



Board of Directors Regular Meeting September 28, 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, September 28, 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/85379983647?pwd=9p1B8V2-AuFT3SGxgF7lyLAHKajRnA.v9mO1hQA_AiYnkyc

Passcode: 083050

One tap mobile: +13126266799

Or Telephone: +1 312 626 6799 US

Webinar ID: 853 7998 3647

Passcode: 083050

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 no later than **3:00 pm on Wednesday, September 27, 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 an extension of the eleventh Amendment of the Agreement for Mobility Services with River North Transit LLC (“Via”), not to exceed the amount of \$10,458,428.45.**

(packet pages 7-8)

Action Item

Backup Information: Memo

2. **Consider Approval of July 2023 Monthly Financials**

(packet pages 9-10)

Action Item

Backup Information: Memo

Exhibit 1: Year-to-date Financial Statement – July 31, 2023

3. **Consider Approval of Regular Meeting Minutes dated August 24, 2023 and Amended Regular Meeting Minutes dated July 27, 2023**

(packet pages 11-23)

Action Item

Backup Information: Exhibit 1: July 27, 2023 Regular Meeting Minutes (Amended)

Exhibit 2: August 24, 2023 Regular Meeting Minutes

REGULAR AGENDA

1. **Consider Fiscal Year (FY) 2024 Election of Board Officers**

(packet page 24)

Action Item

Backup Information: Memo

2. **Discuss Update on DCTA Contracted Mobility Services: Frisco Paratransit, Coppel Workforce Mobility, and Alliance Lyft Program**

(packet page 25)

Discussion Item

Backup Information: Memo

3. **Consider Approval of a First Amended and Restated Interlocal Agreement (ILA) with the City of Frisco for Transit Services for an amount not to exceed \$400,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024 and authorize the Chief Executive Officer (CEO) to Execute Such Agreement**

[\(packet pages 26-27\)](#)

Action Item

Backup Information: Memo

4. **Consider Approval of Extension of Contract 17-03 and Contract 17-27 with Irving Holdings, Inc and Task Order #4.4 with Irving Holdings for Frisco Transportation Services in the amount of \$72,000 for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024.**

[\(packet pages 28-29\)](#)

Action Item

Backup Information: Memo

5. **Consider Approval of a Fourth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024 and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement**

[\(packet page 30\)](#)

Action Item

Backup Information: Memo

6. **Consider Approval of the Extension of Master Agreement 17-03 for On-Demand Rideshare Services with Lyft beginning October 1, 2023 through September 30, 2024 and Task Order #17 with Lyft for Coppell Lyft Services in an amount not to exceed \$28,125**

[\(packet page 31\)](#)

Action Item

Backup Information: Memo

7. **Consider Approval of an Amendment to the Interlocal Agreement (ILA) with Trinity Metro for Alliance Lyft Service in an amount not to exceed \$570,000 for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024 and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement**

[\(packet pages 32-33\)](#)

Action Item

Backup Information: Memo

8. Consider Approval of Task Order #15 with Lyft beginning October 1, 2023 through September 30, 2024 for Alliance ZipZone Services in an Amount not to exceed \$475,000

[\(packet pages 34-35\)](#)

Action Item

Backup Information: Memo

9. Discuss and Consider November 2023 and December 2023 Board Meeting Dates

[\(packet page 36\)](#)

Action Item

Backup Information: Memo

10. Discuss Local and Regional Updates and Legislative Issues

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

Discussion Item

INFORMATIONAL REPORTS

1. August 2023 Safety, Service, and Ridership Reports

[\(packet pages 37-47\)](#)

Backup Information: Memo

Exhibit 1: Safety Performance – FY to Date

Exhibit 2: Service Performance – FY to Date

Exhibit 3: Ridership by Mode – August 2023

Exhibit 4: Connect Ridership Year-Over-Year by Month

Exhibit 5: A-train Year-Over-Year Ridership Comparison

Exhibit 6: Fixed-Route Ridership – August 2023

Exhibit 7: UNT Ridership Year-Over-Year by Month

2. Denton County Sheriff's Office Interlocal Agreement for Law Enforcement Services

[\(packet page 48\)](#)

Backup Information: Memo

3. Update on Intermediate Service Plan and Denton GoZone Data Within Connect Network

[\(packet pages 49-50\)](#)

Backup Information: Memo

4. Update on the January 2024 Strategic Planning Session

[\(packet pages 51\)](#)

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:](#) October 26, 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 Texas Government Code Section 551.072, Real Property, the Board of Directors will convene into Closed Executive Session to discuss real property located at 655 East Main Street, Lewisville, Texas 75057

Action as a result of Executive Session.

RECONVENE OPEN SESSION

Reconvene and Take Necessary Action on Items Discussed during Executive Session (if applicable).

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
Tom Winterburn, Corinth
Vacant, Small Cities
Vacant, Little Elm



Staff Liaison:
Paul Cristina, CEO

This notice was posted on September 22, 2023 by 5pm.

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

Kisha Morris-Perkins
Executive Assistant | Board Process Manager



Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of an extension of the eleventh Amendment of the Agreement for Mobility Services with River North Transit LLC ("Via"), not to exceed the amount of \$10,458,428.45

Recommendation

Staff recommends the Board approve an extension of the eleventh Amendment of the Agreement for Mobility Services with River North Transit LLC ("Via"), not to exceed the amount of \$10,458,428.45.

Background

DCTA contracts with River North Transit LLC ("Via") for the GoZone service. The current contract is set to expire on September 30, 2023. Staff is requesting an extension of the contract through September 30, 2024.

This is the first of two one-year extensions available under the contract awarded in 2021. This extension provides service consistent with the vehicle supply hours, hourly rate, and customer service support briefed in the budget workshop.

Previous Board Activity & Action

None.

Identified Need

DCTA has successfully partnered with River North Transit LLC ("Via") since 2021 and seeks to extend the existing contract through September 30, 2024.

Financial Impact

This item is included in the FY2024 operating budget.

Operations	<i>Includes full Via customer support for 12-month period</i>
Van Hours	234,895
Hourly Rate	\$42.11
Operations Total	\$9,891,428.45
Support: First 6 months	
Monthly Support Rate (October 1, 2023 - March 31, 2024)	\$47,250
First 6 months support	\$283,500
Support: Second 6 months	
Monthly Support Rate (April 1, 2024 - September 30, 2024)	\$47,250
Second 6 months support	\$283,500
Total	\$10,458,428.45

A handwritten signature in black ink, appearing to read "K. Thompson", is positioned above a horizontal line.

Submitted By:

Kevin A. Thompson

A handwritten signature in black ink, appearing to read "M. Bell", is positioned above a horizontal line.

Final Review:

Maurice Bell, Chief Operating Officer



Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of July 2023 Monthly Financials

Recommendation

Staff recommends the Board approve the financial statement for July 31, 2023.

Background

The financial statement is presented monthly to the Board of Directors for acceptance. The attached report for the period ending July 31, 2023. This report provides 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 July 31, 2023 performance has been summarized within the document provided. Staff stands ready to answer any questions the Board may have regarding financial performance.

Exhibits

Exhibit 1: Year-to-Date Financial Statement – July 31, 2023

Submitted by:

A handwritten signature in blue ink that reads "Sherrelle Evans-Jones". The signature is fluid and cursive, with the first and last names being more prominent.

Sherrelle Evans-Jones, CPA
Chief Financial Officer



DENTON COUNTY TRANSPORTATION AUTHORITY

Statement of Revenue and Expenditures
Presented for the Period Ended July 31, 2023

(UNAUDITED)

	Prior Year Actual			FY 2023 - July 31, 2023					
	2020	2021	2022	YTD Budget	YTD Actual	Annual Revised Budget	Actual %	Expected %	Notes
Revenue and Other Income									
Passenger Revenues	\$ 833,637	\$ 542,920	\$ 928,716	\$ 1,476,288	\$ 1,093,652	\$ 1,797,627	60.8%	82.1%	Total system YTD ridership revenue down about 10% compared to budgeted ridership.
Contract Service Revenues	3,378,826	2,969,330	3,718,416	3,664,784	3,266,515	4,354,021	75.0%	84.2%	
Sales Tax Revenues	29,817,364	34,653,779	38,030,250	32,978,286	33,437,037	39,646,685	84.3%	83.2%	Sales tax continues to perform ahead of budget.
Federal/State Grants - Capital	3,472,677	1,409,423	95,069	1,449,437	59,828	2,801,060	2.1%	51.7%	
Federal/State Grants - Operating	16,214,135	15,858,885	19,028,351	4,638,200	2,625,618	13,042,809	20.1%	35.6%	July 2023 includes \$2.24M of new revenue (actual). Grant revenue collections expected to continue thru August and Sept 2023.
Total Revenues and Other Income	53,716,639	55,434,337	61,800,802	44,206,995	40,482,651	61,642,202			
Operating Expenses									
Salary, Wages and Benefits	4,432,165	3,903,858	4,002,824	4,002,174	3,101,126	4,921,778	63.0%	81.3%	
Outsourced Services and Charges	2,922,575	3,029,903	4,517,965	5,258,497	2,114,856	6,258,479	33.8%	84.0%	
Materials and Supplies	1,922,265	1,711,081	2,536,927	2,830,310	1,600,272	3,438,077	46.5%	82.3%	
Utilities	431,838	425,655	455,020	556,962	316,699	700,119	45.2%	79.6%	
Insurance	1,656,122	1,692,506	1,608,328	1,455,362	1,320,962	1,747,114	75.6%	83.3%	
Purchased Transportation Services	10,091,454	9,810,849	19,146,955	19,215,514	16,631,408	23,007,376	72.3%	83.5%	
Employee Development	164,699	80,428	119,259	269,298	142,796	283,634	50.3%	94.9%	
Leases and Rentals	226,632	215,069	132,033	122,050	118,581	157,911	75.1%	77.3%	
Depreciation	9,559,752	9,524,340	11,351,682	9,352,740	8,333,827	11,211,908	74.3%	83.4%	
Total Operating Expenses	31,407,502	30,393,689	43,870,994	43,062,906	33,680,527	51,726,396			
Income Before Non-Operating Revenues and Expenses	22,309,137	25,040,648	17,929,808	1,144,089	6,802,124	9,915,806			
Non-Operating Revenues/(Expense)									
Investment Income	320,793	31,178	462,425	5,000	3,678,114	6,000	61301.9%	83.3%	July 2023 includes \$409K of additional investment income.
Gain (Loss) on Disposal of Assets	(7,482)	42,344	29,719	-	-	-	0.0%	0.0%	
Other Income/(Expense) - Miscellaneous	421,389	460,209	447,462	9,558,046	740,861	9,623,610	7.7%	99.3%	\$9.6M annual budget includes plans for the JROF.
Long Term Debt Interest/(Expense)	(909,133)	(697,187)		(177,200)	(177,277)	(212,640)	83.4%	83.3%	
Total Non-Operating Revenues/(Expenses)	(174,434)	(163,456)	939,606	9,385,846	4,241,698	9,416,970			
Income (Loss) before Transfers to NTMC	22,134,703	24,877,192	18,869,414	10,529,935	11,043,822	19,332,776			
Transfers Out to NTMC	(7,555,428)	(6,489,350)	(5,926,669)	(5,820,543)	(4,607,419)	(6,999,359)	65.8%	83.2%	
Total Transfers	(7,555,428)	(6,489,350)	(5,926,669)	(5,820,543)	(4,607,419)	(6,999,359)			
Change in Net Position	\$ 14,579,275	\$ 18,387,842	\$ 12,942,745	\$ 4,709,392	\$ 6,436,402	\$ 12,333,417			



Board of Directors Regular Meeting Minutes

Amended

July 27, 2023 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Vice-Chair TJ Gilmore presiding on Thursday, July 27, 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

Vice-Chair Gilmore called the meeting to order at 10:04am. All Board Members were present except for Chair Molina. Board Members Miller and Winterburn participated in the meeting virtually.

INVOCATION

Alternate Board Member Smith provided the invocation.

PLEDGE OF ALLEGIANCE

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

INTRODUCTIONS

There were no introductions.

PUBLIC COMMENT

No individuals wished to address the Board during this time.

CONSENT AGENDA

1. Consider Authorizing the Chief Executive Officer to Enter into a Sixty (60) Month Contract with Kyocera Document Solutions Southwest, LLC for Copiers for an Amount Not To Exceed \$120,000
2. Discuss and Consider Approval of Agreement with The Standard for Life, Accidental Death and Dismemberment, and Disability Insurance Renewal in the Amount of \$19,715.04
3. Consider Approval of May 2023 Monthly Financials
4. Consider Approval of Regular Meeting Minutes dated June 22, 2023

Motion by Board Member Eads with a second by Secretary Costa to approve the Consent Agenda as presented. Motion passes 4-0.

REGULAR AGENDA

1. **Discuss Update on Proposed Fiscal Year (FY24) Operating & Capital Budget and Reserve Policies**

The following staff members presented:

Paul Cristina, Chief Executive Officer
Sherrelle Evans-Jones, Chief Financial Officer
Jane Filarowicz, Senior Manager of Budget
Brittney Huff, Senior Manager of Grants

Highlights of the presentation are as follows:

- FY24 Budget – Revisions since June Board Meeting
- Capital Grants – FY 2024 (Positive Train Control, TOD/KCS Study, ITC Tenant Relocation Payment)
- Operating Grants – FY 2024 (Preventative MTX Rail, Preventative MTX Bus)
- Asked and Answered: Electronic Security and Digital Passenger Signage (Escalation percentage used in total calculation – 7%).

- Asked and Answered: Server Infrastructure Refresh (Working with DENCO-911 as backup location for DCTA servers – Since DCTA primary servers are located in Lewisville, DENCO-911 (a Lewisville location) would not be a good selection to mitigate the geo-redundancy risk.)
- **FY 2024 Budget Updates:**
 - **NTMC Living Wage Increase - Built \$30K into overall salaries to ensure all positions earn at least \$18.87/hour. However, anticipate slight revision to correct standard of \$18.24/hour in August briefing for approval.**
 - Executive Coaching ELP – Lowered Executive Coaching to \$40K.
 - Updates in Employee Development, Contract Revenue, Outsourced Services and Utilities, Capital Grants and Operating Grants.
- Four-Year Outlook – Revenue vs. Expenses
- Capital Budget Summary
- Transportation Reinvestment Program (TRiP)
- Long Range Financial Plan
- Next Steps/Questions

Board discussion regarding Four-Year outlook, clarification on Long Range Financial Plan, TAM fleet replacement Connect, rail infrastructure and the TRiP program.

Although no formal Board action was required at this time, it was the consensus of the Board to move forward with \$10.4 million as the budgeted amount from TRiP funding in FY2024, calculated in accordance with current policy.

2. Discuss Update on the Collin County Rides Program

Chief Executive Officer Paul Cristina presented highlighting the following:

- Potential Cost and Service Structure (Cost Model, Service Productivity and Annual Rollup)
- Funding and Agreement Identification and Current Status
- Collin County Rides Tasks and Timeline (In Development)

The Board expressed gratitude to DCTA for being proactive and leaders in the Region.

No Board action required at this time.

3. Discuss and Consider Approval of Contract with Vertosoft, LLC for Spare Labs Demand Response Software Platform in the Not To Exceed Amount of \$247,296

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

- Demand Response Technology – Current State (Strategic Objectives and Challenges)
- Spare Labs – Innovative Agencies
- Spare Labs – Mixed Fleets (Integration with both dedicated and non-dedicated service providers)
- Spare Labs – Dispatch and Booking Tools (Administrative Modules, Rider App and Web Booking Tools, Driver App, Paratransit Eligibility and Driver to Rider Communications)
- Spare Labs – Pricing (Total Contract Value: August 1, 2023 to September 20, 2025: \$247,296)

Board discussion regarding the possibility of integrating apps.

Motion by Secretary Costa with a second by Board Member Maguire to approve a contract with Vertosoft, LLC in the not to exceed amount of \$247,296 for the acquisition of the Spare Labs platform for a term of 26 months, effective August 1, 2023. Motion passes 4-0.

4. Discuss Update on Member City Transit Oriented Development Study and Old Town Lewisville Station Planning

Tim Palermo, Interim Director, Planning and Development presented highlighting the following:

- How Do We Plan for Transit Oriented Development (TOD)?
- DCTA TOD Program Goals
- Project Schedule
- Synthesis of Station Area Analysis by Stations
- Campus TOD: UNT Station
- Recreational and Active Living TOD: US-377 Station
- Suburban Activity Center TOD: Justin Road
- Emerging Greenfield TOD: Valley Ridge/Old Town North Station
- Environmentally Adjacent TOD: Parker Road
- Commercial Infill TOD: Hebron Parkway Station
- Partners Involved in TOD Joint Development
 - Public Partners: DCTA, Denton County, Local Cities/Municipalities, Special Utility District
 - Private Partners: Property Owners, Building Owners, Real Estate Developers, Primary Tenants/Leaseholds
- Advancing Transit-Supportive Development at Old Town Lewisville A-train Station
- 2022 Update to the Old Town Master Plan
- Land Use and Infrastructure Needs for DCTA Properties
- Joint Development Models for Old Town Station

- Implementation Options
- Structured Partnership Options
- TOD Value Capture
- Public-Private Partnerships (Ground Leases, High ROI, Synthetic TIF's)
- Upcoming Milestones
 - In-Person PAG #2 Meeting – Design Charrette (August 10-11, 2023)
 - TOD Station Area Plans and Implementation Framework: August-October 2023
 - Board Update/Feedback on approaches – October 2023
 - Draft RFQ/RFP for Existing Old Town A-train Station – December 2023
 - Final Report – January 2024

Board discussion regarding DCTA financing, partnerships with other cities and/or developers, RFQ process, and Workforce Housing.

No Board action required at this time.

5. Discuss Local and Regional Transportation Updates and Legislative Issues

RTC Updates:

DART -Silver Line Policy Statement and Funding
Transit Funding – Collin County

INFORMATIONAL REPORTS

1. Monthly Safety, Service and Ridership Reports
2. DCTA Fare Policy Scope Development

These reports are provided for informational purposes only. No action required or questions from the Board at this time.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

None. The next Board Meeting is scheduled for August 24, 2023.

REPORT ON ITEMS OF COMMUNITY INTEREST

The Board recognized and offered condolences to the family regarding the passing of former Lewisville Mayor and RTC Member, Rudy Durham.

CONVENE EXECUTIVE SESSION

No items scheduled for this agenda.

RECONVENE OPEN SESSION

Not applicable.



ADJOURN

Vice-Chair Gilmore adjourned the meeting at 12:57pm.

TJ Gilmore, Vice-Chair

Dianne Costa, Board Secretary



Board of Directors Regular Meeting Minutes

August 24, 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, August 24, 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 10:00a.m. All Board Members were present except for Board Members Maurina and Winterburn. The Board recessed/reconvened at the following times:

Recess: 10:59am
Reconvened: 11:08am
Recess: 11:54am
Reconvened: 12:30pm

INVOCATION

Board Member Smith provided the invocation.

PLEDGE OF ALLEGIANCE

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

INTRODUCTIONS

No introductions during this time.

PUBLIC COMMENT

The following individuals addressed the Board during this time:

Liam Guame-Wakefield
Kristine Bray

CONSENT AGENDA

1. Consider Approval of Regular Meeting Minutes dated July 27, 2023

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

REGULAR AGENDA

1. Conduct a Public Hearing and Consider Approval of a Resolution to Adopt the Proposed Denton County Transportation Authority (DCTA) Fiscal Year (FY) 2024 Operating and Capital Budget, Long-Range Financial Plan, and Budget Contingency Plan beginning October 1, 2023 and ending September 30, 2024

Chair Molina opened the Public Hearing at 10:09am. The following individual wished to address the Board during this period: Kristine Bray. The Public Hearing was closed at 10:11am. It was noted that the notice of Public Hearing was published in the Denton Record Chronicle August 9-10, 2023.

Chief Financial Officer Sherrelle Evans-Jones and Senior Manager of Budget Jane Filarowicz presented highlighting the following:

- Budget Summary
- Change in Net Position – DCTA (Net Depreciation)
- Statement of Revenue and Expenditures FY 2024
- FY24 DCTA Organizational Structure
- FY24 NTMC Organizational Structure
- Expanded Level Project (ELP) Summary
- Capital Budget Summary
- Four-Year Outlook, Revenue vs. Expenses
- Long-Range Financial Plan

CFO Evans-Jones thanked the DCTA staff, Leadership, Board of Directors and the public for their comments, suggestions and support during the budget process.

The Board congratulated DCTA staff on the education and transparency shown to the Board and public during the budget process.

Motion by Board Member Eads with a second by Secretary Costa to approve Resolution R23-07 to adopt the Denton County Transportation Authority (DCTA) Fiscal Year 2024 Operating and Capital Budget, Long-Range Financial Plan and Budget Contingency Plan beginning October 1, 2023, and ending September 30, 2024. Motion passes 5-0.

2. Discuss State Legislative Debrief and Interim Legislative Approach

Drew Campbell and Brandi Bird from Capital Edge and Bird Advocacy provided a Legislative Update highlighting the following:

- DCTA Legislative Day – March 20, 2023
Meetings with Senators Springer and Parker as well as Representatives Stucky, Hayes, Thimesch, Bumgarner and Patterson
- 2023 Legislative Debrief – Discussed bills that had a negative impact to DCTA, bills that positively impact funding, and bills that impact peer agencies
- Interim Efforts – Special Sessions, Strategic Planning Discussions, Outreach with Key Legislators in 2024, Meetings with Senate and House Transportation Committee Chairs (and those from DFW), Finalize 2025 Legislative Agenda

The Board thanked Mr. Campbell and Ms. Bird for their efforts representing DCTA.

No Board action require at this time.

3. Discuss Chief Financial Officer Update and Consider Approval of Monthly Financial Statements for June 2023 and Quarterly Reports for Quarter 3 – Fiscal Year 2023

Chief Financial Officer Evans-Jones and Senior Manager of Grants Huff presented highlighting the following:

- Financial Statement – June 30, 2023 (Revenues and Other Income)
- Financial Statement – June 30, 2023 (Operating Expenses)
- Financial Statement – June 30, 2023 (Non-Operating Expenses/Expenses & Transfers)
- FY 2023 Q3 – April 1, 2023 – June 30, 2023 (Grant Activity)
- Status of Invested Assets
- ERP Timeline/Approach

Motion by Board Member Eads with a second by Board Member Maguire to approve the Monthly Financial Statements for June 2023 and Quarterly Reports for Quarter 3, Fiscal Year 2023. Motion passes 5-0.

4. Discuss Update on A-train Enhancement Study

CEO Cristina provided an update to the Board highlighting the following:

- Define Capital Program Requirements (per objective)
- February 2023 – Scenario Comparison: 15-, 20- and 30-minute headways)
- Corinth Station
 - Option 1: 30-minute Headways (Downtown Carrollton with Corinth Station – No meet/pass doubletrack required)
 - Option 2: 20-minute Headways (Downtown Carrollton with Corinth Station – Meet/pass doubletrack is required)
 - Option 3: 15-minute Headways (Downtown Carrollton with Corinth Station – No meet/pass doubletrack required)
- Operating Headway Considerations: Schedule Alignment, Run Time and Operating Costs for 15-, 20- and 30-minute headways
- Corinth Station Alternatives (Single Side Platform, Two-Sided Platform and Center Platform)
- Track Improvements Key
- Scenario Comparison: Downtown Carrollton Extension with Corinth Station) – Options 1-3
- 30-Minute Headway Pattern with Corinth Station & Downtown Carrollton Station
- 30-Minute Headway with Corinth Station & Downtown Carrollton Opinion of Capital Costs (Single Platform at Corinth)
- 15-Minute Headway Pattern with Corinth Station and Downtown Carrollton Extension
- 15-Minute Headway with Corinth and Downtown Carrollton Opinion of Capital Costs (Side Platform at Corinth)
- 30-Minute Headway to 15-Minute Headway Incremental Projects with Corinth and Downtown Carrollton
- Developing the Program – Cost/Funding Matrix (DART/FRA/Plano dialogue and decision-making on Silver Line heavy maintenance location may impact funding participation and railroad operations)
- A-train Service Hour Extension and Joint Rail Operations Considerations
- A-train Service Hour Expansion and Joint Rail Operations Considerations
- Next Steps
 - Board direction on preferred options and next steps
 - Remain engaged: DART, FRA, Plano

- Continue conversations: Carrollton – Quiet Zone and street priorities
- Begin interest conversations with Carrollton
- Engineering and cost estimate refinement
- National Environmental Protection Act (NEPA) process consideration and due diligence
- Begin DART dialogue on A-train corridor lease renewal and expansion
- Evaluate joint operations and extended A-train service hours with DART and DGNO Railroad
- Remain engaged with DART Silver Line planning, engineering and construction
- Evaluate federal and RTC funding streams

Board discussion regarding capital costs without Corinth station and clarification of extended hours, increase in long term ridership, and considerations of State partnerships and funding. It was the consensus of the Board to proceed with 15-minute headways.

No Board action required at this time.

5. Discuss Update on Marketing and Communications Plan

David Magana, Director of Marketing and Communications, presented to the Board highlighting the following:

- Strategic Thinking, Planning and Execution
- DCTA Brand
- Social Media and Communications
- Recruitment Update

The Board commended the Marketing and Communications team for their efforts in creating a more simplified look/brand for DCTA.

No Board action required at this time.

6. Discuss Fiscal Year (FY) 2024 GoZone Contract Renewal and Fiscal Year (FY) 2023 Performance

Maurice Bell, Chief Operating Officer, presented to the Board highlighting the following:

- GoZone: Served almost 50K riders on 1.3 million rides
- Denton Ridership (remains strong – peaked at 55k in May)
- Lewisville Ridership (shown growth since full-city expansion)
- Lewisville Ridership – FY 19 vs FY 23 GoZone
- Highland Village Ridership (more than doubled in FY 23)

- GoZone Service Performance By Month (seat unavailability and wait time)
- GoZone FY 23 Safety Performance By Month (FTS Safety Incident/100k miles)
- GoZone Safety Improvements (vehicle upgrades, driver enhancements, process enhancements)
- GoZone Service Milestones and Improvements
- GoZone Year 3 Contract: Total - \$10,458.428.45

COO Bell thanked Javier Trilla, President of Innovation and Information Technology, for his support in the initial launching of GoZone.

No Board action required at this time.

7. Discuss Local and Regional Updates and Legislative Issues

- Introductory meeting with Congressman Burgess Office staff attended by Chair Molina and CEO Cristina.
- RTC Meeting: August 10, 2023
Discussions: Ridership, Changing Mobility, Innovative Projects, Unified Transportation Program, 202 Census Bureau, Intermodal Transportation hubs for colleges and universities, Metropolitan Plan Policy, and High-Speed Rail Service
- DART Board approved Collin County Rides Program – DCTA to begin services February 1, 2024.
- DCTA Board Appointments – Appointment letters were mailed to each respective entity whose DCTA Board Member appointments were expiring in November.

INFORMATIONAL REPORTS

1. July 2023 Safety, Service and Ridership Reports
2. Update on Intermediate Service Plan and Denton GoZone Data Within Connect Network
3. Denton County Transportation Authority Board of Directors Terms and Officer Elections
4. Update on Fare Policy Development
5. Update on Proposed January 2024 Board Strategic Planning Session

No Board action required at this time.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

The next Regular Board Meeting is scheduled for September 28, 2023.

REPORT ON ITEMS OF COMMUNITY INTEREST

None at this time.



CONVENE EXECUTIVE SESSION

Pursuant to Texas Government Code Section 551.074, Personnel Matters, the Board of Directors will convene into Closed Executive Session to Deliberate the Duties and Performance of the Chief Executive Officer (Fiscal Year 2023 Performance Evaluation)

The Board convened into Closed Executive Session at 1:07pm.

RECONVENE OPEN SESSION

The Board reconvened into Open Session at 1:53pm with no action taken.

ADJOURN

Chair Molina adjourned the meeting at 1:54pm.

Cesar Molina, Board Chair

Dianne Costa, Board Secretary



Board of Directors Memo

September 28, 2023

SUBJECT: Consider Fiscal Year (FY) 2024 Election of Officers

Recommendation

Staff recommends the Board elect a Chair, Vice Chair, and Secretary to serve as DCTA Board Officers for Fiscal Year 2024.

Background

Article IV of the Denton County Transportation Authority Amended and Restated Bylaws provides for the manner and method by which the Authority's officers are elected. Section 1 states that the Board shall elect three (3) Voting Board Members to serve as the Chair, Vice-Chair, and Secretary. Section 5 specifies the term for these offices is one (1) year and shall run from October 1 through September 30. Section 5 also states that a Board Member may not be elected to more than three (3) consecutive one-year (1) terms as Chair.

On September 22, 2022, the Board elected the following individuals to a second, one (1) year term:

Cesar Molina, Chair
TJ Gilmore, Vice-Chair
Dianne Costa, Secretary

Previous Board Activity & Action

None.

Identified Need

Current Officer terms expire on September 30, 2023. Board Officer elections for the upcoming fiscal year will need to be held prior to the expiration of the current Officer terms.

Financial Impact

There is no financial impact associated with this item.

Submitted by:

Paul A. Cristina, Chief Executive Officer



Board of Directors Memo

September 28, 2023

SUBJECT: Discuss Update on DCTA Contracted Mobility Services: Frisco Paratransit, Coppell Workforce Mobility, and Alliance Lyft Program

Recommendation

This is an informational item only. No action is required on this item. However, this briefing is intended to accompany recommended actions on Regular Agenda items 3 – 8.

Background

DCTA delivers service to non-member Cities under a program of Mobility Services that require Interlocal Agreements with the entities receiving services as well as task orders with service providers. The purpose of this item is to provide the Board of Directors an overview of the DCTA Mobility Services portfolio in order to request approval of the Agreements required to deliver the service in FY2024.

Previous Board Activity & Action

None.

Identified Need

Agreements necessary for the DCTA Mobility Services portfolio expire on September 30, 2023 and must be renewed.

Financial Impact

There is no financial impact associated with this item.

Submitted by:

Paul A. Cristina, Chief Executive Officer

Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of a First Amended and Restated Interlocal Agreement (ILA) with the City of Frisco for Transit Services for an amount not to exceed \$400,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024, and authorize the Chief Executive Officer (CEO) to Execute Such Agreement

Recommendation

Staff recommends the Board approve an extension of the Interlocal Agreement (ILA) with the City of Frisco for Transit Services for an amount not to exceed \$400,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024, and authorize the Chief Executive Officer (CEO) to Execute Such Agreement.

Background

DCTA and the City of Frisco initially approved an ILA in December 2015 for the deployment of transit services for eligible Frisco residents. This ILA has been subsequently amended to continue the service through September 2023.

Under the ILA, transit services may be provided by DCTA directly, or by taxi providers and transportation network companies (TNCs) that directly contract with DCTA.

DCTA provides transit services to the following eligible passengers:

- (a) Frisco residents who are 65 years of age or older
- (b) Frisco residents who are disabled
- (c) Frisco residents requiring transportation for medical care-related purposes; and
- (d) Others as directed by Frisco based on available funding and service capacity

Previous Board Activity & Action

None.

Identified Need

On September 30, 2023, the current ILA with the City of Frisco will expire, and a new ILA must be executed to continue current services through September 30, 2024.

Financial Impact

DCTA will be fully reimbursed by the City of Frisco for costs incurred by DCTA to deliver service, plus an administrative fee in accordance with DCTA policy. Total DCTA Compensation shall not exceed \$400,000. This item is included in the FY2024 budget.



Submitted By:

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Kevin A. Thompson, Senior Manager
Mobility Services

Final Review:

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Maurice Bell, Chief Operating Officer



Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of Extension of Contract 17-03 and Contract 17-27 with Irving Holdings, Inc and Task Order #4.4 with Irving Holdings, Inc. for Frisco Transportation Services in the amount of \$72,000 for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024

Recommendation

Staff recommends the Board approve Extension of Contract 17-03 and Contract 17-27 with Irving Holdings, Inc. and Task Order #4.4 with Irving Holdings, Inc. in the amount of \$72,000 for Frisco Transportation Services for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024.

Background

DCTA contracts with Irving Holdings, Inc. to provide Mobility Services to the City of Frisco. DCTA maintains two contracts with Irving Holdings under which it provides service:

17-03 On-Demand Rideshare Services

17-27 On-Call Taxi and Non-emergency Transportation Services

The current contracts for these services are set to expire on September 30, 2023. Staff requests an extension of these contracts through September 30, 2024, at which time these contracts will be rebid.

This action also requests approval of Task Order 4.4 with Irving Holdings, Inc. under contract 17-03 to deliver service to the City of Frisco in FY2024.

Previous Board Activity & Action

None.

Identified Need

DCTA has successfully partnered with Irving Holdings since 2017 and seeks to extend the existing contract with Irving Holdings, Inc. and to continue delivering services to our transit partners and contract cities and the subject Task Order 4.4 for the City of Frisco.


Financial Impact

Service to the City of Frisco is reimbursed by the City at 100% cost of service plus an administrative fee in accordance with DCTA policy. This item is included in the FY2024 budget.

Exhibits

None.

Submitted By:



Kevin A. Thompson
Senior Manager of Mobility Services

Final Review:



Maurice Bell, Chief Operating Officer

Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of a Fourth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2023 and continuing through September 30, 2024 and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement

Recommendation

Staff recommends the Board approve the Fourth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024 and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement.

Background

DCTA and the City of Coppell initially approved an ILA in August 2019 to deploy a Lyft program to serve the workforce mobility needs in Coppell's business parks beginning on October 1, 2019. This ILA has been subsequently amended to continue the service through September 30, 2024.

The service, operated by Lyft through a task order with DCTA, provides on-demand services from six (6) transit stops to the City of Coppell's workforce centers. Transit stops include: The A-train Hebron Station, DART Trinity Mills Station, DART Beltline Station, two (2) DART Bus Stops (Saintsbury at Beltline and Regent at Royal), and the Grapevine TRE station. Services are offered Monday through Sunday, from 5 am to 12 am.

Previous Board Activity & Action

- **June 22, 2023 – Information report Item 2** - Extension of Interlocal Agreement (ILA) with the City of Coppell for Mobility Services.

Identified Need

On September 30, 2023, the Third Amended and Restated ILA with the City of Coppell will expire, and a new ILA must be executed to continue current services through September 30, 2024.

Financial Impact

DCTA will be fully reimbursed by the City of Coppell for the Lyft service, plus an administrative fee in accordance with DCTA policy. This item is included in the FY2024 budget.

Exhibits

None.

Submitted by:



Kevin A. Thompson
Senior Manager of Mobility Services

Final Review:


Maurice Bell, Chief Operating Officer

Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of the Extension of Master Agreement 17-03 for On-Demand Rideshare Services with Lyft beginning October 1, 2023 through September 30, 2024 and Task Order #17 with Lyft for Coppell Lyft Services in an amount not to exceed \$28,125

Recommendation

Staff recommends the Board approve the Extension of Master Agreement 17-03 for On-Demand Rideshare Services with Lyft beginning October 1, 2023 through September 30, 2024 and Task Order #17 with Lyft for Coppell Lyft Services in an amount not to exceed \$28,125.

Background

DCTA contracts with Lyft, Inc. to provide Mobility Services to the City of Coppell and others. DCTA maintains one contract with Lyft under which it provides service:

17-03 On-Demand Rideshare Services

The current contract for these services is set to expire on September 30, 2023. Staff requests an extension of this contract through September 30, 2024, at which time the contract will be rebid.

This action also requests approval of Task Order #17 with Lyft to deliver service to the City of Coppell in FY2024.

Previous Board Activity & Action

None.

Identified Need

DCTA has successfully partnered with Lyft since 2017 and seeks to extend the existing contract with Lyft and to continue delivering services to our transit partners and contract cities and the subject Task Order #17 for the City of Coppell.

Financial Impact

Service to the City of Coppell is reimbursed by the City at 100% cost of service plus an administrative fee in accordance with DCTA policy. This item is included in the FY2024 budget.

Exhibits

None.

Submitted By:



Kevin A. Thompson
Senior Manager of Mobility Services

Final Review:



Maurice Bell, Chief Operating Officer

Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of an Amendment to the Interlocal Agreement (ILA) with Trinity Metro for Alliance Lyft Service in an amount not to exceed \$570,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024, and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement

Recommendation

Staff recommends the Board approve an Amendment to the Interlocal Agreement (ILA) with Trinity Metro for Alliance Lyft Service in an amount not to exceed \$570,000 for a period of one (1) year beginning on October 1, 2023, and continuing through September 30, 2024, and Authorize the Chief Executive Officer (CEO) to Execute Such Agreement.

Background

Trinity Metro's Alliance ZipZone program is served through a partnership with DCTA via an Interlocal Cooperation Agreement (ILA), utilizing DCTA's On-Demand Rideshare Services contract with Lyft. Trinity Metro directly reimburses DCTA for all direct costs associated with providing Lyft service, plus an administrative fee in accordance with DCTA policy. This agreement was approved by the Board in January 2019 and has been subsequently amended to continue the service through September 30, 2023.

DCTA is responsible for maintaining the contract and task orders associated with the mobility service provider (Lyft) and providing Trinity Metro with a monthly invoice. Included with the invoice is a report with the month's total ridership, obtained through the Lyft portal. Trinity Metro is responsible for all branding and marketing associated with the Alliance ZipZone program and reimbursing DCTA within 30 days of invoice submittal.

Trinity Metro has requested the service be extended for 1 year, beginning October 1, 2023, and ending September 30, 2024.

Previous Board Activity & Action

- **May 25, 2023** – Consent Agenda Item 2 – Consider Approval of an Amended Interlocal Agreement with Trinity Metro for Alliance ZipZone Services
- **June 22, 2023** – Information Report 4- Extension of Interlocal Agreement with Trinity Metro for Alliance ZipZone Services

Identified Need

Trinity Metro has requested extension of this service for one additional year beginning October 1, 2023, and ending September 30, 2024, enabling Trinity Metro to go out to bid for their own mobility service contract in FY25.

Financial Impact

The cost of DCTA services is estimated at \$475,000 for FY2024. The program costs attributed to DCTA activities will be fully reimbursed by Trinity Metro plus an administrative fee in accordance with DCTA policy. This item is included in the FY2024 budget.

Submitted by:

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Kevin A. Thompson
Senior Manager of Mobility Services

Final Review:

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

Maurice Bell, Chief Operating Officer

Board of Directors Memo

September 28, 2023

SUBJECT: Consider Approval of Task Order #15 with Lyft beginning October 1, 2023 through September 30, 2024 for Alliance ZipZone Services in an Amount not to exceed \$475,000

Recommendation

Staff recommends the Board approve Task Order #15 with Lyft beginning October 1, 2023 through September 30, 2024 for Alliance ZipZone Services in an Amount not to exceed \$475,000.

Background

Trinity Metro's Alliance ZipZone program is served through a partnership with DCTA via an Interlocal Cooperation Agreement (ILA), utilizing DCTA's On-Demand Rideshare Services contract with Lyft. Trinity Metro directly reimburses DCTA for all direct costs associated with providing Lyft service, plus an administrative fee in accordance with DCTA policy. This agreement was approved by the Board in January 2019 and has been subsequently amended to continue the service through September 30, 2023.

DCTA is responsible for maintaining the contract and task orders associated with the mobility service provider (Lyft) and providing Trinity Metro with a monthly invoice. Included with the invoice is a report with the month's total ridership, obtained through the Lyft portal. Trinity Metro is responsible for all branding and marketing associated with the Alliance ZipZone program and reimbursing DCTA within 30 days of invoice submittal.

Trinity Metro has requested the service be extended for 1 year, beginning October 1, 2023 and ending September 30, 2024.

This task order provides for the delivery of service under the Agreement with Trinity Metro.

Previous Board Activity & Action

- **October 27, 2022** – Informational Report 3 - Amend Interlocal Agreement with Trinity Metro and Task Order with Lyft for Alliance Services
- **December 1, 2022** – Consent Agenda Item 1 - Consider Approval of an Amended Interlocal Agreement with Trinity Metro and Task Order Extension with Lyft for Alliance Services
- **May 25, 2023** – Consent Agenda Item 2 – Consider Approval of an Amended Interlocal Agreement with Trinity Metro for Alliance ZipZone Services
- **June 22, 2023** – Information Report 4- Extension of Interlocal Agreement with Trinity Metro for Alliance ZipZone Services

Identified Need

Trinity Metro has requested extension of this service for one additional year beginning October 1, 2023, and ending September 30, 2024, enabling Trinity Metro to go out to bid for their own mobility service contract in FY25.



Financial Impact

The cost of DCTA services is estimated at \$475,000 for FY2024. Service costs will be fully reimbursed by Trinity Metro plus an administrative fee in accordance with DCTA policy. This item is included in the FY2024 budget.

Submitted by:

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

Kevin A. Thompson, Senior Manager
Mobility Services

Final Review:

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

Maurice Bell, Chief Operating Officer

Board of Directors Memo**September 28, 2023****SUBJECT:** Discuss and Consider November 2023 and December 2023 Board Meeting Dates**Recommendation**

Staff recommends the Board consider a combined November and December board meeting to be held on December 7, 2023.

Background

Article 3, Section 6 of the Bylaws state that the DCTA Board of Directors shall hold at least one regular meeting each month and special meetings may be called by the Chair as necessary.

In 2021, the Board opted to combine its November and December Board meetings into a single Board meeting. That meeting was held on Thursday, December 1, 2022, the first Thursday in December.

If the Board opted to pursue the same course of action this year, the Board meeting could be conducted on Thursday, December 7, 2023.

If the Board opted not to pursue the same course of action, an alternative date would be needed for the November Board meeting as the fourth Thursday, November 23, 2023, is Thanksgiving Day. The December Board meeting would be held on Thursday December 28, 2023.

Previous Board Activity

During the December 1, 2022 Board Meeting, the DCTA Board Meeting calendar was presented as an Informational Report noting suggested dates for a combined November and December 2023 Board Meeting. The proposed dates are November 30, 2023 or December 7, 2023.

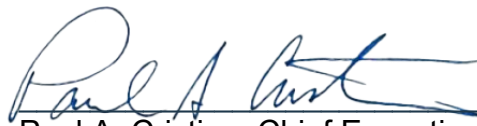
Identified Need

Staff requests direction on scheduling either:

- A combined November / December Board meeting on Thursday, November 30, 2023 or Thursday, December 7, 2023, OR
- A new meeting date in November and scheduling the December Board meeting on December 28, 2023.

Financial Impact

Not applicable.

Submitted by:
Paul A. Cristina, Chief Executive Officer



Board of Directors Memo

September 28, 2023

SUBJECT: August 2023 Safety, Service, and Ridership Reports

Recommendation

This item is for information only. No Board action is required.

Introduction

Attached Exhibits 1-7 provide an overview of total monthly safety, service, and ridership trends across all DCTA services for August 2023.

Items of Note

The summary table below shows the substantial impact the August 21st start of the fall semester at UNT has on ridership. August 2023 month-over-month bus trips were over four times (353.5%) the previous month. August 2023 GoZone trips were the highest since inception and 16.3 percent above July's total.

Unlinked Passenger Trips Three-Month Trend

	2022	2023				August 2022 - 2023 % Change
	August	June	July	August	July-August % Change	
Bus*	52,660	35,864	31,306	141,976	353.5%	169.6%
Rail	14,907	17,879	17,201	20,954	21.8%	40.6%
GoZone	68,132	71,434	67,010	77,914	16.3%	14.4%
TOTAL	135,699	125,177	115,517	240,844	108.5%	77.5%

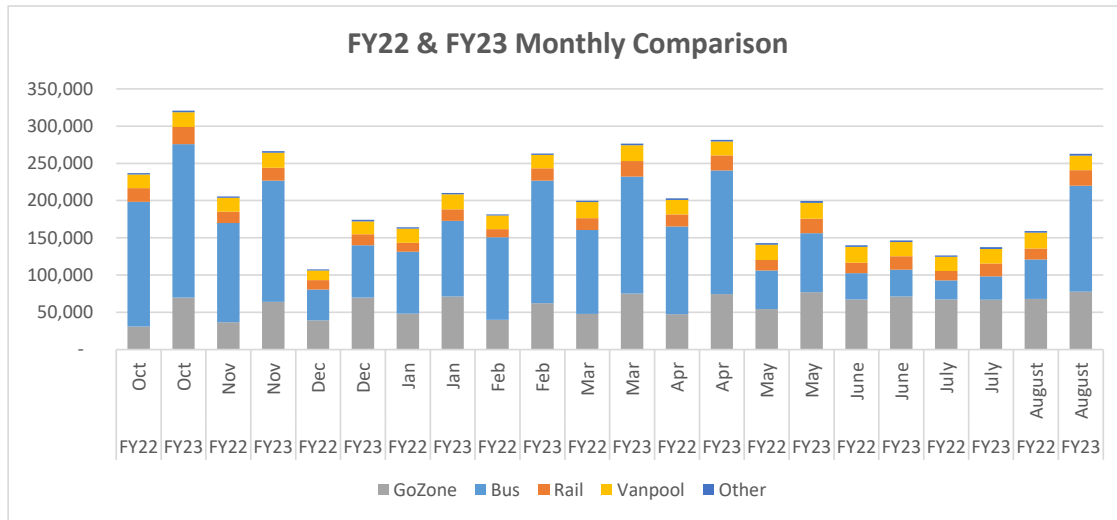
* UNT, Connect, and Non-Connect Fixed Routes

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DCTA's robust ridership recovery continues with total August 2023 ridership being over 77 percent above August 2022 levels. Similarly, last month's A-train boardings were over 40 percent above August 2022. Finally, August 2023 A-train boardings were over 43 percent greater than average monthly A-train boardings (14,636) in FY22 as seen in the following table.

FY 22 A-train Average Monthly Passengers	14,636
August 2023 A-train Passengers	20,954
Percent Increase (Decrease)	43.2%

Total FY23 ridership by mode through August 2023 is more than 36 percent above the same period in FY22 as seen in the chart below.

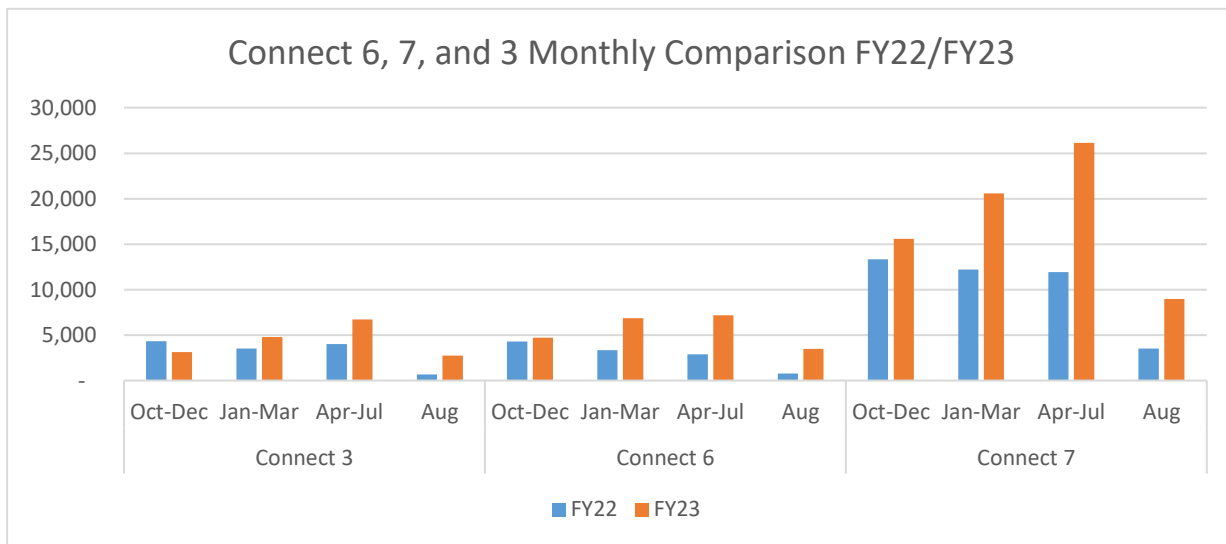


	FY22 YTD	FY23 YTD	Percent Change
GoZone	547,542	780,684	42.6%
Bus	931,881	1,315,432	41.2%
Rail	156,541	203,674	30.1%
Vanpool*	210,228	215,180	2.4%
Other	20,688	24,088	16.4%
ALL MODES	1,866,880	2,539,058	36.0%

* vanpool ridership reporting lags one month

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The final chart exhibits how increased frequencies on Connect Routes have yielded significant month-over-month ridership gains since the beginning of the fiscal year with total August ridership being more than three times (205.8%) that of August 2022 and fiscal year-to-date totals on the routes being over 70 percent above FY22.



	Month	FY22	FY23	% CHG
Connect 3	Oct-Dec	4,350	3,143	-27.7%
	Jan-Mar	3,520	4,792	36.1%
	Apr-Jul	4,007	6,734	68.1%
	Aug	686	2,762	302.6%
Connect 6	Oct-Dec	4,310	4,719	9.5%
	Jan-Mar	3,342	6,875	105.7%
	Apr-Jul	2,881	7,176	149.1%
	Aug	771	3,509	355.1%
Connect 7	Oct-Dec	13,353	15,583	16.7%
	Jan-Mar	12,217	20,600	68.6%
	Apr-Jul	11,937	26,155	119.1%
	Aug	3,526	8,967	154.3%
August Totals		4,983	15,238	205.8%
FY to Month Totals		64,900	111,015	71.1%

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Exhibits

Exhibit 1: Safety Performance – FY23 to August 2023
Exhibit 2: Service Performance – FY23 to August 2023
Exhibit 3: Ridership by Mode – August 2023
Exhibit 4: Connect Ridership Year-Over-Year by Month
Exhibit 5: A-train Year-Over-Year Ridership Comparison
Exhibit 6: Fixed-Route Ridership – August 2023
Exhibit 7: UNT Ridership Year-Over-Year by Month

Submitted By:



Tim Palermo, Planning & Data Analytics Manager

Final Review:



Maurice Bell, Chief Operating Officer

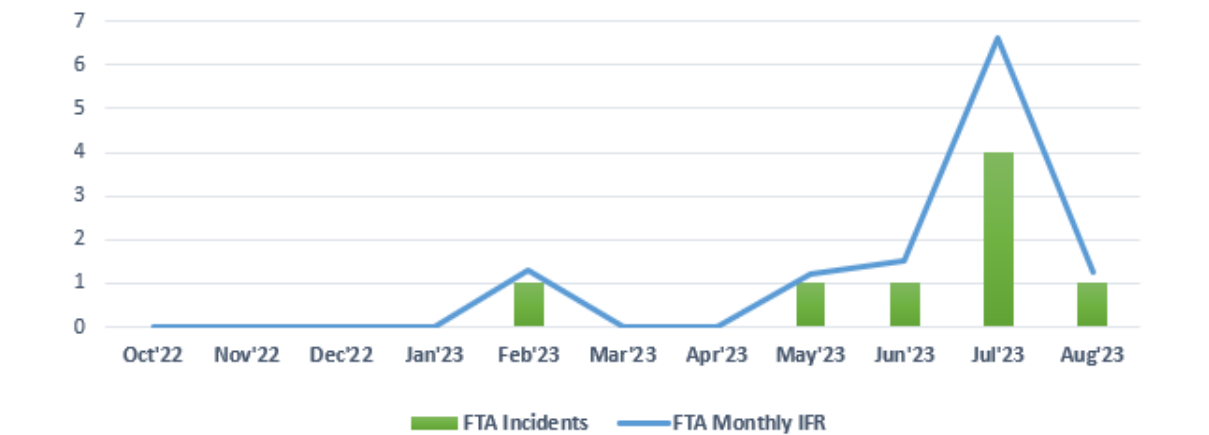
Exhibit 1

GoZone Incident Frequency Ratio (IFR)
FY23 YTD



	Oct'22	Nov'22	Dec'22	Jan'23	Feb'23	Mar'23	Apr'23	May'23	Jun'23	Jul'23	Aug'23
FTA Incidents	0	1	2	2	1	0	1	1	1	1	3
FTA / 100K 3-Month Trailing	0.57	0.57	0.33	0.54	0.56	0.34	0.23	0.20	0.30	0.30	0.50
Non-FTA Incidents	2	6	6	4	2	7	3	5	3	4	8

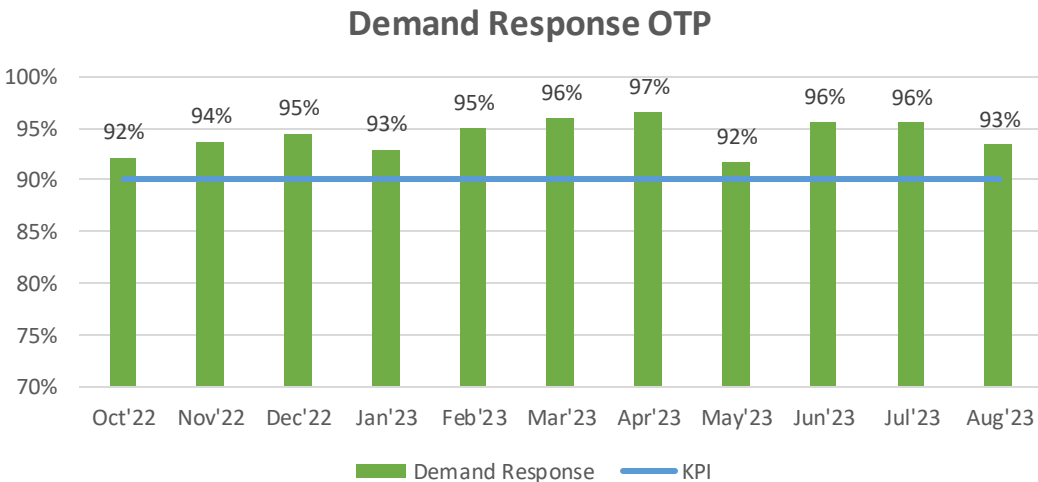
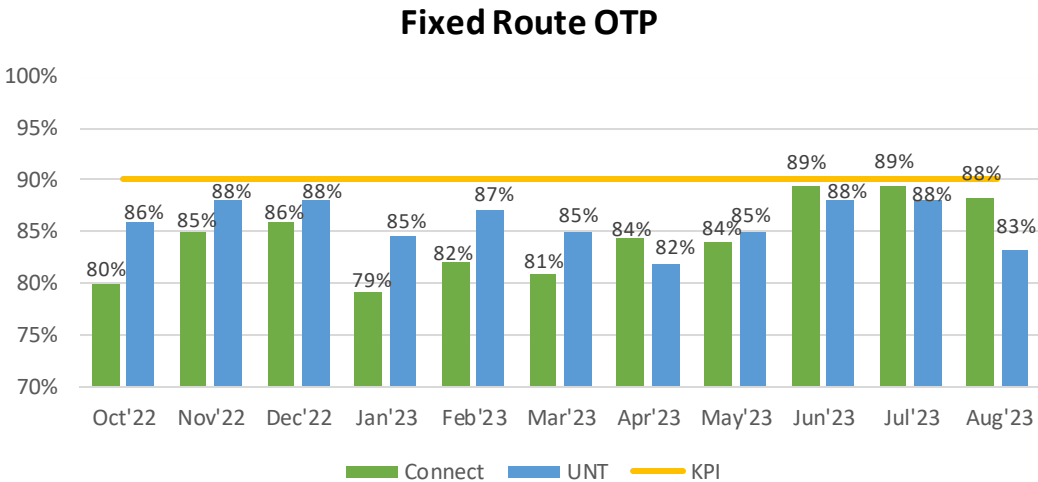
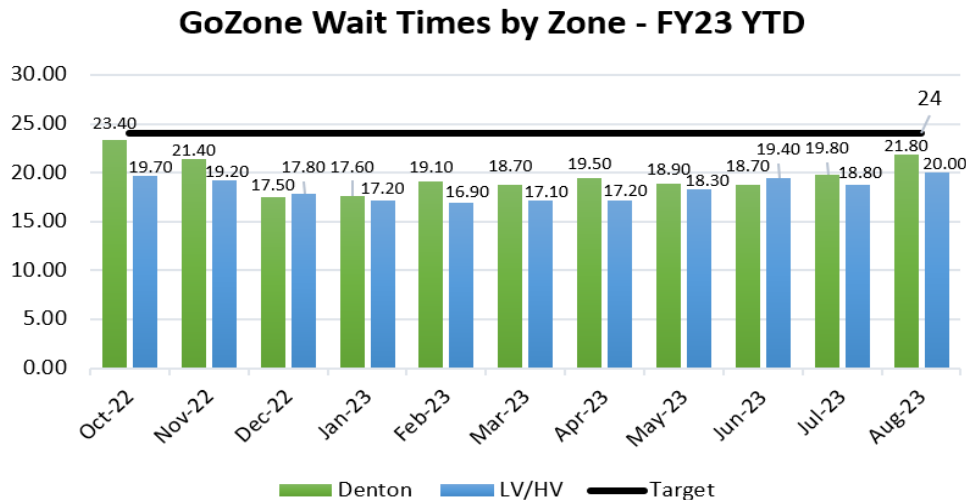
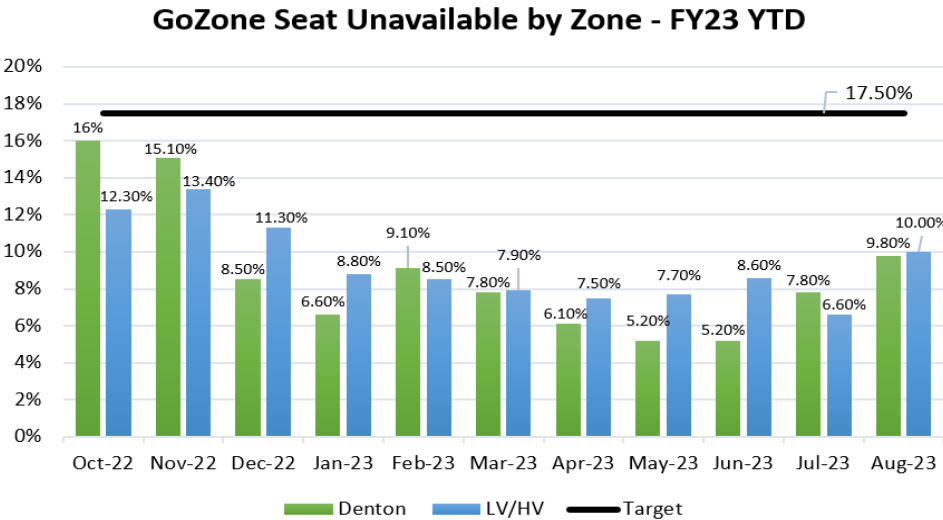
Bus Incident Frequency Rate (IFR)
FY'23 YTD



	Oct'22	Nov'22	Dec'22	Jan'23	Feb'23	Mar'23	Apr'23	May'23	Jun'23	Jul'23	Aug'23
FTA Incidents	0	0	0	0	1	0	0	1	1	4	1
FTA Monthly IFR	0	0	0	0	1.30	0	0	1.22	1.53	6.64	1.24
Non-FTA Incidents	4	3	3	2	2	1	3	1	1	1	2

A-train Federal Railroad Administration Reportable Rail Safety				
	Train Miles	Grade Crossing Incidents	Employee Injuries	Passenger Injuries
FY23 through August	362,790	0	1*	0
*0.28 per 100k train miles				

Exhibit 2



Total Ridership - Aug 2023

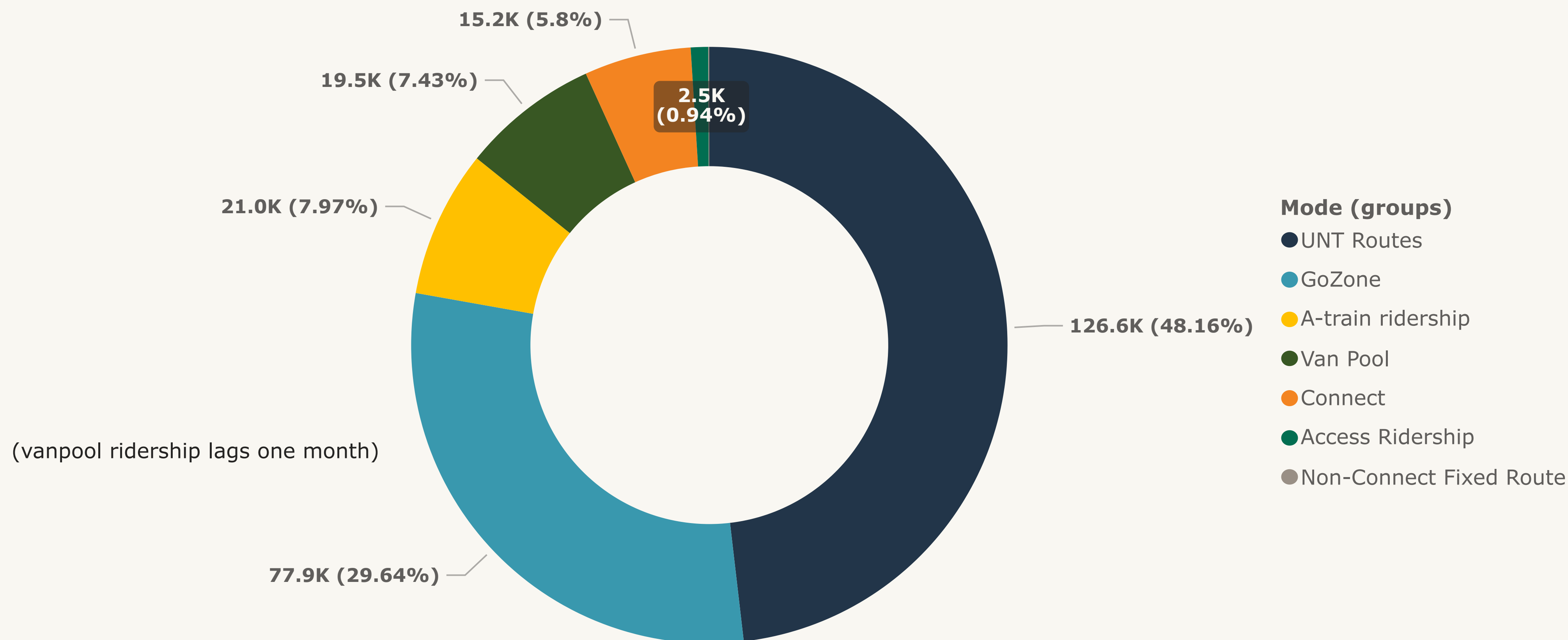
262.9K

Total Ridership FYTD

2.5M

**Informational Report 1
Exhibit 3**

Ridership by Travel Mode - Aug 2023





Total Ridership - Aug 2023

262.9K

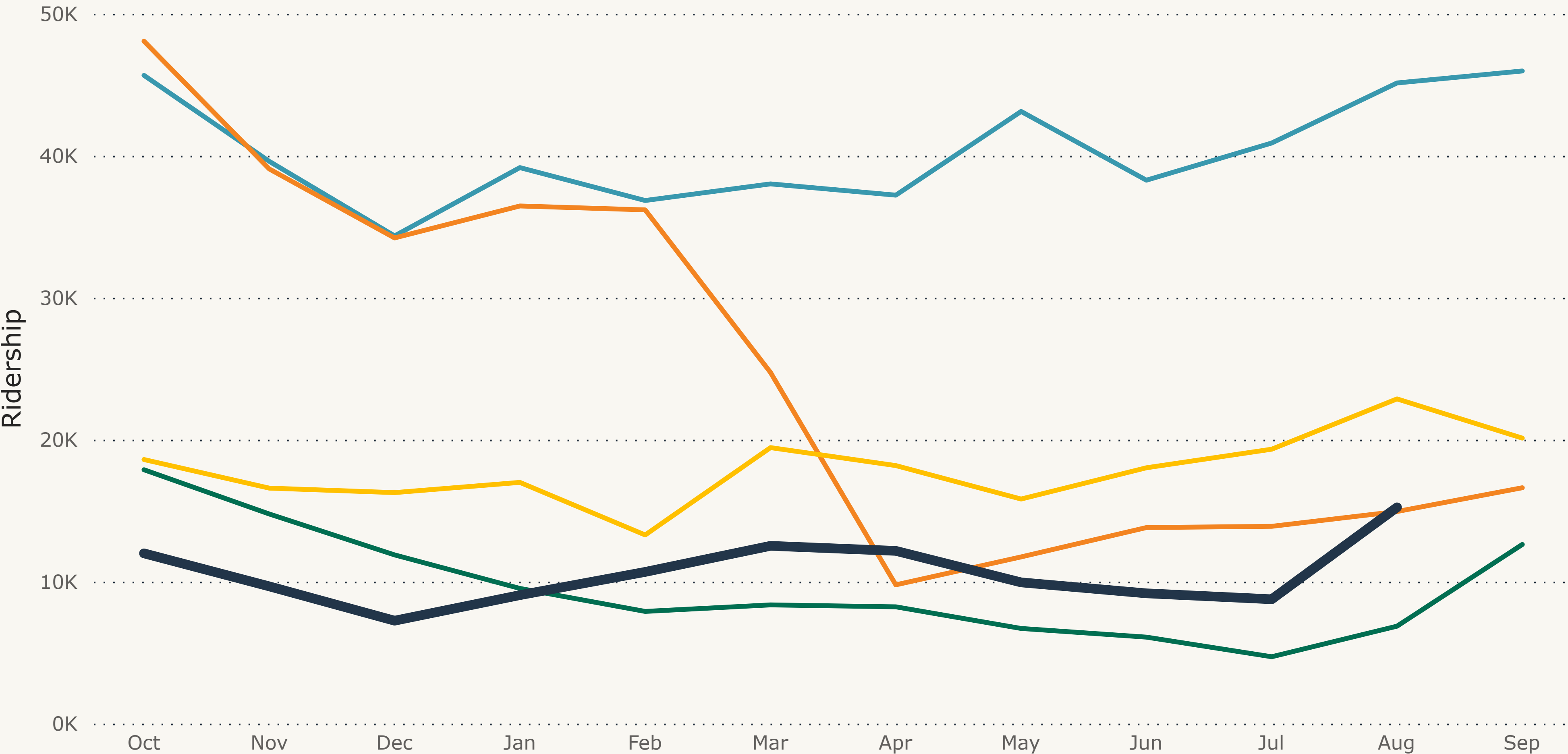
Total Ridership FYTD

2.5M

Informational Report 1
Exhibit 4

Ridership by Month and Fiscal Year - Connect

Fiscal Year 2019 2020 2021 2022 2023





Total Ridership - Aug 2023

262.9K

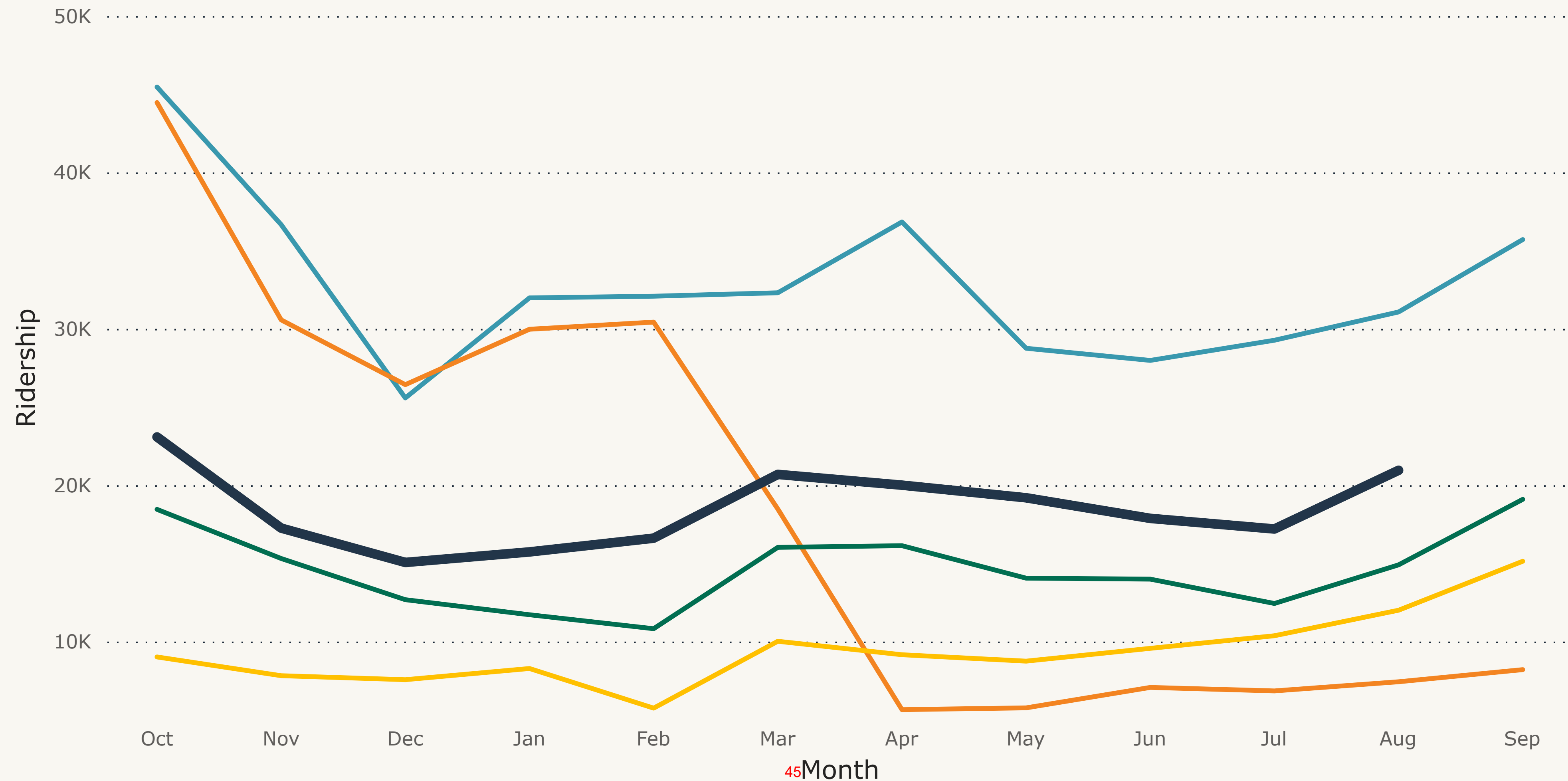
Total Ridership FYTD

2.5M

Informational Report 1
Exhibit 5

Ridership by Month and Fiscal Year - A-train

Fiscal Year 2019 2020 2021 2022 2023





Total Ridership - Aug 2023

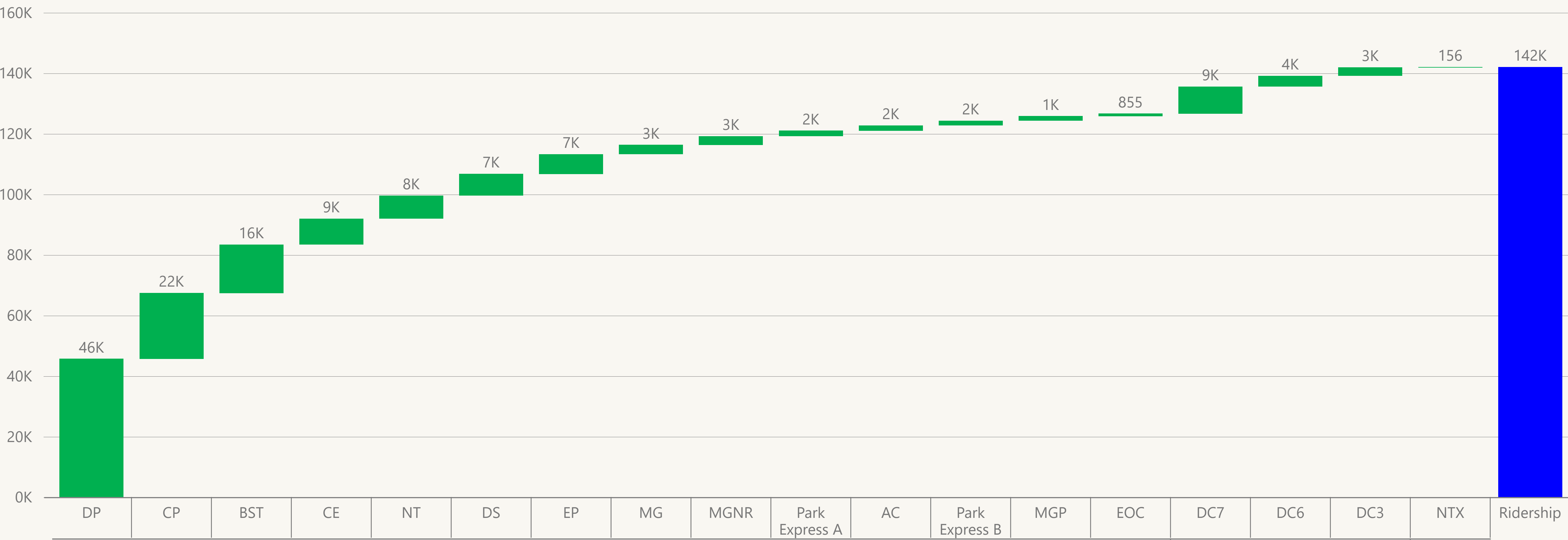
262.9K

Total Ridership FYTD

2.5M

Mode (groups)	Ridership
Non-Connect Fixed Route	156
Connect	15,238
UNT Routes	126,582
Total	141,976

Fixed-Route Ridership Waterfall



Total Ridership - Aug 2023

262.9K

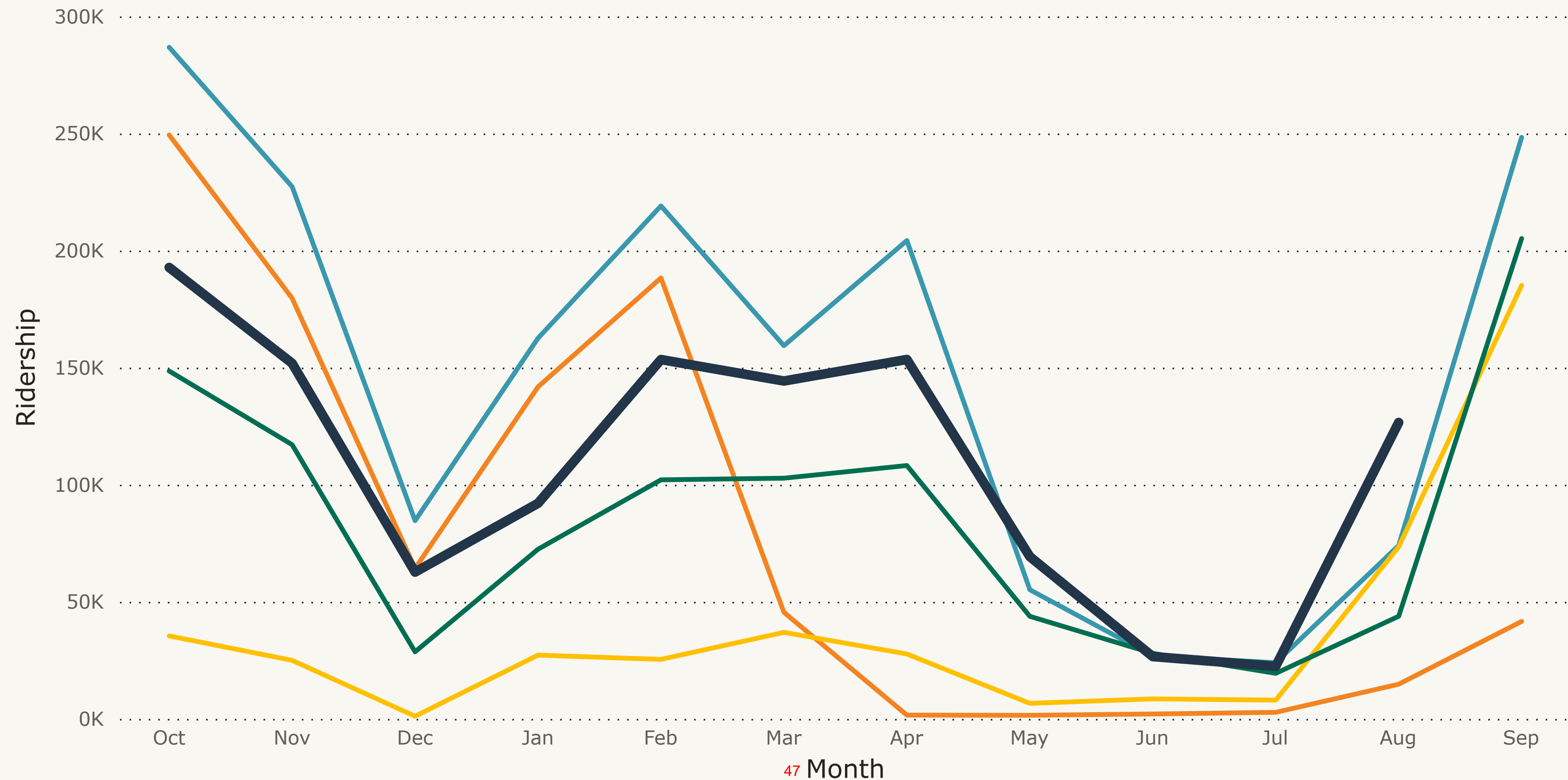
Total Ridership FYTD

2.5M

**Informational Report 1
Exhibit 7**

Ridership by Month and Fiscal Year - UNT

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



Board of Directors Memo

September 28, 2023

SUBJECT: Denton County Sheriff's Office Interlocal Agreement for Law Enforcement Services

Recommendation

This is an informational item only. Staff will bring an action item to the Board in October for consideration of approval.

Background

DCTA originally entered into an Interlocal Cooperation Agreement with Denton County for dedicated law enforcement services in February 2011 for a one-year term and has renewed annually subject to budget reviews.

Previous Board Activity & Action

There has been no previous Board activity or action on this item.

Identified Need

Annual Renewal of Agreement between DCTA and Denton County for FY 2023, to provide DCTA with dedicated law enforcement services. The current agreement expires on September 30, 2023. However, there is an automatic 30-day extension clause in the existing agreement. No interruption of service is anticipated due to contractual timing.

The Denton County Sheriff's Office provides the following services to DCTA:

- a) A-train fare checks and fare enforcement.
- b) Routine and random patrols of DCTA transit properties, vehicles, and facilities.
- c) Transit security duties as required by the Department of Homeland Security, TSA, FRA, and/or FTA.
- d) Respond to any incidents/accidents along the A-train corridor, if needed.
- e) Provide security staff for meetings and events, if needed.

Financial Impact

This information report has no financial impact.

Exhibits

None.

Submitted By:



Maurice Bell, Chief Operating Officer

Board of Directors Memo

August 24, 2023

SUBJECT: Update on Intermediate Service Plan and Denton GoZone Data Within Connect Network

Recommendation

This item is for information only. No Board action is required.

Background

The purpose of the Intermediate Service Plan is to generate data-driven alternatives which to balance GoZone coverage and fixed-route service to increase ridership and improve efficiency, service, and cost outcomes. During a May 25, 2023 briefing, staff presented three Connect network service alternatives to the Board for discussion.

Option 1: Modify Connect schedules to have level headways across each route's full span of current service and increase frequencies on Connect 3.

Option 2: Increase frequencies on Connect 3 and decrease to 30-minute frequencies on all routes during evening hours.

Option 3: Increase morning and afternoon frequencies on Connect 3 and decrease to 30-minute frequencies on all routes during evening hours.

It was the consensus of the Board to have staff develop alternatives around increasing frequency on Route 3 within Option 2 and Option 3. The Board also requested staff to gather ridership data over the summer before bringing the item back to the Board for consideration. Therefore, DCTA Planning and Development staff continued to review the level of GoZone origins, destinations, and origin-destination pairs within the quarter-mile bus stop capture areas for Connect routes 3, 6, and 7 and found no significant changes associated with the UNT summer break as shown in the following table.

Month	Denton-to-Denton GoZone Passenger Trips	GoZone Passenger Trip Origins in Routes 3,6,7 quarter-mile service area	Percent	GoZone Passenger Trip Destinations in Routes 3,6,7 quarter-mile service area	Percent	GoZone trips with both ends in Routes 3,6,7 quarter-mile service area (I-I Trips)	Percent
Jan-23	54,960	16,689	30.4%	15,584	28.4%	4,337	7.9%
Feb-23	46,429	14,624	31.5%	13,973	30.1%	4,172	9.0%
Mar-23	54,966	16,883	30.7%	16,680	30.3%	4,731	8.6%
Apr-23	54,409	16,068	29.5%	15,982	29.4%	4,249	7.8%
May-23	55,329	16,602	30.0%	16,626	30.0%	4,517	8.2%
Jun-23	49,998	15,579	31.2%	16,060	32.1%	4,760	9.5%
Jul-23	45,334	13,882	30.6%	14,220	31.4%	3,874	8.5%
Aug-23	44,158	16,029	36.3%	15,388	34.8%	4,144	9.4%

S:\STRATEGIC PLANNING\GoZoneDataProcessing\DataLab\XLSX\June23_GZOD_Mapping\RT367_GZ_OD_TOD_081423.xlsx]Summary

Staff is currently refining service levels, incremental costs, and productivity factors associated with service alternatives and will present an update to the Board for discussion at the October 26, 2023 meeting.

Previous Board Activity

The Board received a briefing on this item in the following meetings:

- October 2022
- January 2023
- April 2023
- May 2023

The Board received an Informational Report on this item in August 2023.

Identified Need

None.

Financial Impact

None. This is an informational report.

Exhibits

None.



Submitted By: _____
Tim Palermo, Planning and Data Analysis Manager



Board of Directors Memo

September 28, 2023

SUBJECT: Update on the January 2024 Strategic Planning Session

Recommendation

This item is for information only. No Board action is required.

Background

Denton County Transportation Authority lacks a current Long-Range Service Plan. A Long-Range Service Plan is an important tool by which the DCTA Board of Directors and staff can work together to formulate a long-term vision for the future of the agency.

In addition, the Board of Directors has identified several significant, strategic objectives the agency could pursue over the course of the next 5 – 10 years, primarily through the proposed Long-Range Financial Plan included in the FY2024 budget adopted in the August 2023 Board of Directors meeting.

A strategic planning session provides the Board of Directors and DCTA Staff Leadership to spend dedicated time discussing and articulating objectives of medium- and longer-term strategic priorities that will inform the agency's approach to the Long-Range Service Plan and many other important initiatives.

The tentative date for the January Strategic Planning Session is set for January 17-18, 2024.

Previous Board Activity

The Board of Directors last met to discuss Strategic Planning Initiatives in July 2022.

Identified Need

None.


Financial Impact

None. This is an informational report.

Exhibits

None.

Submitted by:


Paul A. Cristina, Chief Executive Officer