



**Board of Directors Regular Meeting**  
**June 26, 2025 | 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, June 26, 2025 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 view the Board Meeting. To view the meeting, please use the information below:

<https://us06web.zoom.us/j/86762607126?pwd=YGLxnOmyeahHiOW0IsDc9IMMGqj61I.1>

Passcode:392845

Phone one-tap:+13462487799

Join via audio:+1 346 248 7799

Webinar ID: 867 6260 7126

Passcode: 392845

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 p.m. on Wednesday, June 25, 2025**, 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 Monthly Financial Statement for April 30, 2025**

Action Item

Background Information: Memo

Exhibit 1: Year-to-Date Financial Statement – April 30, 2025

### **2. Consider Approval of a Cooperative Purchasing Agreement with Washington State Department of Enterprise Services for Transit Buses, Contract 06719**

Action Item

Background Information: Memo

### **3. Consider Approval of Regular Meeting Minutes dated May 22, 2025**

Action Item

Background Information: Exhibit 1: Regular Meeting Minutes Dated May 22, 2025

## REGULAR AGENDA

### **1. Discuss Update on A-train Enhancement Program and Project Delivery Alternatives**

Discussion Item

Background Information: Memo

### **2. Discuss Proposed Fiscal Year (FY) 2026 Operating & Capital Budget and Reserve Policies**

Discussion Item

Background Information: Memo

### **3. Discuss and Consider Approval of a Task Order with Structured Construction, LLC in the Amount Not to Exceed \$141,613.43 for the Construction Renovation of the Denton County Transportation Authority Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and 265 in Lewisville, Texas**

Action Item

Background Information: Memo

### **4. Discuss and Consider Approval of a Resolution Approving Budget Revision 2025-11 in the amount of \$259,603.43 for the Construction Renovation of the Denton County Transportation Authority Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and Suite 265 in Lewisville, Texas**

Action Item

Background Information: Memo

Exhibit 1: Draft Resolution



**5. Discuss Update on Consolidated Denton County Transportation Authority (DCTA) Customer Service Function**

Discussion Item

Background Information: Memo

**6. Discuss and Consider Authorizing the Chief Executive Officer (CEO) to Apply for Bus and Bus Facilities Grant Competitive Program with 15% Local Matching Funds in Amount of \$405,000 to Purchase Three (3) 35' Diesel Transit Buses**

Action Item

Background Information: Memo

**7. Discuss Local and Regional Updates and Legislative Issues**

Discussion Item

**INFORMATIONAL REPORTS**

**1. Safety, Service, and Ridership Reports – May 2025**

Background Information: Memo

Exhibit 1: Safety Performance – FY to Date

Exhibit 2: Service Performance – FY to Date

Exhibit 3: Ridership by Mode – May 2025

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

Exhibit 5: A-train Ridership Year-Over-Year by Month

Exhibit 6: Fixed-Route Ridership – May 2025

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

**2. Update on Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2025**

Background Information: Memo

**3. Update and Consideration to Issue a Request for Proposal (RFP) for Federal Legislative Consulting**

Background 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:** July 24, 2025

**REPORT ON ITEMS OF COMMUNITY INTEREST**

Pursuant to Texas Government Section 551.0415 the Board of Directors may report on the 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**

No Executive Session scheduled.

**RECONVENE OPEN SESSION**

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

**ADJOURN**

**Board Members**

TJ Gilmore, Lewisville, Chair  
Cesar Molina, Denton County Seat 1, Vice-Chair  
Andy Eads, Denton County Seat 2, Secretary  
Alison Maguire, Denton  
Daniel Jaworski, Highland Village

**Alternates**

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

**Non-Voting Board Members**

Jared Eutsler, Corinth  
Dennie Franklin, Frisco  
Jeremie Maurina, The Colony  
Stephen Christo, The Colony (alternate)  
Vacant, Flower Mound  
Vacant, Little Elm  
Vacant, Small Cities

**Staff Liaison**

Paul Cristina, CEO

This notice was posted on June 20, 2025 by 5pm.

Kisha Morris-Perkins  
Executive Assistant & Board Process Manager



## **Board of Directors Memo**

**June 26, 2025**

AGENDA ITEM: Consider Approval of Monthly Financial Statement for April 30, 2025

### **Recommendation**

Staff recommends the Board approve the financial statement for April 30, 2025.

### **Background**

The financial statement is presented monthly to the Board of Directors for approval. The attached report is for the period ending April 30, 2025. 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 April 30, 2025 performance has been summarized within the respective document provided. Staff stands ready to answer any questions the Board may have regarding the financial performance.

### **Exhibits**

Exhibit 1: Year-to-Date Financial Statement – April 30, 2025

**Submitted by:**

  
LaKeisha Williams, Senior Manager of Accounting



# DENTON COUNTY TRANSPORTATION AUTHORITY

Statement of Revenue and Expenditures  
Presented for the Period Ended April 30, 2025  
(UNAUDITED)

	Prior Year Actual			FY 2025 - April 30, 2025					
	2022	2023	2024	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	Notes
<b>Revenue and Other Income</b>									
Passenger Revenues	\$ 928,716	\$ 1,568,793	\$ 1,987,021	\$ 986,003	1,095,518	\$ 1,675,312	65.4%	58.9%	Actual revenues are less than expected. Related expenditures are also less than expected.
Contract Service Revenues	3,718,416	4,233,303	4,670,687	2,567,026	2,019,584	\$ 4,400,615	45.9%	58.3%	
Sales Tax Revenues	38,030,250	40,292,936	40,592,222	23,916,662	23,694,043	\$ 41,000,000	57.8%	58.3%	
Federal/State Grants - Capital	95,069	59,828	914,989	2,519,888	9,681	\$ 4,319,818	0.2%	58.3%	Capital grants includes an estimate for PTC spending, which has not started as of April 2025
Federal/State Grants - Operating	19,028,351	9,431,745	11,562,099	6,056,976	5,870,934	\$ 10,383,400	56.5%	58.3%	The slight decrease in billing compared to budget is mainly a function of the reduced amount of billable expenses incurred through 04/30/24.
<b>Total Revenues and Other Income</b>	<b>61,800,802</b>	<b>55,586,605</b>	<b>59,727,018</b>	<b>36,046,555</b>	<b>32,689,758</b>	<b>61,779,145</b>			
<b>Operating Expenses</b>									
Salary, Wages and Benefits	4,002,824	3,787,792	10,318,001	8,337,173	7,499,188	12,944,520	57.9%	64.4%	
Outsourced Services and Charges	4,517,965	5,600,148	5,522,925	3,305,831	1,868,372	5,597,100	33.4%	59.1%	The FY25 budget for Outsourced Services and Charges included significant spending for several projects/initiatives which are currently in progress. Some projects include Bus Stop Standards (Planning), Long Range Service Plan (Planning), A-Train Program (Planning), Intermediate Service Plan (Planning), Marketing consulting.
Materials and Supplies	2,536,927	2,576,663	2,521,986	2,006,319	1,099,222	3,322,867	33.1%	60.4%	The FY25 budget for Materials and Supplies includes estimates for IT spending for upgrades of hardware and other projects. This budget also includes estimates for spending for Bus Ops/Maintenance. Work is underway in these areas.
Utilities	455,020	497,792	570,977	444,269	298,102	761,572	39.1%	58.3%	
Insurance	1,608,328	1,577,898	1,099,836	1,093,554	933,201	1,874,600	49.8%	58.3%	Insurance expenditures reflects a large payment of this annual premium which occurs at the beginning of the Fiscal year to pay all non-Rail coverages.
Purchased Transportation Services	19,146,955	22,348,013	24,862,290	14,614,579	11,163,949	25,053,458	44.6%	58.3%	Purchased Transportation depends upon timing of the vendor payments.
Employee Development	119,259	2,559,697	346,602	463,773	168,991	795,340	21.2%	58.3%	
Leases and Rentals	132,033	142,445	173,735	110,047	89,370	212,080	42.1%	51.9%	
Depreciation	11,351,682	9,074,611	11,293,387	6,318,711	5,992,764	10,541,895	56.8%	59.9%	
<b>Total Operating Expenses</b>	<b>45,203,487</b>	<b>48,510,532</b>	<b>56,709,739</b>	<b>36,694,256</b>	<b>29,113,160</b>	<b>61,103,432</b>			
<b>Cash Balance</b>				<b>30,375,545</b>	<b>23,120,395</b>	<b>50,561,537</b>			
<b>Income Before Non-Operating Revenues and Expenses</b>	<b>16,597,315</b>	<b>7,076,073</b>	<b>3,017,279</b>	<b>(647,701)</b>	<b>3,576,599</b>	<b>675,713</b>			
<b>Non-Operating Revenues/(Expense)</b>									
Investment Income	462,425	4,434,145	7,861,832	1,283,331	2,750,248	2,200,000	125.0%	58.3%	
Gain (Loss) on Disposal of Assets	29,719	52,900	(6,700)	-	-	-	0.0%	0.0%	
Other Income/(Expense) - Miscellaneous	447,462	923,293	180,928	148,750	76,429	255,000	30.0%	58.3%	
Long Term Debt Interest/(Expense)		(212,684)	(210,002)	(100,226)	85,905	(171,811)	-50.0%	58.3%	
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>939,606</b>	<b>5,197,654</b>	<b>7,826,058</b>	<b>1,331,855</b>	<b>2,912,582</b>	<b>2,283,189</b>			
<b>Income (Loss) includes</b>	<b>17,536,921</b>	<b>12,273,727</b>	<b>10,843,337</b>	<b>684,154</b>	<b>6,489,181</b>	<b>2,958,902</b>			
Transfers Out to NTMC	(5,926,669)	(5,577,506)	-						
<b>Total Transfers</b>	<b>(5,926,669)</b>	<b>(5,577,506)</b>	<b>-</b>						
<b>Change in Net Position</b>	<b>\$ 11,610,252</b>	<b>\$ 6,696,221</b>	<b>\$ 10,843,337</b>	<b>\$ 684,154</b>	<b>6,489,181</b>	<b>\$ 2,958,902</b>			

## **Board of Directors Memo**

**June 26, 2025**

AGENDA ITEM: Consider Approval of Cooperative Purchasing Agreement with Washington State Department of Enterprise Services for Transit Buses, Contract No. 06719

### **Recommendation**

Staff recommends the Board approve a Cooperative Purchasing Agreement with the Washington State Department of Enterprise Services (DES) for transit buses, Contract No. 06719.

### **Background**

The Washington State DES, through a competitive solicitation process, established Contract No. 06719 to provide a cooperative purchasing mechanism for a range of transit buses. This contract complies with Federal Transit Administration (FTA) requirements under the FAST Act (Section 3019) and is designed for use by eligible public agencies, including local transit entities.

By entering into this Cooperative Purchasing Agreement, the agency will gain access to competitively awarded pricing and an established pool of qualified vendors for a variety of vehicle categories, including heavy-duty, light/medium-duty, rebuilt, refurbished, and repowered transit buses.

The Board of Directors received a briefing on the bus purchase item in March 2025 and approved purchase of three (3) 35-foot diesel transit buses utilizing the Washington State DES contract. The Board's approval of this Cooperative Purchasing Agreement is necessary to execute the transaction.

### **Previous Board Action**

There has been no previous Board activity on this item.

### **Identified Need**

Utilizing an FTA-compliant, competitively sourced contract allows for streamlined procurement, flexibility in vehicle types, and reduced administrative overhead—facilitating efficient and cost-effective transit bus acquisitions as funding becomes available.


### **Financial Impact**

There is no immediate fiscal impact associated with executing the Cooperative Purchasing Agreement. Any future purchases under this agreement will be subject to separate board action and funding approval.

### **Exhibits**

None.

Submitted By:

  
\_\_\_\_\_  
Javier Trilla  
Vice President, Innovation and Information Technology



## **Board of Directors Regular Meeting Minutes May 22, 2025 | 10:00 a.m.**

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Chair Gilmore presiding on Thursday, May 22, 2025 at 10:00am, located at the DCTA Administrative Offices, 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

### **Voting Members**

Chair TJ Gilmore, City of Lewisville  
Vice-Chair Cesar Molina, Denton County  
Secretary Andy Eads, Denton County  
Board Member Daniel Jaworski, City of Highland Village  
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 Dennie Franklin, City of Frisco  
Board Member Jeremie Maurina, City of The Colony  
Board Member Stephen Christo, Alternate - City of The Colony  
Board Member Jared Eutsler, City of Corinth

### **Legal Counsel**

Joe Gorfida, Nichols Jackson

### **DCTA CEO**

Paul A. Cristina

### **CALL TO ORDER**

Chair Gilmore called the meeting to order at 10:00am. All Board Members were present except for Board Members Jaworski and Smith.

### **INVOCATION**

Board Member Gonzalez provided the invocation.

### **PLEDGE OF ALLEGIANCE**

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

### **INTRODUCTIONS**

No introductions at this time.



## PUBLIC COMMENT

No public comments at this time.

## CONSENT AGENDA

1. Consider Approval of Monthly Financial Statement for March 31, 2025
2. Consider Approval of Quarterly Grants Report for Quarter 2 – Fiscal Year 2025
3. Consider Approval of a Resolution Designating David Leininger as the Investment Officer
4. Consider Approval of the Denton County Transportation Authority (DCTA) Drug and Alcohol Policy
5. Consider Approval of Regular Meeting Minutes dated April 24, 2025

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

## REGULAR AGENDA

1. **Discuss and Consider Approval of a Master Professional Services Agreement with AECOM Technical Services, Inc. (AECOM) for On-Call Planning Services for the period of June 1, 2025 through May 30, 2028 with up to Two Additional One (1) Year Periods**

Austin Frith, Vice President of Planning and Development, presented to the Board highlighting the following:

- Planning and Development – On-Call Planning Services
  - ✓ Consultant Objectives
  - ✓ Request for Proposal Timeline
- Master Professional Services Agreement Highlights
  - ✓ Rate Schedule
  - ✓ Task Order Approval
  - ✓ No Dollar Value Assigned
  - ✓ Purpose and Benefits
  - ✓ Cost Control
  - ✓ Budget Management
  - ✓ Supports Flexibility
- Recommendation for Award: AECOM
  - ✓ Scope Responsibility
  - ✓ Prime
  - ✓ Subconsultant (as needed)
- Team Structure and Alignment to DCTA
  - ✓ Incumbent: Intimately familiar with DCTA needs
  - ✓ Leadership: Oversees overall project strategy and implementation

- ✓ Program Management: Core team manages task orders, timelines, budget and quality standards
- ✓ Support Areas: Full-service team leads and advises on all projects with minimal subcontractor support for projects
- ✓ Specialized Teams
- ✓ Stakeholder Coordination
- Proposed Role and Functions
  - ✓ Administrative
  - ✓ Data Analytics
  - ✓ Specialty Roles
  - ✓ Public Engagement
  - ✓ Planners
  - ✓ Project Management
- Roles Distribution and Rate Comparison
- Anticipated Task Orders
  - ✓ ISP Phase III Route Analysis and Title VI Equity Analysis
  - ✓ Continuation of Low/No Emissions Fleet Transition Plan
  - ✓ Long Range Service Plan
    - Analysis for City of Lewisville Fixed Route Alternatives
    - Updated Fare Policy
    - Space Planning
    - Old Town RFQ/Program Delivery and TOD Policy Development

Board discussion regarding oversight for Task Orders approaching the CEO's signing authority threshold of \$75,000. The Board requested that any Task Order nearing or exceeding this limit be brought to their attention for review prior to execution.

***Motion by Vice Chair Molina with a second by Board Member Stevens to approve Regular Agenda Item 1 as presented. Motion passes 5-0.***

## **2. Discuss Update on the Old Town Lewisville Transit Oriented Development Project**

Austin Frith, Vice President of Planning and Development, and Paris Rutherford, Principal at Catalyst Urban Development, presented to the Board highlighting the following:

- Project Updates
  - ✓ 3 Workshops (August 12, 2024, October 24, 2024, and April 24, 2025)
  - ✓ Concept plan refined based on City input and challenges uncovered
  - ✓ Explored project and funding scenarios
  - ✓ Developed draft RFQ document

- ✓ Continuing to coordinate with: City of Lewisville, DART, FTA
- Initial Concept and Challenges Uncovered
  - ✓ Planning Goals
  - ✓ Impacting Site Issues
- Planning Vision
- Base Improvements for Fee Development
  - ✓ Mixed-Use DCTA Headquarters and Infrastructure
  - ✓ Funding Breakdown
  - ✓ Total for DCTA Office Building and Minimum Infrastructure (\$40,348,750)
  - ✓ DCTA Funding (less FTA Grant) - \$32,348,750
- RFQ Approach
  - ✓ Responsibility 1: DCTA Headquarters Building Fee Development
  - ✓ Responsibility 2: Old Town Station TOD Private Development
- RFQ Document Overview
  - ✓ Vision and Expectations
  - ✓ RFQ Requirements
  - ✓ RFQ Information
  - ✓ Appendix
- RFQ SOQ Evaluation Matrix
- RFQ Process and Timeline

Board discussion regarding the scoring criteria for fees, emphasizing the need to structure incentives that ensure best value for the Agency. Additionally, the Board discussed possible strategies to remain well-positioned during the construction phase to mitigate the risk of disproportionately large incentive payouts. The Board also acknowledged the great work and collaboration and partnership between the cities and county.

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

**3. Discuss and Consider Approval of a License Agreement for Roadway Infrastructure between Denton County Transportation Authority and the City of Lewisville to Construct and Maintain Public Infrastructure Including Streets, Sidewalks and Appurtenances Along the Eastern Boundary of the Property Owned by DCTA at the Old Town Station Site**

Austin Frith, Vice President of Planning and Development presented to the Board highlighting the following:

Ojala Development Coordination

April 2024 - Ojala requested a Temporary Construction Easement (TCE) to allow construction of the public infrastructure serving their development.

The TCE included: access to DCTA property for one (1) year or until construction was complete and limited to construction of public improvements on Ojala property and stage construction vehicles on DCTA property. The request was reviewed by FTA prior to execution by the CEO in February 2025.

Ojala/Lewisville requested dedication of public right-of-way or easements for the permanent installation of public infrastructure. DCTA will retain the property to remain in compliance with the FTA and ensure no delays in the project by:

1. Entering into a temporary licensing agreement (\$10) to allow construction of public infrastructure on DCTA property – CEO Action
2. Entering into a permanent licensing agreement (\$10) with the City of Lewisville for rights to place street and stormwater improvements on DCTA property - Board Action

Ojala Development Coordination – Timeline (February 2025-May 2025)

Board discussion regarding Ojala's current types of development projects, (i.e., single family, multi-family, and more affordable housing).

***Motion by Vice Chair Molina with a second by Board Member Maguire to approve Regular Agenda Item 3 as presented. Motion passes 5-0.***

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

Paul Cristina, CEO, announced that the Transit Coalition of North Texas (TCNT) Annual Luncheon has been confirmed for September 25, 2025. Due to this scheduling conflict with the DCTA Board of Directors Meeting, Kisha Morris-Perkins will coordinate with the Board to identify an alternate date for the September Board Meeting.

#### **INFORMATIONAL REPORTS**

##### **1. Safety, Service, and Ridership Reports – April 2025**

***No Board Action Required. These reports are for informational purposes only.***

#### **FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS**

None.

#### **REPORT ON ITEMS OF COMMUNITY INTEREST**

The Bike Ride with the Mayors (Lewisville, Corinth and Denton)

May 31, 2025

8:30am to 12noon



Starting location: Highland Village/Lewisville Lake A-train Station at 2998 N. Stemmons Freeway. The bike route will follow the A-Train Trail from Lewisville to downtown Denton and is 12.2 miles one way.

CONVENE EXECUTIVE SESSION  
No Executive Session scheduled.

RECONVENE OPEN SESSION  
Not applicable.

ADJOURN  
The meeting was adjourned at 10:44am.

---

TJ Gilmore, Board Chair

---

Andy Eads, Board Secretary

## Board of Directors Memo

June 26, 2025

AGENDA ITEM: Discuss Update on A-train Enhancement Program and Project Delivery Methods

### Recommendation

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

### Background

DCTA continues to advance key elements of the A-train Enhancement Program, anticipated to occur in three (3) phases, including: runtime improvements, corridor extension to Downtown Carrollton, and construction of track and signal infrastructure to enable 15-minute operating frequency.

Task Order 1 with HW Lochner, DCTA's Program Management consultant, has focused on validating track geometry and operating conditions along with the design for curve and speed improvements to implement Phase 1 with increased speed and reduced overall runtime on the corridor.

This briefing item will provide an overview of the following:

### Key Highlights

- Validated Technical Basis for Curve and Speed Enhancements  
Using AREMA-based modeling and geometry data collected in 2023–2024, the consultant team confirmed that many curves already meet or can meet higher speed thresholds with minimal upgrades. Design has been completed for these upgrades and construction estimates are underway for speed code upgrades and minor civil construction along the corridor.
- Cost Refinement Reduces Near-Term Design Commitments for Downtown Carrollton  
The design scope focuses 30% design work on the Downtown Carrollton extension, while treating 15-minute headway improvements at a 15% conceptual level. This reduces anticipated cost from \$7.1M to \$4.6M and labor hours by nearly half.
- Program Schedule Phased by Element  
The master program schedule distinguishes workstreams for curve/speed improvements, the Carrollton extension, service headways, and the Corinth station. Each phase includes its own timeline for design, funding, and construction planning.
- Delivery Method Evaluation Underway  
Staff are evaluating multiple project delivery models — including Design-Bid-Build (DBB), Construction Manager at Risk (CMAR), and Progressive Design-Build (PDB). Each model has advantages depending on project complexity, risk profile, stakeholder coordination needs, and market conditions. Staff will seek feedback from the Board on preferred project delivery method for the Downtown Carrollton extension, which could cause revision to the upcoming design scope.

**Delivery Method Considerations**

- Factors Under Evaluation Include:
  - Project size and schedule sensitivity
  - Coordination with DGNO and DART
  - Regulatory requirements and grant funding alignment
  - Level of control vs. risk-sharing desired by DCTA
  - Contractor interest and readiness in the North Texas market
- Peer Practices Noted:

DART has increasingly shifted from DBB to CMAR/Design-Build in recent projects, citing reductions in change orders and improved delivery outcomes.

**Next Steps**

- Conclude design validation and cost modeling for curve and speed (June 2025)
- Complete estimate for curve and speed construction (June 2025)
- Complete comparative evaluation and recommendation of delivery options (Summer 2025)
- Return to the Board in July/August with updated scope, cost, and procurement strategy for consideration for:
  - Curve and Speed Enhancements
  - Extension to Downtown Carrollton
- Initiate phased procurement and permitting steps (Fall 2025 onward)
- Staff anticipates future Program Management Task Orders to provide design development for the Downtown Carrollton extension and conceptual work related to 15-minute headways, as well as additional operational modeling to understand infrastructure requirements that enable concurrent freight and passenger operations in the nighttime hours.

**Identified Need**

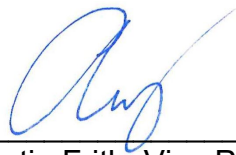
None.

**Financial Impact**

None. This is a discussion item only.

**Exhibits**

None.

**Submitted By:**

Austin Frith, Vice President of Planning and Development



## **Board of Directors Memo**

June 26, 2025

AGENDA ITEM: Discussion of Proposed Fiscal Year (FY) 2026 Operating & Capital Budget and Reserve Policies

### **Recommendation**

This item is included for discussion purposes only.

### **Background**

Staff is presenting the Proposed FY 2026 Operating & Capital Budget for discussion at the Board meeting on June 26, 2025. At the July 24, 2025, Board Meeting, staff will discuss any changes from the prior meeting as well as present the Long-Range Financial Plan. At the meeting scheduled on August 28, 2025, or September 25, 2025, the Board may be able to approve the FY 2026 Operating & Capital Budget.

### **Previous Board Activity and Action**

There has been no previous Board activity on this item.

### **Identified Need**

Provide the Board a review of the agency's financial position and initial review of Proposed FY 2026 Operating & Capital Budget and Reserve Policies.

### **Financial Impact**

The FY 2026 operating budget includes total revenues of \$65.7 million, expenses net depreciation of \$54.4 million, and capital outlay and major maintenance of \$28.2 million.

### **Exhibits**

None – all information contained in the June 26, 2025 meeting slides, distributed along with the Board package.

**Submitted By:**

Jane Filarowicz, Senior Manager of Budget & Grants

**Final Review:**

Paul A. Cristina, Chief Executive Officer





## **Board of Directors Memo**

**June 26, 2025**

**AGENDA ITEM:** Discuss and Consider Approval of a Task Order with Structured Construction, LLC in the Amount Not to Exceed \$141,613.43 for the Construction Renovation of the Denton County Transportation Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and 265 in Lewisville, Texas

### **Recommendation**

Staff recommends the Board approve a Task Order with Structured Construction, LLC in the amount not to exceed \$141,613.43 for the Construction Renovation of the Denton County Transportation Authority Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and 265 in Lewisville, Texas.

### **Background**

In response to DCTA's growing administrative and operational needs, the Board took action in the March 2025 Regular Meeting to expand office capacity at its headquarters located at 1955 Lakeway Drive in Lewisville. As a result, DCTA pursued an expansion into the adjacent Suite 265, adding 5,088 square feet of office space under a Triple Net Lease (NNN) structure. The briefing in March 2025 identified programmatic cost estimates for interior renovations, IT infrastructure, access control, and security. Since then, staff has refined those cost estimates and prepared a Task Order with Structured Construction for interior renovation.

Staff has also refined cost estimates with a different contractor for IT infrastructure, access control, and security that total \$70,000 for that work. This contract is within the CEO's signature authority and does not require Board approval.

This strategic move aligns with long-term goals to drive organizational efficiency and future service opportunities.

The overall expansion includes:

- Construction build-out in Suite 265 and incidental work in Suite 260
- Installation of IT infrastructure (structured cable, access points, A/V systems, and access control)
- Purchase of furniture, fixtures, and equipment (FFE) to outfit new workstations, offices, and shared spaces in Suite 265

Summary of Construction Work Covered Under This Board Item:

Suite 265 – Estimated Cost: \$107,070.96

The construction scope for Suite 265 includes a full interior build-out to convert the raw space into functional administrative offices. Key components include:

- Demolition of existing interior elements to prepare for new layout
- Framing and drywall to construct new office walls, shared workspaces, and collaboration areas
- Installation of doors and hardware for enclosed offices and conference rooms
- Painting of all wall surfaces to meet DCTA's standard interior finish palette
- Flooring installation throughout the suite for consistency and durability

- Electrical relocations and new wiring to support new wall layouts, outlets, lighting, and data locations resulting from the revised floor plan

Suite 260 – Estimated Cost: \$10,940.23

Work in Suite 260 involves selective upgrades and adjustments to support integration with the expanded space in Suite 265:

- Demolition of targeted areas to open connectivity and optimize workspace use
- Painting of modified areas
- Flooring replacement in Suite 260 modified area to align with new finishes in Suite 265
- Electrical modifications to relocate outlets, switches, and lighting as required by demolition and new wall configurations

The not to exceed amount above includes a 20% contingency that would cover any unforeseen conditions related to the construction effort.

The expansion of Suite 265 represents an infrastructure improvement that supports the agency's operational effectiveness and positions DCTA for future growth.

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

March 2025 – The Board received a briefing and approved an amended lease and FY2025 budget revision for lease of the expanded space within Suite 265.

#### **Identified Need**

As stated above.


#### **Financial Impact**

Funding for this item will be provided in accompanying agenda item for budget revision.

#### **Exhibits**

None.

**Submitted By:**

  
Austin Frith, Vice President of Planning and Development

## Board of Directors Memo

June 26, 2025

**AGENDA ITEM:** Discuss and Consider Approval of a Resolution Approving Budget Revision 2025-11 in the amount of \$259,603.43 for the Construction Renovation of the Denton County Transportation Authority Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and Suite 265 in Lewisville, Texas

### Recommendation

Staff recommends the Board approve a Resolution Approving Budget Revision 2025-11 in the amount of \$259,603.43 for the Construction Renovation of the Denton County Transportation Authority Administrative Headquarters at 1955 Lakeway Drive, Suite 260 and Suite 265 in Lewisville, Texas.

### Background

In response to DCTA's growing administrative and operational needs, the agency initiated efforts earlier this year to expand office capacity at its headquarters located at 1955 Lakeway Drive in Lewisville.

This strategic move aligns with long-term organizational goals around workspace efficiency, interdepartmental coordination, and future service growth opportunities.

The expansion includes:

- Construction build-out of Suite 265 and incidental work in Suite 260
- Installation of IT infrastructure (structured cabling, access points, A/V systems, and access control)
- Purchase of furniture, fixtures, and equipment (FFE) to outfit new workstations, offices, and shared spaces

### Budget Summary Through End of FY25:

Component	Final Cost (\$)
<b>Construction</b>	<b>\$ 141,613.43</b>
Suite 260	\$ 10,940.23
Suite 265	\$ 107,070.96
Contingency	\$ 23,602.24
<b>IT Infrastructure</b>	<b>\$ 70,000.00</b>
Suite 260	
Suite 265	\$ 70,000.00
<b>FFE</b>	<b>\$ 47,990.00</b>
Suite 260	
Suite 265	\$ 47,990.00
<b>Total</b>	<b>\$ 259,603.43</b>

*Note: An earlier placeholder estimate cited in Regular Agenda Item 08 in March 2025 Board presentation was \$390,000. Revised estimates now reflect updated needs and final scope of IT and furniture expenditures.*



**Details of Construction Work:**

- Suite 265 (\$107,070.96) Includes demolition, framing/drywall, doors and hardware, painting, and flooring
- Suite 260 (\$10,940.23) Includes selective demolition, painting, and flooring to integrate with the expanded footprint

**IT Infrastructure:**

- Structured cabling, wireless access points, workstation connectivity, and A/V installations \$30,000
- Access control systems for security and entry management \$40,000

**FFE Elements:**

- Suite 265: Includes 12 cubicles, office furniture for 6 offices, kitchen equipment, conference table, shared seating, lobby furniture

**Details of Maintenance and Utilities for Suite 265 through end of FY25:**

- Common Area Maintenance/ Taxes/ Insurance: \$5,400 – 3-month total (Jul, Aug, Sept)
- Facilities Maintenance (Janitorial, Waste removal, pest control, misc): \$5,400 (Aug, Sept)
- Utilities (Electricity and Gas): \$3,000

The expansion of Suite 265 represents a critical infrastructure improvement that supports the agency's operational effectiveness and positions DCTA for continued growth. This investment ensures that staff have the workspace, technology, and environment necessary to support service delivery and strategic goals.

**Previous Board Activity & Action**

The FY25 budget was originally adopted on August 22, 2024. This is the 11<sup>th</sup> budget revision related to the FY25 budget.

**Identified Need**

As stated above.

**Financial Impact**

See attached budget revision.

**Exhibits**

Exhibit 1: Draft Resolution

**Submitted By:**

  
\_\_\_\_\_  
Austin Frith, Vice President of Planning and Development

**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. R25-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING FISCAL YEAR 2025 BUDGET REVISION NUMBER 2025-11 REVISED OPERATING & CAPITAL BUDGET, ATTACHED HERETO AS EXHIBIT “A”; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the 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 DCTA desires to amend the Fiscal Year 2025 Operating and Capital Budget as set forth in Exhibit “A”.

**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 Exhibit “A,” be, and the same is hereby adopted and which shall amend the original budget adopted August 22, 2024, 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 26TH DAY OF JUNE, 2025.**

**APPROVED:**

---

TJ Gilmore, Chair

**ATTEST:**

---

Andy Eads, Secretary

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

<b>TRANSACTION TYPE:</b>	Transfer <input type="checkbox"/>		<b>Number:</b>	2025-11
	Revision <input checked="" type="checkbox"/>			

Expense	Account	Dept/Account	Current Budget Amount	Budget Revision Amount	Revised Budget Amount
Operating Expense	1101.50310	DCTA Admin/General Services	\$16,860	\$ 141,614	\$ 158,474
Operating Expense	1101.50440	DCTA Admin/Computer & Software Supplies	\$0	\$ 70,000	\$ 70,000
Operating Expense	1101.50435	DCTA Admin/Furniture	\$7,000	\$ 47,990	\$ 54,990
<b>Net Position Impact</b>				<b>\$ 259,604</b>	

**EXPLANATION:** Budget Revision 2025-11 is for the construction and build-out at DCTA Admin - Suite 260 and 265, as well as for installation of structured cabling, access points, audio visual systems, and access control, and furniture, fixtures, and equipment (FFE) to outfit the additional office and shared spaces. Construction cost are \$141,613.43; IT equipment is \$70,000; and FFE is \$47,990 for a total of \$259,603.43.

**Approvals:**

Requested By:



**Title**

Vice President, Planning & Development

Reviewed By:



Senior Manager of Budget & Grants



## **Board of Directors Memo**

**June 26, 2025**

**AGENDA ITEM:** Discuss Update on Consolidated Denton County Transportation Authority (DCTA) Customer Service Function

### **Recommendation**

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

### **Background**

The DCTA Customer Service Department is the central hub for transit-related inquiries, handling calls through a centralized phone line and providing in-person support at the Downtown Denton Transit Center (DDTC). In October 2023, an initial briefing was conducted to explore opportunities for improving customer service functions. This effort coincided with hiring a new Customer Service Manager to lead these initiatives.

Key developments since then include the successful transition of NTMC customer service employees to DCTA, fostering a more integrated approach to customer service delivery. Call volume data pulls for Fiscal Year (FY) 2024 and Fiscal Year (FY) 2025 Year-To-Date (YTD) have also provided updated insights to inform decision-making and service optimization.

The team has also explored insourced customer service options for the GoZone service to streamline operations and enhance customer experience. With the recent solicitation for continuing GoZone service, staff gained clarity on the cost of GoZone customer service for the next 3 – 5 years. This enabled the completion of financial analysis for insourcing alternatives that will be reviewed in this item.

This discussion seeks to update the Board on our progress, explore the potential benefits of a unified service model, and gain Board feedback on the potential path forward.

### **Previous Board Activity**

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

October 2023 – Initial concept of Customer Service Evolution briefed to the Board

December 2024 – Board provided review of DCTA & GoZone Customer Service Options

### **Identified Need**

None.

### **Financial Impact**

None. This is a discussion item only

### **Exhibits**

None.





**Submitted By:**

A handwritten signature in blue ink that reads "Randi Trantham".

Randi Trantham, Customer Service Manager

**Reviewed By:**

A handwritten signature in blue ink that reads "Bronson".

Jackie Bronson, Vice President  
Engagement and Administration

## **Board of Directors Memo**

**June 26, 2025**

**AGENDA ITEM: Discuss and Consider Authorizing the Chief Executive Officer (CEO) to Apply for Bus and Bus Facilities Grant Competitive Program with 15% Local Matching Funds in the Amount of \$405,000 to Purchase Three (3) 35' Diesel Transit Buses**

### **Recommendation**

Staff recommends that the Board authorize the CEO to apply for Bus and Bus Facilities Grant Competitive Program with 15% local matching funds in the amount of \$405,000 to purchase three (3) 35' Diesel Transit Buses.

### **Background**

The Federal Transit Administration (FTA) provides capital assistance through the 5339(b) Bus and Bus Facilities Discretionary Grant Program to support the replacement, rehabilitation, and purchase or leases of buses and related equipment, as well as the construction, rehabilitation, purchase, or lease of bus-related facilities. This includes the advancement of low or no-emission vehicle technologies. Funding under this program is awarded through a competitive process to designated recipients, states, local governmental authorities and Indian tribes.

DCTA staff is currently preparing a grant application under the Fiscal Year (FY) 2025 funding opportunity of the Bus and Bus Facilities Discretionary Program to request funding for the purchase of three (3) 35' diesel transit buses. This initiative aligns with our revenue fleet plan. The application requires a commitment of 15% local matching funds.

Staff is requesting capital, through the annual budget process, to purchase three (3) Diesel Transit Buses in FY2026 and is recommending purchase of three (3) additional Diesel Transit Buses in FY2027. Staff anticipates the buses being purchased with FY2025 budget authority will be the standard for the agency moving forward. The purchase price of those buses was approximately \$773K each, with contingency.

Considering the buses purchased with a potential grant award would likely be ordered at least one (1) year from now, it is appropriate to escalate the cost estimate based on what we have seen in the escalation of costs on the current Washington State DOT contract. Therefore, staff is assuming a not to exceed amount of \$900,000 per bus for this request, or \$2.7M total. The 15% local match for this purchase is \$405,000. These are not to exceed amounts that will only be spent if the grant is awarded.

Because there is no guarantee of a grant award and given the agency's need to purchase six (6) new buses with FY2025 and FY2026 authority, staff intends to proceed with a standard purchase of three (3) buses using FY2026 authority if the purchase is approved in the FY2026 budget. This advance authority is in support of the planned FY2027 purchase.



### Previous Board Activity and Action

None.

### Identified Need

DCTA seeks to procure three (3) 35' diesel transit buses to support expanded service and replace aging vehicles within the fleet. This procurement is part of our ongoing effort to improve reliability, meet growing ridership demands, and reduce maintenance costs.

### Financial Impact

The financial impact will not exceed \$405,000, if the grant is awarded. A conceptual funding breakdown is below:

Grant Funding:	\$ 2,295,000
DCTA Local Match:	\$ 405,000
Total Project Cost:	\$ 2,700,000

Submitted By:

  
\_\_\_\_\_  
Paul A. Cristina, Chief Executive Officer



## Board of Directors Memo

June 26, 2025

AGENDA ITEM: Safety, Service, and Ridership Reports – May 2025

### 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 May 2025.

### Monthly Report

In May 2025, DCTA experienced a systemwide decrease in ridership compared to April, with total passenger trips down 20.4%. This decline is consistent with seasonal trends, particularly following the conclusion of the spring semester and the start of the University of North Texas (UNT) summer break. A general reduction in UNT enrollment may also influence fixed-route and A-train ridership. GoZone saw only a modest decrease, continuing to demonstrate stability in demand. Overall, May's ridership performance reflects predictable shifts tied to the academic calendar with A-train YOY performance still seeing gains.

	Unlinked Passenger Trips Three-Month Trend						
	FY24	FY25					
					April-May % Change		May 2024- 2025 % Change
	May	March	April	May			
Bus*	82,141	146,900	182,866	67,280	-63.2%		-18.1%
Rail	20,512	23,438	25,075	21,072	-16.0%		2.7%
GoZone	74,537	73,587	70,508	70,716	0.3%		-5.1%
Access	2,078	2,554	2,716	2,620	-3.5%		26.1%
Van Pool**	23,834	20,560	20,814	21,838	4.9%		-8.4%
TOTAL	203,102	267,039	301,979	183,526	-39.2%		-9.6%

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

\*\*Vanpool data lags by one month

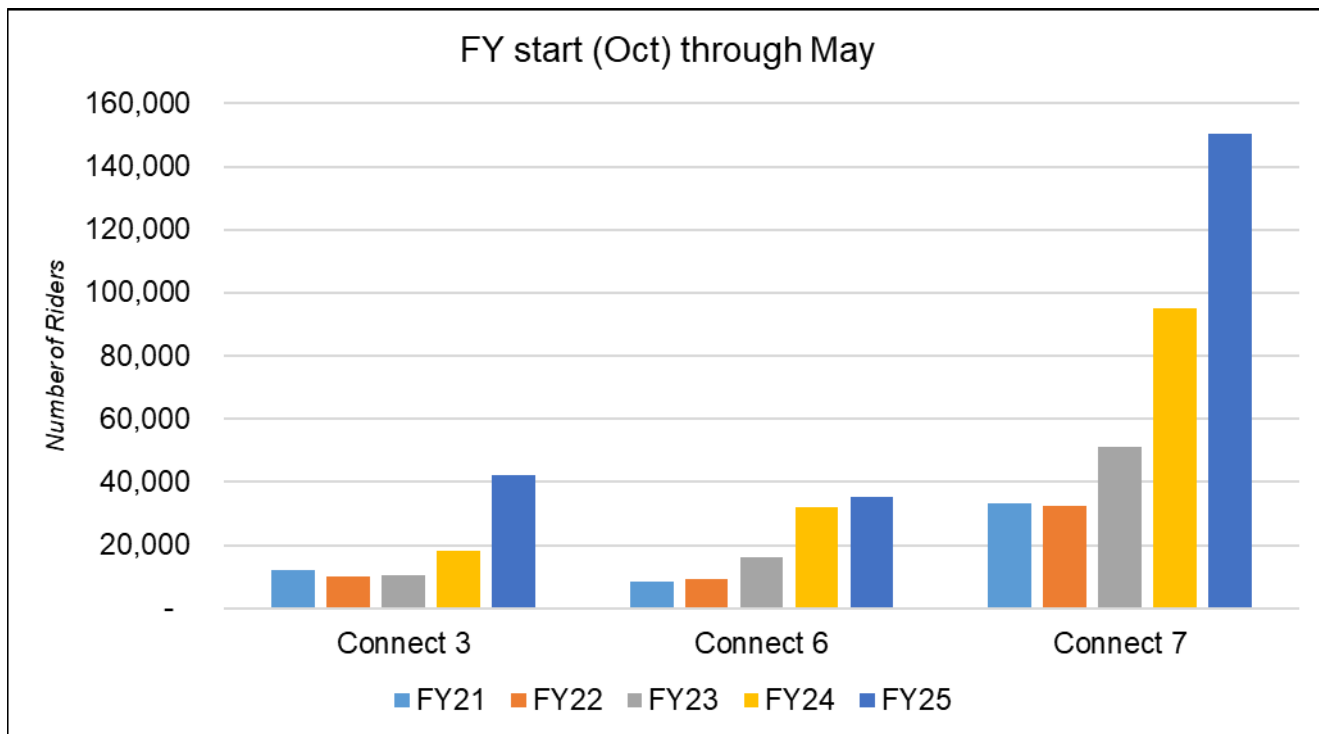
S:\STRATEGIC PLANNING\SERVICE PLANNING & SERVICE DATA\Monthly Board reporting\FY2025\FY19-FY25Compare\_June 25.xlsx|all\_modes\_historical (Linked)

The following chart below presents a summary view of the overall ridership trend by mode from fiscal year start through May comparison for FY2021 to FY2025.

	Unlinked Passenger Trips - FY through May					FY24- FY25
	2021	2022	2023	2024	2025	
UNT	185,537	723,680	1,019,970	1,238,671	928,100	-25.1%
Connect	135,195	85,272	83,309	145,346	227,828	56.7%
Non-Connect	2,926	9,454	3,007	1,681	1,556	-7.4%
A-train	66,355	115,203	147,640	171,159	187,321	9.4%
GoZone	-	344,559	564,326	580,798	561,549	-3.3%
Access	10,148	14,471	16,891	16,375	20,127	22.9%
Vanpool*	141,280	145,503	155,635	171,041	165,950	-3.0%
<b>TOTAL</b>	<b>541,441</b>	<b>1,438,142</b>	<b>1,990,778</b>	<b>2,325,071</b>	<b>2,092,431</b>	<b>-10.0%</b>
<b>*Vanpool data lags by one month</b>						

S:\STRATEGIC PLANNING\SERVICE PLANNING & SERVICE DATA\Monthly Board reporting\FY2025\FY19-FY25Compare\_June 25.xlsx|all\_modes\_|

The following chart below presents a summary view of the overall Connect ridership trend by route from fiscal year start through May comparison for FY2021 to FY2025.



**Identified Need**  
None.



## Financial Impact

None.

## Exhibits

Exhibit 1: Safety Performance – FY25 to Date

Exhibit 2: Service Performance – FY25 to Date

Exhibit 3: Ridership by Mode – May 2025

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

Exhibit 5: A-train Ridership Year-Over-Year by Month

Exhibit 6: Fixed-Route Ridership – May 2025

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

Final Review:

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

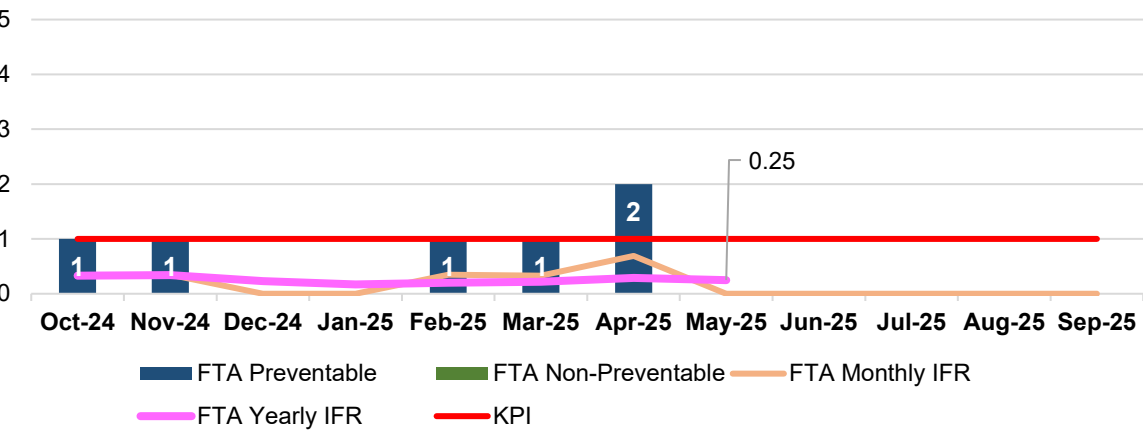
Austin Frith, Vice President  
Planning and Development

Final Review:

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

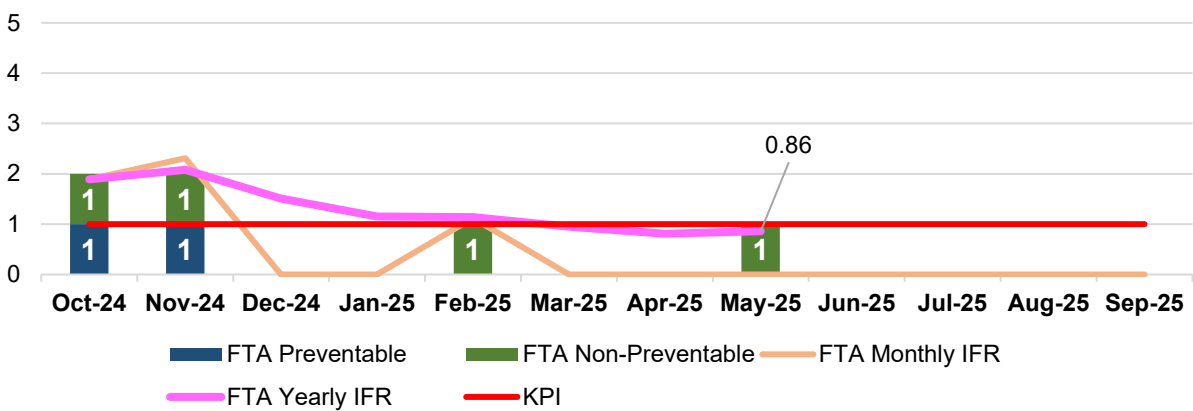
Lisa Taylor, Vice President of Operations

FY2025 FTA - GoZone Incident Frequency Rate (IFR)



FY2024 IFR : 0.30

FY2025 FTA - Bus Operations Incident Frequency Rate (IFR)



FY2024 IFR : 0.42

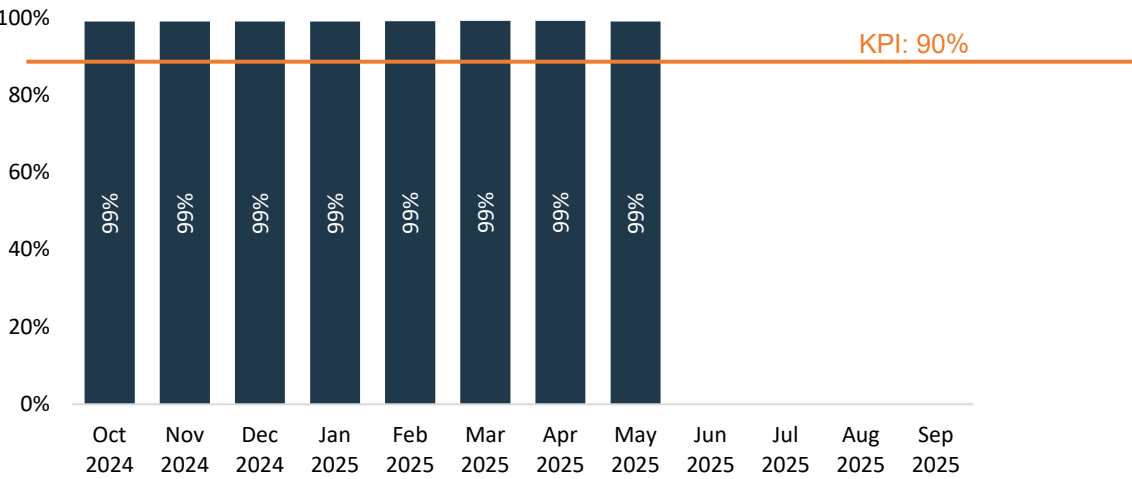
Rio Grande Pacific Operations	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
FRA Incidents	0	0	0	0	0	0	0	0				
FRA Monthly IFR	0	0	0	0	0	0	0	0				
FRA Yearly IFR	0	0	0	0	0	0	0	0				
FRA Preventable	0	0	0	0	0	0	0	0				
FRA Non-Preventable	0	0	0	0	0	0	0	0				
FRA Rail Crossing Reportable	0	0	0	0	0	0	0	0				

FY2024 IFR : 0.76

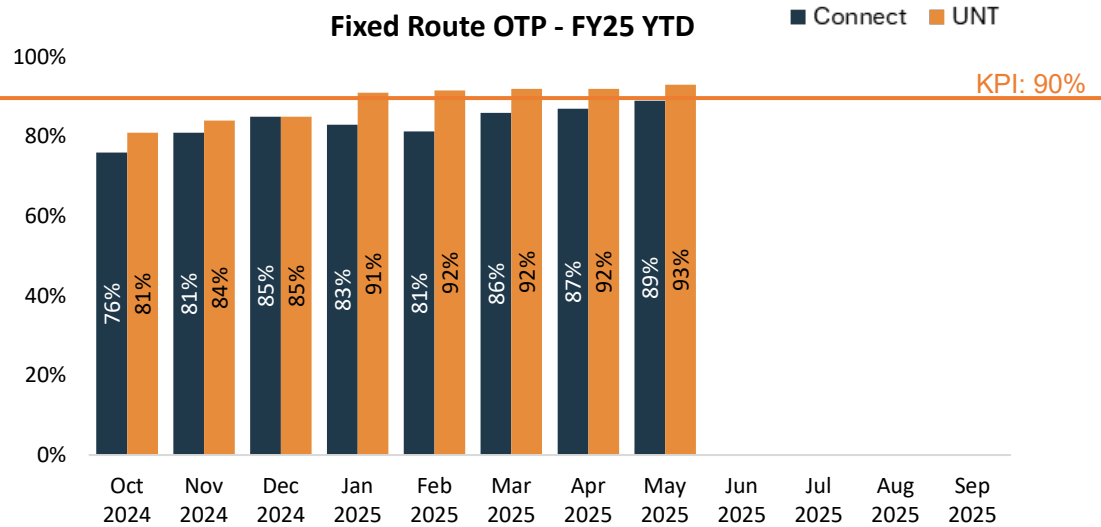
# SERVICE PERFORMANCE



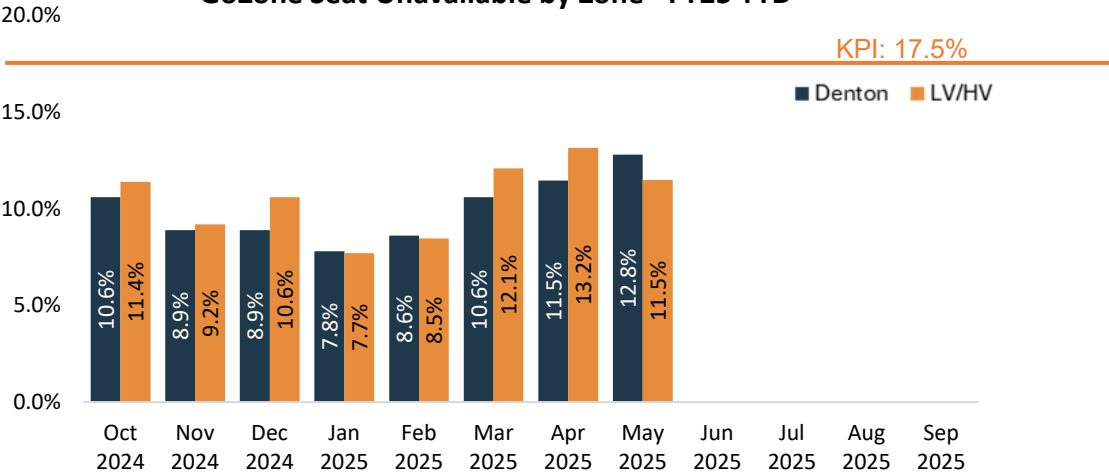
Access OTP - FY25 YTD



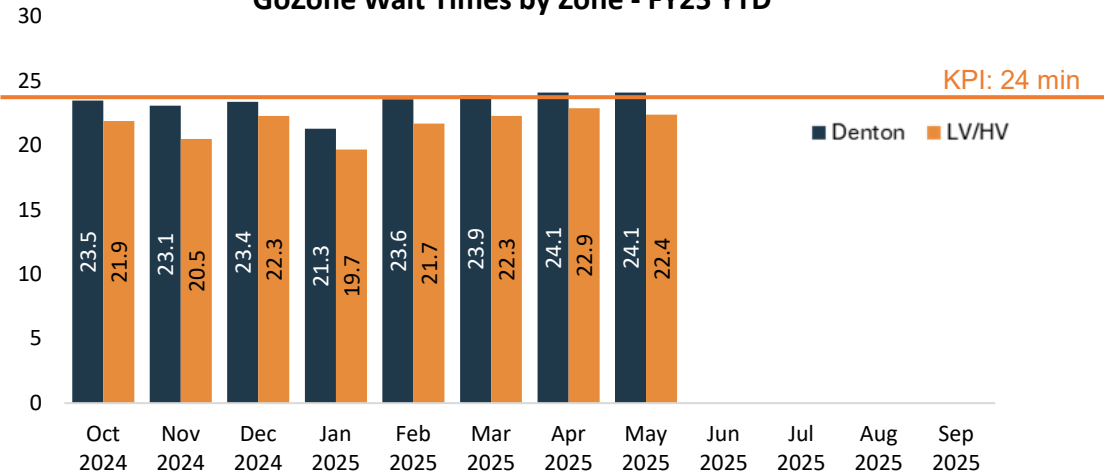
Fixed Route OTP - FY25 YTD



GoZone Seat Unavailable by Zone - FY25 YTD



GoZone Wait Times by Zone - FY25 YTD







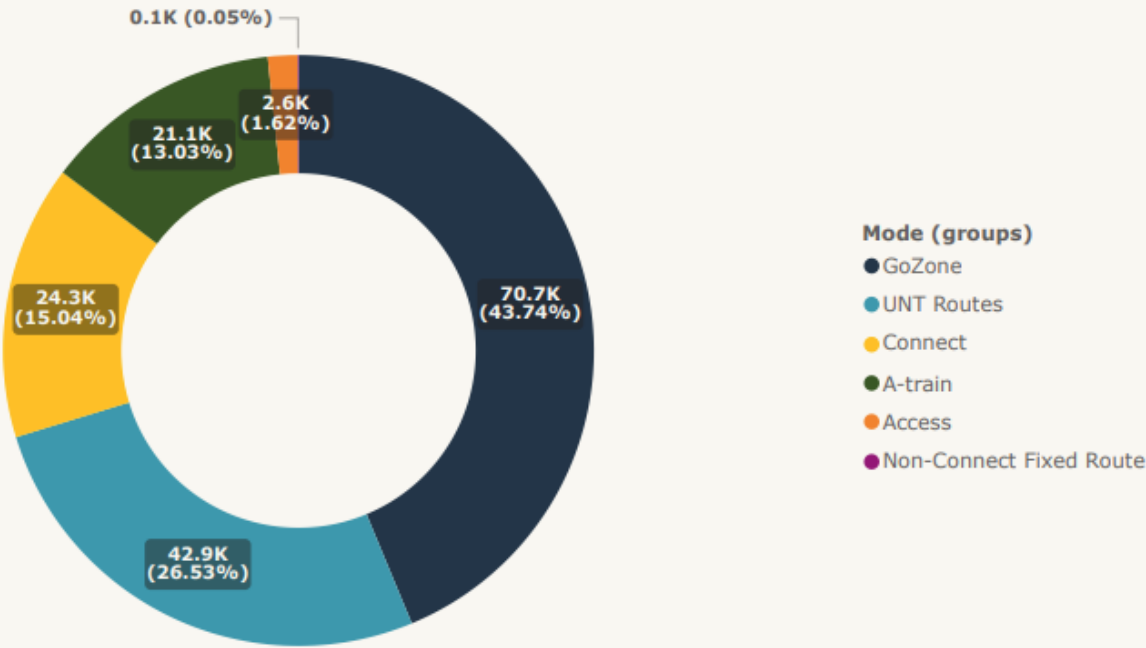
Total Ridership - May 2025

161.7K

Total Ridership FYTD

2.1M

Ridership by Travel Mode - May 2025





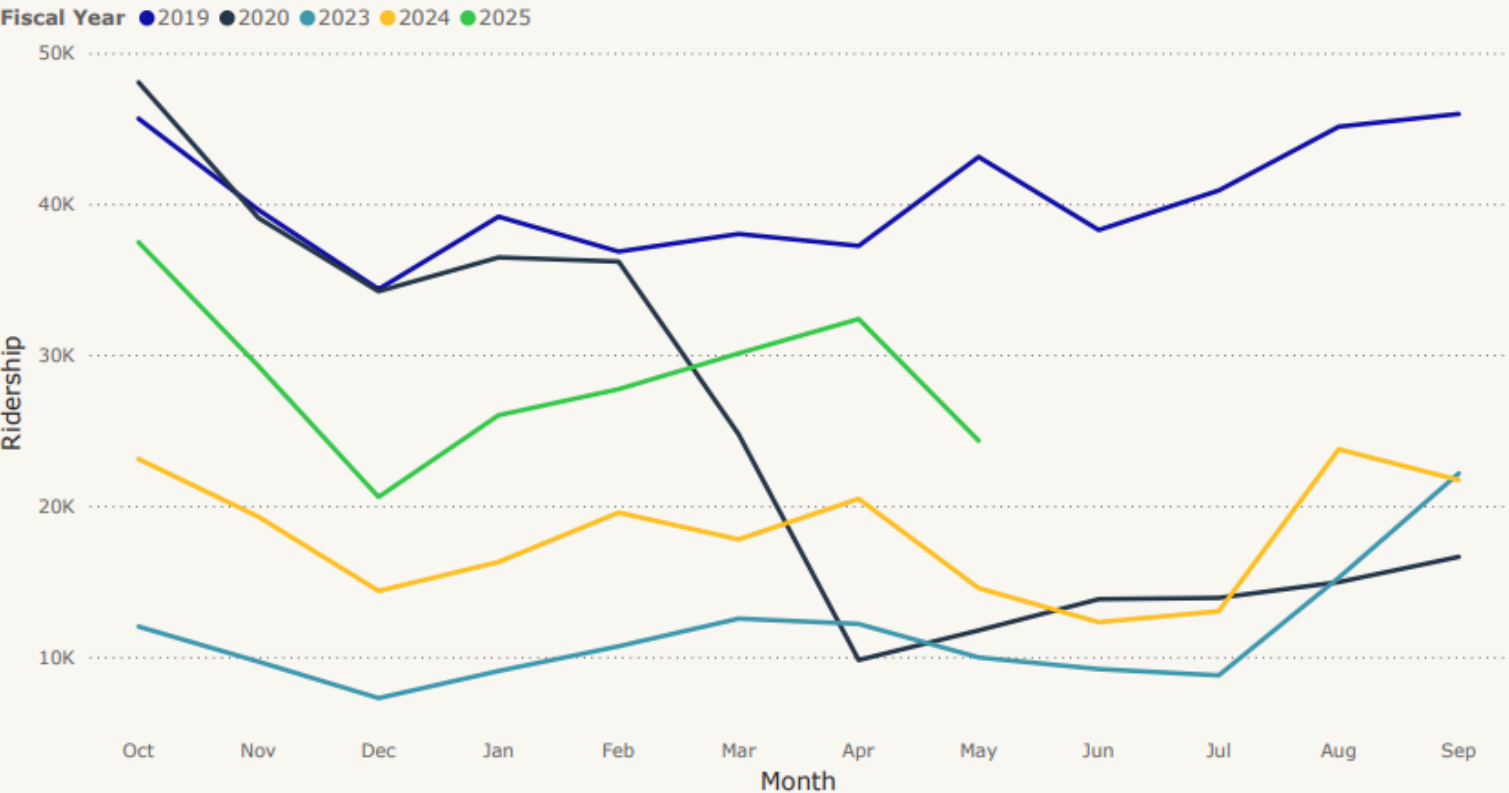
Total Ridership - May 2025

161.7K

Total Ridership FYTD

2.1M

Ridership by Month and Fiscal Year - Connect





Total Ridership - May 2025

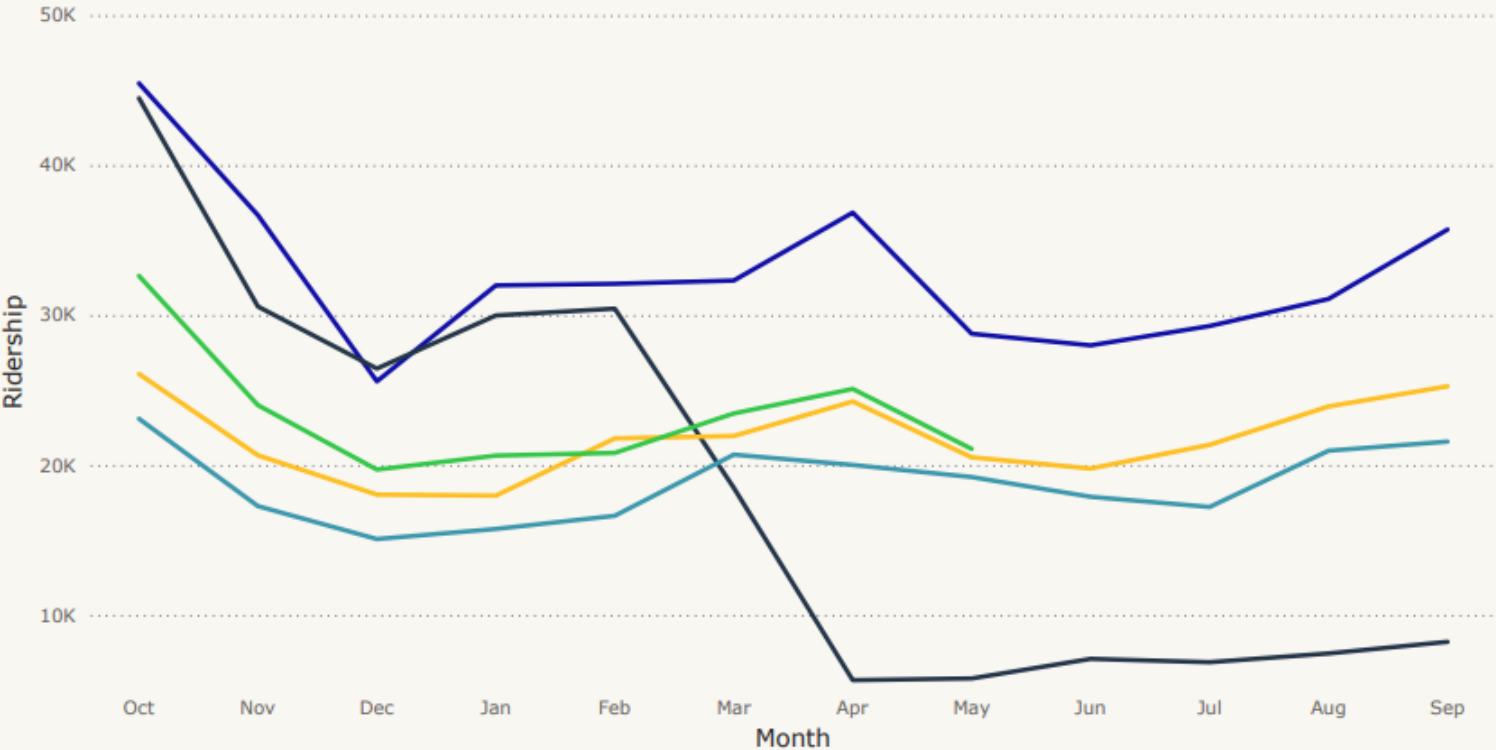
161.7K

Total Ridership FYTD

2.1M

Ridership by Month and Fiscal Year - A-train

Fiscal Year ● 2019 ● 2020 ● 2023 ● 2024 ● 2025





Total Ridership - May 2025

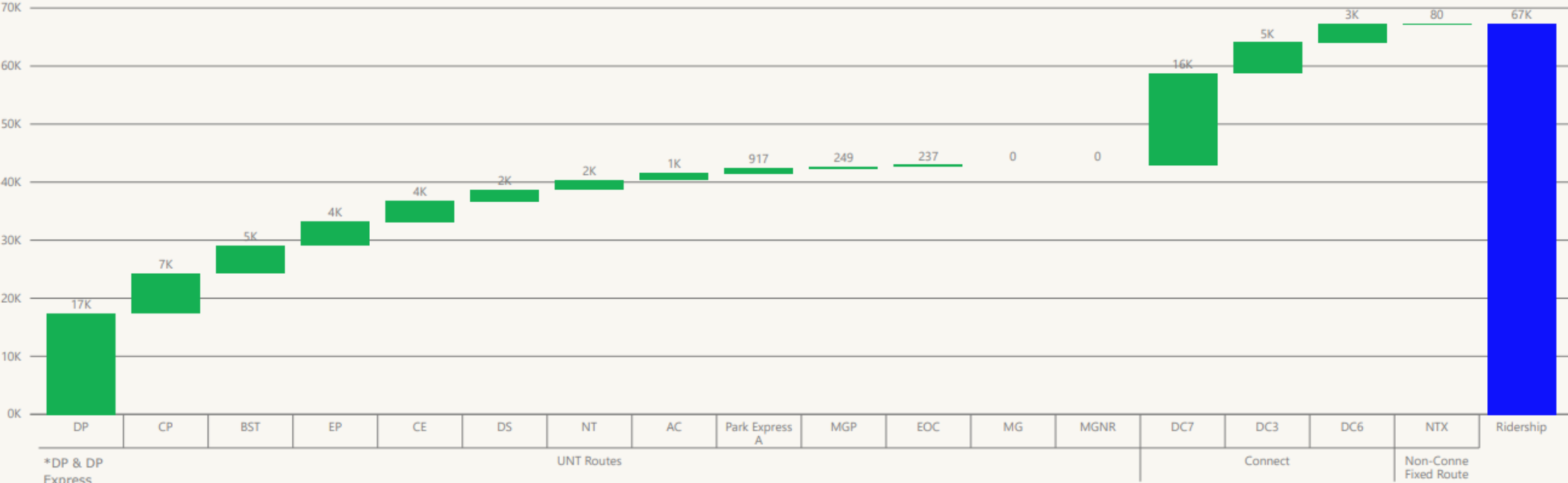
161.7K

Total Ridership FYTD

1.9M

Mode (groups)	Ridership
Connect	24,310
Non-Connect Fixed Route	80
UNT Routes	42,890
<b>Total</b>	<b>67,280</b>

Fixed-Route Ridership Waterfall





Total Ridership - May 2025

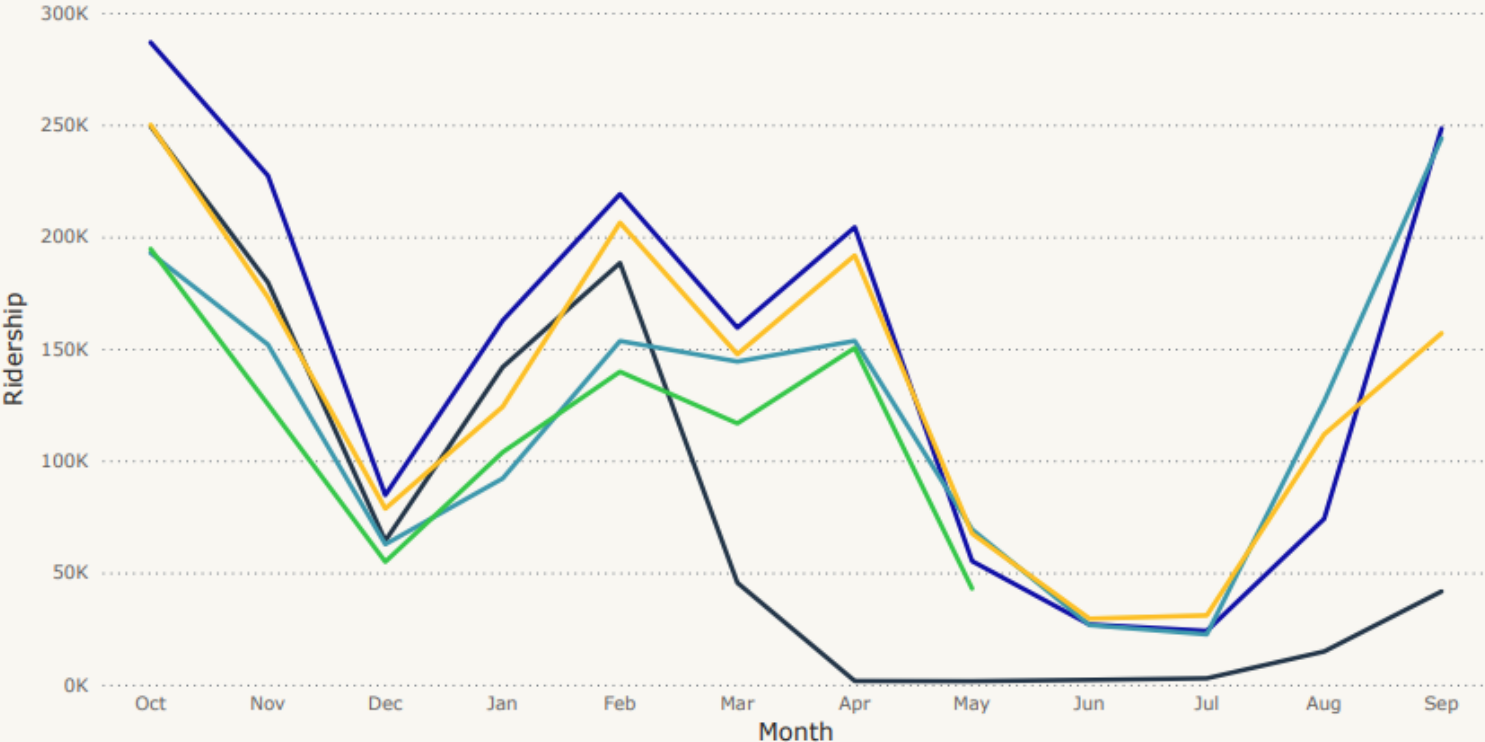
161.7K

Total Ridership FYTD

2.1M

Ridership by Month and Fiscal Year - UNT

Fiscal Year ● 2019 ● 2020 ● 2023 ● 2024 ● 2025





## Board of Directors Memo

June 26, 2025

AGENDA ITEM: Update on Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2025

### **Recommendation**

For information only. No action required.

### **Background**

DCTA leverages its contract with Holmes Murphy & Associates to market employee benefits, when necessary. DCTA's benefit years align with the fiscal year, running from October to September, with the Open Enrollment period beginning in early August, prior to implementation in October.

A Request for Information (RFI) was released by Holmes Murphy & Associates on behalf of DCTA on June 1, 2025 to receive competitive rate information for the following benefits effective October 1, 2025 through September 30, 2026:

- Medical and Prescription
- Dental
- Flexible Spending Account (FSA) and COBRA Administration
- Life and Additional Death & Dismemberment (AD&D)
- Short Term Disability
- Long Term disability

Holmes Murphy & Associates has reached out to our incumbent carriers, as well as MetLife, Delta Dental, CEC Vision. Medical is pending our incumbent carrier provided detailed information.

DCTA experienced a rate increase of 16% from Fiscal Year (FY) 2023 to Fiscal Year (FY) 2024, and 10% from Fiscal Year (FY) 2024 to Fiscal Year (FY) 2025.

Final renewal numbers with the increase in employees will be provided during the July board meeting.

Fiscal Year (FY) 2025 Medical/RX rates are set to expire on September 30, 2025. Carriers are required to provide renewal numbers no later than July 1, 2025. Holmes Murphy & Associates attended a TXHB informational session which estimates rate increases to be no more than 5%.

Existing contracts for dental, vision, life, and accidental death & dismemberment, as well as short-term and long-term disability, while under fee guarantees through September 30, 2026, are currently being market checked with the estimated growth. Options to renew under current plans or move to other carriers will be discussed at the July board meeting if needed.

Existing contracts for flexible spending accounts and COBRA administration remain under fee guarantees through September 30, 2026. These plans should see no increase in rates, even with the anticipated member growth increase. No action is needed for those coverages.



**Previous Board Activity & Action**

None.

**Identified Need**

Current DCTA insurance rates expire on September 30, 2025, and must be renewed or moved, based on renewal and marketing efforts.

**Financial Impact**

Insurance rates will be presented on the Consent Agenda during the July Board meeting. However, the anticipated increase to the rates are estimated at no more than 5% for medical, disability and life and accidental death and dismemberment. Increase for dental and vision is estimated at no more than 5%. These amounts are currently planned for in the proposed Fiscal Year (FY) 2026 budget.

Note that the anticipated rate increase percentage is rate impact only. The actual increase in total cost will be based on final renewal numbers, marketing results and total DCTA employee growth and enrollment.

**Exhibits**

None.

**Submitted By:**

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

Jackie Bronson, Vice President of Engagement and Administration



## **Board of Directors Memo**

**June 26, 2025**

AGENDA ITEM: Update and Consideration to Issue a Request for Proposal (RFP) for Federal Legislative Consulting

### **Recommendation**

For information only. No action required.

### **Background**

The current contract term for Federal Legislative Consultant, approved by the Board in August 2022, began on October 1, 2022, and initially expired on September 30, 2024, with the option to extend for three (3) additional one (1) year terms.

On August 22, 2024, the Board authorized the Chief Executive Officer (CEO) to Execute a One Year Option with Capital Edge for Federal Legislative Consulting Services in the amount of \$84,000 for one (1) year beginning on October 1, 2024, which expires on September 20, 2025.

Staff has the option to either exercise the next option year on this contract or execute a new RFP to market for services of a Federal Legislative Consultant.

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

None.

### **Identified Need**

DCTA needs continued federal legislative consulting services to serve as its representation in Washington, D.C. before the United States Congress and appropriate federal agencies.

### **Financial Impact**

None. This is an informational item only.

### **Exhibits**

None.

Submitted By:

Jackie Bronson, Vice President, Engagement & Administration