



Board of Directors Regular Meeting Minutes June 22, 2023 | 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, June 22, 2023 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 Mark Miller, City of Flower Mound
Board Member Jeremie Maurina, City of The Colony

Legal Counsel

Joe Gorfida, Nichols Jackson

DCTA CEO

Paul A. Cristina

CALL TO ORDER

Chair Molina called the meeting to order at 10:07am. All Board Members were present with the exception of Board Members Maguire, Green, Franklin, Miller, and Winterburn.

INVOCATION

Alternate Board Member Smith provided the invocation.

PLEDGE OF ALLEGIANCE

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

INTRODUCTIONS

Chair Molina announced to the public that Alternate Board Member Smith was filing in for Board Member Maguire due to her absence.



PUBLIC COMMENT

No public comment during this time.

CONSENT AGENDA

1. Consider Approval of a Resolution approving Budget Revision 2023-10 for Frisco Taxi Services
2. Consider Approval of April 2023 Monthly Financials
3. Consider Approval of Regular Meeting Minutes dated May 25, 2023

Motion by Secretary Costa with a second by Board Member Eads to approve the Consent Agenda as presented. Motion passes 5-0.

REGULAR AGENDA

- 1. Consider Authorizing the Chief Executive Officer (CEO) to execute a contract with Texas Municipal League (TML) Health for Medical, Dental, and Vision benefits beginning October 1, 2023, in the amount of \$665,967**

Brittney Farr, Senior Director of Engagement and Administration, introduced Julie Rickman from Holmes and Murphy who presented the following:

- Market Updates
- Medical/Dental/Vision
- Next Steps
- COVID Update
- TML Updates
 - Name Change: Texas Health Benefits Pool
 - Effective October 1, 2023, Deer Oaks EAP and Wondr Health no longer offered due to low utilization.
 - Mental/Behavioral Health and Substance Abuse coverage with no limits on number of treatments.
- Plans and Carriers Review Status (DCTA Benefits – Medical, Dental, Life/AD&D, Vision, Disability and Flexible Spending Account)
- TML Overview
 - DCTA 12/24 Month Loss Ratio has been requested from TML
 - 16% increase to Medical/Rx Plan – No Medical and Rx Changes
 - 7% increase to Dental Plan – No Dental Plan Changes
 - No increase to Vision Plan – No Vision Plan Changes
- Medical Plan Design – Option 1
- Medical Plan Design – Option 2
- TML – Utilization Overview (deductible/out of pocket max)
- Pharmacy Plan Design – Option 1 and Option 2 (deductible/out of pocket max)
- Medical Premiums
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Summary of Recommendations (assumes current enrollment assumptions)

Vendor: TML

Line of Coverage: Medical, Dental and Vision

Estimated Increase: \$87,773 (medical), \$1,559 (dental), \$0.00 (Vision)

Increase Percentage: 16% (medical), 7% (dental), 0% (Vision)

Next Steps

June 23, 2023 Board Approval: Medical, Dental, Vision

July 1, 2023 Signed Renewals due to TML

July 27, 2023 Board Approval; Life/AD&D, Disability

July 31, 2023 Open Enrollment

October 1, 2023 Plan Year Begins

- DCTA Strategic Timeline

Board discussion regarding estimated annual spending inclusive of employee contributions.

Motion by Secretary Costa with a second by Vice-Chair Gilmore to approve as presented. Motion passes 5-0.

2. Consider Approval of FY2023 Transportation Reinvestment Program (TRiP) Projects

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

- Why Transportation Reinvestment Program (TRiP)?
- TRiP Process: Steps 1-4 (DCTA is currently at Step 4; 30-day DCTA staff review, Board approval, TRiP Reimbursement Agreement)
- Funding
- Southwest Parkway Multimodal Street/Streetscape Project (Lewisville)
- DCTA A-train Rail Trail Southern Extension – Segment A (Lewisville)
- Shady Oaks DCTA Crossing QZ Improvements (Denton)
- Katy Trail Extension – Mayhill Bridge (Denton)
- Bonnie Brae – UNT Stadium Area Paving Improvements (Denton)
- FY2023 TRiP Program Funding Levels
- FY 2023 TRiP Program Funding Levels with FY 21 and FY 22 Rollover Amounts
- FY2023 Applications Recommended for Approval

Board discussion regarding clarification of Bonnie Brae sidewalk construction and wayside horn (quality of life improvement). In addition, Alternate Board Member Stevens provided an update on TRiP in Highland Village.

Motion by Board Member Eads with a second by Alternate Board Member Smith to authorize the Chief Executive Officer to negotiate and enter into reimbursement agreements with member cities for the Fiscal Year 2023 TRiP Grant Awards. Motion passes 5-0.

3. Discuss Local and Regional Transportation Updates and Legislative Issues

Chair Molina, Secretary Costa and CEO Cristina provided the following highlights:

- Dallas Regional Mobility Committee - State Representative Davis' Legislation Session update
- Legislative Priorities (discussions with Legislative Consultants)
- City of Dallas/DART Mediation
- Trinity Railway Express Mediation
- 2023 City of Irving Summit - canceled
- Safe Streets Grants
- No Paper Tags: Issuance of "plates" effective January 2025
- Federal and State Update
 - No damaging bills for transit
 - Election of New Officers
 - Chair: Gyna Bivens
 - Vice Chair: Judge Clay Jenkins
 - Secretary: Rick Bailey
- North Texas Transit Coalition Recap of Legislative Session
- North Central Texas Council of Governments (NCTCOG) – Collin County Rides Program

The Board recessed at 10:50am and reconvened at 11:00am.

4. Discussion of Proposed Fiscal Year (FY) 2024 Operating & Capital Budget and Reserve Policies

CEO Cristina, CFO Evans-Jones and Senior Manager of Budget Filarowicz presented the proposed FY2024 Operating & Capital Budget and Reserve Policies highlighting the following:

- Budget Workshop Outline
- Budget Calendar
- Bus/GoZone/Rail Safety Performance – Year to Date
- Bus/GoZone Service Performance – Year to Date
- DCTA Ridership Performance – Year to Date
- FY2023 Work Plan
- 2024 Operating Budget and Ridership: At-A-Glance
- 4-Year Outlook, Revenue vs Expenses (net dep)
 - Revenue: Federal grants, sales tax, operating revenue, non-operating revenue, DART Reimbursement/JROF
 - Expenses: Operating expenses, debt service, capital expenses, JROF design and construction

- Total Expenses: FY23-FY27
- Net Cash – excluding TRiP
- TRiP Program Expenses
- Net Cash
- Budget Adjustment Drivers – Revenue and Expenses
 - Revenues: Passenger & Contract Revenue, sales tax, investments, DART reimbursement for JROF construction, grant funding
 - Expenses: DCTA salary/wages/benefits, NTMC salary/wages/benefits, purchased transportation services, materials and supplies, employee development
- DCTA Budget Summary
- Capital Budget Summary
- Change in Net Position – DCTA (Net Depreciation)
- Total FY 2024 Proposed Revenue : \$72,804,784
- FY 2024 Proposed Budget – Operating Revenues (Bus, GoZone, Rail)
- FY 2024 Proposed Budget – Non-Operating Revenues
- Expanded Level Project (ELP) Summary – Capital & Operating | Total Requests: \$4.8M
 - Electronic Security and Digital Passenger Signage
 - Server Infrastructure Refresh (Capital Project)
 - Network Cloaking (Capital Project)
 - Bus O&M Facility (Capital Project)
 - Executive Coaching (Operating)
 - Advertising Program Creation and Launch (Operating)
- Purchased Transportation – Mobility Services
- GoZone Budget Details
- Operating Expenses – Bus Operations
 - Operating Expenses
 - Service Miles and Fuel
 - UNT Contract Details
- Relationship Between DCTA and NTMC
- DCTA Transfer Out to NTMC Budget
- Operating Expense – Rail Operations
 - Operating Expenses – Rail
 - Rail Purchased Transportation
 - Historical and Long-Range Rail Maintenance FY 25-FY30 (DRAFT)
 - 2024 ELP: Rail Major Maintenance (Capital Project)
- Operating Expense: Debt Service, General & Administrative
- Organization and Compensation Structure
 - DCTA Team Building – Quarter 4 2022 to Present
 - DCTA/NTMC Organization & Compensation Review/Findings/Recommendations
 - Current DCTA Organizational Structure
 - Proposed DCTA Organizational Structure
 - Proposed DCTA Staffing and Capabilities

- Current and Proposed DCTA Staffing and Capabilities
- Current NTMC Organizational Structure
- Proposed DCTA and NTMC Staffing
- Redesigned Salary Levels
- DCTA and NTMC Salary Bands & Salary Adjustments (with recommendations)
- DCTA and NTMC Salary, Wages and Benefits Walkforward
- Capital Improvement and Major Maintenance Plan
 - Capital Budget Summary
 - Capital Rollover Requests
- Long Range Financial Plan
 - TRiP
- FY 2024 Leadership Team - Work Plan (DRAFT)

The Board recessed at 11:56am and reconvened at 12:31pm. Alternate Board Member Stevens departed at 2:10pm and returned at 2:17pm.

Board discussion/comments and questions regarding property claims (historically), reserve account, debt service, GoZone revenue decrease/actuals, grant applications (i.e. needed personnel for vision and execution), rail station cameras, inflation costs, employee development budget, benchmarks on revenue generation (advertising on train/bus), salaries/benefits for drivers, facility maintenance, rail budget clarifications, collective bargaining agreement, and sales tax.

The Board commented on how well the budget was presented.

No Board action required at this time.

INFORMATIONAL REPORTS

1. Monthly Safety, Service and Ridership Reports
2. Extension of Interlocal Agreement with the City of Coppell for Mobility Services
3. Extension of Interlocal Agreement with the City of Frisco for Transit Services
4. Extension of Interlocal Agreement with Trinity Metro for Alliance ZipZone Services
5. Extension of 17-03 On-Demand Rideshare Services and 17-27 On-Call Taxi and Non-Emergency Transportation Services Contracts

No Board action required for Informational Reports.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

No future agenda items were discussed. Next Regular Board Meeting is scheduled for July 27, 2023.

REPORT ON ITEMS OF COMMUNITY INTEREST

CONVENE EXECUTIVE SESSION

No items scheduled for this agenda.

RECONVENE OPEN SESSION

Not applicable.

ADJOURN

With no further business discussed, Chair Molina adjourned the meeting at 2:34pm.



Cesar Molina, Board Chair

TJ Gilmore Board Vice Chair


Dianne Costa, Board Secretary