



## Board of Directors Regular Meeting January 26, 2023 | 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 on Thursday, January 26, 2023, at 10:00 a.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.

The public is allowed to use the ZOOM link below to participate in a Board Meeting. To join the meeting, please use the information below:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87167726174?pwd=ZWsxNDFqNmpDdkVvTWNFcThRODIFQT09>

Passcode: 282375

Or One tap mobile: US: +13462487799

Or Telephone:

Dial US: +1 346 248 7799

Webinar ID: 871 6772 6174

Passcode: 282375

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

PLEDGE OF ALLEGIANCE

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.

Speakers making personal, impertinent, profane, or slanderous remarks may be removed from the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping and similar demonstrations will not be permitted.

Citizens that are not able to participate in-person must email his or her public comment to [kmorris-perkins@dcta.net](mailto:kmorris-perkins@dcta.net) no later than **3:00 pm on Wednesday, January 25, 2023**, to ensure the comment will be distributed to Board Members prior to the meeting.



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 Denton County Transportation Authority (DCTA) Chief Executive Officer (CEO) Evaluation Policy**  
**(packet pages 6-11)**  
*Action Item*  
Backup Information: Memo
- 2. Consider Approval of a Resolution Approving Budget Revision 2023-01 for Alliance Lyft Services**  
**(packet pages 12-19)**  
*Action Item*  
Backup Information: Memo  
Exhibit 1: Resolution Approving Budget Revision 2023-01  
Exhibit A: Budget Revision 2023-01  
Exhibit B: Change in Net Position
- 3. Consider Approval of a Resolution Designating Sherrelle Evans-Jones as the Investment Officer**  
**(packet pages 20-22)**  
*Action Item*  
Backup Information: Memo  
Exhibit 1: Resolution
- 4. Consider Appointment of Cassey Ogden to Fill an Unexpired Term of David Gaines on the North Texas Mobility Corporation (NTMC) Board of Directors**  
**(packet page 23)**  
*Action Item*  
Backup Information: Memo
- 5. Consider Approval of Monthly Financial Statements for November 2022 and Quarterly Reports for Q1 FY2023**  
**(packet pages 24-53)**  
*Action Item*  
Backup Information: Memo 1  
Exhibit 1(a): Monthly Financial Statements – November 2022  
Exhibit 1(b): Capital Projects Budget Report – November 2022  
Memo 2  
Exhibit 2(a): Quarterly Investment Report Q1 FY2023  
Memo 3: Quarterly Grants Report Q1 FY2023

**6. Consider Approval of Regular Meeting Minutes dated December 1, 2022**

**(packet pages 54-59)**

*Action Item*

Backup Information: Exhibit 1: December 1, 2022 Meeting Minutes

**REGULAR AGENDA**

**1. Discuss and Consider Approval of Task Order #10 with AECOM for Electronic Security Technology Planning Assessment**

**(packet page 60)**

*Action Item*

Backup Information: Memo

**2. Discuss and Consider Approval of Fiscal Year 2022 Transportation Reinvestment Program (TRiP) Annual Report and Fiscal Year 2023 Call for Projects**

**(packet pages 61-80)**

*Action Item*

Backup Information: Memo  
Exhibit 1: TRiP Annual Call for Projects FY2023  
Exhibit 2: TRiP Annual Report FY2022

**3. Discuss Safety, Service and Ridership Metrics Reporting**

**(packet page 81)**

*Discussion Item*

Backup Information: Memo

**4. Discuss Intermediate Service Plan Update (JT)**

**(packet page 82)**

*Discussion Item*

Backup Information: Memo

**5. Discuss Marketing and Communications Review of January 1, 2023 Service and Fare Change Roll Out and Next Steps for Fare Media Transition**

**(packet page 83)**

*Discussion Item*

Backup Information: Memo

**6. Discuss Local and Regional Transportation Updates and Legislative Issues**

**(packet pages N/A)**

*Discussion Item*

**INFORMATIONAL REPORTS**

**1. Monthly Financial Reports**

**(packet pages 84-87)**

Backup Information: Memo 1: Monthly Sales Tax Receipts  
Exhibit 1: Monthly Sales Tax Report

## 2. Monthly Ridership Reports

(packet pages 88-96 )

Backup Information:

Memo

Exhibit 1: Ridership by Mode – November-December 2022

Exhibit 2: Connect and GoZone Ridership by Month and Year

Exhibit 3: Connect Ridership Year-Over-Year by Month

Exhibit 4: A-train Year-Over-Year Ridership Comparison

Exhibit 5: Fixed-Route Ridership – November-December 2022

Exhibit 6: UNT Ridership Year-Over-Year by Month

## 3. Interlocal Agreements with Purchasing Cooperatives

(packet page 97)

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 Regular Board Meeting Date:** February 23, 2023

## 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

Pursuant to Section 551.074 of the Texas Government Code, Personnel Manners, the Board will convene into Executive Session to deliberate the duties of the Chief Executive Officer.

## RECONVENE OPEN SESSION

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

## ADJOURN

### Board Members:

Cesar Molina, Denton County Seat 1, *Chair*

TJ Gilmore, Lewisville, *Vice-Chair*

Dianne Costa, Highland Village, *Secretary*

Alison Maguire, Denton

Andy Eads, Denton County Seat 2



**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, Frisco  
Mark Miller, Flower Mound  
Jeremie Maurina, The Colony  
Connie White, Small Cities  
Tom Winterburn, Corinth  
Vacant, Little Elm

**Staff Liaison:**

Paul Cristina, CEO

This notice was posted on January 20, 2023 by 6pm.

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Kisha Morris-Perkins  
Executive Assistant | Board Process Manager



## Board of Directors Memo

January 26, 2023

SUBJECT: Consider Approval of Denton County Transportation Authority (DCTA) Chief Executive Officer (CEO) Evaluation Policy

### **Recommendation**

Staff recommends the Board approve CEO evaluation policy.

### **Background**

The Employment Agreement between the Board of Directors and CEO Paul Cristina, dated September 22, 2022, calls for creation of a CEO evaluation policy prior to a midyear performance review.

The attached policy outlines the process for CEO evaluation at DCTA with a mid-year review that is to occur in March and an end of year review that is to occur in September each fiscal year.

### **Previous Board Activity & Action**

The Board of Directors discussed this item in Executive Session in the December 1, 2022 Board Meeting.

### **Identified Need**

DCTA is required to produce this CEO Evaluation Policy prior to conducting a mid-year review with the CEO.

### **Financial Impact**

There is no financial impact associated with this item.

### **Exhibits**

Exhibit 1 – CEO Evaluation Policy

Submitted By:

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

Brittney Farr, Senior Director  
Engagement & Administration



## DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA)

### CHIEF EXECUTIVE OFFICER (CEO)

### PERFORMANCE EVALUATION POLICY

January 26, 2023

#### I. SCOPE

This policy sets forth the roles, responsibilities, and procedures for the Denton County Transportation Authority Board of Directors (Board) to effectively evaluate the Chief Executive Officer (CEO).

#### II. POLICY STATEMENT

- A. Purpose. The purpose of this policy is to provide for the manner by which the Board conducts a comprehensive evaluation of the CEO to support that person's development and effectiveness as the DCTA leader on an annual basis.
- B. Roles and Responsibilities. For purposes of this policy, only Voting Members of the DCTA Board of Directors formally evaluate CEO performance. Alternate Board Members may, but are not required to, participate in the process with input. Nonvoting Board Members do not participate in the process outlined by this policy.
- C. The goals for CEO evaluation are to:
  - 1. Provide an opportunity for the Board to reflect on the performance of the CEO and on the organization's goals for that position.
  - 2. Hear how the CEO is experiencing their job, how they feel about their performance, what their concerns are about their own performance, and how they are being supported by the organization.
  - 3. Communicate clear and detailed feedback to the CEO about what they are doing well and areas for improvement.
  - 4. Review the job description and work plan and begin the process for making changes for the coming year.
  - 5. Document performance as a basis for reference or for disciplinary action.

#### III. POLICY

- A. A formal in-person evaluation of Chief Executive Officer (CEO) performance shall be carried out by the DCTA Board of Directors in Executive Session on a biannual basis in accordance with the Agency's Fiscal Year calendar. The Mid-Year

Performance Review shall occur in March and a Year-End Performance Review shall occur in September. Assessment criteria and standards will be specified prior to the appraisal in the form of a work plan with Business Goals and Business Objectives for the year.

- B. The Performance Evaluation Policy shall be maintained by the DCTA Human Resources Department and shall be updated as needed at the direction of the Board Chair, in collaboration with the CEO.
- C. The CEO will propose annual Business Goals and Business Objectives to the Board of Directors. The basis of CEO performance evaluation is the Business Goal, which can be comprised of several Business Objectives. The Board of Directors will issue 3-5 Business Goals and corresponding Business Objectives to the CEO for the upcoming Fiscal Year. These Goals and Objectives will be consistent with and address priorities identified by the Board of Directors.
- D. The CEO will commit to making every reasonable effort to achieve the Business Goals that are issued by the Board. The implementation may be affected by the limitations of both staff time and resources. It is understood the CEO may reallocate resources and/or reassign staff to achieve these Goals as long as changes are consistent with a reasonable interpretation of previous actions and existing policies approved by the Board.
- E. The Board of Directors has responsibility for reviewing accomplishments of the past year versus the Business Goals and for judging the extent to which the CEO and staff have been successful in achieving the Business Goals. The evaluation may consider these factors as performance is evaluated:
  - 1. Board Relations
  - 2. Operational Execution
  - 3. Strategic Thinking and Planning
  - 4. Administration
  - 5. Financial Management
  - 6. Communications and Public Relations
  - 7. Personal Leadership Qualities
  - 8. Leadership Skills
  - 9. Interpersonal Skills
- F. The process of proposing and setting annual Business Goals and Objectives is intended to align with the DCTA budget process, since Board priorities reflect budgeted funds. This policy assumes the budget proposed in the annual Budget Workshop, in June, generally reflects the budget the Board will adopt in September.
- G. By necessity, this is a subjective process and one that requires a high degree of communication among all parties. To be effective, it depends on a relationship based on mutual trust and respect.



## IV. PROCEDURE

### A. Identification of Business Goals and Business Objectives

1. CEO will propose Goals and Objectives for the following year and discuss with the Board of Directors in March.
2. The Board of Directors will issue Goals and Objectives in June based on the outcome of those discussions.
3. The CEO will define a work plan for the coming year based on the Goals and Objectives issued by the Board in June. This work plan is distributed to the Board in September.

### B. Mid-Year Review

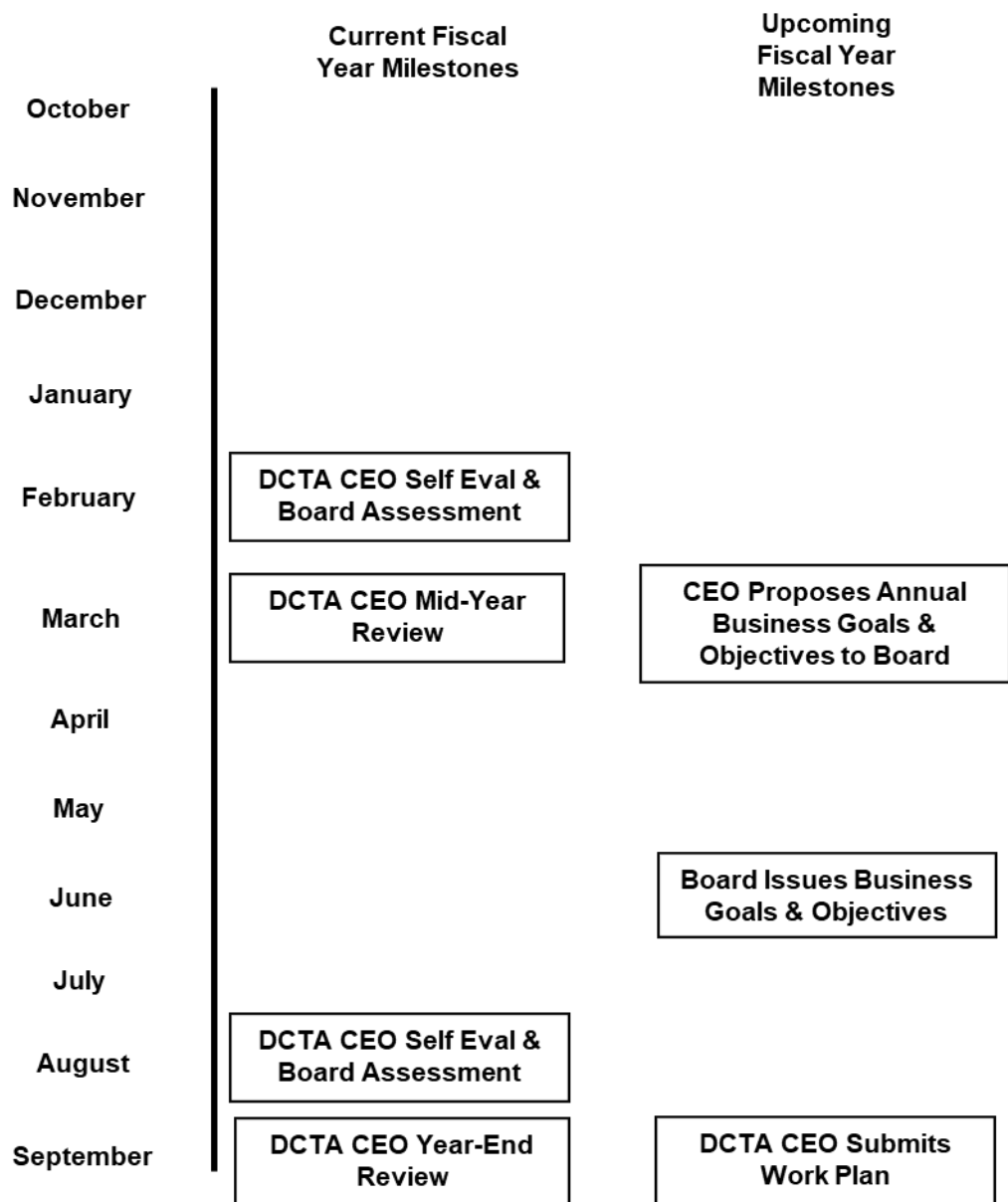
1. CEO completes a self-evaluation of performance against the Goals and submits it to the Chair no later than the second Thursday in February.
2. Chair forwards the self-evaluation to the Board.
3. The members of the Board review the self-evaluation and each Board Member prepares a response.
4. In February, the Board Members discuss the CEO's performance against the Goals, what feedback should be given, and how to handle any concerns raised by the CEO.
5. In March, written feedback prepared by the Board is given to the CEO in a meeting with the Chair at least one (1) week in advance of the March Board meeting.
6. The Mid-Year Performance Review evaluation is discussed in the March Board meeting in Executive Session.

### C. Year-End Review

1. CEO completes a self-evaluation of performance against the Goals and submits it to the Chair no later than the second Thursday in August.
2. Chair forwards the self-evaluation to the Board.
3. The members of the Board review the self-evaluation and each Board Member prepares a response.
4. In the August Board meeting:
  - i. The Board Members discuss the CEO's performance against the Goals, what feedback should be given, and how to handle any concerns raised by the CEO.
  - ii. The Board Members discuss recommendations on CEO compensation and benefits.
5. In September, written feedback, prepared by the Board, is given to the CEO in a meeting with the Chair at least one (1) week in advance of the September Board meeting.
6. In the September Board Meeting:
  - i. The Board Members discuss the CEO Year-End Performance Review Evaluation.

- ii. The Board Members discuss recommendations on CEO compensation and benefits.
- iii. The Board Members discuss with CEO the Board's evaluation of annual performance against the Goals. A performance rating shall be given for each goal and overall. The performance rating shall be either "Exceeds Expectations," "Meets Expectations," or "Not Meeting Expectations."
- iv. The Board Members discuss with CEO any adjustments to the CEO Employment Agreement and / or compensation and benefits.
- v. The Board Members vote in Open Session, if needed, on adjustments to the CEO Employment Agreement and / or compensation and benefits.

7. The exhibit below graphically depicts the procedure outlined in IV.A – IV.C:



#### D. Conclusion

DCTA Human Resources Department will maintain, on behalf of the Board, a confidential personnel file which shall include the following regarding the CEO's employment:

1. Employment Agreement.
2. Copy of current and previous position descriptions.
3. Copies of reviews, including the CEO's self-evaluation and summary of Board responses, and annual statement of goals and objectives.
4. Annual Board decisions regarding salary and benefits.
5. Copies of notes of any other performance-related discussions.

#### VI. SIGNATURE, TITLE, AND DATE OF APPROVAL

Approved:

Board Chair: \_\_\_\_\_

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



## Board of Directors Memo

January 26, 2023

SUBJECT: Consider Approval of a Resolution Approving Budget Revision 2023-01 for Alliance Lyft Services

### Recommendation

Staff recommends the Board approve a Resolution authorizing Budget Revision 2023-01 for the FY2023 Operating and Capital 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 FY23 budget was originally adopted on September 22, 2022. This is the first budget revision related to the FY23 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 2023-01. 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.

Items included in this revision are as follows:

#### MOBILITY SERVICES:

##### Trinity Metro:

The Interlocal Agreement (ILA) for the Trinity Metro Alliance Lyft service was extended until September 30, 2023. This extension was approved by the Board of Directors on December 1, 2022. The cost of this service is fully reimbursed by Trinity Metro and uses DCTA's Lyft agreement to render services and provides DCTA with a 20% administrative fee on the costs of the total cost of the trips that are provided in that service area. This budget revision supports alignment of the budget with the approved, amended ILA.

### Financial Impact

The total budget impact of Budget Revision 2023-01 is an increase to Net Position of \$24,480.

### Exhibits

Exhibit 1: Resolution Approving Budget Revision 2023-01 with the following exhibits:  
Exhibit A: Budget Revision 2023-01  
Exhibit B: Change in Net Position



Submitted By:

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

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Amanda Riddle  
Senior Manager of Budget

Final Review:

A handwritten signature in blue ink that reads "Sherrelle Evans-Jones".

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Sherrelle Evans-Jones, CPA  
Chief Financial Officer

**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. R23-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING FISCAL YEAR 2023 BUDGET REVISION NUMBER 2023-01 REVISED OPERATING & CAPITAL 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 2023 Operating and Capital 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 and Capital 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 22, 2022, 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 26<sup>TH</sup> DAY OF JANUARY, 2023.**

**APPROVED:**

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Cesar Molina, Chair

**ATTEST:**

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Dianne Costa, Secretary  
(01-10-2023:TM 133081)

**Exhibit “A”**  
**Budget Revision 2023-01**  
**(to be attached)**



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

TRANSACTION TYPE:      Transfer    ☐  
    Revision    ☒

Number:      2023-01

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

Operating Revenue:	Contract Service Revenue (240.40120)	\$ 151,501	\$ 146,880	\$ 298,381
Operating Expense:	Purchased Transportation (240.50810)	763,476	122,400	885,876

Net Position Impact    \$    24,480

EXPLANATION: Budget revision 2023-01 is for the extension of services in the Alliance Corridor thru September 30, 2023. DCTA will contract with the mobility provider, Lyft, to deploy on-demand service to the geo-fenced area through an ILA with Trinity Metro. This budget revision includes an increase to contract service revenue of \$146,880 and an increase to purchased transportation expense of \$122,400, with a positive net position impact of \$24,480.

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

## DENTON COUNTY TRANSPORTATION AUTHORITY

## Change in Net Position

Description	DCTA FY 2023 Adopted Budget	DCTA Proposed Budget Revision 2023-01	DCTA FY 2023 Working Budget	NTMC FY 2023 Adopted Budget	FY 2023 Adopted Budget	FY 2023 Working Budget
<b>OPERATING REVENUE</b>						
Passenger Revenues (Bus Farebox)	\$ 206,348	\$ -	\$ 206,348	\$ -	\$ 206,348	\$ 206,348
Passenger Revenues (GoZone Farebox)	1,295,474	-	1,295,474	-	1,295,474	1,295,474
Passenger Revenues (Rail Farebox)	295,805	-	295,805	-	295,805	295,805
Contract Service Revenue	3,828,781	146,880	3,975,661	-	3,828,781	3,975,661
<b>Total Operating Revenue</b>	<b>5,626,408</b>	<b>146,880</b>	<b>5,773,288</b>	<b>-</b>	<b>5,626,408</b>	<b>5,773,288</b>
<b>OPERATING EXPENSES</b>						
Salary, Wages & Benefits	5,563,276	-	5,563,276	6,579,563	12,142,839	12,142,839
Outsourced Services & Charges	6,297,146	-	6,297,146	607,445	6,904,591	6,904,591
Materials & Supplies	3,363,038	-	3,363,038	1,936	3,364,974	3,364,974
Utilities	666,751	-	666,751	-	666,751	666,751
Insurance	1,750,482	-	1,750,482	95,592	1,846,074	1,846,074
Transportation Reinvestment	-	-	-	-	-	-
Purchased Transportation Services	22,584,376	122,400	22,706,776	-	22,584,376	22,706,776
Employee Development	310,565	-	310,565	53,260	363,825	363,825
Leases & Rentals	146,452	-	146,452	-	146,452	146,452
Depreciation	11,211,908	-	11,211,908	-	11,211,908	11,211,908
<b>Total Operating Expenses</b>	<b>51,893,994</b>	<b>122,400</b>	<b>52,016,394</b>	<b>7,337,796</b>	<b>59,231,790</b>	<b>59,354,190</b>
<b>Operating Income / (Loss)</b>	<b>(46,267,586)</b>	<b>24,480</b>	<b>(46,243,106)</b>	<b>(7,337,796)</b>	<b>(53,605,382)</b>	<b>(53,580,902)</b>
<b>NON-OPERATING REVENUE / (EXPENSE)</b>						
Investment Income	6,000	-	6,000	-	6,000	6,000
Lease Income	368,538	-	368,538	-	368,538	368,538
Misc. Revenues	9,255,072	-	9,255,072	-	9,255,072	9,255,072
Sales Tax Revenue	39,646,685	-	39,646,685	-	39,646,685	39,646,685
Federal Grants & Reimbursements	15,843,869	-	15,843,869	-	15,843,869	15,843,869
State Grants & Reimbursements	-	-	-	-	-	-
Long Term Debt Interest/Expense	(212,640)	-	(212,640)	-	(212,640)	(212,640)
<b>Total Non-Operating Revenue / (Expense)</b>	<b>64,907,524</b>	<b>-</b>	<b>64,907,524</b>	<b>-</b>	<b>64,907,524</b>	<b>64,907,524</b>
<b>Income (Loss) Before Transfers</b>	<b>18,639,938</b>	<b>24,480</b>	<b>18,664,418</b>	<b>(7,337,796)</b>	<b>11,302,142</b>	<b>11,326,622</b>
Transfers Out	(7,337,796)	-	(7,337,796)	-	(7,337,796)	(7,337,796)
Transfers In	-	-	-	7,337,796	7,337,796	7,337,796
<b>Total Transfers</b>	<b>(7,337,796)</b>	<b>-</b>	<b>(7,337,796)</b>	<b>7,337,796</b>	<b>-</b>	<b>-</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ 11,302,142</b>	<b>\$ 24,480</b>	<b>\$ 11,326,622</b>	<b>\$ -</b>	<b>\$ 11,302,142</b>	<b>\$ 11,326,622</b>



## Board of Directors Memo

January 26, 2023

**SUBJECT:** Consider Approval of a Resolution Designating Sherrelle Evans-Jones as the Investment Officer

### **Recommendation**

Staff recommends the Board approve a Resolution designating Sherrelle Evans-Jones as the Investment Officer, effective immediately.

### **Background**

DCTA's investment officers are the Chief Financial Officer (CFO) as the Investment Officer and the Chief Executive Officer (CEO) as the Alternate Investment Officer. CEO Paul Cristina is currently DCTA's Alternate Investment Officer. David Leininger was approved as the Investment Officer as the Interim CFO on May 23, 2022. Sherrelle Evans-Jones was hired as the CFO on December 12, 2022.

### **Previous Board Activity & Action**

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

### **Identified Need**

DCTA's Investment Policy specifies the CFO as the Investment Officer. With the recent employment of the CFO, an investment officer needs to be designated.

### **Financial Impact**

There is no financial impact associated with the designation of an investment officer.

### **Exhibits**

Exhibit 1: Draft Resolution

Submitted By: \_\_\_\_\_

  
Paul A. Cristina, CEO

**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (“DCTA”) APPOINTING SHERRELLE EVANS-JONES, DCTA CHIEF FINANCIAL OFFICER, AS THE INVESTMENT OFFICER FOR DCTA; PROVIDING A REPEALING CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Sherrelle Evans-Jones has been named as the Chief Financial Officer; and

**WHEREAS**, the Board of Directors desires to designate Sherrelle Evans-Jones as the Investment Officer.

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

**SECTION 1.** DCTA Chief Financial Officer Sherrelle Evans-Jones is hereby designated as the Investment Officer.

**SECTION 2.** The Investment Officer is hereby authorized to engage in investment transactions on behalf of DCTA.

**SECTION 3.** The Investment Officer authorized by this resolution shall also be authorized to approve wire transfers used in the process of investing.

**SECTION 4.** The Investment Officer shall designate a liaison/deputy in writing in the event circumstances require timely action and the Investment Officer is unavailable.

**SECTION 5.** That all provisions of the resolutions of the Board of Directors of 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 6.** 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 ON THIS 26TH DAY OF JANUARY 2023.**

**APPROVED:**

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Cesar Molina, Chair

**ATTEST:**

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Dianne Costa, Secretary

## Board of Directors Memo

January 26, 2023

SUBJECT: Consider appointment of Cassey Ogden to fill the unexpired term of David Gaines on the North Texas Mobility Corporation (NTMC) Board of Directors

### **Recommendation**

Staff recommends the Board consider and approve Cassey Ogden to fill the current vacancy on the NTMC Board of Directors.

### **Background**

The North Texas Mobility Corporation (NTMC) was created in 2019 for the purpose of aiding, assisting, and acting on behalf of the Denton County Transportation Authority (DCTA) in financing, constructing, owning, managing, and operating regional mobility services on behalf of DCTA, and to perform other governmental purposes as determined from time to time by DCTA.

Article VI of the Certificate of Formation for NTMC dictates the number and method by which Board Members are appointed to serve on the NTMC Board of Directors. Article 6.03 of the Certificate of Formation states the NTMC Board of Directors shall consist of five (5) members. DCTA shall appoint one (1) Director who shall, at all times during the term of office, serve as the Chief Executive Officer or similar position for the Authority and four (4) Directors who shall, at all times during the term of office, be a member of the DCTA Board or resident of Denton County, Texas.

Article 2.02 of the NTMC bylaws states the NTMC Board of Directors are appointed for three-year terms or until they are replaced by the DCTA Board of Directors. Section 2.02 also states that any vacancies on the NTMC Board that occur before the end of a Director's term shall be filled by the DCTA Board of Directors.

### **Previous Board Activity & Action**

- March 24, 2022: DCTA Board of Directors appointed David Gaines to serve on the NTMC Board of Directors.

### **Identified Need**

On Monday, December 19, 2022, NTMC Board Member David Gaines submitted his resignation, effective December 31, 2022. A new representative for the NTMC Board of Directors is needed to satisfy the five (5) members required by the organization's bylaws. The City of Denton has nominated Cassey Ogden to fill the term vacated by Mr. Gaines effective immediately.

### **Financial Impact**

There is no financial impact associated with this item.

Submitted By:



Brittney Farr, Senior Director  
Engagement & Administration



## **Board of Directors Memo**

**January 26, 2023**

**SUBJECT:** Consider Approval of Monthly Financial Statements for November 2022 and Quarterly Reports for Q1 FY2023

### **Recommendation**

Staff recommends the Board approve the monthly financial statements for November 2022.

### **Background**

The financial statements are presented monthly to the Board of Directors for acceptance. The reports for the period ending November 30, 2022, include the Statement of Change in Net Position, Statement of Net Position, and Capital Projects Budget Report. These reports provide a comparison of year-to-date budget vs. actual performance.

### **Previous Board Activity & Action**

There has been no previous Board activity on this item.

### **Identified Need**

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

### **Financial Impact**

The financial impact of the November 30, 2022 has been summarized within the respective documents provided. The staff stands ready to answer any questions the board may have regarding the November 30, 2022 financial performance.

### **Exhibits**

Exhibit 1(a): Year-to-Date Financial Statements – November 2022

Exhibit 1(b): Capital Projects Budget Report – November 2022

Submitted by:

Sherrelle Evans-Jones, CPA  
Chief Financial Officer





# DENTON COUNTY TRANSPORTATION AUTHORITY

Statement of Revenue and Expenditures  
Presented for the Period Ended November 30, 2022  
(UNAUDITED)

	Prior Year Actual			FY 2023 - November 30, 2022					
	2020	2021	2022	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	Notes
<b>Revenue and Other Income</b>									
Passenger Revenues	\$ 833,637	\$ 542,920	\$ 928,716	\$ 299,461	\$ 157,256	\$ 1,797,627	8.7%	16.7%	Total system YTD ridership down about 8% compared to budgeted ridership.
Contract Service Revenues	3,378,826	2,969,330	3,718,416	853,310	868,316	3,828,781	22.7%	22.3%	
Sales Tax Revenues	29,817,364	34,653,779	38,030,250	6,263,786	7,267,362	39,646,685	18.3%	15.8%	
Federal/State Grants - Capital	3,472,677	1,409,423	95,069	-	-	2,801,060	0.0%	0.0%	
Federal/State Grants - Operating	16,214,135	15,858,885	19,028,351	532,379	-	13,042,809	0.0%	4.1%	Invoicing/grant revenue processing underway. This timing difference will correct in future updates.
<b>Total Revenues and Other Income</b>	<b>53,716,639</b>	<b>55,434,337</b>	<b>61,800,802</b>	<b>7,948,936</b>	<b>8,292,934</b>	<b>61,116,962</b>			
<b>Operating Expenses</b>									
Salary, Wages and Benefits	4,432,165	3,903,858	4,002,824	946,998	589,737	5,563,276	10.6%	17.0%	FY23 Budget vs Actual Note: FY23 budget includes estimates for vacant positions.
Outsourced Services and Charges	2,922,575	3,029,903	4,517,965	1,193,897	354,912	6,297,146	5.6%	19.0%	
Materials and Supplies	1,922,265	1,711,081	2,536,927	637,113	260,266	3,363,038	7.7%	18.9%	
Utilities	431,838	425,655	455,020	104,982	31,718	666,751	4.8%	15.7%	
Insurance	1,656,122	1,692,506	1,608,328	291,746	185,496	1,750,482	10.6%	16.7%	
Purchased Transportation Services	10,091,454	9,810,849	19,146,955	3,799,329	2,596,350	22,584,376	11.5%	16.8%	
Employee Development	164,699	80,428	119,259	85,621	14,138	310,565	4.6%	27.6%	
Leases and Rentals	226,632	215,069	132,033	24,410	33,081	146,452	22.6%	16.7%	
Depreciation	9,559,752	9,524,340	11,351,682	1,883,896	1,872,324	11,211,908	16.7%	16.8%	
<b>Total Operating Expenses</b>	<b>31,407,502</b>	<b>30,393,689</b>	<b>43,870,994</b>	<b>8,967,992</b>	<b>5,938,021</b>	<b>51,893,994</b>			
<b>Income Before Non-Operating Revenues and Expenses</b>	<b>22,309,137</b>	<b>25,040,648</b>	<b>17,929,808</b>	<b>(1,019,056)</b>	<b>2,354,913</b>	<b>9,222,968</b>			
<b>Non-Operating Revenues/(Expense)</b>									
Investment Income	320,793	31,178	462,425	1,000	457,875	6,000	7631.3%	16.7%	2023 Actual revenue reflects investment of liquid assets in accordance with agency investment policy.
Gain (Loss) on Disposal of Assets	(7,482)	42,344	29,719	-	-	-	0.0%	0.0%	
Fare Evasion Fee	-	-	681,289	-	-	-	0.0%	0.0%	
Other Income/(Expense) - Miscellaneous	421,389	460,209	(233,827)	9,269,072	103,690	9,623,610	1.1%	96.3%	\$9.6M annual budget includes plans for the JROF.
Long Term Debt Interest/Expense	(909,133)	(697,187)		(35,440)	(31,151)	(212,640)	14.6%	16.7%	
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>(174,434)</b>	<b>(163,456)</b>	<b>939,606</b>	<b>9,234,632</b>	<b>530,414</b>	<b>9,416,970</b>			
<b>Income (Loss) before Transfers to NTMC</b>	<b>22,134,703</b>	<b>24,877,192</b>	<b>18,869,414</b>	<b>8,215,576</b>	<b>2,885,327</b>	<b>18,639,938</b>			
Transfers Out to NTMC	(7,555,428)	(6,489,350)	(5,926,669)	(1,375,182)	(879,623)	(7,337,796)	12.0%	18.7%	
<b>Total Transfers</b>	<b>(7,555,428)</b>	<b>(6,489,350)</b>	<b>(5,926,669)</b>	<b>(1,375,182)</b>	<b>(879,623)</b>	<b>(7,337,796)</b>			
<b>Change in Net Position</b>	<b>\$ 14,579,275</b>	<b>\$ 18,387,842</b>	<b>\$ 12,942,745</b>	<b>\$ 6,840,394</b>	<b>\$ 2,005,703</b>	<b>\$ 11,302,142</b>			



## DENTON COUNTY TRANSPORTATION AUTHORITY

## STATEMENT OF NET POSITION

AS OF NOVEMBER 30, 2022

(UNAUDITED)

	November 30, 2022
<b>Assets</b>	
<b>Current Assets</b>	
Cash & Cash Equivalents	\$ 71,983,807
Investments	20,779,028
Receivables	12,095,638
Prepaid Expenses	728,790
Inventory	650,074
<b>Total Current Assets</b>	<b>106,237,337</b>
<b>Non-Current Assets</b>	
Restricted Cash	675,779
Capital Assets:	
Land	17,394,147
Land Improvements	12,158,726
Machinery & Equipment	5,250,731
Vehicles	90,975,490
Computers & Software	1,791,431
Intangible Assets	16,997,155
Construction in Progress	3,564,887
Other Capital Assets, Net	251,986,070
Accumulated Depreciation	(107,496,011)
<b>Total Non-Current Assets</b>	<b>293,298,406</b>
<b>Total Assets</b>	<b>399,535,742</b>
<b>Deferred Outflow of Resources</b>	
Deferred Outflows Related to Pensions	421,130
<b>Total Deferred Outflow of Resources</b>	<b>421,130</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	(372)
Accrued Liabilities and Other	526,189
Unearned Revenues	2,289,926
Interest Payable	33,938
<b>Total Current Liabilities</b>	<b>2,849,681</b>
<b>Non-Current Liabilities</b>	
Rail Easement Payable	700,000
Bonds Payable	18,800,000
Net Pension Liability	65,492
<b>Total Non-Current Liabilities</b>	<b>19,565,492</b>
<b>Total Liabilities</b>	<b>22,415,173</b>
<b>Deferred Inflow of Resources</b>	
Deferred Inflows Related to Pensions	152,490
<b>Total Deferred Inflow of Resources</b>	<b>152,490</b>
<b>Net Position</b>	
Net Investment in Capital Assets	283,862,326
Unrestricted	91,521,180
Change in Net Position	2,005,703
<b>Total Net Position</b>	<b>\$ 377,389,210</b>
<b>Total Liabilities and Net Position</b>	<b>\$ 399,956,872</b>



**North Texas Mobility Corporation**  
Statement of Revenue and Expenditures  
Presented for the Period Ended November 30, 2022  
(UNAUDITED)

	Prior Year Actual			FY 2023 - November 30, 2022					
	2020	2021	2022	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	Notes
<b>Operating Expenses</b>									
Salary, Wages and Benefits	\$ 7,211,423	\$ 6,028,468	\$ 5,355,034	\$ 1,243,262	\$ 853,049	\$ 6,579,563	13.0%	18.9%	Due to position vacancies.
Outsourced Services and Charges	201,117	366,444	504,702	101,840	13,935	\$ 607,445	2.3%	16.8%	
Materials and Supplies	-	603	940	334	-	\$ 1,936	0.0%	17.3%	
Insurance	127,872	109,898	52,044	15,936	11,984	\$ 95,592	12.5%	16.7%	
Employee Development	15,015	15,051	13,949	13,810	656	\$ 53,260	1.2%	25.9%	
<b>Total Operating Expenses</b>	<b>7,555,428</b>	<b>6,520,464</b>	<b>5,926,669</b>	<b>1,375,182</b>	<b>879,623</b>	<b>7,337,796</b>			
<b>Income (Loss) before Transfers</b>	<b>(7,555,428)</b>	<b>(6,520,464)</b>	<b>(5,926,669)</b>	<b>(1,375,182)</b>	<b>(879,623)</b>	<b>(7,337,796)</b>			
Transfers In	7,555,428	6,520,464	5,926,669	1,375,182	879,623	7,337,796			
<b>Total Transfers</b>	<b>\$ 7,555,428</b>	<b>\$ 6,520,464</b>	<b>\$ 5,926,669</b>	<b>\$ 1,375,182</b>	<b>\$ 879,623</b>	<b>\$ 7,337,796</b>			



# NORTH TEXAS MOBILITY CORPORATION

STATEMENT OF NET POSITION  
AS OF NOVEMBER 30, 2022  
(UNAUDITED)

	November 30, 2022
<b>Assets</b>	
Cash & Cash Equivalents	\$ 174,496
Receivables	-
Prepaid Expenses	(11,984)
<b>Total Assets</b>	<u>162,512</u>
<b>Liabilities</b>	
Accounts Payable	-
Accrued Liabilities and Other	211,650
<b>Total Liabilities</b>	<u>211,650</u>
<b>Net Position</b>	
Change in Net Position	-
<b>Total Net Position</b>	<u>\$ -</u>

**DENTON COUNTY TRANSPORTATION AUTHORITY**  
**CAPITAL PROJECTS BUDGET REPORT**  
AS OF NOVEMBER 30, 2022

Capital Project Number/Name	Project Budget	November 2022 Actuals Booked	Actuals Life To Date	\$ Under/ (Over) Budget	% of Budget (As of November 2022 Close)
Construction Work in Progress					
<b>G&amp;A Capital Projects</b>					
Total 10302 · Infrastructure Acquisition	3,251,990	-	2,617,009	634,981	80%
Total 10405 · Swiftly Transit Platform	895,803	-	-	895,803	0%
Total 10406 · Multi-Facility Firewall Upgrade	60,000	-	-	60,000	0%
Total 10407 · AV Upgrade (DCTA Conference Rooms)	65,000	-	-	65,000	0%
Total 10408 · ERP Implementation	2,100,000	-	-	2,100,000	0%
Total 10501 · Non-Revenue Vehicle (Admin)	45,000	-	-	45,000	0%
Total 10702 · Transportation Reinvestment Program - FY21 <i>Close-Out to Operating Expense</i>	100,000 (52,473)	-	52,473 (52,473)	47,527	52%
Net Remaining · Transportation Reinvestment Program - FY21	47,527	-	-	47,527	
Total 10702.1 · Transportation Reinvestment Program FY21 - Denton <i>Close-Out to Operating Expense</i>	3,424,946 (47,206)	-	47,206 (47,206)	3,377,740	1%
Net Remaining · Transportation Reinvestment Program FY21 - Denton	3,377,740	-	-	3,377,740	
Total 10702.2 · Transportation Reinvestment Program FY21 - Highland Village <i>Close-Out to Operating Expense</i>	379,591 (2,358)	-	2,358 (2,358)	377,233	1%
Net Remaining · Transportation Reinvestment Program FY21 - Highland Village	377,233	-	-	377,233	
Total 10702.3 · Transportation Reinvestment Program FY21 - Lewisville <i>Close-Out to Operating Expense</i>	3,837,597 (1,260,254)	-	1,260,254 (1,260,254)	2,577,343	33%
Net Remaining · Transportation Reinvestment Program FY21 - Lewisville	2,577,343	-	-	2,577,343	
Total 10703 · Transportation Reinvestment Program - FY22	100,000	-	-	100,000	0%
Total 10703.1 · Transportation Reinvestment Program FY22 - Denton	4,263,151	-	-	4,263,151	0%
Total 10703.2 · Transportation Reinvestment Program FY22 - Highland Village	450,500	-	-	450,500	0%
Total 10703.3 · Transportation Reinvestment Program FY22 - Lewisville	5,019,354	-	-	5,019,354	0%
Total 10704 · Transportation Reinvestment Program FY23	11,393,216	-	-	11,393,216	0%
<b>Total G&amp;A Capital Projects</b>	<b>34,023,858</b>	<b>-</b>	<b>2,617,009</b>	<b>31,406,849</b>	<b>8%</b>
<b>Bus Capital Projects</b>					
Total 50307 · Major Maintenance - Bus 2022	179,530	-	-	179,530	0%
Total 50412 · Bus OMF Network Video Recorder	26,000	-	-	26,000	0%
Total 50413 · DDTC Rail Fiber Extension	125,000	-	75,669	49,331	61%
<b>Total Bus Capital Projects</b>	<b>330,530</b>	<b>-</b>	<b>75,669</b>	<b>254,861</b>	<b>23%</b>
<b>Rail Capital Projects</b>					
Total 61302 · Joint Rail Operations Facility (JROF)	12,049,912	-	602,620	11,447,292	5%
Total 61406.1 · Positive Train Control Implementation <i>Close-Out to Capitalized Assets</i>	16,720,141 (16,022,566)	-	16,143,975 (16,022,566)	576,166	97%
Net Remaining · Positive Train Control Implementation	697,575	-	121,409	576,166	
Total 61406.2 · Positive Train Control Enhancements	5,000,000	-	148,180	4,851,820	3%
Total 61605 · Brownfield Remediation <i>Close-Out to Operating Expenses</i>	455,000 (416,893)	-	416,893 (416,893)	38,107	92%
Net Remaining · Brownfield Remediation	38,107	-	-	38,107	
Total 61724 · Major Maintenance-Rail 2022 <i>Close-Out to Operating Expenses</i>	1,836,442 (1,622,580)	-	1,622,580 (1,622,580)	213,862	88%
Net Remaining · Major Maintenance -Rail 2022	213,862	-	-	213,862	
Total 61724 · Major Maintenance-Rail 2022	2,000,000	-	-	2,000,000	0%
<b>Total Rail Capital Projects</b>	<b>19,999,456</b>	<b>-</b>	<b>872,210</b>	<b>19,127,246</b>	<b>4%</b>
<b>Total Construction Work in Progress</b>	<b>\$ 54,353,843</b>	<b>\$ -</b>	<b>\$ 3,564,887</b>	<b>\$ 50,788,956</b>	<b>7%</b>



## Board of Directors Memo

January 26, 2023

SUBJECT: Quarterly Investment Report Q1 FY2023

### **Recommendation**

Staff recommends the Board approve the quarterly investment report for Q1 FY2023.

### **Background**

The Texas Public Funds Investment Act and DCTA's investment policy require a quarterly investment report signed by DCTA Investment Officer be presented to the DCTA Board of Directors. The report must include a detail of DCTA's investment position, beginning and ending book and market value of each investment for the quarter, a comparison of the performance of DCTA's portfolio compared to other benchmarks, and a statement of compliance of the investment portfolio with DCTA Investment Policy, Investment Strategy, and the Public Funds Investment Act.

### **Previous Board Activity & Action**

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

### **Identified Need**

Provides the Board of Directors a quarterly status of DCTA's investment position.

### **Financial Impact**

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

Submitted By:

A handwritten signature in blue ink that reads "Sherrelle Evans-Jones".

Sherrelle Evans-Jones, CPA  
Chief Financial Officer

# INVESTMENT REPORT

## Denton County Transportation Authority

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October 1 to December 31, 2022



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## Market Recap

The final month of a brutal year began with the November ISM manufacturing index slipping from 50.2 to 49.0, indicating *contraction* in the factory sector for the first time since the covid lockdown 2½ years ago. The ISM prices paid index tumbled from 46.6 to 43.0 as an increasing number of purchasing managers reported falling prices. *Just eight months ago, the ISM price index stood at 87.1.* However, Fed officials understand that inflation won't be fully under control until the labor market is in balance. Unfortunately, the November employment report from the Bureau of Labor Statistics proved stronger-than-expected across the board. U.S. companies added +263k jobs during the month, well above the Bloomberg median forecast of +200k, while October payrolls were revised upward from +261k to +284k. The labor force participation rate slipped and the headline unemployment rate held steady at 3.7%, just a fraction above the five-decade low of 3.5%. The continued labor market tightness resulted in a +0.6% rise in average hourly earnings, pushing the year-over-year wage increase from a +4.9% to +5.1%.

This prompted an immediate sell-off in the bond market, but it was an extremely volatile month and a soft CPI report (just a day before the December FOMC decision) sparked a rally that drove yields back down. The November consumer price index (CPI) proved a welcome relief for both the markets and the Fed. Headline CPI rose by just +0.1% in November after troubling +0.4% gains in the previous two months. Core CPI climbed +0.2%, the smallest monthly advance in more than a year. On an annual basis, overall CPI retreated to a +7.1% pace while the core rate slipped to +6.0%, off highs of +9.1% and +6.6% from months earlier. When focusing on more recent underlying trends, the outlook brightens significantly. Over the last five months, the increase in headline CPI has averaged just +0.2%, implying an annual inflation rate of +2.4%. Core CPI is stickier, but the +0.4% monthly average since July indicates an annualized rate below +5.0%.

It was no surprise the following day when Fed officials voted unanimously to increase the overnight rate by 50 basis points to a 4.25%-4.50% target range, following four straight 75 bps hikes. Since March, the committee has now raised the funds rate by a total of 425 bps,

the most aggressive tightening pace in over 40 years. The updated December "dot plot" indicated a higher-than-expected peak rate of 5.125%, implying an additional 75 bps of hikes may still be on tap for the first quarter of 2023. After a likely pause of between nine and 12 months, the committee has signaled rate cuts of 100 bps in both 2024 and 2025, while leaving the long-term neutral rate unchanged at 2.5%.

The committee's summary of economic projections shows significantly weaker GDP, with the 2023 growth forecast trimmed from +1.2% to +0.5%. Fed officials still seem to believe skirting recession is a possibility, and the possibility seemed to increase as December drew to a close. The final reading of third quarter GDP was revised upward from +2.9% to +3.2% on stronger consumer spending, while the Atlanta Fed's fourth quarter GDPNow measure was tracking at +3.7% just before Christmas.

Fed tightening is nearing an end, but the first quarter begins (yet again) amid significant uncertainty. All eyes remain on inflation, and a good case can be made that the peak is behind us, while we've most likely witnessed the cycle highs in yields from two-years out.

## Investment Officers' Certification

This report is prepared for the Denton County Transportation Authority (the "Entity") in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Entity's investment officers and includes the disclosures required in the PFIA.

The investment portfolio complied with the PFIA and the Entity's approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

### Investment Officers

  
**David Leininger**  
*Interim Chief Financial Officer*

  
**Paul A. Cristina**  
*CEO*

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## Portfolio Overview

### Portfolio Summary

	Prior 30 Sep-22	Current 31 Dec-22
Par Value	93,397,005.26	97,510,892.60
Original Cost	93,393,843.81	97,402,456.36
Book Value	93,378,245.98	97,434,866.68
Market Value	93,272,713.91	97,361,312.47
Accrued Interest	23,951.92	82,254.94
Book Value Plus Accrued	93,402,197.90	97,517,121.61
Market Value Plus Accrued	93,296,665.83	97,443,567.41
Net Unrealized Gain/Loss	(105,532.06)	(73,554.21)

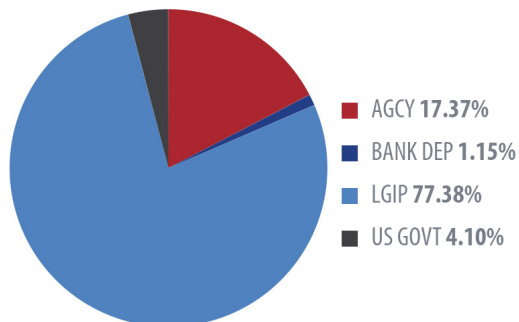
### Income Summary

	1 Oct-22 to 31 Dec-22
Interest Income	\$759,212.12
Net Amortization/Accretion	\$34,414.40
Realized Gain/Loss	\$0.00
Net Income	\$793,626.53

### Portfolio Characteristics

	Prior 30 Sep-22	Current 31 Dec-22
Yield to Maturity	2.082%	3.825%
Yield to Worst	2.082%	3.825%
Years to Final Maturity	0.04	0.12
Years to Effective Maturity	0.04	0.12
Duration	0.40	0.53

### Asset Allocation

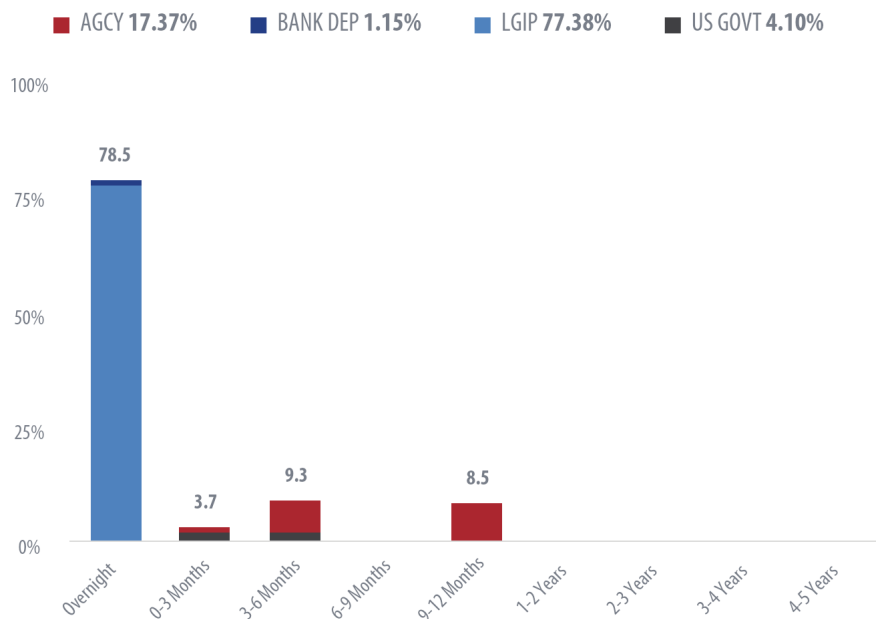


### Transaction Summary

Transaction Type	Quantity	Principal	Interest	Total Amount	Realized Gain/Loss
Buy	13,425,000.00	(13,333,318.96)	(32,749.72)	(13,366,068.68)	0.00
Maturity	(2,000,000.00)	2,000,000.00	0.00	2,000,000.00	0.00
Coupon	0.00	0.00	69,548.75	69,548.75	0.00

## Portfolio Overview

### Maturity Distribution by Security Type



### Top Ten Holdings

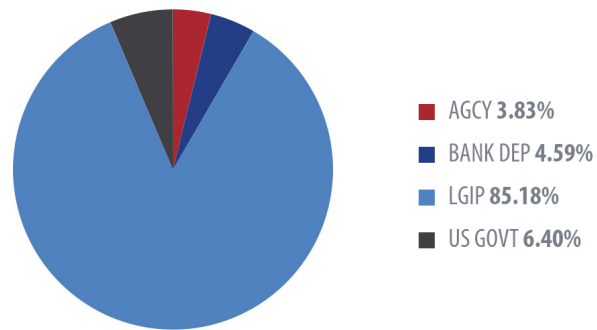
Issuer	Allocation
TEXSTAR	77.38%
Federal Home Loan Banks	8.47%
Federal Farm Credit Banks Funding Corporation	7.29%
United States Department of The Treasury	4.10%
Federal National Mortgage Association	1.61%
WF	1.15%

### Maturity Distribution by Security Type

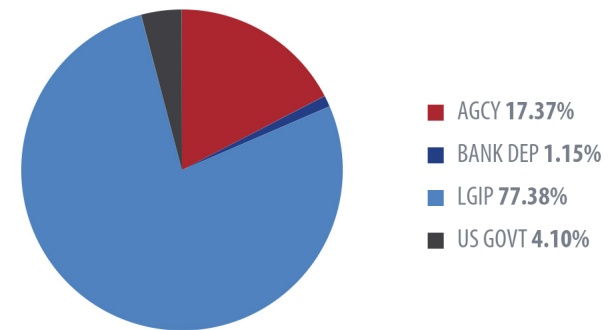
Security Type	Overnight	0-3 Months	3-6 Months	6-9 Months	9-12 Months	1-2 Years	2-3 Years	3-4 Years	4-5 Years	Portfolio Total
AGCY	--	1,571,649.94	7,105,869.53	--	8,250,761.45	--	--	--	--	16,928,280.92
BANK DEP	1,117,393.79	--	--	--	--	--	--	--	--	1,117,393.79
LGIP	75,398,498.81	--	--	--	--	--	--	--	--	75,398,498.81
US GOVT	--	1,997,069.60	1,993,623.56	--	--	--	--	--	--	3,990,693.16
<b>Total</b>	<b>76,515,892.60</b>	<b>3,568,719.54</b>	<b>9,099,493.09</b>	<b>--</b>	<b>8,250,761.45</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>97,434,866.68</b>

## Asset Allocation

Asset Allocation by Security Type as of  
30-Sep-2022



Asset Allocation by Security Type as of  
31-Dec-2022



## Book Value Basis Security Distribution

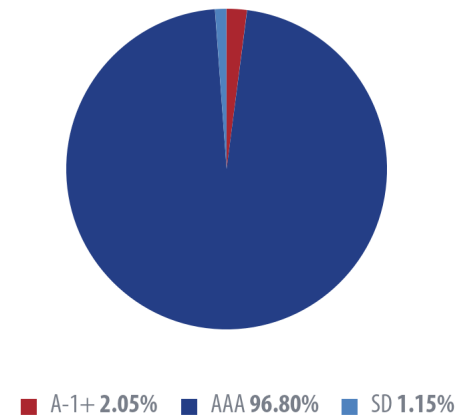
Security Type	Prior Balance 30-Sep-22	Prior Allocation 30-Sep-22	Change in Allocation	Current Balance 31-Dec-22	Current Allocation 31-Dec-22	Yield to Maturity
AGCY	3,578,004.80	3.83%	13.54%	16,928,280.92	17.37%	3.796%
BANK DEP	4,285,287.33	4.59%	(3.44%)	1,117,393.79	1.15%	0.400%
LGIP	79,541,717.93	85.18%	(7.80%)	75,398,498.81	77.38%	3.968%
US GOVT	5,973,235.91	6.40%	(2.30%)	3,990,693.16	4.10%	2.195%
<b>Portfolio Total</b>	<b>93,378,245.98</b>	<b>100.00%</b>		<b>97,434,866.68</b>	<b>100.00%</b>	<b>3.825%</b>

## Credit Rating Summary

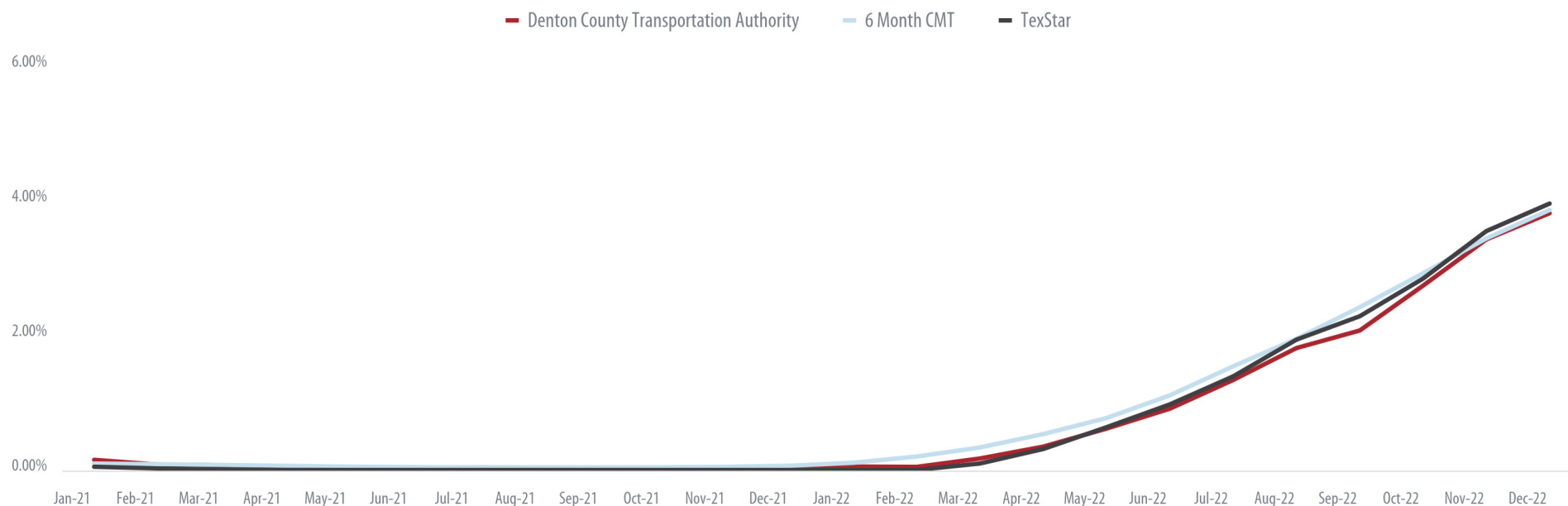
### Rating Distribution

	Book Value	Portfolio Allocation
<b>Secured Deposits (Insured or Collateralized)</b>		
Demand Deposits	1,117,393.79	1.15%
<b>Total Secured Deposits</b>	<b>1,117,393.79</b>	<b>1.15%</b>
<b>Local Government Investment Pools &amp; Money Market Funds</b>		
AAA	75,398,498.81	77.38%
<b>Total Local Government Investment Pools &amp; Money Market Funds</b>	<b>75,398,498.81</b>	<b>77.38%</b>
<b>Short Term Rating Distribution</b>		
A-1+	1,997,069.60	2.05%
<b>Total Short Term Rating Distribution</b>	<b>1,997,069.60</b>	<b>2.05%</b>
<b>Long Term Rating Distribution</b>		
AAA	18,921,904.48	19.42%
<b>Total Long Term Rating Distribution</b>	<b>18,921,904.48</b>	<b>19.42%</b>
<b>Portfolio Total</b>	<b>97,434,866.68</b>	<b>100.00%</b>

### Allocation by Rating



## Benchmark Comparison



## Yield Overview

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Denton County Transportation Authority	0.16	0.09	0.08	0.04	0.04	0.05	0.04	0.04	0.04	0.04	0.04	0.04	0.06	0.06	0.18	0.36	0.62	0.92	1.35	1.82	2.08	2.75	3.44	3.82
6 Month CMT	0.11	0.10	0.08	0.07	0.06	0.05	0.05	0.05	0.05	0.05	0.06	0.07	0.12	0.21	0.34	0.54	0.78	1.12	1.55	1.96	2.43	2.93	3.45	3.87
TexStar	0.06	0.03	0.02	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.11	0.32	0.65	0.98	1.40	1.95	2.29	2.85	3.56	3.97

## Fund Overview

Fund Name	Prior Book Value	Prior Market Value	Changes to Market Value	Current Book Value	Current Market Value	Net Income	Days to Final Mty	YTM	YTW
2011 Bond Fund	675,492.21	675,492.21	992.68	676,484.89	676,484.89	992.68	1	0.660%	0.660%
Additional Reserve Fund	1,373,781.66	1,373,781.66	12,011.35	1,385,793.01	1,385,793.01	12,011.35	1	3.968%	3.968%
Bond Fund	1,245,563.16	1,245,563.16	10,890.31	1,256,453.47	1,256,453.47	10,890.31	1	3.968%	3.968%
Operating Fund	3,609,795.12	3,609,795.12	(3,168,886.22)	440,908.90	440,908.90	0.00	1	0.000%	0.000%
Reserve Fund	11,880,906.41	11,804,712.22	(1,922,802.12)	9,925,147.56	9,881,910.10	60,745.40	37	2.631%	2.631%
Sales Tax Fund	74,592,707.41	74,563,369.54	9,156,392.56	83,750,078.85	83,719,762.10	708,986.79	46	4.007%	4.007%
<b>Total</b>	<b>93,378,245.98</b>	<b>93,272,713.91</b>	<b>4,088,598.56</b>	<b>97,434,866.68</b>	<b>97,361,312.47</b>	<b>793,626.53</b>	<b>44</b>	<b>3.825%</b>	<b>3.825%</b>



## Detail of Security Holdings

CUSIP	Settle Date	Security Type	Security Description	CPN	Maturity Date	Next Call Date	Call Type	Par Value	Purch Price	Original Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW	Rating
<b>2011 Bond Fund</b>																		
WF-MANA		BANK DEP	Wells Fargo Managed Rate		12/31/22			676,484.89	100.000	676,484.89	676,484.89	100.000	676,484.89	1		0.660	0.660	SD
<b>Total 2011 Bond Fund</b>								<b>676,484.89</b>		<b>676,484.89</b>	<b>676,484.89</b>		<b>676,484.89</b>	<b>1</b>		<b>0.660</b>	<b>0.660</b>	
<b>Additional Reserve Fund</b>																		
TEXSTAR		LGIP	TexSTAR		12/31/22			1,385,793.01	100.000	1,385,793.01	1,385,793.01	100.000	1,385,793.01	1		3.968	3.968	AAA
<b>Total Additional Reserve Fund</b>								<b>1,385,793.01</b>		<b>1,385,793.01</b>	<b>1,385,793.01</b>		<b>1,385,793.01</b>	<b>1</b>		<b>3.968</b>	<b>3.968</b>	
<b>Bond Fund</b>																		
TEXSTAR		LGIP	TexSTAR		12/31/22			1,256,453.47	100.000	1,256,453.47	1,256,453.47	100.000	1,256,453.47	1		3.968	3.968	AAA
<b>Total Bond Fund</b>								<b>1,256,453.47</b>		<b>1,256,453.47</b>	<b>1,256,453.47</b>		<b>1,256,453.47</b>	<b>1</b>		<b>3.968</b>	<b>3.968</b>	
<b>Operating Fund</b>																		
WF-SWEEP		BANK DEP	Wells Fargo Sweep		12/31/22			440,908.90	100.000	440,908.90	440,908.90	100.000	440,908.90	1		0.000	0.000	SD
<b>Total Operating Fund</b>								<b>440,908.90</b>		<b>440,908.90</b>	<b>440,908.90</b>		<b>440,908.90</b>	<b>1</b>		<b>0.000</b>	<b>0.000</b>	
<b>Reserve Fund</b>																		
TEXSTAR		LGIP	TexSTAR		12/31/22			6,354,831.56	100.000	6,354,831.56	6,354,831.56	100.000	6,354,831.56	1		3.968	3.968	AAA
3135G0T94	10/14/21	AGCY	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.375	01/19/23			1,570,000.00	102.713	1,612,594.10	1,571,649.94	99.902	1,568,464.54	19		0.224	0.224	AAA
3133EMH96	06/25/21	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	0.125	06/14/23			2,000,000.00	99.709	1,994,180.00	1,998,666.06	97.931	1,958,614.00	165		0.273	0.273	AAA
<b>Total Reserve Fund</b>								<b>9,924,831.56</b>		<b>9,961,605.66</b>	<b>9,925,147.56</b>		<b>9,881,910.10</b>	<b>37</b>		<b>2.631</b>	<b>2.631</b>	
<b>Sales Tax Fund</b>																		
TEXSTAR		LGIP	TexSTAR		12/31/22			66,401,420.77	100.000	66,401,420.77	66,401,420.77	100.000	66,401,420.77	1		3.968	3.968	AAA
912796XS3	07/22/22	US GOVT	UNITED STATES TREASURY	0.000	01/19/23			2,000,000.00	98.527	1,970,533.20	1,997,069.60	99.831	1,996,617.78	19		3.016	3.016	A-1+
912828ZH6	03/16/22	US GOVT	UNITED STATES TREASURY	0.250	04/15/23			2,000,000.00	98.797	1,975,937.50	1,993,623.56	98.781	1,975,625.00	105		1.374	1.374	AAA
3133EKS7	10/28/22	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	1.770	06/26/23			5,175,000.00	98.213	5,082,522.75	5,107,203.47	98.543	5,099,579.55	177		4.541	4.541	AAA

## Detail of Security Holdings

CUSIP	Settle Date	Security Type	Security Description	CPN	Maturity Date	Next Call Date	Call Type	Par Value	Purch Price	Original Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW	Rating
3130ATTY3	11/03/22	AGCY	FEDERAL HOME LOAN BANKS	4.750	11/02/23			4,000,000.00	99.963	3,998,516.00	3,998,756.69	99.847	3,993,884.00	306		4.788	4.788	AAA
3130ATVJ3	11/09/22	AGCY	FEDERAL HOME LOAN BANKS	5.000	12/06/23			4,250,000.00	100.054	4,252,280.21	4,252,004.76	100.062	4,252,635.00	340		4.942	4.942	AAA
<b>Total Sales Tax Fund</b>								<b>83,826,420.77</b>		<b>83,681,210.43</b>	<b>83,750,078.85</b>		<b>83,719,762.10</b>	<b>46</b>		<b>4.007</b>	<b>4.007</b>	
<b>Grand Total</b>								<b>97,510,892.60</b>		<b>97,402,456.36</b>	<b>97,434,866.68</b>		<b>97,361,312.47</b>	<b>44</b>		<b>3.825</b>	<b>3.825</b>	

## Earned Income

CUSIP	Security Type	Security Description	Beginning Accrued	Interest Earned	Interest Rec'd/ Sold/Matured	Interest Purchased	Ending Accrued	Disc Accr/Prem Amort	Net Realized Gain/Loss	Net Income
<b>2011 Bond Fund</b>										
WF-MANA	BANK DEP	Wells Fargo Managed Rate 0.0 12/31/2022	0.00	992.68	992.68	0.00	0.00	0.00	0.00	992.68
<b>Total 2011 Bond Fund</b>			<b>0.00</b>	<b>992.68</b>	<b>992.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>992.68</b>
<b>Additional Reserve Fund</b>										
TEXSTAR	LGIP	TexSTAR 0.0 12/31/2022	0.00	12,011.35	12,011.35	0.00	0.00	0.00	0.00	12,011.35
<b>Total Additional Reserve Fund</b>			<b>0.00</b>	<b>12,011.35</b>	<b>12,011.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,011.35</b>
<b>Bond Fund</b>										
TEXSTAR	LGIP	TexSTAR 0.0 12/31/2022	0.00	10,890.31	10,890.31	0.00	0.00	0.00	0.00	10,890.31
<b>Total Bond Fund</b>			<b>0.00</b>	<b>10,890.31</b>	<b>10,890.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,890.31</b>
<b>Operating Fund</b>										
WF-SWEEP	BANK DEP	Wells Fargo Sweep 0.0 12/31/2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Operating Fund</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Reserve Fund</b>										
912828M80	US GOVT	UNITED STATES TREASURY 2.0 11/30/2022	13,442.62	6,557.38	20,000.00	0.00	0.00	(3,150.54)	0.00	3,406.83
TEXSTAR	LGIP	TexSTAR 0.0 12/31/2022	0.00	55,080.49	55,080.49	0.00	0.00	0.00	0.00	55,080.49
3135G0T94	AGCY	FEDERAL NATIONAL MORTGAGE ASSOCIATION 2.375 01/19/2023	7,457.50	9,321.88	0.00	0.00	16,779.38	(8,433.00)	0.00	888.87
3133EMH96	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.125 06/14/2023	743.06	625.00	1,250.00	0.00	118.06	744.20	0.00	1,369.20
<b>Total Reserve Fund</b>			<b>21,643.18</b>	<b>71,584.74</b>	<b>76,330.49</b>	<b>0.00</b>	<b>16,897.43</b>	<b>(10,839.34)</b>	<b>0.00</b>	<b>60,745.40</b>
<b>Sales Tax Fund</b>										
TEXSTAR	LGIP	TexSTAR 0.0 12/31/2022	0.00	585,135.25	585,135.25	0.00	0.00	0.00	0.00	585,135.25
912796XS3	US GOVT	UNITED STATES TREASURY 0.0 01/19/2023	0.00	0.00	0.00	0.00	0.00	14,977.60	0.00	14,977.60
912828ZH6	US GOVT	UNITED STATES TREASURY 0.25 04/15/2023	2,308.74	1,262.69	2,500.00	0.00	1,071.43	5,630.19	0.00	6,892.87
3133EKS7	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.77 06/26/2023	0.00	16,029.56	45,798.75	(31,041.38)	1,272.19	24,680.72	0.00	40,710.27

## Earned Income

CUSIP	Security Type	Security Description	Beginning Accrued	Interest Earned	Interest Rec'd/ Sold/Matured	Interest Purchased	Ending Accrued	Disc Accr/Prem Amort	Net Realized Gain/Loss	Net Income
3130ATTY3	AGCY	FEDERAL HOME LOAN BANKS 4.75 11/02/2023	0.00	30,611.11	0.00	(527.78)	31,138.89	240.69	0.00	30,851.80
3130ATVJ3	AGCY	FEDERAL HOME LOAN BANKS 5.0 12/06/2023	0.00	30,694.44	0.00	(1,180.56)	31,875.00	(275.45)	0.00	30,418.99
<b>Total Sales Tax Fund</b>			<b>2,308.74</b>	<b>663,733.04</b>	<b>633,434.00</b>	<b>(32,749.72)</b>	<b>65,357.51</b>	<b>45,253.75</b>	<b>0.00</b>	<b>708,986.79</b>
<b>Grand Total</b>			<b>23,951.92</b>	<b>759,212.12</b>	<b>733,658.83</b>	<b>(32,749.72)</b>	<b>82,254.94</b>	<b>34,414.40</b>	<b>0.00</b>	<b>793,626.53</b>

## Investment Transactions

CUSIP	Trade Date	Settle Date	Security Type	Security Description	Coupon	Maturity Date	Call Date	Par Value	Price	Principal Amount	Interest Purchased/Received	Total Amount	Realized Gain/Loss	YTM	YTW
<b>Reserve Fund</b>															
<b>Coupon</b>															
912828M80	11/30/22	11/30/22	US GOVT	UNITED STATES TREASURY	2.000	11/30/22		0.00		0.00	20,000.00	20,000.00	0.00	--	--
3133EMH96	12/14/22	12/14/22	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	0.125	06/14/23		0.00		0.00	1,250.00	1,250.00	0.00	--	--
<b>Total Coupon</b>								<b>0.00</b>		<b>0.00</b>	<b>21,250.00</b>	<b>21,250.00</b>	<b>0.00</b>		
<b>Maturity</b>															
912828M80	11/30/22	11/30/22	US GOVT	UNITED STATES TREASURY	2.000	11/30/22		(2,000,000.00)	100.000	2,000,000.00	0.00	2,000,000.00	0.00	--	--
<b>Total Maturity</b>								<b>(2,000,000.00)</b>		<b>2,000,000.00</b>	<b>0.00</b>	<b>2,000,000.00</b>	<b>0.00</b>		
<b>Sales Tax Fund</b>															
<b>Buy</b>															
3133EKS7	10/27/22	10/28/22	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	1.770	06/26/23		5,175,000.00	98.213	5,082,522.75	31,041.38	5,113,564.13	0.00	4.541	4.541
3130ATTY3	11/02/22	11/03/22	AGCY	FEDERAL HOME LOAN BANKS	4.750	11/02/23		4,000,000.00	99.963	3,998,516.00	527.78	3,999,043.78	0.00	4.788	4.788
3130ATVJ3	11/08/22	11/09/22	AGCY	FEDERAL HOME LOAN BANKS	5.000	12/06/23		4,250,000.00	100.054	4,252,280.21	1,180.56	4,253,460.77	0.00	4.942	4.942
<b>Total Buy</b>								<b>13,425,000.00</b>		<b>13,333,318.96</b>	<b>32,749.72</b>	<b>13,366,068.68</b>	<b>0.00</b>		
<b>Coupon</b>															
912828ZH6	10/15/22	10/15/22	US GOVT	UNITED STATES TREASURY	0.250	04/15/23		0.00		0.00	2,500.00	2,500.00	0.00	--	--
3133EKS7	12/26/22	12/26/22	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	1.770	06/26/23		0.00		0.00	45,798.75	45,798.75	0.00	--	--
<b>Total Coupon</b>								<b>0.00</b>		<b>0.00</b>	<b>48,298.75</b>	<b>48,298.75</b>	<b>0.00</b>		

## Investment Transactions Totals

Transaction Type	Quantity	Principal Amount	Interest	Total Amount	Realized G/L	YTM	YTW
Total Buy	13,425,000.00	(13,333,318.96)	(32,749.72)	(13,366,068.68)	0.00	4.743	4.743
Total Maturity	(2,000,000.00)	2,000,000.00	0.00	2,000,000.00	0.00	1.034	1.034
Total Coupon	0.00	0.00	69,548.75	69,548.75	0.00		

## Amortization and Accretion

CUSIP	Settle Date	Security Type	Security Description	Purchase Qty	Orig Price	Original Cost	Amort/Accr for Period	Total Amort/Accr Since Purch	Remaining Disc/Premium	Ending Book Value
<b>Reserve Fund</b>										
912828M80	03/16/22	US GOVT	UNITED STATES TREASURY 2.0 11/30/2022	0.00	0.000	0.00	(3,150.54)	0.00	0.00	0.00
3135G0T94	10/14/21	AGCY	FEDERAL NATIONAL MORTGAGE ASSOCIATION 2.375 01/19/2023	1,570,000.00	102.713	1,612,594.10	(8,433.00)	(40,944.16)	1,649.94	1,571,649.94
3133EMH96	06/25/21	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.125 06/14/2023	2,000,000.00	99.709	1,994,180.00	744.20	4,486.06	(1,333.94)	1,998,666.06
<b>Total Reserve Fund</b>				<b>3,570,000.00</b>		<b>3,606,774.10</b>	<b>(10,839.34)</b>	<b>(36,458.10)</b>	<b>316.00</b>	<b>3,570,316.00</b>
<b>Sales Tax Fund</b>										
912796XS3	07/22/22	US GOVT	UNITED STATES TREASURY 0.0 01/19/2023	2,000,000.00	98.527	1,970,533.20	14,977.60	26,536.40	(2,930.40)	1,997,069.60
912828ZH6	03/16/22	US GOVT	UNITED STATES TREASURY 0.25 04/15/2023	2,000,000.00	98.797	1,975,937.50	5,630.19	17,686.06	(6,376.44)	1,993,623.56
3133EKS7	10/28/22	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.77 06/26/2023	5,175,000.00	98.213	5,082,522.75	24,680.72	24,680.72	(67,796.53)	5,107,203.47
3130ATTY3	11/03/22	AGCY	FEDERAL HOME LOAN BANKS 4.75 11/02/2023	4,000,000.00	99.963	3,998,516.00	240.69	240.69	(1,243.31)	3,998,756.69
3130ATVJ3	11/09/22	AGCY	FEDERAL HOME LOAN BANKS 5.0 12/06/2023	4,250,000.00	100.054	4,252,280.21	(275.45)	(275.45)	2,004.76	4,252,004.76
<b>Total Sales Tax Fund</b>				<b>17,425,000.00</b>		<b>17,279,789.66</b>	<b>45,253.75</b>	<b>68,868.42</b>	<b>(76,341.92)</b>	<b>17,348,658.08</b>
<b>Grand Total</b>				<b>20,995,000.00</b>		<b>20,886,563.76</b>	<b>34,414.40</b>	<b>32,410.32</b>	<b>(76,025.92)</b>	<b>20,918,974.08</b>

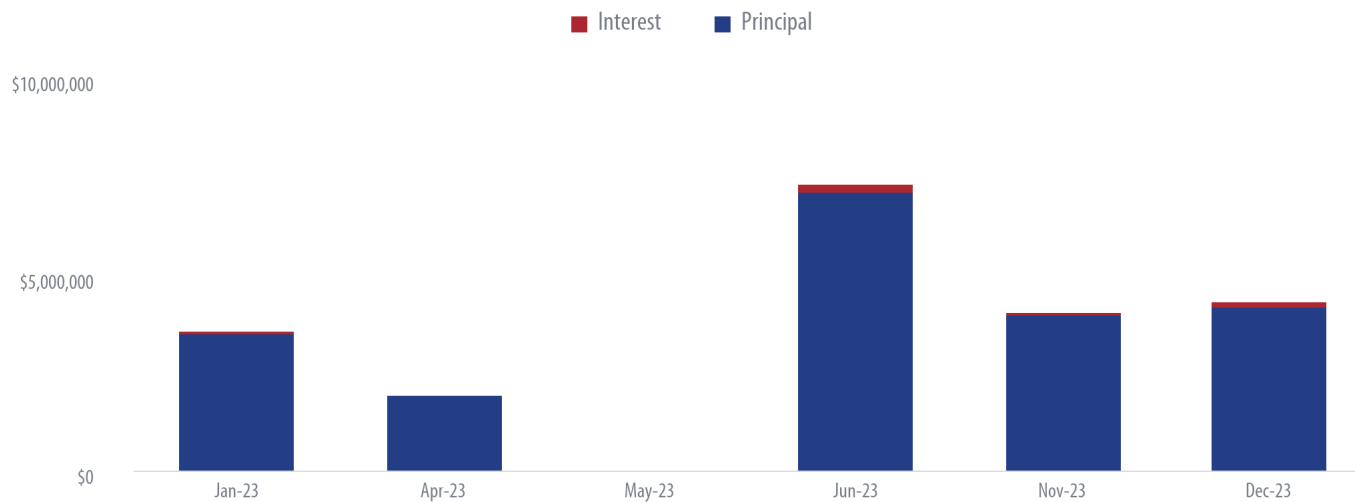
## Projected Cash Flows

CUSIP	Security Description	Post Date	Interest	Principal	Total Amount
<b>Reserve Fund</b>					
3135G0T94	FEDERAL NATIONAL MORTGAGE ASSOCIATION 2.375 01/19/2023	01/19/23	18,643.75		18,643.75
3135G0T94	FEDERAL NATIONAL MORTGAGE ASSOCIATION 2.375 01/19/2023	01/19/23		1,570,000.00	1,570,000.00
3133EMH96	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.125 06/14/2023	06/14/23	1,250.00		1,250.00
3133EMH96	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.125 06/14/2023	06/14/23		2,000,000.00	2,000,000.00
<b>Sales Tax Fund</b>					
912796XS3	UNITED STATES TREASURY 0.0 01/19/2023	01/19/23		2,000,000.00	2,000,000.00
912828ZH6	UNITED STATES TREASURY 0.25 04/15/2023	04/17/23	2,500.00		2,500.00
912828ZH6	UNITED STATES TREASURY 0.25 04/15/2023	04/17/23		2,000,000.00	2,000,000.00
3130ATTY3	FEDERAL HOME LOAN BANKS 4.75 11/02/2023	05/02/23	95,000.00		95,000.00
3130ATVJ3	FEDERAL HOME LOAN BANKS 5.0 12/06/2023	06/06/23	123,368.06		123,368.06
3133EKS7	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.77 06/26/2023	06/26/23	45,798.75		45,798.75
3133EKS7	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.77 06/26/2023	06/26/23		5,175,000.00	5,175,000.00
3130ATTY3	FEDERAL HOME LOAN BANKS 4.75 11/02/2023	11/02/23	95,000.00		95,000.00
3130ATTY3	FEDERAL HOME LOAN BANKS 4.75 11/02/2023	11/02/23		4,000,000.00	4,000,000.00
3130ATVJ3	FEDERAL HOME LOAN BANKS 5.0 12/06/2023	12/06/23	106,250.00		106,250.00
3130ATVJ3	FEDERAL HOME LOAN BANKS 5.0 12/06/2023	12/06/23		4,250,000.00	4,250,000.00
<b>Grand Total</b>			<b>487,810.56</b>	<b>20,995,000.00</b>	<b>21,482,810.56</b>



## Projected Cash Flows Totals

Month and Year	Interest	Principal	Total Amount
January 2023	18,643.75	3,570,000.00	3,588,643.75
April 2023	2,500.00	2,000,000.00	2,002,500.00
May 2023	95,000.00		95,000.00
June 2023	170,416.81	7,175,000.00	7,345,416.81
November 2023	95,000.00	4,000,000.00	4,095,000.00
December 2023	106,250.00	4,250,000.00	4,356,250.00
<b>Total</b>	<b>487,810.56</b>	<b>20,995,000.00</b>	<b>21,482,810.56</b>



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## Board of Directors Memo

January 26, 2023

SUBJECT: Quarterly Grants Report Q1 FY2023

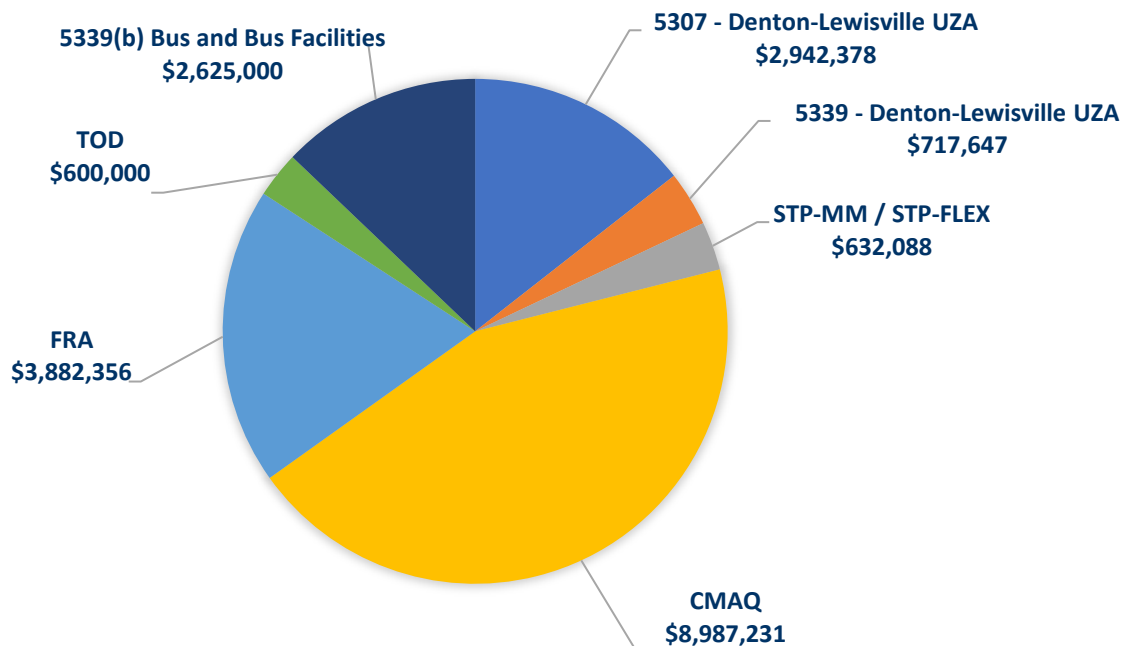
### Recommendation

Staff recommends the Board approve the quarterly grants report for Q1 FY2023.

### Background

DCTA currently has 10 open, fully executed grants that provide reimbursements for various capital projects, rail and bus preventive maintenance, operating assistance, ADA paratransit service, and vanpool service. The grant funding sources include Federal Transit Administration (FTA) and Federal Railroad Administration (FRA). The total grant balance was \$20.3 million as of 12/31/2022 as shown in the graph below. Of this total, \$4.4 million is obligated for Positive Train Control (PTC), \$3.7 million is obligated for the FY17-20 Program of Projects, \$9.0 million is obligated for the Congestion, Mitigation & Quality (CMAQ) program, and \$2.6 million is obligated for the competitive Bus and Bus Facilities program.

### GRANTS FUNDING LEVELS \$20.3 MILLION AS OF 12/31/2022



Program	Q4 FY22 Balance	Q1 FY23 Balance	Grant Activity
Denton-Lewisville UZA (5307)	\$ 5,023,579	\$ 2,942,378	Operating Assistance, Fleet Replacement, Bus Preventive Maintenance, Safety & Security, ADA Paratransit
Bus and Bus Facilities (5339)	717,647	717,647	Fleet Replacement, Automated Fare
STP-MM / STP-FLEX	666,835	632,088	PTC Implementation & Vanpool
ARP Act Relief Funding	1,324,898	-	Operating Assistance
Congestion Mitigation & Air	8,987,231	8,987,231	Land Acquisition & Construction (Old
Consolidated Rail Infrastructure and Safety Improvements	3,882,356	3,882,356	PTC Enhancements
Transit Oriented Development	600,000	600,000	Kansas City Southern (KCS) Rail Corridor
Bus and Bus Facilities (5339b)	2,625,000	2,625,000	Bus Lite Maintenance Facility
<b>Total</b>	<b>\$ 23,827,546</b>	<b>\$ 20,386,700</b>	

### Pending Funding and Other Grant Activity

This quarter, DCTA fully expended FY17 Section 5307 formula funds and the American Rescue Plan Act funds. DCTA has three formula fund grant agreements awaiting FTA approval and hopes to have those executed during the second quarter.

The table below provides information on all pending grants that have not yet been fully executed.

Program	Amount	Grant Activity	Funding Status
FY20 5339 Formula	538,298	Swiftly Transit Platform (formerly Fleet Replacement)	Pending TIP modification by NCTCOG
FY21 POP Formula	9,008,301	Operating Assistance, ADA Paratransit, Preventive Maintenance, Safety & Security	Pending agreement with FTA
FY22 POP Formula	11,875,489	Operating Assistance, ADA Paratransit, Preventive Maintenance, Safety & Security	Pending TIP modification by NCTCOG
NCTCOG Regional	200,000	Bus Preventive Maintenance	Pending agreement with FTA
STP-MM/STP-FLEX	691,600	Vanpool Program	Pending agreement with FTA
<b>TOTAL</b>	<b>\$ 22,313,688</b>		

### Previous Board Activity & Action

There has been no previous Board activity on this item.

### Identified Need

Provides the Board of Directors a quarterly status on grant balances and significant grant activity.

### Financial Impact

This item is included for informational purposes only; there is no financial impact associated with this item. Grant revenues were adopted as part of the FY2023 budget.



Submitted By:

Whitney Traylor  
Whitney Traylor, Grants Manager

Final Review:

Athena Forrester  
Athena Forrester,  
Assistant Vice President of Regulatory Compliance



## **Board of Directors Regular Meeting**

### **December 1, 2022 | 10:00 a.m.**

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Chair Cesar Molina presiding on Thursday, December 1, 2022 at 10:00am, located at the DCTA Administrative Offices, 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

#### **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

#### **DCTA CEO**

Paul A. Cristina

#### **CALL TO ORDER**

Chair Molina called the meeting to order at 10am. All Board Members were present except for Board Members Gonzalez, Smith, Miller and White.

#### **INVOCATION**

Secretary Costa provided the invocation.

#### **PLEDGE OF ALLEGIANCE**

The Board of Directors recited the pledge of allegiance to the United States and Texas flags.



## INTRODUCTIONS

CEO Paul Cristina introduced two new DCTA employees:  
David Magana – Director of Marketing and Communications  
Bracey Goodwin – Director of Safety

## PUBLIC COMMENT

The following individuals addressed the Board of Directors during this time:

Eva Grecco  
Kristine Bray

## CONSENT AGENDA

### **1. Consider Approval of an Amended Interlocal Agreement with Trinity Metro and Task Order Extension with Lyft for Alliance Services**

**(packet pages 6-15)**

*Action Item*

Backup Information: Memo  
Exhibit 1: 4th Amendment - Interlocal Agreement (ILA) with Trinity Metro for Alliance Services

### **2. Consider Ratification of Contract Amendment #9 with Via for GoZone Customer Service Renewal and Lewisville Service Expansion**

**(packet pages 16-20)**

*Action Item*

Backup Information: Memo  
Exhibit 1: Agreement for Mobility Services Amendment #9

### **3. Consider Approval of Contract Amendment #10 with Via for GoZone Saturday Early AM Service**

**(packet pages 21-23)**

*Action Item*

Backup Information: Memo  
Exhibit 1: Agreement for Mobility Services Amendment #10

### **4. Consider Approval of Fourth Amendment to Contract with Terracon, Inc. For Subsurface Environmental Investigation to Include Methane Assessment at the Rail Operations and Maintenance Facility in the Amount of \$25,000**

**(packet pages 24-34)**

*Action Item*

Backup Information: Memo

### **5. Consider Approval of Regular Meeting Minutes dated October 27, 2022**

**(packet pages 35-41)**

*Action Item*

Backup Information: Exhibit 1: October 27, 2022 Meeting Minutes

**6. Consider Appointment of Gina McGrath to Fill an Unexpired Term of Dean Ueckert on the North Texas Mobility Corporation (NTMC) Board of Directors**

(pages page 42)

Action Item

Backup Information: Memo

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

**REGULAR AGENDA**

**1. Discuss Enterprise Van Pool Program**

(packet page 43)

Discussion Item

Backup Information: Memo

Javier Trilla, AVP of Innovation and Information Technology, provided the presentation highlighting the following:

- History of Vanpool Program
- Vanpool – How It Works – How to commute with Enterprise (Functions like a large carpool)
- Popular Vehicle Types and Associates Costs (Standard SUV, Minivan, Full Size Van)
- Vanpool – North Central Texas Council of Governments (NCTCOG) Regional Partnership
- Current DCTA Vanpool Partners (VA, Tyson, Department of Justice/Federal Bureau of Prisons, Tyson, Peterbilt, Texas Instruments, Raytheon Technologies, L3Harris, Labinal Safran Group, Small Business Administration)
- Vanpool Ridership Data

Board discussion regarding how vans are identified/marked, tenure of the Vanpool program, opportunities for growth, reasons why Dallas Area Rapid Transit (DART) discontinued program, innovation opportunities (i.e. portals to create own vanpools).

***No Board action required at this time.***

**2. Discuss Denton County Transportation Authority (DCTA) Mission, Vision and Core Values**

(packet page 44-45)

Discussion Item

Backup Information: Memo

Ashley Elsey, Minerva, provided the presentation highlighting the following:

- Core Values (Safety, Community, Innovation, Accessibility, Stewardship, Prosperity)
- Mission Statement: Getting our people where they need and want to go for work, for play, for life.



- Vision Statement: DCTA is driving a better future for Denton County by providing innovative mobility options, supporting the region's economic growth, creating community engagement, and promoting sustainable transportation.
- Getting Each Person Where They Need and Want to Go
- Making It Easy for the Rider
- Driving a Better Future for Denton County

Board discussion regarding “word smithing” the tag lines and the discussion of next steps.

***No Board action required at this time.***

### **3. Consider Approval of a Resolution and Adoption of the Public Transportation Agency Safety Plan (PTASP)**

**(packet pages 46-92)**

*Action Item*

Backup Information:

Memo

Exhibit 1: DCTA Public Transportation Agency Safety Plan

Exhibit 2: Resolution

CEO Paul Cristina provided the presentation highlighting the following:

- PTASP Annual Update Timeline (February – September)
- Review Agency Operations
- Review Safety Management System (SMS) Documentation
- Review Previous Targets and Set or Continue Targets
- Report Targets to National Transit Database (NTD) and NCTCOG
- Make Any Necessary Adjustments to PTASP
- Update Version Number, Adopt and Certify Plan, Compliance
- Establishing Safety Key Performance Indicators (KPI) within PTASP
- Safety Risk Management Process

Board discussion regarding whether the policy applies to contracted drivers, rate of injury vs. safety events, what events are reported, separating injury and non-injury events, process of reporting/tracking for vanpools, incorporating Key Performance Indicators across modes, and digital media with safety information.

***Motion by Board Member Eads with a second by Secretary Costa to approve Resolution R22-11 as presented. Motion passes 5-0.***

### **4. Discuss Local and Regional Transportation Updates and Legislative Issues**

**(packet pages N/A)**

*Discussion Item*

Chair Molina highlighted the following:

- DMRC Meeting
- North Texas Transit Tour

Secretary Costa highlighted the following:

- Regional Transportation Council Meeting

## INFORMATIONAL REPORTS

### 1. Monthly Financial Reports

(packet pages 93-96)

Backup Information:

Memo 1: Monthly Sales Tax Receipts

Exhibit 1: Monthly Sales Tax Report

### 2. Monthly Ridership Reports

(packet pages 97-103)

Backup Information:

Memo

Exhibit 1: Ridership by Mode – October 2022

Exhibit 2: Connect and GoZone Ridership by Month and Year

Exhibit 3: Connect Ridership Year-Over-Year by Month

Exhibit 4: A-train Year-Over-Year Ridership Comparison

Exhibit 5: UNT Ridership Year-Over-Year by Month

### 3. 2023 Denton County Transportation Authority (DCTA) Board of Directors Meeting Calendar

(packet page 104-105)

Backup Information:

Memo

Exhibit 1: 2023 Board of Directors Meeting Calendar

### 4. Social Service Agency Roundtable Recap Report

(packet pages 106-116)

Backup Information:

Memo

Exhibit 1: Social Services Roundtable Recap Report

### 5. Community Advisory Committee Recap Report and Next Steps

(packet pages 117-125)

Backup Information:

Memo

Exhibit 1: Community Advisory Committee Recap Report

### 6. Capital Edge Federal Legislative Briefing

(packet pages 126-128)

Backup Information:

Memo

***No Board action required at this time.***

## FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

- Discussion of a Budget Amendment to fund discounts and/or free fares and passes for Social Service Agencies



## REPORT ON ITEMS OF COMMUNITY INTEREST

- Holiday at the Hall/Bell Ringing – Lewisville – December 3, 2022
- Denton Holiday Festival and Holiday Lighting
- DCTA Holiday Express – December 3, 2022
- Readings with Mrs. Claus – Shops of Highland Village/Barnes and Noble – Beginning December 3, 2022
- Cross Timbers Rotary Luncheon – December 10, 2022

Thanks were extended to Dean Ueckert for his service on the North Texas Mobility Corporation and congratulations to David Gaines, NTMC Board Member/City of Denton Assistant City Manager, as he was selected as the Town Manager for the Town of Addison. Appreciation was also given to the entire DCTA staff for their work during this year.

The Board recessed at 11:25am and reconvened at 11:46am.

## CONVENE EXECUTIVE SESSION

Chair Molina read the Executive Session language and the Board convened into Executive Session at 11:46am.

## RECONVENE OPEN SESSION

The Board reconvened from Executive Session at 12:43pm with no action taken.

## ADJOURN

The Board Meeting was adjourned at 12:44pm.

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Cesar Molina, Board Chair

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Dianne Costa, Board Secretary



## Board of Directors Memo

January 26, 2022

SUBJECT: Discuss and Consider Approval of Task Order #10 with AECOM for Electronic Security Technology Planning Assessment

### **Recommendation**

Staff recommends the Board approve Task Order #10 with AECOM effective January 26, 2023, in the amount of \$149,708.57

### **Background**

The Electronic Security Technology Planning Assessment will provide program planning documents for the deployment and operation of electronic security systems and technology throughout DCTA's transit system. The systems included in this assessment include Surveillance Cameras, Access Control Systems, Emergency Call Stations, and Digital Passenger Information Signage. The scope of this assessment is as follows:

1. Existing Conditions Surveys and Interviews
2. Electronic Security Needs Assessment
3. Technical Basis Criteria for Design-Build RFP
4. Rough Order Cost Estimate and Deployment Timeline Recommendations

### **Previous Board Activity & Action**

- No previous board action has been taken on this item.

### **Identified Need**

This assessment will provide DCTA with a security gap analysis and path forward to mitigate risk to both passengers and staff throughout the transit system. DCTA's current surveillance and access control systems are decentralized and lack visibility to many parts of the transit network. Digital passenger information signage will provide next train information for passengers on platform which will improve both the passenger experience.

### **Financial Impact**

Funding for this task order was approved in the Fiscal Year 2023 budget under Expanded Level Project: Security Camera, Access Control, and Station Signage Study

### **Exhibits**

None.

Submitted By:

  
Javier Trilla, Assistant VP  
Innovation and Information Technology



## Board of Directors Memo

January 26, 2023

SUBJECT: Discuss and Consider Approval of FY22 Transportation Reinvestment Program (TRiP) Annual Report and FY23 TRiP Annual Call for Projects

### Recommendation

Staff recommends approval of FY22 Transportation Reinvestment Program (TRiP) Annual Report and FY23 TRiP Annual Call for Projects.

### Background

In accordance with the agency's TRiP policy adopted in November 2020, the FY23 Annual Call for Projects is now active. TRiP enables partnerships between the agency and its member cities for mutually beneficial investments in transit-supportive projects that are consistent with DCTA's enabling legislation.

### Previous Board Activity & Action

None.

### Identified Need

This agenda item is intended to formally announce and promote DCTA's Annual TRiP Call for Projects for FY23.

### Financial Impact

The table on the following page summarizes member city FY23 TRiP program allocations and rollover amounts associated with subsequent program years.

**FY21 TRiP Program Allocation and Awarded Grant Obligations**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Funding Allocation	\$ 3,424,946	\$ 379,591	\$ 3,837,597	\$ 7,642,134
FY21 Obligation - City of Denton	\$ 2,517,977			
FY21 Obligation - City of Highland Village		\$ 288,794		
FY21 Obligation - City of Lewisville			\$ 2,591,375	
<b>FY21 TRiP Program Rollover</b>	<b>\$ 906,969</b>	<b>\$ 90,797</b>	<b>\$ 1,246,222</b>	<b>\$ 2,243,988</b>

**FY22 TRiP Program Allocation and Awarded Grant Obligations**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY22 Funding Available to Cities	\$ 4,263,151	\$ 450,500	\$ 5,019,354	\$ 9,733,005
FY22 Obligation - City of Denton	\$ 3,980,578			\$ 3,980,578
<b>FY22 TRiP Program Rollover</b>	<b>\$ 282,573</b>	<b>\$ 450,500</b>	<b>\$ 5,019,354</b>	<b>\$ 5,752,427</b>

**FY23 Adopted TRiP Budget to Include Member City Allocations, Obligations, and Program Rollovers**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Rollover	\$ 906,969	\$ 90,797	\$ 1,246,222	\$ 2,243,988
FY22 Rollover	\$ 282,573	\$ 450,500	\$ 5,019,354	\$ 5,752,427
FY23 Funding Available to Cities	\$ 5,306,987	\$ 538,200	\$ 5,448,029	\$ 11,293,216
<b>FY23 Call for Projects Available Funding</b>	<b>\$ 6,496,529</b>	<b>\$ 1,079,497</b>	<b>\$ 11,713,605</b>	<b>\$ 19,289,631</b>



Exhibits

Exhibit 1: TRiP Annual Call for Projects FY23

Exhibit 2: TRiP Annual Report for FY22

Submitted by:

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

Tim Palermo, Planning and Data Analytics Manager



## CALL FOR PROJECTS

### Denton County Transportation Authority (DCTA) Transportation Reinvestment Program (TRiP) FY 2023 Funding Availability

DCTA is pleased to announce a *Call For Projects* for the Transportation Reinvestment Program's FY 2023 funding availability. This program provides financial assistance to DCTA member cities for transit-supportive projects consistent with and beneficial to DCTA's Long-Range Service Plan goals. The program aligns the DCTA mission of "improving mobility, air quality, economic development and livability" for the DCTA service area and Denton County at large.

Eligible member cities must submit a written application within 90 days of this *Call for Projects* in order to be considered for funding. The application shall include, at minimum: a project description, project limits and boundaries, proposed or engineering-based capital cost estimates, requested funding amount, identification of additional funding sources (if applicable), proposed schedule for the project, and a description of how the project supports DCTA Long-Range Service Plan goals.

DCTA staff will have 30 days to review proposed project applications to determine minimum project eligibility or request more information. Subsequent to completing the review, if no additional information is requested, the application will be placed on the agenda for the next regularly scheduled DCTA Board of Directors meeting for consideration. Following the review of each application, the DCTA staff will lead the approval and award process including any necessary interlocal agreements and payment schedules.

#### How to Apply

Step 1: Review the TRiP policy document [here](#)

Step 2: Review FY 2023 member city TRiP funding allocations [here](#)

Step 3: Review the [application workbook](#) to determine what information you should gather in order to apply.

#### Project Selection Process Timeline (2023)

January 26	Call for Projects Released
April 26	Applications Due (email to: <a href="mailto:tpalermo@dcta.net">Tim Palermo - tpalermo@dcta.net</a> )
May 16	DCTA Finalize Project Eligibility
June 22	Board Meeting for Consideration
July 27	Award

*At a minimum, projects must meet the following criteria to be eligible for DCTA funding:*

- *Project limits located primarily within the DCTA service area, the geographic boundaries of DCTA member cities, or within a quarter mile of any A-train Station or DCTA fixed bus route.*
  - *Projects that extend beyond this area should identify extra-territorial costs and alternate funding sources for the portion of costs not eligible for TRiP funding*
- *Clear and defensible nexus to DCTA Long-Range Service Plan goals*
- *Financially Feasible*
  - *Requested capital funding does not exceed the member city's TRiP allocation, or*
  - *Funding sources have been identified for project costs exceeding the requested amount*





**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. R20-22**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING THE DENTON COUNTY TRANSPORTATION AUTHORITY TRANSPORTATION REINVESTMENT PROGRAM (TRiP) POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the DCTA Transportation Reinvestment Program (TRiP) Policy's objective is to provide financial assistance to DCTA member cities for transit-supportive projects consistent with and beneficial to DCTA's Long-Range Service Plan Goals; and

**WHEREAS**, DCTA Board of Directors has been presented with the DCTA TRiP Policy attached hereto as Exhibit "A" and incorporated herein by reference; and

**WHEREAS**, upon full review and consideration of the DCTA TRiP Policy, and all matters related thereto, the Board of Directors of the Denton County Transportation Authority is of the opinion and finds that the DCTA TRiP Policy should be approved;

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

**SECTION 1.** The DCTA TRiP Policy, attached hereto as Exhibit "A", be and the same is hereby approved.

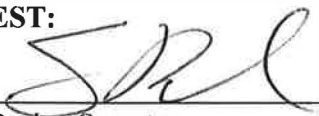
**SECTION 2.** This Resolution shall become effective immediately upon its passage and approval.

**DULY PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY THE 12<sup>TH</sup> DAY OF NOVEMBER 2020.**

**APPROVED:**

  
\_\_\_\_\_  
Chris Watts, Chair

**ATTEST:**

  
\_\_\_\_\_  
Sam Burke, Secretary

**EXHIBIT “A”**  
**DCTA TRiP Policy**



## DENTON COUNTY TRANSPORTATION AUTHORITY TRANSPORTATION REINVESTMENT PROGRAM (TRiP)

### I. POLICY STATEMENT

The Denton County Transportation Authority (DCTA) Transportation Reinvestment Program (TRiP) policy objective is to provide financial assistance to DCTA member cities for transit-supportive projects consistent with and beneficial to DCTA's Long-Range Service Plan goals. TRiP funding will be apportioned to DCTA member cities in proportion to each city's net half-cent sales and use tax collection for the previous fiscal year, as published by the Texas Comptroller's Allocation Payment Detail. Total program funding levels and allocation formula are detailed in Section III. DCTA will distribute funds to member cities for eligible projects consistent with DCTA's enabling legislation, Chapters 431 and 460 of the Texas Transportation Code, and project selection criteria specified in Section V.

### II. SCOPE

TRiP is a five-year policy, with its first funding cycle beginning in 2021. Each year, DCTA will establish TRiP funding levels following an audit of the previous fiscal year's net available balance and in accordance with the TRiP policy. DCTA will issue a call for projects in January of each calendar year. Continuation of the policy beyond the initial five years would require DCTA Board reapproval. In the event the Board does not re-approve subsequent years, the policy will expire after the five-years and any unobligated funds shall revert to DCTA cash reserves.

Funds will be available to DCTA member cities, including Denton, Highland Village and Lewisville. A municipality which becomes a participating member of DCTA, under the provisions of Section 460.302 Texas Transportation Code, will become an eligible recipient of DCTA TRiP funding in the next fiscal year following collection of a transit sales and use tax.

### III. FUNDING

The annual TRiP budget will be equal to 15 percent of DCTA's net available fund balance from the previous fiscal year. In addition, DCTA will authorize a one-time program startup amount of \$2,000,000 to be transferred from the Capital/Infrastructure Reserve to a dedicated TRiP project line within the FY2021 budget. Annual program contributions may be amended as necessary through Board amendment of the TRiP policy.

Funding for each member city will be allocated based on the following formula:

$$= 95\% \times \text{Annual Program Budget} \left( \frac{\text{Individual member city sales tax collection, prior FY}}{\text{Total all member cities sales tax collection, prior FY}} \right)$$

Actual cost up to and not to exceed five percent of the annual program budget shall be set aside for DCTA program 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. Prior to award of the TRiP projects, DCTA staff will present anticipated TRiP administrative costs for Board approval. Unspent administrative budget shall be returned to TRiP reserve balances.

Multiple municipalities may pool their allocated amounts to allow more flexibility in financing larger, mutually beneficial projects. Member cities could accrue allocated funds each fiscal year in order to fund a larger project. Funds remain with DCTA, designated to each member city,

## **DENTON COUNTY TRANSPORTATION AUTHORITY TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

until dispersed to an approved project. Funds will remain with DCTA until reimbursements have been made to the member city for an approved project. Unobligated funds designated to each member city may rollover for up to three years.

### **IV. ELIGIBLE PROJECTS**

To be eligible for TRiP funding, a project must be consistent with DCTA's enabling legislation, Chapters 431 and 460 of the Texas Transportation Code, and project selection criteria specified in Section V. Projects funded through inter-local agreement must be authorized under and consistent with the provisions of Texas Local Government Code 791: Interlocal Cooperation Contracts.

A key provision of Chapter 460 regarding DCTA expenditures is that they be consistent with and beneficial to the locally adopted Long-Range Service Plan goals. Projects eligible for TRiP funding should demonstrate support of these formally adopted goals. Eligible projects are shown in **Attachment A**.

In addition to serving Long-Range Service Plan goals, projects eligible for TRiP funding should be clearly defined and financially sound. Well defined capital/expansion projects will facilitate a reliable design-build cost estimate. Cost estimates for maintenance of assets should be based on recent similar maintenance projects or bids/solicitations where available. Planning and preliminary design costs may also be eligible for projects that support DCTA's long range goals.

Eligible project types may be amended as necessary through a DCTA Board amendment of the TRiP policy. Adoption of an updated DCTA Long-Range Service Plan update may trigger Board action if amendments to TRiP project criteria are needed to ensure consistency with updated Long-Range Service Plan goals.

### **V. PROJECT SELECTION**

Eligible member cities must submit a written application for funding. The application shall include, at minimum: a project description, project limits and boundaries, proposed or engineering based capital cost estimates, requested funding amount, identification of additional funding sources (if applicable), proposed schedule for the project, and a description of how the project would support DCTA Long-Range Service Plan goals. A sample project application is provided in *Attachment A*.

Applications will be submitted within 90 days of the DCTA Call for Projects. However, member cities may submit their applications sooner. DCTA staff will have 30 days to review the application to determine minimum project eligibility or request more information. Subsequent to completing the review, if no additional information was requested, the application will be placed on the agenda for the next regularly scheduled DCTA Board of Directors meeting for consideration. Following the review of each application, the DCTA Board will lead the approval and award process.

In subsequent years, should a member city have a project that timing would necessitate an application prior to the call for projects, a city may submit an application for pre-award

## **DENTON COUNTY TRANSPORTATION AUTHORITY TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

authority. Any cost difference between the member city's allocated funding for that year and the project cost, would be borne by the member city.

DCTA staff will have 45 days to review the pre-award authority application to determine minimum project eligibility or request more information. Subsequent to completing the review, if no additional information was requested, the application will be placed on the agenda for the next regularly scheduled DCTA Board of Directors meeting for consideration. Following the review of each application, the DCTA Board will lead the approval and award process.

At a minimum, projects must meet the following criteria to be eligible for DCTA funding:

- Project limits located primarily within the DCTA service area, the geographic boundaries of DCTA member cities, or within a quarter mile of any A-train Station or DCTA fixed bus route.
  - Projects that extend beyond this area should identify extra-territorial costs and alternate funding sources for the portion of costs not eligible for TRiP funding
- Clear and defensible nexus to DCTA Long-Range Service Plan goals
- Financially Sound
  - Requested capital funding does not exceed the member city's TRiP allocation, or
  - Funding sources have been identified for project costs exceeding the requested amount

In the event a member city submits multiple projects for consideration whose total costs exceed the member city's balance of available funds, additional project criteria may be considered to narrow the selection. These additional criteria may include percent cost sharing, ability to leverage additional federal funding, project timeframe, and demonstrated ability to meet multiple Long-Range Service Plan goals. Projects meeting minimum selection criteria may be deferred to a future year in the event of funding limitations.

### **VI. DISBURSEMENT**

Based on the requested funding amount and as part of the Board approval packet, DCTA staff will recommend a schedule for TRiP funding disbursement which may be lump sum, quarterly, or annually.

Once approved by the DCTA Board, the approved funding becomes programmed to the project. That programmed amount is deducted from the available apportionment as an obligation. Funds will be allocated in accordance with the approved schedule, including lump-sum, quarterly or annually. In no case, will disbursements be made until the project eligibility requirements have been met and formal approval by the DCTA Board has been made. DCTA disbursement of payment to member cities for eligible project expenses will occur after an expense has been incurred as a reimbursement.

For capital assistance projects, member cities shall provide DCTA with a project status report and current financial records for each approved project. The status report shall be submitted on an annual basis (consistent with recommended disbursement schedule), and will include:

- Project identifier
- Approved project budget
- TRiP funds programmed for the project

## **DENTON COUNTY TRANSPORTATION AUTHORITY TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

- Expenses incurred
- Percentage completion

At project completion, in the event that final project accounting or audit reveals that TRiP funding was not expended in a manner consistent with program requirements, or that the final project cost was less than the approved TRIP funding, those unspent funds shall be returned to DCTA and remain available in the apportionment for reprogramming to the eligible city. Unspent dollars shall be available to the eligible city up to three years for reprogramming and will be in addition to, any future allotments.

DCTA does not assume or incur any liability, obligation or financial responsibility for a contract between an eligible city and a contractor, employee or agent for an approved project or any liability for a result, occurrence, injury or damages resulting from or caused, directly or indirectly, by an approved project.

### **VII. PERFORMANCE EVALUATION AND REPORTING**

Eligible cities shall maintain accurate books and records of all approved projects. Cities will maintain separate records for each approved project including project budgets, budget amendments, revised budget balances, expenditures to date, change orders, cost to complete, and TRiP funding received to date. DCTA maintains the right to audit a city's books to ensure that TRiP funding is applied in accordance with the program criteria. Cities also maintain the right to audit DCTA's books to ensure that the funding allocations and disbursements are in accordance with these guidelines and other applicable laws.

In addition to financial records, member cities will provide to DCTA an annual status report for each funded project detailing the activities completed to date, schedule updates, and any foreseeable issues or challenges. Additional performance monitoring criteria may be established for larger disbursements or on-going programs funded through TRiP.

DCTA may reconfirm performance goals (established in coordination with the member cities) intended to demonstrate the project's ability to support Long-Range Service Plan goals. DCTA will report quarterly to the Board on the status of the TRiP fund, including amounts apportioned, amounts programmed, amounts disbursed to member cities, and the amount remaining for each city. Quarterly staff reports will also include a summary of significant milestones and performance goals.

### **VIII. ETHICS AND CONFLICTS OF INTEREST**

Officers and employees involved in the project selection process shall refrain from personal business activity that could conflict with the proper execution and management of the TRiP or that could impair the ability to make impartial decisions. Employees and Board members shall disclose any material interests potentially affected by any of the projects submitted.

Procedures when identifying a potential conflict of interest will comply with Chapter 171 of Texas Local Government Code regarding conflicts of interest. If an officer or employee involved in the project selection process has a substantial interest in a business entity or in real property,

**DENTON COUNTY TRANSPORTATION AUTHORITY  
TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

that person must file an affidavit stating the nature and extent of the interest and abstain from further participation.<sup>1</sup>

**IX. SUBJECT TO AUDIT**

DCTA shall establish a system of written internal controls which will be reviewed annually with the independent auditor of DCTA. The controls shall be designed to prevent loss of public funds due to error, misrepresentation, or oversight. A formal annual review of these internal controls as well as disbursements and receipts associated with the Transportation Reinvestment Program will be performed by an independent auditor. Results of the audit shall be reported to the Board.

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<sup>1</sup> Legal exceptions and situations not requiring abstention should be reviewed and documented with DCTA counsel.





**DENTON COUNTY TRANSPORTATION AUTHORITY  
TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

**IN THE SECTION BELOW, PLEASE INDICATE HOW THE PROPOSED PROJECT  
SUPPORTS DCTA LONG-RANGE SERVICE PLAN GOALS**

☐ Increase service efficiency and reliability

☐ Increase service effectiveness for DCTA customer

☐ Increase the visibility and elevate the image of DCTA

☐ Expand DCTA services into areas where transit has a strong likelihood of success

☐ Coordinate with regional transportation providers

☐ Pair transit facilities to existing and planned transit-supportive development

☐ Advocate sustainable development practices that support transit

☐ Strive for financial excellence by maintaining fiscally sound and sustainable financial plans and budgets that reflect community priorities and values



**DENTON COUNTY TRANSPORTATION AUTHORITY  
TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

**THIS SECTION TO BE COMPLETED BY DCTA STAFF**

Transportation Reinvestment Program Project Identifier: \_\_\_\_\_

- ☐ Meets minimum project eligibility requirements
- ☐ Multiple project selection

Rank: \_\_\_\_\_

Initial Member City Transportation Reinvestment Program Balance: \_\_\_\_\_

Recommended Project FY \_\_\_\_\_ Programmed Amount: \_\_\_\_\_

Remaining Member City Balance: \_\_\_\_\_

Recommended Disbursement Schedule:

- ☐ Lump Sum
- ☐ Quarterly
- ☐ Monthly
- ☐ As defined through Inter-local Agreement

**PLEASE ATTACH PROJECT COST BACKUP. ACCEPTABLE COST BACKUP FOR CAPITAL PROJECTS INCLUDES PROJECT DRAWINGS, DESIGN SHEETS, COST WORKBOOK, OR BID SHEET. FOR SERVICE REQUESTS, PLEASE INCLUDE A SUMMARY OF DISCUSSIONS WITH DCTA SERVICE PLANNING STAFF OR AN ESTIMATE FROM AN ALTERNATE TRANSPORTATION SERVICE PROVIDER.**

**DENTON COUNTY TRANSPORTATION AUTHORITY  
TRANSPORTATION REINVESTMENT PROGRAM (TRiP)**

**ATTACHMENT A**

<b>Improvement Type</b>	<b>Restrictions</b>
<b>Transit Stop Amenities</b>	Along existing or planned DCTA fixed routes
<b>Sidewalks</b>	Within one mile and/or along existing or planned DCTA fixed routes/demand response zones
<b>Crosswalks/Median Island</b>	Within one mile and/or of planned DCTA fixed routes/demand response zones
<b>Bike/Ped Trail Connections</b>	Provides connection to existing or planned transit network
<b>Bus Bulb Out/Turning Pocket</b>	N/A
<b>Transit Lane</b>	N/A
<b>Bike Lane (on-street)</b>	N/A
<b>Other Lane reconfiguration</b>	Must serve a transit-related purpose
<b>Traffic Calming</b>	N/A
<b>Landscaping/streetscaping</b>	Along existing or planned route DCTA fixed routes/on-demand response zones
<b>Street lighting/ Other public safety improvements</b>	Along existing or planned DCTA fixed routes/on-demand response zones
<b>Transit Signal Priority (TSP)</b>	Along existing or planned DCTA fixed routes/on-demand response zones
<b>Signal Timing</b>	Along existing or planned DCTA fixed routes/on-demand response zones
<b>Other Intersection improvements</b>	Along existing or planned DCTA fixed routes/on-demand response zones
<b>Street Improvements</b>	Along existing or planned DCTA fixed routes/ on-demand response zones
<b>Shared Parking, Kiss &amp; Ride/Drop-off Zones</b>	Within 500 feet of DCTA stations or facilities
<b>Transit Oriented Development</b>	Planning and site development activities
<b>Transit Adjacent Development</b>	Planning and site development activities
<b>Wayfinding/Placemaking signage</b>	N/A

*Note: all improvements should be consistent with approved local and regional plans, including DCTA's Long Range Service Plan*



## FY21 TRiP Program Allocation and Awarded Grant Obligations

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Funding Allocation	\$ 3,424,946	\$ 379,591	\$ 3,837,597	\$ 7,642,134
FY21 Obligation - City of Denton	\$ 2,517,977			
FY21 Obligation - City of Highland Village		\$ 288,794		
FY21 Obligation - City of Lewisville			\$ 2,591,375	
<b>FY21 TRiP Program Rollover</b>	<b>\$ 906,969</b>	<b>\$ 90,797</b>	<b>\$ 1,246,222</b>	<b>\$ 2,243,988</b>

## FY22 TRiP Program Allocation and Awarded Grant Obligations

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY22 Funding Available to Cities	\$ 4,263,151	\$ 450,500	\$ 5,019,354	\$ 9,733,005
FY22 Obligation - City of Denton	\$ 3,980,578			\$ 3,980,578
<b>FY22 TRiP Program Rollover</b>	<b>\$ 282,573</b>	<b>\$ 450,500</b>	<b>\$ 5,019,354</b>	<b>\$ 5,752,427</b>

## FY23 Adopted TRiP Budget to Include Member City Allocations, Obligations, and Program Rollovers

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Rollover	\$ 906,969	\$ 90,797	\$ 1,246,222	\$ 2,243,988
FY22 Rollover	\$ 282,573	\$ 450,500	\$ 5,019,354	\$ 5,752,427
FY23 Funding Available to Cities	\$ 5,306,987	\$ 538,200	\$ 5,448,029	\$ 11,293,216
<b>FY23 Call for Projects Available Funding</b>	<b>\$ 6,496,529</b>	<b>\$ 1,079,497</b>	<b>\$ 11,713,605</b>	<b>\$ 19,289,631</b>

S:\TRiP\FY23\FY23 TRiP Funding - AR Updated 1.16.23.xlsx\FY23 with Obs and Rolls

- (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.

## FY22 Transportation Reinvestment Program (TRiP) Annual Status Report

January 26, 2023

### Background and Introduction

Fiscal Year 2022 represented the second full year for DCTA's pioneering Transportation Reinvestment Program (TRiP). The TRiP program was approved by the DCTA Board in 2020 to provide financial assistance to DCTA member cities for transit-supportive projects which support the ideals and goals contained in the Agency's Long-Range Service Plan.

This report includes a summary of the nine projects approved in FY 2022 which are funded, in part, through TRiP and a summary of the program's financial status ahead of the agency's TRiP Call for Projects for FY 2023.

Funds are made available to DCTA member cities and must meet the following minimum criteria in order to be eligible for TRiP funding:

1. Project limits located primarily within the DCTA service area, the geographic boundaries of DCTA member cities or within a quarter mile of an A-train station or DCTA bus route.
2. Have a clear and defensible tie to Long-Range Service Plan goals.
3. Financially feasible.

### Process

Upon review, DCTA determined that all nine City of Denton Transportation Reinvestment Program (TRiP) applications met or exceeded the minimum project eligibility requirements specified in *Resolution R20-22* and supported DCTA's Long-Range Service Plan goals. Therefore, the Board authorized the agency to draft and execute project reimbursement agreements with the City of Denton for the following projects:

City of Denton FY22 Approved TRiP Projects

Project	Current City Funding	Proposed TRiP Funding
Mayhill Road Extension Ph. 2	\$ 23,600,000	\$ 592,500
SED-A Street Bundle	\$ 7,500,000	\$ 82,500
SED-B Street Bundle	\$ 15,500,000	\$ 228,750
UPRR Quiet Zone Pedestrian Improvements	\$ 2,056,225	\$ 568,578
Loop 288 Sidewalks	\$ 360,000	\$ 360,000
Downtown Sidewalks	\$ 1,223,000	\$ 1,089,750
Morse Street-On Street Trail	\$ 192,500	\$ 152,500
A-train to UNT Bike Path	\$ 2,580,000	\$ 88,490
All-Walk Crosswalk Construction	\$ 885,720	\$ 817,510
	<b>\$ 53,897,445</b>	<b>\$ 3,980,578</b>

\\dcta.net\fileshares\SharedDocs\TRiP\FY23\[FY23 TRiP Funding - AR Updated 1.16.23.xlsx]FY 22Applications

These projects represent a total investment of over \$57 million towards improving walkability and therefore public transit accessibility which are partially leveraged by TRiP program funding. Member cities Lewisville and Highland Village chose to allow their FY 2022 TRiP allocations roll into FY 2023.

## **FY 2022 Project Summaries**

### **Mayhill Road Extension Phase 2**

The Mayhill Road Extension Phase 2 Project provides a grade separated bridge crossing of the DCTA A-train, with bicycle and pedestrian accessibility improvements in the area of the Medpark A-Train station, Mayhill Road side path, A-train rail-trail, and surrounding sidewalks.

#### ***Project Status & TRiP Funding***

Project Status:	<b>Construction</b>
Schedule:	<b>Q3 2022 – Q3 2024 (Construction)</b>
Estimate at Completion:	<b>\$23,600,000 (Design &amp; Construction)</b>
TRiP Award:	<b>\$592,500 (Construction)</b>

### **SED-A Street Bundle**

The Southeast Denton Phase A 2019 Street Reconstruction Bond package will reconstruct various streets in the area south of downtown. Several segments of sidewalk on Robertson Street were added during design to improve accessibility and mobility in the project area. Curb extensions and sidewalk ramps will be constructed along Mill Street, providing space for future construction of sidewalks along Mill Street. This project improves connectivity to the fixed-route network and the A-train rail-trail which provides direct access to the Downtown Denton Transit Center.

#### ***Project Status & TRiP Funding***

Project Status:	<b>Design Complete</b>
Schedule:	<b>Q2 2022 – Q3 2023 (Construction)</b>
Estimate at Completion:	<b>\$7,500,000 (Design &amp; Construction)</b>
TRiP Funding Award:	<b>\$82,500 (Construction)</b>

### **SED-B Street Bundle**

The Southeast Denton Phase B 2019 Street Reconstruction Bond package will reconstruct various streets in the area just south of downtown. Several segments of deficient sidewalk will be repaired, minor sidewalk gaps will be constructed where feasible and curb ramps replaced with ADA compliant facilities. This project will improve connectivity to the fixed-route network, and the A-train rail-trail providing direct access to the Downtown Denton Transit Center.

#### ***Project Status & TRiP Funding***

Project Status:	<b>Design</b>
Schedule:	<b>Q3 2022 (Design) Q4 2022 - Q2 2024 (Construction)</b>
Estimate at Completion:	<b>\$15,500,000 (Design &amp; Construction)</b>
TRiP Funding Award:	<b>\$228,750 (Construction)</b>

### UPRR Quiet Zone Pedestrian Improvements

Sidewalk improvements incorporated into the currently planned UPRR Quiet Zones improvements in the downtown area. Three rail grade crossings will be improved to provide or widen sidewalks, including McKinney Street, Hickory Street, and Sycamore Street, improving pedestrian access between downtown and the DCTA A-train station.

#### *Project Status & TRiP Funding*

Project Status:	<b>Design</b>
Schedule:	<b>Q2 2022 (Design)</b> <b>Q2 2023 (Construction)</b>
Estimate at Completion:	<b>\$2,056,226 (Design &amp; Construction)</b>
TRiP Funding Award:	<b>\$568,578 (Construction)</b>

### Loop 288 Sidewalks

Sidewalks along Loop 288 between the Junction facility for persons experiencing homelessness, and Our Daily Bread facility are incomplete. The project helps fund new sidewalks on the west side of the street, south of the Junction, and on the east side of the street, north of McKinney Street to Market Street. A mix of residential and commercial development along this portion of Loop 288 will benefit from a complete connected sidewalk network.

#### *Project Status & TRiP Funding*

Project Status:	<b>Initiation</b>
Schedule:	<b>Q3 2022 (Design)</b> <b>Q2 2024 (Construction)</b>
Estimate at Completion:	<b>\$360,000 (Design &amp; Construction)</b>
TRiP Funding Award:	<b>\$360,000 (Design &amp; Construction)</b>

### Downtown Sidewalks

Multiple sidewalk improvements programmed in the downtown area under the City's Capital Improvement Program. All but one of these segments are completely designed and planned for construction from 2022 to 2024.

#### *Project Status & TRiP Funding*

Project Status:	<b>Initiation / Design</b>
Schedule:	<b>Q3 2022 – Q3 2024 (Construction Completion)</b>
Estimate at Completion:	<b>\$1,223,000 (Design &amp; Construction)</b>
TRiP Funding Request:	<b>\$1,089,750 (Design &amp; Construction)</b>

### Morse Street On-Street Trail

Morse Street is a wide two-lane street in southeast Denton. The City receives frequent complaints about speeding in the corridor, so the opportunity to narrow the street and provide an on-street trail were identified as a traffic calming and multi-modal access opportunity. This project will improve access to future bus routes and the A-train rail-trail with an added benefit of improving trail user safety by narrowing the rail-trail crossing at Morse Street.

*Project Status & TRiP Funding*

Project Status:	<b>Initiation</b>
Schedule:	<b>Q4 2022 (Design)</b> <b>Q3 2023 (Construction)</b>
Estimate at Completion:	<b>\$192,500 (Design &amp; Construction)</b>
TRiP Funding Request:	<b>\$152,500 (Design &amp; Construction)</b>

A-train to UNT Bike Path Completion

Improvements on Sycamore and Welch Streets to serve DCTA customers traveling from the A-train station to Downtown Denton and ultimately the UNT campus. This pedestrian will increase connectivity to DCTA's Connect Route 7 and its UNT shuttles.

*Project Status & TRiP Funding*

Project Status:	<b>Construction</b>
Schedule:	<b>Q4 2023 (Design &amp; Construction)</b>
Estimate at Completion:	<b>\$2,580,000 (Design &amp; Construction)</b>
TRiP Funding Request:	<b>\$88,490 (Construction)</b>

All-Way Crossing Construction

A permanent all-way crosswalk and signal improvements on the Downtown Denton Courthouse Square will provide a safer means for transit riders to walk to employment, education, and entertainment centers in Downtown Denton, and to more efficiently navigate to and from bus and A-train transit stops. TRiP funds in the amount of \$68,210 were previously approved for the design of this projects. This application is to cover remaining construction costs of the project. The Downtown intersections include Oak and Elm, Oak and Locust, and Hickory at Locust.

*Project Status & TRiP Funding*

Project Status:	<b>Design &amp; Construction</b>
Schedule:	<b>Q4 2022 (Design &amp; Construction)</b>
Estimate at Completion:	<b>\$885,720 (Design &amp; Construction)</b>
TRiP Funding Request:	<b>\$817,510 (Construction)</b>

**FY 2023 Member City Allocations and Prior Year Rollover Amounts**

The table below summarizes member city FY 2023 TRiP program allocations and rollover amounts associated with prior program years.

**FY21 TRiP Program Allocation and Awarded Grant Obligations**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Funding Allocation	\$ 3,424,946	\$ 379,591	\$ 3,837,597	\$ 7,642,134
FY21 Obligation - City of Denton	\$ 2,517,977			
FY21 Obligation - City of Highland Village		\$ 288,794		
FY21 Obligation - City of Lewisville			\$ 2,591,375	
<b>FY21 TRiP Program Rollover</b>	<b>\$ 906,969</b>	<b>\$ 90,797</b>	<b>\$ 1,246,222</b>	<b>\$ 2,243,988</b>

**FY22 TRiP Program Allocation and Awarded Grant Obligations**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY22 Funding Available to Cities	\$ 4,263,151	\$ 450,500	\$ 5,019,354	\$ 9,733,005
FY22 Obligation - City of Denton	\$ 3,980,578			\$ 3,980,578
<b>FY22 TRiP Program Rollover</b>	<b>\$ 282,573</b>	<b>\$ 450,500</b>	<b>\$ 5,019,354</b>	<b>\$ 5,752,427</b>

**FY23 Adopted TRiP Budget to Include Member City Allocations, Obligations, and Program Rollovers**

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	Total
FY21 Rollover	\$ 906,969	\$ 90,797	\$ 1,246,222	\$ 2,243,988
FY22 Rollover	\$ 282,573	\$ 450,500	\$ 5,019,354	\$ 5,752,427
FY23 Funding Available to Cities	\$ 5,306,987	\$ 538,200	\$ 5,448,029	\$ 11,293,216

<b>FY23 Call for Projects Available Funding</b>	<b>\$ 6,496,529</b>	<b>\$ 1,079,497</b>	<b>\$ 11,713,605</b>	<b>\$ 19,289,631</b>
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S:\TRiP\FY23\FY23 TRiP Funding - AR Updated 1.16.23.xlsx\FY23 with Obs and Rolls



**Board of Directors Memo****January 26, 2023****SUBJECT:** Discuss Safety, Service and Ridership Metrics Reporting**Recommendation**

This is a discussion item only. No Board action is required.

**Background**

Staff presented a concept for a unified approach to agency mission, vision, values and goals to the Board of Directors in the Strategic Planning Work Session conducted on June 10, 2022.

Since then, the Board has expressed interest in developing Key Performance Indicators (KPIs) for safety, service, and ridership performance that can be utilized as one method of evaluating the agency's effectiveness in accomplishing its mission and vision.

This briefing item will review ridership performance in FY22 and the first quarter of FY23. It will also provide a framework for reporting KPIs on safety and service to solicit discussion and feedback from the Board of directors.

**Previous Board Activity & Action**

None.

**Identified Need**

DCTA should provide clear and measurable outcomes to enable continuous improvement and stakeholder understanding.

**Financial Impact**

There is no financial impact associated with this item.

**Exhibits**

None.

Submitted By:



Paul A. Cristina, Chief Executive Officer



## Board of Directors Memo

January 26, 2022

SUBJECT: Discuss Intermediate Service Plan Update

### **Recommendation**

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

### **Background**

Following direction to proceed with an intermediate service planning process from the Board of Directors during the October 27, 2022 board meeting, DCTA staff has prepared a scope of work to be executed by both staff and transit planning consultants. This item will serve as a briefing to the Board on the following topics:

- Goals of the Intermediate Service Plan (ISP)
- Identified need for the ISP
- Scope of work to be performed for the ISP

### **Previous Board Activity & Action**

- **October 27, 2022** – Regular Agenda Item 3 - Discuss Opportunities for Optimizing Multimodal Services and Key Performance Indicator (KPI) Reporting


### **Financial Impact**

None.

### **Exhibits**

None.

Submitted By:

  
\_\_\_\_\_  
Assistant Vice President  
Innovation and Information Technology



## Board of Directors Memo

January 26, 2023

SUBJECT: Discuss Marketing and Communications Review of January 1, 2023 Service and Fare Change Roll Out and Next Steps for Fare Media Transition

### Recommendation

This is a Briefing Item. No action is required.

### Background

On January 1, 2023 the DCTA Board-approved Service and Fare changes for DCTA went into effect. These changes resulted from the Comprehensive Operations Analysis DCTA undertaken in early 2022 to determine how GoZone and Fixed Route Bus worked better together as a multimodal system.

As of January 1, Denton Connect Routes 2, 4 and 5 were eliminated due to lack of productivity, but Connect Routes 3, 6, and 7 were modified to increase frequency during peak travel times and to reach important social service agencies, like the new Our Daily Bread facility.

The Board also elected to end the promotional fare of \$0.75 per ride for GoZone Service. Beginning on January 1, the base fare for GoZone is \$1.50 per trip. Residents of Lewisville and Highland Village will only pay the \$1.50 per ride base fare. Residents in the City of Denton are charged .50 cents for each mile of travel greater than 4 miles, but with the total fare capped at \$5.

As a result of these changes, DCTA has also completely overhauled our fare media to better align with agency branding and provide consistency and clarity across the various passes DCTA sells.

The purpose of today's briefing is to provide the Board with a summary of activities leading up to the January 1, 2023 Service and Fare Change, discuss rollout and feedback from the public following the changes, and next steps regarding fare media transition.

### Previous Board Activity & Action

- July 2022: January 1, 2023, Service and Fare Change approved by the Board of Directors
- October 2022: Update on January 1, 2023 Service and Fare Change public messaging and implementation plan

### Identified Need

None.

### Financial Impact

There is no financial impact associated with this item.

Submitted By:

Brittney Farr, Senior Director  
Engagement & Administration



## Board of Directors Memo

January 26, 2023

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 56.04% of Fiscal Year 2023 budgeted revenues. The sales tax budget for FY23 is \$39,646,685. 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 January, receipts were unfavorable compared to budget.

- Sales tax for sales generated in the month of November and received in January was \$3,155,065.
- Compared to the same month last year, sales tax receipts are \$57,436 or 1.85% higher.
- This represents a decrease of 2.06% or \$66,470 compared to adopted budget for the month.
- Overall sales tax received YTD is 3.35% over adopted budget
- Member city collections for the month compared to prior year are as follows:
  - City of Lewisville down 6.51%
  - City of Denton up 10.40%
  - City of Highland Village down 0.63%

### Previous Board Activity & Action

There has been no previous Board 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: FY23 Monthly Sales Tax Report

Submitted By:   
Amanda Riddle, Senior Manager of Budget

Final Review:   
Sherrelle Evans-Jones, CPA  
Chief Financial Officer

## DENTON COUNTY TRANSPORTATION AUTHORITY

SALES TAX REPORT  
BUDGET TO ACTUAL AND PREVIOUS YEAR COMPARISON

Sales Generated in Month of:	Received in Month of:	2022-2023 Adopted Budget	2022-2023 Year Actual	Variance Actual to Adopted Budget	CY Actual to CY Adopted Budget % Variance	2021-2022 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 3,042,251	\$ 3,318,292	\$ 276,041	9.07%	\$ 2,925,241	\$ 393,051	13.44%
November	January	\$ 3,221,535	\$ 3,155,065	\$ (66,470)	-2.06%	\$ 3,097,630	\$ 57,436	1.85%
December	February	\$ 3,922,147			0.00%	\$ 3,771,295		0.00%
January	March	\$ 2,967,563			0.00%	\$ 2,853,426		0.00%
February	April	\$ 2,811,602			0.00%	\$ 2,703,463		0.00%
March	May	\$ 3,625,834			0.00%	\$ 3,486,379		0.00%
April	June	\$ 3,041,560			0.00%	\$ 3,178,508		0.00%
May	July	\$ 3,397,546			0.00%	\$ 3,106,755		0.00%
June	August	\$ 3,838,195			0.00%	\$ 3,403,413		0.00%
July	September	\$ 3,110,053			0.00%	\$ 3,323,143		0.00%
August	October	\$ 3,083,186			0.00%	\$ 3,448,128		0.00%
September	November	\$ 3,585,213			0.00%	\$ 3,510,808		0.00%
YTD TOTAL		\$ 6,263,786	\$ 6,473,357	\$ 209,571	3.35%	\$ 2,925,241	\$ 450,487	15.40%
FISCAL YEAR TOTAL		\$ 39,646,685				\$ 38,808,188		

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department  
 Prepared By: Denton County Transportation Authority Finance Department  
 January 11, 2023

## 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:	2021-2022 Year Actual	2022-2023 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance	Sales Generated in Month of:	Received in Month of:	2021-2022 Year Actual	2022-2023 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 4,067,980	\$ 4,310,982	\$ 243,002	5.97%	October	December	\$ 409,602	\$ 416,683	\$ 7,081	1.73%
November	January	\$ 4,446,756	\$ 4,157,070	\$ (289,686)	-6.51%	November	January	\$ 444,066	\$ 441,270	\$ (2,796)	-0.63%
December	February	\$ 5,140,124			0.00%	December	February	\$ 597,222			0.00%
January	March	\$ 4,004,884			0.00%	January	March	\$ 355,997			0.00%
February	April	\$ 3,429,615			0.00%	February	April	\$ 336,599			0.00%
March	May	\$ 4,928,216			0.00%	March	May	\$ 447,417			0.00%
April	June	\$ 4,171,768			0.00%	April	June	\$ 409,168			0.00%
May	July	\$ 4,047,178			0.00%	May	July	\$ 418,702			0.00%
June	August	\$ 4,816,743			0.00%	June	August	\$ 478,937			0.00%
July	September	\$ 4,350,201			0.00%	July	September	\$ 431,309			0.00%
August	October	\$ 4,367,172			0.00%	August	October	\$ 414,305			0.00%
September	November	\$ 4,766,208			0.00%	September	November	\$ 446,687			0.00%
YTD TOTAL		\$ 8,514,736	\$ 8,468,053	\$ (46,683)	-0.55%	YTD TOTAL		\$ 853,668	\$ 857,953	\$ 4,284	0.50%
FISCAL YEAR TOTAL		\$ 52,536,846				FISCAL YEAR TOTAL		\$ 5,190,010			

CITY OF DENTON					
Sales Generated in Month of:	Received in Month of:	2021-2022 Year Actual	2022-2023 Year Actual	Variance Actual to Prior Year	CY Actual to PY Actual % Variance
October	December	\$ 3,676,801	\$ 4,493,603	\$ 816,802	22.22%
November	January	\$ 3,708,019	\$ 4,093,620	\$ 385,601	10.40%
December	February	\$ 5,123,779			0.00%
January	March	\$ 3,679,379			0.00%
February	April	\$ 3,844,879			0.00%
March	May	\$ 4,711,544			0.00%
April	June	\$ 4,248,744			0.00%
May	July	\$ 4,151,924			0.00%
June	August	\$ 4,114,811			0.00%
July	September	\$ 4,424,149			0.00%
August	October	\$ 4,855,931			0.00%
September	November	\$ 4,636,789			0.00%
YTD TOTAL		\$ 7,384,820	\$ 8,587,223	\$ 1,202,403	16.28%
FISCAL YEAR TOTAL		\$ 51,176,747			

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department  
Prepared By: Denton County Transportation Authority Finance Department  
January 11, 2023

## 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%	\$ 31,485,905	\$ 28,967,482	8.69%	\$ 31,485,905	\$ 28,967,482	8.69%
Corpus Christi MTA	0.50%	\$ 3,050,721	\$ 3,082,635	-1.03%	\$ 3,050,721	\$ 3,082,635	-1.03%
Dallas MTA	1.00%	\$ 67,320,927	\$ 61,886,055	8.78%	\$ 67,320,927	\$ 61,886,055	8.78%
Denton CTA	0.50%	\$ 3,155,065	\$ 3,097,630	1.85%	\$ 3,155,065	\$ 3,097,630	1.85%
El Paso CTD	0.50%	\$ 5,371,937	\$ 5,112,315	5.07%	\$ 5,371,937	\$ 5,112,315	5.07%
Fort Worth MTA	0.50%	\$ 9,082,727	\$ 8,206,180	10.68%	\$ 9,082,727	\$ 8,206,180	10.68%
Houston MTA	1.00%	\$ 82,119,047	\$ 78,264,838	4.92%	\$ 82,119,047	\$ 78,264,838	4.92%
Laredo CTD	0.25%	\$ 987,495	\$ 886,328	11.41%	\$ 987,495	\$ 886,328	11.41%
San Antonio ATD	0.25%	\$ 7,645,478	\$ 7,324,587	4.38%	\$ 7,645,478	\$ 7,324,587	4.38%
San Antonio MTA	0.50%	\$ 17,053,814	\$ 16,336,591	4.39%	\$ 17,053,814	\$ 16,336,591	4.39%
TOTALS		\$ 227,273,116	\$ 213,164,641	6.62%	\$ 227,273,116	\$ 213,164,641	6.62%

Sources: Texas Comptroller of Public Accounts and DCTA Finance Department

Prepared By: Denton County Transportation Authority Finance Department

January 11, 2023

## Board of Directors Memo

January 26, 2023

SUBJECT: Monthly Ridership Reports

### Introduction

Exhibits 1-6 provide an overview of total monthly ridership trends across all DCTA services for November and December 2022.

### Items of Note

The summary table below shows that December 2022 month-over-month bus trips were lower (-56.9%) than what was observed during the prior month. The decline aligns with prior November-December ridership declines and is attributable to reduced winter UNT operations, historically lower transit demand during the winter holidays, and severe cold weather. These factors also influenced a December A-train ridership decline of about 13 percent below November levels.

GoZone reached a new monthly ridership record of 69,853 completed rides during the month of December: an increase of almost 9 percent above November levels.

Unlinked Passenger Trips Three-Month Trend					
	2021	2022			
	December	October	November	December	November-December % Change
Bus*	41,749	205,911	162,541	70,032	-56.9%
Rail	12,679	23,085	17,257	15,061	-12.7%
GoZone	39,086	67,381	64,128	69,853	8.9%
<b>TOTAL</b>	<b>93,514</b>	<b>296,377</b>	<b>243,926</b>	<b>154,946</b>	<b>-36.5%</b>

December 2021 - 2022 % Change
67.7%
18.8%
78.7%
65.7%

\* UNT, Connect, and Non-Connect Fixed Routes

FY 22 A-train Average Monthly Passengers	14,636
December 2022 A-train Passengers	15,061
<b>Percent Increase (Decrease)</b>	<b>2.9%</b>

S:\STRATEGIC PLANNING\ServicePlaningSupport\Trend Analysis\Item2Materials4Jan25\_23\[FY19-FY23Compare\_011323.xlsx]Sheet1

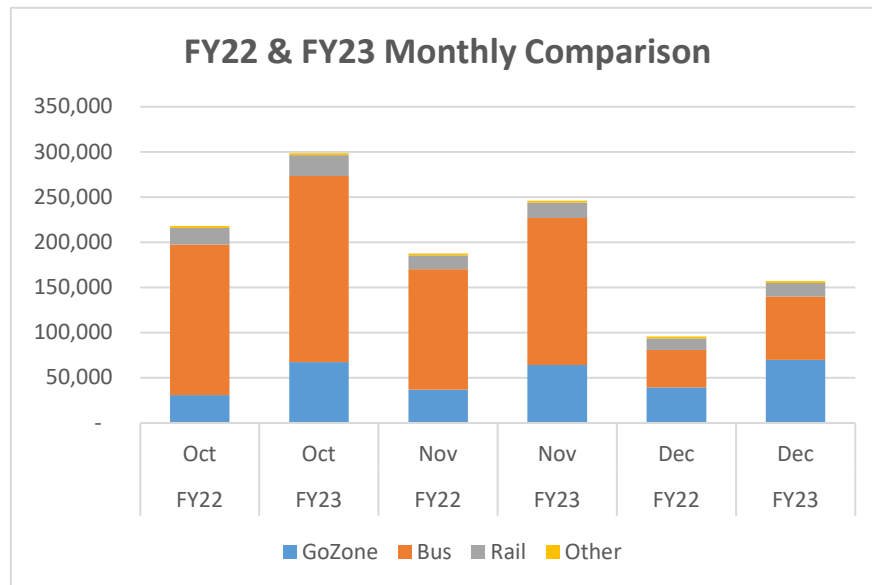
DCTA's strong ridership recovery continues with total December 2022 ridership being over 65 percent above December 2021 levels. Similarly, December 2022 A-train boardings were almost 68 percent above December 2021. December 2022 A-train boardings were about 3 percent greater than overall monthly average A-train boardings (14,636) in FY22 as seen in the following table.

FY 22 A-train Average Monthly Passengers	14,636
December 2022 A-train Passengers	15,061
<b>Percent Increase (Decrease)</b>	<b>2.9%</b>

X:\A-TRAIN RIDERSHIP\Monthly Reports\2022\[12-2022 A-train Ridership TP.xlsx]1222\_Monthly\_Report



DCTA's ridership for the first quarter of FY 2023 is over 40 percent above the same period in FY 2022.



	FY22 Oct	FY23 Oct	FY22 Nov	FY23 Nov	FY22 Dec	FY23 Dec
GoZone	30,871	67,381	36,743	64,128	39,086	69,853
Bus	166,652	205,911	133,347	162,541	41,749	70,032
Rail	18,455	23,085	15,313	17,257	12,679	15,061
Other	2,166	2,070	2,193	2,088	2,131	2,004

### Exhibits

- Exhibit 1: Ridership by Mode – November-December 2022
- Exhibit 2: Connect and GoZone Ridership by Month and Year
- Exhibit 3: Connect Ridership Year-Over-Year by Month
- Exhibit 4: A-train Year-Over-Year Ridership Comparison
- Exhibit 5: Fixed-Route Ridership – November-December 2022
- Exhibit 6: UNT Ridership Year-Over-Year by Month

Submitted By:   
Tim Palermo, Planning & Data Analytics Manager

Final Review:   
Troy Raley, Senior Director – Mobility Services

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

Final Review:   
Javier Trilla, AVP of Innovation and Information Technology

Total Ridership - Dec 2022

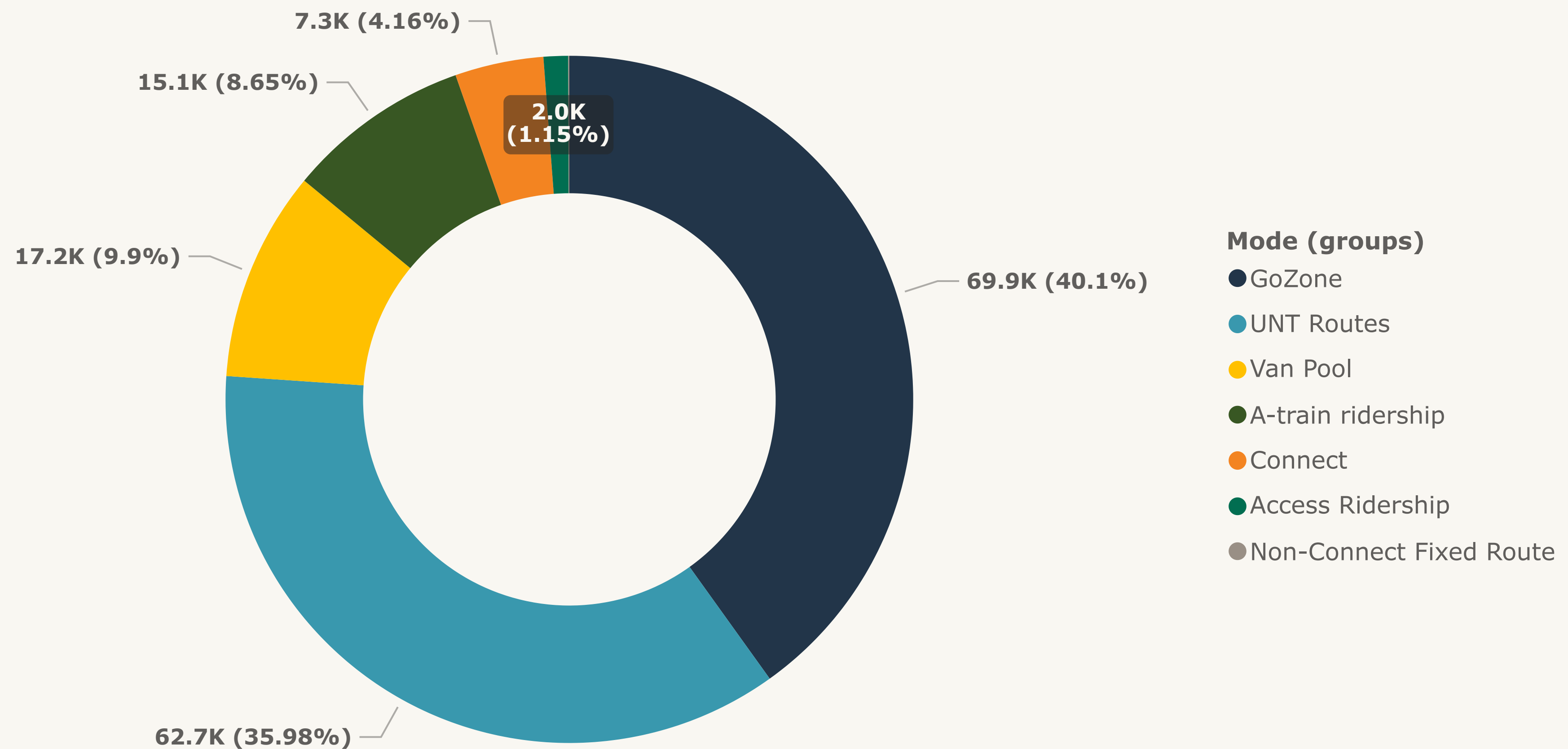
174.2K

Total Ridership FYTD

761.1K

Information Report 2  
Exhibit 1

Ridership by Travel Mode - Dec 2022



Total Ridership - Dec 2022

174.2K

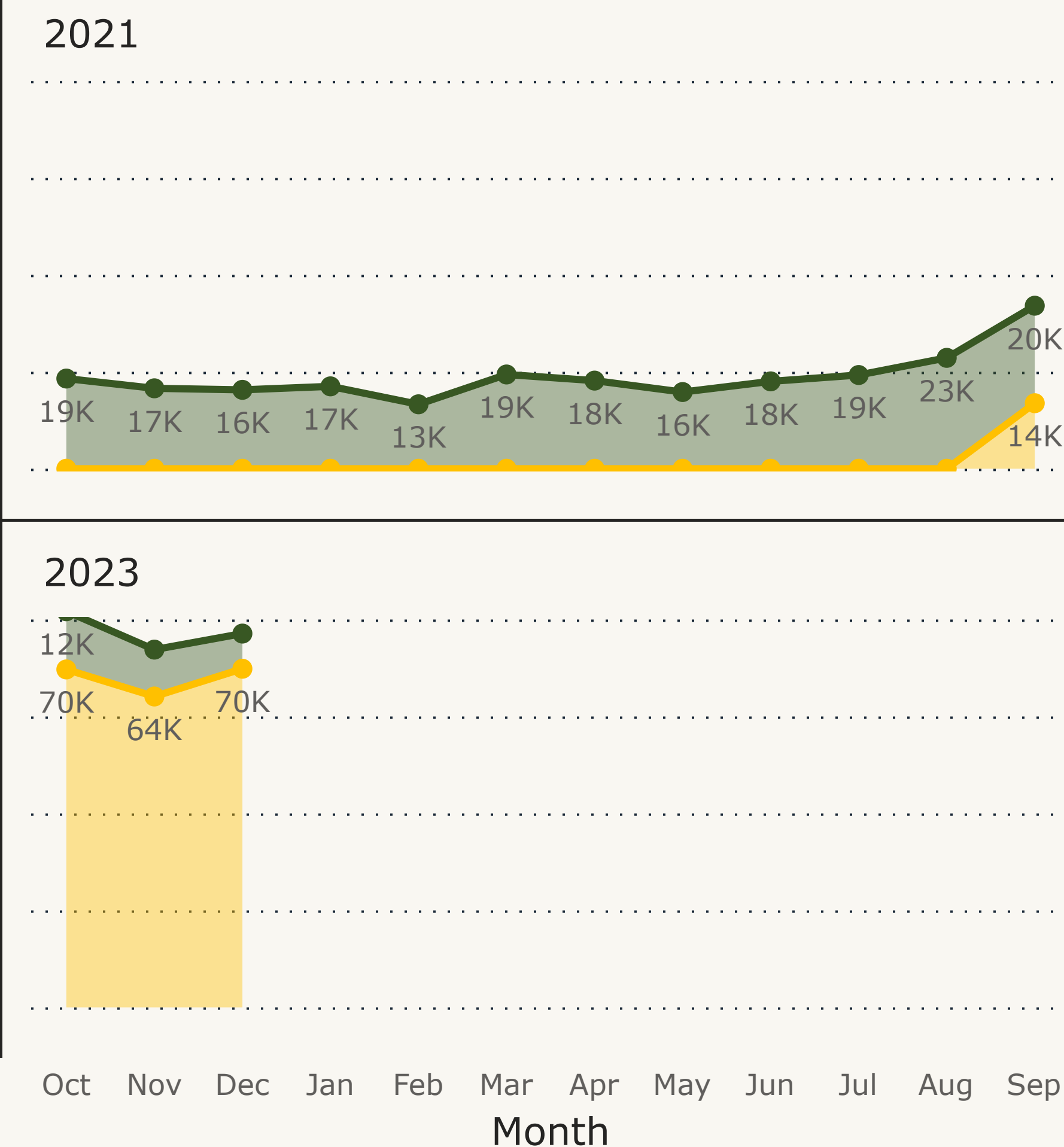
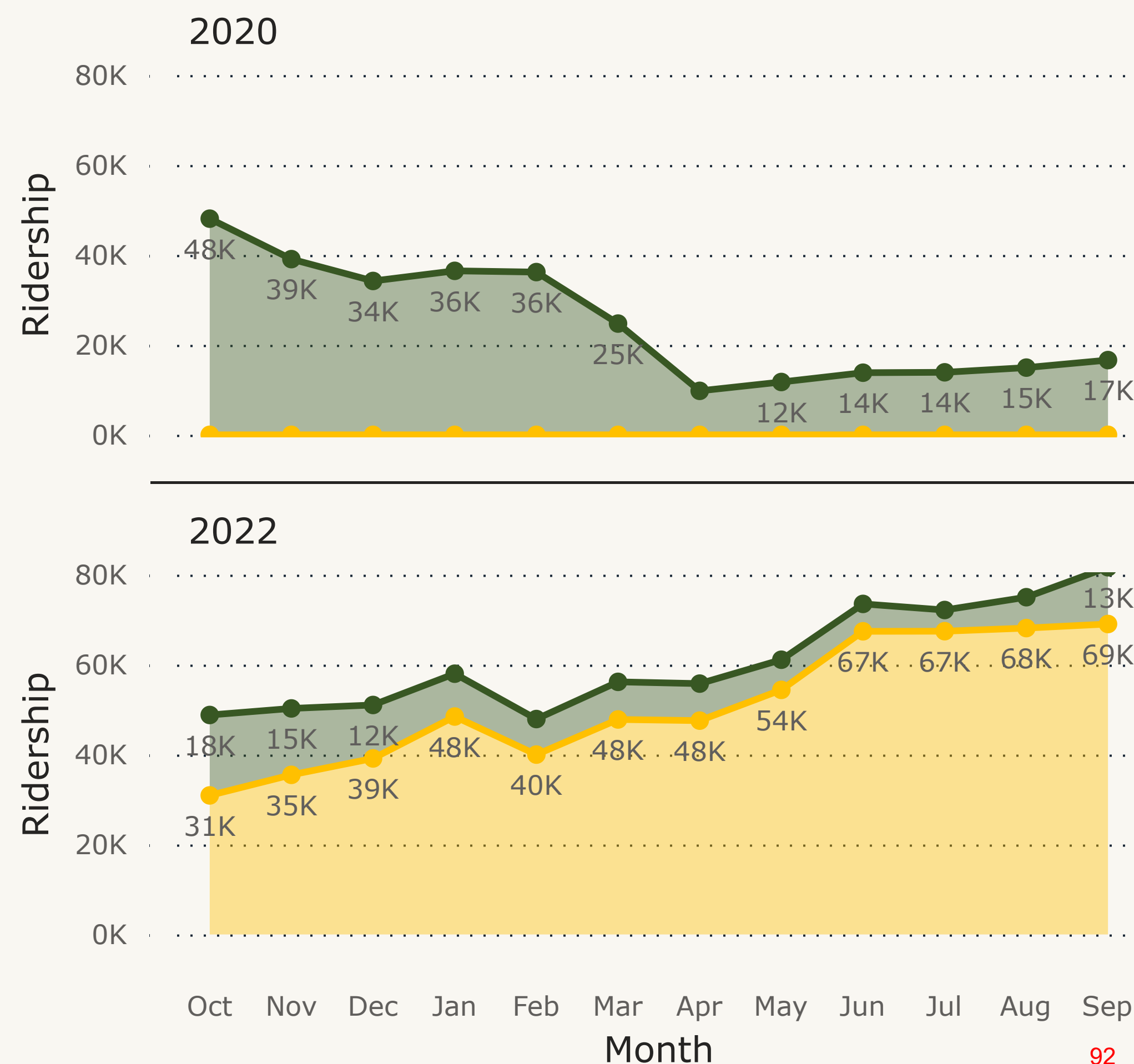
Total Ridership FYTD

761.1K

Information Report 2  
Exhibit 2

## Connect and GoZone Ridership by Month

Mode (groups) ● GoZone ● Connect

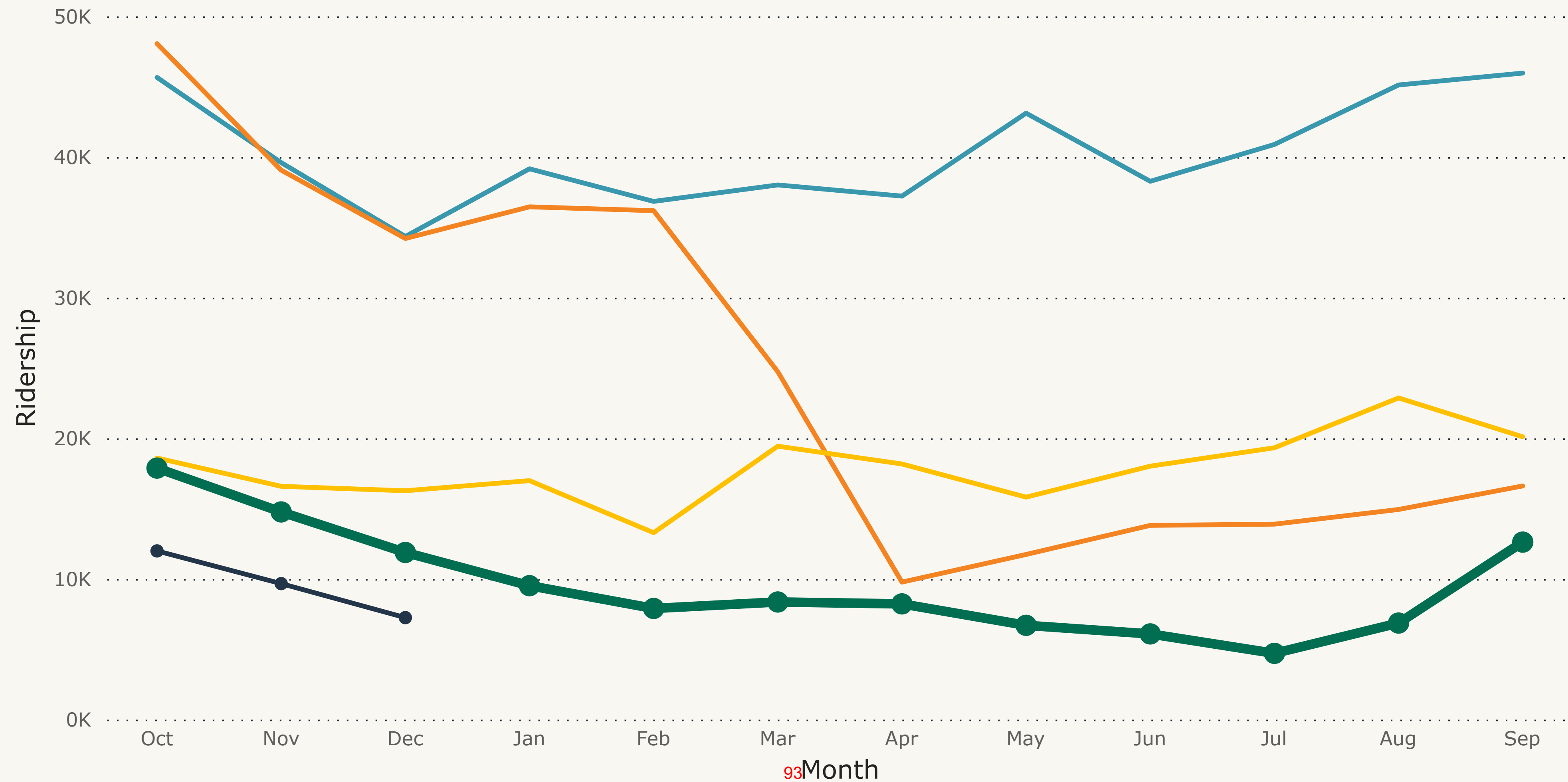


174.2K

761.1K

Ridership by Month and Fiscal Year - Connect

Fiscal Year ● 2019 ● 2020 ● 2021 ● 2022 ● 2023



Total Ridership - Dec 2022

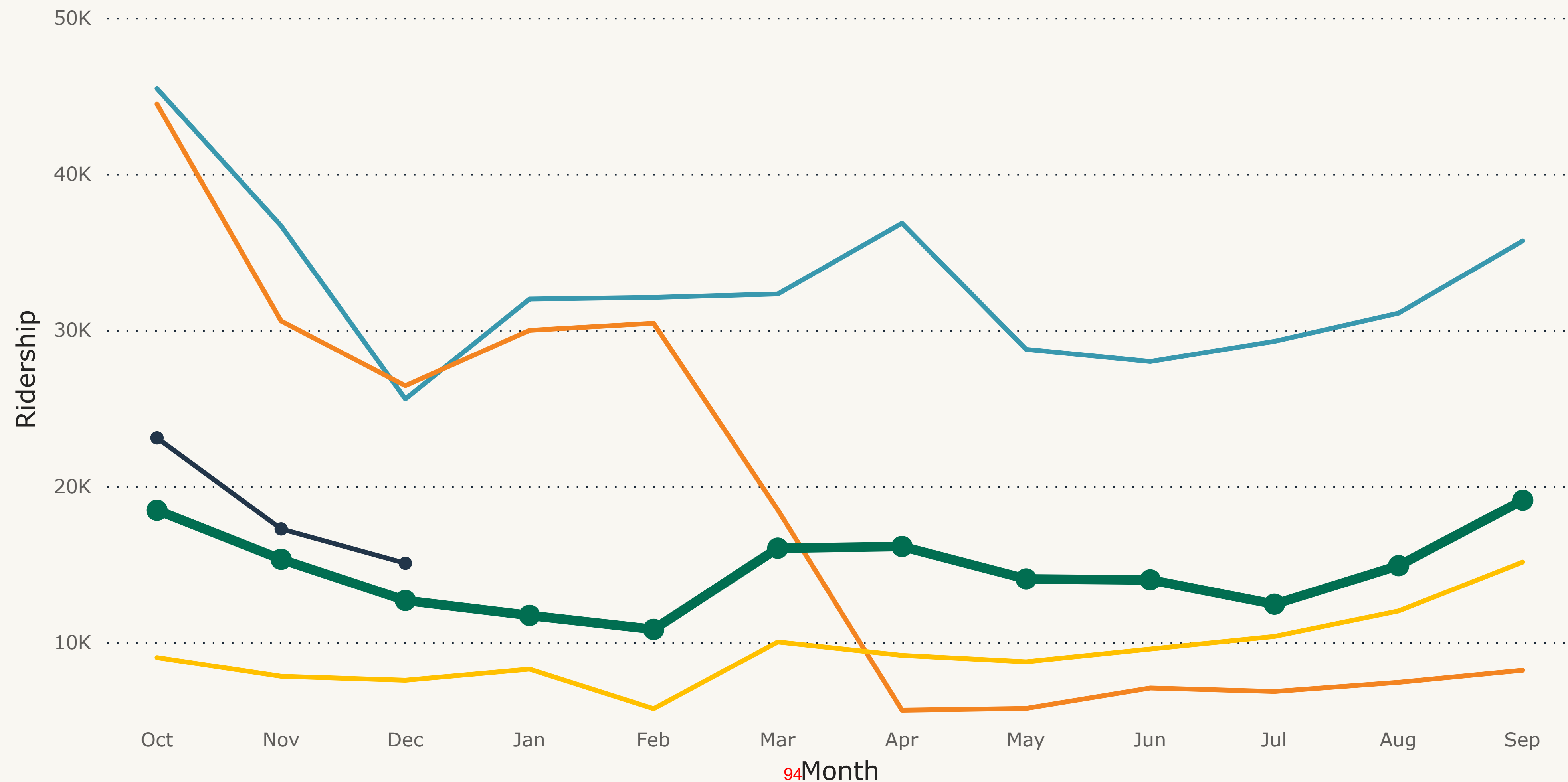
174.2K

Total Ridership FYTD

761.1K

### Ridership by Month and Fiscal Year - A-train

Fiscal Year ● 2019 ● 2020 ● 2021 ● 2022 ● 2023





Total Ridership - Dec 2022

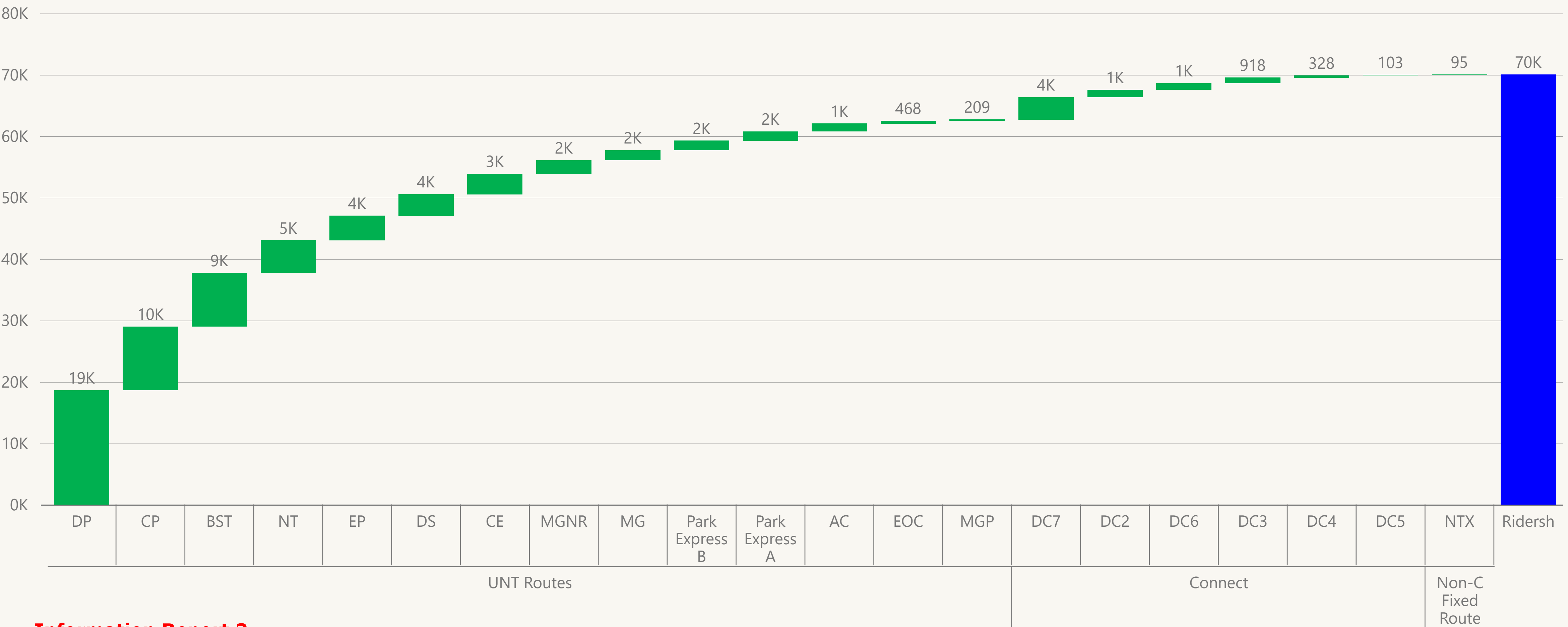
174.2K

Total Ridership FYTD

761.1K

Mode (groups)	Ridership
UNT Routes	62,684
Connect	7,253
Non-Connect Fixed Route	95
Total	70,032

Fixed-Route Ridership Waterfall



Total Ridership - Dec 2022

174.2K

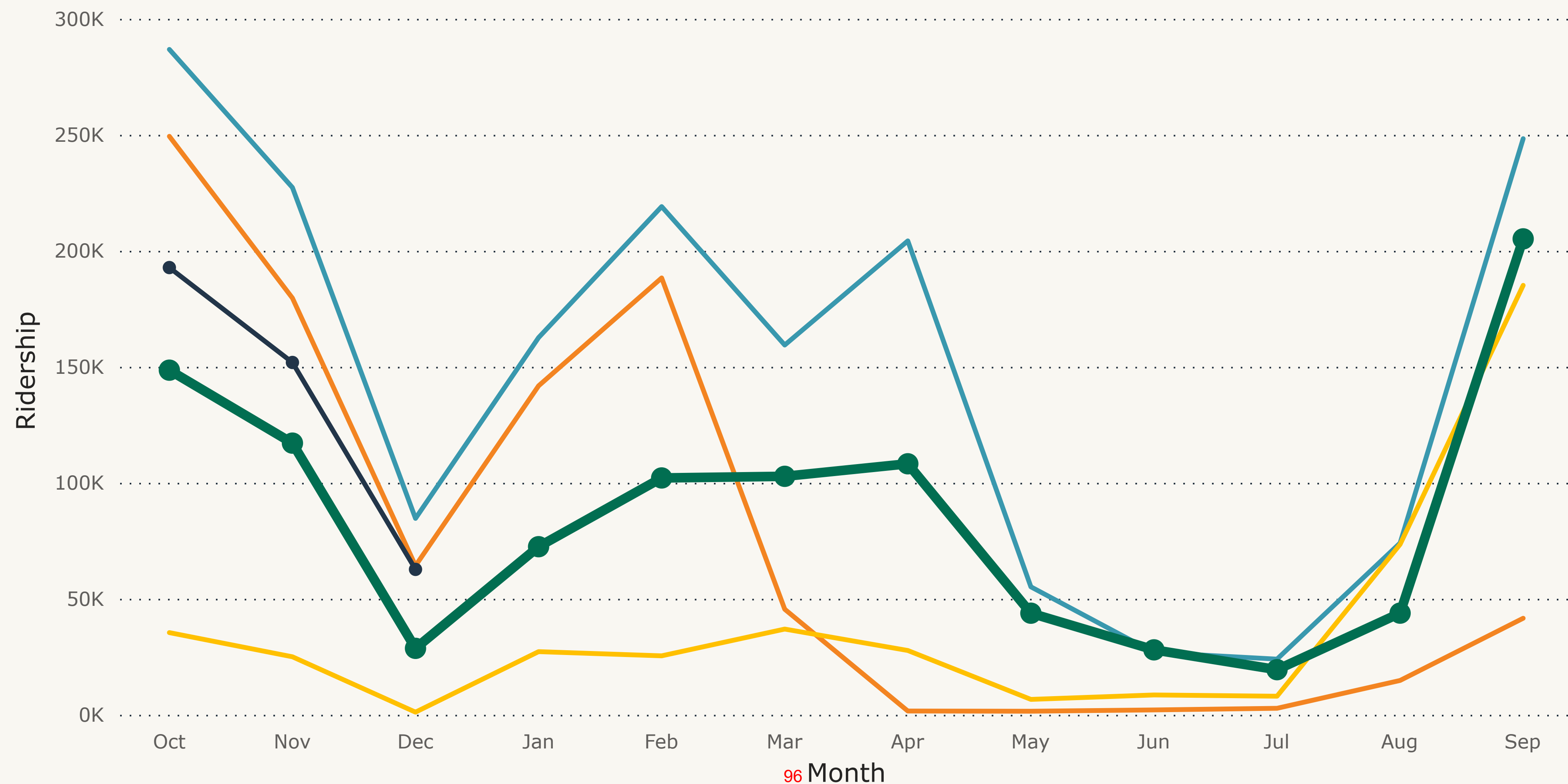
Total Ridership FYTD

761.1K

Information Report 2  
Exhibit 6

### Ridership by Month and Fiscal Year - UNT

Fiscal Year ● 2019 ● 2020 ● 2021 ● 2022 ● 2023







## Board of Directors Memo

January 26, 2023

SUBJECT: Interlocal Agreements with Purchasing Cooperatives

### **Recommendation**

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

### **Background**

Previously, the Board of Directors approved entering Interlocal Agreements with North Texas Share, BuyBoard and Omnia Partners for cooperative purchasing. All three purchasing cooperatives have a multitude of cooperative purchasing programs available to public agencies. All contracts are competitively solicited and publicly awarded by government entities, utilizing industry best practices, processes, and procedures. The Interlocal Agreements allow DCTA to participate in the cooperative buying power which helps DCTA save time and reduces product and administrative costs.

In January 2020, the Board of Directors approved a maximum expenditure of \$300,000 between the three Cooperative Agreements. Use of the publicly procured Cooperative Agreements allows DCTA to realize a cost and time benefit by allowing staff to focus on other procurements and projects.

### **Identified Need**

DCTA entered into Interlocal Agreements with three purchasing cooperatives. The use of these cooperative agreements allows DCTA to purchase auto parts and other items as needed.

Staff would like to continue to utilize these agreements for these purchases throughout each fiscal year to purchase various auto parts and miscellaneous items as needed. DCTA would like to remove the fixed dollar cap and allow purchases up to the annual appropriated and approved budget threshold.

Submitted By:

Troy Raley, Senior Director of Bus Operations

Reviewed By:

Brandy Hazel, Manager of Contracts and Procurement