



**Board of Directors Special Called Board Meeting Minutes  
DCTA Budget Workshop  
June 16, 2022 | 10:00 a.m.**

The Board of Directors of the Denton County Transportation Authority (DCTA) convened the Special Called Board Meeting (Budget Workshop) with Chair Cesar Molina presiding on June 16, 2022, at 10:00am at the DCTA Administrative Offices located at 1955 Lakeway Drive, Suite 260, Lewisville, Texas.

**Voting Members**

Chair Cesar Molina, Denton County  
Vice-Chair TJ Gilmore, City of Lewisville  
Secretary Dianne Costa, City of Highland Village  
Board Member Andy Eads, Denton County  
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  
Board Member Paul Stevens, 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 Jeremie Maurina, City of The Colony

**Legal Counsel**

Joe Gorfida, NJDHS (absent)

**INTERIM DCTA CEO**

Paul Cristina

**CALL TO ORDER**

Chair Molina called the meeting to order at 10:10am. The following Board Members were in attendance:

Cesar Molina, Chair  
TJ Gilmore, Vice-Chair  
Alison Maguire, Board Member  
Paul Stevens, Alternate for Board Secretary Costa  
Jody Gonzalez, Alternate for Board Member Eads  
Dennie Franklin, Board Member  
Connie White Board Member



**INVOCATION**

Chair Molina provided the invocation.

**PLEDGE OF ALLEGIANCE**

The Board recited the Pledge of Allegiance to the United States and Texas flags.

**INTRODUCTIONS**

Chair Molina announced that Paul Stevens and Jody Gonzalez were filling in for Board Secretary Costa and Board Member Eads.

**PUBLIC COMMENT**

No members of the public wished to address the Board at this time.

**REGULAR AGENDA**

**1. Discussion of Proposed Fiscal Year (FY) 2023 Operating and Capital Budget (packet pages)**

*Discussion Item*

Presenter:	Amanda Riddle, Senior Manager of Budget Paul Cristina, Interim CEO
Backup Information:	Memo

The discussion of the Proposed Fiscal Year (FY) 2023 Operating and Capital Budget and Reserve Policies was presented by the following staff members:

Amanda Riddle, Senior Budget Manager  
Paul Cristina, Interim Chief Executive Officer (CEO)  
Javier Trilla, Assistant Vice-President – Innovation and Information Technology  
Troy Raley, Senior Director of Mobility Services

Executive Summary

- FY0223 Proposed Budget – Budget Calendar
- 4-Year Outlook – Revenue vs. Expenses
- Budget Adjustment Drivers – Revenues and Expenses
- Expanded Level Project (ELP) Summary
- Ridership and Budget (By Mode)
- Incremental Cost of Connect Service
- DCTA Budget Summary
- Capital Budget Summary
- Change in Net Position (DCTA, Net Depreciation)

Revenues

- Total FY2023 Proposed Revenues
- Operating Revenues – Bus, GoZone, Rail
- Non-Operating Revenues
- Non-Operating Revenue: Federal Grants – Capital and Operating

Operating Expense: Bus Operations (\$22.9 million)

- Operating Expenses – Bus
- Service Miles and Fuel
- UNT Contract Details
- Relationship between DCTA and North Texas Mobility Corporation (NTMC)
- DCTA Transfer out to NTMC Budget
- Change in Net Position (DCTA, Net Depreciation)
- Purchased Transportation
- GoZone Budget Details
- GoZone Budget Details – Additional Investment

Operating Expenses – Rail (\$16.4 million)

- Rail Purchased Transportation
- Operating Expenses
- Rail Maintenance – Background
- Rail Major Maintenance (A-train)
- Rail Major Maintenance (Overall)
- Recommended Rail Fleet Maintenance (FY26-FY30- DRAFT)

Operating Expenses: General and Administrative (\$7.9 million)

- Operating Expenses – General and Administrative
- Expanded Level Project (ELP) Summary
- Security Camera, Access Control, and Station Signage Study
- GoZone Weekend Hours, Coverage Expansion and Quality Improvements
- Position: Director of Safety and Compliance
- Kansas City Southern (KCS) Transit Oriented Development (TOD) Planning Analysis
- Long-Range Service Plan Update (LRSP)
- Marketing and Advertising Strategic Review
- Staffing Level Review

Operating Expense: Debt Service

- Non-Operating Expense

Capital Improvement and Major Maintenance Plan

- Capital Budget Summary
- Capital Rollover Requests
- Expanded Level Project (ELP) Summary
- Enterprise Resource Planning (ERP) Implementation
- Swiftly Transit Platform (CAD-AVL)
- DCTA Multifacility Firewall Upgrade
- AV Upgrade for DCTA Conference Rooms

### Long Range Financial Plan

- Reserve Fund Policies – Financial Policies
- Escalation Assumptions – Revenue, Sales Tax, Labor and General Inflation

During the Budget Workshop, the Board held discussions regarding the following:

- Net Sales Tax collected
- Clarification of Vanpool increases
- Clarification of Bus Operation expenses (i.e. NTMC salaries/wages)
- Separation of GoZone and Bus operations data
- Lyft contracts
- The bidding process (i.e. Via)
- PTC Phase 1 completion date
- “Fuel Pass Through”
- Clarification of Administrative Fees
- Opportunities to save money on utilities (i.e., contracts with Denton Municipal)
- Rail Maintenance scheduling (i.e., timeframe to purchase new trains)
- Comprehensive Maintenance Long Range Plan
- Employees’ Wages/Benefits (i.e., discussion of 3.5% merit increase, clarification of eligibility, percentage of employees who receive it, costs of living increases, analysis of employee wages versus inflation)
- Understanding the Marketing Budget
- Security on vehicles and platforms (i.e., high priority for cameras on platforms, suggestion to partner with cities/county to obtain lower rate/purchase price, engineering study)
- Bike racks
- Discussion of the ERP system (i.e., workload reduction, project manager to oversee installation)
- Investigation of Rail Wi-Fi
- Automatic Passenger Counting

### CONVENE EXECUTIVE SESSION

The Board did not convene into Executive Session.

### RECONVENE OPEN SESSION

The Board did not convene into Executive Session; therefore, reconvening into Open Session was not necessary.



**ADJOURN**

Chair Molina adjourned the meeting at 1:05pm.

  
Cesar Molina, Board Chair  
Dianne Costa, Board Secretary