



Board of Directors Regular Meeting Minutes June 26, 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, June 26, 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 10:03am. All Board Members were present with the exception of Secretary Eads and Board Members Green, Gonzalez, Smith, Eutsler and Christo. Chair Gilmore departed at 12:27pm and Vice Chair Molina presided in his absence for the duration of the meeting. The Board Meeting was temporarily paused from 1:03pm to 1:06pm due to lack of quorum. The meeting resumed once the quorum was reestablished.

INVOCATION

The invocation was provided by Vice Chair Molina.

PLEDGE OF ALLEGIANCE

The Board recited the pledge of allegiance to the United States and the Texas Pledge led by Board Member Maguire.

INTRODUCTIONS

CEO Paul Cristina acknowledge guests from Lochner in the audience.

PUBLIC COMMENT

There were no individuals who wished to address the Board during this time.

CONSENT AGENDA

1. Consider Approval of Monthly Financial Statement for April 30, 2025
2. Consider Approval of a Cooperative Purchasing Agreement with Washington State Department of Enterprise Services for Transit Buses, Contract 06719
3. Consider Approval of Regular Meeting Minutes dated May 22, 2025

Motion by Board Member Maguire with a second by Vice Chair Molina to approve the Consent Agenda as presented. Motion passes 4-0.

REGULAR AGENDA

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

Austin Frith, VP of Planning and Development and Gary Thomas, Lochner, presented to the Board highlighting the following:

- Multiple Decision Points Impact Recommendations to Spend Design Funds
- Initial Work Plan for A-train PMC
- A-train Enhancement – Model Validation Results (Curve Data Verification, Speed Verification and Findings)
- A-train Enhancement – Curve and Speed Design
- Curve and Speed Coordination and Construction Tasks
- Curve and Speed Estimated Timeline

A-train Project Delivery Overview

- Project Delivery Methods Overview (Traditional, Alternative and Innovative Delivery)
- Factors to Consider
 - ✓ Project Size and Complexity
 - ✓ Legislative/Regulatory Requirements
 - ✓ Risk Tolerance
 - ✓ Cost and Change Management
 - ✓ Schedule Sensitivity
 - ✓ Local Market Knowledge
 - ✓ Desired Amount of Owner Influence and Control

✓ Owner's Resources and Capabilities

- When to Use
- DART Program Goals and Project Delivery Overview
- Key Lessons (Agency Goals, Program Management Benefits, Funding/Procurement Strategies)

A-train Enhancement Program – Task Order 2

Purpose: Advance the design and engineering for two (2) key A-train corridor improvements: Extension to Downtown Carrollton and 15-minute headways across the corridor

- A-train Enhancement – Cost Estimate Refinement
- A-train Enhancement – Master Program Schedule

Next Steps – July Briefing Prep

- ✓ Curve and Speed Enhancements
- ✓ Track Extension to Carrollton
- ✓ Interagency Coordination

Board discussion regarding clarification design costs and aligning with projected budget, anticipated improvements next year, and exploration of a shared track. The Board also discussed Alternative Delivery Methods – CMAR and Progressive Design Build. The Board expressed a preference for a collaborative, phased approach with regular updates (touchpoints) throughout the process.

The Board thanked Austin Frith and Gary Thomas for their presentations.

No Board action required at this time.

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

CEO, Paul Cristina and Senior Manager of Budget & Grants, Jane Filarowicz along with members of the DCTA Executive Team, presented the proposed FY2026 Operating & Capital Budget and Reserve Policies highlighting the following:

- Budget Workshop Outlines
- Budget Calendar
- Bus/GoZone/Rail Safety Performance – Year-to-Date
- Bus/GoZone Service Performance – Year-to-Date
- DCTA Ridership Performance, Year-to-Date (Transformation to Optimization)
- Ridership / OPEX Summary
- Four-Year Outlook - Revenue vs Expenses

- Budget Adjustment Drivers – Revenues and Expenses
- DCTA Budget Summary
- Capital Budget Summary
- Change in Net Position - DCTA
- Change in Net Position – DCTA (includes Depreciation)
- FY2026 Proposed Revenue
- FY2026 Proposed Budget
 - ✓ Operating Revenues – Bus, GoZone, Rail
 - ✓ Non-Operating Revenues
 - ✓ Operating Expenses – Mobility Services
 - ✓ Purchased Transportation – Mobility Services
 - ✓ GoZone Budget Details
 - ✓ Operating Expenses – Rail
 - ✓ Rail Purchased Transportation
 - ✓ Rail Operating Expenses
 - ✓ Historical Rail Maintenance – FY2012-FY2025
 - ✓ Long Range Rail Maintenance FY2026-FY2030
 - ✓ ELP – FY2026 Rail Major Maintenance Work Program (Capital)
 - ✓ ELP – Migrate Wabtech TMDS to RailComm Dispatch (Capital)
 - ✓ Operating Expenses – Bus
 - ✓ Service Miles and Fuel
 - ✓ UNT Agreement Overview
 - ✓ Assessment of Cost of Service - UNT Shuttle Service
 - ✓ FY25 Budget Presentation Recap – UNT Agreement Considerations
 - ✓ UNT Contract Details
 - ✓ Expanded Level Projects
 - ✓ ELP – Transit App (Operating)
 - ✓ ELP – LEP Study and Requirements (Operating)
 - ✓ ELP – Organizational Structure and Total Compensation Review (Operating)
 - ✓ ELP – Long Range Service Plan (Operating)
 - ✓ ELP – Facility Assessment (Roofing and Lighting) – Operating
 - ✓ ELP – Intermediate Service Plan Support (Operating)
 - ✓ ELP – Bus Stop A/E Design Support (Operating)
 - ✓ ELP – Old Town Lewisville TOD Support (Operating)
 - ✓ ELP – Fleet Transition Plan for Revenue and Non-Revenue Vehicles (Operating)
 - ✓ ELP – Bus Stop Standards Development (Operating)
 - ✓ FY26 Expanded Level Project Summary (Capital) – Total Capital Requests: \$18.5M (includes 3 projects previously Board approved)
 - ✓ ELP – Fleet Requirements – 35' Transit Bus (Capital) – Bus Purchase (x3) and Bus Refurbishment (x1)
 - ✓ Revenue Fleet Plan Update – 35' Transit Bus
 - ✓ ELP Fleet Requirements – Cutaway Bus (Capital)
 - ✓ ELP – Fleet Non-Revenue Vehicles (Capital)
 - ✓ ELP – A-train Curve/Speed Improvements (Capital)

- ✓ ELP – A-train Enhancement Program – Task Order 2
- ✓ ELP – Bus Column Lift Replacement (Capital)
- ✓ ELP – Bus Push-To-Talk Cradles (Capital)
- ✓ ELP – Dual Facing Camera (Capital)
- ✓ ELP – Electronic Security and Digital Passenger Signage (FY2024 ELP)
- ✓ ELP – Ticket Vending Machines (Capital)
- ✓ ELP – Fiber Optic Network – Locate & Improvements (FY2025 ELP)
- ✓ ELP – Network Switching Hardware Replacement (Capital)
- ✓ ELP – Contactless Fare Payment Systems Pilot (Capital)
- ✓ ELP – Contactless Fare Payment Systems Pilot (Staffing)
- ✓ ELP – Cloud-based Phone System (Capital)
- ✓ Operating Expenses – General and Administration
- ✓ Capital Budget Summary
- ✓ Reserve Fund and Financial Policies
- ✓ Non-Operating Expense
- ✓ Organizational Structure (FY2025 Approved and FY2026 Proposed)
- ✓ DCTA Staffing Review

Board discussion regarding clarification on Net Cash Reserves and Formula Fund Money, and UNT contract. The Board also requested for future data points – general and administrative costs versus peer agencies of similar size and population served and identify performance benchmarks to evaluate DCTA's financial and operational efficiency.

No Board action required at this time.

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**
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**

Austin Frith, VP of Planning and Development, presented Regular Agenda Items 3 & 4 to the Board highlighting the following:

- Lakeway Expansion Project
- Suite 265 Expansion – Cost Overview
- Lakeway Expansion and Refresh Program Cost
- Suite 265 Expansion – Implementation Strategy

Board discussion regarding air conditioning on server racks.

Motion by Board Member Maguire with a second by Board Member Jaworski to approve Regular Agenda Item 3 as presented. Motion passes 3-0.

Motion by Board Member Maguire with a second by Board Member Jaworski to approve Regular Agenda Item 4 as presented. Motion passes 3-0.

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

CEO Paul Cristina presented to the Board highlighting the following:

- Briefing Objectives and Background
- DCTA Customer Service Model – Current
- DCTA Customer Service Staffing – Current
- DCTA Customer Service Current Performance – Monthly
- DCTA Call Center Performance
- GoZone Customer Service Current Performance – Monthly
- GoZone Call Integration – Call Type Volume
- GoZone Calls and DCTA Calls – Combined
- DCTA Ridership vs Call Volume Influence
- GoZone and DCTA Calls – Per Hour Snapshot
- Staffing – Workforce Scheduling
- DCTA Customer Service Model – Proposed
- DCTA & GoZone – Self-Service Tools
- DCTA Transition – Scenario Exploration
- DCTA Transition – Potential Implementation Timeline

No Board action required at this time.

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

CEO Paul Cristina presented to the Board highlighting the following:

- Revenue Fleet Plan Update – 35' Transit Bus
- Programs and Available Funding
- Bus Program – Eligible Projects and Funding Breakdown
 - ✓ Grant Funding - \$2,295,000
 - ✓ DCTA Local Match - \$405,000
 - ✓ Total Project Cost - \$2,700,000

- Cost Sharing (Maximum Federal Share – Project Type)
- Six Evaluation Criteria
 - ✓ Demonstration of Need
 - ✓ Demonstration of Benefits
 - ✓ Planning and Local/Regional Prioritization
 - ✓ Local Financial Commitment
 - ✓ Project Implementation Strategy
 - ✓ Technical, Legal and Financial Capacity
- Additional Selection Considerations
- Timelines
 - ✓ Applications Due: July 14, 2025
 - ✓ FTA Project Evaluations: July and August 2025
 - ✓ FTA Project Selections Announcement: September 2025
 - ✓ Pre-Award Authority: Starts on Date of Project Selections
 - ✓ FTA Grant Obligation Cut Off: No Later Than September 2028
 - ✓ DCTA Obligation Timeline: Within 30 Days of Award Selection

Motion by Board Member Jaworski with a second by Board Member Maguire to approve the Chief Executive Officer (CEO) to approve Advance Authority to apply for Bus and Bus Facilities Grant Competitive Program with 15% Local Matching Fund in the amount of \$405,000 to purchase three (3) 35' Diesel Transit Buses and the Chief Executive Officer (CEO) to sign any necessary resolutions. Motion passes 3-0.

7. Discuss Local and Regional Updates and Legislative Issues

None at this time.

INFORMATIONAL REPORTS

1. Safety, Service, and Ridership Reports – May 2025
2. Update on Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2025
3. Update and Consideration to Issue a Request for Proposal (RFP) for Federal Legislative Consulting

These items are for informational purposes only.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

None at this time.



REPORT ON ITEMS OF COMMUNITY INTEREST

City of Denton

Yankee Doodle Parade

June 28, 2025

9am-10am

It begins near the Development Services building at McKinney Street and Elm Street and continues around the square.

CONVENE EXECUTIVE SESSION


No Executive Session scheduled.

RECONVENE OPEN SESSION

Not applicable.

ADJOURN

With no further business discussed, the meeting was adjourned at 1:23pm.



Andy Eads, Board Secretary



TJ Gilmore, Board Chair