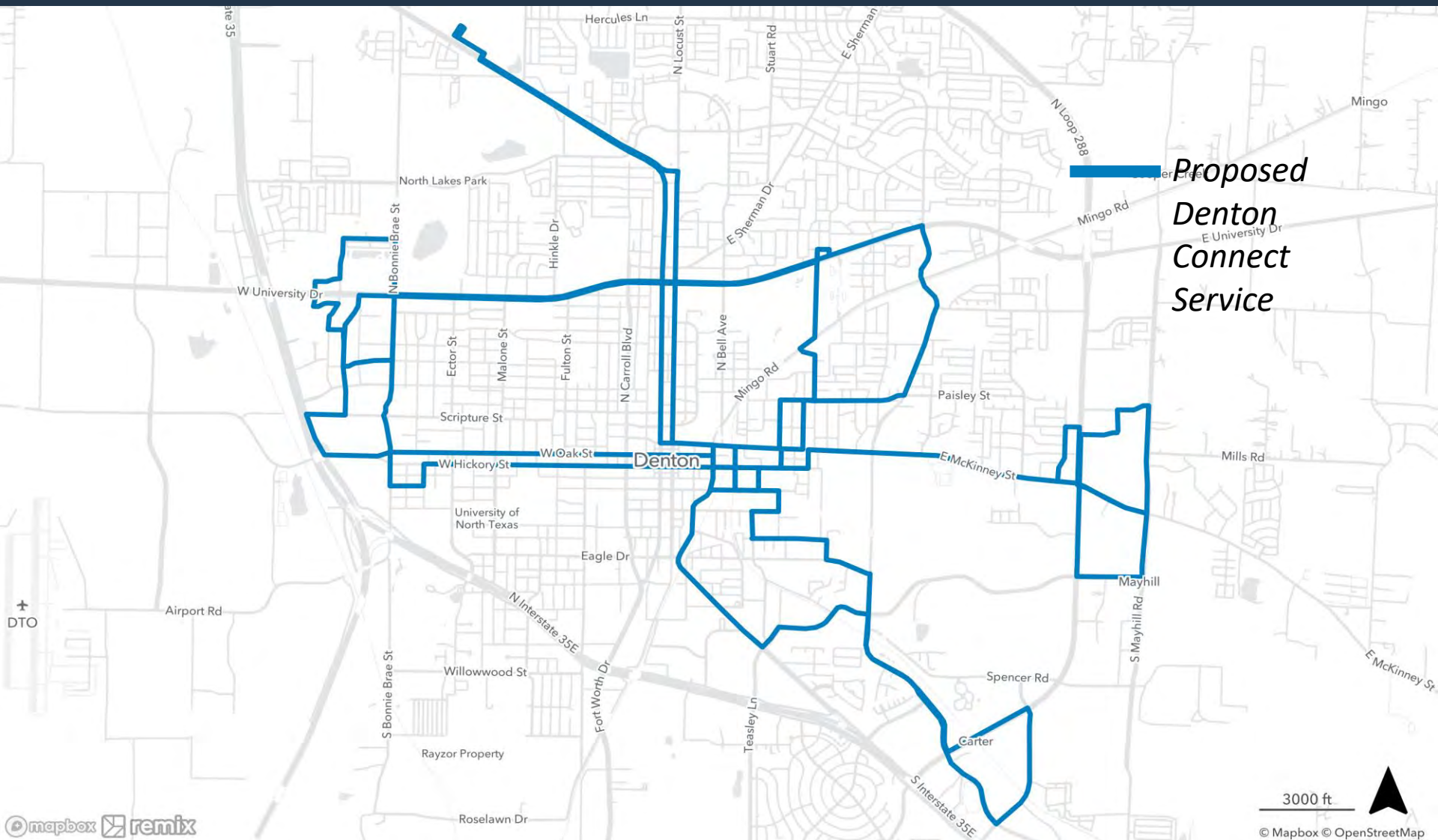
Note: Please find individual proposed route profiles in **Appendix 55**

Proposed Connect Route Schedules

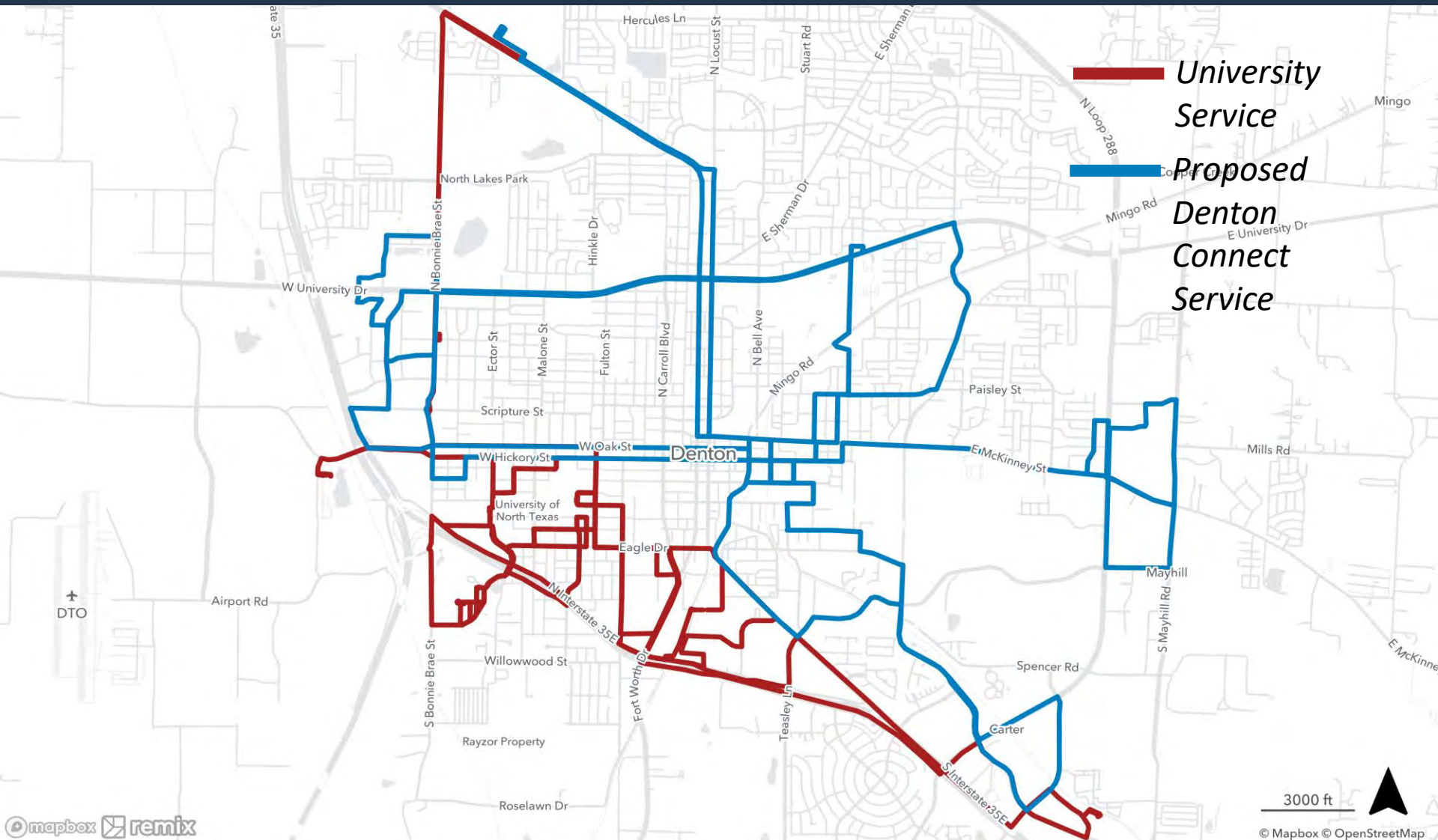
		Current		Proposed	
Route	Detail	Weekday	Saturday	Weekday	Saturday
Route 1	Service Hours	7:12-18:18	7:39-19:11	Discontinued	Discontinued
	First Departure	7:12 AM	7:39 AM		
	Last Departure	5:42 PM	6:43 PM		
	Frequency	45 Minutes	40 Minutes		
	Round Trips	15	17		
Route 2	Service Hours	6:54-19:44	7:44-19:35	8:02-18:20	8:25-18:45
	First Departure	6:54 AM	7:44 AM	8:02 AM	8:25 AM
	Last Departure	6:56 PM	6:46 PM	5:50 PM	6:10 PM
	Frequency	60 Minutes	60 Minutes	42 Minutes	45 Minutes
	Round Trips	13	12	15	14
Route 3	7:00-18:08	8:05-18:22	8:11-18:42	8:25-18:49	7:00-18:08
	7:00 AM	8:05 AM	8:11 AM	8:25 AM	7:00 AM
	5:22 PM	5:50 PM	6:11 PM	6:10 PM	5:22 PM
	46-51 Mins	45 Minutes	40 Minutes	45 Minutes	46-51 Mins
	Round Trips	14	16	14	14
Route 4	Service Hours	5:18-20:28	7:45-18:52	7:28-18:05	8:08-17:58
	First Departure	5:18 AM	7:45 AM	7:28 AM	8:08 AM
	Last Departure	6:48 PM	5:17 PM	5:28 PM	5:08 PM
	Frequency	56 Minutes	52 Minutes	40 Minutes	60 Minutes
	Round Trips	16	12	16	10
Route 5	Service Hours	N/A	N/A	8:24-19:18	8:24-18:50
	First Departure			8:24 AM	8:24 AM
	Last Departure			6:54 PM	6:24 PM
	Frequency			30 Minutes	30 Minutes
	Round Trips			22	21

		Current		Proposed	
Route	Detail	Weekday	Saturday	Weekday	Saturday
Route 6	Service Hours	7:08-17:50	8:35-17:50	7:51-18:55	8:15-18:48
	First Departure	7:08 AM	8:35 AM	7:51 AM	8:15 AM
	Last Departure	5:08 PM	5:15 PM	6:27 PM	6:15 PM
	Frequency	50 Minutes	52 Minutes	33 Minutes	40 Minutes
	Round Trips	13	11	20	16
Route 7	Service Hours	6:00-21:15	8:17-18:25	7:22-20:41	8:15-18:56
	First Departure	6:00 AM	8:17 AM	7:22 AM	8:15 AM
	Last Departure	8:12 PM	5:21 PM	8:00 PM	6:15 PM
	Frequency	35-68 Mins	68 Minutes	30 Minutes	60 Minutes
	Round Trips	22	9	24	11
Route 21	7:00-18:08	5:20-20:51	8:20-18:40	8:07-18:02	8:17-17:44
	7:00 AM	5:20 AM	8:20 AM	8:07 AM	8:17 AM
	5:22 PM	7:44 PM	5:20 PM	5:37 PM	5:17 PM
	46-51 Mins	42-50 Mins	45 Minutes	30 Minutes	30 Minutes
	Round Trips	20	13	20	19
Route 22	Service Hours	6:20-21:23	8:15-18:05	8:13-18:07	8:13-18:07
	First Departure	6:20 AM	8:15 AM	8:13 AM	8:13 AM
	Last Departure	7:53 PM	4:35 PM	5:43 PM	5:43 PM
	Frequency	60-75 Mins	50 Minutes	30 Minutes	30 Minutes
	Round Trips	14	11	20	20

Proposed Denton Connect Service Profile



Proposed Denton Connect and existing University Service

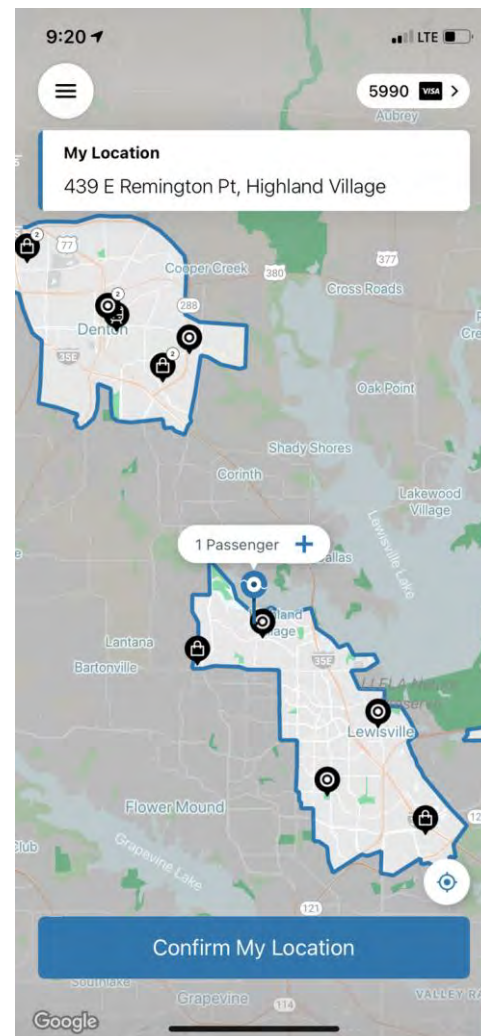


Proposed Lewisville Connect Service Profile



GoZone map can highlight fixed route hubs

- GoZone app currently highlights select POIs and transit centers
- Leveraging the GoZone app to highlight connection points into fixed route by adjusting the POIs shown on the map can drive ridership to fixed route when appropriate



Pricing is a powerful tool when redesigning a service

DCTA potential goals...



Promote connections to the fixed route network



Maximize the utilization of the fleet to optimize for the number of served rides



Make sure fixed route is the preferred mode when available



Price is easy to communicate to drive rider engagement and growth

... and the impact on pricing



Less expensive rides to main transit hubs connecting to fixed routes



Incentivize the right rides by pricing differentially based on preferred ride mix



Set the right prices relative to fixed routes (micro transit should be more expensive)



Select a simple pricing scheme that is easy and intuitive to understand

Potential Pricing Structures

Hub discounts

Rides to hubs are discounted relative to other rides

Pros: simple pricing scheme, promotes fixed route connections

Distance based

Rides are priced based on distance - a base price + price for every additional mile

Pros: disincentivizes long (worse) rides, matches revenue with cost to serve

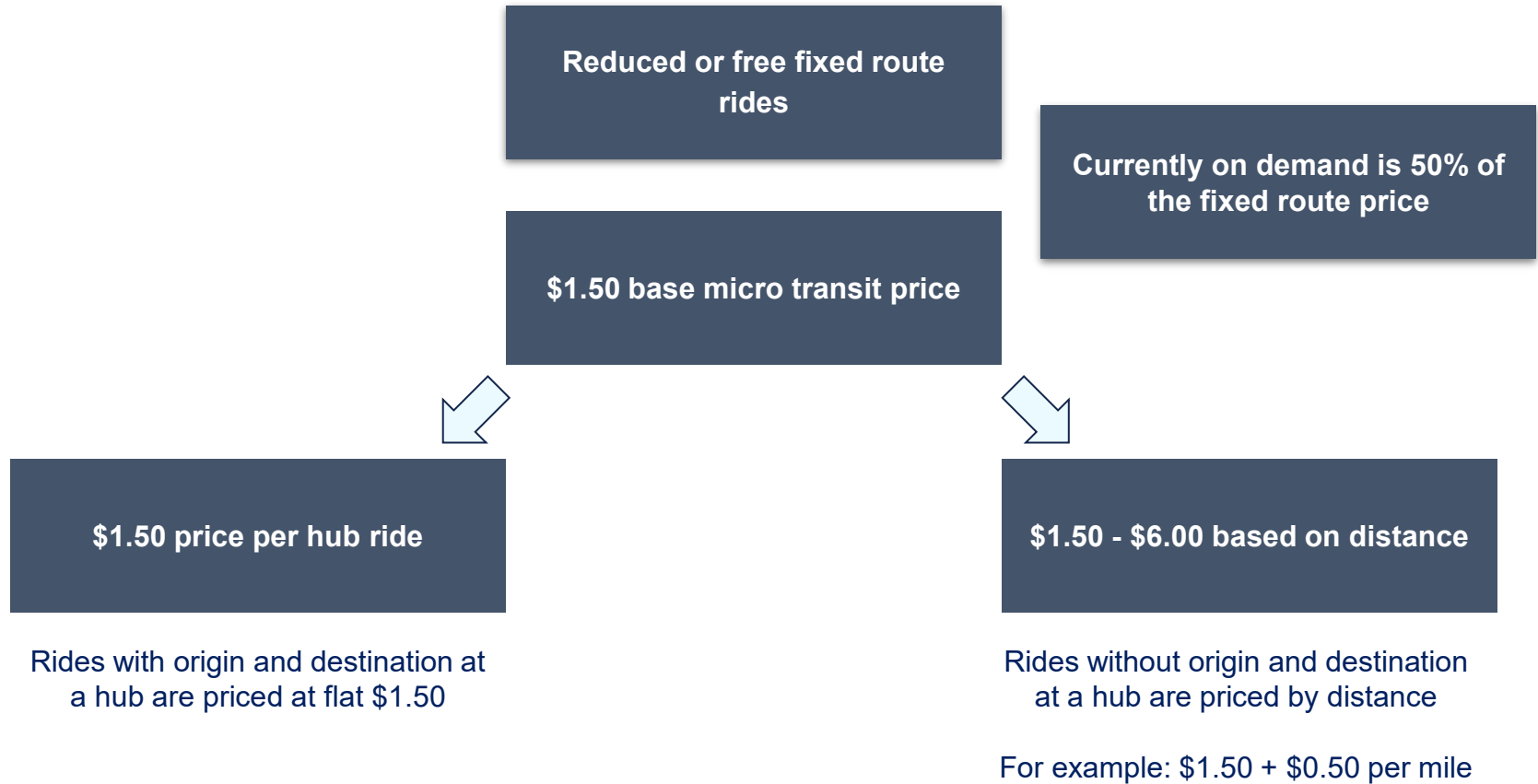
Combination of distance based and hubs discounts

Flat base price (e.g., \$1.50)

No premium for connections to transit hubs

Any other destination is priced based on distance
(e.g., \$1.50 + \$0.50 per mile)

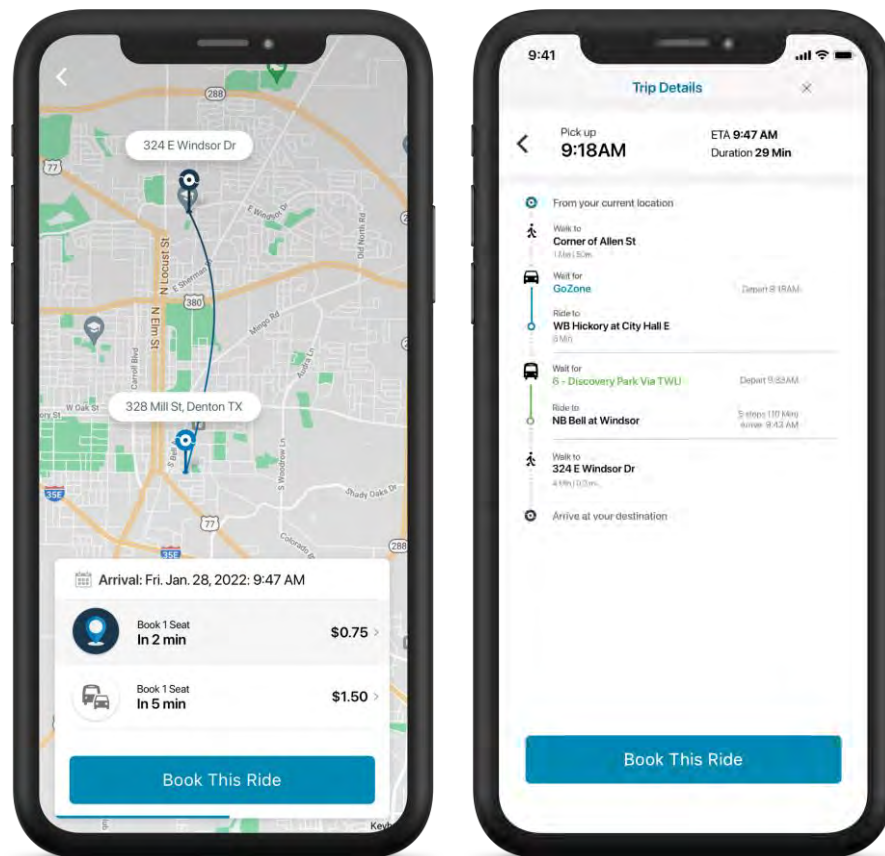
How might this work?



*Pricing can be configured by day, week, time, and service type

Intermodal Trip Planning

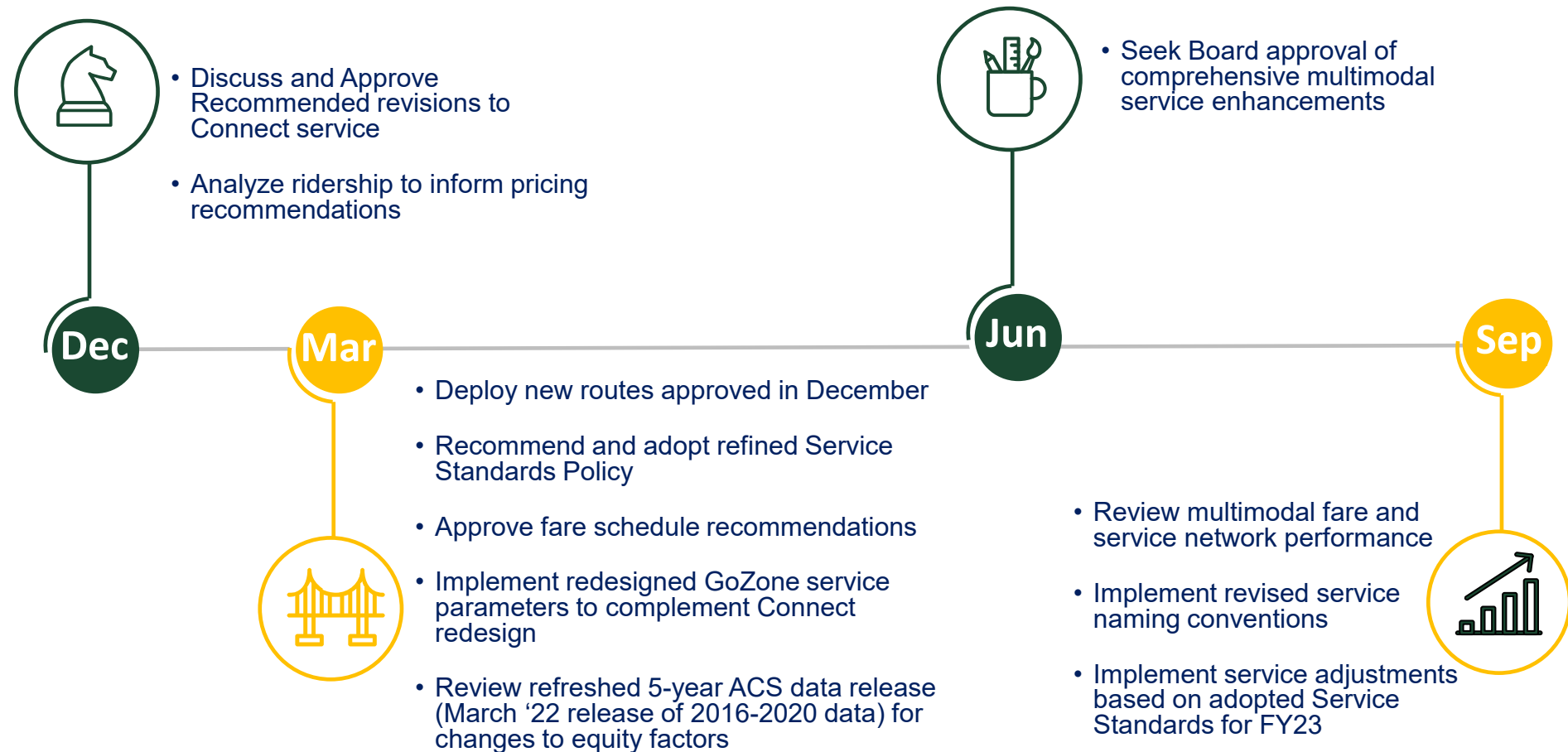
- GoZone app offers proposals where multiple legs of a single journey are completed across different modes, including GoZone and Connect
- Bus stops and schedules are visible in the GoZone app
- Ability to prioritize across modes where applicable (i.e., show only fixed route or micro transit proposal under certain conditions)
- This creates a truly integrated on-demand and fixed route transit network with end-to-end journey planning



Recommended Next Steps



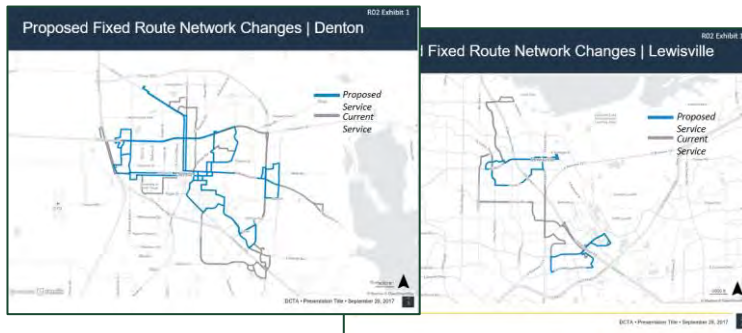
Designing DCTA Integrated Multi-Modal Service



Recommendations Summary

Accenture and Via submitted the following recommendations to the CEO:

1. Discuss and Approve Revised Connect routes



2. Discuss and Approve Revised Connect Schedules

Proposed Routes - Denton

Route	Start	End	Current	Proposed
Route 1	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 2	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 3	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 4	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 5	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 6	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 7	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 8	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 9	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 10	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 11	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 12	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 13	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 14	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 15	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 16	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 17	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 18	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 19	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 20	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 21	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 22	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 23	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 24	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 25	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 26	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 27	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 28	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 29	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 30	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 31	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 32	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 33	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 34	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 35	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 36	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 37	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 38	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 39	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 40	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 41	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 42	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 43	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 44	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 45	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 46	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 47	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 48	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 49	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 50	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 51	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 52	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 53	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 54	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 55	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 56	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 57	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 58	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 59	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 60	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 61	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 62	10:00 AM	10:30 AM	10:00 AM	10:00 AM
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Route 64	10:00 AM	10:30 AM	10:00 AM	10:00 AM
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Route 66	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 67	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 68	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 69	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 70	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 71	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 72	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 73	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 74	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 75	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 76	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 77	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 78	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 79	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 80	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 81	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 82	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 83	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 84	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 85	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 86	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 87	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 88	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 89	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 90	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 91	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 92	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 93	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 94	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 95	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 96	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 97	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 98	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 99	10:00 AM	10:30 AM	10:00 AM	10:00 AM
Route 100	10:00 AM	10:30 AM	10:00 AM	10:00 AM

3. Discuss and Approve not-to-exceed Budget Amendment Options (Agenda Item R04)

Budget Revision Description	R04 Option 1: Dec '21 – Mar. '22 (Current Service Levels)	R04 Option 2: Dec. '21 – Sep. '22 (Revised Service Levels)
Net Position Impact, Lewisville Connect	(\$403,430)	(\$727,841)
Net Position Impact, Denton Connect	(\$345,224)	(\$1,019,290)
Net Position Impact, Total	(\$748,654)	(\$1,747,131)

Appendix

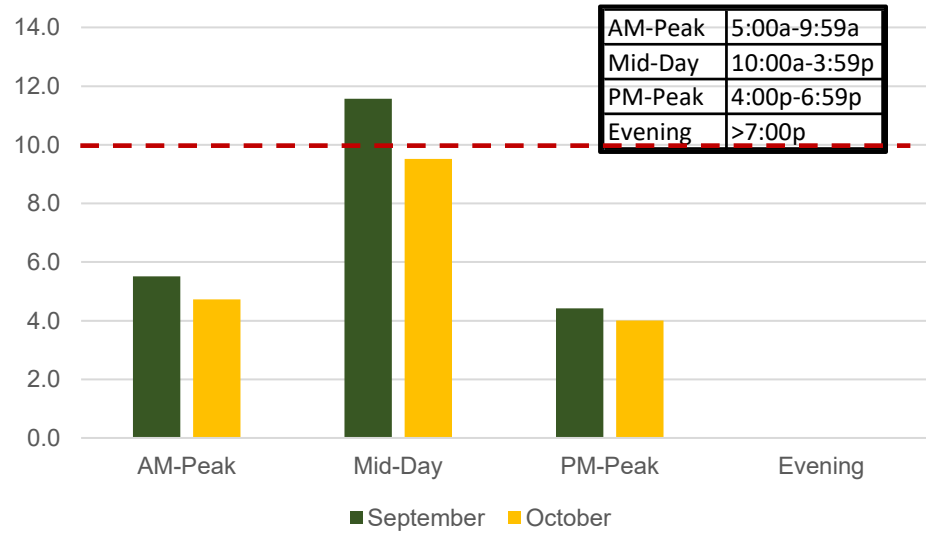


Sept. & Oct. Boardings by Timepoint: DC 1

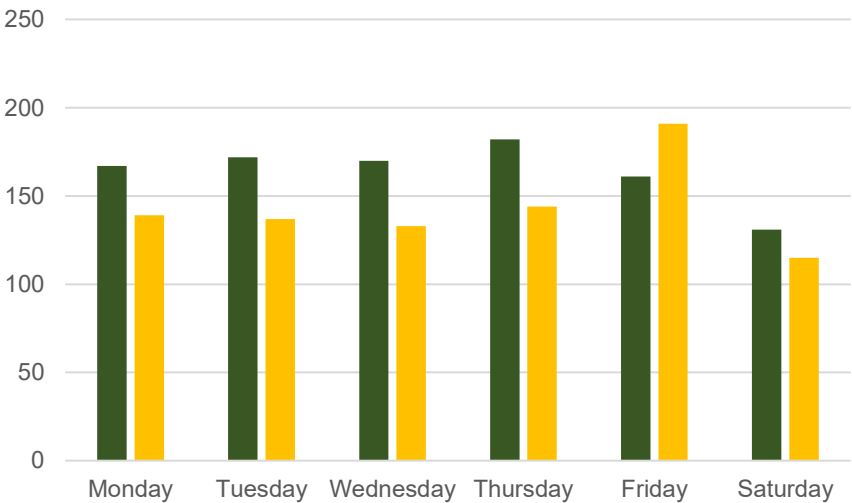
September

October

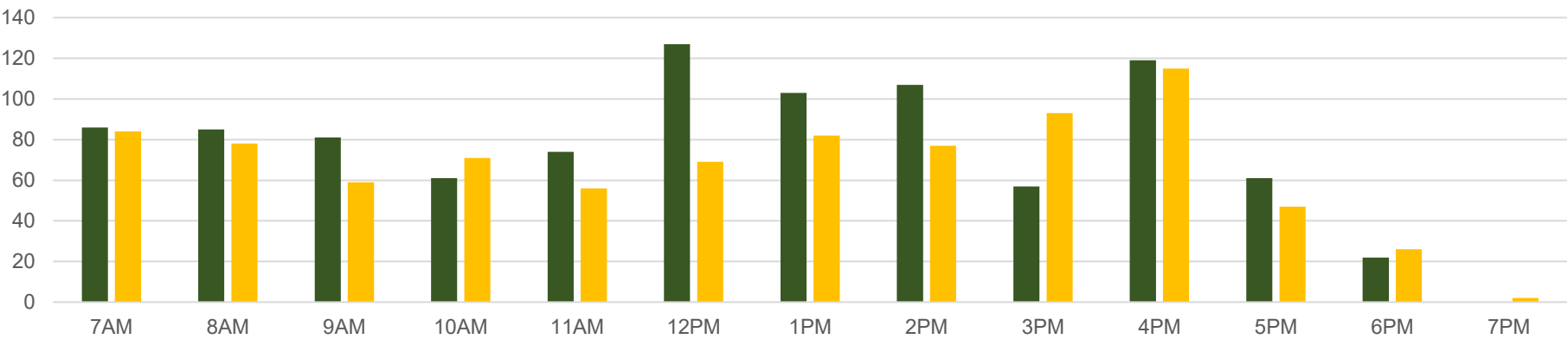
Boardings per Revenue Hour - DC 1



Ridership by Day of Week



Ridership by Hour of Day

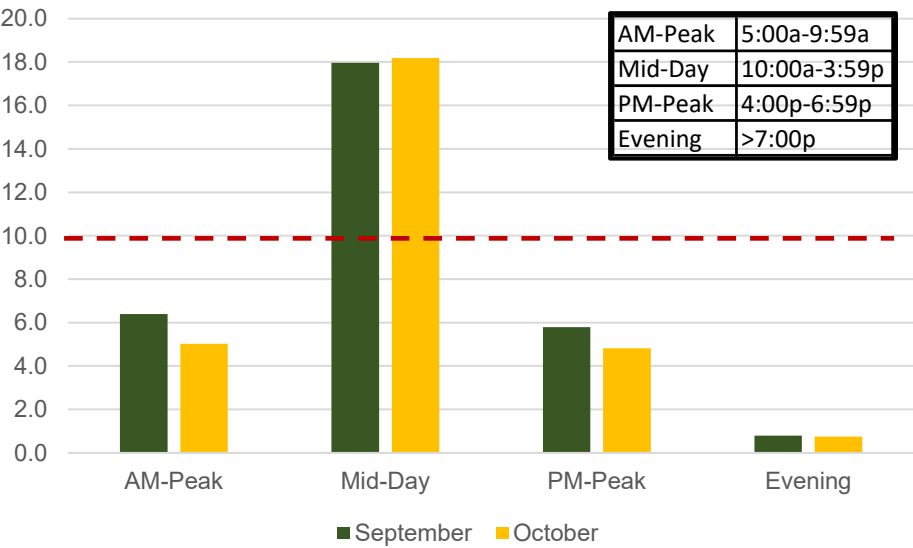


Sept. & Oct. Boardings by Timepoint: DC 2

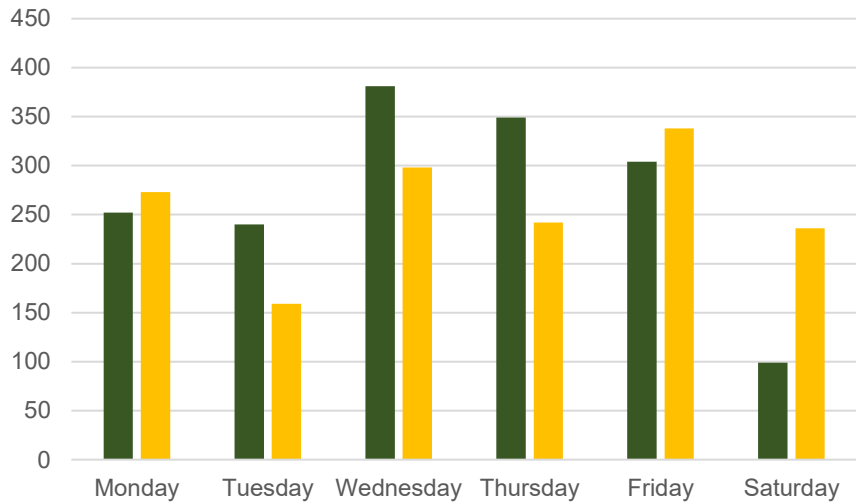
September

October

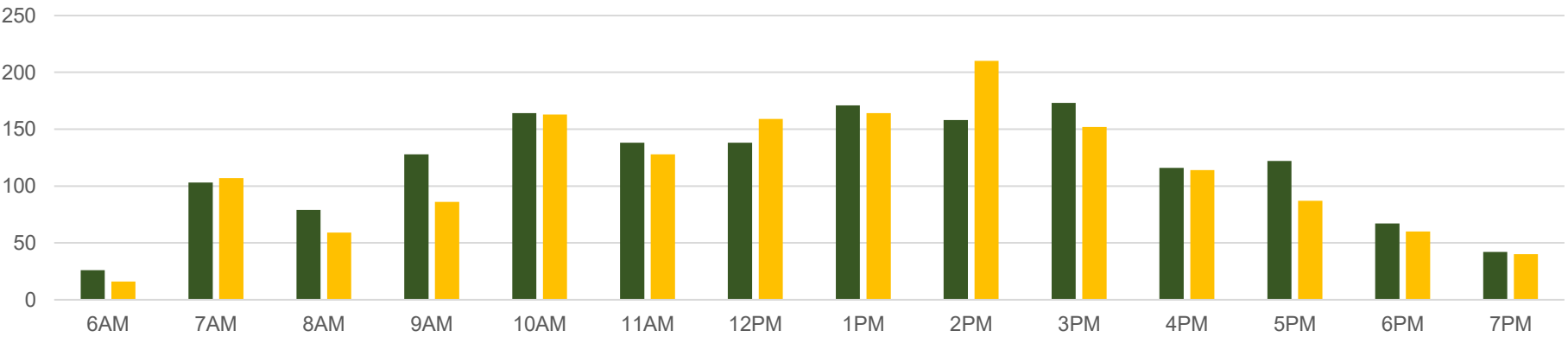
Boardings per Revenue Hour - DC 2



Ridership by Day of Week



Ridership by Hour of Day

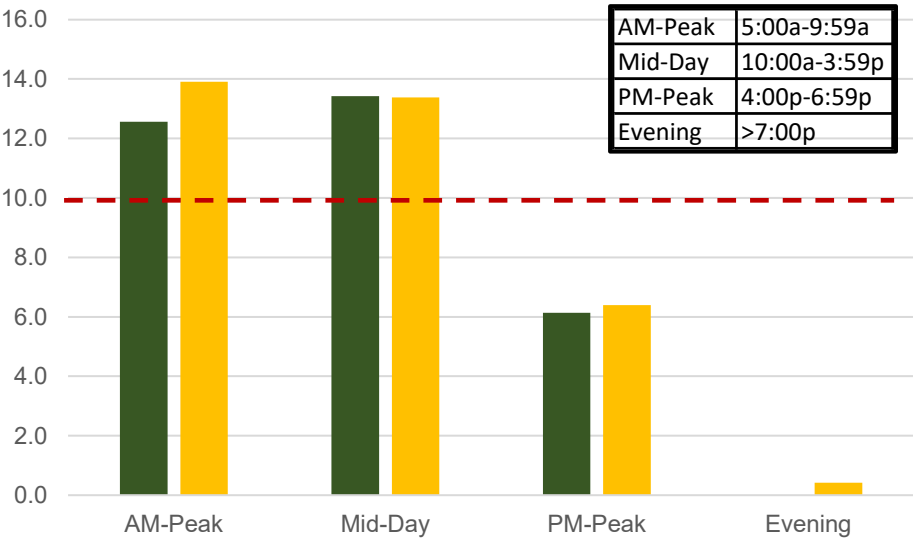


Sept. & Oct. Boardings by Timepoint: DC 3

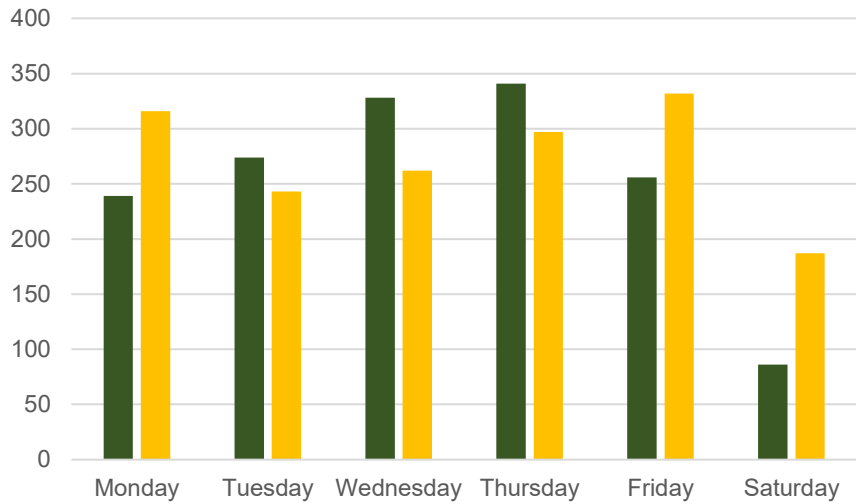
September

October

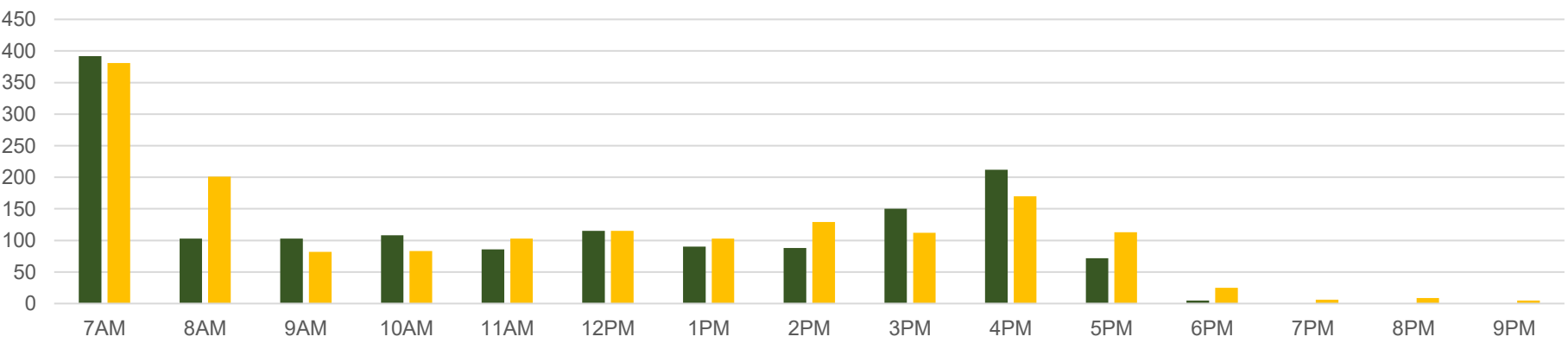
Boardings per Revenue Hour - DC 3



Ridership by Day of Week



Ridership by Hour of Day

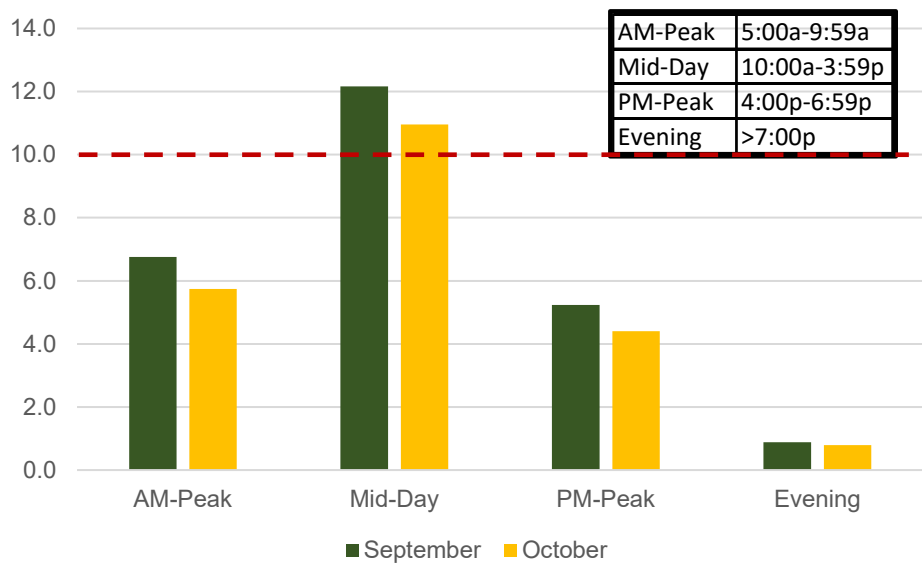


Sept. & Oct. Boardings by Timepoint: DC 4

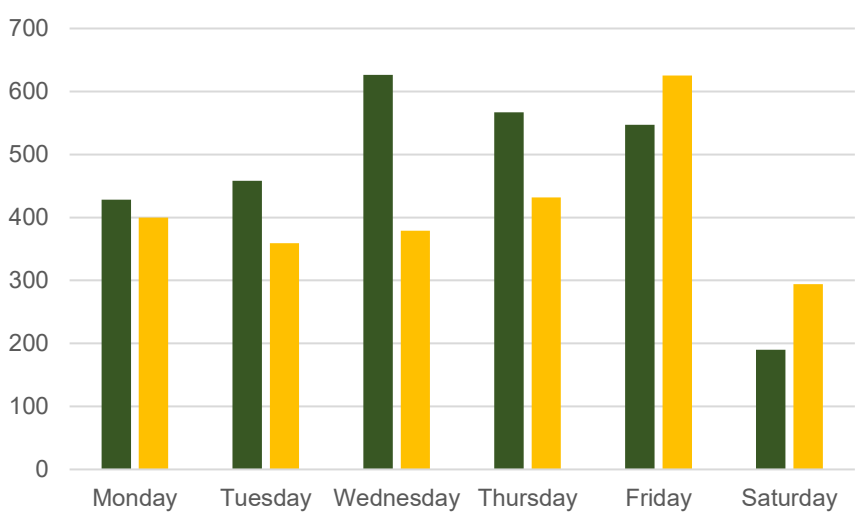
September

October

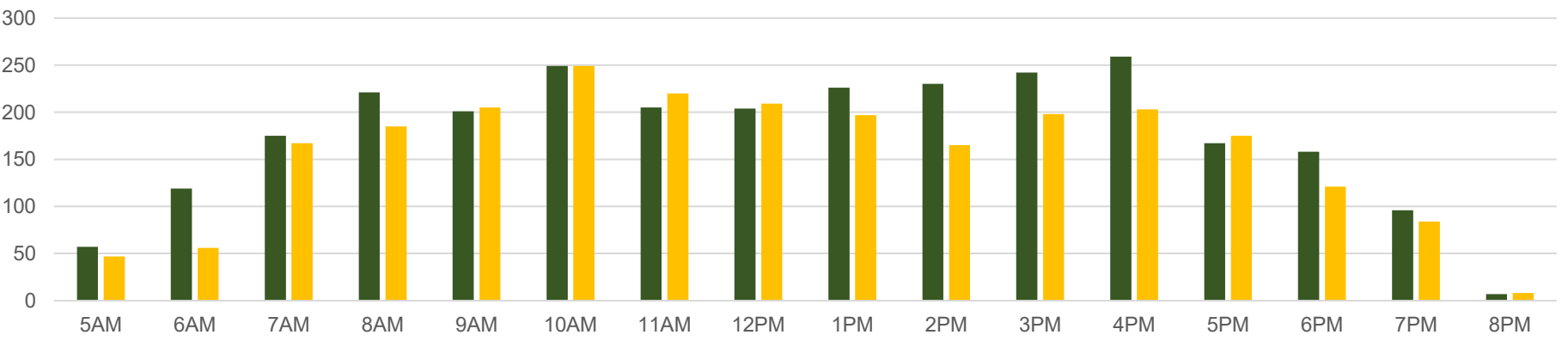
Boardings per Revenue Hour - DC 4



Ridership by Day of Week



Ridership by Hour of Day

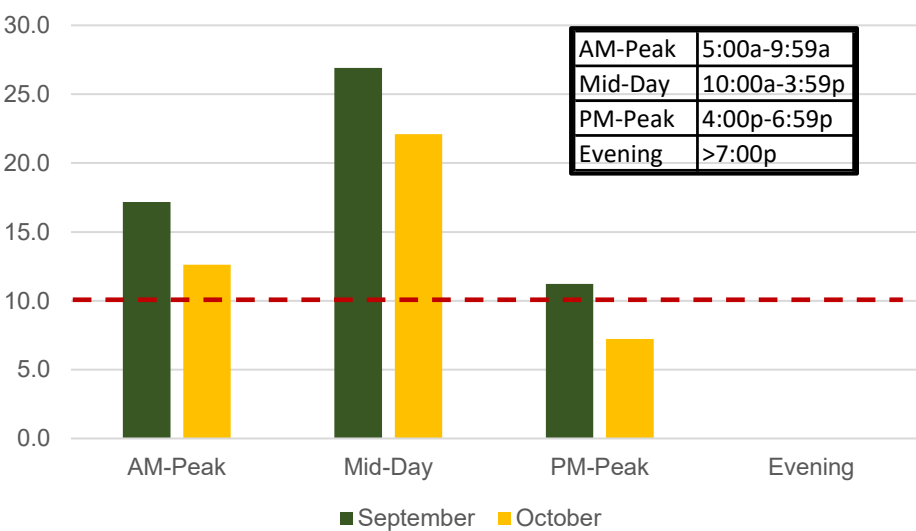


Sept. & Oct. Boardings by Timepoint: DC 6

September

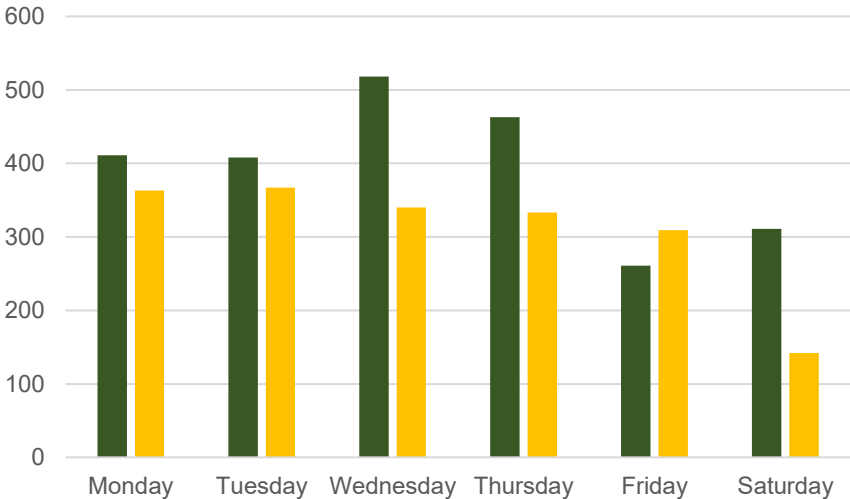
October

Boardings per Revenue Hour - DC 6

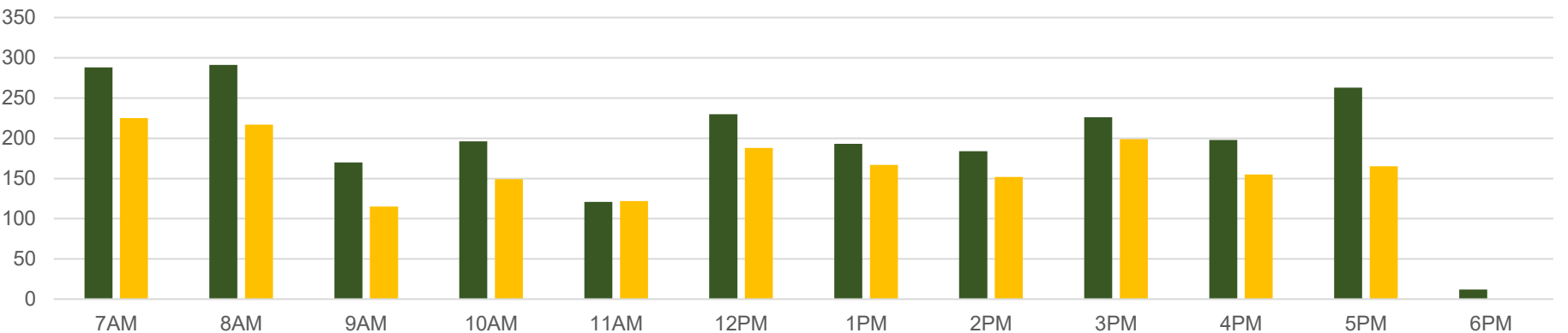


AM-Peak	5:00a-9:59a
Mid-Day	10:00a-3:59p
PM-Peak	4:00p-6:59p
Evening	>7:00p

Ridership by Day of Week



Ridership by Hour of Day

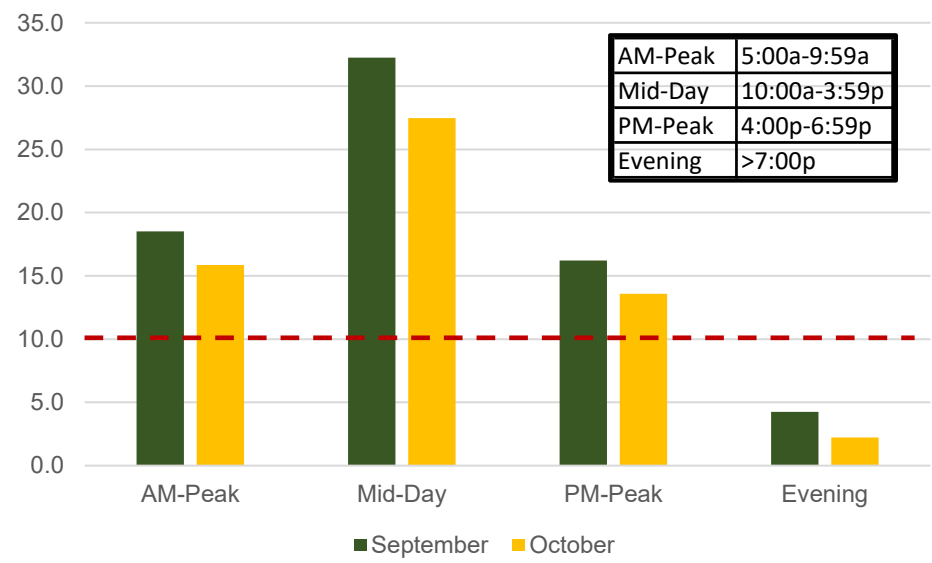


Sept. & Oct. Boardings by Timepoint: DC 7

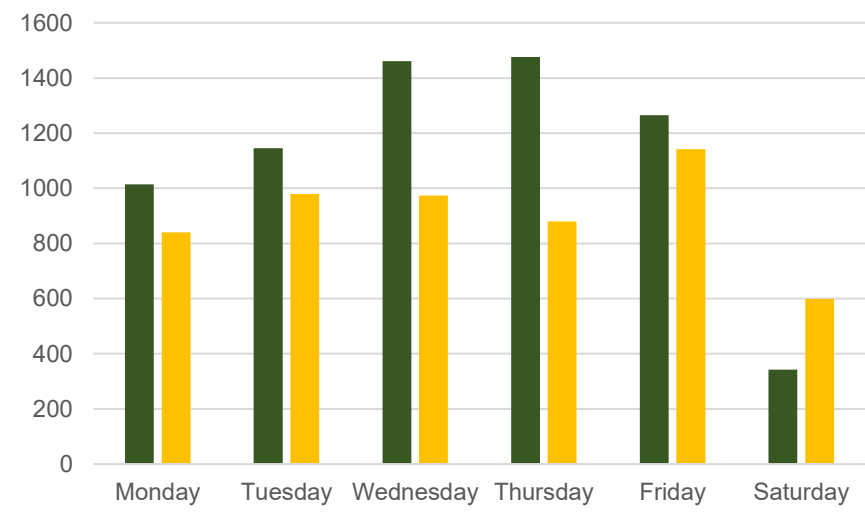
September

October

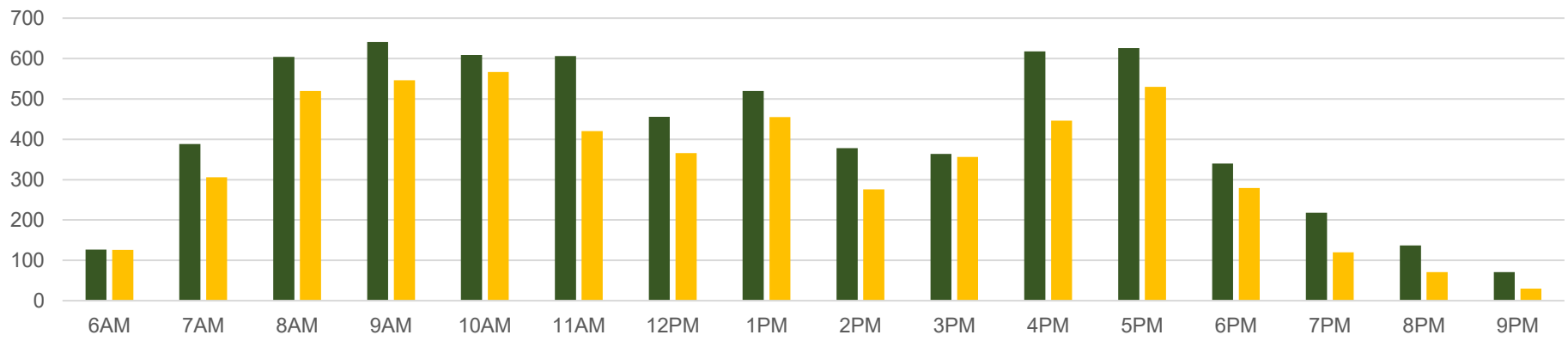
Boardings per Revenue Hour - DC 7



Ridership by Day of Week



Ridership by Hour of Day

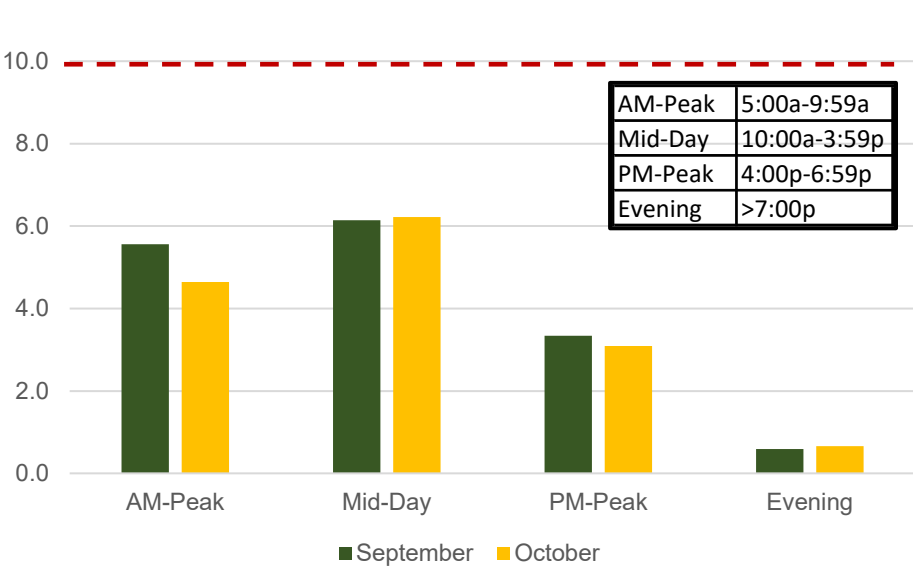


Sept. & Oct. Boardings by Timepoint: LC 21

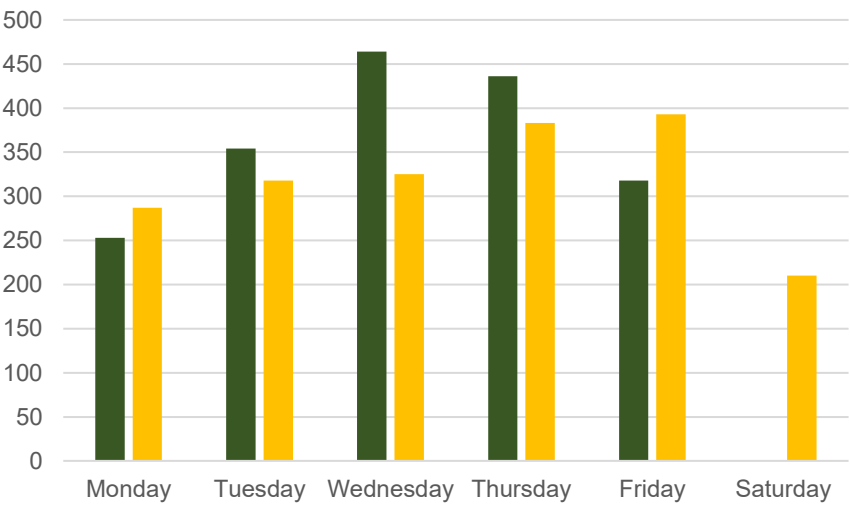
September

October

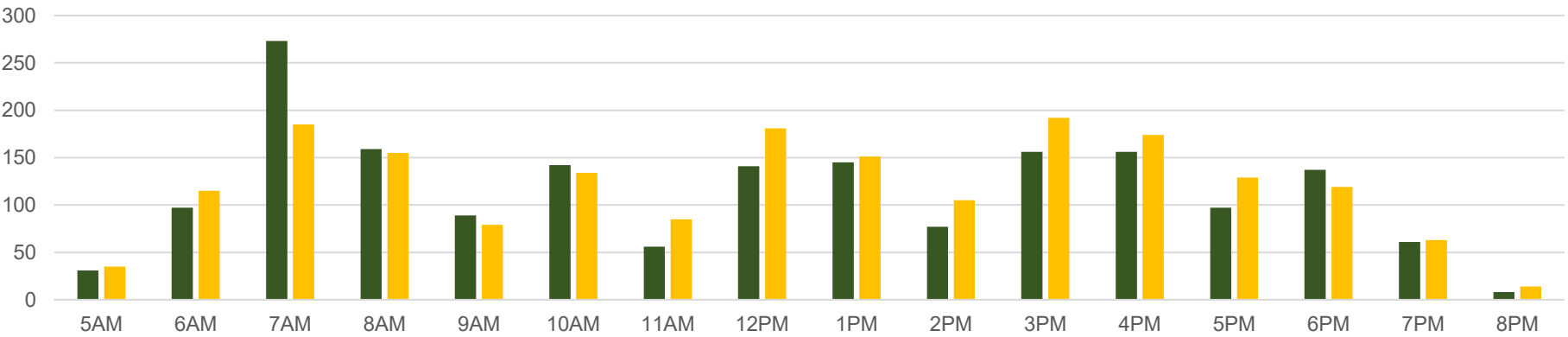
Boardings per Revenue Hour - LC 21



Ridership by Day of Week



Ridership by Hour of Day

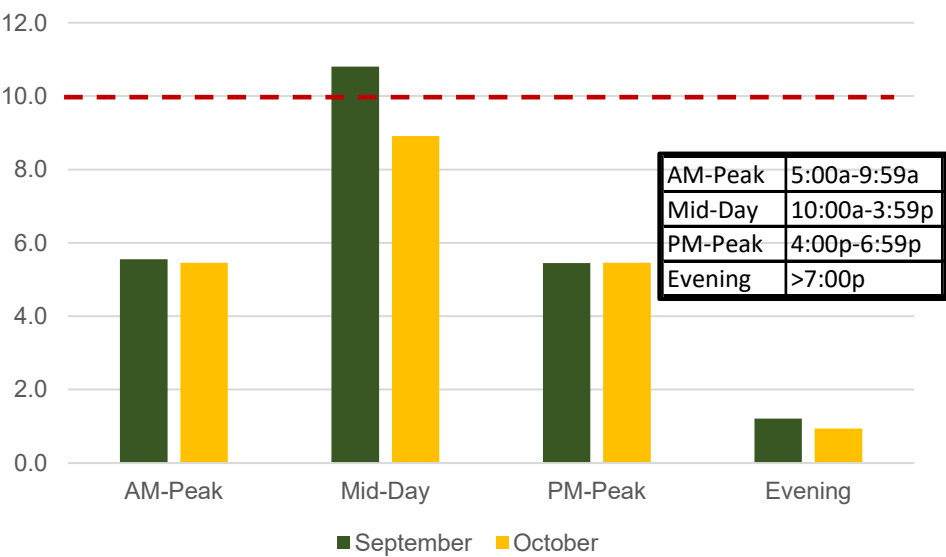


Sept. & Oct. Boardings by Timepoint: LC 22

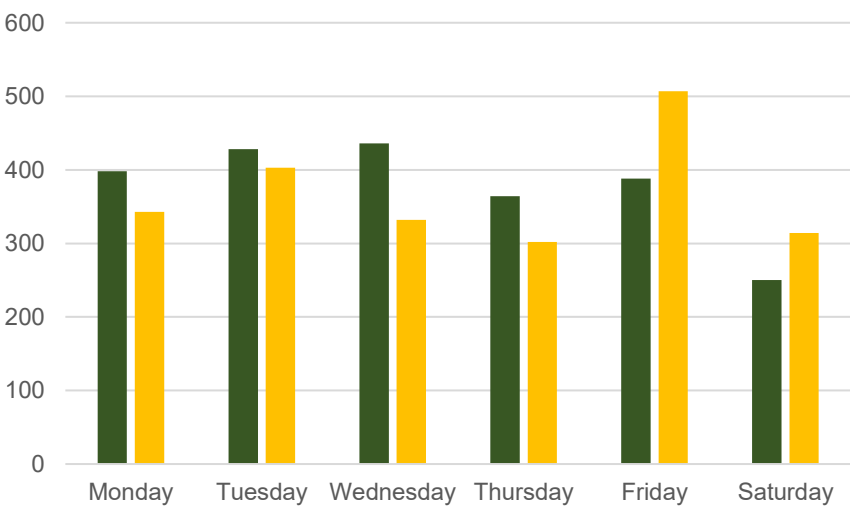
September

October

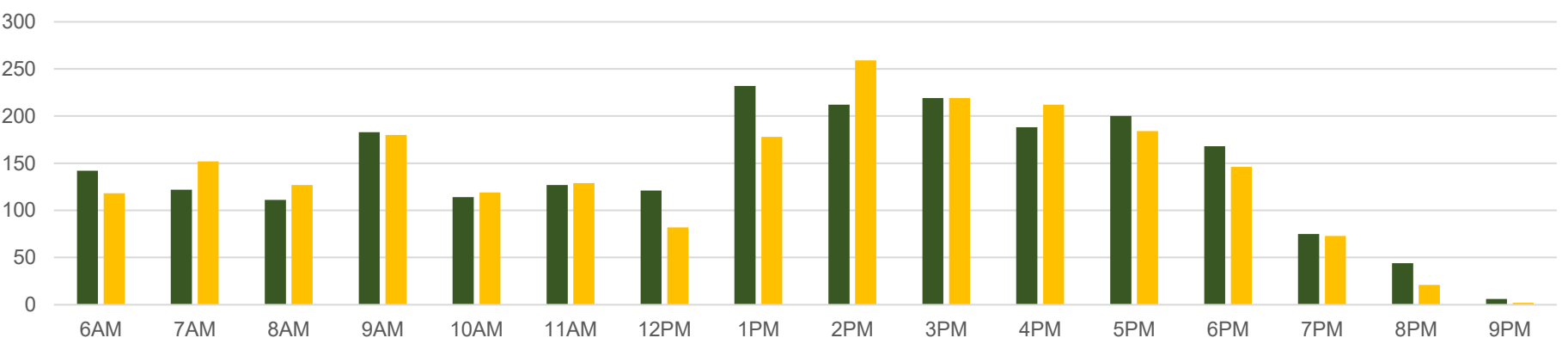
Boardings per Revenue Hour - LC 22



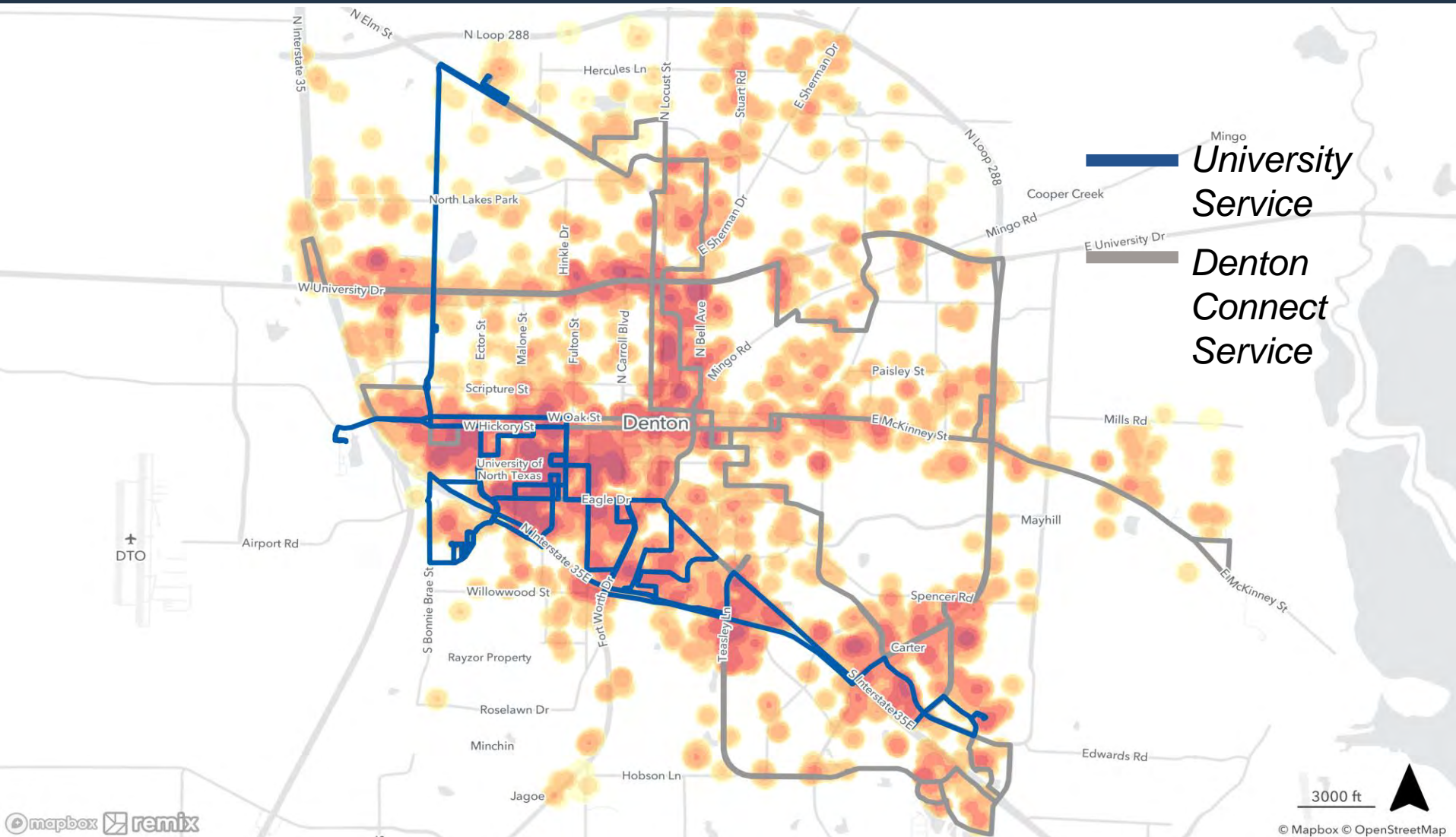
Ridership by Day of Week



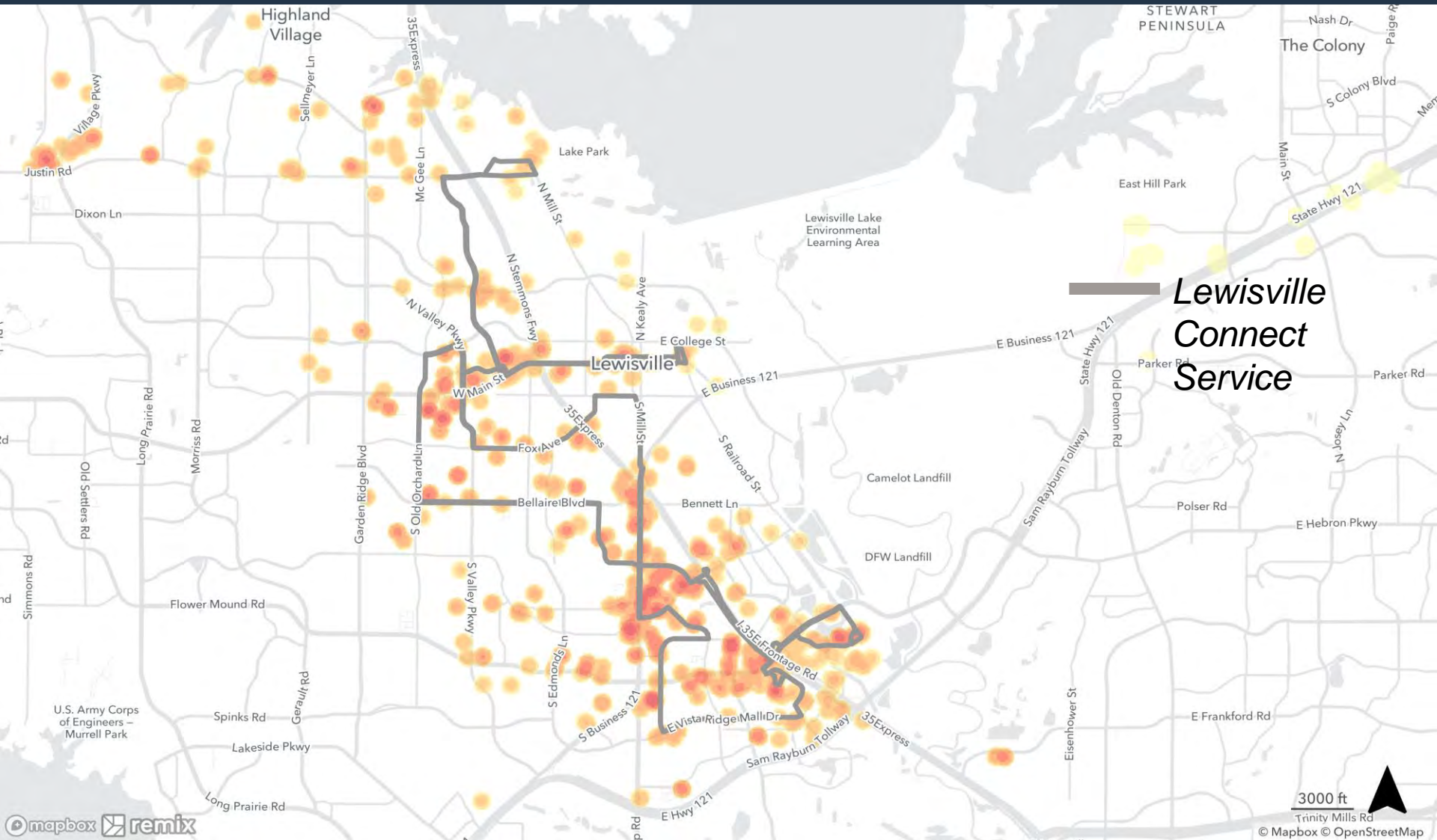
Ridership by Hour of Day



GoZone Intensity of Pickups & Dropoffs – Saturdays - Denton



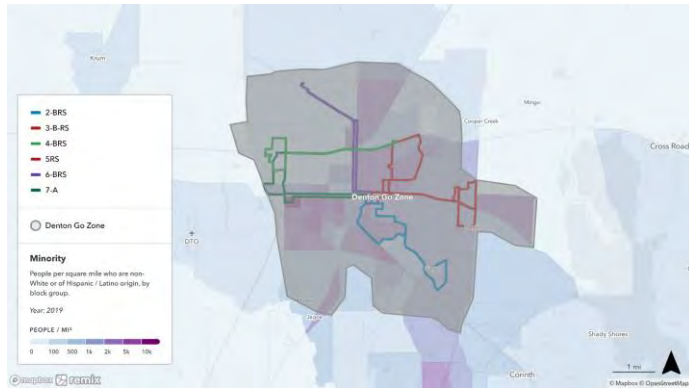
GoZone Intensity of Pickups and Dropoffs – Saturdays - Lewisville/Highland Village



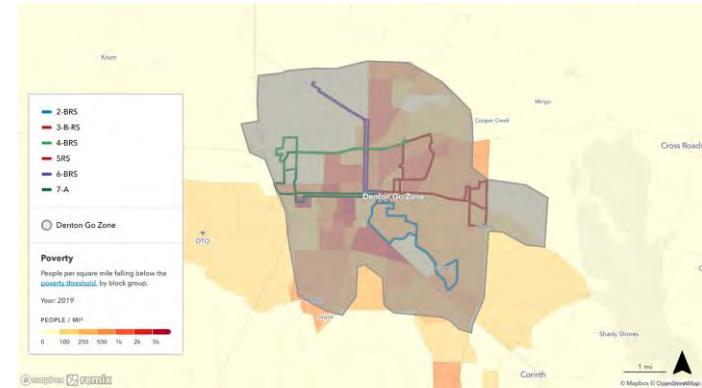
Equity Considerations with Connect and GoZone - Denton

As the Census releases the rolling 5-year American Community Survey data, it is ingested into data platforms to allow for a visual understanding of the overlap of routes with the presence of areas of need and equity.

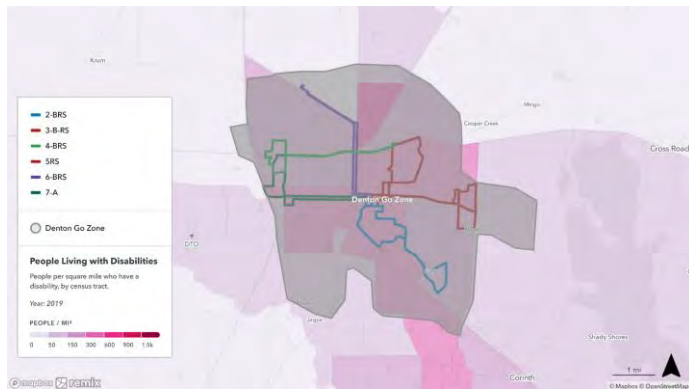
Racial/Ethnic Minorities



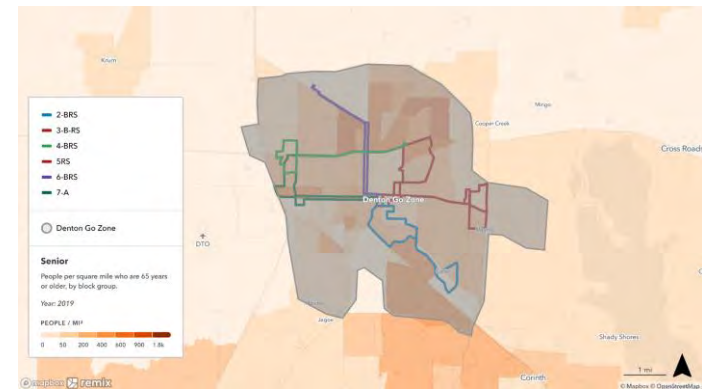
People Living in Poverty



People with Disabilities



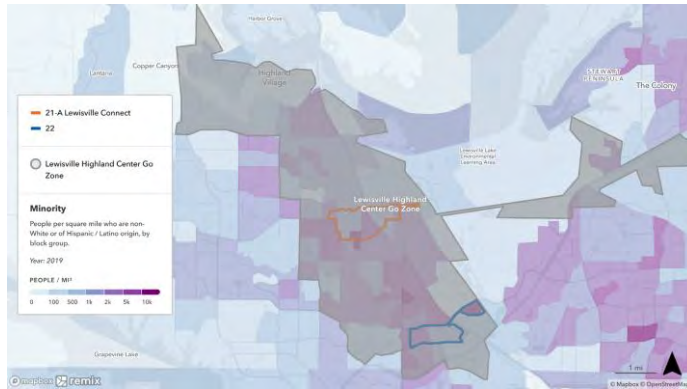
Seniors (Age 65+)



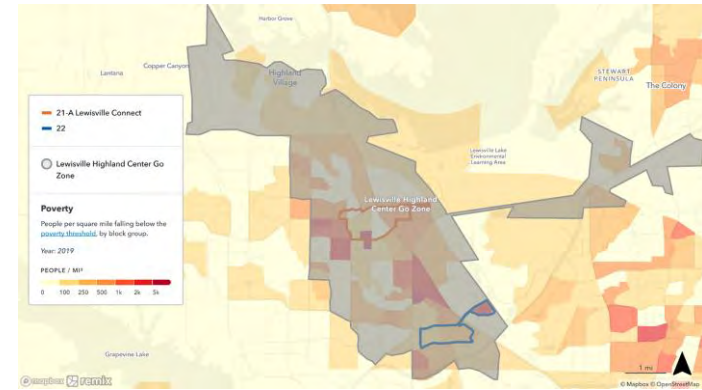
Equity Considerations with Connect and GoZone – Lewisville/Highland Village

As the Census releases the rolling 5-year American Community Survey data, it is ingested into data platforms to allow for a visual understanding of the overlap of routes with the presence of areas of need and equity.

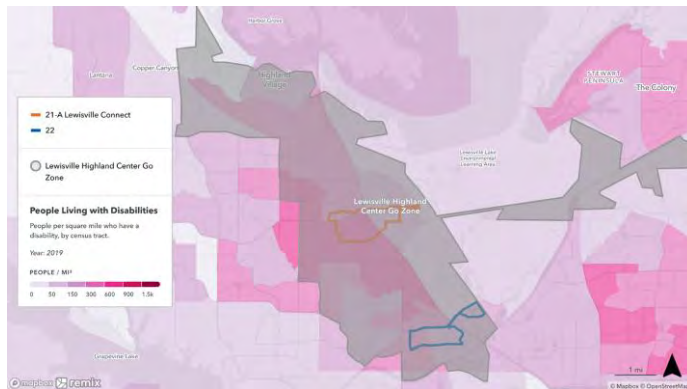
Racial/Ethnic Minorities



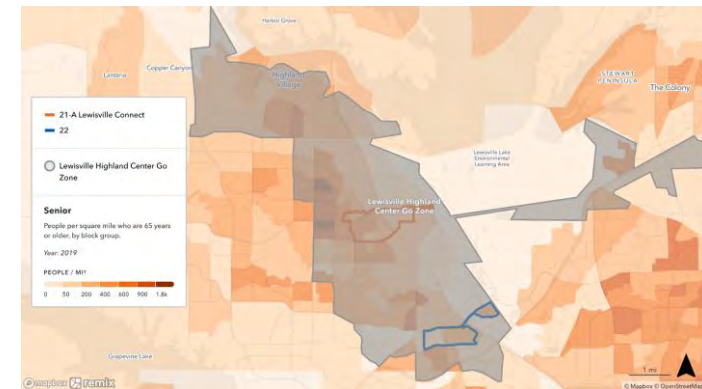
People Living in Poverty



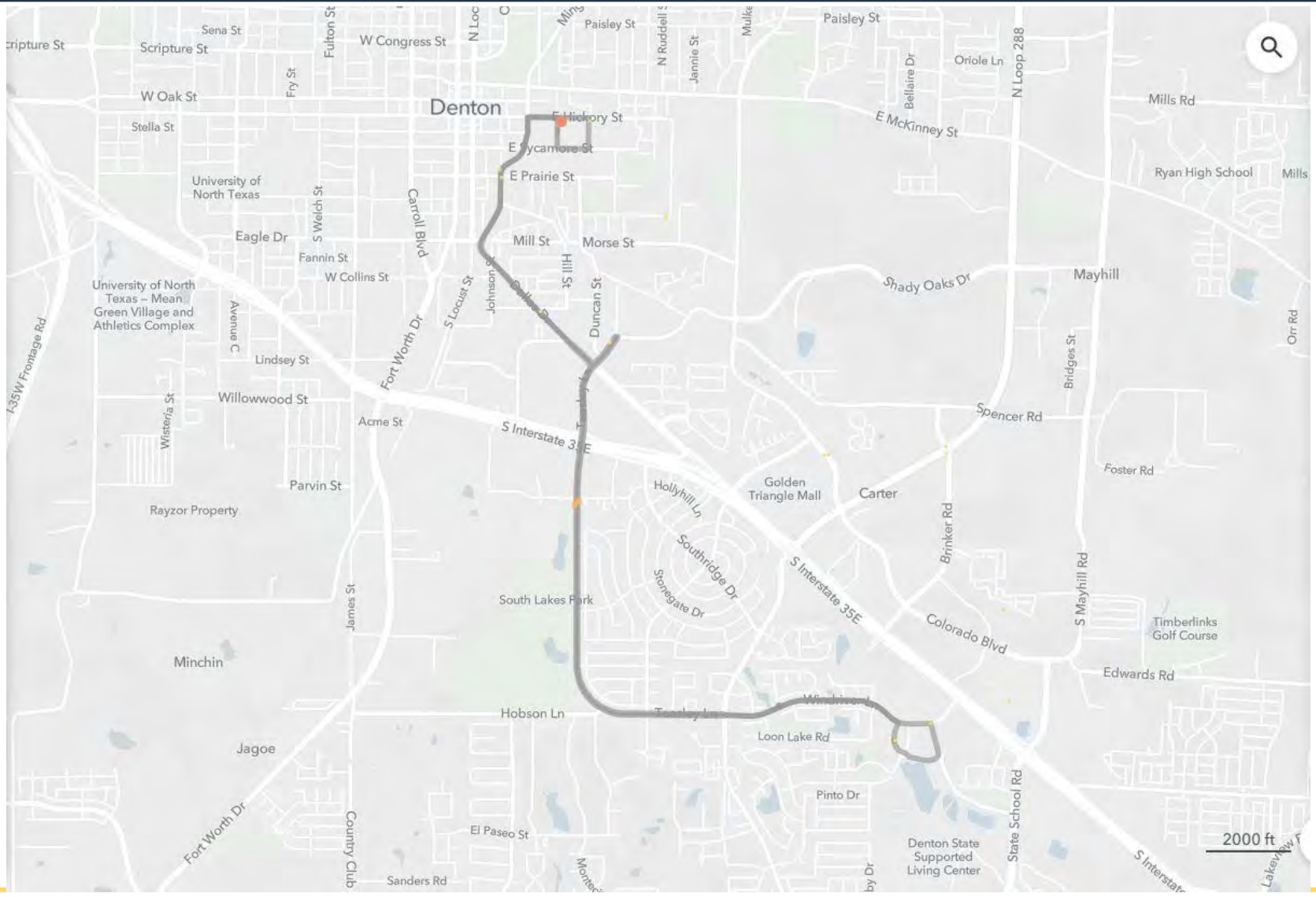
People with Disabilities



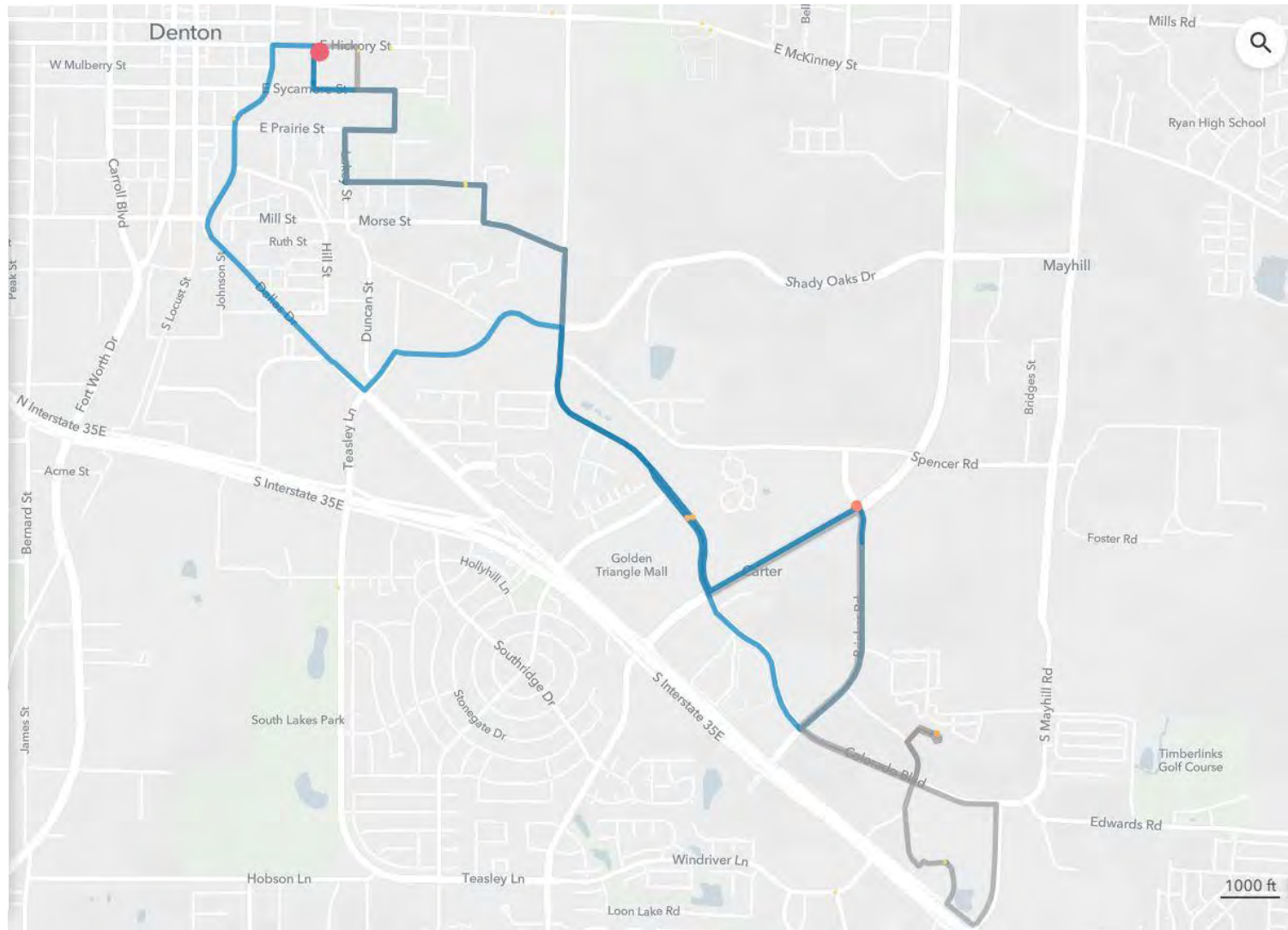
Seniors (Age 65+)



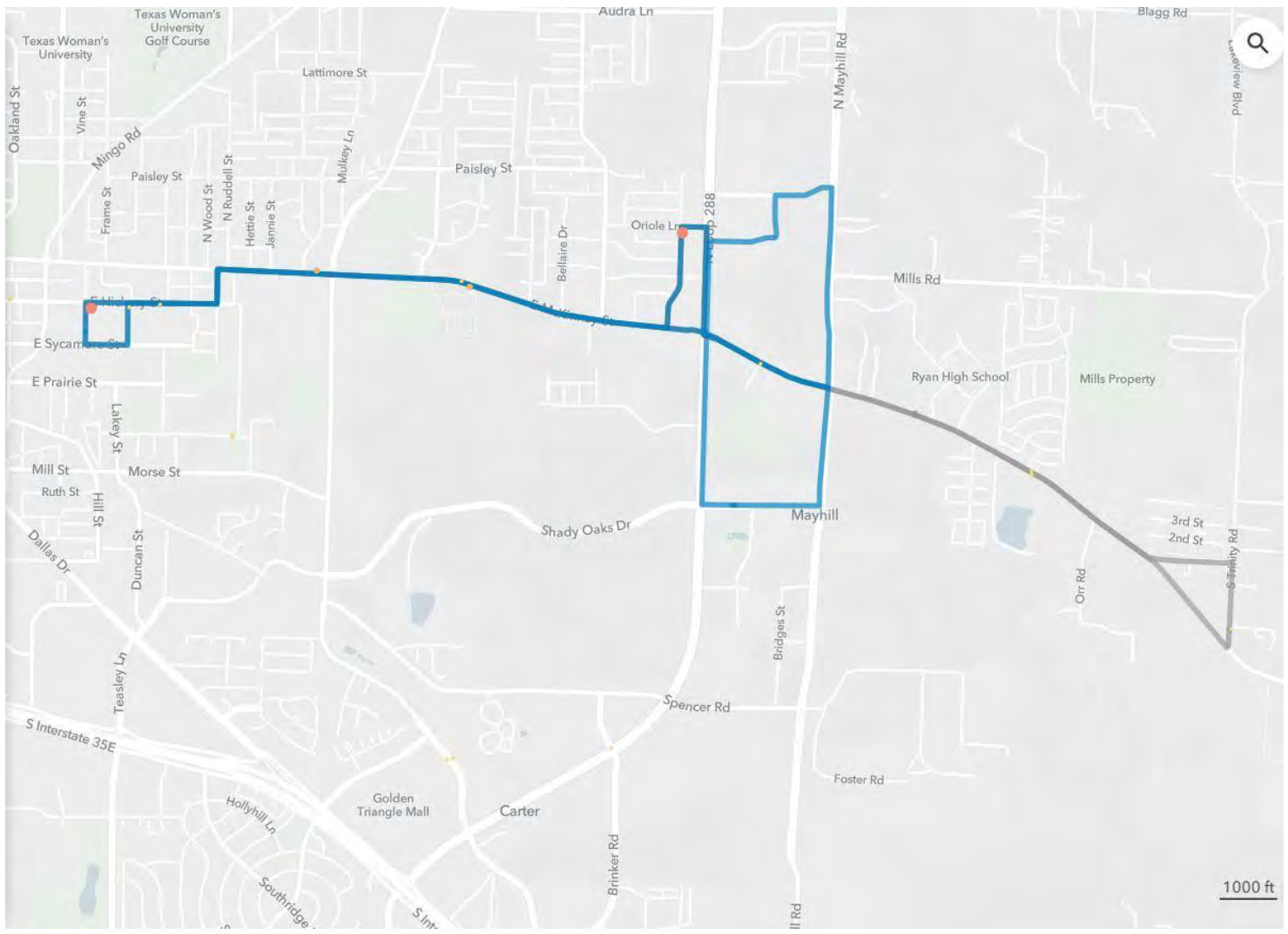
Fixed Route Changes: DC1 (Discontinued)



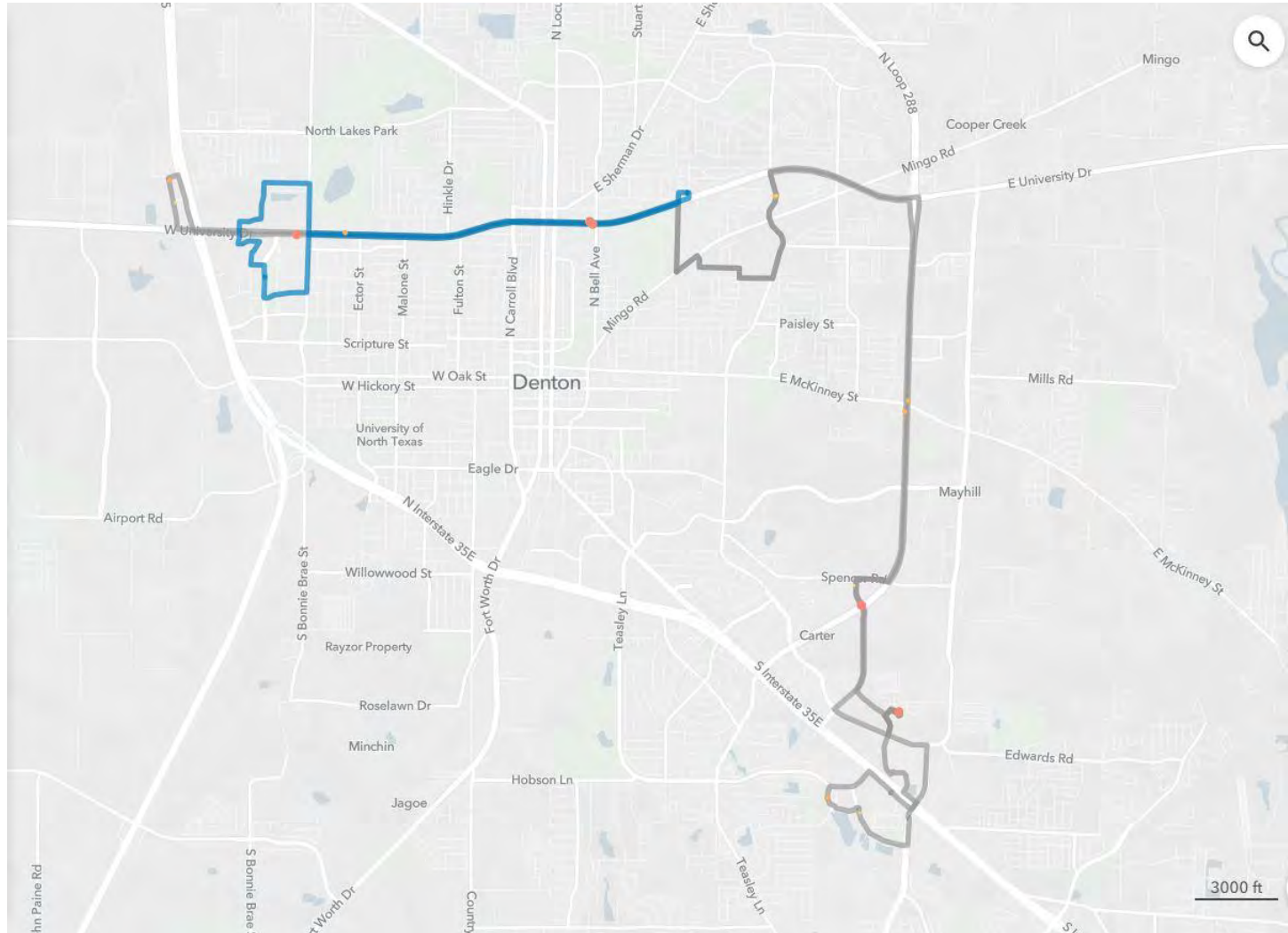
Fixed Route Changes: DC2

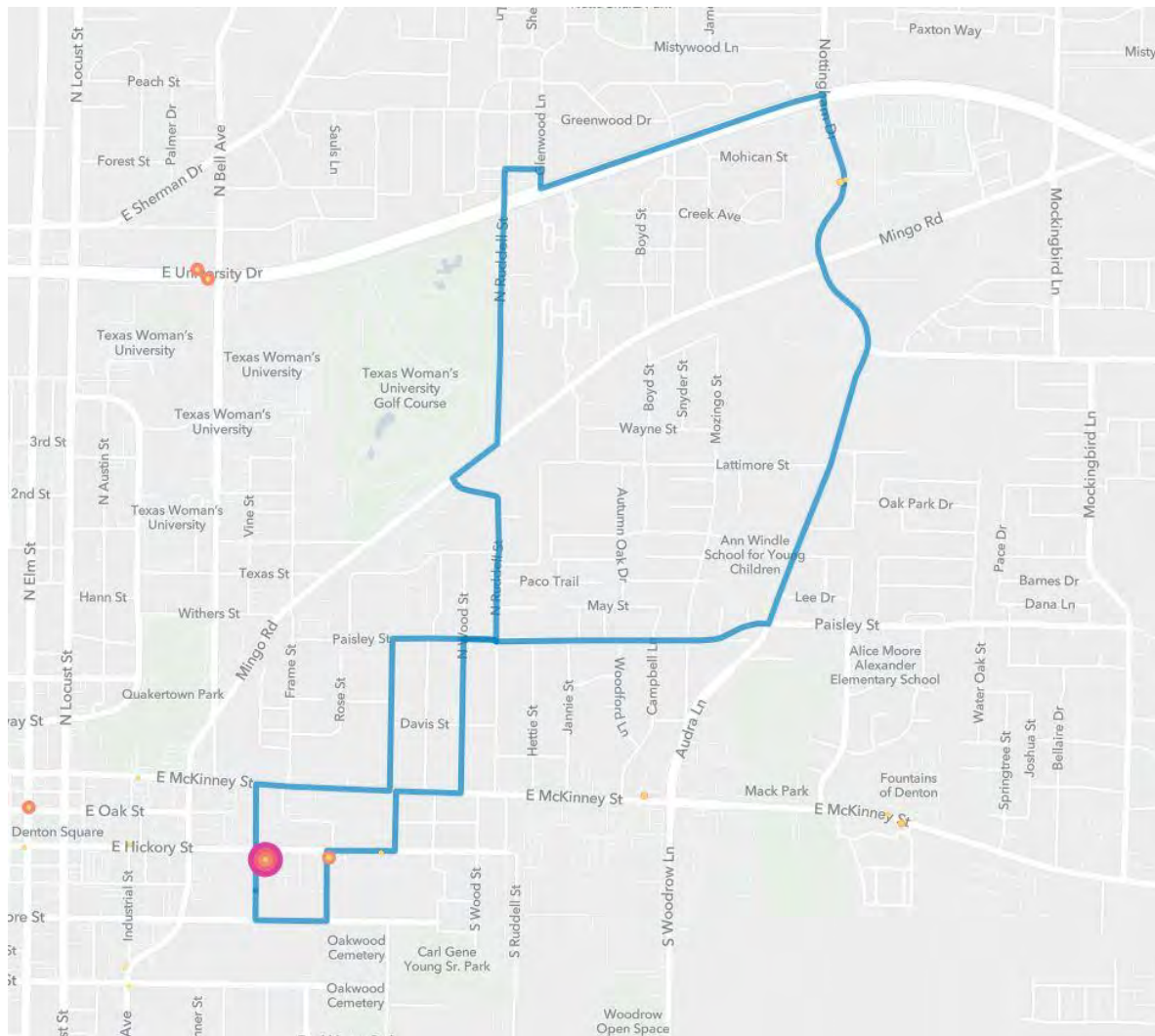


Fixed Route Changes: DC3

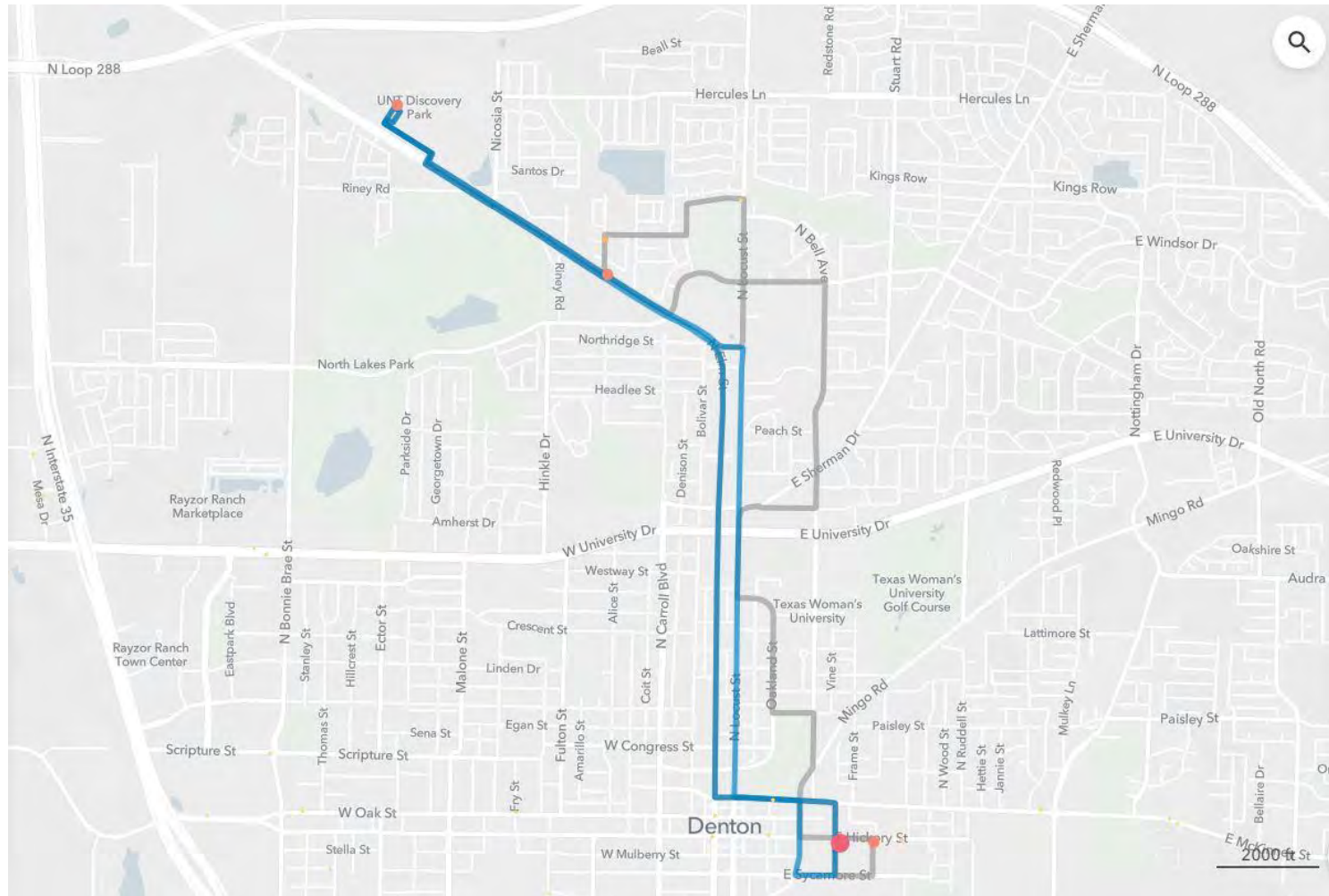


Fixed Route Changes: DC4

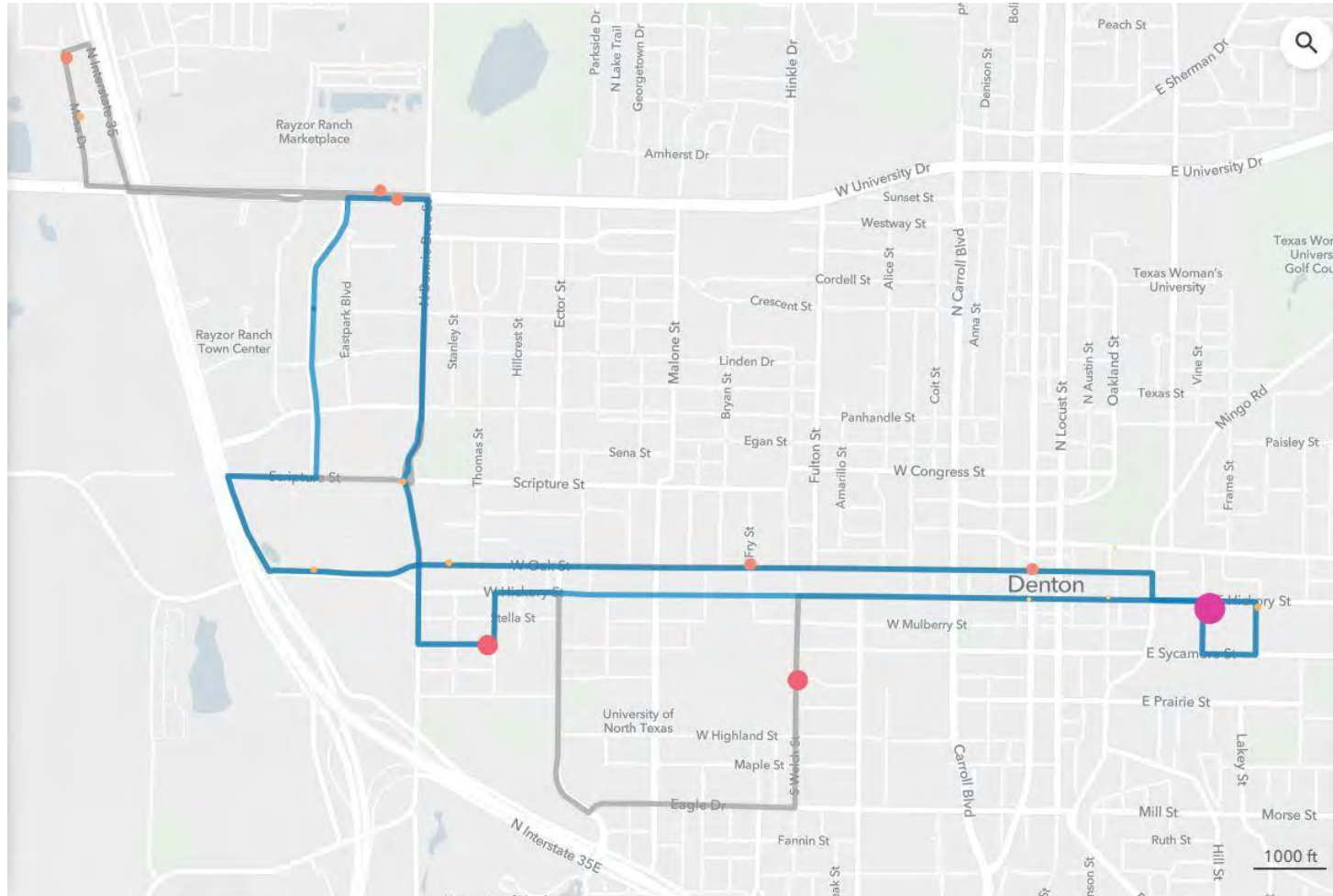




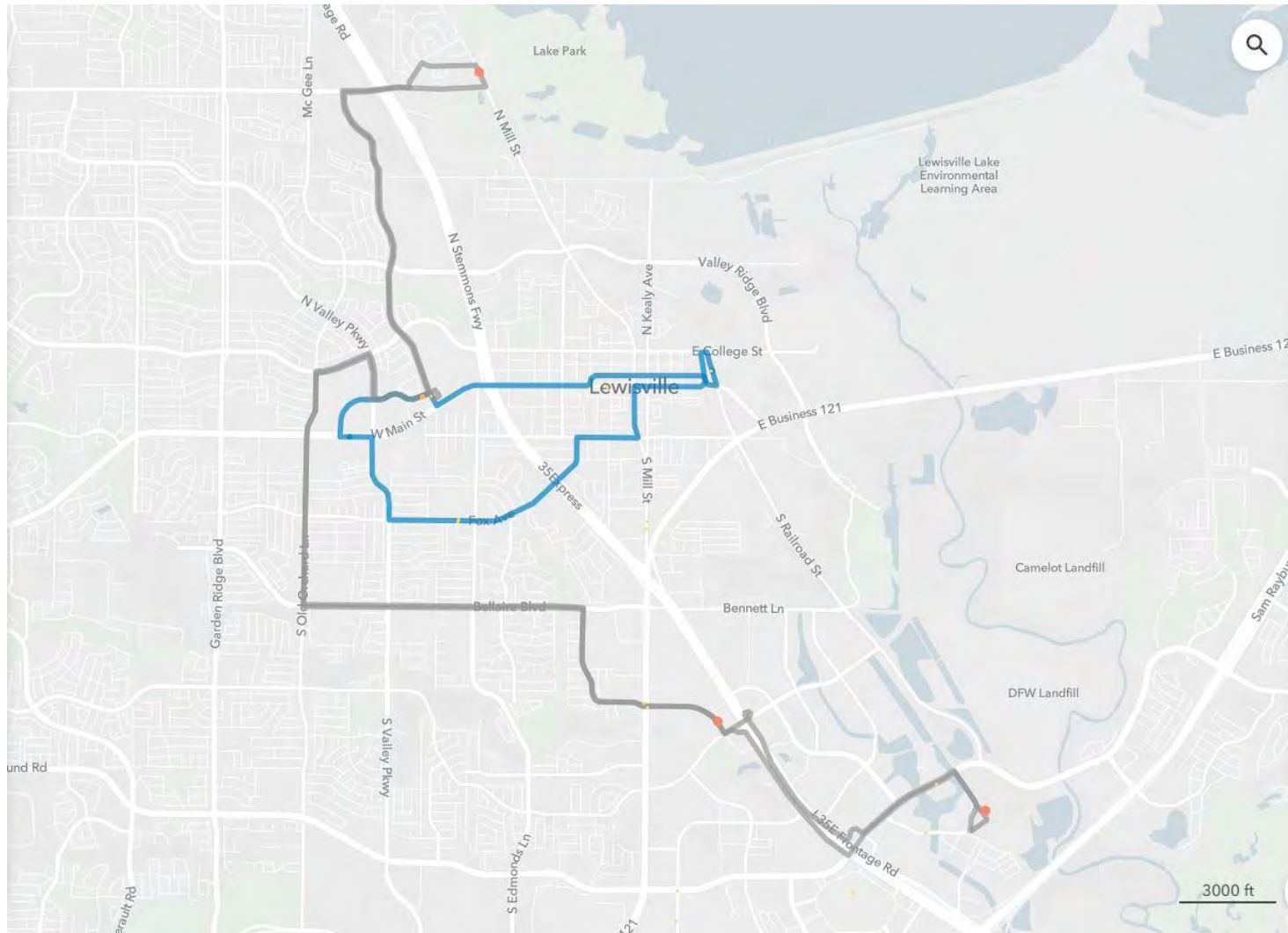
Fixed Route Changes: DC6



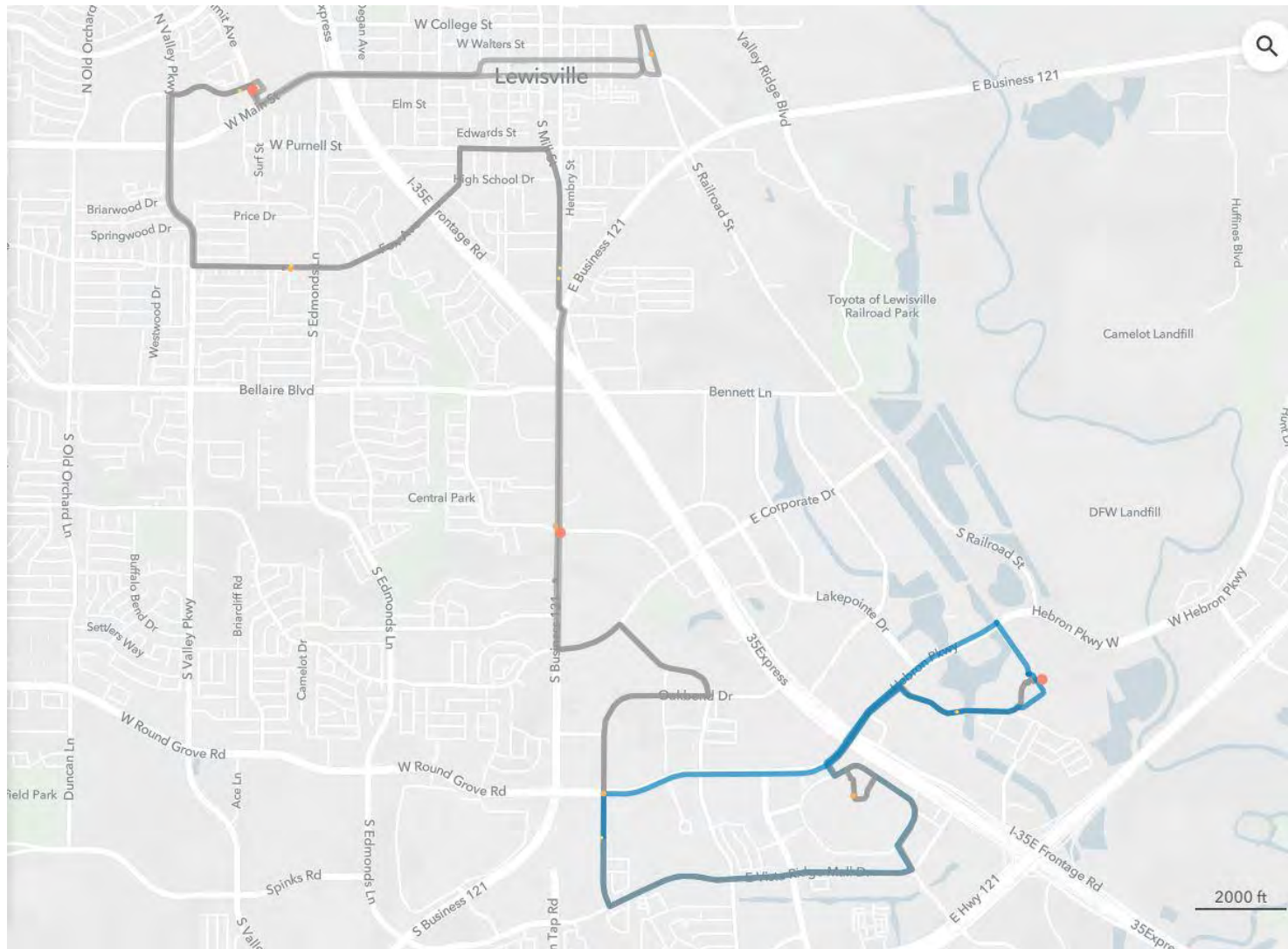
Fixed Route Changes: DC7



Fixed Route Changes: LC21



Fixed Route Changes: LC22





Board of Directors Memo

December 2, 2021

SUBJECT: Consider Approval of Resolution R21-10 Approving Budget Revision 2022-03

Recommendation

Staff recommends the Board of Directors approve Resolution R21-10 authorizing a budget revision for the FY2022 operating budget.

Background

The DCTA budget is prepared months in advance of the start of the October 1 fiscal year and not all revenues and expenses can be anticipated at the time of the budget preparation. Therefore, during the fiscal year, it may become necessary to reforecast the annual revenues and expenses and modify the budget by amendment. Amending the budget for material changes will provide a better forecasting and management tool for the Board and DCTA staff.

Previous Board Activity & Action

The FY22 budget was originally adopted on September 23, 2021. This is the third budget revision related to the FY22 budget.

Identified Need

In order to improve financial reporting and communicate expected financial results, the revised budget is submitted to the Board for consideration and approval of the attached Budget Revision 2022-03. DCTA's Financial Management Policies require approval of a Board resolution to authorize a budget amendment that increases the total adopted fiscal year budget or moves funds between DCTA and North Texas Mobility Corporation (NTMC).

This budget revision incorporates the additional revenue and expenses associated with the proposed extension of the Lewisville and Denton fixed route service. Staff will present the following options to the Board for consideration:

Option 1 – Budget Revision 2022-03A:

- This option funds Lewisville and Denton service modifications from December 6, 2021 thru March 2022 and is based on current service levels.
 - Total Budget Impact for Lewisville Fixed Route: \$403,430
 - Total Budget Impact for Denton Fixed Route: \$345,224

Option 2 – Budget Revision 2022-03B:

- This option funds Lewisville and Denton service modifications from December 6, 2021 thru September 2022.
 - Total Budget Impact for Lewisville Fixed Route: \$727,841
 - Total Budget Impact for Denton Fixed Route: \$1,019,290

Financial Impact

The total budget impact of Budget Revision 2022-03A (Option 1) is a decrease to Net Position of \$748,654. The total budget impact of Budget Revision 2022-03B (Option 2) is a decrease to Net Position of \$1,747,131.



Exhibits

Exhibit 1: Resolution R21-10 with the following exhibits:

Exhibit A: Option 1 – Budget Revision 2022-03A

Exhibit B: Option 1 – Change in Net Position (DCTA Only)

Exhibit B-1: Option 1 – Change in Net Position (DCTA & NTMC Combined)

Exhibit C: Option 2 – Budget Revision 2022-03B

Exhibit D: Option 2 – Change in Net Position (DCTA Only)

Exhibit D-1: Option 2 – Change in Net Position (DCTA & NTMC Combined)

Submitted By:

A handwritten signature in blue ink that reads "Amanda Riddle".

Amanda Riddle
Senior Manager of Budget

Final Review:

A handwritten signature in black ink that reads "Marisa Perry".

Marisa Perry, CPA
Chief Financial Officer/VP of Finance

**DENTON COUNTY TRANSPORTATION AUTHORITY
RESOLUTION NO. R21-10**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING FISCAL YEAR 2022 BUDGET REVISION NUMBER 2022-03 REVISED OPERATING BUDGET, ATTACHED HERETO AS EXHIBITS “A” THRU “D-1”, RESPECTIVELY; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, DCTA budget is a well calculated estimate as to what will be needed for expenditures in the fiscal year; and

WHEREAS, budget estimates are often prepared months in advance of the actual expenditures and the possibility that the actual amount of the expenditure will be known in exact terms at the time of the budget preparation is unlikely; and

WHEREAS, it may become necessary to reforecast the annual expenditures and modify the budget by amendment; and

WHEREAS, the Board of Directors of the DCTA desires to amend the fiscal year 2022 Operating Budget as set forth in Exhibits “A” thru “D-1”, respectively.

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

SECTION 1. The Operating Budget Revision attached hereto as Exhibits “A” thru “D-1”, respectively, be, and the same is hereby adopted and which shall amend the original budget adopted September 23, 2021, from and after the effective date of this Resolution.

SECTION 2. All provisions of the resolutions of the Board of Directors of the DCTA, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 3. 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 2ND DAY OF DECEMBER, 2021.

APPROVED:

Cesar Molina, Chair

ATTEST:

Sam Burke, Secretary
(11-19-2021:TM 126216)

Exhibit “A”
Option 1 - Budget Revision 2022-03A
(to be attached)

Exhibit “B”
Option 1 - Change in Net Position (DCTA Only)
(to be attached)

Exhibit “B-1”
Option 1 - Change in Net Position (Combined)
(to be attached)

Exhibit “C”
Option 2 – Budget Revision 2022-03B
(to be attached)

Exhibit “D”
Option 2 - Change in Net Position (DCTA Only)
(to be attached)

Exhibit “D-1”
Option 2 - Change in Net Position (Combined)
(to be attached)

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

TRANSACTION TYPE: Transfer ☐
 Revision ☒

Number: 2022-03A

Current Budget Amount	Budget Revision Amount	Revised Budget Amount
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ADDITIONS TO EXISTING BUDGET

DCTA OPERATING BUDGET:

Lewisville Fixed Route:	<u>OPERATING REVENUE:</u>			
	Passenger Revenues	\$ 6,572	\$ 5,840	\$ 12,412
	<u>OPERATING EXPENSES:</u>			
	Fuel	35,421	64,512	99,933
Denton Fixed Route:	Auto Liability Insurance	23,157	21,821	44,978
	<u>OPERATING REVENUE:</u>			
	Passenger Revenues	62,763	8,881	71,644
	<u>OPERATING EXPENSES:</u>			
	Fuel	108,684	66,448	175,132
	Auto Liability Insurance	40,601	28,096	68,697

TRANSFERS IN / OUT

DCTA TRANSFER OUT TO NTMC OPERATING BUDGET:

Lewisville Fixed Route:	Salaries & Benefits	193,638	315,974	509,612
	Uniforms	990	1,778	2,768
	Workers Comp Insurance	2,436	5,185	7,621
Denton Fixed Route:	Salaries & Benefits	502,676	249,606	752,282
	Uniforms	2,219	557	2,776
	Workers Comp Insurance	6,390	9,398	15,788

Net Impact to Budgeted Net Position \$ (748,654)

EXPLANATION: Budget revision 2022-03A extends the Lewisville and Denton fixed route service from December 6, 2021 thru March 2022 and is based on current service levels.

Total Budget Impact for Lewisville Fixed Route: \$403,430

Total Budget Impact for Denton Fixed Route: \$345,224

DATE: 11.17.2021

REQUESTED BY:

Amanda Riddle

DATE: 11.17.2021

REVIEWED BY:

Maia J. Riddle

DENTON COUNTY TRANSPORTATION AUTHORITY
Change in Net Position

Description	DCTA FY 2022 Adopted Budget	DCTA Completed Budget Revisions	DCTA Proposed Budget Revision 2022-02	DCTA Proposed Budget Revision 2022-03A	DCTA FY 2022 Working Budget
OPERATING REVENUE					
Passenger Revenues (Bus Farebox)	\$ 326,995	\$ 1,565	\$ -	\$ 14,721	\$ 343,281
Passenger Revenues (Rail Farebox)	262,917	-	-	-	262,917
Contract Service Revenue	3,915,759	-	-	-	3,915,759
Total Operating Revenue	4,505,671	1,565	-	14,721	4,521,957
OPERATING EXPENSES					
Salary, Wages & Benefits	5,103,643	-	-	-	5,103,643
Outsourced Services & Charges	4,610,662	25,650	-	-	4,636,312
Materials & Supplies	2,650,094	48,700	-	130,960	2,829,754
Utilities	526,281	-	-	-	526,281
Insurance	1,635,812	-	-	49,917	1,685,729
Purchased Transportation Services	16,680,162	150,094	-	-	16,830,256
Employee Development	235,385	-	-	-	235,385
Leases & Rentals	139,772	-	-	-	139,772
Depreciation	10,899,464	-	-	-	10,899,464
Total Operating Expenses	42,481,275	224,444	-	180,877	42,886,596
Operating Income / (Loss)	(37,975,604)	(222,879)	-	(166,156)	(38,364,639)
NON-OPERATING REVENUE / (EXPENSE)					
Investment Income	12,000	-	-	-	12,000
Misc. Revenues	-	-	-	-	-
Sales Tax Revenue	32,088,804	-	575,093	-	32,663,897
Federal Grants & Reimbursements	26,390,897	-	-	-	26,390,897
State Grants & Reimbursements	-	-	-	-	-
Long Term Debt Interest/Expense	(237,800)	-	-	-	(237,800)
Total Non-Operating Revenue / (Expense)	58,253,901	-	575,093	-	58,828,994
Income (Loss) Before Transfers	20,278,297	(222,879)	575,093	(166,156)	20,464,355
Transfers Out	(6,364,715)	-	-	(582,498)	(6,947,213)
Transfers In	-	-	-	-	-
Total Transfers	(6,364,715)	-	-	(582,498)	(6,947,213)
CHANGE IN NET POSITION	\$ 13,913,582	\$ (222,879)	\$ 575,093	\$ (748,654)	\$ 13,517,142

DENTON COUNTY TRANSPORTATION AUTHORITY
Change in Net Position

Description	DCTA FY 2022 Adopted Budget	DCTA Completed Budget Revisions	DCTA Proposed Budget Revision 2022-02	DCTA Proposed Budget Revision 2022-03A	DCTA FY 2022 Working Budget	NTMC FY 2022 Adopted Budget	NTMC Proposed Budget Revision 2022-03A	NTMC FY 2022 Working Budget	FY 2022 Adopted Budget	FY 2022 Working Budget
OPERATING REVENUE										
Passenger Revenues (Bus Farebox)	\$ 326,995	\$ 1,565	\$ -	\$ 14,721	\$ 343,281	\$ -	\$ -	\$ -	\$ 326,995	\$ 343,281
Passenger Revenues (Rail Farebox)	262,917	-	-	-	262,917	-	-	-	262,917	262,917
Contract Service Revenue	3,915,759	-	-	-	3,915,759	-	-	-	3,915,759	3,915,759
Total Operating Revenue	4,505,671	1,565	-	14,721	4,521,957	-	-	-	4,505,671	4,521,957
OPERATING EXPENSES										
Salary, Wages & Benefits	5,103,643	-	-	-	5,103,643	5,787,307	565,580	6,352,887	10,890,950	11,456,530
Outsourced Services & Charges	4,610,662	25,650	-	-	4,636,312	450,970	2,335	453,305	5,061,632	5,089,617
Materials & Supplies	2,650,094	48,700	-	130,960	2,829,754	1,936	-	1,936	2,652,030	2,831,690
Utilities	526,281	-	-	-	526,281	-	-	-	526,281	526,281
Insurance	1,635,812	-	-	49,917	1,685,729	65,842	14,583	80,425	1,701,654	1,766,154
Purchased Transportation Services	16,680,162	150,094	-	-	16,830,256	-	-	-	16,680,162	16,830,256
Employee Development	235,385	-	-	-	235,385	58,660	-	58,660	294,045	294,045
Leases & Rentals	139,772	-	-	-	139,772	-	-	-	139,772	139,772
Depreciation	10,899,464	-	-	-	10,899,464	-	-	-	10,899,464	10,899,464
Total Operating Expenses	42,481,275	224,444	-	180,877	42,886,596	6,364,715	582,498	6,947,213	48,845,990	49,833,809
Operating Income / (Loss)	(37,975,604)	(222,879)	-	(166,156)	(38,364,639)	(6,364,715)	(582,498)	(6,947,213)	(44,340,319)	(45,311,852)
NON-OPERATING REVENUE / (EXPENSE)										
Investment Income	12,000	-	-	-	12,000	-	-	-	12,000	12,000
Misc. Revenues	-	-	-	-	-	-	-	-	-	-
Sales Tax Revenue	32,088,804	-	575,093	-	32,663,897	-	-	-	32,088,804	32,663,897
Federal Grants & Reimbursements	26,390,897	-	-	-	26,390,897	-	-	-	26,390,897	26,390,897
State Grants & Reimbursements	-	-	-	-	-	-	-	-	-	-
Long Term Debt Interest/Expense	(237,800)	-	-	-	(237,800)	-	-	-	(237,800)	(237,800)
Total Non-Operating Revenue / (Expense)	58,253,901	-	575,093	-	58,828,994	-	-	-	58,253,901	58,828,994
Income (Loss) Before Transfers	20,278,297	(222,879)	575,093	(166,156)	20,464,355	(6,364,715)	(582,498)	(6,947,213)	13,913,582	13,517,142
Transfers Out	(6,364,715)	-	-	(582,498)	(6,947,213)	-	-	-	(6,364,715)	(6,947,213)
Transfers In	-	-	-	-	-	6,364,715	582,498	6,947,213	6,364,715	6,947,213
Total Transfers	(6,364,715)	-	-	(582,498)	(6,947,213)	6,364,715	582,498	6,947,213	-	-
CHANGE IN NET POSITION	\$ 13,913,582	\$ (222,879)	\$ 575,093	\$ (748,654)	\$ 13,517,142	\$ -	\$ -	\$ -	\$ 13,913,582	\$ 13,517,142

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

TRANSACTION TYPE: Transfer ☐
 Revision ☒

Number: 2022-03B

Current Budget Amount	Budget Revision Amount	Revised Budget Amount
-----------------------------	------------------------------	-----------------------------

ADDITIONS TO EXISTING BUDGET

DCTA OPERATING BUDGET:

Lewisville Fixed Route:	{	<u>OPERATING REVENUE:</u>			
		Passenger Revenues	\$ 6,572	\$ 18,638	\$ 25,210
		<u>OPERATING EXPENSES:</u>			
		Fuel	35,421	101,760	137,181
		Auto Liability Insurance	23,157	54,553	77,710
Denton Fixed Route:	{	<u>OPERATING REVENUE:</u>			
		Passenger Revenues	62,763	51,102	113,865
		<u>OPERATING EXPENSES:</u>			
		Fuel	108,684	171,800	280,484
		Auto Liability Insurance	40,601	70,240	110,841

TRANSFERS IN / OUT

DCTA TRANSFER OUT TO NTMC OPERATING BUDGET:

Lewisville Fixed Route:	{	Salaries & Benefits	193,638	574,243	767,881
		Uniforms	990	2,960	3,950
		Workers Comp Insurance	2,436	12,963	15,399
Denton Fixed Route:	{	Salaries & Benefits	502,676	802,935	1,305,611
		Uniforms	2,219	1,922	4,141
		Workers Comp Insurance	6,390	23,495	29,885

Net Impact to Budgeted Net Position \$ (1,747,131)

EXPLANATION: Budget revision 2022-03B extends the Lewisville and Denton fixed route service from December 6, 2021 thru September 2022.

Total Budget Impact for Lewisville Fixed Route: \$727,841

Total Budget Impact for Denton Fixed Route: \$1,019,290

DATE: 11.17.2021

REQUESTED BY:

Amanda Riddle

DATE: 11.17.2021

REVIEWED BY:

Maia J. Riddle

DENTON COUNTY TRANSPORTATION AUTHORITY
Change in Net Position

Description	DCTA FY 2022 Adopted Budget	DCTA Completed Budget Revisions	DCTA Proposed Budget Revision 2022-02	DCTA Proposed Budget Revision 2022-03B	DCTA FY 2022 Working Budget
OPERATING REVENUE					
Passenger Revenues (Bus Farebox)	\$ 326,995	\$ 1,565	\$ -	\$ 69,740	\$ 398,300
Passenger Revenues (Rail Farebox)	262,917	-	-	-	262,917
Contract Service Revenue	3,915,759	-	-	-	3,915,759
Total Operating Revenue	4,505,671	1,565	-	69,740	4,576,976
OPERATING EXPENSES					
Salary, Wages & Benefits	5,103,643	-	-	-	5,103,643
Outsourced Services & Charges	4,610,662	25,650	-	-	4,636,312
Materials & Supplies	2,650,094	48,700	-	273,560	2,972,354
Utilities	526,281	-	-	-	526,281
Insurance	1,635,812	-	-	124,793	1,760,605
Purchased Transportation Services	16,680,162	150,094	-	-	16,830,256
Employee Development	235,385	-	-	-	235,385
Leases & Rentals	139,772	-	-	-	139,772
Depreciation	10,899,464	-	-	-	10,899,464
Total Operating Expenses	42,481,275	224,444	-	398,353	43,104,072
Operating Income / (Loss)	(37,975,604)	(222,879)	-	(328,613)	(38,527,096)
NON-OPERATING REVENUE / (EXPENSE)					
Investment Income	12,000	-	-	-	12,000
Misc. Revenues	-	-	-	-	-
Sales Tax Revenue	32,088,804	-	575,093	-	32,663,897
Federal Grants & Reimbursements	26,390,897	-	-	-	26,390,897
State Grants & Reimbursements	-	-	-	-	-
Long Term Debt Interest/Expense	(237,800)	-	-	-	(237,800)
Total Non-Operating Revenue / (Expense)	58,253,901	-	575,093	-	58,828,994
Income (Loss) Before Transfers	20,278,297	(222,879)	575,093	(328,613)	20,301,898
Transfers Out	(6,364,715)	-	-	(1,418,518)	(7,783,233)
Transfers In	-	-	-	-	-
Total Transfers	(6,364,715)	-	-	(1,418,518)	(7,783,233)
CHANGE IN NET POSITION	\$ 13,913,582	\$ (222,879)	\$ 575,093	\$ (1,747,131)	\$ 12,518,665

DENTON COUNTY TRANSPORTATION AUTHORITY
Change in Net Position

Description	DCTA FY 2022 Adopted Budget	DCTA Completed Budget Revisions	DCTA Proposed Budget Revision 2022-02	DCTA Proposed Budget Revision 2022-03B	DCTA FY 2022 Working Budget	NTMC FY 2022 Adopted Budget	NTMC Proposed Budget Revision 2022-03B	NTMC FY 2022 Working Budget	FY 2022 Adopted Budget	FY 2022 Working Budget
OPERATING REVENUE										
Passenger Revenues (Bus Farebox)	\$ 326,995	\$ 1,565	\$ -	\$ 69,740	\$ 398,300	\$ -	\$ -	\$ -	\$ 326,995	\$ 398,300
Passenger Revenues (Rail Farebox)	262,917	-	-	-	262,917	-	-	-	262,917	262,917
Contract Service Revenue	3,915,759	-	-	-	3,915,759	-	-	-	3,915,759	3,915,759
Total Operating Revenue	4,505,671	1,565	-	69,740	4,576,976	-	-	-	4,505,671	4,576,976
OPERATING EXPENSES										
Salary, Wages & Benefits	5,103,643	-	-	-	5,103,643	5,787,307	1,377,178	7,164,485	10,890,950	12,268,128
Outsourced Services & Charges	4,610,662	25,650	-	-	4,636,312	450,970	4,882	455,852	5,061,632	5,092,164
Materials & Supplies	2,650,094	48,700	-	273,560	2,972,354	1,936	-	1,936	2,652,030	2,974,290
Utilities	526,281	-	-	-	526,281	-	-	-	526,281	526,281
Insurance	1,635,812	-	-	124,793	1,760,605	65,842	36,458	102,300	1,701,654	1,862,905
Purchased Transportation Services	16,680,162	150,094	-	-	16,830,256	-	-	-	16,680,162	16,830,256
Employee Development	235,385	-	-	-	235,385	58,660	-	58,660	294,045	294,045
Leases & Rentals	139,772	-	-	-	139,772	-	-	-	139,772	139,772
Depreciation	10,899,464	-	-	-	10,899,464	-	-	-	10,899,464	10,899,464
Total Operating Expenses	42,481,275	224,444	-	398,353	43,104,072	6,364,715	1,418,518	7,783,233	48,845,990	50,887,305
Operating Income / (Loss)	(37,975,604)	(222,879)	-	(328,613)	(38,527,096)	(6,364,715)	(1,418,518)	(7,783,233)	(44,340,319)	(46,310,329)
NON-OPERATING REVENUE / (EXPENSE)										
Investment Income	12,000	-	-	-	12,000	-	-	-	12,000	12,000
Misc. Revenues	-	-	-	-	-	-	-	-	-	-
Sales Tax Revenue	32,088,804	-	575,093	-	32,663,897	-	-	-	32,088,804	32,663,897
Federal Grants & Reimbursements	26,390,897	-	-	-	26,390,897	-	-	-	26,390,897	26,390,897
State Grants & Reimbursements	-	-	-	-	-	-	-	-	-	-
Long Term Debt Interest/Expense	(237,800)	-	-	-	(237,800)	-	-	-	(237,800)	(237,800)
Total Non-Operating Revenue / (Expense)	58,253,901	-	575,093	-	58,828,994	-	-	-	58,253,901	58,828,994
Income (Loss) Before Transfers	20,278,297	(222,879)	575,093	(328,613)	20,301,898	(6,364,715)	(1,418,518)	(7,783,233)	13,913,582	12,518,665
Transfers Out	(6,364,715)	-	-	(1,418,518)	(7,783,233)	-	-	-	(6,364,715)	(7,783,233)
Transfers In	-	-	-	-	-	6,364,715	1,418,518	7,783,233	6,364,715	7,783,233
Total Transfers	(6,364,715)	-	-	(1,418,518)	(7,783,233)	6,364,715	1,418,518	7,783,233	-	-
CHANGE IN NET POSITION	\$ 13,913,582	\$ (222,879)	\$ 575,093	\$ (1,747,131)	\$ 12,518,665	\$ -	\$ -	\$ -	\$ 13,913,582	\$ 12,518,665



Board of Directors Memo

December 2, 2021

SUBJECT: Discussion Regarding Dallas Area Rapid Transit (DART) Lease Agreement for use of Denton County Transportation Authority (DCTA) Operations and Maintenance Facility

Recommendation

This is a discussion item only. There is no recommendation at this time.

Background

DCTA operates passenger rail service on a rail corridor owned by the Dallas Area Rapid Transit (DART) pursuant to a Transportation Access and Easement Agreement executed between the parties dated May 25, 2010, which sets forth the terms and conditions of DCTA's use of the DART Corridor. Additionally, DCTA and DART have maintained an Interlocal Agreement for Shared Services which mutually benefits the residents of the respective service areas and enables the parties to collaborate in providing passenger rail service. This agreement was amended and approved by the DCTA Board of Directors at the November 2020 Board meeting.

DCTA has made a concerted effort to cultivate a constructive, cooperative relationship with DART while identifying new partnership opportunities to enhance regionalism. At the November 2020 Board Meeting, Staff provided the Board an overview of potential collaboration for a regional Joint Rail Operations Facility (JROF) at the site of the DCTA Rail Operations Maintenance Facility (ROMF) to support equipment for DART's new Silver Line service. The DCTA board approved an Interlocal Agreement (ILA) between DCTA and DART at the October 2021 Board Meeting to proceed with the arrangement and the ILA was executed on 11/18/2021. The ILA requires that a short-term lease shall be executed by the agencies within 60 days once an ILA has been fully executed.

DART requested a fair market value be determined to support proposed lease rates of the DCTA ROMF and the southernmost portion of the A-Train rail line to be shared. An appraisal was performed and will be used as the basis for the annual cost of the DART lease. DCTA has developed a draft lease Agreement and financial terms to (1) facilitate DART's short-term needs in support of the Silver Line project and (2) provide clarity on the terms of a short-term lease arrangement. Staff will provide the Board an overview of the proposed lease.

Previous Board Activity & Action

There has been no previous Board-level activity on this item.

Exhibits

None.

Submitted By:

Paul Cristina, Deputy CEO

Board of Directors Memo

December 2, 2021

SUBJECT: Discussion regarding Project Management Office (PMO) Activities Related to Task Order #2 with Accenture, LLP

Recommendation

This is a discussion item only. There is no recommendation at this time.

Background

Effective February 1, 2021, Accenture began a 12-month engagement to deliver Agency Transformation Initiative Implementation Program Management Office (PMO) services. The Regular Agenda will feature a standing item to discuss progress of Transformation Roadmap Initiative implementation. Accenture's scope of work under Task Order #2 includes:

- Transformation Roadmap Initiatives Implementation
- Mobility Orchestration – Fare Management and Regional Touchless Fare Integration
- ERP Sourcing Strategy

Prior Board Discussion

- January 28, 2021 – Board approved Task Order #2 with Accenture, LLP and associated budget amendment for Transformation Initiative PMO services. Accenture has provided an update on PMO activities at monthly Board meetings since March.

Progress Report - Activities since July board update:

November PMO activities focused heavily on Connect route ridership data extraction, cleansing, and conversion to facilitate staff and Board decision making regarding Connect fixed route service. Other activities included progression of governance, service delivery and regional collaboration Transformation initiatives including: 1) Updated GoZone operational data in the draft DCTA Performance Dashboard, and developed initial draft of a Fixed Route dashboard perspective; 2) Delivered final drafts of ERP alternatives business case and differentiating scenarios document, which staff is using to enable short-list vendor demonstrations; 3) compiled October Connect ridership data and completed aggregate and by-route analysis of ridership; and, 4) reconvened teams from Trinity Metro and DART for collaboration discussions.

Exhibits

Exhibit 1: Accenture PMO Status Report

Submitted By: Chris Newport
Chris Newport, Accenture



PMO Board Update

Week Ending 11/19/2021

Program Status Overview

Overall	Detailed – Task Order 2								
	Revised Roadmap	GoZone Launch PMO	Board-Staff Operating Model	Trinity Metro Coordination	Fare Management Process	IT Manager Staffing	On Demand Partnership	Current Focus / Accomplishments	Risks/Issues/Mitigations
G	C	G	G	G	G	G	G	<ul style="list-style-type: none"> GoZone: updated dashboard to visualize GoZone and Connect ridership volumes, trends ERP Sourcing – Delivered final version of business case and set of differentiating requirements for vendors to include in product demonstrations to Finance; staff scheduling short-list vendor demo's Agency Performance Measurement/Fixed Route recommendation framework <ul style="list-style-type: none"> Presented and refined Connect/GoZone analysis framework Completed conversion of October '21 Connect ridership Supporting visualization of Connect ridership by route, time of day, day of week Iterating on initial Executive and Staff fixed route dashboard GoZone/GoPass integration – facilitated discussion with DART re: next steps with Trinity Metro Via integration, DCTA desired features, and timeline for planning/implementation of same (Feb/March '22) Trinity Metro Bus O&M ILA – reconvened team to progress feasibility discussions focused on simplified, value-driven framework and initial potential use cases 	<ul style="list-style-type: none"> None at this time

Board of Directors Memo

December 2, 2021

SUBJECT: Discuss Task Order #3 with Accenture for Transformation Initiative Priority Project Implementation Services

Recommendation

Staff recommends the Board authorize the CEO to negotiate Task Order #3 with Accenture, LLP ("Accenture") for Transformation initiative priority project implementation services, with the intent to bring a final Task Order #3 to the Board on January 27, 2022.

Background

Effective February 1, 2021, Accenture began a 12-month engagement to deliver Agency Transformation Initiative Implementation Program Management Office (PMO) services to provide general support of DCTA's implementation of several workstreams. Accenture Task Order #2 expires on January 31, 2022.

Upon approval to negotiate, the CEO and staff will work with Accenture to finalize Task Order #3 scope of work and associated price. The CEO and staff have initially prioritized the following specific projects as the priorities to include in Task Order #3 scope of work:

- Agency Strategic Planning, including an off-site workshop
- Bus Parts Management and Maintenance
- ERP alternative solution selection advisory services
- IT Project Management capability implementation
- Touchless and digital fare experience design and implementation

The CEO's intent is to align the term of Task Order #3 to ensure continuity of DCTA's engagement with Accenture through conclusion of FY22, or February 1 to September 30, 2022. **Exhibit 1** depicts Transformation Initiative items that are in progress (shaded green), and those currently prioritized for Task Order #3 scope of work (dark-green framing).

Prior Board Discussion

- June 25, 2020 – Board approved Task Order #1 with Accenture for Transformation Initiative Agency Assessment and Roadmap services.
- January 28, 2021 – Board approved Task Order #2 with Accenture and associated budget amendment for Transformation Initiative PMO services.

Exhibits

Exhibit 1: Discussion of Task Order with Accenture - PowerPoint

Submitted By: Brandy M. Hazel
Brandy Hazel, Manager of Contracts and Procurement

Athena Forrester

Approved By: _____
Athena Forrester, AVP of Compliance



DCTA Transformation Initiative Roadmap

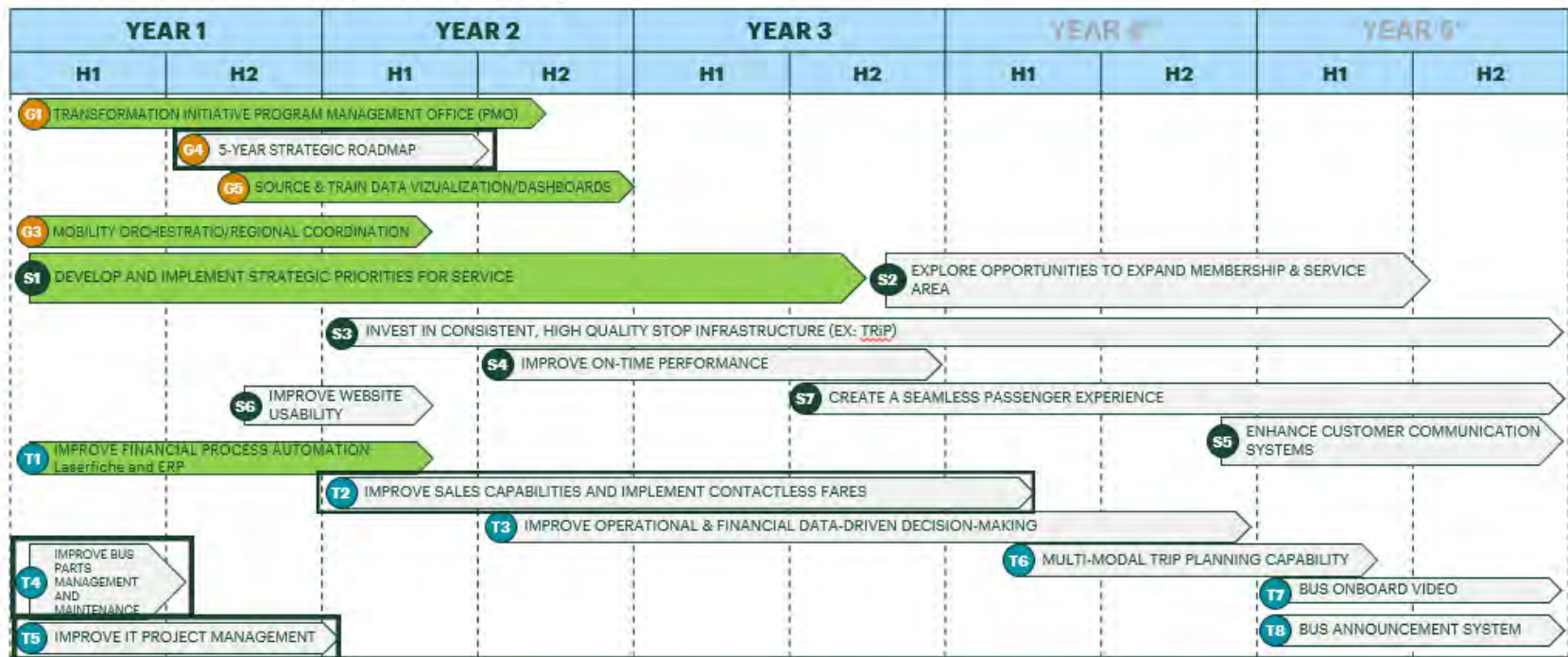
December 2, 2021

Task Order #1 Transformation Roadmap

- Items shaded in green are in progress, those with dark green frame are CEO priorities for Accenture Task Order #3 scope of work

SUMMARY ROADMAP - INITIATIVES

Initiatives with recommended sequencing



KEY: **G** Org & Gov Initiatives **S** Service Initiatives **T** Technology Initiatives

*The roadmap becomes increasingly uncertain over time, as multiple factors can impact when an initiative is begun. As such, initiatives identified in years 4 and 5 may be shifted as needed.

*Note: Initiative G2, "Board Staff Operating Model" was removed from go-forward plan

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Bus Parts Management Charter

Value: **H**Cost: **L**Complexity: **L**Implementation Time: **L**

Initiative Description & Objectives

Confirm that StarTran TransitFleet bus parts and maintenance solution provides required functionality to meet DCTA's spare parts management and bus maintenance needs. Assess need for configuration changes to the solution. Provide additional staff training on spare parts management.

Key Objective

- Reduce bus maintenance times and reduce the frequency of ordering bus spare parts by offering additional TransitFleet training or selecting and implementing a new bus maintenance solution

Scope

In Scope

- Assess StarTran TransitFleet's functionality and determine if additional configuration is required
- Provide product refresher training to bus maintenance personnel and NTMC staff.
- Determine and address additional configuration needs, such as logging parts contract information within the solution

Out of Scope

- Acquisition of a new asset management system

Key Obstacles & Risks

- Assessment should include reviewing solution fit for purpose as well as risks associated with the solution's vendor

Next Steps

- Assess TransitFleet fit for purpose
- Identify additional configuration needs and develop implementation plan
- Provide staff training on bus maintenance and parts management solution

Timeline Factors

Dependencies

- None

Implementation Duration

- Assessment, Training, and Configuration: 1-2 months

Costs and Benefits

Benefits

- Reduced time to repair buses
- Reduction in bus part orders and expenses

Costs

- Solution training costs

Key Performance Metrics

- Bus maintenance durations
- Percentage of buses in operation
- Number of bus spare part orders
- Bus spare part expenses

Involved Stakeholders

- Operations
- NTMC staff
- Finance
- IT
- Procurement

Solution Alternatives

- Training and configuration of existing system
- Documoto
- Trapeze
- Infor EAM

- IBM Maximo
- SAP EAM
- Oracle EAM

ERP Sourcing and Selection Charter



Value: **H** Cost: **H** Complexity: **H** Implementation Time: **H**

Initiative Description & Objectives

Improve the automation, integration, and ease of performing DCTA financial functions by implementing improved financial technology solutions (Enterprise Resource Planning [ERP] suite) and improving financial processes. This initiative will also provide the capability to better report on and analyze financial data for business decision-making.

Key Objectives

- Improve ability to review and update the General Ledger
- Further automate financial reporting and improve the readability/usability of financial reports
- Improve Procure to Pay cycle by routing, approving, tracking and paying invoices in an integrated, automated solution
- Automate grant management and tracking
- Integrate payroll with ERP solution
- Improve ability to analyze financial data for decision making

Scope

In Scope

- As an interim solution, expand Laserfiche pilot to include invoice routing, approval, and tracking
- Identify, procure and implement a new ERP solution
- Align financial processes to solution capabilities

Out of Scope

- Integrating new ERP system with the following solutions would occur in subsequent projects:
 - Point-of-Sale solutions and Web storefront
 - Operational data stores
 - Contract management and procurement

Key Obstacles & Risks

- ERP implementations are complex and costly; proceed methodically with go/no go checkpoints

Next Steps

- Clarify feature roadmap for existing SunGard ERP system
- Develop ERP Steering Committee, ERP Strategy & Detailed Benefits Case; secure funding
- Define differentiating functional requirements necessary for new ERP system
- Conduct market scan of ERP solutions
- Expand DocuSign pilot to include invoice routing, approval and tracking while a new ERP solution is investigated and implemented

Timeline Factors

Project Dependencies

None

Implementation Duration

Laserfiche Rollout: 3 months
ERP Procurement: 4-6 months
ERP Implement/Config: 6-9 months

Costs and Benefits

Benefits

- Reduction in time spent by financial team on routine tasks
- Improved accuracy of financial data
- Better financial decision-making
- Faster procure to pay cycles

Costs

- ERP Strategy
- Market scan
- Laserfiche licenses
- Laserfiche implementation
- ERP licenses
- ERP implementation, testing, and configuration

Key Performance Metrics

- Staff time spent on:
 - Budgeting/accounting
 - Financial reporting
 - Financial analysis
 - Grant management
- Time to process/pay invoices
- % of lost invoices
- % of financial errors

Involved Stakeholders

- IT
- Finance
- Operations
- Human Resources
- Procurement

Solution Alternatives

- Improve existing solution
- Leverage partner solution
- Infor CloudSuite Public Sector
- Oracle NetSuite
- MyAvail
- Trapeze
- Microsoft Dynamics 365 Business Central

IT Project Management Charter



Value: **H** Cost: **M** Complexity: **M** Implementation Time: **L**

Initiative Description & Objectives

In order to assist with implementation of the DCTA transformation and the implementation of DCTA technology solutions, acquire IT project management support and develop IT project management accelerators, processes, and assets.

Key Objectives

- Increase IT project management resources to increase the number of IT projects that can be managed concurrently, improve the transition of pilots to enterprise rollouts, and provide additional focus on solution configuration and training requirements
- Develop IT project management frameworks and assets to reduce IT project implementation risks

Scope

In Scope

- Hire an IT project manager or source IT project management contractor or consultant support
- Develop IT project management assets, such as a standard IT project management lifecycle framework, with associated process flows and approval requirements, templates, standard requirement sets (e.g., security, privacy, non-functional requirements), and procurement artifacts
- Identify and procure required IT project management tools

Out of Scope

- Selection and implementation of procurement and contract management systems

Key Obstacles & Risks

- May be difficult to hire an IT project manager quickly
- Hiring an IT consultant or contractor will be more expensive than hiring an IT project manager, but these organizations will have IT project management process and template accelerators

Next Steps

- Document current and planned IT project portfolio and determine level of required IT project support
- Determine whether DCTA will hire an IT project manager or seek external support
- Document existing IT project management processes and inventory existing artifacts
- Assess need for additional IT project management tools

Timeline Factors

Dependencies

None

Implementation Duration

- Procure IT project management support: 2-4 months
- Develop IT project management artifacts: 2-3 months

Costs and Benefits

Benefits

- Faster project implementation
- Reduction in number of failed/troubled projects
- More pilots become enterprise deployments
- Procured software is better configured to meet DCTA needs
- Software is better integrated with other solutions
- Staff are better trained on solutions

Costs

- Labor costs: IT project manager or consulting/contractor services

Key Performance Metrics

- Project time to implement
- Number and percentage of successful projects
- Number and quality of solution trainings

Involved Stakeholders

- IT
- Human Resources
- Procurement

Solution Alternatives

- Hire IT Project Manager
- Seek consulting/contractor support

Digital/Contactless Fare Charter



Value: **H** Cost: **H** Complexity: **H** Implementation Time: **H**

Initiative Description & Objectives

Implement contactless fare management system for buses. Along with the implementation of contactless fares, replace DCTA Point of Sale systems with improved Transit-aligned systems and upgrade to fully digital ticket sales on the DCTA website.

Key Objectives

- Implement contactless fare management to improve bus boarding speed, passenger fare management experience, fare handling safety, reduce cost of cash handling, and begin tracking more granular time of day bus ridership data
- Eliminate the need to ship tickets purchased on DCTA website
- Ability to recognize revenue when earned
- Integrate Point-of-Sale solution with ERP system to seamlessly record sales
- Improve sales reporting, including the ability to correct previous day's report of sales
- Automate handling of split sales

Scope

In Scope

- Implement contactless bus fare management
- Replace pcAmerica Retail Point-of-Sale system and integrate new solution with ERP
- Integrate Web ticket sales with ERP system
- Provide digital ticket sales on DCTA website
- Replace ticket vending machines

Out of Scope

- Initial project would likely not include integration with additional transport modes or regional partners
- Does not include integration with data lake

Key Obstacles & Risks

- Solution will require DCTA capital investment, changes to the passenger experience, additional security and privacy controls, and design decisions that consider underbanked passengers

Next Steps

- Develop detailed Benefits Case and secure funding
- Conduct market scan of contactless fare management solutions and Point of Sale systems
- Determine contactless fare management system design (open or closed loop system)

Timeline Factors

Project Dependencies

- Full usage of sales and fare data will require:
- Deploying new ERP system
 - Deploying analytics capability

Implementation Duration

- Procurements: 6 months
- Implementation and Configuration: 9-12 months
- ERP Integration: 6-9 months

Costs and Benefits

Benefits

- Eliminate ticket ship time
- Improve passenger experience
- Reduce boarding times
- Improve employee safety
- Improve bus ridership data
- Improved sales reporting
- Reduce operating costs

Costs

- Retail Point of Sale & Ticket Vending Machine hardware/software
- Contactless fare management hardware & software
- Web storefront overhaul
- Implementation, configuration, report development, testing and integration costs

Key Performance Metrics

- Customer and employee satisfaction
- Customer throughput
- Journey volumes
- Revenue & operating costs

Involved Stakeholders

- Sales
- Transit Center Staff
- IT
- Operations
- Finance/Procurement

Solution Alternatives

- Token Transit
- JustRide
- Visa Global Transit Solutions
- Cubic TouchPass

- TRANSCITY
- Bytemark Bridge
- INIT Hop Fastpass
- Vix Pulse/Whisper

Board of Directors Memo

December 2, 2021

SUBJECT: Capital Edge Federal Legislative Briefing

Recommendation

Information item only. No action is required

Background

Federal Infrastructure Package

Last month, the U.S. House of Representatives approved, and the President signed into law, the “Infrastructure Investment and Jobs Act” (IIJA), a \$1.2 trillion package of infrastructure investments in areas such as transportation, water resources, cybersecurity, and broadband. The plan was originally crafted by the Biden Administration and a bipartisan group of about 20 Senators and was first approved by the Senate in August.

The measure includes some spending that Congress was likely to approve even in the absence of an infrastructure agreement, such as a five-year, \$383 billion reauthorization of federal highway, transit, and rail programs (2015 FAST Act), so most consider the IIJA to include about \$550 billion in “new” spending. Of that amount, the Federal Transit Administration will receive approximately \$21 billion, and the Federal Railroad Administration will receive about \$66 billion (much of which will go to Amtrak).

What’s In It For DCTA?

The measure does not include any funding for specific projects, and most of the new spending will be distributed by competitive grants. DCTA will likely be eligible to compete for the following:

- \$1.05 billion annually over the next five years for the Low and No Emissions Vehicle Program that funds zero-emissions bus purchases and related charging infrastructure.
- \$950 million annually over five years for a new commuter rail “state of good repair” program that will focus on vehicle replacement.
- \$600 million annually over five years for a Railroad Grade Crossings program.
- \$1.5 billion annually over the next five years for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program. Both bus and rail projects are eligible for these grants.

However, the transportation reauthorization section of the bill includes funding levels over the next five years that we can make estimates of how much DCTA will receive. Most federal transit formula programs received an average increase of about 36% under the bill. Some DCTA estimates:

- \$61.4 million over five years in Federal Transit Administration formula funds, an average of about \$12.3 million per year; DCTA received approximately \$9.1 million from those formulas in FY 2021.

There were two items that we were following that were not included in the final IIJA legislation: the APTA proposal to create a federal rail liability insurance program, and a proposed mandate that would have required drivers of passenger vehicles with more than 8 passengers (including the driver) to hold a commercial driver’s license. The Department of Transportation is now taking on the work of administering the funding provided in the IIJA, and

some of it we are likely to see coming out in the next few months – particularly existing programs, while others may take some time for the agency to create rules and regulations.

“Build Back Better”

Negotiations are now ongoing regarding a second infrastructure plan that the Biden Administration refers to as the “Build Back Better” (BBB) initiative. The House approved its version of the BBB just prior to Thanksgiving and it represents about \$2.2 trillion in spending on a variety of what are commonly called “human” infrastructure initiatives, such as childcare, Medicare expansion, universal Pre-K, affordable housing construction, and “green” tax incentives.

There is not much in the way of transportation funding in the BBB, due to an agreement between the President and the 20 bipartisan Senators who crafted the IIJA that the BBB would not duplicate any efforts in the IIJA. However, DCTA may be interested in the following provisions of the House-approved BBB:

- \$10 billion over five years for a new joint competitive grant program between the federal Departments of Transportation and Housing and Urban Development to expand transit services near affordable housing.
- A 30 percent federal tax credit toward the purchase of electric buses. Public entities with no tax liability such as DCTA would be eligible for a rebate from the IRS under the proposal.

The BBB is expected to undergo changes as it is considered by the Senate over the next several weeks. The President would like to complete those negotiations and get a bill to his desk prior to the end of the year, but it may be difficult to secure the votes of all 50 Senate Democrats necessary to secure approval of the measure.

Department of Transportation Budget

While the new federal fiscal year formally started on October 1, Congress has yet to enact a budget for FY 2022 and as a result, DOT and all other federal agencies are operating at their FY 2021 funding levels under what is known as a Continuing Resolution (CR), which Congress enacted to avoid a government shutdown.

The current CR expires on December 3, but Congress is not near an agreement on the FY 2022 budget, so another CR is likely. Reports are that it may extend to December 17 in order to pressure Congress to come to an agreement prior to the December holidays, but in all likelihood, the stalemate will last into calendar year 2022.

Unless Congress specifically addressed the issue in the next CR, this stalemate over the budget would likely delay the increases provided to FTA formula programs for FY 2022 that are include in the IIJA.

Previous Board Activity & Action

There has been no previous Board-level activity on this item.

Identified Need

N/A

Financial Impact

N/A



Exhibits

N/A

Submitted By: Chris Giglio
Chris Giglio, Capital Edge

Final Review: B. Farr
Brittney Farr, Director of Government Relations



Board of Directors Memo

December 2, 2021

SUBJECT: Monthly Sales Tax Receipts

Recommendation

This item is presented for informational purposes only. No action is required.

Background

Sales tax represents the single largest source of revenue for DCTA at 55.27% for the Fiscal Year 2021 budget. The revised sales tax budget for FY21 is \$31,154,178. 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.

For the month of November, receipts were favorable compared to budget.

- Sales tax for sales generated in the month of September and received in November was \$3,346,913.
- This represents an increase of 27.11% or \$713,737 compared to budget for the month.
- Compared to the same month last year, sales tax receipts are \$436,161 or 14.98% higher.
- Member city collections for the month compared to prior year are as follows:
 - City of Lewisville up 13.71%
 - City of Denton up 18.19%
 - City of Highland Village up 1.82%

Previous Board Activity & Action

There has been no previous Board-level activity on this item.

Identified Need

Provides the Board of Directors a monthly status on sales tax collections.


Financial Impact

This item is included for informational purposes only; there is no financial impact associated with this informational item.

Exhibits

Exhibit 1: FY21 Monthly Sales Tax Report

Submitted By: 
Amanda Riddle, Senior Manager of Budget

Final Review: 
Marisa Perry, CPA
Chief Financial Officer/VP of Finance

DENTON COUNTY TRANSPORTATION AUTHORITY

SALES TAX REPORT
BUDGET TO ACTUAL AND PREVIOUS YEAR COMPARISON

Sales Generated in Month of:	Received in Month of:	2020-2021 Adopted Budget	2020-2021 Revised Budget	2020-2021 Year Actual	Variance Actual to Original Budget	CY Actual to CY Original Budget % Variance ^(A)	Variance Actual to Revised Budget	CY Actual to CY Revised Budget % Variance ^(B)	2019-2020 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 1,723,286	\$ 2,944,573	\$ 2,944,573	\$ 1,221,287	70.87%	\$ -	0.00%	\$ 2,329,419	\$ 615,154	26.41%
November	January	\$ 1,712,280	\$ 2,617,881	\$ 2,617,881	\$ 905,601	52.89%	\$ -	0.00%	\$ 2,188,220	\$ 429,661	19.64%
December	February	\$ 2,124,605	\$ 3,356,939	\$ 3,356,939	\$ 1,232,334	58.00%	\$ -	0.00%	\$ 3,191,714	\$ 165,225	5.18%
January	March	\$ 2,069,351	\$ 2,296,659	\$ 2,296,659	\$ 227,308	10.98%	\$ -	0.00%	\$ 2,268,362	\$ 28,297	1.25%
February	April	\$ 2,022,897	\$ 2,080,957	\$ 2,080,957	\$ 58,060	2.87%	\$ -	0.00%	\$ 2,114,448	\$ (33,491)	-1.58%
March	May	\$ 2,483,676	\$ 3,369,140	\$ 3,369,140	\$ 885,464	35.65%	\$ -	0.00%	\$ 2,503,274	\$ 865,866	34.59%
April	June	\$ 2,492,462	\$ 2,492,462	\$ 2,839,395	\$ 346,933	13.92%	\$ 346,933	13.92%	\$ 2,185,555	\$ 653,840	29.92%
May	July	\$ 2,193,143	\$ 2,193,143	\$ 3,171,719	\$ 978,576	44.62%	\$ 978,576	44.62%	\$ 2,400,743	\$ 770,976	32.11%
June	August	\$ 2,586,198	\$ 2,586,198	\$ 3,583,080	\$ 996,882	38.55%	\$ 996,882	38.55%	\$ 2,819,430	\$ 763,650	27.09%
July	September	\$ 2,183,351	\$ 2,183,351	\$ 2,903,336	\$ 719,985	32.98%	\$ 719,985	32.98%	\$ 2,412,772	\$ 490,564	20.33%
August	October	\$ 2,399,699	\$ 2,399,699	\$ 2,878,254	\$ 478,555	19.94%	\$ 478,555	19.94%	\$ 2,511,707	\$ 366,547	14.59%
September	November	\$ 2,633,176	\$ 2,633,176	\$ 3,346,913	\$ 713,737	27.11%	\$ 713,737	27.11%	\$ 2,910,752	\$ 436,161	14.98%
YTD TOTAL		\$ 26,624,124	\$ 31,154,178	\$ 35,388,847	\$ 8,764,723	32.92%	\$ 4,234,668	13.59%	\$ 29,836,396	\$ 5,552,451	18.61%
FISCAL YEAR TOTAL		\$ 26,624,124	\$ 31,154,178						\$ 29,836,396		

^(A) Formula: YTD Variance Actual to Original Budget/YTD Original Budget^(B) Formula: YTD Variance Actual to Revised Budget/YTD Revised Budget

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 November 16, 2021

DENTON COUNTY TRANSPORTATION AUTHORITY

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:	2019-2020 Year Actual	2020-2021 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance	Sales Generated in Month of:	Received in Month of:	2019-2020 Year Actual	2020-2021 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 3,282,870	\$ 3,348,633	\$ 65,763	2.00%	October	December	\$ 357,488	\$ 341,390	\$ (16,099)	-4.50%
November	January	\$ 2,904,782	\$ 3,755,579	\$ 850,797	29.29%	November	January	\$ 356,224	\$ 354,573	\$ (1,651)	-0.46%
December	February	\$ 4,407,090	\$ 4,903,701	\$ 496,610	11.27%	December	February	\$ 521,121	\$ 503,020	\$ (18,101)	-3.47%
January	March	\$ 3,148,942	\$ 3,072,003	\$ (76,939)	-2.44%	January	March	\$ 338,734	\$ 320,412	\$ (18,322)	-5.41%
February	April	\$ 2,987,194	\$ 2,971,403	\$ (15,791)	-0.53%	February	April	\$ 262,811	\$ 288,219	\$ 25,408	9.67%
March	May	\$ 3,733,423	\$ 4,956,466	\$ 1,223,043	32.76%	March	May	\$ 322,245	\$ 436,049	\$ 113,804	35.32%
April	June	\$ 3,294,690	\$ 3,990,693	\$ 696,004	21.13%	April	June	\$ 267,280	\$ 353,678	\$ 86,398	32.32%
May	July	\$ 3,399,328	\$ 6,076,775	\$ 2,677,447	78.76%	May	July	\$ 311,278	\$ 371,973	\$ 60,695	19.50%
June	August	\$ 4,039,429	\$ 5,447,446	\$ 1,408,016	34.86%	June	August	\$ 394,759	\$ 449,307	\$ 54,548	13.82%
July	September	\$ 3,032,247	\$ 4,010,507	\$ 978,260	32.26%	July	September	\$ 303,996	\$ 395,735	\$ 91,739	30.18%
August	October	\$ 3,509,227	\$ 3,945,754	\$ 436,527	12.44%	August	October	\$ 304,285	\$ 370,264	\$ 65,979	21.68%
September	November	\$ 4,164,883	\$ 4,735,921	\$ 571,038	13.71%	September	November	\$ 404,670	\$ 412,047	\$ 7,377	1.82%
YTD TOTAL		\$ 41,904,104	\$ 51,214,879	\$ 9,310,775	22.22%	YTD TOTAL		\$ 4,144,890	\$ 4,596,666	\$ 451,776	10.90%
FISCAL YEAR TOTAL		\$ 41,904,104				FISCAL YEAR TOTAL		\$ 4,144,890			

CITY OF DENTON					
Sales Generated in Month of:	Received in Month of:	2019-2020 Year Actual	2020-2021 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 2,887,178	\$ 3,174,573	\$ 287,396	9.95%
November	January	\$ 2,911,334	\$ 3,050,388	\$ 139,054	4.78%
December	February	\$ 4,230,616	\$ 4,149,443	\$ (81,173)	-1.92%
January	March	\$ 2,902,937	\$ 3,086,526	\$ 183,589	6.32%
February	April	\$ 2,571,667	\$ 2,606,494	\$ 34,827	1.35%
March	May	\$ 3,061,108	\$ 4,277,512	\$ 1,216,404	39.74%
April	June	\$ 2,521,781	\$ 3,557,513	\$ 1,035,731	41.07%
May	July	\$ 2,878,630	\$ 3,442,340	\$ 563,710	19.58%
June	August	\$ 3,555,689	\$ 4,173,943	\$ 618,254	17.39%
July	September	\$ 2,999,523	\$ 3,845,740	\$ 846,217	28.21%
August	October	\$ 3,167,204	\$ 3,749,030	\$ 581,825	18.37%
September	November	\$ 3,710,560	\$ 4,385,475	\$ 674,915	18.19%
YTD TOTAL		\$ 37,398,228	\$ 43,498,977	\$ 6,100,750	16.31%
FISCAL YEAR TOTAL		\$ 37,398,228			

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 November 16, 2021

ALL TRANSIT AGENCIES
MONTHLY SALES AND USE TAX COMPARISON SUMMARY

Transit Agency	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	Payments YTD (Calendar)	Prior Year Payments YTD (Calendar)	% Change
Austin MTA	1.00%	\$ 30,916,727	\$ 23,432,844	31.93%	\$ 279,580,835	\$ 239,719,083	16.62%
Corpus Christi MTA	0.50%	\$ 3,316,103	\$ 3,024,935	9.62%	\$ 33,083,904	\$ 31,330,782	5.59%
Dallas MTA	1.00%	\$ 65,153,344	\$ 55,061,160	18.32%	\$ 630,755,225	\$ 561,559,624	12.32%
Denton CTA	0.50%	\$ 3,346,913	\$ 2,910,752	14.98%	\$ 32,444,273	\$ 27,506,977	17.94%
El Paso CTD	0.50%	\$ 5,238,655	\$ 4,520,578	15.88%	\$ 51,715,680	\$ 44,330,472	16.65%
Fort Worth MTA	0.50%	\$ 9,048,909	\$ 7,099,921	27.45%	\$ 84,676,575	\$ 74,273,962	14.00%
Houston MTA	1.00%	\$ 82,016,029	\$ 68,449,818	19.81%	\$ 784,673,545	\$ 698,899,533	12.27%
Laredo CTD	0.25%	\$ 899,546	\$ 742,861	21.09%	\$ 8,773,909	\$ 7,493,557	17.08%
San Antonio ATD	0.25%	\$ 8,052,937	\$ 6,723,503	19.77%	\$ 75,318,803	\$ 65,527,648	14.94%
San Antonio MTA	0.50%	\$ 17,807,170	\$ 14,772,334	20.54%	\$ 166,052,618	\$ 145,608,422	14.04%
TOTALS		\$ 225,796,332	\$ 186,738,705	20.92%	\$ 2,147,075,366	\$ 1,896,250,061	13.23%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department
 Prepared By: Denton County Transportation Authority Finance Department
 November 16, 2021

Board of Directors Memo

December 2, 2021

SUBJECT: Monthly Mobility-as-a-Service Update

Recommendation

For information only. No action required.

Background

A Request for Proposals (RFP) was released on January 16, 2019 for Mobility as a Service (MaaS). Firms were invited to submit proposals (for both federal and non-federal funding project categories) to provide innovative mobility service to DCTA member cities, contracted communities, and partner organizations, as well as large employment centers and other areas as the need arises. On March 12, 2019, DCTA received thirty-seven (37) proposals in response to the RFP. Thirty-three (33) proposals were deemed responsive and were evaluated by the evaluation team. The evaluation team rejected two proposals that scored less than seventy (70) points and recommended award to thirty-one (31) firms. The Board of Directors approved the award of Mobility-as-a-Service to thirty-one firms and reduced the total annual contract value of \$2,400,000 to \$75,000 for all task orders issued under the master on-call contracts. One of the recommended firms will not execute a contract due to business operational changes; therefore, thirty (30) firms remain eligible for contract execution. As requested by the Board of Directors, staff is providing a monthly update on all Mobility-as-a-Service commitments, activities, and expenses.

To date, the following twenty-six contracts have been fully executed:

- | | | |
|-----------------------------|----------------------------|---|
| • AJL International | • Irving Holdings | • RideCo |
| • Bird Rides | • Iteris | • Rideshark Corporation |
| • Bubbl Investments, LLC. | • Kapsch | • River North (Via) |
| • Dashboard Story dba DUET | • Lyft | • Roundtrip |
| • DemandTrans Solutions | • Moovel | • Routematch |
| • DoubleMap | • Moovit | • Spare Labs, Inc. |
| • Downtowner Holdings, LLC. | • MV Transportation | • Spare Labs, Inc. (with First Transit) |
| • First Transit | • Muve: Quebec, Inc. | • Transdev North America |
| • Ford Smart Mobility, LLC. | • Quebec, Inc. dba Transit | |

The remaining four contracts, all with software companies (Passport, SeatsX, Token Transit and Transloc), have been placed on hold until a need arises to enter into a contract for software.

Previous Board Activity & Action

Task Order #1 Lewisville Lakeway Zone and Denton Evening Zone was issued to Spare Labs, Inc. for Platform-as-a Service (Spare Platform). The task order was approved for award at the June 2020 Board meeting and was issued on 6/30/2020 for a not-to-exceed amount of \$50,000 per year with an initial term of two years and one two-year option to extend (total of 4 years). \$36,616 has been paid for this task order through September 2021. This service was replaced by the GoZone services on September 7, 2021.

Task Order #2 On-Demand Services in Member Cities and Contracted Cities was discussed at the June 2020 Board meeting and was presented at the September 2020 Board meeting to authorize negotiations with two firms. In January 2021, the Board approved and authorized staff to enter into a Task Order with River North (Via) to move forward with the recommendations and implementation of an On-Demand Service plan. Staff and Via have executed the task order. Expenses of \$125,000 have been incurred for this task order as of November 2021.

Task Order #3 On-Demand Services for the McKinney Urban Transit District (MUTD) was requested by the City of McKinney. The City of McKinney has asked DCTA and DART, as a joint partnership, to provide on-demand services for the MUTD member cities. Services provided by DCTA to MUTD will terminate on December 31, 2021. The DART Board of Directors approved an agreement with Spare Labs at its September 28th Board meeting. Spare Labs and DART will begin providing services to MUTD in January 2022.

Identified Need

Provides the Board of Directors a monthly status on Mobility-as-a-Services Contracts

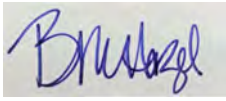
Financial Impact

This item is included for informational purposes only; there is no financial impact associated with this item.

Exhibits

N/A

Submitted By:



Final Review:





Board of Directors Memo

December 2, 2021

SUBJECT: Budget Information

Recommendation

This item is presented for informational purposes only. No action is required. The Financial Management Policies authorize the CEO to approve budget transfers between expense categories and departments, not to exceed 5% of the total annual operating budget.

Background

The DCTA budget is prepared months in advance of the start of the fiscal year and not all expenses can be anticipated at the time of the budget preparation. Therefore, during the fiscal year, it may become necessary to reforecast the annual expenses and complete transfers between budget categories and/or departments based on changing needs of the agency. Revising the budget for material changes will provide a better forecasting and management tool for the Board and DCTA staff for future periods.

FY 2021:

BUDGET TRANSFER / REVISION REQUEST				
TRANSACTION TYPE:		Transfer <input checked="" type="checkbox"/>	Number: 2021-09	
		Revision <input type="checkbox"/>		
		Current Budget Amount	Budget Revision Amount	Adjusted Budget Amount
TRANSFERS WITHIN EXISTING BUDGET				
CAPITAL:	Brownfield Remediation (61605)	\$ 66,595	\$ (28,043)	\$ 38,552
OPERATING:	Professional Services (620-50309)	100,000	28,043	128,043
CAPITAL:	Major Maintenance Rail - 2021 (61723)	1,638,566	(1,473,040)	165,526
OPERATING:	Third Party Maintenance (620-50316)	1,000	1,295,896	1,296,896
	Passenger Amenities Maintenance (620-50317)	-	177,144	177,144
CAPITAL:	Canopy Repairs (61723.1)	486,127	(65,055)	421,072
OPERATING:	Passenger Amenities Maintenance (620-50317)	177,144	65,055	242,199
CAPITAL:	TRiP Program - FY21 (10702)	100,000	(18,557)	81,444
OPERATING:	TRiP Operating Expense	-	18,557	18,557
CAPITAL:	TRiP Program - Denton (10702.1)	3,424,946	(5,173)	3,419,773
OPERATING:	TRiP Operating Expense	18,557	5,173	23,730
CAPITAL:	TRiP Program - Highland Village (10702.2)	379,591	(2,358)	377,233
OPERATING:	TRiP Operating Expense	23,730	2,358	26,088
CAPITAL:	TRiP Program - Lewisville (10702.3)	3,837,597	(3,710)	3,833,887
OPERATING:	TRiP Operating Expense	26,088	3,710	29,798
		Net Budget Impact \$ -		



FY 2022:

BUDGET TRANSFER / REVISION REQUEST				
TRANSACTION TYPE:	Transfer <input checked="" type="checkbox"/>	Number: 2022-04		
	Revision <input type="checkbox"/>			
		Current Budget Amount	Budget Revision Amount	Adjusted Budget Amount
TRANSFERS WITHIN EXISTING BUDGET				
CAPITAL:	TRiP Program - FY22 (10703)	\$ 7,119,429	\$ (7,019,429)	\$ 100,000
	TRiP Program FY22 - Denton (10703.1)	-	3,074,578	3,074,578
	TRiP Program FY22 - Highland Village (10703.2)	-	324,900	324,900
	TRiP Program FY22 - Lewisville (10703.3)	-	3,619,951	3,619,951
		<i>Net Budget Impact</i> \$ -		

Previous Board Activity & Action

FY 2021:

The FY21 budget was originally adopted on September 24, 2020. This is the ninth budget transfer/revision related to the FY21 budget.

FY 2022:

The FY22 budget was originally adopted on September 23, 2021. This is the fourth budget revision related to the FY22 budget.

Identified Need

Provides the Board of Directors a monthly status on any budget transfers completed.

Financial Impact

FY 2021:

Capital projects are set up in order to track all project-related expenses that may span fiscal years. Once the project is closed, it is determined which project is classified as a capital project and which will be expensed to operating. As final FY21 invoices have been processed, capital projects have been reviewed for classification to operating or capital asset. Budget Revision 2021-09 transfers the associated budget from capital to the necessary operating expense budget line item to offset these expenses. Overall, there is a net zero impact to the FY21 budget.

FY 2022:

Budget transfer 2022-04 is the FY22 TRiP Program funding allocation between the member cities. In November 2021, the final month of sales tax receipts are received & the approved annual funding amount is then spread among the member cities proportional to sales tax receipts for the prior fiscal year. Overall, there is a net zero impact to the FY22 budget.


Exhibits


Exhibit 3(a): Year to Date FY21 Budget Revisions

Exhibit 3(b): Year to Date FY22 Budget Revisions

Exhibit 3(c): FY22 TRiP Funding Allocations



Submitted By: 
Amanda Riddle
Senior Manager of Budget

Final Review: 
Marisa Perry, CPA
Chief Financial Officer/VP of Finance

DENTON COUNTY TRANSPORTATION AUTHORITY
Year to Date FY21 Budget Revisions

DCTA 2021-01 (Presented to DCTA Board January 28, 2021)

Budget Transfer - No Approval Necessary; Completed

			Adopted Budget	Revision	Revised Budget
G&A:	100.50309	Professional Services	\$ 298,000	\$ (24,860)	\$ 273,140
	120.50309	Professional Services	206,560	24,860	231,420
	100.50309	Professional Services	273,140	(38,000)	235,140
	180.50440	Computer Materials & Supplies	29,300	38,000	67,300
Bus:	500.50318	Facilities Maintenance	328,891	(36,617)	292,274
	531.50313	Computer & Software Maintenance	41,915	7,236	49,151
	533.50313	Computer & Software Maintenance	28,376	29,381	57,757
<i>Net Impact to Budgeted Net Position</i>			\$ -		

DCTA 2021-02 (Presented to DCTA Board January 28, 2021)

Approved by DCTA Board in January; Completed

			Working Budget	Revision	Revised Budget
<u>OPERATING REVENUE:</u>					
	Contract Service Revenue	\$	3,458,402	\$ 175,358	\$ 3,633,760
<u>OPERATING EXPENSES:</u>					
	Salary, Wages & Benefits		4,193,211	70,450	4,263,661
	Outsourced Services & Charges		3,917,959	1,016,833	4,934,792
	Materials & Supplies		2,955,735	(2,216)	2,953,519
	Utilities		506,668	2,142	508,810
	Insurance		1,681,336	4,376	1,685,712
	Purchased Transportation Services		10,732,539	471,118	11,203,657
	Employee Development		241,304	300	241,604
<u>NON-OPERATING REVENUES:</u>					
	Misc. Revenues		-	200,000	200,000
	Long Term Debt Interest/Expense		(841,080)	228,750	(612,330)
<u>CAPITAL PROJECTS:</u>					
	TRiP Program (10702)		5,914,152	(5,814,152)	100,000
	TRiP Program Denton (10702.1)		-	2,605,707	2,605,707
	TRiP Program Highland Village (10702.2)		-	288,794	288,794
	TRiP Program Lewisville (10702.3)		-	2,919,651	2,919,651
	Transfers Out		8,027,839	186,464	8,214,303
<i>Net Impact to Budgeted Net Position</i>			\$ (1,145,359)		

NTMC 2021-001 (Presented to NTMC Board March 24, 2021)

Approved by NTMC Board in March; Completed

			Adopted Budget	Revision	Revised Budget
<u>OPERATING EXPENSES:</u>					
	Salary, Wages & Benefits	\$	7,451,314	\$ 185,240	\$ 7,636,554
	Outsourced Services & Charges		399,919	300	400,219
	Insurance		118,878	924	119,802
	Transfers In		8,027,839	186,464	8,214,303
<i>Net Impact to Budgeted Net Position</i>			\$ -		

DCTA 2021-03 (Presented to DCTA Board April 22, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
G&A:	140.50309	Professional Services	\$ 101,800	\$ 95,000	\$ 196,800
Bus:	200.50410	Fuel - UNT	342,308	(75,000)	267,308
	511.50410	Fuel - Fixed Route Denton	303,023	(20,000)	283,023
<i>Net Impact to Budgeted Net Position</i>			\$ -		

DCTA 2021-04 (Presented to DCTA Board June 24, 2021)

Approved by DCTA Board in June; Completed

			Working Budget	Revision	Revised Budget
<u>NON-OPERATING REVENUES:</u>					
		Sales Tax Revenue	\$ 26,624,124	\$ 4,530,054	\$ 31,154,178
		Federal Grants & Reimbursements	22,601,232	(1,901,845)	20,699,387
<u>CAPITAL PROJECTS:</u>					
		PTC Implementation	887,931	(678,276)	209,655
		PTC Enhancements	3,000,000	(3,000,000)	-
		Fleet 2020	-	1,062,600	1,062,600
		Fleet 2021	1,870,100	(1,869,225)	875
		Integrated Fare Payment	300,000	(300,000)	-
		Major Maintenance - Bus	-	15,530	15,530
		Trail Safety Improvements	-	10,650	10,650
		Brownfield Remediation	43,752	(17,157)	26,595
		Infrastructure Acquisition	-	11,745	11,745
		TRiP Program	100,000	-	100,000
		TRiP Program Denton	2,605,707	819,239	3,424,946
		TRiP Program Highland Village	288,794	90,797	379,591
		TRiP Program Lewisville	2,919,651	917,946	3,837,597
<i>Net Impact to Budgeted Net Position</i>			\$ 5,564,360		

DCTA 2021-05 (Presented to DCTA Board July 22, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
G&A:	180.50313	Computer & Software Maintenance	\$ 179,808	\$ (20,000)	\$ 159,808
	100.50309	Professional Services	235,140	(20,000)	215,140
	180.50440	Computer & Software Supplies	67,300	40,000	107,300
<i>Net Impact to Budgeted Net Position</i>			\$ -		

DCTA 2021-06 (Presented to DCTA Board August 26, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
G&A:	140.50302	Advertising	\$ 65,850	\$ 45,000	\$ 110,850
	140.50309	Professional Services	196,800	52,698	249,498
	130.50309	Professional Services	600,000	(251,298)	348,702
Bus:	511.50410	Fuel	283,023	(45,000)	238,023
	590.50317	Passenger Amenities Maintenance	50,000	(45,000)	5,000
	590.50316	Third Party Maintenance	107,310	(25,000)	82,310
	590.50455	Parts	490,800	55,000	545,800
	590.50456	Fluids	32,800	15,000	47,800
	570.50309	Professional Services	33,000	30,000	63,000
	570.50318	Facilities Maintenance	60,420	(40,000)	20,420
	570.50440	Computer & Software Supplies	700	10,000	10,700
	500.50309	Professional Services	289,440	75,000	364,440
	500.50318	Facilities Maintenance	292,274	(75,000)	217,274
	531.50310	General Services	-	123,132	123,132
	532.50310	General Services	-	7,944	7,944
	533.50310	General Services	-	67,524	67,524
<i>Net Impact to Budgeted Net Position</i>			\$	-	

DCTA 2021-07 (Presented to DCTA Board September 23, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
G&A:	130.50309	Professional Services	\$ 348,702	\$ (92,000)	\$ 256,702
	900.40250	2021 Series CO Cost of Issuance	-	72,000	72,000
Bus:	511.50410	Fuel	238,023	(19,524)	218,499
	570.50309	Professional Services	63,000	19,524	82,524
Rail:	620.50410	Fuel	1,021,800	(30,000)	991,800
	620.50605	General Liability Insurance	795,096	30,000	825,096
Capital:	61605	Brownfield Remediation	385,000	20,000	405,000
<i>Net Impact to Budgeted Net Position</i>			\$	-	

DCTA 2021-08 (Presented to DCTA Board October 28, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
G&A:	130.50309	Professional Services	\$ 256,702	\$ (20,000)	\$ 236,702
Bus:	500.50309	Professional Services	364,440	20,000	384,440
	531.50310	General Services	123,132	(123,132)	-
	532.50310	General Services	7,944	(7,944)	-
	533.50310	General Services	67,524	(67,524)	-
	535.50810	Purchased Transportation	-	123,132	123,132
	536.50810	Purchased Transportation	-	7,944	7,944
	537.50810	Purchased Transportation	-	67,524	67,524
	590.50316	Third-Party Maintenance	82,310	(1,987)	80,323
Capital:	50514	Fleet (2020)	1,062,600	1,987	1,064,587
<i>Net Impact to Budgeted Net Position</i>			\$	-	

DCTA 2021-09 (Presented to DCTA Board December 2, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget	Revision	Revised Budget
CAPITAL:	61605	Brownfield Remediation (61605)	\$ 66,595	\$ (28,043)	\$ 38,552
OPERATING:	620.50309	Professional Services	100,000	28,043	128,043
CAPITAL:	61723	Major Maintenance Rail - 2021	1,638,566	(1,473,040)	165,526
OPERATING:	620.50316	Third-Party Maintenance	1,000	1,295,896	1,296,896
	620.50317	Passenger Amenities Maintenance	-	177,144	177,144
CAPITAL:	61723.1	Canopy Repairs	486,127	(65,055)	421,072
OPERATING:	620.50317	Passenger Amenities Maintenance	177,144	65,055	242,199
CAPITAL:	10702	TRiP Program - FY21	100,000	(18,557)	81,444
OPERATING:		TRiP Operating Expense	-	18,557	18,557
CAPITAL:	10702.1	TRiP Program - Denton	3,424,946	(5,173)	3,419,773
OPERATING:		TRiP Operating Expense	18,557	5,173	23,730
CAPITAL:	10702.2	TRiP Program - Highland Village	379,591	(2,358)	377,233
OPERATING:		TRiP Operating Expense	23,730	2,358	26,088
CAPITAL:	10702.3	TRiP Program - Lewisville	3,837,597	(3,710)	3,833,887
OPERATING:		TRiP Operating Expense	26,088	3,710	29,798
<i>Net Impact to Budgeted Net Position</i>			\$	-	

DENTON COUNTY TRANSPORTATION AUTHORITY
Year to Date FY22 Budget Revisions

DCTA 2022-01 (Presented to DCTA Board October 28, 2021)

Approved by DCTA Board in October; Completed

			Adopted Budget		Revision		Revised Budget
<u>OPERATING REVENUES:</u>							
<i>Bus Operations</i>	537.40100	Passenger Revenues	\$ 71,399	\$	1,565	\$	72,964
<u>OPERATING EXPENSES:</u>							
	G&A 180.50309	Professional Services	194,000		25,650		219,650
	180.50440	Computer Materials & Supplies	40,000		48,700		88,700
<i>Bus Operations</i>	537.50810	Purchased Transportation	1,934,580		150,094		2,084,674
		<i>Net Impact to Budgeted Net Position</i>		\$	222,879		

DCTA 2022-04 (Presented to DCTA Board December 2, 2021)

Budget Transfer - No Approval Necessary; Completed

			Working Budget		Revision		Revised Budget
<u>CAPITAL:</u>							
	10703	TRiP Program - FY22	\$ 7,119,429	\$	(7,019,429)	\$	100,000
	10703.1	TRiP Program FY22 - Denton	-		3,074,578		3,074,578
	10703.2	TRiP Program FY22 - Highland Village	-		324,900		324,900
	10703.3	TRiP Program FY22 - Lewisville	-		3,619,951		3,619,951
		<i>Net Impact to Budgeted Net Position</i>		\$	-		

DENTON COUNTY TRANSPORTATION AUTHORITY

FY22 Transportation Reinvestment Program (TRiP) Funding Allocations

Original Adopted Budget

FY22 Adopted TRiP Budget	DCTA Program/ Project Administration	Funding Available to Cities				
\$ 7,119,429	\$ 100,000	\$ 7,019,429				
Sales Generated in Month of:	Received in Month of:	CITY OF DENTON 2020-2021 Year Actual Sales Tax	CITY OF HIGHLAND VILLAGE 2020-2021 Year Actual Sales Tax	CITY OF LEWISVILLE 2020-2021 Year Actual Sales Tax		
October	December	\$ 3,174,573	\$ 341,390	\$ 3,348,633		
November	January	3,050,388	354,573	3,755,579		
December	February	4,149,443	503,020	4,903,701		
January	March	3,086,526	320,412	3,072,003		
February	April	2,606,494	288,219	2,971,403		
March	May	4,277,512	436,049	4,956,466		
April	June	3,557,513	353,678	3,990,693		
May	July	3,442,340	371,973	6,076,775		
June	August	4,173,943	449,307	5,447,446		
July	September	3,845,740	395,735	4,010,507		
August	October	3,749,030	370,264	3,945,754		
September	November	4,385,475	412,047	4,735,921		
YTD TOTAL		\$ 43,498,977	\$ 4,596,666	\$ 51,214,879	\$ 99,310,522	
% of Sales Tax by Member City		43.801%	4.629%	51.570%	100.000%	

Sales Tax Data from Texas Comptroller of Public Accounts, compiled by DCTA Finance Department

Informational Report #1, Exhibit #1, Showing Total FY21 Revenues, Presented to DCTA Board of Directors 12/2/2021

FY22 Adopted TRiP Budget to Include Member City Allocations (A)

	General Program Tasks	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
Funding Available to Cities		\$ 3,074,578	\$ 324,900	\$ 3,619,951	\$ 7,019,429
Program/Project Administration	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Member City Allocation	\$ 100,000	\$ 3,074,578	\$ 324,900	\$ 3,619,951	\$ 7,119,429

- (A) Per TRiP policy, actual cost up to and not to exceed five percent of the annual program budget shall be set aside for DCTA program and project administration, including project selection, monitoring and financial reporting, and 95 percent split among member cities proportional to sales and use tax receipts, as estimated by DCTA financial staff, for the previous fiscal year. Per DCTA Board discussion, \$100k will be set aside annually as initial program/project administration funding with actual costs tracked by member city as applicable.

Board of Directors Memo

December 2, 2021

SUBJECT: Ridership Trends and Rail Trail Utilization Report

Ridership Trends

Exhibits 1-4 provide an overview of total monthly ridership trends across all DCTA services--comparing FY19 against FY20, FY21 and FY22.

The summary table below shows that October 2021 month-over-month bus trips decreased by about 24 percent from September levels as GoZone service increases its share of the overall transit market.

October A-train boardings increased by about 18 percent over the same period. Last month's A-train boardings represents the highest number of boardings since the first full month of pandemic operations in April 2020.

Unlinked Passenger Trips				
2021				
	August	September	October	Sept.-Oct. % Change
Bus	99,064	206,411	166,652	-23.9%
Rail	12,006	15,137	18,455	18.0%
Access	1,626	1,582	1,725	8.3%
On-Demand	818	439	441	0.5%

Substantial ridership recovery from the COVID-19 pandemic is continuing with October 2021 bus ridership being almost three times (204%) above reported October 2020 levels and recorded A-train boardings being over two times (105%) above October 2020 levels.

Unlinked Passenger Trips			
	Oct 2020	Oct 2021	% Change
Bus	54,725	166,652	205%
Rail	9,018	18,455	105%
Access	1,214	1,725	42%
On-Demand	707	441	-38%
ALL MODES	65,664	187,273	185%

Average monthly A-train passenger trips during the March 2020 - October 2021 COVID-impacted months remain about 70 percent less than prior pre-COVID monthly averages. Exhibit 5 shows A-train ridership trends before and during the COVID-19 pandemic.

	Average Monthly Boardings	% Change
Average Monthly A-train Ridership Pre-COVID (March '19-December '19)	32,340	
Average Monthly A-train Ridership (March '20-Oct. '21)	9,567	-70.4%

S:\STRATEGIC PLANNING\ServicePlaningSupport\Trend Analysis\BoardMaterials4Dec2\Worksheets\[A-trainCOVIDTrend_1202211.xlsx]Sheet1

Exhibits 1-4 graphically depict monthly ridership levels across all DCTA modes since FY 2019. Exhibit 5 shows a rolling comparison of A-train ridership levels before and during the COVID-19 era.

GoZone Service

October represented the agency's first full month of GoZone Operations. During October, GoZone trips outpaced Connect trips by a factor of almost 2:1 with total patronage on the two services trending in opposite directions.

October 2021 GoZone Summary Statistics

September Average Weekday Boardings	592
October Average Weekday Boardings	1,104
September Total GoZone Boardings*	13,405
October Total GoZone Boardings	30,870
October Connect Boardings	18,716
October GoZone Boardings	30,870

*GoZone service beginning September 5, 2021

Rail Trail Utilization Report

Attached as Exhibit 6 is the September Rail Trail Utilization Report. This report is generated by the agency's recently deployed network of four permanent bicycle-pedestrian counters spaced along the A-train Rail Trail.

Exhibits

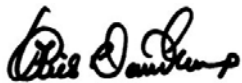
- Exhibit 1: FY19 - FY22 Total Monthly Ridership – Rail
- Exhibit 2 FY19 - FY22 Total Monthly Ridership – Bus
- Exhibit 3 FY19 - FY22 Total Monthly Ridership – Access
- Exhibit 4: FY19 - FY22 Total Monthly Ridership – On-Demand
- Exhibit 5: A-train Ridership Before and During COVID-19 Comparison
- Exhibit 6: September 2021 Rail Trail Utilization Report

A handwritten signature in black ink, appearing to read "Tim Palermo", written over a horizontal line.

Submitted By: _____
Tim Palermo, Planning & Data Analytics Manager

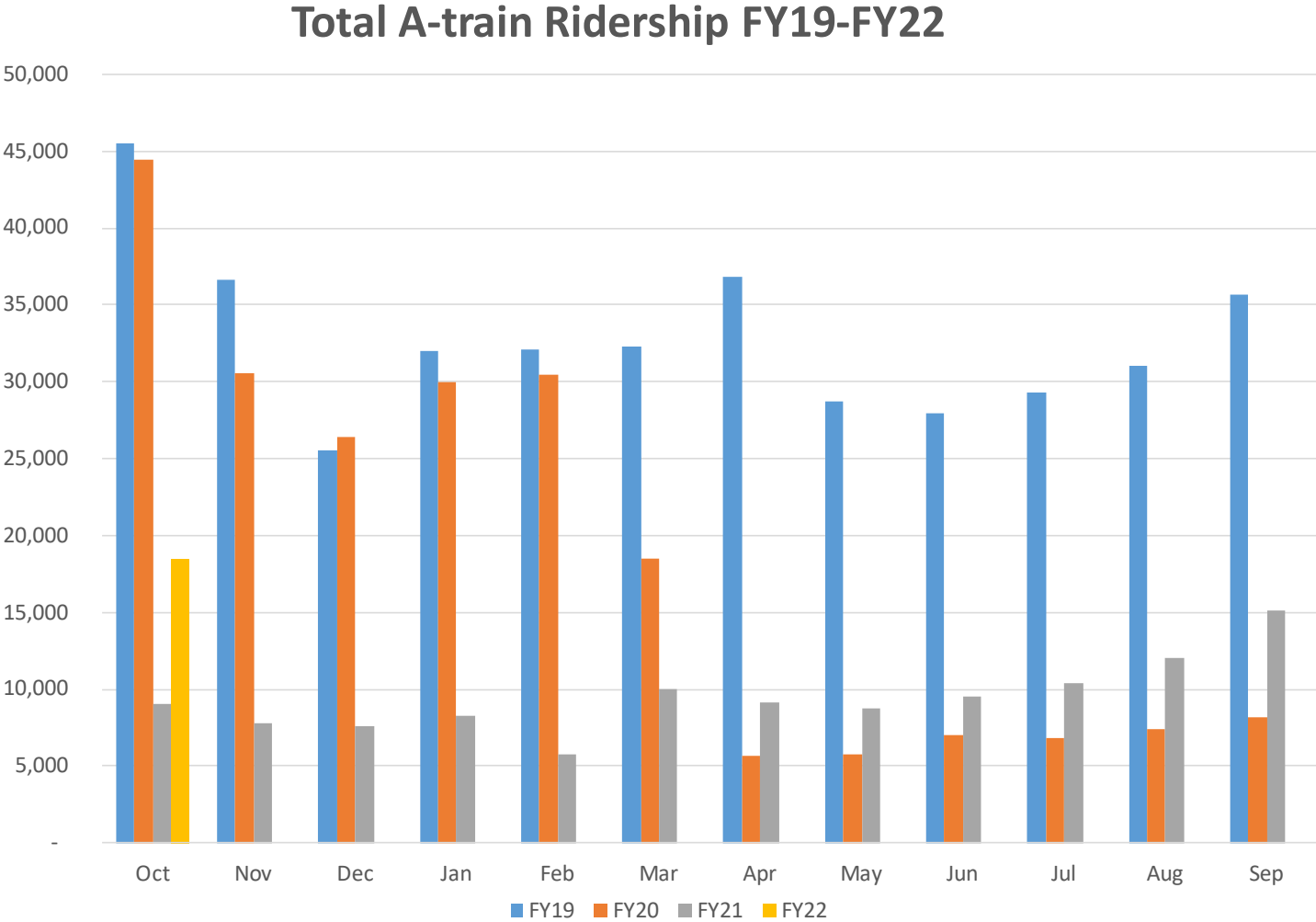
A handwritten signature in blue ink, appearing to read "Troy Raley", written over a horizontal line.

Final Review: _____
Troy Raley, Senior Director – Mobility Services

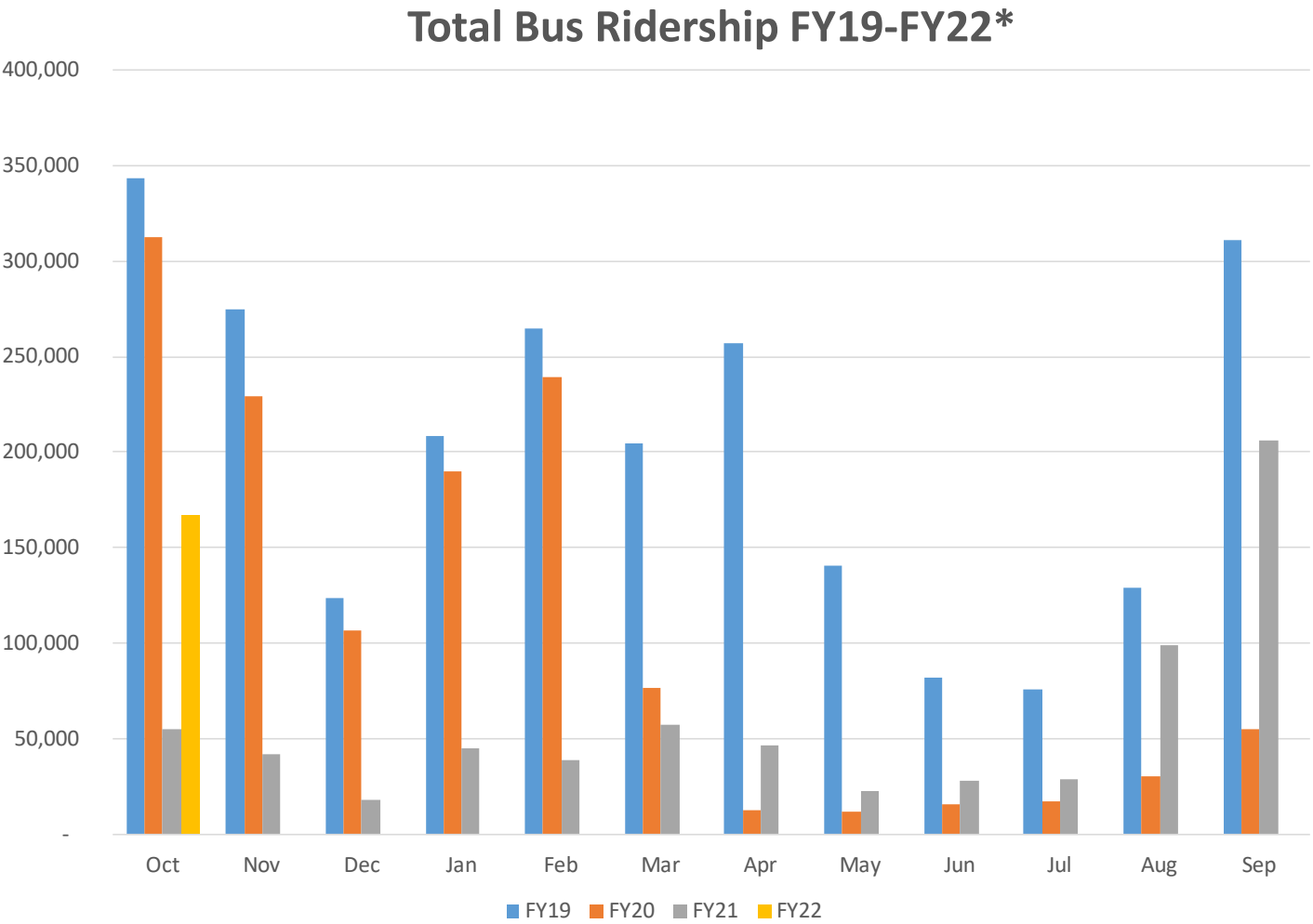
A handwritten signature in black ink, appearing to read "Rony Philip", written over a horizontal line.

Final Review: _____
Rony Philip Sr. Director – Rail Operations

FY19-FY21 Total Monthly Ridership – A-train

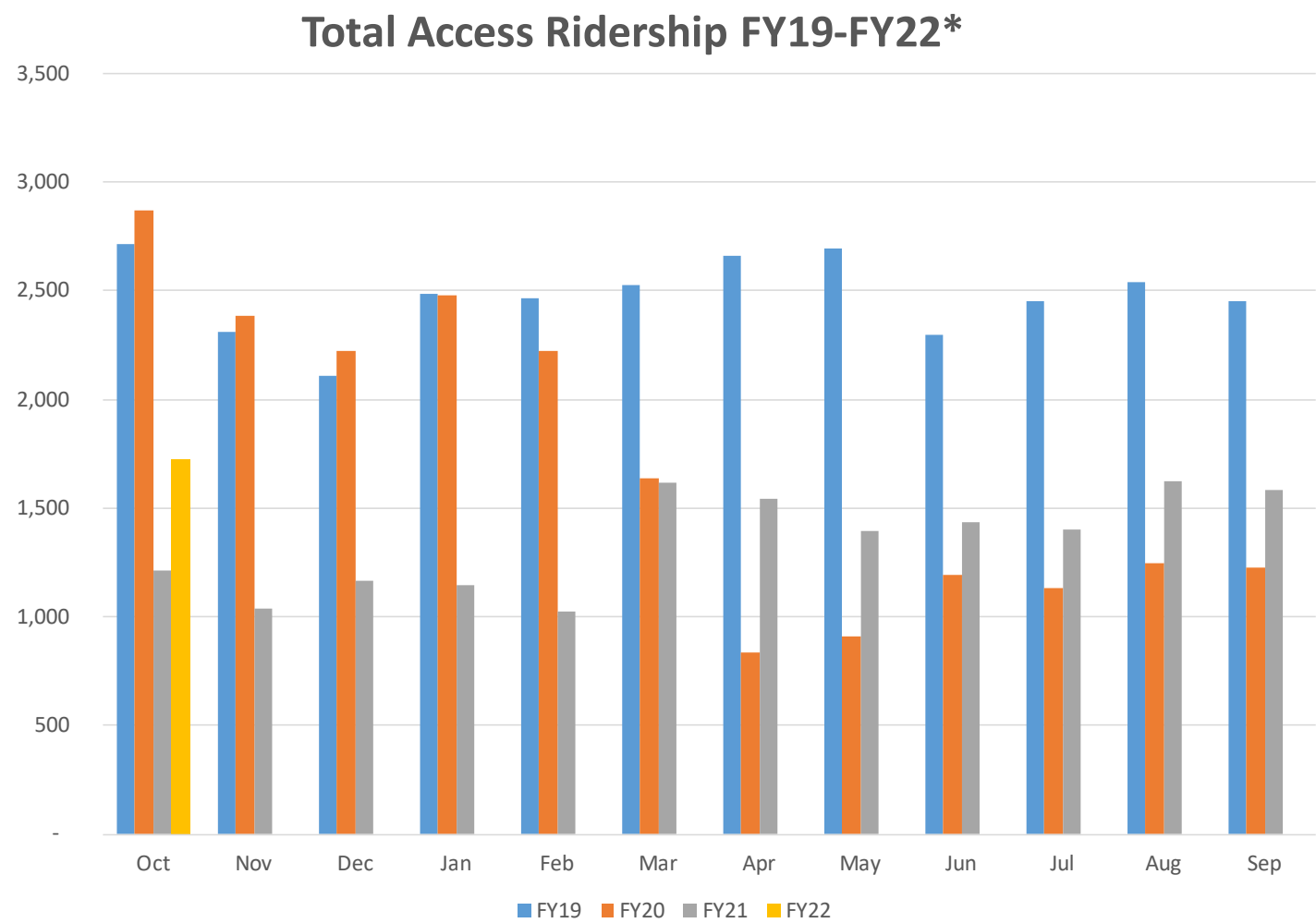


FY19-FY21 Total Monthly Ridership – Bus



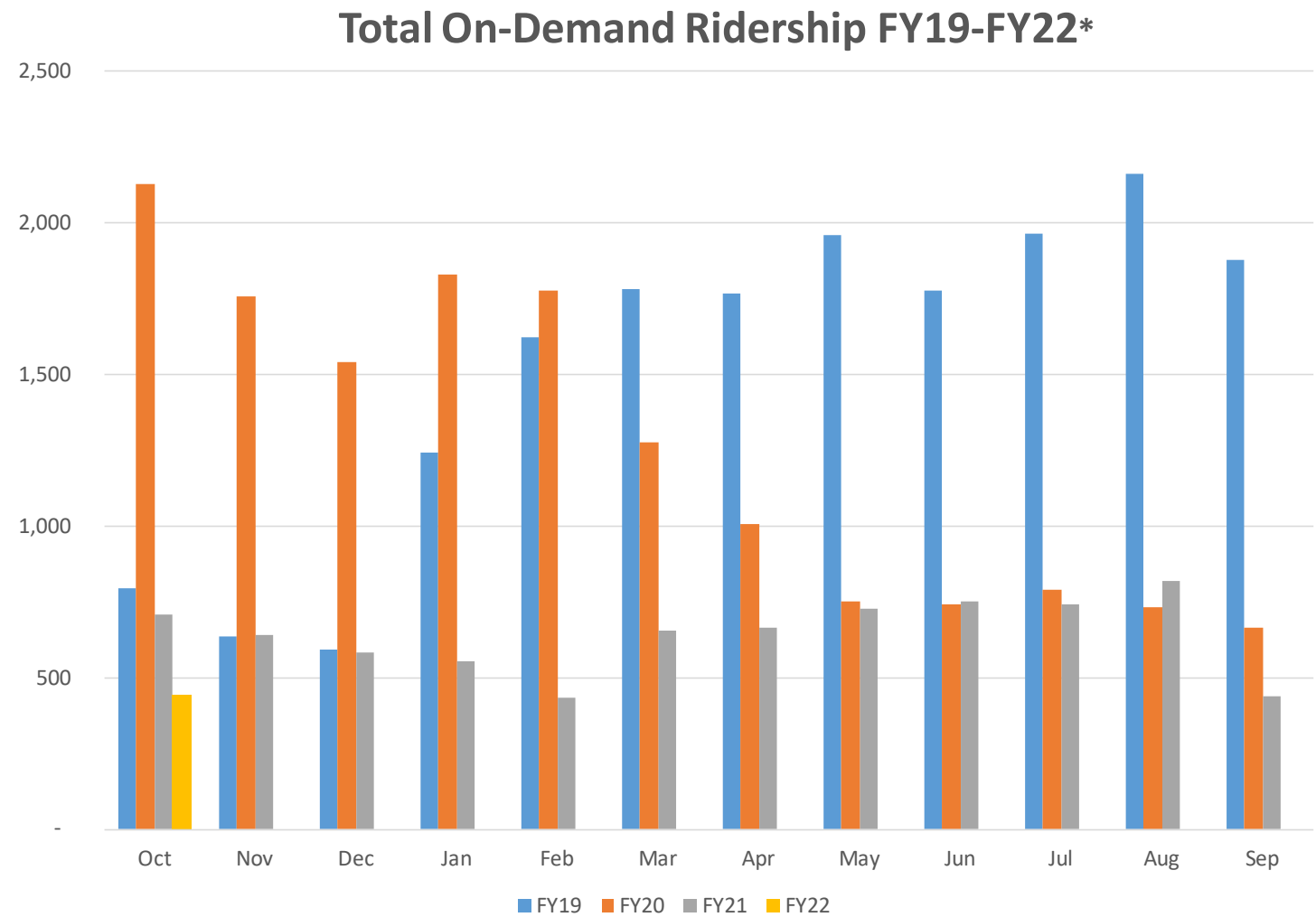
*UNT, NCTC, Denton, Lewisville, and Highland Village Connect Service

FY19-FY21 Total Monthly Ridership – Access



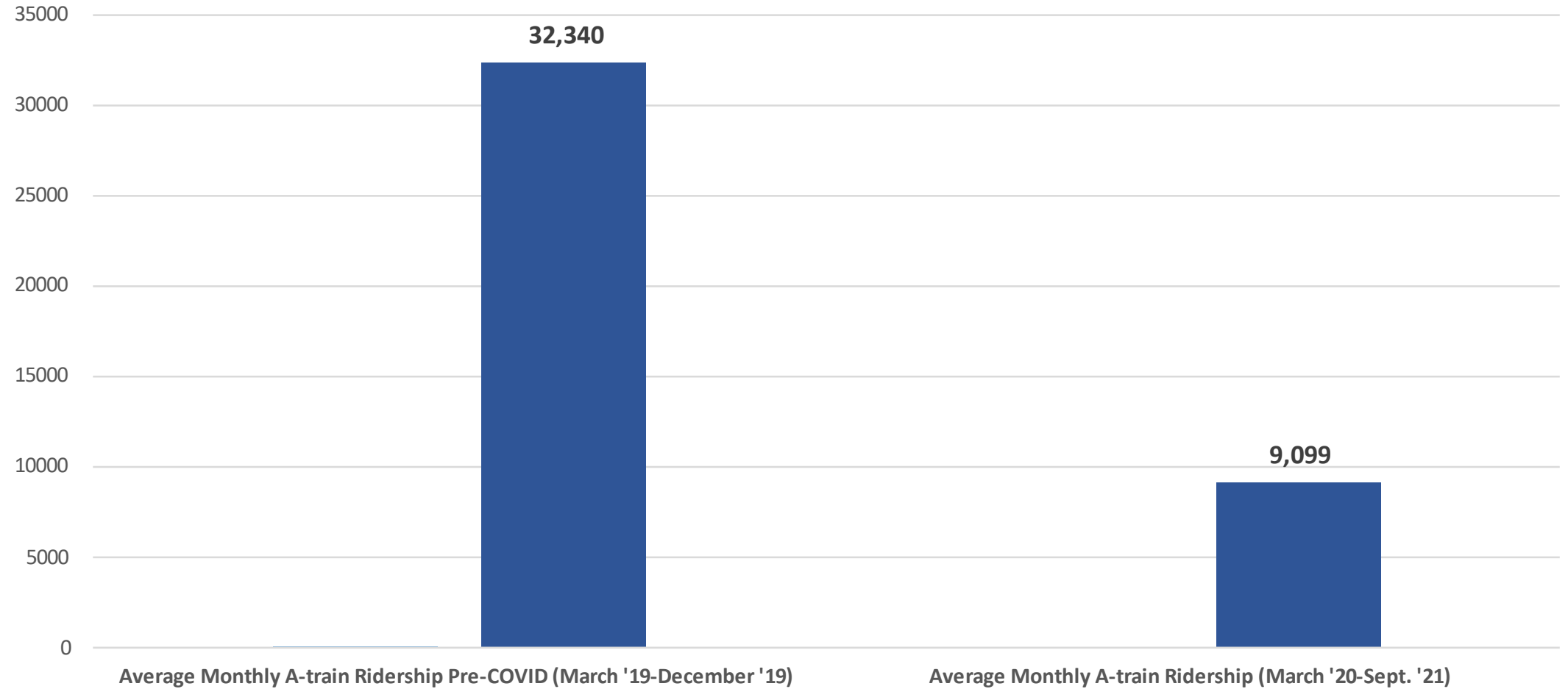
*ADA & Non-ADA Service in Denton, Lewisville & Highland Village

FY19-FY21 Total Monthly Ridership – On-Demand

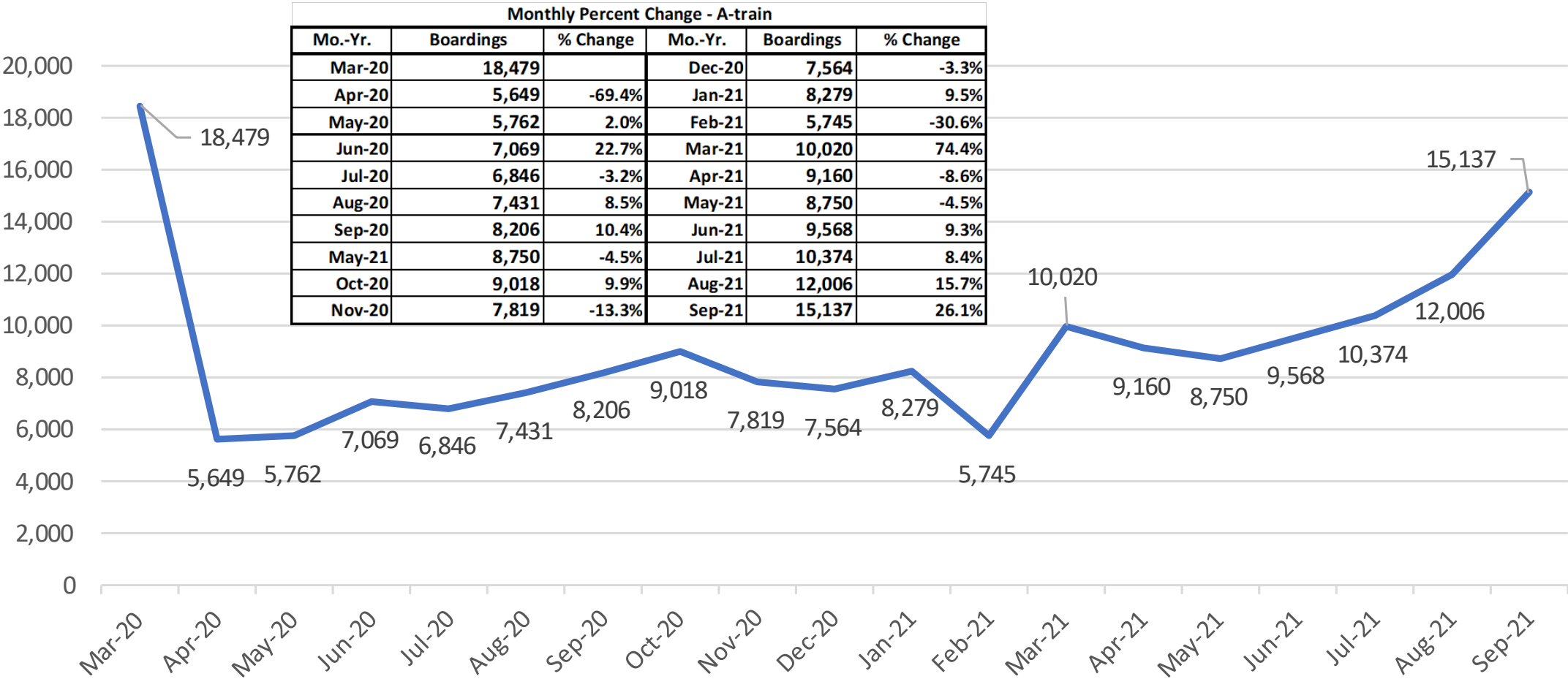


*Frisco, Collin County Transit and Zoned Service In Denton & Highland Village

Pre-COVID Average Monthly A-train Ridership and Current Average



Monthly A-train Ridership Trend: March 2020 – Sept. 2021



Denton County Transportation Authority



October 2021

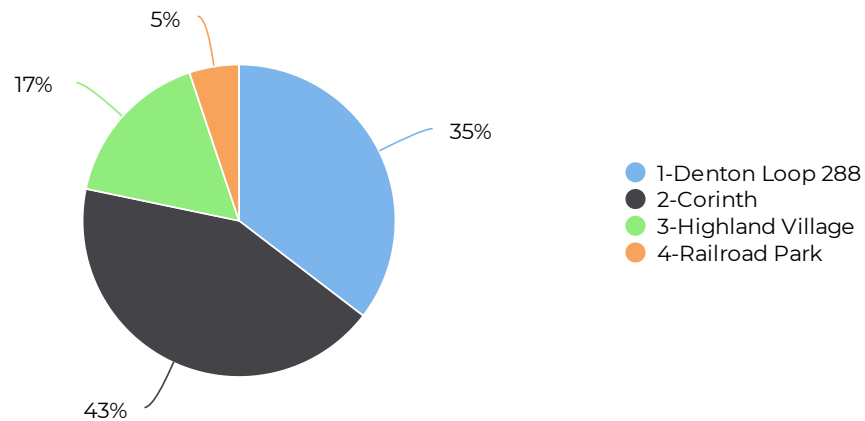
Key Figures

October 1, 2021 → October 31, 2021

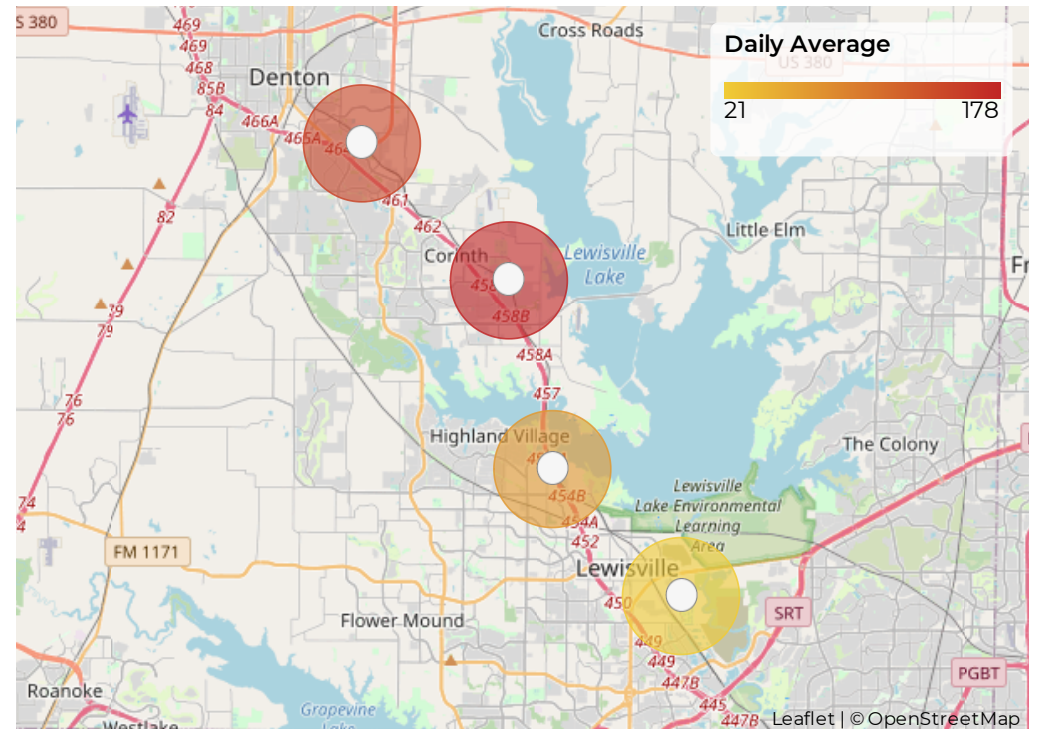
Total
12,905

Peak Day
Sunday
Oct 3, 2021
753

Distribution



Key Figures Map



Compared to 10/02/2020 → 11/01/2020

Key Figures

October 1, 2021 → October 31, 2021

Key Figures Summary

Site	Average	Peak Count	Peak Period
2-Corinth	178	334	Sun Oct 3, 2021
1-Denton Loop 288	147	265	Sun Oct 3, 2021
3-Highland Village	69	135	Sun Oct 3, 2021
4-Railroad Park	21	40	Sat Oct 16, 2021

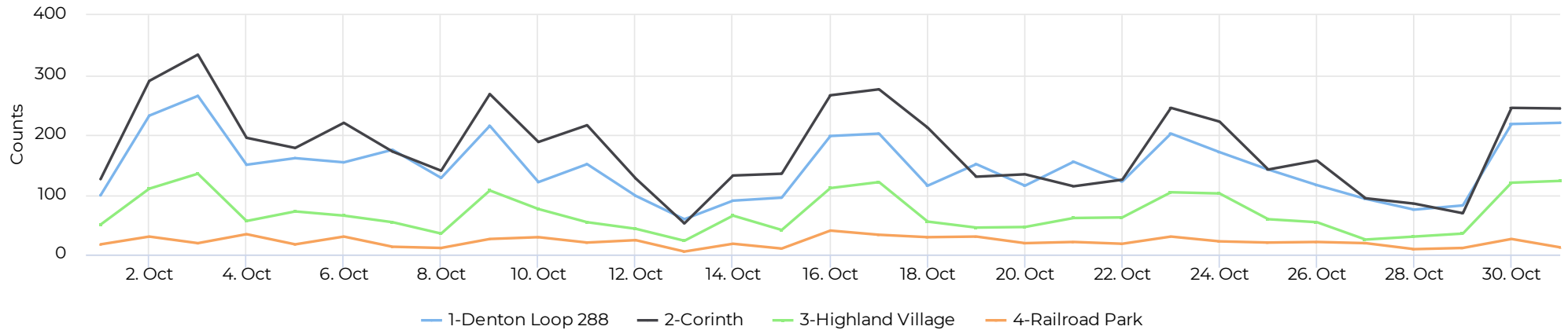
📈 Compared to 10/02/2020 → 11/01/2020

Key Figures

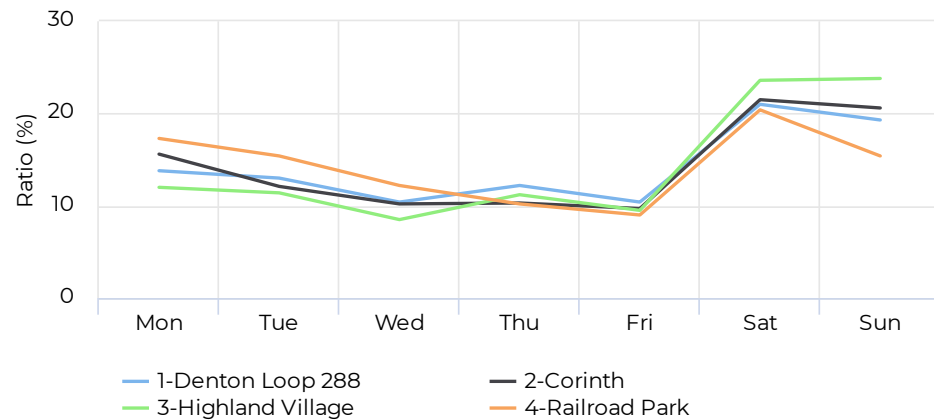
October 1, 2021 → October 31, 2021

Daily traffic

10/01/2021 → 10/31/2021

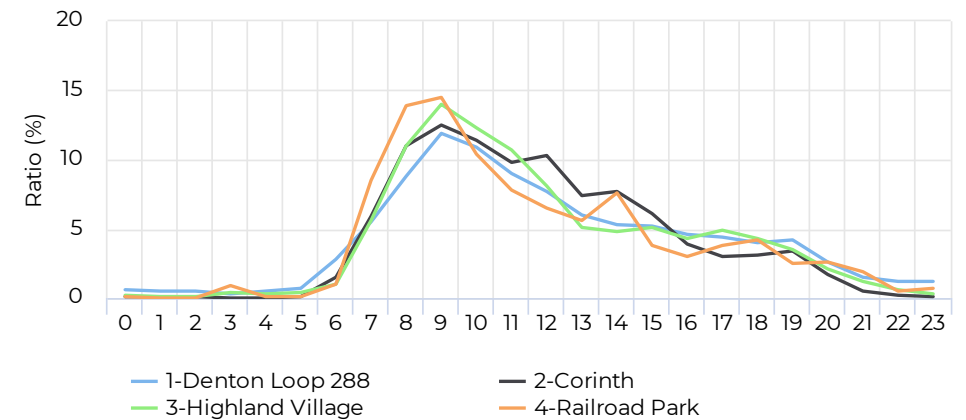


Daily Profile



Hourly Profile - Weekend

01/01/2021 → 11/14/2021

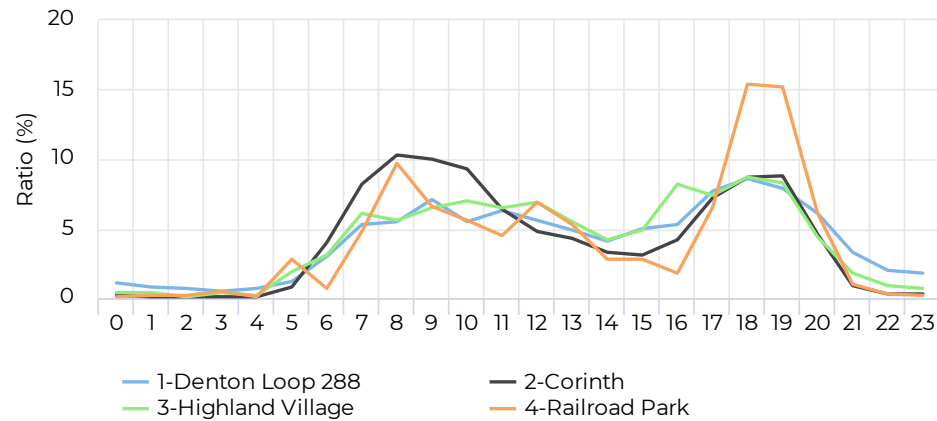


Key Figures

October 1, 2021 → October 31, 2021

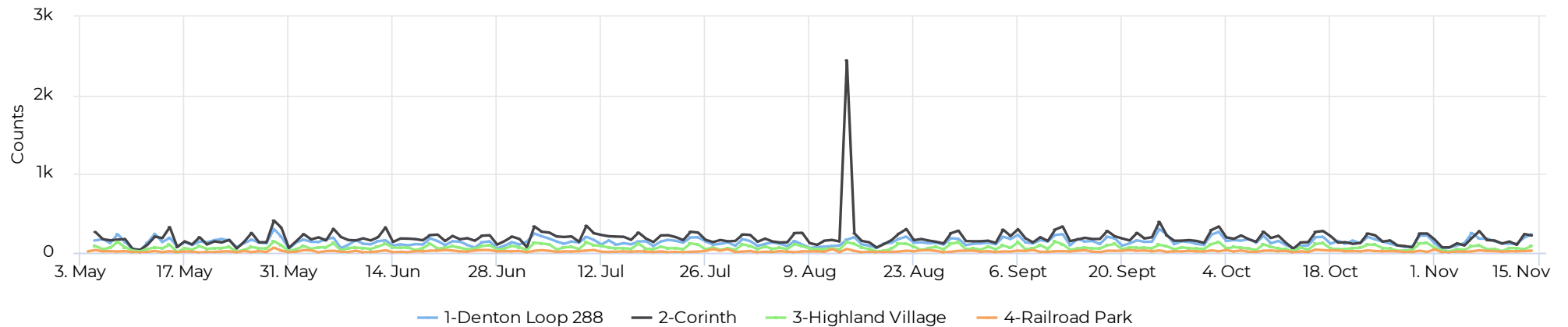
Hourly Profile - Weekdays

01/01/2021 → 11/14/2021



Trend to Date

Whole Period





Board of Directors Memo

December 2, 2021

SUBJECT: Social Service Agency Roundtable Recap Report –October 2021

Recommendation

This is an informational item. No action is required.

Background

The purpose of the Social Service Agency Roundtable is to establish and maintain collaborative relationships and partnerships with social service agencies throughout Denton County. This ensures that DCTA is collectively meeting the needs of our community.

DCTA hosts roundtables on a quarterly basis and maintains ongoing communications with all participating agencies.

Financial Impact

There is no financial impact.

Exhibits

Exhibit 1: Social Service Agency Roundtable Recap Report (October 2021)

Submitted By: _____
Mary Worthington, Community Relations Manager

Approval: _____
Pamela Burns, Director of Public Involvement and Communications



Social Service Agency Roundtable Recap Report

October 19, 2021 – Lewisville Virtual SSA Meeting

October 21, 2021 – Denton Virtual SSA Meeting

MEETING & PROMOTION OVERVIEW



Meeting Details – Lewisville Virtual

Location: Virtual Meeting

Date: Tuesday, October 19

Time: 9 a.m. – 10:00 a.m.

Invitations: Lewisville - 124

Actual Attendees:

Lewisville: 12 attendees

DCTA staff: 4 attendees

Agencies in Attendance: NCTCOG, City of Lewisville, Denton County Public Health, Salvation Army, MHMR, Grace Like Rain, CCA, Texas Workforce Solutions, VIA

The purpose of the Social Service Agency Roundtable is to establish and maintain collaborative relationships and partnerships with social service agencies throughout Denton County. This ensures that DCTA is collectively meeting the needs of our community.



Meeting Details –Denton Virtual

Location: Virtual Meeting

Date: Thursday, October 21 Denton

Time: 9 a.m. – 10:00 a.m.

Invitations: Denton – 155

Actual Attendees:

Denton : 19

4 DCTA staff

Agencies in Attendance: NCTCOG, City of Denton, Denton County Public Health, Salvation Army, North Texas Food Bank, MHMR, Grace Like Rain, Giving Hope, Inc., Journey to Dream, 29 Acres, Workforce Solutions, Health Service of North Texas

The purpose of the Social Service Agency Roundtable is to establish and maintain collaborative relationships and partnerships with social service agencies throughout Denton. This ensures that DCTA is collectively meeting the needs of our community.



[This Photo](#) by Unknown Author is licensed under [CC BY-SA](#)

Meeting Agenda



SOCIAL SERVICE AGENCY ROUNDTABLES VIRTUAL MEETING LEWISVILLE -October 19, 2021 DENTON –October 21, 2021 AGENDA

Welcome and Introductions

- Mary Worthington, Community Relations Manager
- New DCTA Staff

GoZone Service Launch September 7 - <https://dctafeedback.net/>

- Ridership
 1. GoZone ridership continues to grow
 2. Surpassed 1,000+ daily rides on multiple occasions
 3. Highest ridership for the week of 10/11 - 10/15: 1,142 completed rides on one specific day.
- Portal Training contact: yesenia.covarrubias@ridewithvia.com
- GoZone to Castle Hills - January
- Feedback

Service Updates

<https://www.dcta.net/passenger-resources/stay-informed/schedule-changes>

- Monday, October 25, minor services changes
- These services changes will optimize route times and enhance on-time performance

<u>Denton Connect Route</u>	
Route 3	Weekday timetable has changed. Weekday schedule was modified to mitigate traffic issues at Ryan High School.

1

	The Saturday schedule has no changes.
Route 7	Timetable has changed. Changes to both weekday and Saturday schedules to mitigate traffic issues in west Denton.
<u>Lewisville Connect</u>	
Route 22	Weekday timetable has changed Changes to the last two runs on weekdays and no changes to Saturday
University	All campus shuttles affected

Campaigns & Events

- Election Day – free ride on fixed routes and A-train
- Veterans Day - free ride on fixed routes and A-train

Nonprofit Passes

Open Discussion

- Social Service Agency Updates
- Group Feedback

Next Meeting

- 9:00 a.m. - February 8, 2021 Lewisville
- 9:00 a.m. - February 10, 2021 Denton

2

General Promotion

The May 2021 SSA Roundtable Meetings were promoted via Community Outreach News, Facebook, Twitter and direct email.



MEETING NOTES – Lewisville & Denton



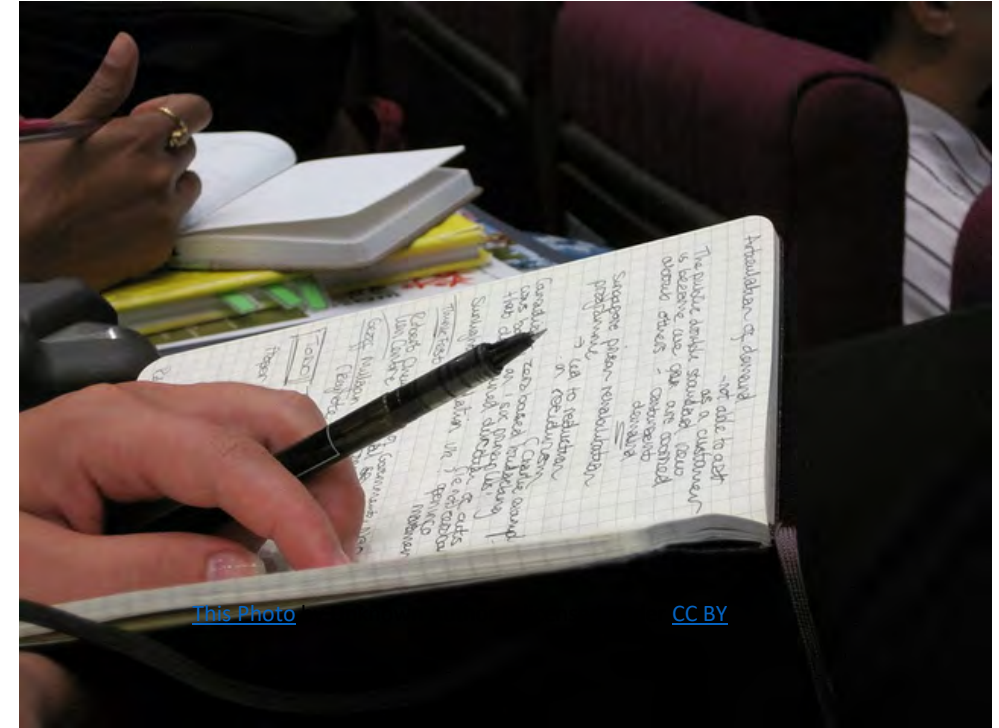
Meeting Notes

Welcome and Introductions

- In order to facilitate a group atmosphere, introductions were made through an icebreaker in the chat mechanism of the Microsoft Teams meeting platform

Review of Handouts/Presentations

- The following updates and information were provided:
 - General Service Updates
 - GoZone update:
 1. Highest ridership occurred week of 10/11 - 10/15
 2. 1,142 completed rides on one specific day.
 3. Portal Training available
 4. GoZone to Castle Hills - January



Meeting Notes

Campaigns

- Election Day – free ride on fixed routes and A-train
- Veterans Day - free ride on fixed routes and A-train

Nonprofit Pass Reminders

- Reviewed Nonprofit passes
- Reviewed process for purchase and discount



NEXT ROUNDTABLE MEETINGS



February 2022 Roundtable Meetings

Lewisville

Date/Time:

Tuesday, February 8, 2022
9:00 a.m. – 10:30 a.m.

Virtual Meeting via Microsoft Teams

Denton

Date/Time:

Thursday, February 10, 2022
9:00 a.m. – 10:30 a.m.

Virtual Meeting via Microsoft Teams

For questions about the upcoming Social Service Agency Roundtables
or to get more involved in the conversation, please contact:

Mary Worthington, Community Relations Manager

mworthington@dcta.net



Board of Directors Memo

December 2, 2021

SUBJECT: Community Advisory Committee Recap Report – October 2012

Recommendation

This is an informational item. No action is required.

Background

DCTA's Community Advisory Committee provides a forum to exchange information between DCTA staff, its passengers, and the community on transit-related issues. Public participation and input are critical as we continue to expand the public transportation opportunities available in the region.

Financial Impact

There is no financial impact

Exhibits

Exhibit 1: Community Advisory Committee Recap Report (October 2021)

Submitted By: _____
Mary Worthington, Community Relations Manager

Approval: _____
Pamela Burns, Director of Public Involvement and Communications



Community Advisory Committee Meeting Recap Report

October 2021

MEETING DETAILS

IR



Community Advisory Committee

DCTA

DENTON COUNTY
TRANSPORTATION
AUTHORITY

Online meeting held on
Wednesday, October 19, 2021 at 6 p.m.
*This was a joint meeting for both the Denton and
Lewisville/Highland Village CAC groups*

Community Attendees: 5
DCTA Attendees: 3

MEETING NOTES



MEETING NOTES

Purpose of the Community Advisory Committee (CAC)

- Exchanging Information
- Providing public input/feedback
- Sharing DCTA News
- Recruitment and welcoming new members



GoZone Service Details

- Reported on GoZone ridership details
 - Surpassed 1,000+ daily rides on multiple occasions
 - Highest ridership for the week of 10/11 - 10/15 - 1,142 completed rides on one specific day.

MEETING NOTES

Presentation of September 7, 2021 Service Changes

- On overview of the September service changes were presented to the committee
- Information about A-train frequency changes was also reported

Campaigns/Events

- Election Day – free ride on fixed routes and A-train
- Veterans Day - free ride on fixed routes and A-train

Next Meeting



NEXT MEETING



January CAC Meeting



Wednesday
January 26, 2022
6 p.m.

For questions about the upcoming Community Advisory Committee Meeting, or to get more involved in the conversation, please contact:

Mary Worthington, Community Relations Manager, at mworthington@dcta.net

Board of Directors Memo

December 2, 2021

SUBJECT: Interlocal Agreement with Trinity Metro for Cooperative Purchasing

Recommendation

Staff recommends the Board of Directors authorize the CEO to execute an Interlocal Agreement with Trinity Metro for cooperative purchasing, once Trinity Metro has expressly agreed and signed.

Background

Trinity Metro and DCTA staff have discussed the opportunity to utilize cooperative procurements, contracts, and agreements through an Interlocal Agreement. Once established, this will allow DCTA and Trinity Metro the ability to utilize each other's contracts, agreements, and to cooperatively procure future solicitations. Trinity Metro is a local government as defined by the Interlocal Cooperation Act.

Previous Board Activity & Action

There has been no previous Board-level activity on this item.

Identified Need

DCTA and Trinity Metro have expressed a common interest in utilizing procurements, contracts, and agreements to leverage greater buying power to reduce overall cost.

Approval of the interlocal agreement will allow DCTA and Trinity Metro to utilize agreements to purchase like goods and services, to avoid duplicate procurement efforts, and leverage the buying power of volume purchasing. Each agencies desire to enter into a cooperative purchasing agreement will afford each party the ability to purchase goods and services under each other's competitively procured contracts and agreements.

Staff will present the Interlocal Agreement on the January or February agenda for approval.

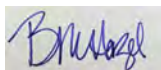
Financial Impact

There is no financial impact to the budget.

Exhibits

Exhibit One: DRAFT Interlocal Agreement with Trinity Metro Cooperative Purchasing

Submitted By:



Brandy Hazel, Manager of Contracts & Procurement

Final Review:



Athena Forrester, AVP of Regulatory Compliance

STATE OF TEXAS §
§ INTERLOCAL AGREEMENT FOR
COUNTY OF DENTON § COOPERATIVE PURCHASING

This Interlocal Agreement for Cooperative Purchasing (“Agreement”) is made and entered into as of the Effective Date by and between Denton County Transportation Authority (“DCTA”) and Fort Worth Transportation Authority, doing business as Trinity Metro (“Trinity Metro”), (each a “Party” and collectively the “Parties”), acting by and through their authorized representatives.

RECITALS

WHEREAS, Fort Worth Transportation Authority, doing business as Trinity Metro is a regional transportation authority created under Chapter 452 of the Texas Transportation Code; and

WHEREAS, DCTA is a coordinated county transportation authority created under Chapter 460 of the Texas Transportation Code; and

WHEREAS, the Parties are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act (“Act”), Chapter 791, Texas Government Code; and

WHEREAS, DCTA and Trinity Metro are units of local government that have the statutory authority under the Act to perform the services set forth in this Agreement; and

WHEREAS, the Parties have each determined a need for a cooperative agreement to purchase like goods and services, including mobility services, to avoid duplicate procurement efforts and obtain the benefits of volume purchasing; and

WHEREAS, the Parties desire to enter into a cooperative purchasing program which will allow each Party to purchase goods and services, including mobility services, under each other’s competitively bid contracts pursuant to Subchapter F, Chapter 271, of the Texas Local Government Code;

NOW THEREFORE, for and in consideration of the mutual obligations and benefits contained herein, the Parties shall agree as follows:

Article I
Purpose

The purpose of this Agreement is to establish a cooperative purchasing program between the Parties that will allow each Party to purchase goods and services, including mobility services, under each other’s competitively bid contracts pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code in order to avoid duplicate procurement efforts and obtain the benefits of volume purchasing.

Article II Term

2.1 The Initial Term of this Agreement shall begin on the last date of execution hereof (the "Effective Date") and continue for a period of one (1) year, unless sooner terminated as provided herein. After the Initial Term, this Agreement shall automatically renew for successive one (1) year terms upon the mutual agreement by both Parties (each a "Renewal Term").

2.2 Either Party may terminate this Agreement for any reason whatsoever, without cause or penalty, by providing the other Party thirty (30) days' prior written notice to terminate.

Article III Designated Representative

The Parties agree that each Party shall respectively designate a person to act under the direction of, and on behalf of, the designated Party (the "Designated Representative").

Article IV Purchasing

At the request of the other Party, the Party that enters into a contract with a vendor for goods or services, including mobility services, (the "First Purchasing Party") shall attempt to obtain the vendor's agreement to offer those goods and services to the other Party (the "Second Purchasing Party") for the same price and on the same terms and conditions as have been offered to the First Purchasing Party. If the vendor so agrees, and if the Second Purchasing Party is agreeable to such terms and conditions, the Second Purchasing Party may enter into its own separate contract with the vendor for the purchase of such goods or services.

Article V Payments

Unless otherwise agreed between the Designated Representatives, payments for a purchase made by the Second Purchasing Party shall be paid directly to the vendor and not to the First Purchasing Party. The Second Purchasing Party shall have the responsibility of determining whether the vendor has complied with any provisions in its contract with the vendor, including but not limited to those relating to the quality of items and terms of delivery, and shall be responsible for enforcement of its contract against the vendor, including all costs of enforcement.

Article VI Miscellaneous

6.1 Federal, State and Local Laws. This Agreement will be subject to all applicable federal, state and local laws, ordinances, rules and regulations.

6.2 Governing Law. If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Denton County, Texas.

6.3 Severability. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, the parties shall endeavor to agree to a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

6.4 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

6.5 Authorization. The undersigned officers and/or agents are properly authorized to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary actions extending such authority have been duly passed and are now in full force and effect.

6.6 Notices. All notices, requests, demands, and other communications which are required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon the delivery or receipt thereof, as the case may be, if delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, to the respective representative set out below, or his/her designee.

(signature page to follow)

EXECUTED this _____ day of _____, 2021.

Denton County Transportation Authority

By: _____
Raymond Suarez, Chief Executive Officer

1955 Lakeway Drive, Suite 260
Lewisville, Texas 75067
Phone: (972) 221-4600

Approved as to form:

By: _____
Joseph J. Gorfida, Jr., General Counsel
(04-13-2021:TM 121786)

EXECUTED this _____ day of _____, 2021.

**Fort Worth Transportation Authority, doing
business as Trinity Metro**

By: _____
Bob Baulsir, President and CEO
Trinity Metro

Fort Worth Transportation Authority
801 Cherry Street
Suite 850
Fort Worth, TX 76102
Phone: (817) 336-7433

Board of Directors Memo

December 2, 2021

SUBJECT: Title VI Policy Updates Due to FTA by June 1, 2022

Recommendation

No action required, informational report only.

Background

DCTA is committed to ensuring that no person is excluded from participation in, or denied benefits of, its transit services based on race, color, or national origin, as protected by Title VI of the Civil Rights Act of 1964. The requirements specified by Federal Transit Administration FTA C. 4702.1B for complying with 49 CFR Section 21.9(b)(3) state that, *“In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Act or this part.”*

As a recipient of federal funds DCTA is required to implement a Title VI program and update the program every three years to remain in compliance. Our current program was updated in 2019, with the next update due to FTA no later than June 1, 2022. Kittelson & Associates is assisting staff to update our program to include:

- Provide updated terminology in accordance with the FTA terminology, best practices within the transit industry, and local needs of DCTA.
- Review and provide recommendations for updates to the Limited English Proficiency Plan and DCTA’s Public Participation Plan. DCTA’s Marketing and Communications Team will take the lead on content development for the Public Participation Plan, the Kittelson team will provide coordination meetings and recommendations for content updates.
- Provide recommendations for Title VI Policy updates as they relate to new service types and potential service changes, including considerations for on-demand service and flexible transit services.
- Update reporting, fare analysis policies, and major service change policies as-needed.

The updated program will be presented to the Board in March 2022 for approval and adoption.

Previous Board Activity & Action

There has been no previous Board-level activity on this item related to the updates for 2022.

Identified Need

As a recipient of federal funds DCTA is required to update our Title VI program every three years.

Financial Impact

There is no financial impact to the budget.



Exhibits

None.

A handwritten signature in blue ink that reads "Athena Forrester".

Athena Forrester, AVP of Regulatory Compliance