



Special Called Meeting of the DCTA Board of Directors
for the **DCTA BUDGET WORKSHOP**

June 18, 2020 | 10:00 a.m.

City of Lewisville Grand Theater | Black Box Room located at 100 N Charles St, Lewisville, TX 75057
and available remotely through Zoom Webinar using the following link: <https://zoom.us/j/96242823735>
or by telephone dialing +1 346 248 7799 and using Webinar ID: 962 4282 3735

AGENDA

NOTICE IS HEREBY GIVEN that there will be a special called meeting of the DCTA Board of Directors for the DCTA Budget Workshop at the time and location above.

- 1) ITEMS FOR DISCUSSION
 - a. Discussion of Proposed Fiscal Year 2021 Operating & Capital Budget and Reserve Policies
- 2) EXECUTIVE SESSION
 - a. As Authorized by Section 551.071(2) of the Texas Government Code, the Meeting may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the General Counsel on any Agenda Item Listed Herein.
 - b. As Authorized by Texas Government Code Section 551.072 Deliberation regarding Real Property: Discuss acquisition, sale or lease of real property related to long-range service plan within the cities of Denton, Lewisville, Highland Village, or the A-train corridor.
- 3) RECONVENE OPEN SESSION
 - a. Reconvene and Take Necessary Action on Items Discussed during Executive Session.
- 4) ADJOURN

Board Members:

Dianne Costa, Highland Village, *Chair*
TJ Gilmore, Lewisville, *Vice Chair*
Sam Burke, Denton County Seat 2, *Secretary*
Cesar Molina, Denton County Seat 1
Chris Watts, Denton

Non-Voting Board Members:

Mark Miller, Ron Trees, Connie White, Carter Wilson, Tom Winterburn, Joe Perez

Staff Liaison:

Marisa Perry, Chief Financial Officer/VP of Finance

The Denton County Transportation Authority meeting rooms are wheelchair accessible. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by emailing bpedron@dcta.net or calling Brandy Pedron at 972-221-4600.

This notice was posted on 6/12/2020 at 2:42 PM.

Brandy Pedron, Executive Administrator | Open Records



Board of Directors Memo

June 8, 2020

SUBJECT: Fiscal Year 2021 Operating & Capital Schedules for Review

In preparation for the upcoming FY2021 Operating & Capital Budget Workshop scheduled on June 18th, we have attached the following schedules for your review:

Exhibits

The following exhibits are attached:

1. Change in Net Position – Budget v. Actual History
2. Change in Net Position by Function
3. Revenues & Ridership
4. Grant Detail
5. Capital Improvement & Major Maintenance Plan
6. Expanded Level Project Forms & Support
7. Long Range Financial Plan
8. DCTA Organizational Chart
9. NTMC Organizational Chart
10. Full-Time Equivalent Five-Year History
11. Budget Detail by Department
12. Budget Detail by Function
13. Line Item Detail – Professional & Legal Services
14. Line Item Detail – Employee Development

Staff will present the Proposed FY 2021 Operating & Capital Budget along with the Long Range Financial Plan at the upcoming budget workshop. The completed presentation will be sent out for your review on June 15th.

Submitted By:

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

Amanda Riddle, Senior Manager of Budget

Final Review:

A handwritten signature in blue ink that reads "Marisa Perry".

Marisa Perry, CPA
Chief Financial Officer/VP of Finance

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Change in Net Position - Budget v. Actual History
(Not Including Depreciation)

Description	FY 2017 Budget	FY 2017 Actuals	FY 2018 Budget	FY 2018 Actuals	DCTA FY 2019 Budget	DCTA FY 2019 Actuals	NTMC FY 2019 Budget (June-Sept 2019)	NTMC FY 2019 Actuals	Total FY 2019 Budget	Total FY 2019 Actuals	DCTA FY 2020 Working Budget	NTMC FY 2020 Working Budget	Total FY 2020 Working Budget	DCTA FY 2021 Proposed Budget	NTMC FY 2021 Proposed Budget	Total FY 2021 Proposed Budget
OPERATING REVENUE																
Passenger Revenues (Bus Farebox)	\$ 636,871	\$ 580,365	\$ 527,390	\$ 552,310	\$ 433,248	\$ 613,408	\$ -	\$ -	\$ 433,248	\$ 613,408	\$ 370,591	\$ -	\$ 370,591	\$ 277,826	\$ -	\$ 277,826
Passenger Revenues (Rail Farebox)	809,137	712,360	547,200	562,424	447,200	744,283	-	-	447,200	744,283	421,578	-	421,578	248,579	-	248,579
Contract Service Revenue	3,824,987	3,716,481	3,508,104	3,416,001	4,132,383	4,201,278	-	-	4,132,383	4,201,278	4,416,160	-	4,416,160	3,525,585	-	3,525,585
Total Operating Revenue	5,270,995	5,009,206	4,582,694	4,530,735	5,012,831	5,558,969	-	-	5,012,831	5,558,969	5,208,329	-	5,208,329	4,051,990		4,051,990
OPERATING EXPENSES																
Salary, Wages & Benefits	10,920,329	10,425,981	11,902,272	11,137,613	10,287,136	9,681,725	2,674,142	2,685,968	12,961,278	12,367,693	4,659,734	7,531,382	12,191,116	4,193,211	6,646,645	10,839,856
Outsourced Services & Charges	3,098,447	6,209,389	8,465,147	4,348,623	4,634,656	6,173,872	29,154	28,449	4,663,810	6,202,321	3,805,477	261,629	4,067,106	3,698,888	389,853	4,088,741
Materials & Supplies	3,281,014	2,317,170	3,123,778	2,508,020	3,165,045	2,445,770	-	-	3,165,045	2,445,770	2,554,461	-	2,554,461	2,456,247	2,604	2,458,851
Utilities	481,264	427,013	460,164	439,476	503,723	445,809	-	-	503,723	445,809	490,988	-	490,988	509,266	-	509,266
Insurance, Casualties & Losses	1,539,494	1,600,932	1,726,783	1,707,909	1,767,923	1,655,084	40,408	42,105	1,808,331	1,697,189	1,752,329	132,636	1,884,965	1,709,953	125,244	1,835,197
Purchased Transportation Services	10,934,513	10,587,125	9,628,343	8,980,451	10,342,159	9,755,585	-	-	10,342,159	9,755,585	10,271,634	-	10,271,634	10,686,596	-	10,686,596
Employee Development	381,655	203,467	423,326	274,072	535,869	278,188	74,147	3,780	610,016	281,968	296,935	74,700	371,635	245,804	52,700	298,504
Leases & Rentals	306,776	248,128	265,880	213,497	234,974	221,903	-	-	234,974	221,903	229,633	-	229,633	238,468	-	238,468
Total Operating Expenses	30,943,492	32,019,205	35,995,693	29,609,661	31,471,485	30,657,936	2,817,851	2,760,302	34,289,336	33,418,238	24,061,191	8,000,347	32,061,538	23,738,433	7,217,046	30,955,479
Operating Income / (Loss)	(25,672,497)	(27,009,999)	(31,412,999)	(25,078,926)	(26,458,654)	(25,098,967)	(2,817,851)	(2,760,302)	(29,276,505)	(27,859,269)	(18,852,862)	(8,000,347)	(26,853,209)	(19,686,443)	(7,217,046)	(26,903,489)
NON-OPERATING REVENUE / (EXPENSE)																
Investment Income	40,000	122,250	78,000	350,924	200,000	597,793	-	-	200,000	597,793	325,000	-	325,000	100,000	-	100,000
Misc. Revenues	1,001,500	408,658	738,255	860,988	86,761	228,499	-	-	86,761	228,499	52,000	-	52,000	-	-	-
Sales Tax Revenue	25,624,601	26,790,098	26,649,585	27,937,707	28,450,180	28,735,383	-	-	28,450,180	28,735,383	21,464,452	-	21,464,452	26,624,124	-	26,624,124
Federal Grants & Reimbursements	15,753,477	11,429,852	8,668,022	7,116,197	6,858,947	9,146,240	-	-	6,858,947	9,146,240	13,426,759	-	13,426,759	22,601,232	-	22,601,232
State Grants & Reimbursements	1,541,533	3,434	310,610	-	1,303,696	1,706,197	-	-	1,303,696	1,706,197	438,548	-	438,548	-	-	-
Long Term Debt Interest/Expense	(1,098,412)	(1,098,107)	(1,008,084)	(1,040,263)	(974,984)	(972,668)	-	-	(974,984)	(972,668)	(909,480)	-	(909,480)	(841,080)	-	(841,080)
Total Non-Operating Revenue / (Expense)	42,862,699	37,656,185	35,436,388	35,225,553	35,924,600	39,441,444	-	-	35,924,600	39,441,444	34,797,279	-	34,797,279	48,484,276	-	48,484,276
Income (Loss) Before Transfers	17,190,202	10,646,186	4,023,389	10,146,627	9,465,946	14,342,477	(2,817,851)	(2,760,302)	6,648,095	11,582,175	15,944,417	(8,000,347)	7,944,070	28,797,833	(7,217,046)	21,580,787
Transfers Out	-	-	-	-	(2,817,851)	(2,760,302)	-	-	(2,817,851)	(2,760,302)	(8,000,347)	-	(8,000,347)	(7,217,046)	-	(7,217,046)
Transfers In	-	-	-	-	-	-	2,817,851	2,760,302	2,817,851	2,760,302	-	8,000,347	8,000,347	-	7,217,046	7,217,046
Total Transfers	-	-	-	-	(2,817,851)	(2,760,302)	2,817,851	2,760,302	-	-	(8,000,347)	8,000,347	-	(7,217,046)	7,217,046	-
CHANGE IN NET POSITION	\$ 17,190,202	\$ 10,646,186	\$ 4,023,389	\$ 10,146,627	\$ 6,648,095	\$ 11,582,175	\$ -	\$ -	\$ 6,648,095	\$ 11,582,175	\$ 7,944,070	\$ -	\$ 7,944,070	\$ 21,580,787	\$ -	\$ 21,580,787
Net Position - Beginning of Year:													\$ 327,800,795			\$ 331,593,716
Net Position - End of Year:													\$ 335,744,865			\$ 353,174,503
Transfer to Capital Projects	\$ (24,793,967)	\$ (9,505,420)	\$ (15,633,998)	\$ (2,872,255)					\$ (8,303,877)	\$ (5,930,563)			\$ (4,151,149)			\$ (9,289,076)
Net Position After Capital Project Transfer													\$ 331,593,716			\$ 343,885,427

DENTON COUNTY TRANSPORTATION AUTHORITY

FY21 Proposed Budget

Change in Net Position by Function - Combined Statement (DCTA & NTMC)

(Not Including Depreciation)

Description	FY 2019 Actuals	FY 2020 Working Budget	FY 2021 Proposed Budget	\$ Increase / (Decrease)
OPERATING REVENUE				
Passenger Revenues (Bus Farebox)	\$ 613,408	\$ 370,591	\$ 277,826	\$ (92,765)
Passenger Revenues (Rail Farebox)	744,283	421,578	248,579	(172,999)
Contract Service Revenue	4,201,278	4,416,160	3,525,585	(890,575)
Total Operating Revenue	5,558,969	5,208,329	4,051,990	(1,156,339)
GENERAL & ADMINISTRATIVE EXPENSES				
Salary, Wages & Benefits	3,725,534	3,718,249	3,531,672	(186,577)
Outsourced Services & Charges	1,734,198	1,799,114	2,188,015	388,901
Materials & Supplies	113,499	108,600	70,050	(38,550)
Utilities	26,748	24,800	23,600	(1,200)
Insurance, Casualties & Losses	12,435	13,320	13,788	468
Purchased Transportation Services	128,903	-	-	-
Employee Development	225,101	206,058	212,004	5,946
Leases & Rentals	118,671	125,500	131,400	5,900
Total G&A Operating Expenses	6,085,088	5,995,641	6,170,529	174,888
BUS OPERATIONS EXPENSES				
Salary, Wages & Benefits	8,174,399	8,043,248	7,019,755	(1,023,493)
Outsourced Services & Charges	1,143,368	1,804,966	1,421,700	(383,266)
Materials & Supplies	1,808,543	1,788,137	1,551,301	(236,836)
Utilities	156,868	175,620	219,898	44,278
Insurance, Casualties & Losses	447,646	470,941	482,448	11,507
Purchased Transportation Services	309,871	633,161	854,746	221,585
Employee Development	38,655	158,055	77,200	(80,855)
Leases & Rentals	101,570	101,733	104,668	2,935
Total Bus Operations Expenses	12,180,920	13,175,861	11,731,716	(1,444,145)
RAIL OPERATIONS EXPENSES				
Salary, Wages & Benefits	467,760	429,619	288,429	(141,190)
Outsourced Services & Charges	3,324,755	463,026	479,026	16,000
Materials & Supplies	523,728	657,724	837,500	179,776
Utilities	262,194	290,568	265,768	(24,800)
Insurance, Casualties & Losses	1,237,108	1,400,704	1,338,961	(61,743)
Purchased Transportation Services	9,316,811	9,638,473	9,831,850	193,377
Employee Development	18,212	7,522	9,300	1,778
Leases & Rentals	1,662	2,400	2,400	-
Total Rail Operations Expenses	15,152,230	12,890,036	13,053,234	163,198
Total Operating Expenses	33,418,238	32,061,538	30,955,479	(1,106,059)
Operating Income / (Loss)	(27,859,268)	(26,853,209)	(26,903,489)	(50,280)
NON-OPERATING REVENUE / (EXPENSE)				
Investment Income	597,793	325,000	100,000	(225,000)
Misc. Revenues	228,499	52,000	-	(52,000)
Sales Tax Revenue	28,735,383	21,464,452	26,624,124	5,159,672
Federal Grants & Reimbursements	9,146,240	13,426,759	22,601,232	9,174,473
State Grants & Reimbursements	1,706,197	438,548	-	(438,548)
Long Term Debt Interest/Expense	(972,668)	(909,480)	(841,080)	68,400
Total Non-Operating Revenue / (Expense)	39,441,444	34,797,279	48,484,276	13,686,997
Income (Loss) Before Transfers	11,582,176	7,944,070	21,580,787	13,636,717
Transfers Out	(2,760,302)	(8,000,347)	(7,217,046)	783,301
Transfers In	2,760,302	8,000,347	7,217,046	(783,301)
Total Transfers	-	-	-	-
CHANGE IN NET POSITION	\$ 11,582,176	\$ 7,944,070	\$ 21,580,787	\$ 13,636,717
Net Position - Beginning of Year:		\$ 327,800,795	\$ 331,593,716	
Net Position - End of Year:		\$ 335,744,865	\$ 353,174,503	
Transfer to Capital Projects		\$ (4,151,149)	\$ (9,289,076)	
Net Position After Capital Project Transfer	4	\$ 331,593,716	\$ 343,885,427	

DENTON COUNTY TRANSPORTATION AUTHORITY

FY21 Proposed Budget

Revenues & Ridership

Bus Operations				
	FY 2019 Actual		FY 2020 Working Budget	FY 2021 Proposed Budget
PASSENGER REVENUES (BUS FAREBOX)				
Fixed Route	\$ 515,177	\$	297,075	\$ 215,746
Demand Response	81,198		58,466	48,422
Frisco	7,099		4,924	6,745
CCT	3,245		2,630	4,349
North Texas Xpress	6,689		7,496	2,564
Total Passenger Revenues (Bus Farebox)	\$ 613,408	\$	370,591	\$ 277,826
CONTRACT SERVICE REVENUE				
Fixed Route	\$ 57,000	\$	57,000	\$ 57,000
UNT	2,919,212		3,150,948	2,123,130
UNT Fuel (Direct Pass Thru)	307,174		234,290	255,991
NCTC	228,429		223,034	242,352
NCTC Fuel (Direct Pass Thru)	25,935		46,500	36,205
Frisco	379,658		318,790	318,254
CCT	247,735		220,598	345,653
North Texas Xpress	36,134		75,000	75,000
Mobility as a Service (MaaS)	-		90,000	72,000
Total Contract Service Revenue	\$ 4,201,278	\$	4,416,160	\$ 3,525,585
Total Bus Operations Revenue	\$ 4,814,686	\$	4,786,751	\$ 3,803,411
Rail Operations				
	FY 2019 Actual		FY 2020 Working Budget	FY 2021 Proposed Budget
Passenger Revenues (Rail Farebox)	\$ 744,283	\$	421,578	\$ 248,579
Total Rail Operations Revenue	\$ 744,283	\$	421,578	\$ 248,579
Non-Operating Revenue				
	FY 2019 Actual		FY 2020 Working Budget	FY 2021 Proposed Budget
Investment Income	\$ 597,793	\$	325,000	\$ 100,000
Misc. Revenues	228,499		52,000	-
Sales Tax Revenue	28,735,383		21,464,452	26,624,124
Federal Operating Grants	6,664,660		12,400,872	16,506,873
Federal Capital Grants	2,481,580		1,025,887	6,094,359
State Capital Grants	1,706,197		438,548	-
Total Non-Operating Revenue	\$ 40,414,112	\$	35,706,759	\$ 49,325,356
TOTAL REVENUES	\$ 45,973,081	\$	40,915,088	\$ 53,377,346
Ridership				
	FY 2019 Ridership		FY 2020 Budgeted Ridership	FY 2021 Projected Ridership
Fixed Route	556,059		330,451	251,586
Demand Response	38,799		31,415	32,133
Frisco Demand Response	6,706		4,023	6,356
CCT Demand Response	2,496		2,342	3,663
North Texas Xpress	12,804		9,487	4,474
UNT	1,775,087		1,813,391	671,458
NCTC	12,797		13,716	5,655
Frisco Taxi	5,455		3,610	4,375
CCT Taxi	9,065		11,167	9,473
A-Train	393,700		216,764	165,719
TOTAL	2,812,968		2,436,367	1,154,892

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Grant Budget Detail

CAPITAL PROJECTS & ASSOCIATED GRANTS	FY 2021 CAPITAL PROJECTS	FEDERAL REIMBURSEMENT PERCENTAGE	TOTAL FY 2021 CAPITAL GRANTS	NOTES
POSITIVE TRAIN CONTROL ENHANCEMENTS (PHASE 2 - CRISI GRANT)	\$ 3,000,000	80%	\$ 2,400,000	As of May 27th, 2020: FRA's Office of Chief Counsel is reviewing the draft grant agreement. We expect it could take 2-4 weeks.
POSITIVE TRAIN CONTROL IMPLEMENTATION (TX-95-X079)	\$ 887,931	80%	\$ 710,345	Anticipate remaining grant funds of \$533,022 in TX-95-X079 based on current project budget drawn down at 80%
<u>FLEET (2021) - REVENUE VEHICLES (\$2,810,400)</u>				
FY16 5307 & 5339 Funds (TX-2017-011-00)	\$ 692,608	85%	\$ 588,717	Revenue Vehicles - 85% federal/15% local
FY17 5307 Funds (TX-2019-073-00)	\$ 1,090,785	100%	\$ 1,090,785	TDCs applied for this grant - 100% match; no local funds required
FY18 5339 Funds	\$ 673,007	85%	\$ 572,056	Revenue Vehicles - 85% federal/15% local
FY19 5339 Funds	\$ 354,000	100%	\$ 354,000	TDCs applied for this grant - 100% match; no local funds required
<u>FLEET (2021) - NON-REVENUE VEHICLES (\$132,300)</u>				
FY17 5339 Funds	\$ 19,221	80%	\$ 15,377	Non-Rev Vehicles - 80% federal/20% local
FY17 5339 Funds Including TDCs	\$ 51,145	100%	\$ 51,145	TDCs applied for this grant - 100% match; no local funds required
FY19 5339 Funds	\$ 61,934	100%	\$ 61,934	TDCs applied for this grant - 100% match; no local funds required
INTEGRATED FARE PAYMENT - FY17 5339 Funds	\$ 300,000	100%	\$ 250,000	TDCs applied for this grant - 100% match; no local funds required for first \$250k of project (total grant funds \$250k)
TOTAL CAPITAL PROJECTS & ASSOCIATED GRANTS	\$ 7,130,631		\$ 6,094,359	
OPERATING EXPENSES & ASSOCIATED GRANTS	FY 2021 OPERATING EXPENSE	FEDERAL REIMBURSEMENT PERCENTAGE	TOTAL FY 2021 OPERATING GRANTS	NOTES
TRAIN THE TRAINER - NEW FREEDOM GRANT	\$ 125,540	100%	\$ 125,540	TDCs applied for this grant - 100% match; no local funds required Expenses for Train the Trainer program that was approved in the May Board Meeting
<u>BUS PREVENTIVE MAINTENANCE</u>				
FY18 5307 Funds (TX-2019-071-00)	\$ 332,011	80%	\$ 265,609	Formula funding available and programmed for bus preventive maintenance
FY19 5307 Funds	\$ 900,474	100%	\$ 900,474	TDCs applied for this grant - 100% match; no local funds required Formula funding available and programmed for bus preventive maintenance
ADA OPERATING ASSISTANCE - FY19 5307 Funds	\$ 300,000	100%	\$ 300,000	TDCs applied for this grant - 100% match; no local funds required Formula funding available and programmed for ADA demand response service (Access)
VANPOOL - FY18 Sec 5307 STP Flex Funds	\$ 320,854	100%	\$ 320,854	DCTA covers a portion of the total vanpool program expense (35%) with the remaining 65% covered by the vanpool passengers. Assumes 100% drawdown for DCTA portion of expenses
SURVEILLANCE/SECURITY EQUIPMENT - FY19 5307 Funds	\$ 80,391	80%	\$ 64,313	General safety & security expenses (based on funds in FY19 5307 POP)
FIXED GUIDEWAY - FY19 5337 Funds	\$ 2,299,479	100%	\$ 2,299,479	TDCs applied for this grant - 100% match; no local funds required Car Miles, Ticket Vending Machine & Platform Maintenance, Facility Maintenance, Maintenance of Way/Signals/Communications
CARES OPERATING ASSISTANCE - BUS	\$ 5,056,280	100%	\$ 5,056,280	CARES Act funding requires no local match Reimbursements for bus operations expenses: Connect Fixed Route service (personnel, fuel, insurance), bus support functions, customer service
CARES OPERATING ASSISTANCE - RAIL	\$ 7,174,324	100%	\$ 7,174,324	CARES Act funding requires no local match Reimbursements for rail operations expenses: train crew hours, dispatch, support personnel, fuel, insurance, facility costs
TOTAL OPERATING EXPENSES & ASSOCIATED GRANTS	\$ 16,589,353		\$ 16,506,873	

Total Federal Grants & Reimbursements \$ 22,601,232

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Capital Improvement & Major Maintenance Plan

Project Name	Current Capital Projects	Proposed FY 2021 NEW Capital Projects	Project LTD thru FY 2019	FY 2020 Revised	Proposed FY 2021	Proposed FY 2022	Proposed FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Anticipated Project Total (Thru 2026)
BUS CAPITAL											
IOMF Fuel Tanks - Lewisville (CLOSED)	\$ 1,037,000		\$ 1,013,923	\$ 8,237	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,022,159
BUS FLEET REPLACEMENT											
Fleet (2021)	2,543,600	399,100	-	10,000	2,932,700	-	-	-	-	-	2,942,700
FUTURE: Fleet Replacement	-		-	-	-	1,284,854	1,886,455	2,379,917	2,478,457	2,581,412	10,611,095
PROFESSIONAL SERVICES/TECHNOLOGY IMPROVEMENTS											
Stadler Diagnostic Laptops (2)	80,000			80,000							80,000
Integrated Fare Payment	600,000				300,000	300,000					600,000
Server & Network Infrastructure	350,000		303,352	46,648							350,000
FUTURE: Stadler Laptop Replacement									80,000		80,000
FUTURE: Server & Network Infrastructure								350,000			350,000
TRANSIT SAFETY IMPROVEMENTS											
Trail Safety Improvements	181,157		56,500	124,657							181,157
Safety & Security Improvements	267,678		67,678	200,000							267,678
HIKE & BIKE TRAILS											
Lewisville Bike Trail - Eagle Point Section (CLOSED)	2,995,873		2,305,775	630,144							2,935,919
MAJOR MAINTENANCE ITEMS											
Major Maintenance - Rail (FY20)	2,024,826			2,024,826							2,024,826
NEW: Major Maintenance - Rail (Proposed FY21)		2,124,693			2,124,693						2,124,693
Major Maintenance - Bus (FY20)	125,000			125,000							125,000
FUTURE: Major Maintenance - Rail						2,062,535	1,798,907	1,099,619	1,704,328	1,900,386	8,565,775
FUTURE: Major Maintenance - Bus						179,530	238,264	273,851	200,000	200,000	1,091,645
POSITIVE TRAIN CONTROL											
Positive Train Control Implementation	16,720,141		15,268,565	563,645	887,931						16,720,141
Positive Train Control Enhancements (Phase 2)	5,000,000			150,000	3,000,000	1,850,000					5,000,000
INFRASTRUCTURE ACQUISITION											
	400,000		242,008	157,992							400,000
BROWNFIELD REMEDIATION											
	385,000		311,248	30,000	43,752						385,000
TOTAL CAPITAL BUDGET	\$ 32,710,275	\$ 2,523,793	\$ 19,569,049	\$ 4,151,149	\$ 9,289,076	\$ 5,676,919	\$ 3,923,626	\$ 4,103,387	\$ 4,462,785	\$ 4,681,798	\$ 55,857,788

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Brownfield Remediation (Project Rollover)

Project Ranking: High

Project Manager: Ann Boulden

Phone: X5112

Department: Planning and Development

Location: Rail O&M

Desired project timing:

Start Date: FY 2017

Completion Date: March 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

This project represents the completion of the Brownfield Remediation project. The Rail O&M facility is located on an unpermitted landfill. In 2019 we began a project to remove surface debris from the vacant property because of safety concerns. We then received an Environmental Protection Agency (EPA) grant to complete a Phase 2 Environmental Assessment. The assessment has been completed and found no actionable contaminants other than some restrictions to use of ground water. The site must be officially closed with the Texas Commission on Environmental Quality (TCEQ). This requires a Municipal Site Designation (MSD) from the City of Lewisville. All appropriate documents have been filed and we are waiting on public meetings that the City is required to conduct. Once that is complete we can file for closure certificate.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

The project is approximately 85% complete. The remaining work includes final documentation and a Municipal Site Designation (MSD) from the City of Lewisville. This requires public meetings that have been delayed due to COVID-19, but the original project schedule allowed up to 18 months to complete the paperwork with the State.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Physical work on the project is complete. Debris has been removed and Phase 2 testing has been completed. We are partnering with the City of Lewisville to obtain a "Municipal Site Designation" and then close the site with TCEQ. The MSD has been delayed. If the balance of the project funds are not available, we will not be able to close the site and there may be restrictions on future use.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

\$178,200 of the project cost was funded by an EPA grant. As part of our application, DCTA agreed to fund the balance of the project with local funds. All available grant money has been drawn down.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Life-to-Date thru FY 2020		Amount	\$	341,248
Fiscal Year	2021	Amount	\$	43,752
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	385,000

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number: EPA/BF-01F37901-0 (depleted)

Amount: \$ 178,200

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated: \$ -

PROJECT ANALYSIS

Operating: ☐ X

Capital: ☐

Useful Life (Years): ☐

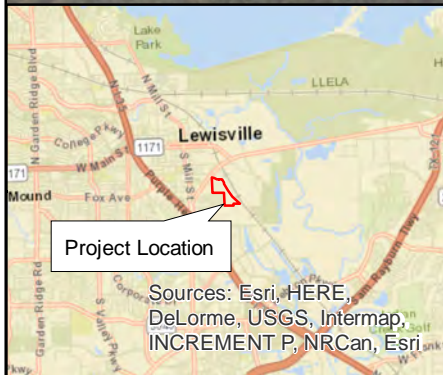
*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:



Legend



Project Limits

Rail O&M Facility

Exhibit 3:
Aerial Photograph Map



	U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement		GRANT NUMBER (FAIN): 01F37901		DATE OF AWARD 08/29/2017		
			MODIFICATION NUMBER: 0				
			PROGRAM CODE: BF		TYPE OF ACTION New		MAILING DATE 09/05/2017
			PAYMENT METHOD:		ACH# pend		
RECIPIENT TYPE: Other			Send Payment Request to: Las Vegas Finance Center				
RECIPIENT: Denton County Transportation Authority 1955 Lakeway Drive Lewisville, TX 75057-6440 EIN: 68-0569464			PAYEE: TX DCTA - Denton County Transportation Authority 1955 Lakeway Drive Lewisville, TX 75057-6440				
PROJECT MANAGER Ann Boulden 1955 Lakeway Drive Lewisville, TX 75057-6440 E-Mail: aboulden@dcta.net Phone: 972-966-5112		EPA PROJECT OFFICER Denise Williams Superfund Division, 6SF-VB E-Mail: Williams.Denise@epa.gov Phone: 214-665-9749		EPA GRANT SPECIALIST Lisa Kapsh Grants Program Section, 6MD-CG E-Mail: Kapsh.Lisa@epa.gov Phone: 214-665-7335			
PROJECT TITLE AND DESCRIPTION Lewisville Maintenance Facility Phase II Subsurface Investigation Project This assistance agreement will provide funding for Denton County Transportation Authority to conduct one Phase II Environmental Site Assessment (ESA). The project will include project oversight, community involvement, assessment planning, contractor procurement, and cleanup planning for the Brownfields site located at their Lewisville Maintenance Facility, Lewisville, Texas. Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.							
BUDGET PERIOD 10/01/2017 - 09/30/2020		PROJECT PERIOD 10/01/2017 - 09/30/2020		TOTAL BUDGET PERIOD COST \$178,200.00	TOTAL PROJECT PERIOD COST \$178,200.00		
NOTICE OF AWARD Based on your Application dated 12/20/2016 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$178,200. EPA agrees to cost-share 100.00% of all approved budget period costs incurred; up to and not exceeding total federal funding of \$178,200. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.							
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)			AWARD APPROVAL OFFICE				
ORGANIZATION / ADDRESS Grant Programs Section, 6MD-CG 1445 Ross Avenue, Suite 1200 Dallas, TX 75202-2733			ORGANIZATION / ADDRESS U.S. EPA, Region 6 Superfund Division (6SF) 1445 Ross Avenue, Suite 1200 Dallas, TX 75202-2733				
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY							
Digital signature applied by EPA Award Official Donna Miller - Chief, Grant Programs Section					DATE 08/29/2017		

EPA Funding Information

BF - 01F37901 - 0 Page 2

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$	\$ 178,200	\$ 178,200
EPA In-Kind Amount	\$	\$	\$ 0
Unexpended Prior Year Balance	\$	\$	\$ 0
Other Federal Funds	\$	\$	\$ 0
Recipient Contribution	\$	\$	\$ 0
State Contribution	\$	\$	\$ 0
Local Contribution	\$	\$	\$ 0
Other Contribution	\$	\$	\$ 0
Allowable Project Cost	\$ 0	\$ 178,200	\$ 178,200

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.818 - Brownfields Assessment and Cleanup Cooperative Agreements	CERCLA: Sec. 104(k)(2)	2 CFR 200 2 CFR 1500 and 40 CFR 33

Fiscal

Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
DCTA	1706BFG015	17	E4	0600AG7	301D79	4114	G600NY00	-	89,100
DCTA	1706BFG015	17	E4	0600AG7	301D79XBP	4114	G600OR00	-	89,100
									178,200

Budget Summary Page: Phase II Environment Site Assessment

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$0
2. Fringe Benefits	\$0
3. Travel	\$0
4. Equipment	\$0
5. Supplies	\$0
6. Contractual	\$178,200
7. Construction	\$0
8. Other	\$0
9. Total Direct Charges	\$178,200
10. Indirect Costs: % Base	\$0
11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %.)	\$178,200
12. Total Approved Assistance Amount	\$178,200
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$178,200
15. Total EPA Amount Awarded To Date	\$178,200

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-april-27-2017-or-later>. These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at <http://www.epa.gov/grants/grant-terms-and-conditions>.

A. UTILIZATION OF SMALL, MINORITY AND WOMEN'S BUSINESS ENTERPRISES

GENERAL COMPLIANCE, 40 CFR, Part 33

The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E

MBE/WBE reporting is required in annual reports. Reporting is required for assistance agreements where there are funds budgeted for procuring construction, equipment, services and supplies, including funds budgeted for direct procurement by the recipient or procurement under subawards or loans in the "Other" category that exceed the threshold amount of \$150,000, including amendments and/or modifications.

Based on EPA's review of the planned budget, this award meets the conditions above and is subject to the Disadvantaged Business Enterprise (DBE) Program reporting requirements. However, if recipient believes this award does not meet these conditions, it must provide **Debora Bradford, SDB Coordinator** with a justification and budget detail within 21 days of the award date clearly demonstrating that, based on the planned budget, this award is not subject to the DBE reporting requirements.

The recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis. All procurement actions are reportable, not just that portion which exceeds \$150,000.

When completing the annual report, recipients are instructed to check the box titled "annual" in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the "last report" of the project in section 1B of the form. Annual reports are due by October 30th of each year. Final reports are due by October 30th or 90 days after the end of the project period, whichever comes first.

The reporting requirement is based on total procurements. Recipients with expended and/or budgeted funds for procurement are required to report annually whether the planned procurements take place during the reporting period or not. If no budgeted procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

MBE/WBE reports should be sent to [R6 EPA Grants Programs@epa.gov](mailto:R6_EPA_Grants_Programs@epa.gov). The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program's Home Page at http://www.epa.gov/osbp/dbe_reporting.htm

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Good Faith Effort requirements as described in 40 CFR Part 33 Subpart C, and Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D and explained below.

FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D

A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements as described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption.

Accepting the Fair Share Objectives/Goals of Another Recipient

The dollar amount of this assistance agreement, or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is \$250,000, or more. The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA by the **Texas Commission on Environmental Quality** as follows:

MBE: CONSTRUCTION 7.34%; SUPPLIES 19.37%; SERVICES 12.98%; EQUIPMENT 19.57%

WBE: CONSTRUCTION 10.60%; SUPPLIES 14.15%; SERVICES 23.70%; EQUIPMENT 19.64%

By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals stated above and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market as **Texas Commission on Environmental Quality**.

Negotiating Fair Share Objectives/Goals, 40 CFR, Section 33.404

The recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is **not** accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study, to the Regional MBE/WBE Coordinator within 120 days of its acceptance of the financial assistance award. EPA will respond to the proposed fair share objective/goals within 30 days of receiving the submission. If proposed fair share objective/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objective/goals are submitted.

SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.

- (c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302

The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

Programmatic Conditions

Assessment Terms and Conditions

Please note that these Terms and Conditions (T&Cs) apply to Brownfields Assessment Cooperative Agreements awarded under CERCLA § 104(k).

I. GENERAL FEDERAL REQUIREMENTS

NOTE: For the purposes of these Terms and Conditions the term “assessment” includes, eligible activities under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k)(2)(A)(i) such as activities involving the inventory, characterization, assessment, and planning relating to brownfield sites as described in the EPA approved workplan.

A. Federal Policy and Guidance

1.
 - a. Cooperative Agreement Recipients: By awarding this cooperative agreement, the Environmental Protection Agency (EPA) has approved the proposal for the Cooperative Agreement Recipient (CAR) submitted in the Fiscal Year 2017 competition for Brownfields assessment cooperative agreements.
 - b. In implementing this agreement, the CAR shall ensure that work done with cooperative agreement funds complies with the requirements of the CERCLA § 104(k). The CAR shall also ensure that assessment activities supported with cooperative agreement funding comply with all applicable federal and state laws and regulations.
 - c. The CAR must comply with federal cross-cutting requirements. These requirements include, but are not limited to, DBE requirements found at 40 CFR Part 33; OSHA Worker Health & Safety Standard 29 CFR 1910.120; the Uniform Relocation Act; National Historic Preservation Act; Endangered Species Act; and Permits required by Section 404 of the Clean

Water Act; Executive Order 11246, Equal Employment Opportunity, and implementing regulations at 41 CFR 60-4; Contract Work Hours and Safety Standards Act, as amended (40 USC § 327-333) the Anti-Kickback Act (40 USC § 276c) and Section 504 of the Rehabilitation Act of 1973 as implemented by Executive Orders 11914 and 11250.

- d. The CAR must comply with Davis-Bacon Act prevailing wage requirements and associated U.S. Department of Labor (DOL) regulations for all construction, alteration and repair contracts and subcontracts awarded with funds provided under this agreement. Activities conducted under assessment cooperative agreements generally do not involve construction, alteration and repair within the meaning of the Davis-Bacon Act. However, the recipient must contact the EPA Project Officer if there are unique circumstances (e.g. removal of an underground storage tank or another structure and restoration of the site) which indicate that the Davis-Bacon Act applies to an activity the CAR intends to carry out with funds provided under this agreement. EPA will provide guidance on Davis-Bacon Act compliance if necessary.

II. SITE ELIGIBILITY REQUIREMENTS

A. Eligible Brownfields Site Determinations

1.
 - a. The CAR must provide information to EPA about site-specific work prior to incurring any costs under this cooperative agreement for sites that have not already been pre-approved in the CAR's workplan by EPA. The information that must be provided includes whether or not the site meets the definition of a brownfield site as defined in § 101(39) of CERCLA, whether the CAR is the potentially responsible party under CERCLA § 107 and/or has defenses to liability.
 - b. If the site is excluded from the general definition of a brownfield, but is eligible for a property-specific funding determination, then the CAR may request a property-specific funding determination. In their request, the CAR must provide information sufficient for EPA to make a property-specific funding determination on how financial assistance will protect human health and the environment, and either promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes. The CAR must not incur costs for assessing sites requiring a property-specific funding determination by EPA until the EPA Project Officer has advised the CAR that the Agency has determined that the property is eligible.
2.
 - a. For any petroleum contaminated brownfield site that is not included in the CAR's

EPA approved workplan, the CAR shall provide sufficient documentation to EPA prior to incurring costs under this cooperative agreement which documents that:

- (1) a State has determined that the petroleum site is of relatively low risk, as compared to other petroleum-only sites in the State,
- (2) the State determines there is "no viable responsible party" for the site;
- (3) the State determines that the person assessing or investigating the site is a person who is not potentially liable for cleaning up the site; and
- (4) the site is not subject to any order issued under section 9003(h) of the Solid Waste Disposal Act.

This documentation must be prepared by the CAR or the State, following contact and discussion with the appropriate petroleum program official. Refer to EPA's FY17 Proposal

Guidelines for Brownfields Assessment Grants, EPA-OLEM-OBLR-16-08 for discussion on this element.

- b. Documentation must include (1) the identity of the State program official contacted, (2) the State official's telephone number, (3) the date of the contact, and (4) a summary of the discussion relating to the state's determination that the site is of relatively low risk, that there is no viable responsible party and that the person assessing or investigating the site is not potentially liable for cleaning up the site. Other documentation provided by a State to the recipient relevant to any of the determinations by the State must also be provided to the EPA Project Officer.
- c. If the State chooses not to make the determinations described in Section II.A.2.a. above, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the requisite determinations.
- d. EPA will make all determinations on the eligibility of petroleum-contaminated brownfields sites located on tribal lands (i.e., reservation lands or lands otherwise in Indian country, as defined at 18 U.S.C. 1151). Before incurring costs for these sites, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the determinations described in Section II.A.2.a. above.

III. GENERAL COOPERATIVE AGREEMENT ADMINISTRATIVE REQUIREMENTS

A. Term of the Agreement

- 1. The term of this agreement is three years from the date of award, unless otherwise extended by EPA at the CAR's request.
- 2. If after 18 months from the date of award, EPA determines that the CAR has not made sufficient progress in implementing its cooperative agreement, the recipient must implement a corrective action plan approved by the EPA Project Officer. Alternatively, EPA may terminate this agreement under 2 CFR 200.339 for material non-compliance with its terms, or with the consent of the CAR as provided at 2 CFR 200.339 if EPA determines that insufficient progress was not the fault of the CAR. For purposes of assessment cooperative agreements, the CAR demonstrates "sufficient progress" when 35% of funds have been drawn down and obligated to eligible activities; for assessment coalition cooperative agreements "sufficient progress" is demonstrated when a solicitation for services has been released, sites are prioritized or an inventory has been initiated if necessary, community involvement activities have been initiated and a Memorandum of Agreement is in place, or other documented activities that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.
- 3. Assessment funding for an eligible brownfield site may not exceed \$200,000 unless a waiver has been granted by EPA. Following the granting of a waiver, funding is not to exceed \$350,000 at the site.

B. Substantial Involvement

- 1. EPA may be substantially involved in overseeing and monitoring this cooperative agreement.
 - a. Substantial involvement by EPA generally includes administrative activities by the Project Officer such as monitoring, reviewing project phases, and approving

substantive terms included in professional services contracts.

- b. Substantial EPA involvement also includes brownfields property-specific funding determinations described in Section I.B. If the CAR awards a subaward for site assessment, the CAR must obtain technical assistance from EPA on which sites qualify as a brownfield site and determine whether the statutory prohibition found in section 104(k)(4)(B)(i)(IV) of CERCLA applies. This prohibition does not allow the subrecipient to use EPA funds to assess a site for which the subrecipient is potentially liable under § 107 of CERCLA. (See Section III.C.3. for more information on subawards.)
 - c. Substantial EPA involvement may include reviewing financial and environmental status reports; and monitoring all reporting, record-keeping, and other program requirements.
 - d. EPA may waive any of the provisions in Term and Condition III.B.1. with the exception of property-specific funding determinations. EPA will provide waivers in writing.
2. Effect of EPA's substantial involvement includes:
- a. EPA's review of any project phase, document, or cost incurred under this cooperative agreement, will not have any effect upon CERCLA § 128 *Eligible Response Site* determinations or rights, authorities, and actions under CERCLA or any federal statute.
 - b. The CAR remains responsible for ensuring that all assessments are protective of human health and the environment and comply with all applicable federal and state laws.
 - c. The CAR and its subrecipients remain responsible for incurring costs that are allowable under 2 CFR Part 200 Subpart E.

C. Cooperative Agreement Recipient Roles and Responsibilities

- 1. The CAR must acquire the services of a qualified environmental professional(s) to coordinate, direct, and oversee the brownfields assessment activities at a particular site, if they do not have such a professional on staff.
- 2. The CAR is responsible for ensuring that contractors and subrecipients comply with the terms of their agreements with the CAR, and that agreements between the CAR and subrecipients and contractors comply with the terms and conditions of this agreement.
- 3. Subawards are defined at 2 CFR 200.92. The CAR may not subaward to for-profit organizations. The CAR must obtain commercial services and products necessary to carry out this agreement under competitive procurement procedures as described in 2 CFR Part 200.317 through 200.326. In addition, EPA policy encourages awarding subawards competitively and the CAR must consider awarding subawards through competition.
- 4. The CAR is responsible for ensuring that EPA's Brownfields assessment funding received under this cooperative agreement, or in combination with any other previously awarded Brownfields Assessment cooperative agreements does not exceed the \$200,000 funding limitation for an

individual brownfield site. Waiver of this funding limit for a brownfields site must be approved by EPA prior to the expenditure of funding exceeding \$200,000. In no case may EPA funding exceed \$350,000 on a site receiving a waiver.

5. CARs expending funding from a community-wide assessment cooperative agreement must include this amount in any total funding expended on the site.
6. **Competency of Organizations Generating Environmental Measurement Data:** In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, the CAR agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, the CAR agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. The CAR shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at http://www.epa.gov/fem/lab_comp.htm or a copy may also be requested by contacting the EPA Project Officer for this award.

D. Quarterly Progress Reports

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, 200.328 *monitoring and reporting program performance*), the CAR agrees to submit quarterly progress reports to the EPA Project Officer within thirty days after each reporting period. These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period, including a description of equipment, techniques, and materials to be used or evaluated. A discussion of expenditures and financial status for each workplan task, along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel concerned with the project.

Quarterly progress reports must clearly differentiate which activities were completed with EPA funds provided under the Brownfield assessment cooperative agreement, versus any other funding source used to help accomplish project activities.

In addition, the report shall include brief information on each of the following areas: 1) a comparison of actual accomplishments to the anticipated outputs/outcomes specified in the cooperative agreement workplan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The CAR agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the cooperative agreement workplan.

2. The CAR must submit progress reports on a quarterly basis to the EPA Project Officer. quarterly progress reports must include:
 - a. Summary and status of approved activities performed during the reporting quarter, summary of the performance outputs/outcomes achieved during the reporting quarter, a description of problems encountered or difficulties during the reporting quarter that may affect the project schedule and a discussion of meeting the performance outputs/outcomes.
 - b. An update on project schedules and milestones; including an explanation of any

- discrepancies from the approved workplan.
- c. A list of the properties where assessment activities were performed and/or completed during the reporting quarter.
 - d. A budget recap summary table with the following information: current approved project budget; costs incurred during the reporting quarter; costs incurred to date (cumulative expenditures); and total remaining funds. The CAR should include an explanation of any discrepancies in the budget from the approved workplan.
3. If the CAR makes any subawards under this agreement, then it becomes a pass-through entity under the "Establishing and Managing Subaward" General Term and Condition of this agreement. As the pass-through entity, the CAR must report to EPA on its subaward monitoring activities under 2 CFR 200.331(d), including the following information on subawards as part of the CAR's quarterly performance reporting:
- a. Summaries of results of reviews of financial and programmatic reports.
 - b. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.
 - c. Environmental results the subrecipient achieved.
 - d. Summaries of audit findings and related pass-through entity management decisions.
 - e. Actions the pass-through entity has taken to correct any deficiencies such as those specified at 2 CFR 200.331(e), 2 CFR 200.207 and the 2 CFR Part 200.338 Remedies for Noncompliance.
4. The CAR must maintain records that will enable it to report to EPA on the amount of funds disbursed by the CAR to assess specific properties under this cooperative agreement.
5. In accordance with 2 CFR 200.328(d)(1), the CAR agrees to inform EPA as soon as problems, delays, or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the approved workplan.

E. Property Profile Submission

1. The CAR must report on interim progress (i.e., assessment started) and any final accomplishments (i.e., assessment completed, cleanup required, contaminants, institution controls, engineering controls) by completing and submitting relevant portions of the Property Profile Form using the Brownfields Program on-line reporting system, known as Assessment, Cleanup and Redevelopment Exchange System (ACRES). The CAR must enter the data in ACRES as soon as the interim action or final accomplishment has occurred, or within 30 days after the end of each reporting quarter. EPA will provide the CAR with training prior to obtaining access to ACRES. The training is required to obtain access to ACRES. The CAR must utilize the ACRES system unless approval is obtained from the regional Project Officer to utilize and submit the Property Profile Form instead.

F. Community Outreach

1. The CAR agrees to clearly reference EPA investments in the project during all phases of community outreach outlined in the EPA-approved workplan, which may include the development of any post-project summary or success materials that highlight achievements to which this project contributed. Specifically:
 - a. The CAR agrees to notify the EPA Project Officer listed in this award document of public or media events publicizing the accomplishment of significant events related to construction or site reuse projects as a result of this agreement, and provide the opportunity for attendance

and participation by federal representatives with at least ten (10) working days' notice.

- b. To increase public awareness of projects serving communities where English is not the predominant language, recipients are encouraged to include in their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable.
- c. Project Outreach Materials
 - i) If any document, fact sheet, and/or web material are developed as part of this cooperative agreement, then they shall include the following statement: "Though this project has been funded, wholly or in part, by EPA, the contents of this document do not necessarily reflect the views and policies of EPA."
 - ii) If a sign is developed, as part of a project funded by this cooperative agreement, then the sign shall include either a statement (e.g., this project has been funded, wholly or in part, by EPA) and/or EPA's logo acknowledging that EPA is a source of funding for the project. The EPA logo may be used on project signage when the sign can be placed in a visible location with direct linkage to site activities. Use of the EPA logo must follow the sign specifications available at: <http://www.epa.gov/ogd/tc.htm>.

G. Final Technical Cooperative Agreement Report with Environmental Results

- 1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, 200.328 *monitoring and reporting program performance*), the CAR agrees to submit to the EPA Project Officer within 90 days after the expiration or termination of the approved project period a final technical report on the cooperative agreement and at least one reproducible copy suitable for printing. The final technical report shall document project activities over the entire project period and shall include brief information on each of the following areas: 1) a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the assistance agreement workplan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The CAR agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the cooperative agreement workplan.

H. Conflict of Interest

- 1. The CAR shall establish and enforce conflict of interest provisions that prevent the award of subawards that create real or apparent personal conflicts of interest, or the CAR's appearance of lack of impartiality. Such situations include, but are not limited to, situations in which an employee, official, consultant, contractor, or other individual associated with the CAR (affected party) approves or administers a subaward to a subrecipient in which the affected party has a financial or other interest. Such a conflict of interest or appearance of lack of impartiality may arise when:
 - (i) The affected party,
 - (ii) Any member of his immediate family,
 - (iii) His or her partner, or
 - (iv) An organization which employs, or is about to employ, any of the above, has a financial or other interest in the subrecipient.

Affected employees will neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients. Recipients may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by State or local law or regulations, such standards of conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by affected parties.

IV. FINANCIAL ADMINISTRATION REQUIREMENTS

A. Eligible Uses of the Funds for the Cooperative Agreement Recipient

1. To the extent allowable under the workplan, cooperative agreement funds may be used for eligible programmatic expenses to inventory, characterize, assess, and conduct planning and outreach. Eligible programmatic expenses include activities described in Section IV. of these Terms and Conditions. In addition, eligible programmatic expenses may include:
 - a. Determining whether assessment activities at a particular site are authorized by CERCLA § 104(k);
 - b. Ensuring that an assessment complies with applicable requirements under federal and state laws, as required by CERCLA § 104(k);
 - c. Using a portion of the cooperative agreement funds to purchase environmental insurance for the characterization or assessment of the site. Funds may not be used to purchase insurance intended to provide coverage for any of the ineligible uses under Section IV.B.; and
 - d. Any other eligible programmatic costs including direct costs incurred by the recipient in reporting to EPA; procuring and managing contracts; awarding and managing subawards to the extent allowable under Section IV.B.2.; and carrying out community involvement pertaining to the assessment activities.
2. **Local Governments only.** No more than 10% of the funds awarded by this agreement may be used by the CAR itself as a programmatic cost for brownfield program development and implementation (including monitoring of health and institutional controls).

B. Ineligible Uses of the Funds for the Cooperative Agreement Recipient

1. Cooperative agreement funds shall not be used by the CAR for any of the following activities:
 - a. Cleanup activities;
 - b. Site development activities that are not brownfields assessment activities (e.g., construction of a new facility);
 - c. Job training unrelated to performing a specific assessment at a site covered by the cooperative agreement;
 - d. To pay for a penalty or fine;
 - e. To pay a federal cost share requirement (for example, a cost-share required by another federal grant) unless there is specific statutory authority;

- f. To pay for a response cost at a brownfields site for which the CAR of the cooperative agreement or subaward recipient is potentially liable under CERCLA § 107;
 - g. To pay a cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the assessment; and
 - h. Unallowable costs (e.g., lobbying and fund raising) under 2 CFR Part 200 Subpart E.
2. Under CERCLA § 104(k)(4)(B), administrative costs are prohibited costs under this agreement. Prohibited administrative costs include all indirect costs under 2 CFR Part 225 for state, local and tribal governments, as applicable.
- a. Ineligible administrative costs include costs incurred in the form of salaries, benefits, contractual costs, supplies, and data processing charges, incurred to comply with most provisions of the *Uniform Administrative Requirements, Cost Principles and Audit requirements for Federal Awards at* 2 CFR 200 and 2 CFR 1500. Direct costs for cooperative agreement administration, with the exception of costs specifically identified as eligible programmatic costs, are ineligible even if the CAR is required to carry out the activity under the cooperative agreement. Costs incurred to report quarterly performance to EPA under the cooperative agreement are eligible.
 - b. Ineligible cooperative agreement administration costs include direct costs for:
 - (1) Preparation of applications for brownfields grants;
 - (2) Record retention required under 2 CFR 1500.6;
 - (3) Record-keeping associated with equipment purchases required under 2 CFR 200.313;
 - (4) Preparing revisions and changes in the budgets, scopes of work, program plans and other activities required under 2 CFR 200.308;
 - (5) Maintaining and operating financial management systems required under 2 CFR 200.302;
 - (6) Preparing payment requests and handling payments under 2 CFR 200.305;
 - (7) Non-federal audits required under 2 CFR 200 Subpart F; and
 - (8) Close out under 2 CFR 200.343.
3. Cooperative agreement funds may not be used for any of the following properties:
- a. Facilities listed, or proposed for listing, on the National Priorities List (NPL);
 - b. Facilities subject to unilateral administrative orders, court orders, and administrative orders on consent or judicial consent decree issued to or entered by parties under CERCLA;
 - c. Facilities that are subject to the jurisdiction, custody or control of the United States government except for land held in trust by the United States government for an

Indian tribe; or

- d. A site excluded from the definition of a brownfields site for which EPA has not made a property-specific funding determination.

C. Interest-Bearing Accounts and Program Income

1. In accordance with 2 CFR 1500.7, during the performance period of the cooperative agreement the CAR is authorized to add program income to the funds awarded by EPA and use the program income under the same terms and conditions of this agreement. Program income for the assessment CAR shall be defined as the gross income received by the recipient, directly generated by the cooperative agreement award or earned during the period of the award. Program income includes, but is not limited to, fees charged for conducting assessment, site characterizations, clean up planning or other activities when the costs for the activity is charged to this agreement.
2. The CAR must deposit advances of cooperative agreement funds and program income (i.e. fees) in an interest bearing account.
 - a. For interest earned on advances, CARs are subject to the provisions of 2 CFR 200.305(b)(7)(ii) relating to remitting interest on advances to EPA on a quarterly basis.
 - b. Interest earned on program income is considered additional program income.
 - c. The CAR must disburse program income (including interest earned on program income) before requesting additional payments from EPA as required by 2 CFR 1500.8.

V. ASSESSMENT ENVIRONMENTAL REQUIREMENTS

A. Authorized Assessment Activities

1. Prior to conducting or engaging in any on-site activity with the potential to impact historic properties (such as invasive sampling), the CAR shall consult with EPA regarding potential applicability of the National Historic Preservation Act and, if applicable, shall assist EPA in complying with any requirements of the Act and implementing regulations.

B. Quality Assurance (QA) Requirements

1. When environmental data are collected as part of the brownfields assessment, the CAR shall comply with 2 CFR 1500.11 requirements to develop and implement quality assurance practices sufficient to produce data adequate to meet project objectives and to minimize data loss. State law may impose additional QA requirements.

C. All Appropriate Inquiry

1. As required by CERCLA § 104(k)(2)(B)(ii) and CERCLA § 101(35)(B), the CAR shall ensure that a Phase I site characterization and assessment carried out under this agreement will be performed in accordance with EPA's all appropriate inquiries regulation. The CAR shall utilize the practices in ASTM standard E1527-13 "Standard Practices for Environmental Site Assessment: Phase I Environmental Site Assessment Process," or EPA's All Appropriate

Inquiries Final Rule (40 CFR 312). A suggested outline for an AAI final report is provided in “All Appropriate Inquiries Rule: Reporting Requirements and Suggestions on Report Content”, (Publication Number: EPA 560-F-14-003). This does not preclude the use of cooperative agreement funds for additional site characterization and assessment activities that may be necessary to characterize the environmental impacts at the site or to comply with applicable State standards.

2. All Appropriate Inquiries (AAI) final reports produced with funding from this agreement must comply with 40 C.F.R. Part 312 and must, at a minimum, include the information below. All AAI reports submitted to EPA Project Officers as deliverables under this agreement must be accompanied by a completed “All Appropriate Inquiries Final Rule: Reporting Requirements Checklist for Assessment Grant Recipients” (Publication Number: EPA 560-R-10-030) that EPA’s Project Officer will provide to the recipient. The checklist also is available to CARs on EPA’s website at www.epa.gov/brownfields.
 - a. An ***opinion*** as to whether the inquiry has identified conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or petroleum products, or controlled substances, on, at, in, or to the subject property.
 - b. An identification of “***significant***” ***data gaps*** (as defined in 40 C.F.R. 312.10), if any, in the information collected for the inquiry. Significant data gaps include missing or unattainable information that affects the ability of the environmental professional to identify conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or petroleum products, or controlled substances, on, at, in, or to the subject property. The documentation of significant data gaps must include information regarding the significance of these data gaps.
 - c. ***Qualifications and signature*** of the environmental professional(s). The environmental professional must place the following statements in the document and sign the document:
 - “[I, We] declare that, to the best of [my, our] professional knowledge and belief, [I, we] meet the definition of Environmental Professional as defined in §312.10 of this part.”
 - “[I, We] have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. [I, We] have developed and performed the all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312.”

Note: Please use either “I” or “We.”
 - d. In compliance with §312.31(b), the environmental professional must include in the final report an ***opinion regarding additional appropriate investigation*** , if the environmental professional has such an opinion.
3. EPA may review checklists and AAI final reports for compliance with the AAI regulation documentation requirements at 40 CFR part 312 (or comparable requirements for those using ASTM Standard 1527-13). Any deficiencies identified during an EPA review of these documents

must be corrected by the recipient within 30 days of notification. Failure to correct any identified deficiencies may result in EPA disallowing the costs for the entire AAI report as authorized by 2 CFR 200.338 through 2 CFR 200.342. If a recipient willfully fails to correct the deficiencies the Agency may consider other available remedies under 2 CFR 200.342.

D. Completion of Assessment Activities

1. The CAR shall properly document the completion of all activities described in the EPA approved workplan. This must be done through a final report or letter from a qualified environmental professional, or other documentation provided by a State or Tribe that shows assessments are complete.

VII. PRE-AWARD COSTS

In accordance with 2 CFR 1500.8, the grantee may charge pre-award costs (both Federal and non-Federal matching shares) incurred from 90 days prior to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

VIII. PAYMENT AND CLOSEOUT

A. Payment Schedule

DRAFT Assessment T&C 5/20/05

1. The CAR may request payment from EPA pursuant to 2 CFR 200.305.

B. Schedule for Closeout

1. Closeout will be conducted in accordance with 2 CFR 200.343. EPA will close out the award when it determines that all applicable administrative actions and all required work under the cooperative agreement have been completed.
2. The CAR, within 90 days after the end date of the period of performance or the termination of the cooperative agreement, must submit all financial, performance, and other reports required as a condition of the cooperative agreement or 2 CFR Part 200.

a. The CAR must submit the following documentation:

(1) The Final Technical Cooperative Agreement Report as described in Section III.G. of these Terms and Conditions.

(2) A Final Federal Financial Report (FFR - SF425). Submitted to:

US EPA, Las Vegas Finance Center
4220 S. Maryland Pkwy, Bldg C, Rm 503
Las Vegas, NV 89119
<https://www.epa.gov/financial/grants>

(3) A Final MBE/WBE Report (EPA Form 5700-52A). Submitted to the regional office.

- b. The CAR must ensure that all appropriate data has been entered into ACRES or all Property Profile Forms are submitted to the Region.
- c. The CAR must immediately refund to EPA any balance of unobligated (unencumbered) cash advanced that is not authorized to be retained for use on other cooperative agreements.

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Rail Station Canopy Repair

Project Ranking: High

Project Manager: Ann Boulden

Phone: 972-966-5112

Department: Capital Development

Location:

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Rail station canopies at Hebron and MedPark are in need of refurbishment and were programmed in the financial plan to repair canopy water damage. We expect to begin the procurement process in 1st quarter FY21 and complete work by end of 3rd quarter FY21.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

Contracted with Jacobs Engineering to provide assessment of areas that need attention.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Facilities would be subject to canopy fascia failure which could result in additional damage and a potential safety issue.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$	486,127
Fiscal Year		Amount		
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	486,127

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

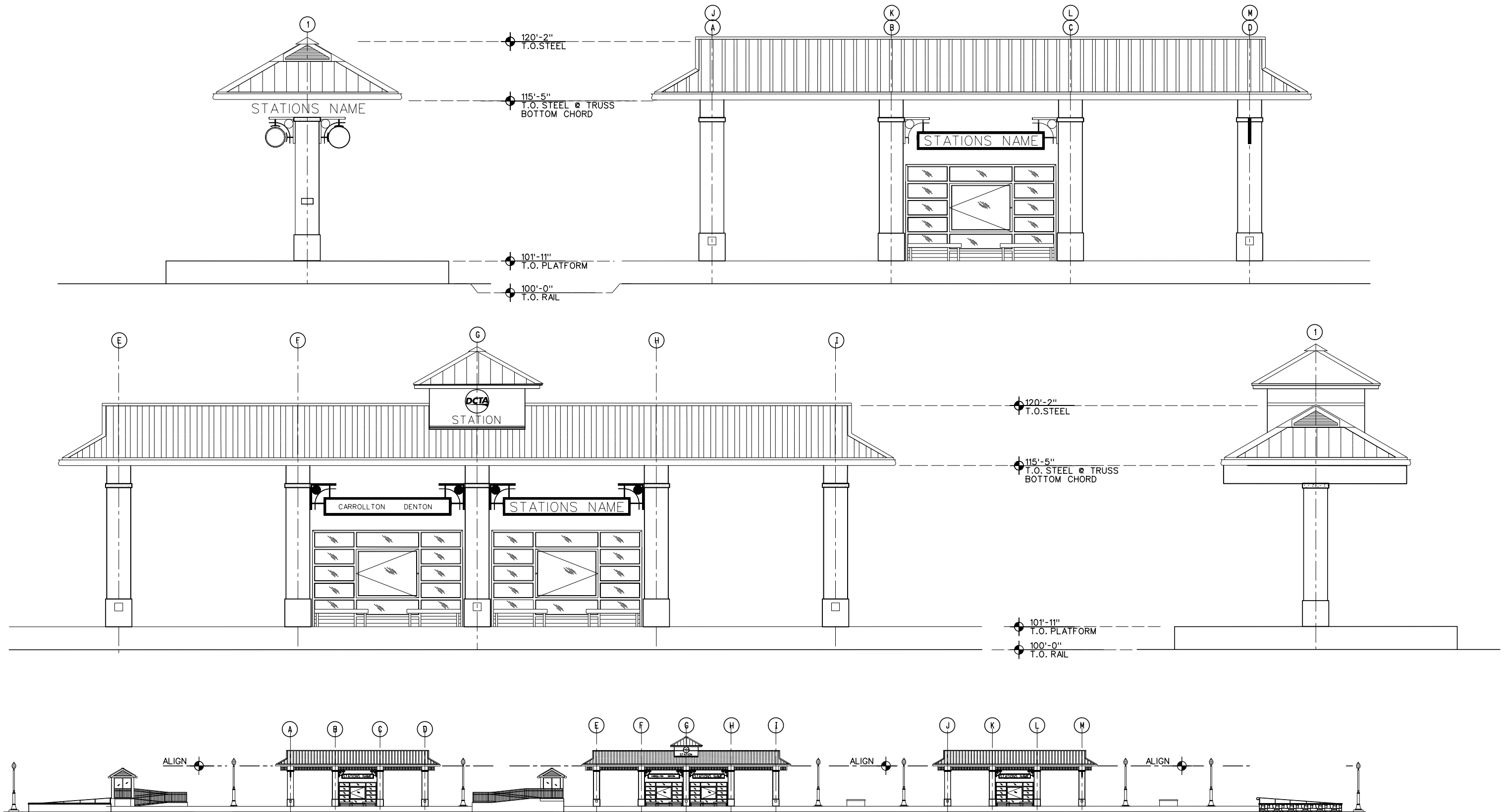


Highland Village: Existing Photograph
05/06/2020

These photos are for illustration only to demonstrate the new appearance of the stations. The Highland Village photo was the best available for this purpose. This station will not be modified.



Highland Village: Station Exhibit
Photo showing removal of EIFS, stud and steel framing.
05/06/2020



Option #2

- Remove plaster
- Remove plaster wall and metal soffit at all canopy ends
- Remove all hanging support steel
- Patch and repair all gutter / downspout wraps at beam locations



DCTA Station Canopy Frieze Replacement

Field Report / Recommendations

Document No. | 001

March 8, 2019

F8Y97714



DCTA Station Canopy Frieze Replacement

Project No: F8Y97714
Document Title: Field Report
Document No.: A001
Revision:
Date: March 08, 2019
Client Name: Denton County Transit Authority
Project Manager: Robert Manley
Author: Steven Tremmel, AIA & Thalia McAdory
File Name: Document5

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Document history and status

Revision	Date	Description	By	Review	Approved

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Executive Summary

DCTA has conducted water tests to determine how and why damage occurred to the Stucco / EIFS frieze panels at each of the above stations. The conclusion of this testing is a report that states water has been leaking through gutter components infusing the Stucco / EIFS with water causing the material and supporting framing to deteriorate.

Jacobs will assist DCTA with developing biddable documents to replace the frieze panels at all stations. Jacobs will document the Stucco / EIFS conditions at all stations. Jacobs will explore and propose materials that will have a longer life on the stations than the current Stucco / EIFS that provide for a similar frieze pattern that is consistent at all stations.

1. Introduction

On February 13, 2019 Jacobs Staff met members of Rio Grande Pacific (Stephen Pope and Francisco) at Hebron Station. After a brief discussion Stephen left and Francisco escorted us to all 5 stations. Hebron, Old Town, Lewisville Lake Station, MedPark and Downtown Denton Transit center.

We have attached plans indicating where visual damage was observed during these walkthroughs. After severe damage occurred at Old Town Station, the plaster at the south end of a canopy has been removed in it's entirety to prevent any safety issues. At Downtown Denton Station a similar situation appears to be eminent and the area has been blocked for potential safety concerns. Because of these issues DCTA has drilled holes approximately 1" in diameter on the underside of all canopies as a preventive measure through the plaster to relieve pressure and remove water. Under some of these holes there is evidence where water accumulated based on rust color on the concrete pavement from the water that drained from these cavities.

Drainage System

The Frontier Waterproofing, Inc. report references issues to clogged gutter connections. The interior drain makes two 90 degree turns prior to getting below grade and making a direct connection to an underground storm sewer. There was no evidence on the station platform of any clean-out for the drain line. There is no easy way to add these cleanouts without the removal of brick/cast stone at the columns.

The Frontier Waterproofing, Inc. report notes that there were downspouts with debris. Per the contract drawings gutter guards were supposed to have been installed. It would be our recommendation to install gutter guards

Structural Steel

All canopy steel is not fully encapsulated in a waterproof membrane. Because of this all steel shall be considered exterior exposed, our recommendation during design would have been that all steel should have been hot-dipped G90 galvanized or epoxy coated. It was observed during our walkthrough that the inside of tubes both structural and non-structural are rusting. After removal of the plaster/EIFS frieze elements we recommend prepping the steel for application of a rust-inhibitive primer which is also recommended by Frontier. The process could be by shot blasting, hand grinding or brushing. This process should lengthen the life span of the steel, but this will not stop any chemical process that has already started.

Water

At the double HSS tube beam locations there are no weep holes on the bottom metal wrap that would allow water to escape. Added to this there appears to be bird debris in these uncovered "troughs". (See photo following) When this debris gets wet it is sitting on the backside of the un-finished metal starting the corrosion process. If DCTA has a power washing contract for station cleaning spraying the underside of each canopy could be allowing water to accumulate in the sheet metal enclosure around the steel tubes.

Our recommendation to correct is to remove the bird guard along these 2 tubes at all column locations and install an additional piece of material, then replacing the bird guards.

Along the long sides of the canopies there is a continuous gap between the plaster and the metal deck above. It is not evident that there is any sealant or closure piece that could prevent water from entering the back side again from the underside due to power-washing cleaning. Once water is in this area it would not be able to escape so sealing off this area is critical.



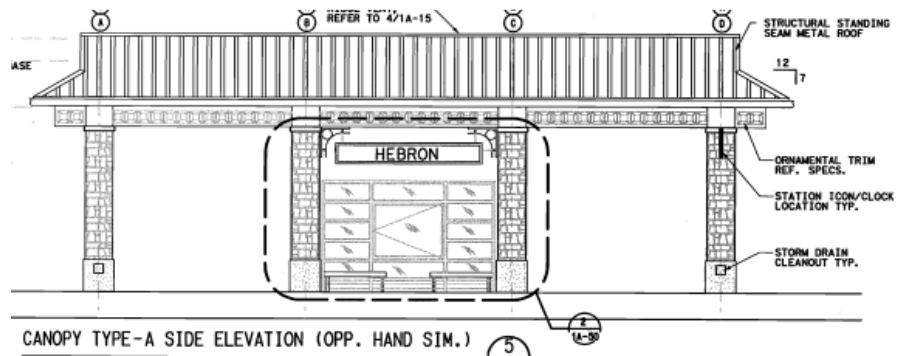
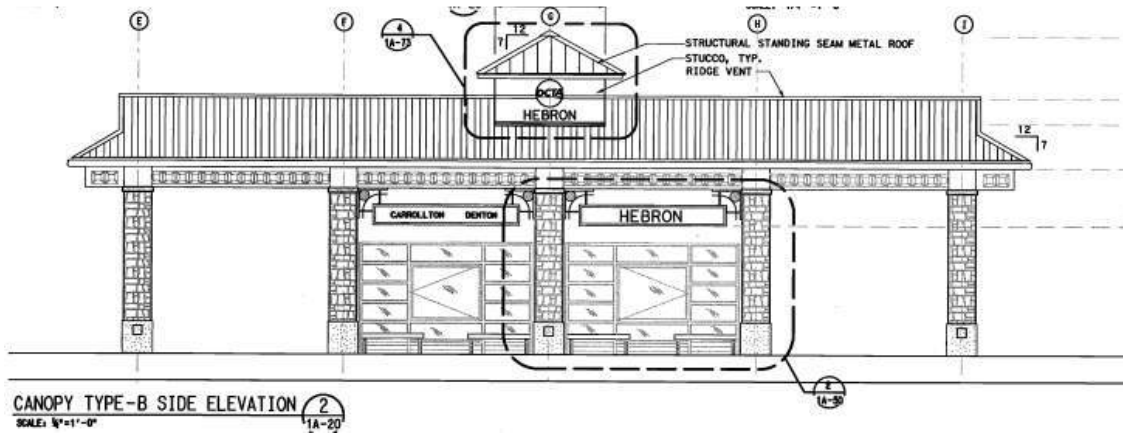
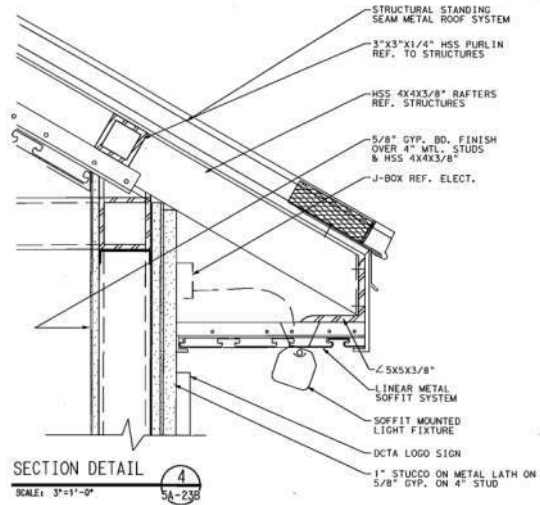
2. Proposed Solution

Proposed Solution

1. Remove the plaster/EIFS frieze along the perimeter of the canopy. This should also include the removal of all light-gauge framing and sheathing.
 - a. At the location where the plaster fell off, it was noted by Frontier that significant corrosion had occurred. We anticipate that where there is damage to plaster this framing and sheathing has been exposed to significant water exposure and would need to be removed.
2. Remove the pre-finished sheet metal enclosure around the ends of beams, typically to the back side of the plaster. This section is about 2' long. Clean the remaining "trough" section.
3. Prepare steel (Shot-blast, hand grind or brush) per paint manufacturers preparation requirements, then apply a rust-inhibitive primer to the hanging steel posts and channels used to support the frieze.
4. Remove gutters
5. While cladding this with new material we suggest altering framing to avoid potential corrosion.
6. Add an additional trim piece along the exterior and inside. At the interior section place edge of flashing in a full bed of sealant.
7. Install gutter overflows in gutters prior to re-installing.
8. Connect gutter downspout. Use new sealant and straps
9. Install gutter guards
10. Install new frieze (material to be determined: Formed / Pressed metal, GFRC, GFRP, metal. Along the bottom surface, weeps or continuous vent shall be installed to allow system to breath and water out that may get int the cavity.

Assumptions:

- Based on current conditions it is unknown the severity of corrosion on steel but assume that Old Town has the most steel damage.
 - Our assumption is the structural steel will be ok.
 - Light gauge framing to support plaster will most likely need to be removed.
- Knowing there is varying factors of the water penetration from station to station the addition of overflow scuppers and weeps at the bottom of the frieze will reduce the possibility of this occurring again



Appendix A. Field Conditions

Jacobs team visited the following DCTA stations:

- 1- Old Town Station
- 2- Highland Village/ Lewisville lake
- 3- MedPark
- 4- Downtown Denton
- 5- Hebron Station

Old Town Station



At the west end of the Old Town Station first canopy (type A), water marks are present on the east end of this canopy. The middle canopy (type B) also shows some water marks with evident rust. And mineral deposits on the east end.



The most damaged structure at this station is the east end canopy (type A). Its exposed structure shows the water has rusted the steel and destroyed the finishes.





Highland Village/ Lewisville Lake Station



At Highland village/ Lewisville Lake Station some water damage is also visible through water marks and water deposits. Throughout the three canopies, no rust marks or cracks were present at the time this study was conducted.



MedPark Station



DCAT Medpark Station's canopies are also showing rusted water marks. All three canopies present very similar conditions, rust and water marks along the cracks. At some points finishes are starting to fall off. The extend of the damage to the structural frame is unknown, rust suggests that some steel members might be affected.





Downtown Denton

The conditions at Downtown Denton are also in need of repair. Water damage is visible mostly at the east end of the west canopy (type A) and the center canopy (type B). Where water deposits as well as cracks and rust are visible present. The east side canopy (type A) water corrosion was not visible at the time this report was created.





Hebron



Hebron Station's canopies have some significantly water damage, east canopy (type A) shows water marks as well as rusted metal.



Center canopy (type B) also shows rusted marks along cracks and at the north side of this canopy was leaking at the time of the site visit.



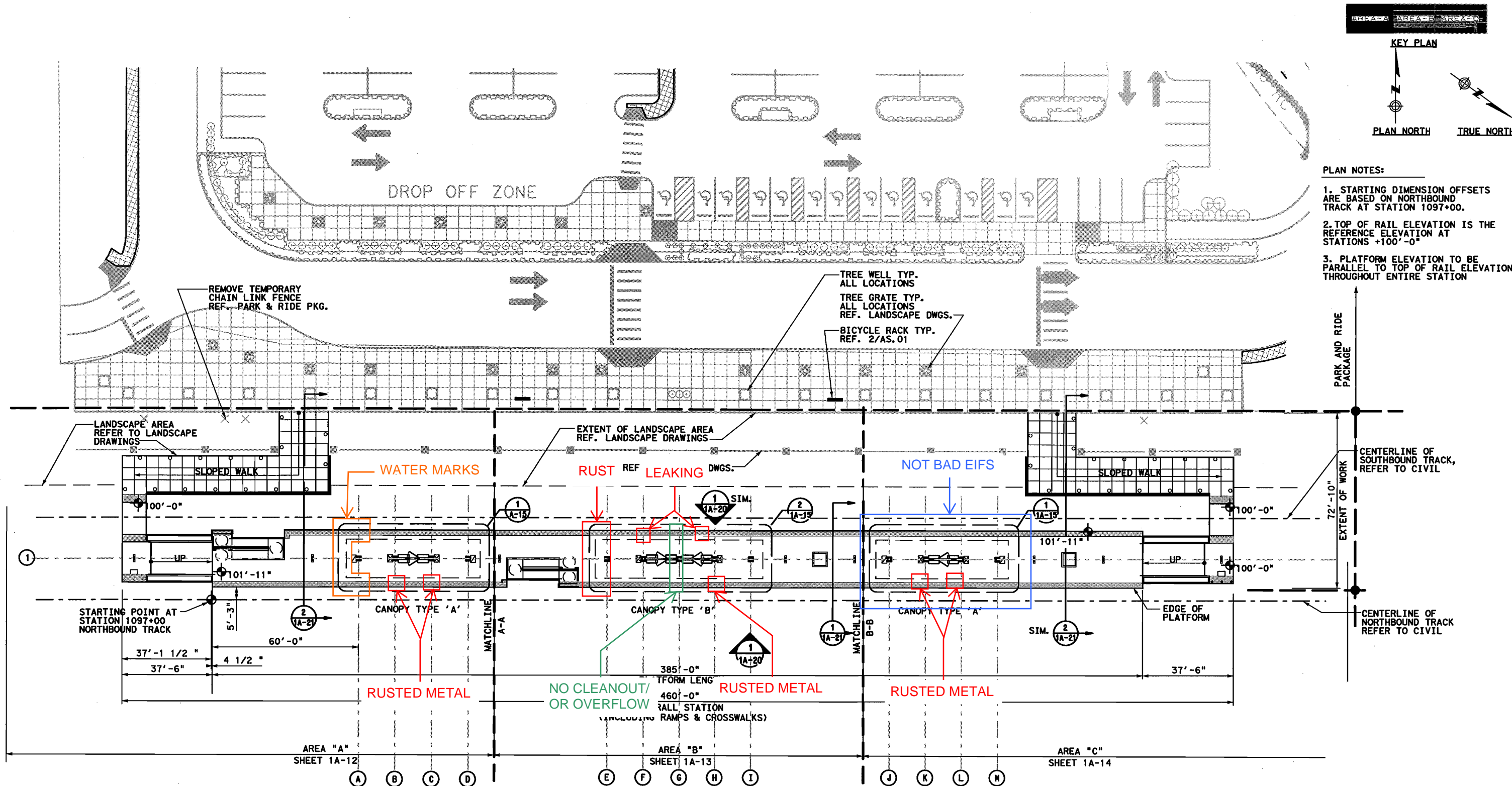
Appendix B. Drawings

- 1- Existing Conditions
- 2- Recommended Details

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OVERALL PLATFORM PLAN 1
SCALE: 1"=20'-0"

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3010 LBJ FREEWAY, SUITE 1300
DALLAS, TEXAS 75234
972-406-6950

56

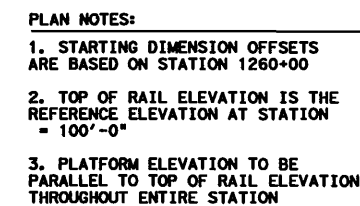
DC TA

SCALE	AS SHOWN
DRAWN	A. IGWE
DESIGNED	A. IGWE
CHECKED	T. KONGANDA
IN CHARGE	D. PECK
DATE	5/08/2009

DC TA
DENTON TO CARROLLTON RAIL PROJECT
OVERALL PLATFORM PLAN
HEBRON STATION

CONTRACT	SHT NO.	REV
	1A-11	

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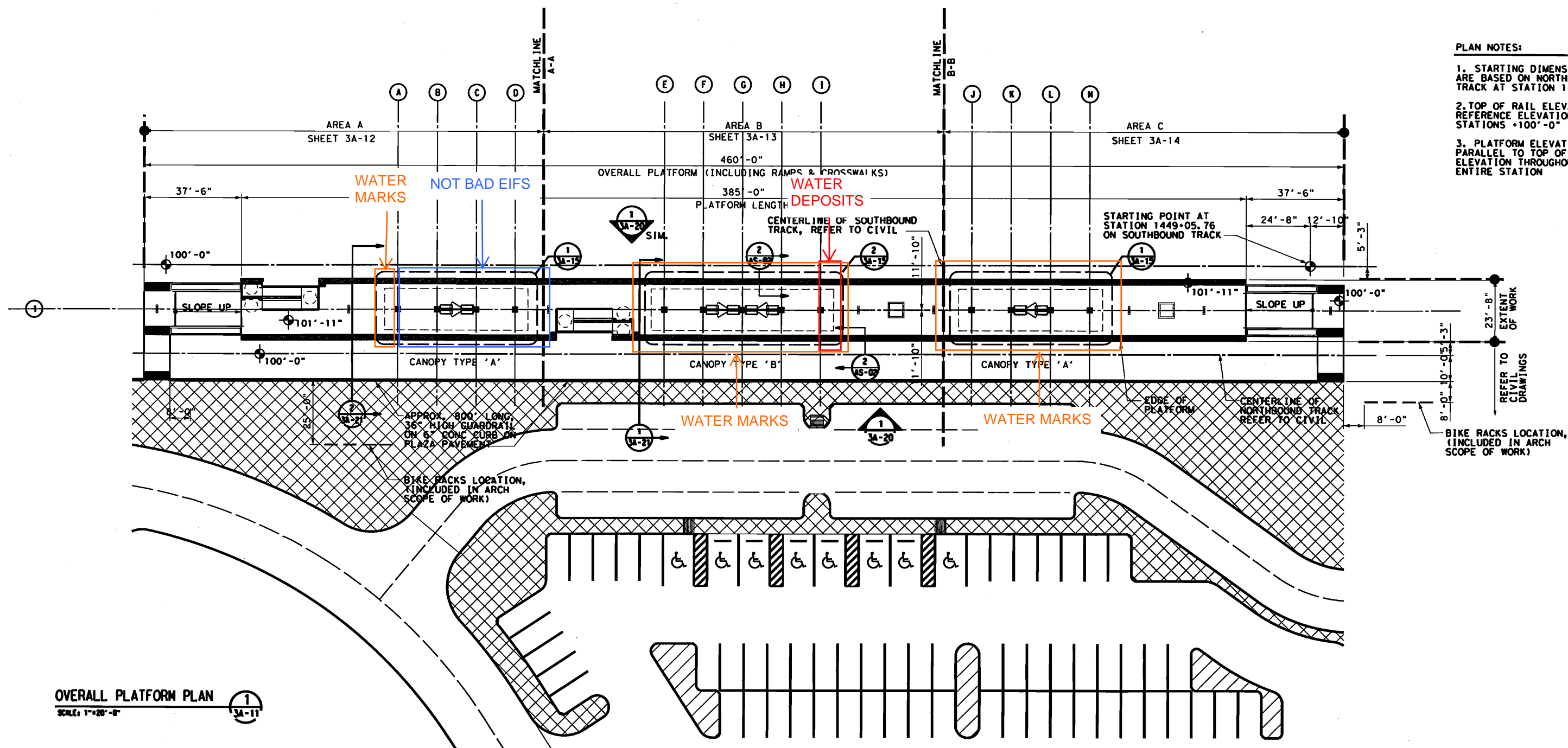
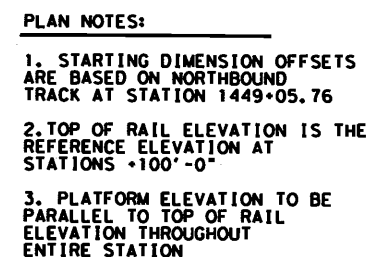
57

DCTA

SCALE	1:20
DRAWN	A. IGWE
DESIGNED	A. IGWE
CHECKED	T. KONGANDA
IN CHARGE	D. PECK
DATE	5/08/2009

DCTA
DENTON TO CARROLLTON RAIL PROJECT
OVERALL PLATFORM PLAN
OLD TOWN STATION

09	CONTRACT	SHT NO. 2A-11	RE
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58

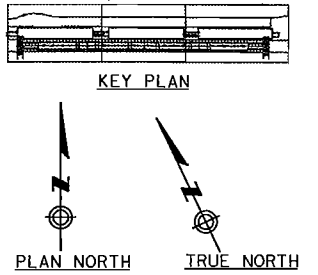
DCTA

SCALE	1:20
DRAWN	A. IGWE
DESIGNED	A. IGWE
CHECKED	T. KONGANDA
IN CHARGE	D. PECK
DATE	5/08/2009

DCTA
DENTON TO CARROLLTON RAIL PROJECT

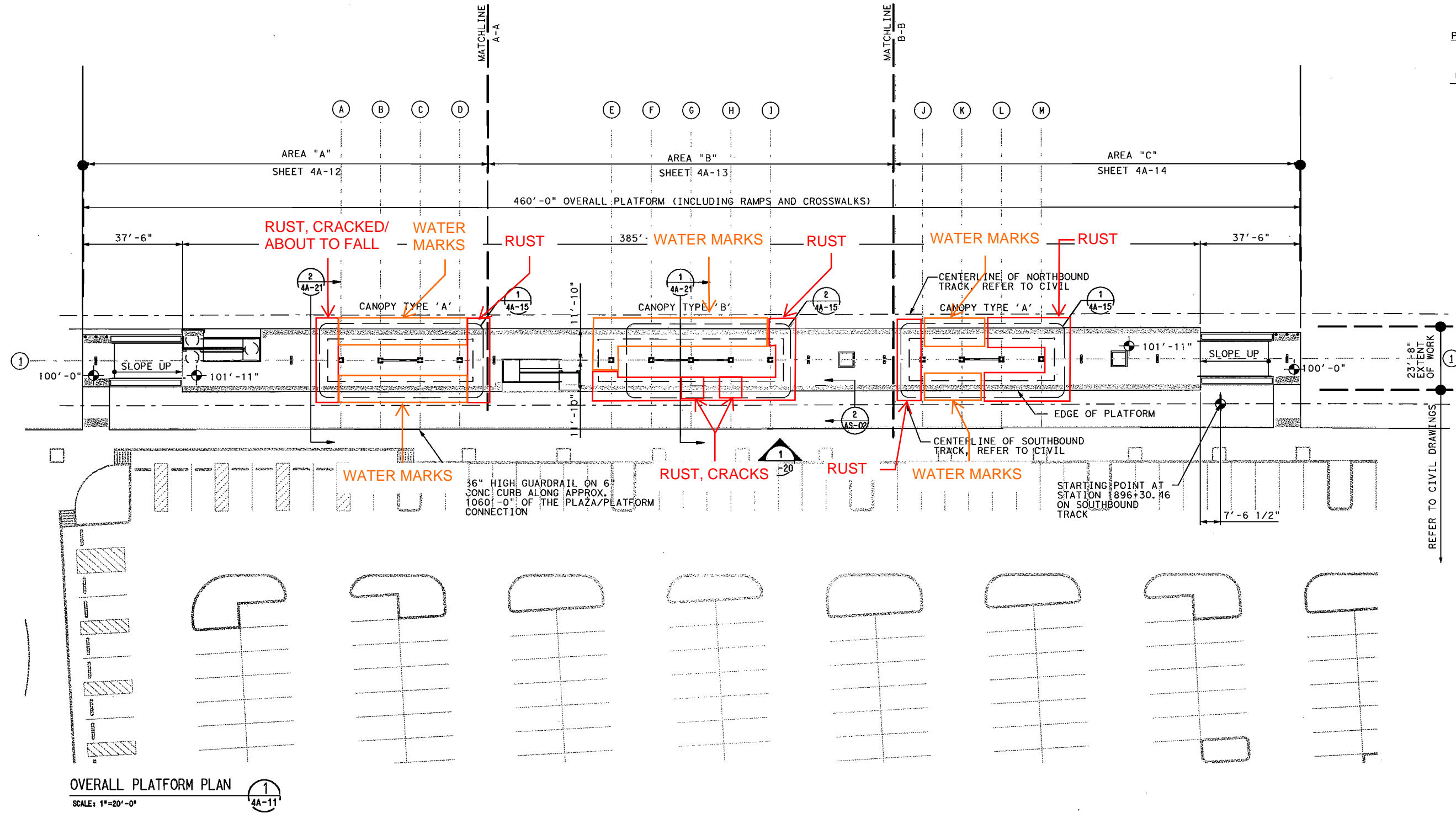
OVERALL PLATFORM PLAN
LEWISVILLE LAKE STATION

CONTRACT	SHT NO.	3A-11
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PLAN NOTES:

1. STARTING DIMENSION OFFSETS
ARE BASED ON SOUTHBOUND
TRACK AT STATION 1896+30.46
2. TOP OF RAIL ELEVATION IS THE
REFERENCE ELEVATION AT STATION
= 100'-0"
3. PLATFORM ELEVATION TO BE
PARALLEL TO TOP OF RAIL ELEVATION
THROUGHOUT ENTIRE STATION



OVERALL PLATFORM PLAN

SCALE: 1"=20'-0"

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URS

3010 LBJ FREEWAY, SUITE 1300
DALLAS, TEXAS 75234
972-406-6950

59

DCTA

SCALE	1:20
DRAWN	A. IGWE
DESIGNED	A. IGWE
CHECKED	T. KONGANDA
IN CHARGE	D. PECK
DATE	4/24/2009

DCTA
DENTON TO CARROLLTON RAIL PROJECT
OVERALL PLATFORM PLAN
MEDPARK STATION

CONTRACT	SHT NO. 4A-11	REV
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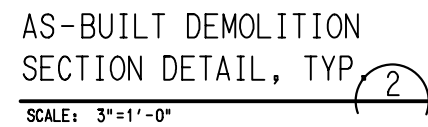
60

DCTA

SCALE	1:40
DRAWN	A. IGWE
DESIGNED	A. IGWE
CHECKED	T. KONGANDA
IN CHARGE	D. PECK
DATE	4/24/2009

DCTA
DENTON TO CARROLLTON RAIL PROJECT
OVERALL PLATFORM PLAN
DOWNTOWN DENTON STATION

CONTRACT	SHT NO. 5A-11	REV
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IN-PROGRESS

THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF REVIEW UNDER THE
AUTHORITY OF:

IT IS NOT TO BE USED FOR CONSTRUCTION
BIDDING, OR PERMIT PURPOSES.

61



CONTRACT SHEET No.		OF	
<p style="text-align: center;">DTCA PRELIMINARY ENGINEERING CANOPY SECTION DETAILS</p>			
CONTRACT C-2030485-01		DWG No.	REV

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Fleet Replacement (2021)

Project Ranking: Medium

Project Manager: Troy Raley

Phone: 940-218-1629

Department: Bus Operations

Location: Bus OMF

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Each year, Bus Operations staff reviews the current levels of service, identifies fleet requirements, reviews existing fleet, and updates the Fleet Replacement Plan. There were no fleet purchases made in FY2019 as there was an issue with the cooperative contract that did not allow for a purchase in the fiscal year. The purchase of fleet in FY2020 has been delayed due to COVID-19 production delays. Therefore, in FY2021, DCTA proposes to roll the existing two fleet replacement projects into FY2021 and combine to create one capital fleet replacement project. This project would allow DCTA to purchase a total of twenty four (24) small vehicles and three (3) non-revenue vehicles, which will replace existing vehicles that have exceeded their useful life in age and/or mileage.

Cost Breakdown:

24 Small Vehicles @ \$116k/each = \$2,784,000

Buy America Audit Expense @ \$1,100/each = \$26,400

3 Non-Revenue Vehicles @ \$44,100/each = \$132,300

PROJECT TOTAL = \$2,942,700

Current Approved Capital Projects:

Fleet (2019) - \$1,481,000 (rollover into FY21)

Fleet (2020) - \$1,062,600 (rollover into FY21)

*Additional Funding (2021) - \$399,100

TOTAL = \$2,942,700

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

Continue to use the vehicles in the existing fleet.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

If these vehicles are not replaced in a timely fashion, staff would expect to see an increase in maintenance expenses as well as road calls, leading to service delays and missed trips.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

The replacement cost of both the revenue and non-revenue vehicles is an eligible expense under FTA's Urbanized Area Formula Program and Bus and Bus Facilities Program. The vehicle replacement expenses are federally reimbursable at 85% federal with a 15% local match. \$1.6 million of the applicable grant funding listed below includes Transportation Development Credits in lieu of a local match, for 100% reimbursement.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2020	Amount	\$	10,000
Fiscal Year	2021	Amount	\$	2,932,700
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	2,942,700

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:	TX-2017-011-00	Amount: \$	\$ 588,717
Grant Number:	FY17 5339 Grant Funds	Amount: \$	\$ 66,522
Grant Number:	FY18 5339 Grant Funds	Amount: \$	\$ 572,056
Grant Number:	FY19 5339 Grant Funds	Amount: \$	\$ 415,934
Grant Number:	TX-2019-073-00	Amount: \$	\$ 1,090,785
		TOTAL GRANT FUNDS:	\$ 2,734,014

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -

Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital

Justification:

Replaces fleet that has met or exceeded its useful life.

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

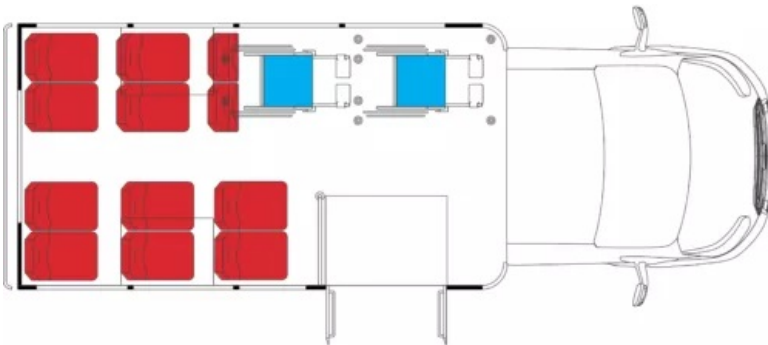
FY2021 Fleet Replacement



There were no fleet purchases made in FY2019 because the contract staff intended to utilize for the purchase expired and the renewal of the contract was held up unexpectedly. This caused staff to push the purchase to FY2020. As the order was submitted and the required Buy America audit scheduled for this purchase, the production was halted as the COVID-19 pandemic reached its heights. Production of these vehicles is anticipated to commence in August or September of this year. Therefore, in FY2021, DCTA anticipates the need to roll all three year's purchases into one purchase of twenty-four (24) small vehicles to replace existing vehicles that have exceeded their useful life in age and/or mileage.

For these purchases, DCTA intends to purchase twenty-four Arboc Spirit of Independence vehicles. These vehicles will be a 23' vehicle configured with 10 ambulatory seats, 2 flip seats and 2 wheelchair positions.

A purchased twelve of these vehicles in FY2018 and they have proven to be capable units in daily fixed route service in the cities of Denton and Lewisville. Therefore, these twenty-four new vehicles will be used in fixed route service as well. This will allow for the disposition of several vehicles that are currently past their useful life in the existing fleet.



DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Integrated Fare Payment

Project Ranking: FY20 Rollover

Project Manager: Marisa Perry

Phone: 972-316-6093

Department: Finance

Location:

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2022

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

This project would supplement the current farebox system with a reloadable card system on all vehicles in DCTA's fleet to better track ridership trends, reduce in-house cash collections, and improve boarding speed for passengers. The systems could also feature fare capping and integration with DART's fare payment system to improve the overall customer experience by streamlining the customer's fare payment process.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

Current fareboxes hold coin and currency fares which must be manually counted in-house and transported to the bank via courier. Ridership is tracked manually. These fareboxes require exact change, as they cannot issue change to a passenger. Passengers utilizing DART's GoPass® Tap Card system are required to purchase separate fare media from DCTA since DCTA does not currently accept this fare media.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Operations can continue to use the current fareboxes, but without the efficiencies noted above and without the ability to track regional ridership (i.e. riders that utilize this fare payment for more than one transit agency).

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Grant funding of \$250,000 with the use of Transportation Development Credits is programmed for this project to cover almost half the cost.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$	300,000
Fiscal Year	2022	Amount	\$	300,000
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	600,000

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -

Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital

Justification:

Capital assets include card validators and back-end software/hardware.

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Agency Long Range Service Plan

Project Ranking: HIGH

Project Manager: Tim Palermo

Phone: 972-316-6099

Department: Planning and Development

Location: System Wide

Desired project timing:

Start Date: November 1, 2020

Completion Date: June 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

DCTA's Transformation Initiative will help establish a new agency vision, goals, and framework to move the agency forward. An updated Long Range Service Plan is required to align elements of the transformation with future service and capital project needs. Also, an updated long range plan is needed to identify any unfunded capital needs which may be included into future updates of the RTC's Metropolitan Transportation Plan, to strengthen coordination between other transit providers and multiple planning processes. The Long Range Service Plan provides an opportunity to explore alternative futures, and leverage funding mechanisms and community support for new mobility improvements.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

DCTA has deferred updating the Long Range Service Plan to address multiple ad-hoc, short-range planning needs and an evolving shift towards different service types and performance standards at the agency. Following the results from the Transformation Initiative represents a unique opportunity to prepare the update as the implementation strategy for transformation.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Failure to update the Long Range Service Plan will put the agency at a considerable competitive disadvantage when competing for discretionary grants and may place the agency at risk of our Title VI plan being found not compliant with FTA regulations. Failure to update the long range plan will result in a substantial disconnect between the recommendations and performance standards which will emerge from the Transformation Initiative and the agency's programming of future service and capital investments.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Planning initiatives are typically eligible for reimbursement by grant funding. Staff will consider this project for development of the FY20 Program of Projects (POP).

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Operating Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$ 400,000
Fiscal Year		Amount	
Fiscal Year		Amount	
Fiscal Year		Amount	
Total Project Cost Estimate			\$ 400,000

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated: \$ -

PROJECT ANALYSIS

Operating: ☐ X

Capital: ☐

Useful Life (Years): ☐

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: ☐ APPROVED AMOUNT: ☐

PROJECT NOTES: Project coded to the Strategic Planning Dept (130) operating budget:
Professional Services (50309)

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: PTC Enhancements-Phase 2 (Project Rollover)

Project Ranking: High

Project Manager: Rony Philip

Phone: 972-966-5117

Department: Rail Operations

Location:

Desired project timing: Start Date: 7/1/2019*

Completion Date: September 30, 2022

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Transit systems nationwide are having to adjust their schedules to incorporate Positive Train Control (PTC) technology. PTC makes the system safer but inherently causes delays. This has been the case with the Enhanced Automatic Train Control (E-ATC) system used by DCTA. However, the system can be fine tuned to offset delays caused by E-ATC. This would involve raising the existing track speeds and subsequently programming the signal system to accommodate the increased track speeds. DCTA received a Consolidated Rail Infrastructure and Safety Improvement (CRISI) grant from the Federal Railroad Administration to help offset the additional costs. The total grant is \$4,000,000 and requires a 20% local match.

*Pre-award authority was granted in July 2019 for preliminary engineering required to finalize the project scope.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

The existing PTC system is in extended Revenue Service Demonstration (RSD) mode. We are awaiting final approval from the Federal Railroad Administration. The need for enhancements was identified during prolonged testing.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

The inherent delays caused by PTC implementation are having adverse effects on passenger commute time.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

This project will be funded by an 80% reimbursable Consolidated Rail Infrastructure and Safety Improvement (CRISI) grant.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2020	Amount	\$	150,000
Fiscal Year	2021	Amount	\$	3,000,000
Fiscal Year	2022	Amount	\$	1,850,000
Fiscal Year		Amount		
Total Project Cost Estimate			\$	5,000,000

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number: FRA CRISI Grant

Amount: \$ 4,000,000

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -

Additional Estimated Revenue to be Generated: \$ -

PROJECT ANALYSIS

Operating:

Capital: ☒

Useful Life (Years):

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

Attachment 2

STATEMENT OF WORK

Denton County Transportation Authority

Positive Train Control Enhancements Project

Positive Train Control Systems Grants under the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program, Fiscal Year 2018

I. AUTHORITY

Authorization	49 U.S.C. § 24407(c)(1) moved to 49 U.S.C § 22907 (c)(1)
Funding Authority/Appropriation	Consolidated Appropriations Act, 2018, Division L, Title I, Public Law 115-141 (2018 Appropriation)
Notice of Funding Opportunity (NOFO)	Notice of Funding Opportunity for Positive Train Control Systems Grants under the Consolidated Rail Infrastructure and Safety Improvements Program for Fiscal Year 2018, 83 FR 23328, May 18, 2018.

To the extent there is a conflict between Attachment 1 and this Attachment 2, Attachment 1 governs.

II. BACKGROUND

This Agreement funds the deployment of: system/engineering design; implementation of wayside and Stadler Diesel Multiple Units onboard software modifications; dispatch software and hardware integration; testing; and, training (Project).

In response to the NOFO, the Denton County Transportation Authority (DCTA or Grantee) submitted an application for the Positive Train Control (PTC) Enhancements Project to fine-tune the PTC system. On August 23, 2018, Federal Railroad Administration (FRA) announced that the Grantee would receive an award up to \$4,000,000 (FRA Award) to complete the Project.

The Grantee is the railroad of record for the A-train commuter rail service in Denton County, TX. The A-train is a 21.3-mile commuter rail service connecting downtown Denton, Texas to the Green Line on the Dallas Area Rapid Transit's light rail transit network at the Trinity Mills Station. This service operates Stadler Diesel Multiple Units (DMU) on a single-tracked rail line with passing/siding tracks. During peak operation, four trains are in operation. There are five

stations on the route serving the cities of Denton, Lewisville, and Highland Village. The passenger service is temporally separated from very limited freight service (3-4 trains per week) on the southern seven miles of the line. The line does not extend beyond the northernmost station (the Downtown Denton Transit Center), and there is no through traffic.

The Grantee was mandated to implement a PTC system on all required route miles by December 31, 2018 per the PTC Enforcement and Implementation Act of 2015 (PTCEI Act). The Grantee elected to implement an Enhanced Automatic Train Control (E-ATC) system to meet the federal requirement. This system provides overspeed, train-train collision, work zone, and misaligned switch protection. DCTA has installed 100 percent of the E-ATC system, and has completed required training static and dynamic testing as of December 2018; DCTA is in extended Revenue Service Demonstration (RSD) as of April 2020.

During static and dynamic testing of the E-ATC system, the Grantee noticed an increase in the travel time of 10 minutes (i.e., delay) from the starting station to the ending station of the entire corridor, when there's no opposing train move (i.e., no train waiting in a siding). The delay is attributed to E-ATC. As a result, the critical concerns in its E-ATC implementation are the impact of the E-ATC operation on travel time and increased operating costs for dispatch operations. Furthermore, the existing long block lengths on the track will magnify the impact of work zones, mandatory directives, and temporary speed restrictions providing an even greater impact than E-ATC alone on passenger travel time and scheduling. Furthermore, the existing long block lengths on the track will magnify the impact of work zones, mandatory directives, and temporary speed restrictions on passenger travel time and scheduling. Through this Project, the Grantee will fine-tune the E-ATC system to address the delay issue (and anticipates reducing the average trip time to at least 6 minutes) with wayside modifications, as well as improve dispatch operations by integrating the train management dispatch system (TMDS) with the E-ATC Temporary Speed Restriction (TSR) server and modifying the onboard software on the Stadler DMUs.

All necessary planning and National Environmental Policy Act (NEPA) requirements have been completed. FRA issued a Categorical Exclusion (CE) for the Project on 8/23/2018. The CE is on file with FRA.

III. OBJECTIVE

The objective of the Project is to progress the implementation from PTC compliance to optimization of the E-ATC system, reduce travel time for passengers, and reduce operating costs through more efficient dispatch operations.

IV. PROJECT LOCATION

The Project will take place within the Grantee's existing right-of-way and certain offices. The Project elements will take place in the locations described below.

- Implementation of the wayside modifications will take place at locations (determined by signal design) along the 21.3 miles where overlay circuits will be added. Testing will take place in the entire 21.3 miles of DCTA alignment.
- Training will take place at the Grantee's Rail Operations and Maintenance facility in Lewisville, Texas.

V. DESCRIPTION OF WORK

Task 1: Project Administration

Project Administration includes all work that is necessary for the Grantee to manage this Project. The Grantee will prepare a Detailed Project Work Plan, Budget, and Schedule for the following tasks, which may result in amendments to this Agreement. The Detailed Project Budget will be consistent with the Approved Project Budget but will provide a greater level of detail. The Detailed Project Work Plan will describe, in detail, the activities and steps necessary to complete the tasks outlined in this Statement of Work. The Detailed Project Work Plan will also include information about the project management approach (including team organization, team decision-making, roles and responsibilities and interaction with FRA), as well as address quality assurance and quality control procedures. In addition, the Detailed Project Work Plan will include the Project Schedule (with Grantee and agency review durations) and a detailed Project Budget. Similarly, agreements governing the construction, operation and maintenance of the Project should also be included. The Detailed Project Work Plan, Budget, and Schedule will be reviewed and approved by the FRA.

The Grantee acknowledges that work on subsequent tasks will not commence until the Detailed Project Work Plan, Budget, and Schedule has been completed, submitted to FRA, and the Grantee has received approval in writing from FRA, unless such work is permitted by pre-award authority provided by FRA. The FRA will not reimburse the Grantee for costs incurred in contravention of this requirement unless otherwise notified by FRA.

This task also includes the completion of reports as required in Attachment 1.

Task 1 Deliverables:

- Detailed Project Work Plan, Budget, and Schedule
- Final Performance Report

Task 2: System/Engineering Design

The Grantee will conduct necessary activities to complete the system/engineering design as described in the Detailed Project Work Plan, and summarized in the following bullets:

- Track study to inform final design and the project scope details. The study will determine if the maximum authorized speed can be increased on the main track, siding track and curves. It will also identify the modifications that could be done on the track structure to increase the track speed (e.g., wayside modifications, super elevation modification, etc.).

- Revision of the wayside design to account for: 1) the existing E-ATC design does not account for electric locks not being hard-wired into the system; 2) E-ATC wayside software would be modified to include maximum authorized speed changes dictated from the track study implementation; 3) Additional wayside overlay track circuits to add granularity for time code change points in a block; 4) Design change on any grade crossings that might be impacted as a result of wayside design or track speed changes.
- Revision of the TMDS dispatch hardware and software programming to allow for integration with the E-ATC TSR server software and use of single office dispatch display screen. The Grantee will evaluate hardware needs (e.g., if a new server is needed) to support the integration. If hardware is needed, the Grantee will procure necessary hardware.
- Modification of the existing onboard DMU software and Alstom Ultracab software to include E-ATC configuration parameters and additional operational features introduced to improve system efficiency.

This task also includes the procurement of all necessary, relevant materials to complete the task and for implementation of activities described in Task 3.

Task 2 Deliverables:

- Final Design and requirements documents for completion of wayside modifications
- Final Design and requirements documents for the revised DMU onboard software.

Task 3: Implementation and Testing

• Subtask 3a: Implementation

The Grantee will implement wayside and DMU onboard software modifications as described in the Detailed Project Work Plan. The following bullets provide an overview of the planned activities:

- Wayside modifications: Wayside application software logic changes and all additional wayside overlay track circuits (to reduce E-ATC block lengths) through laying wiring and software modifications, electric lock integrations in the bungalows, grade crossing active warning device design changes including programming (software) changes and testing. The overlay track circuits will improve the granularity of the signal system to gain better visibility of the permanent speed restrictions that are ahead of the train.
- TMDS software and hardware integration with the E-ATC system. The TMDS software for the signal system and the E-ATC TSR server software need to be integrated so that the dispatcher has one screen for running trains equipped with E-ATC. The integration will help reduce the risk of human error of the dispatcher when two separate systems are used.
- Onboard software modifications to the DMUs: The DMUs were originally designed for an Interoperable Electronic Train Management System (I-ETMS) overlay PTC system. Since the Grantee is using an E-ATC system, the DMUs

controlling software needs to be modified with E-ATC parameters. The Alstom Ultracab software (E-ATC) will be modified to accommodate any operational efficiencies.

- **Subtask 3b: Testing**

Once subtask 3a is done, the Grantee will conduct system testing as described in the Detailed Project Work Plan. The following bullets provide an overview of the anticipated activities:

- Complete all static and dynamic system testing to determine how the wayside modifications described in subtask 3a have improved the delay time.
- Complete all necessary testing of the revised DMU onboard software.
- Complete all necessary testing of the newly integrated TMDS and E-ATC office hardware and software.

Task 3 Deliverables:

- Technical documentation (report) of the reduction in the system run time
- Copy of the revised user and operations/maintenance manual for the newly integrated TMDS-E-ATC screen

Task 4: Training

The Grantee will complete ‘train the trainer’ courses, as described in the Detailed Project Work Plan, for select personnel performed by a vendor. The courses will cover operations, mechanical, dispatch team, and wayside/signal equipment. As a result, personnel will be prepared to train new personnel.

Task 4 Deliverables:

- Copy of the syllabus for each of the train the trainer courses

VI. PROJECT COORDINATION

The Grantee shall perform all tasks required for the Project through a coordinated process, which will involve affected railroad owners, operators, and funding partners, including:

- Vendors/Contractors
- Dallas Garland and North Eastern (DGNO) Railroad
- FRA

VII. PROJECT MANAGEMENT

The Grantee is responsible for facilitating the coordination of all activities necessary for implementation of the Project. The Grantee will utilize its Project Management Policies and Procedures Manual in project delivery. Upon award of the Project, the Grantee will monitor and evaluate the Project's progress through regular meetings scheduled throughout the period of performance. The Grantee will:

- Participate in a project kickoff meeting with FRA
- Complete necessary steps to hire a qualified consultant/contractor to perform required Project work
- Hold regularly scheduled Project meetings with FRA
- Inspect and approve work as it is completed
- Review and approve invoices as appropriate for completed work
- Perform Project close-out audit to ensure contractual compliance and issue close-out report
- Submit to FRA all required Project deliverables and documentation on-time and according to schedule, including periodic receipts and invoices
- Read and understand the Terms and Conditions of this Agreement (Attachment 1)
- Notify FRA of changes to this Agreement that require written approval or modification to the Agreement
- Comply with all FRA Project reporting requirements, including, but not limited to, providing the following information in the quarterly progress reports:
 - a. Status of project by task breakdown and percent complete
 - b. Changes and reason for change in project's scope, schedule and/or budget
 - c. Description of unanticipated problems and any resolution since the immediately preceding progress report
 - d. Summary of work scheduled for the next progress period
 - e. Updated Project schedule

Attachment 3

PROJECT SCHEDULE AND DELIVERABLES

Denton County Transportation Authority

Positive Train Control Enhancements Project

PTC Systems Grants under CRISI, FY18

The period of performance for this Project will be as stated on the cover sheet of this Agreement. Unless otherwise approved, requests for extensions of the Project Performance Period must be submitted not later than 90 days before the end of the Project Performance Period, consistent with Section 4(b) of Attachment 1.

Approved Project Schedule

Task #	Task Name	Estimated Start Date	Estimated End Date
1	Project Administration	Continuous throughout duration of the Agreement	
2	System/Engineering Design	June 1, 2019	October 31, 2020
3	Implementation and Testing	January 1, 2021	June 30, 2021
4	Training	July 1, 2021	August 31, 2021

The deliverables associated with this Agreement are listed below. The Grantee must complete these deliverables to FRA's satisfaction in order to be authorized for funding reimbursement and for the Project to be considered complete.

Deliverables

Task	Deliverable	Due Date
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Task	Deliverable	Due Date
1	Detailed Project Work Plan, Budget, and Schedule	Within 30 days of Agreement execution date
1	Final Performance Report	Within 90-day closeout period
2	Final Design and Requirements documents for completion of wayside modifications	December 31 2020
2	Final Design and Requirements documents for the revised DMU onboard software.	December 31 ,2020
3	Copy of the revised user and operations/maintenance manual for the newly integrated TMDS-E-ATC screen	December 31,2021
3	Technical documentation (report) of the reduction in the system run time	September 30,2021
4	Copy of the syllabus for each course that the newly trained train the trainer personal will be presenting to train other railroad personnel	December 31,2021

Attachment 4

APPROVED PROJECT BUDGET

Denton County Transportation Authority

Positive Train Control Enhancements Project

PTC Systems Grants under CRISI, FY18

The total estimated cost of the Project is \$5,000,000, for which the FRA grant will contribute up to 80% of the total cost, not to exceed \$4,000,000. The Grantee's Non-Federal Contribution is comprised of cash contributions only in the amount of \$1,000,000. Any additional expense required beyond that provided in this Agreement to complete the Project shall be borne by the Grantee.

In a letter to Grantee dated 5/07/2019, FRA authorized the incurrence of certain pre-agreement costs on or after 6/01/2019 for Task 2 in the amount of \$150,000, of which \$120,000 is Federal Contribution and \$30,000 is Non-Federal Contribution, in anticipation of the execution of this Agreement. Such costs are allowable only to the extent that they are otherwise allowable under the terms of this Agreement.

Project Estimate by Task

Task #	Task Name	Federal Contribution	Non-Federal Contribution	Total Cost
1	Project Administration	\$80,000	\$20,000	\$ 100,000
2	System/Engineering Design	\$2,800,000	\$700,000	\$3,500,000
3	Implementation and Testing	\$960,000	\$240,000	\$ 1,200,000
4	Training	\$160,000	\$40,000	\$200,000
Total Project Cost		\$4,000,000	\$1,000,000	\$5,000,000

Revisions to the Approved Project Budget shall be made in compliance with Attachment 1 of this Agreement. The Grantee will document expenditures by task, and by Federal and Non-Federal Contributions, when seeking reimbursement from FRA.

Project Estimate Contributions

Funding Source	Project Contribution Amount	Percentage of Total Project Cost
----------------	-----------------------------	----------------------------------

Federal Contribution (FRA Award)	\$ 4,000,000	80%
Non-Federal Contribution (Grantee)	\$ 1,000,000	20%
Total Project Cost	\$ 5,000,000	100%

Attachment 5

PERFORMANCE MEASUREMENTS

Denton County Transportation Authority

Positive Train Control Enhancements Project

PTC Systems Grants under CRISI, FY18

The table below contains the performance measures that this Project is expected to achieve. These performance measures will enable FRA to assess Grantee's progress in achieving strategic goals and objectives. The Grantee will report on these performance measures per the frequency and duration specified in the table.

Upon Project completion, Grantee will submit reports comparing the Actual Project Performance of the new and or improved asset(s) against the Pre-Project (Baseline) Performance and Expected Post-Project Performance as described in Tables 1-3 below. Grantee need not include any analysis in addition to the described data; however, Grantee is welcome to provide information explaining the reported data. Grantee will submit the performance measures report to the Regional Manager one time upon Project completion.

Table 1: PTC Training - Performance Measurement			
Performance Measure	Description of Measure	Measurement	Reporting
PTC Training	Training funded by the project aligns with the railroad's 49 CFR §§236.1041–1043 compliant PTC training program, and all training associated with the project is successfully completed in compliance with 49 CFR §§236.1041–1049.	Pre-Project (Baseline) Performance as of 10/26/18: No	Actual Performance after Project Completion: Comparison of actual performance of asset(s) versus the baseline and expected post-project performance.
			Frequency: Upon project

			completion
		Expected Post-Project Performance: Yes	Duration: One time

Table 2: PTC Testing - Performance Measurement			
Performance Measure	Description of Measure	Measurement	Reporting
PTC Testing	Confirmation that the railroad has obtained FRA approval to conduct field testing of the PTC system, and that all field testing associated with the project has been satisfactorily completed.	Pre-Project (Baseline) Performance as of 08/23/2018: No	Actual Performance after Project Completion: Comparison of actual performance of asset(s) versus the baseline and expected post-project performance.
			Frequency: Upon project completion
		Expected Post-Project Performance: Yes	Duration: One time

Table 3: PTC Equipment and Software Conformance - Performance Measurement			
Performance Measure	Description of Measure	Measurement	Reporting
PTC Equipment and Software Conformance	Confirmation that the PTC components (e.g. wayside signal equipment, locomotive equipment, IT equipment, software) that will be procured as part of the project conform with the PTC system and interoperability requirements (if any) identified in the FRA approved	Pre-Project (Baseline) Performance as of 08/23/2018: No	Actual Performance after Project Completion: Comparison of actual performance of asset(s) versus the baseline and expected post-project performance.

	PTC Implementation Plan.		Frequency: Upon project completion
		Expected Post-Project Performance: Yes	Duration: One time

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: PTC Implementation (Project Rollover)

Project Ranking: High

Project Manager: Rony Philip

Phone: 972-966-5117

Department: Rail Operations

Location:

Desired project timing:

Start Date: In Progress

Completion Date: December 31, 2020

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

This project is for the federally mandatory Positive Train Control (PTC) implementation due by December 31, 2020. It is required under Rail Safety Improvement Act of 2008 (RSIA). The remainder of the project budget needs to be rolled over to FY21 for project completion.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

PTC project is 99% complete. It is in Extended Revenue Service Demonstration (RSD) phase and on target to be certified by the Federal Railroad Administration by December 31, 2020.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

This project was mandated by the federal government. FRA can officially stop DCTA rail operations if PTC was not implemented.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

This project is funded at 80% reimbursement by an FTA grant.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Life-to-Date thru FY 2020		Amount	\$	15,832,210
Fiscal Year	2021	Amount	\$	887,931
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	16,720,141

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number: TX-95-X079-00

Amount: \$ 12,500,000

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:	\$ 200,000.00	
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ 200,000.00	\$ -

Additional Estimated Revenue to be Generated: \$ -

PROJECT ANALYSIS

Operating:

Capital: ☒

Useful Life (Years):

*Complete additional information if capital

Justification:

Acquisition/implementation of federally mandated safety system

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Legistar Public Meeting Software Solution

Project Ranking: Medium

Project Manager: Brandy Pedron

Phone: 972-316-6032

Department: CEO

Location: Administrative Offices

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2023

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Granicus/Legistar is a full-spectrum, robust software as a service solution that enhances and enables public participation in the governing body meeting process. Legistar streams the meeting live online and indexes each agenda item to the corresponding video segment, so a member of the public can quickly and easily access an agenda item of interest. This project is being requested to enhance board meeting transparency and public engagement during and after board meetings. Currently, if a member of the public or other interested stakeholder would like to participate or view the Board of Directors meeting in real time, they must generally do so in person. In response to COVID-19 social distancing regulations, staff has been able to provide an audio solution, but the video, when available, and audio are low-quality and ineffective solutions in the long-term. The public participation process is greatly inhibited under the current system. It is cumbersome for a member of the public to locate an agenda item's video clip or identify votes cast on particular items, thereby impeding transparency efforts. In addition, the City of Lewisville and the City of Denton are both current users of this system, as is Denton County. As such, members of our shared public are very familiar with Legistar and how to access meetings, meeting materials, and videos, agenda items, and associated agenda item video clips.

There is a one-time hardware delivery, setup, and training fee of \$24,457 in year 1, plus the first year's annual fee of \$22,528. Thereafter, year 2 is estimated at \$24,106 and year 3 at \$25,793. These estimates exclude any consideration of expenses in FY20. If FY20 funding were to be made available, the FY 21 request would decrease. Attached is the Granicus proposal. This budget request excludes the VoteCast option to acknowledge current budgetary constraints, but would like to consider this in out years as an option for the Board's consideration.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

We do not currently provide concurrent video streaming, so if a member of the public wants to view the meeting in real-time, they must attend in person. All videos are archived in-full on YouTube separate from the Board agenda materials, located on the DCTA website. There are no integration capabilities in the system currently being used.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Staff would continue to manage the manual legislative process, agenda development, and providing the video of a meeting on YouTube without concurrent streaming capabilities.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

There are currently no other resources available for such programming.

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Operating Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No, the focus of this request is improved public involvement and board governance transparency.

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$ 46,985
Fiscal Year		Amount	
Fiscal Year		Amount	
Fiscal Year		Amount	
Total Project Cost Estimate			\$ 46,985

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number: Amount: \$

Grant Number: Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):	\$ 26,000	
TOTAL	\$ 26,000	\$ -


Additional Estimated Revenue to be Generated: \$ -

PROJECT ANALYSIS

Operating: ☐ X

Capital: ☐

Useful Life (Years): ☐

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES: Project coded to the Board of Directors Dept (110) operating budget:
Computer Software & Supplies (50313)

Procurement Vehicle: Texas Department of Information Resources (DIR)

In Support of: Denton County Transportation Authority TX

Granicus Contact

Name: Benjamin Shor

Phone: (202) 407-7418

Email: benjamin.shor@granicus.com

Proposal Details

Quote Number: Q-95087

Prepared On: 6/8/2020

Valid Through: 7/31/2020

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

One-Time Fees

Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Legistar - Setup & Configuration	Upon Delivery	1 Each	\$12,150.00
Legistar - Onsite Training	Upon Delivery	3 Days	\$6,750.00
Legistar (Admin) - Online Training	Upon Delivery	4 Hours	\$810.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Government Transparency - Setup & Configuration	Up Front	1 Each	\$0.00
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	\$3,150.00
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	\$787.50
SUBTOTAL:			\$24,457.50

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
US Shipping Charge C - Large Item	Upon Delivery	1 Each	\$0.00
Meeting Efficiency - Setup & Configuration (Standard)	Up Front	1 Each	\$810.00
eComment - Online Training	Upon Delivery	1 Hours	\$0.00
eComment - Setup and Configuration	Up Front	1 Each	\$0.00
SUBTOTAL:			\$24,457.50

Annual Fees for New Subscriptions			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Legistar	Annual	1 Each	\$14,936.40
Open Platform Suite	Annual	1 Each	\$0.00
Government Transparency Suite	Annual	1 Each	\$4,622.40
Open Platform Suite	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,080.00
Meeting Efficiency Suite	Annual	1 Each	\$0.00
eComment	Annual	1 Each	\$1,890.00
SUBTOTAL:			\$22,528.80

Remaining Period(s)		
Solution(s)	Year 2	Year 3
Legistar	\$15,981.95	\$17,100.68
Open Platform Suite	\$0.00	\$0.00
Government Transparency Suite	\$4,945.97	\$5,292.19
Open Platform Suite	\$0.00	\$0.00
Granicus Encoding Appliance Software (GT)	\$1,155.60	\$1,236.49
Meeting Efficiency Suite	\$0.00	\$0.00
eComment	\$2,022.30	\$2,163.86
SUBTOTAL:	\$24,105.82	\$25,793.22

Product Descriptions	
Name	Description
Legistar	<p>Legistar is a Software-as-a-Service (SaaS) solution that enables government organizations to automate the entire legislative process of the clerk's office. Clerks can leverage Legistar to easily manage the entire legislative process from drafting files, through assignment to various departments, to final approval. Legistar includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies and meeting types • Unlimited data storage and retention • Up to one (1) Legistar database • Up to one (1) InSite web portal
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
Legistar - Setup & Configuration	<p>Setup and Configuration for Legistar includes:</p> <ul style="list-style-type: none"> • Access to an implementation consultant until project acceptance • Access to existing Web-based recorded trainings around standard account functions and capabilities • Up to five (5) two-hour needs analysis calls with a business analyst • Up to one (1) Standard Agenda and Minutes report template • Configuration of up to one (1) meeting body or type
Legistar - Onsite Training	<p>Legistar - Onsite Training is for onsite training for Legistar, which allows clients to have a Granicus trainer onsite to show them how to use the system.</p> <p>Onsite Training includes travel, meals and lodging expenses.</p>
Legistar (Admin) - Online Training	Legistar Admin - Online Training is for online training for Legistar Administration, which allows clients to have online sessions with a Granicus trainer to learn how to use the system.
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform

Product Descriptions	
Name	Description
Government Transparency - Setup & Configuration	Setup and Configuration for Government Transparency Suite includes implementation of: <ul style="list-style-type: none"> Up to one (1) View Page and Player template Up to one (1) Live Manager configuration
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.
US Shipping Charge C - Large Item	US shipping of a large item
Granicus Video - Online Training	Granicus Video - Online Training
Meeting Efficiency Suite	Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes: <ul style="list-style-type: none"> Unlimited user accounts Unlimited meeting bodies Unlimited storage of minutes documents Access to the LiveManager software application for recording information during meetings Access to the Word Add-in software component for minutes formatting in MS Word if desired Up to one (1) MS Word minutes template (additional templates can be purchased if needed)

Product Descriptions	
Name	Description
Meeting Efficiency - Setup & Configuration (Standard)	Setup and Configuration for Meeting Efficiency Suite includes implementation of: <ul style="list-style-type: none"> • Up to one (1) client Installation of Minutes Maker (compatible client hardware required for software) • Up to one (1) Minutes report
Minutes - Online Training	online training for Minutes, which allows clients to have online sessions with a Granicus trainer to show clerks how to take minutes during a meeting and how to edit and publish them after a meeting.
eComment	eComment reduces staff time by providing the ability to effortlessly collect and manage citizen input on agenda items. Citizens are allowed to either/or submit comments in regards to items or sign up to speak before a scheduled meeting.
eComment - Online Training	Virtual training session with a Granicus professional services trainer.

Terms and Conditions

- Terms and Conditions are in accordance with the Granicus Texas Department of Information Resources agreement (DIR-TSO-3631 for SaaS and DIR-TSO-3948 for Hardware) and takes precedence over all other conflicting terms and conditions incorporated herein.
- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Customer for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Denton County Transportation Authority TX to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.

Agreement and Acceptance

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Billing Information

Name:

Phone:

Email:

Address:

Denton County Transportation Authority TX

Signature:

Name:

Title:

Date:

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Railroad Crossing Refurbishments

Project Ranking: High

Project Manager: Rony Philip

Phone: 972-966-5117

Department: Rail Operations

Location:

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Railroad crossings at MP 727.57 Corinth Parkway and MP 721.78 Sycamore Street in Denton were installed with tub style concrete crossings when the rail corridor was built for the A-train. Over time, these crossings have begun to sink which causes the track geometry to deteriorate in the track profile and alignment areas. Based on Federal (49 CFR Part 213) track safety standards, crossings are at risk of dropping below current operating standards. If the crossings drop below the prescribed standards, then a speed restriction is required. DCTA, along with rail contractor (Rio Grade Pacific), has determined that replacing these tub crossings with concrete lag down crossing panels will enable the railroad to function with minimal disruption and will reduce maintenance costs in the long run. Maintenance cost is reduced because the concrete lag down crossing panels can be removed for maintenance without requiring the removal of the entire crossing that is required with the current concrete tub crossings. Replacement cost for Corinth Parkway is \$193,508 and Sycamore Street is \$224,062.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

DCTA's railroad contractor monitors the condition of the crossing and when necessary a slow order (15 MPH) will be issued based on railroad safety standards which will negatively impact service. We have grout injected crossings in the past, when the deterioration represented an emergency. But, grout injection can run as much as \$40,000 per crossing and will not last more than a year.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Mandatory Directives, in the form of slow orders, would be required which would make it impossible to maintain the rail timetable. If the crossing doesn't conform to Federal Railroad Administration standards, regulations require that mandatory directives would have to be escalated to include preventing the train from travelling through the crossing. Grout injections will be required annually. Grout injections have proved to be a temporary fix and not a good substitute for replacing the tub style crossing with the concrete lag down crossing panels.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No.

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$	417,570
Fiscal Year		Amount		
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	417,570

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name: Rail OMF Scheduled Maintenance

Project Ranking: Medium

Project Manager: Rony Philip

Phone: 972-966-5117

Department: Rail Operations

Location:

Desired project timing:

Start Date: October 1, 2020

Completion Date: September 30, 2021

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

The Rail Operations & Maintenance facility is approximately 10 years old. DCTA contracted with Jacobs Engineering to prepare a facility assessment of DCTA's facilities. The assessment identified repairs that need to be done to the following areas: parking lot striping, roof drainage system, exterior windows, entry door light fixtures and lighting protection. Refer to attached Jacobs Engineering assessment.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

Contracted with Jacobs Engineering to provide assessment of areas that need attention. DCTA's rail contractor is responsible for maintaining the facility subject to the contract \$10,000 threshold.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

If maintenance continues to be deferred, there is the potential for facility to not be in compliance with safety and building codes in the future.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$	38,670
Fiscal Year		Amount		
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	38,670

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

**DCTA Rail Maintenance Facility - Deficiency Summary****Site Level Deficiencies****Site**

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
The Car Accessible Parking Spaces Are Not Properly Striped Note: The ADA parking lot paint is faded. Location: North Side	ADA Compliance	5	Ea.	3	\$1,153	24
Sub Total for System		1	items		\$1,153	

Exterior

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
The Exterior Signage At The Accessible Parking Area Does Not Meet ADA Requirements Note: The pole is present but has a missing sign.	ADA Compliance	1	Ea.	3	\$444	25
Sub Total for System		1	items		\$444	
Sub Total for School and Site Level		2	items		\$1,597	

Building: 01 - Rail Maintenance Facility**Roofing**

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
Debris In Gutters Requires Removal Note: Window leaks, gutter is potentially blocked with debris. Location: West Elevation	Deferred Maintenance	40	LF	3	\$22	23
Sub Total for System		1	items		\$22	

Exterior

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
The Aluminum Window Requires Repair Note: The window caulking is deteriorated and leaks are present on the 2nd floor.	Deferred Maintenance	31	Ea.	3	\$28,719	21
The Exterior Requires Painting Note: The paint is peeling at the panel joints.	Capital Renewal	200	SF Wall	5	\$301	20
Sub Total for System		2	items		\$29,020	

Interior

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
Entry Door Does Not Have Required Power Assist Device Note: Power assist isn't present at main entrance.	ADA Compliance	1	Ea.	3	\$9,002	26
The Acoustical Ceiling Tiles Require Replacement Note: The tiles in room 204, 207 and the corridor on the 2nd floor are stained and need replacement.	Capital Renewal	900	SF	3	\$3,554	22
Sub Total for System		2	items		\$12,556	

Electrical

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
The 1 X 4 Interior Fluorescent Light Fixture Requires Replacement Note: The light in the wash bay needs replacement.	Capital Renewal	1	Ea.	4	\$419	53
The 2 X 4 Interior Fluorescent Lighting Requires Replacement Note: One light in the corridor, two lights in the break room, one in the employee room and one in the men's room need replacement.	Capital Renewal	5	Ea.	4	\$2,349	54
Sub Total for System		2	items		\$2,768	
Sub Total for Building 01 - Rail Maintenance Facility		7	items		\$44,367	

Building: 02 - Storage**Roofing**

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
The Metal Downspouts Require Installation or Replacement Note: The bottom joint of the downspout is bent and separated at the seam. Location: West and East Elevation	Deferred Maintenance	15	LF	3	\$284	28
Sub Total for System		1	items		\$284	



Facility Condition Assessment

DCTA Rail Maintenance Facility

Exterior

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
Exterior Metal Door Requires Repainting	Deferred Maintenance	1	Door	3	\$124	27
Note: The exterior metal door is scuffed and dirty.						
Sub Total for System		1	items		\$124	

Electrical

Deficiency	Category	Qty	UoM	Priority	Repair Cost	ID
Lightning Protection System Is Required	Functional Deficiency	3,600	SF	3	\$3,043	55
Sub Total for System		1	items		\$3,043	
Sub Total for Building 02 - Storage		3	items		\$3,451	
Total for Campus		12	items		\$49,415	

Buildings with no reported deficiencies

03 - Fuel Canopy

DRAFT

DENTON COUNTY TRANSPORTATION AUTHORITY

DETAILED EXPANDED LEVEL PROJECT REQUEST FORM

(To be completed for all Expanded Level Projects that include plans for expansion, an increase in service or new operating programs above and beyond the current service level/budget)

PROJECT DETAILS

Project Name:

Project Ranking:

Project Manager:

Phone:

Department:

Location:

Desired project timing: Start Date:

Completion Date:

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHY IS THIS PROJECT BEING REQUESTED?

Stadler Rail Vehicles contain consumable components that require periodic replacement. The rail service contract establishes a threshold of \$10,000. Items under \$10,000 are covered in the contractor's base contract fee. Items over \$10,000 are the responsibility of DCTA. Please refer to attached list of consumable components over \$10,000.

WHAT HAVE YOU DONE TO HANDLE THE ISSUE UNTIL NOW?

Normal maintenance continues.

WHAT WOULD HAPPEN IF THIS PROJECT WAS NOT FUNDED?

Maintenance would have to be deferred, which would impact fleet availability for passenger service and could negatively impact the agency's eligibility for federal funding.

PROJECT DESCRIPTION/JUSTIFICATION

**Attach additional documentation as necessary*

WHAT EXISTING FUNDING (POSITIONS/PROGRAMMING) HAVE YOU EVALUATED FOR USE IF NO ADDITIONAL RESOURCES ARE APPROVED?

Requested project has been included in the Long Range Financial Plan and Proposed FY21 Capital Budget in order to understand the financial impact. Project will be presented to the Board for review.

WILL THE REQUEST PROVIDE ADDITIONAL REVENUE?

No.

****DATA SUPPORTING THE REQUEST WILL BE REQUIRED AND SHOULD BE ATTACHED****

PROJECT COST ESTIMATE

**Attach detailed breakdown of costs. If the project relates to construction/remodeling, please attach all supporting documents/plans.*

TIMING OF PROJECT COSTS

Fiscal Year	2021	Amount	\$	1,182,326
Fiscal Year		Amount		
Fiscal Year		Amount		
Fiscal Year		Amount		
Total Project Cost Estimate			\$	1,182,326

PROJECT FUNDING SOURCES - GRANTS

**If the project is funded by a specific grant, please specify the grant number & amount below*

Grant Number:

Amount: \$

Grant Number:

Amount: \$

ANNUAL OPERATING IMPACT

**Provide cost estimates relating to the annual impact of this project on the operating budget. For example, increased maintenance or energy costs associated with new facilities. If this project is related to a new or expanded program, provide cost data including increased staff, supplies, software, etc. Include any foreseen cost savings to the operating budget such as reduced energy costs associated with an energy conservation project or reduced staff associated with an IT project.*

	Annual INCREASE in Operating Costs	Annual DECREASE in Operating Costs
Maintenance Costs/Services:		
Supplies Required:		
Utility Costs:		
Salary Costs (FT/PT - # of Positions):		
Benefit Costs:		
IT Requirements (Software & Hardware):		
TOTAL	\$ -	\$ -


Additional Estimated Revenue to be Generated:

PROJECT ANALYSIS

Operating:

Capital:

Useful Life (Years):

*Complete additional information if capital  Justification:

**Routine maintenance would be expensed under the operating budget. Maintenance that substantially improves/extends the life of the original asset can be capitalized.*

BUDGET OFFICE AUTHORIZATION

DATE RECEIVED: APPROVED AMOUNT:

PROJECT NOTES:

13. PRICE SCHEDULE

The Price Schedule is attached in Appendix 1. Contractor shall supply rates in the following manner:

- Operations & Dispatch, Vehicles & Facilities Maintenance, Maintenance of Way & Signals/Comms
 - Enter rate for each Fiscal Year from FY17 Rate – FY25 Rate in base period and from FY25 Rate – FY30 Rate in Option Period

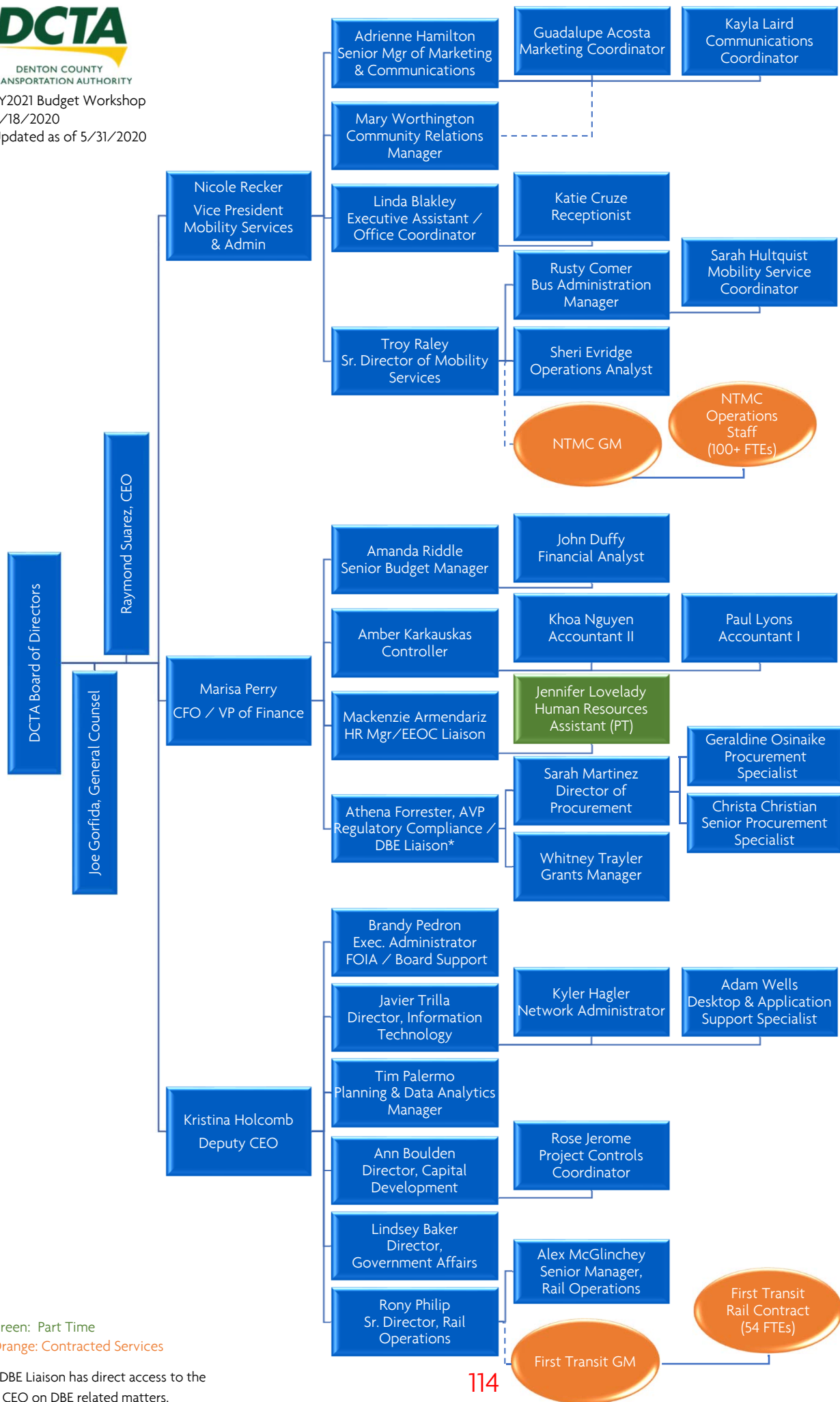
Additional Definitions:

- Train Crew Hours
 - Sum of all hours that railcars operate including scheduled hours, test trains, and maintenance yard movements. This includes Special Trains. NTE hours are provided and if the hours increase in subsequent years, a contract modification will be issued.
 - Hours are to be calculated as the grand total of hours run per consist.
- Car Miles
 - Sum of all scheduled car miles and all other miles that railcars operate including scheduled miles, test trains, and maintenance yard movements. This includes Special Trains. NTE car miles are provided and if the miles increase in subsequent years, a contract modification will be issued.
 - Car Miles are to be calculated as the grand total of miles run per each railcar in the consist. Consists may be comprised of 1 or 2 car train sets. DCTA estimates 75 % of car miles will be operated as 1 car and 25 % as 2 car consists.
- Maintenance of Way Requirements over the Capital Threshold (allowance)
 - The Contractor is responsible for costs up to \$10,000. DCTA is responsible for the cost of capital maintenance items above \$10,000 per occurrence at any location.
- Stadler GTW Maintenance above the Capital Threshold (allowance)
 - The Contractor is responsible for costs up to \$10,000. DCTA is responsible for the cost of capital maintenance items above \$10,000 per occurrence per vehicle.
- Flagging.
 - Flaggers shall be GCOR and RWP qualified
- Capital Reserve
 - Prior to each fiscal year, the contractor shall work with DCTA to identify a capital program for the next fiscal year. This shall be negotiated in good faith by both parties based on need. Prior to capital work being performed, the contractor shall obtain written approval from DCTA, and all required procurement procedures shall be met.

Designation	Description	Asset Classification	Notes	2021
Stadler Vehicle Painting	Exterior Vehicle Refresh	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Vehicles went into service 2011 -- need to paint one every year beginning 2024 (3% escalator)	\$0
Stadler Vehicle OEM Replacement	Batteries/Compressed Air Systems/Cab HVAC compressors/Fire protection systems/Passenger area HVAC compressors/Pneumatic suspension systems	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 3 year interval) -- Budget Every Year starting FY20 with 3% escalation	\$329,600
Stadler Vehicle OEM Replacement	Master Controllers	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 6 year interval) -- divide 1st Transit total, divide by 4 & avg from FY20 - FY23 with 3% escalation	\$145,936
Stadler Vehicle OEM Replacement	Automatic couplers & bearings/Emergency lighting/Entrance door anti-trap systems & telescopic cylinders/Flange lubricators/Fuel tank & intermediate tank/Ground brushes/Headlights/HVAC units/Machine room doors/Master controllers/Motor trucks/Power convertor-cooling modules & cooling systems/Trailer trucks/Windshield wiper drives & seals/Trailer & Motor Truck wheelsets and vibration dampers	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 8 year interval)-- divide 1st Transit total, divide by 4 & avg from FY20 - FY23 with 3% escalation	\$682,976
Stadler Vehicle OEM Replacement	Fire protection extinguishing agent replacements/Power convertors	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 10 year interval) -- divide 1st Transit total, divide by 4 & avg from FY21 - FY24 with 3% escalation	\$50,663
Stadler Vehicle OEM Replacement	Automatic couplers/Traction Motors	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 16 year interval) -- divide 1st Transit total, divide by 4 & avg from FY31 - FY36 with 3% escalation	\$0
Stadler Vehicle OEM Replacement	Charge air coolers/combination coolers/convertor cooler/Diesel engine	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 25k service hour interval) -- divide 1st Transit total, divide by 4 & avg from FY20 - FY23 with 3% escalation	\$268,731
Stadler Vehicle OEM Replacement	Generators/Engine couplings	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Stadler OEM manual recommended replacement parts (1st Transit specs 50k service hour interval) -- divide 1st Transit total, divide by 4, spread from FY31 - FY36 with 3% escalation	\$0
Stadler Vehicle OEM Replacement	Brake Overhauls/ABB Boards/Spare Engine/Brake Valves	2011, Stadler, GTW DMU 2/6, Diesel-Electric Articulated Rail Vehicle	Current FY19 authorized work	\$0
Stadler Vehicle Maintenance Total				\$1,182,326

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Long Range Financial Plan

	Adopted FY2020	Revised FY2020	Proposed FY2021	Proposed FY2022	Proposed FY2023	Proposed FY2024	Proposed FY2025	Proposed FY2026	Proposed FY2027	Proposed FY2028	Proposed FY2029	Proposed FY2030	Proposed FY2031	Proposed FY2032	Proposed FY2033	Proposed FY2034	Proposed FY2035	Proposed FY2036	FY2020- FY2036
Beginning Fund Balance:	\$ 34,263,794	\$ 34,263,794	\$ 36,086,716	\$ 46,323,427	\$ 52,494,528	\$ 54,316,804	\$ 55,775,572	\$ 56,614,921	\$ 56,754,222	\$ 57,234,344	\$ 56,678,955	\$ 55,638,767	\$ 53,557,688	\$ 51,856,525	\$ 48,290,386	\$ 45,942,066	\$ 40,387,686	\$ 34,090,975	\$ 34,263,794
OPERATING REVENUES																			
Bus Operating Revenue	5,040,209	4,786,751	3,803,411	3,901,341	3,979,896	4,078,360	4,176,170	4,284,315	4,391,227	4,506,826	4,531,613	4,559,439	4,585,827	4,610,792	4,640,024	4,666,324	4,693,692	4,754,547	74,950,555
Rail Operating Revenue	588,272	421,578	248,579	251,065	253,576	256,112	258,673	261,260	263,873	266,512	269,177	271,869	274,588	277,334	280,107	282,908	285,737	288,594	4,711,542
Misc. Revenue	52,000	52,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	52,000
NON-OPERATING REVENUES																			
Sales Tax Revenue	29,019,184	21,464,452	26,624,124	27,955,330	29,353,097	30,233,690	30,838,363	31,455,131	32,084,233	32,725,918	33,380,436	34,048,045	34,729,006	35,423,586	36,132,058	36,854,699	37,591,793	38,343,629	549,237,590
Operating Grants	5,253,753	12,400,872	16,506,873	12,039,172	6,509,093	6,089,651	6,005,892	5,918,380	6,889,017	6,666,761	7,199,034	5,735,320	7,345,990	5,303,963	7,082,434	5,780,764	5,842,224	5,108,706	128,424,146
Investment Income	400,000	325,000	100,000	92,647	104,989	108,634	111,551	169,845	170,263	171,703	170,037	166,916	214,231	207,426	193,162	183,768	161,551	170,455	2,822,177
TOTAL REVENUES	40,353,418	39,450,653	47,282,987	44,239,554	40,200,650	40,766,446	41,390,649	42,088,931	43,798,613	44,337,720	45,550,297	44,781,589	47,149,642	45,823,101	48,327,784	47,768,464	48,574,996	48,665,930	760,198,009
OPERATING EXPENSES																			
Bus Operating Expense	14,183,370	13,175,861	11,731,716	12,488,906	12,997,647	13,548,502	13,886,032	14,484,544	15,325,508	16,115,585	16,772,911	17,706,962	18,332,462	19,183,914	20,111,584	20,904,097	22,160,759	23,145,809	282,072,800
Rail Operating Expense	13,672,857	12,990,036	13,153,234	13,727,028	14,102,311	14,498,398	14,894,763	15,321,379	15,745,465	16,195,827	16,653,201	17,131,681	17,618,859	18,115,236	18,637,570	19,165,728	19,711,673	20,276,016	277,938,405
G&A Operating Expense	6,320,872	5,995,641	6,170,529	5,943,419	6,138,458	6,343,238	6,558,464	6,784,906	7,023,401	7,274,859	7,540,274	7,820,728	8,117,401	8,431,581	8,764,673	9,118,209	9,493,866	9,893,473	127,413,119
TOTAL EXPENSES	34,177,099	32,161,538	31,055,479	32,159,353	33,238,416	34,390,137	35,339,260	36,590,829	38,094,374	39,586,271	40,966,386	42,659,371	44,068,723	45,730,731	47,513,827	49,188,035	51,366,298	53,315,298	687,424,324
NET INCOME	6,176,319	7,289,115	16,227,508	12,080,201	6,962,235	6,376,309	6,051,390	5,498,102	5,704,239	4,751,449	4,583,911	2,122,219	3,080,919	92,370	813,958	(1,419,571)	(2,791,301)	(4,649,367)	72,773,684
CAPITAL OUTLAY & MAJOR MAINTENANCE																			
Bus Capital	-	8,237	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,237
Bus Fleet Replacement	2,543,600	10,000	2,932,700	1,284,854	1,886,455	2,379,917	2,478,457	2,581,412	1,439,486	1,700,964	1,074,760	2,796,777	901,870	3,304,255	1,211,936	2,743,313	2,671,007	3,533,969	34,932,135
Professional Services / Technology Improvements	1,004,472	126,648	300,000	300,000	-	350,000	80,000	-	-	-	350,000	80,000	-	-	-	350,000	80,000	-	2,016,648
Transit Safety Improvements	324,157	324,657	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	324,657
Hike & Bike Trails	923,427	630,144	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	630,144
Major Maintenance Items - Rail	2,024,826	2,024,826	2,124,693	2,062,535	1,798,907	1,099,619	1,704,328	1,900,386	1,920,337	1,945,982	1,983,282	2,274,599	3,193,772	2,962,871	2,780,487	3,173,312	2,824,759	2,639,918	38,414,613
Major Maintenance Items - Bus	125,000	125,000	-	179,530	238,264	273,851	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	3,216,645
Positive Train Control	3,062,913	713,645	3,887,931	1,850,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,451,576
Infrastructure Acquisition	202,568	157,992	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	157,992
Brownfield Remediation	71,210	30,000	43,752	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	73,752
TOTAL CAPITAL OUTLAY & MAJOR MAINTENANCE	10,282,173	4,151,149	9,289,076	5,676,919	3,923,626	4,103,387	4,462,785	4,681,798	3,559,823	3,846,946	3,608,042	5,351,376	4,295,642	6,467,126	4,192,423	6,466,625	5,775,766	6,373,887	86,226,398
CAPITAL SOURCES																			
Capital Grants	5,753,410	1,464,435	6,094,359	2,572,126	1,603,487	2,022,929	2,106,688	2,194,200	1,223,563	1,445,819	913,546	2,377,260	766,590	2,808,617	1,030,146	2,331,816	2,270,356	3,003,874	36,229,811
TOTAL CAPITAL SOURCES	5,753,410	1,464,435	6,094,359	2,572,126	1,603,487	2,022,929	2,106,688	2,194,200	1,223,563	1,445,819	913,546	2,377,260	766,590	2,808,617	1,030,146	2,331,816	2,270,356	3,003,874	36,229,811
DEBT SERVICE																			
2009 Refunding (Sales Tax) Debt Service	1,715,240	1,715,240	1,714,040	1,715,845	1,715,771	1,713,701	1,714,637	1,713,378	1,714,924	1,714,077	1,715,835	-	-	-	-	-	-	-	17,147,448
2011 Contractual Obligations	1,064,240	1,064,240	1,082,040	1,088,462	1,104,048	1,123,382	1,141,307	1,157,824	1,172,933	1,191,633	1,213,768	1,229,182	1,253,030	-	-	-	-	-	13,821,849
TOTAL DEBT SERVICE	2,779,480	2,779,480	2,796,080	2,804,307	2,819,819	2,837,083	2,855,944	2,871,202	2,887,857	2,905,710	2,929,603	1,229,182	1,253,030	-	-	-	-	-	30,969,297
Internal Debt Service Coverage:	2.22	2.62	5.80	4.31	2.47	2.25	2.12	1.91	1.98	1.64	1.56	1.73	2.46	N/A	N/A	N/A	N/A	N/A	
Outstanding Bond Principal as of September 30th	23,360,000	23,360,000	21,405,000	19,370,000	17,245,000	15,025,000	12,705,000	10,285,000	7,760,000	5,125,000	2,370,000	1,215,000	-	-	-	-	-	-	
ENDING FUND BALANCE	33,131,870	36,086,716	46,323,427	52,494,528	54,316,804	55,775,572	56,614,921	56,754,222	57,234,344	56,678,955	55,638,767	53,557,688	51,856,525	48,290,386	45,942,066	40,387,686	34,090,975	26,071,594	26,071,594
Less Required Fund Balance (O&M Reserve Policy)	8,544,275	8,040,384	7,763,870	8,039,838	8,309,604	8,597,534	8,834,815	9,147,707	9,523,594	9,896,568	10,241,596	10,664,843	11,017,181	11,432,683	11,878,457	12,297,009	12,841,574	13,328,824	
Less Sales Tax Stabilization Fund	870,576	643,934	798,724	838,660	880,593	907,011	925,151	943,654	962,527	981,778	1,001,413	1,021,441	1,041,870	1,062,708	1,083,962	1,105,641	1,127,754	1,150,309	
Less Fuel Stabilization Fund	450,000	450,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	
Less Capital/Infrastructure Fund	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	
NET AVAILABLE FUND BALANCE	\$ 16,027,913	\$ 19,452,398	\$ 29,960,833	\$ 35,816,030	\$ 37,326,607	\$ 38,471,027	\$ 39,054,955	\$ 38,862,861	\$ 38,948,223	\$ 38,000,610	\$ 36,595,757	\$ 34,071,403	\$ 31,997,474	\$ 27,994,995	\$ 25,179,648	\$ 19,185,036	\$ 12,321,647	\$ 3,792,461	
AVAILABLE FUND BALANCE (FY20 ADOPTED PLAN)			8,295,649	10,491,593	12,034,304	13,051,512	12,397,556	12,789,230	13,684,412	13,900,697	13,992,025	12,946,801	13,119,794	11,142,276	11,286,648	8,335,134	4,972,978		
VARIANCE:			21,665,184	25,324,437	25,292,303	25,419,515	26,657,399	26,073,631	25,263,811	24,099,913	22,603,733	21,124,602	18,877,680	16,852,719	13,893,000	10,849,903	7,348,668		



Green: Part Time

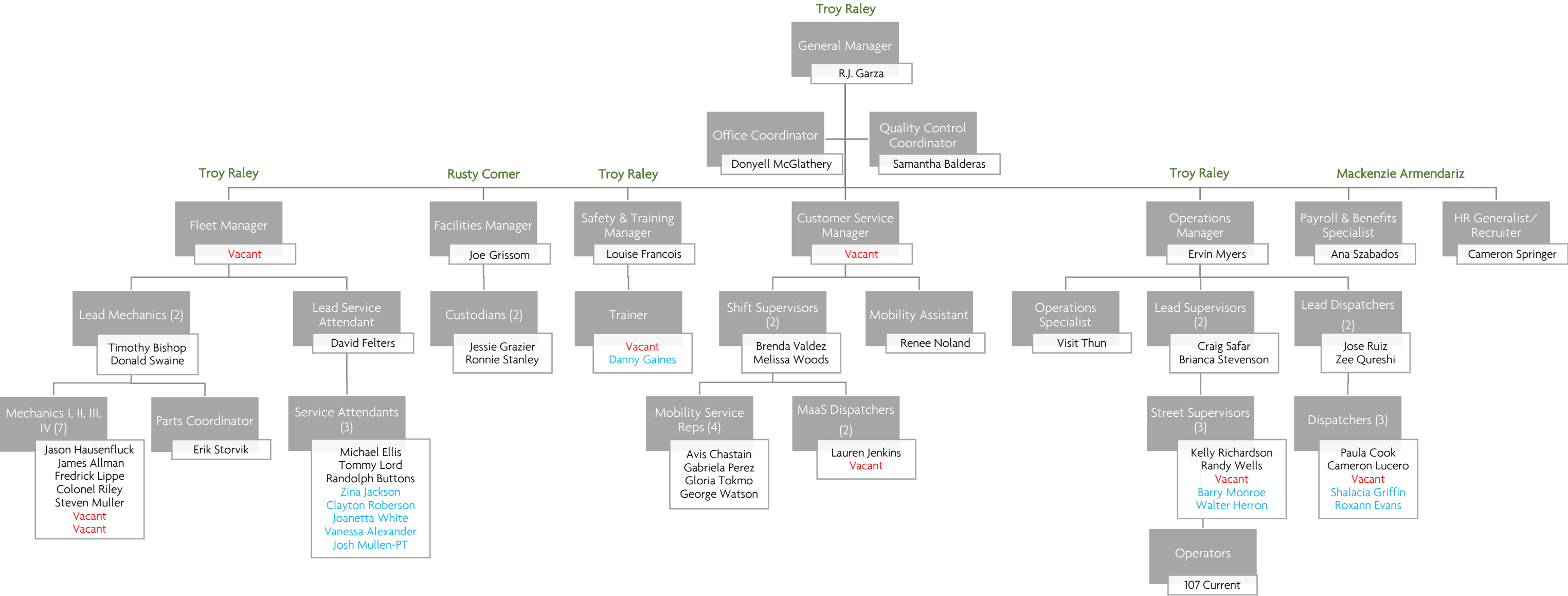
Orange: Contracted Services

*DBE Liaison has direct access to the CEO on DBE related matters.



Organizational Chart

DCTA FY2021 Budget Workshop
6/18/2020
Updated as of 5/30/2020



DCTA/NTMC Workflow:

- Troy Raley → Oversight of NTMC Contract/General Manager with Assistance from DCTA Program Managers
- DCTA Program Manager → Oversight of Assigned Department

Performance Issues:

- DCTA Program Manager → Department Head (attempt to address issue) → Troy Raley / R.J. Garza (escalated personnel management)

DCTA employees who oversee NTMC functions are in green

Temporary COVID positions are in light blue

Permanent open positions are in red

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Full-Time Equivalent (FTE) Five-Year History

Description	FY 2017 Actuals	FY 2018 Actuals	DCTA FY 2019 Actuals	NTMC FY 2019 Actuals	DCTA FY 2020 Working Budget	NTMC FY 2020 Working Budget	DCTA FY 2021 Proposed Budget	NTMC FY 2021 Proposed Budget
<i>Full Time Equivalent (FTE) - DCTA</i>	29.75 (A)	36.25 (B)	42.50 (C)		35.50 (D)		35.50 (E)	
<i>Full Time Equivalent (FTE) - TMDC/NTMC</i>	167.00 (F)	155.00 (G)		139.50 (H)		137.00 (I)		104.00 (J)

Full Time Equivalent (FTE) - DCTA

- (A) FY17 Changes: Addition of Grants Manager (previously performed by HR position), Business Manager of Bus Operations & Maintenance, Intern (0.5 FTE)
- (B) FY18 Changes: Addition of Director of Strategic Partnerships, Business Manager of Bus Operations & Maintenance (2), Network Administrator, Director of Railway Systems, AVP of Regulatory Compliance; Conversion of Intern position to Communications Coordinator position (net +0.5 FTE)
- (C) FY19 Changes: Deletion of the Chief Operating Officer position; Addition of a Bus Operations Intern (0.5 FTE), Mobility as a Service Coordinator, Financial Analyst, Receptionist; Conversion of Construction Inspector position to Project Management Specialist position (net +0.25 FTE); Conversion of Community Relations Intern position to a Community Relations Coordinator position (net +0.5 FTE); Transfer of Service Planner, Operations Analysts (2) from third party contract bus operations
- (D) FY20 Changes: Addition of HR Assistant (0.5 FTE); Transfer of Procurement Specialist from NTMC budget; Elimination of 8.5 FTEs: Community Relations Coordinator, Two Marketing Interns (1 FTE), VP of Operations, Manager of Mobility Services, Operations Analyst, Project Management Specialist, Service Planner, Bus Operations Intern (0.5 FTE), AVP of Rail Operations
- (E) FY21 Changes: No change from FY 2020 Working Budget. Detailed organizational chart is included in packet.

Full Time Equivalent (FTE) - TMDC/NTMC

- (F) FY17 Changes: Addition of Mechanics (4), Customer Service Representatives (2) and Bus Operators (15 FTEs) to accommodate 31k increased service hours (launch of Connect Shuttle & Community On-Demand Pilot services in Highland Village, implemented Comprehensive Operational Analysis recommendations in Lewisville, and launched North Texas Xpress)
- (G) FY18 Changes: Reduction of Mechanics (2) and Bus Operators (10 FTEs) due to 19k decreased service hours (reduction of HV Connect Shuttle hours, introduced Lyft discount program that replaced HV Demand Response service and implemented Comprehensive Operational Analysis recommendations in Denton)
- (H) FY19 Changes: Reduction of Bus Operators (12.5 FTEs) due to 29k decreased service hours (discontinued Sam Bass route, consolidated Centre Place East & West to one route and improved operational efficiencies resulting in the need for fewer operators); Transfer of Service Planner, Operations Analysts (2) to DCTA budget
- (I) FY20 Changes: Addition of Recruiter/HR Generalist; Conversion of part-time Operations Specialist to full-time position (net +0.5 FTE); Reduction of Bus Operators (3 FTEs) due to a reduction in service hours due to service changes made in March and May; Reduction of General Manager position (moving to a contracted position)
- (J) FY21 Changes: Reduction of Bus Operators (33 FTEs) due to 70k decreased service hours as a result of measures taken during the COVID-19 pandemic

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Budget Detail by Department

Account Number	Account Description	FY21 100 CEO	FY21 105 Administration	FY21 110 Board	FY21 120 Finance	FY21 130 Planning	FY21 140 C&M	FY21 150 Transit Management	FY21 170 Human Resources	FY21 180 Information Technology	TOTAL FY21 G&A
40100	Passenger Revenue (Farebox)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
40120	Contract Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL OPERATING REVENUES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Operating Expenses											
50110	Salary & Wages - Regular	\$ 275,000	\$ 94,752	\$ -	\$ 939,168	\$ 367,812	\$ 251,148	\$ 387,084	\$ 106,200	\$ 217,716	\$ 2,638,880
50120	Salary & Wages - Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50160	Paid Time Off	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50205	ER Medicare & Social Security	\$ 21,041	\$ 7,248	\$ -	\$ 71,844	\$ 28,128	\$ 19,212	\$ 29,616	\$ 9,542	\$ 16,656	\$ 203,287
50210	ER Match - Retirement	\$ 17,168	\$ 5,913	\$ -	\$ 58,605	\$ 22,956	\$ 15,672	\$ 24,159	\$ 5,336	\$ 13,584	\$ 163,393
50215	Health Insurance	\$ 22,080	\$ 27,408	\$ -	\$ 183,180	\$ 52,668	\$ 52,668	\$ 47,328	\$ 10,068	\$ 30,216	\$ 425,616
50225	SUTA	\$ 1,935	\$ 669	\$ -	\$ 6,663	\$ 2,613	\$ 1,782	\$ 2,745	\$ 617	\$ 1,440	\$ 18,464
50230	FUTA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50231	Life & Disability Insurance	\$ 1,080	\$ 1,068	\$ -	\$ 9,096	\$ 3,600	\$ 2,760	\$ 2,748	\$ 912	\$ 2,316	\$ 23,580
50235	Vision	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50245	Vehicle Allowance	\$ 9,300	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ 27,300
50250	Cell Phone Allowance	\$ 1,860	\$ -	\$ -	\$ 720	\$ 2,880	\$ 2,160	\$ 1,440	\$ -	\$ 2,160	\$ 11,220
50265	Dental	\$ 1,008	\$ 1,260	\$ -	\$ 8,328	\$ 2,532	\$ 2,532	\$ 2,292	\$ 492	\$ 1,488	\$ 19,932
TOTAL SALARY & BENEFITS		\$ 350,472	\$ 138,318	\$ -	\$ 1,283,604	\$ 483,189	\$ 347,934	\$ 509,412	\$ 133,167	\$ 285,576	\$ 3,531,672
50301	Management Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50302	Advertising	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 65,850	\$ -	\$ 7,500	\$ -	\$ 74,350
50305	Towing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50306	Uniforms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50307	Service Fees	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 2,400	\$ -	\$ 17,400
50308	Credit Card Clearing Fees	\$ -	\$ -	\$ -	\$ 66,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,840
50309	Professional Services	\$ 298,000	\$ -	\$ 16,000	\$ 175,960	\$ 600,000	\$ 101,800	\$ -	\$ 28,000	\$ 34,592	\$ 1,254,352
50310	General Services	\$ -	\$ 24,880	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ 1,000	\$ -	\$ 30,380
50311	Printing	\$ -	\$ 12,900	\$ -	\$ -	\$ 500	\$ 87,000	\$ 14,000	\$ 500	\$ -	\$ 114,900
50312	Community Involvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,750	\$ -	\$ -	\$ -	\$ 33,750
50313	Computer & Software Maintenance	\$ -	\$ 8,000	\$ 46,985	\$ 133,490	\$ 1,550	\$ 76,360	\$ 27,000	\$ -	\$ 179,808	\$ 473,193
50315	Legal Fees	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000
50316	3rd Party Maintenance	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
50317	Passenger Amenities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50318	Facilities Maintenance	\$ -	\$ 12,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,350
50410	Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50415	Small Tools, Safety & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50420	Promotional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,100	\$ -	\$ -	\$ -	\$ 16,100
50425	Office Supplies	\$ -	\$ 12,700	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,200
50435	Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50440	Computer & Software Supplies	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,300	\$ 32,300
50445	Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,950	\$ -	\$ -	\$ -	\$ 5,950
50450	Tires	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
50455	Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50456	Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50515	Data & Phone Circuits	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
50520	Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50525	Electricity	\$ -	\$ 11,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,600
50530	Other Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50605	General Liability Insurance	\$ -	\$ -	\$ -	\$ 864	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 864
50610	Property Damage Insurance	\$ -	\$ -	\$ -	\$ 852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 852
50615	Vehicle Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50620	Crime Liability Insurance	\$ -	\$ -	\$ -	\$ 3,948	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,948
50625	Errors & Omission Liability	\$ -	\$ -	\$ -	\$ 5,112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,112
50630	Workers Compensation Insurance	\$ -	\$ -	\$ -	\$ 2,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,172
50635	Auto Liability	\$ -	\$ -	\$ -	\$ 840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 840
50640	Pollution Liability Coverage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50810	Purchased Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50910	Dues & Subscriptions	\$ 42,840	\$ -	\$ -	\$ 5,908	\$ 2,660	\$ 3,915	\$ -	\$ 925	\$ -	\$ 56,248
50915	Registration Fees	\$ 6,900	\$ -	\$ 4,200	\$ 6,310	\$ 5,050	\$ 7,300	\$ -	\$ 925	\$ 1,000	\$ 31,685
50920	Travel	\$ 11,700	\$ -	\$ 16,300	\$ 7,808	\$ 17,050	\$ 3,000	\$ -	\$ -	\$ 1,500	\$ 57,358
50925	Mileage Reimbursement	\$ 500	\$ -	\$ 1,000	\$ 1,200	\$ 1,200	\$ 1,000	\$ -	\$ 1,200	\$ 2,400	\$ 8,500
50930	Meals - Non Travel	\$ 3,600	\$ 1,750	\$ 9,600	\$ 3,600	\$ 1,000	\$ 1,750	\$ -	\$ 400	\$ 300	\$ 22,000
50940	Other Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ -	\$ 8,500
50945	Training & Development	\$ -	\$ -	\$ -	\$ 5,863	\$ 1,000	\$ -	\$ -	\$ 17,850	\$ 3,000	\$ 27,713
51010	Operating Leases	\$ -	\$ 127,800	\$ -	\$ -	\$ -	\$ 3,600	\$ -	\$ -	\$ -	\$ 131,400
TOTAL OPERATING (LESS SALARY & BENEFITS)		\$ 473,540	\$ 229,980	\$ 94,585	\$ 436,767	\$ 630,010	\$ 411,875	\$ 41,000	\$ 69,200	\$ 251,900	\$ 2,638,857
TOTAL FY21 OPERATING EXPENSES		\$ 824,012	\$ 368,298	\$ 94,585	\$ 1,720,371	\$ 1,113,199	\$ 759,809	\$ 550,412	\$ 202,367	\$ 537,476	\$ 6,170,529
Non-Operating Revenue (Expense)											
40210	Investment Income				\$ 100,000						\$ 100,000
40225	Fare Evasion Fee				\$ -						\$ -
40230	Misc Revenue				\$ -						\$ -
40235	Refunds & Reimbursements				\$ -						\$ -
40243	2009 Series Bonds Interest Exp				\$ (509,040)						\$ (509,040)
40245	2011 Series CO Interest Exp				\$ (332,040)						\$ (332,040)
40300	Sales Tax Revenue				\$ 26,624,124						\$ 26,624,124
40400	Federal Operating Grant				\$ 15,585,520						\$ 15,585,520
40410	Federal Capital Grant				\$ 6,094,359						\$ 6,094,359
40413	State Operating Grant				\$ -						\$ -
40414	State Capital Grant				\$ -						\$ -
TOTAL NON-OPERATING REVENUES / (EXPENSES)		\$ -	\$ -	\$ -	\$ 47,562,923	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,562,923

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Budget Detail by Department

Account Number	Account Description	FY21 200 UNT	FY21 701 NTMC UNT	FY21 210 NCTC	FY21 702 NTMC NCTC	FY21 220 Frisco	FY21 703 NTMC Frisco	FY21 230 CCT	FY21 704 NTMC CCT	FY21 240 MaaS	FY21 500 Bus Service Admin	FY21 700 NTMC Bus Service Admin
40100	Passenger Revenue (Farebox)	\$ -	\$ -	\$ -	\$ -	\$ 6,745	\$ -	\$ 4,349	\$ -	\$ -	\$ -	\$ -
40120	Contract Revenue	\$ 2,379,121	\$ -	\$ 278,557	\$ -	\$ 318,254	\$ -	\$ 345,653	\$ -	\$ 72,000	\$ -	\$ -
TOTAL OPERATING REVENUES		\$ 2,379,121		\$ 278,557		\$ 324,999		\$ 350,002		\$ 72,000	\$ -	
Operating Expenses												
50110	Salary & Wages - Regular	\$ -	\$ 653,356	\$ -	\$ 100,772	\$ -	\$ 79,673	\$ -	\$ 37,388	\$ -	\$ -	\$ 189,816
50120	Salary & Wages - Overtime	\$ -	\$ 65,335	\$ -	\$ 8,063	\$ -	\$ 7,967	\$ -	\$ 3,740	\$ -	\$ -	\$ 3,156
50160	Paid Time Off	\$ -	\$ 54,353	\$ -	\$ 8,386	\$ -	\$ 6,628	\$ -	\$ 3,111	\$ -	\$ -	\$ -
50205	ER Medicare & Social Security	\$ -	\$ 63,133	\$ -	\$ 9,737	\$ -	\$ 7,699	\$ -	\$ 3,613	\$ -	\$ -	\$ 14,760
50210	ER Match - Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,600
50215	Health Insurance	\$ -	\$ 210,402	\$ -	\$ 32,452	\$ -	\$ 25,656	\$ -	\$ 12,039	\$ -	\$ -	\$ 54,480
50225	SUTA	\$ -	\$ 5,511	\$ -	\$ 850	\$ -	\$ 673	\$ -	\$ 316	\$ -	\$ -	\$ 5,604
50230	FUTA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,242
50231	Life & Disability Insurance	\$ -	\$ 11,418	\$ -	\$ 1,760	\$ -	\$ 1,393	\$ -	\$ 653	\$ -	\$ -	\$ 2,664
50235	Vision	\$ -	\$ 3,119	\$ -	\$ 482	\$ -	\$ 381	\$ -	\$ 178	\$ -	\$ -	\$ 756
50245	Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50250	Cell Phone Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50265	Dental	\$ -	\$ 7,571	\$ -	\$ 1,167	\$ -	\$ 923	\$ -	\$ 432	\$ -	\$ -	\$ 1,512
TOTAL SALARY & BENEFITS		\$ -	\$ 1,074,198	\$ -	\$ 163,669	\$ -	\$ 130,993	\$ -	\$ 61,470	\$ -	\$ -	\$ 277,590
50301	Management Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50302	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800
50305	Towing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50306	Uniforms	\$ -	\$ 5,185	\$ -	\$ 1,635	\$ -	\$ 1,556	\$ -	\$ 674	\$ -	\$ -	\$ -
50307	Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,300
50308	Credit Card Clearing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50309	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 289,440	\$ 171,600
50310	General Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,540	\$ 36,000
50311	Printing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,960	\$ 3,000
50312	Community Involvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50313	Computer & Software Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,500	\$ -
50315	Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000
50316	3rd Party Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50317	Passenger Amenities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50318	Facilities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,420	\$ -
50410	Fuel	\$ 255,991	\$ -	\$ 36,205	\$ -	\$ 33,084	\$ -	\$ 14,366	\$ -	\$ -	\$ -	\$ -
50415	Small Tools, Safety & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ -
50420	Promotional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50425	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ 1,404
50435	Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -
50440	Computer & Software Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -
50445	Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120	\$ 1,200
50450	Tires	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50455	Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50456	Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50515	Data & Phone Circuits	\$ -	\$ -	\$ -	\$ -	\$ 9,478	\$ -	\$ 3,986	\$ -	\$ -	\$ 74,700	\$ -
50520	Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ -
50525	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,600	\$ -
50530	Other Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ -
50605	General Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50610	Property Damage Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50615	Vehicle Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50620	Crime Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50625	Errors & Omission Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50630	Workers Compensation Insurance	\$ -	\$ 32,256	\$ -	\$ 4,980	\$ -	\$ 3,936	\$ -	\$ 1,848	\$ -	\$ -	\$ 336
50635	Auto Liability	\$ 85,224	\$ -	\$ 22,056	\$ -	\$ 20,148	\$ -	\$ 8,748	\$ -	\$ -	\$ -	\$ -
50640	Pollution Liability Coverage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50810	Purchased Transportation	\$ 72,000	\$ -	\$ -	\$ -	\$ 105,448	\$ -	\$ 184,243	\$ -	\$ 392,855	\$ -	\$ -
50910	Dues & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50915	Registration Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
50920	Travel	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ 1,200
50925	Mileage Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50930	Meals - Non Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,200
50940	Other Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400
50945	Training & Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
51010	Operating Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,472	\$ -
TOTAL OPERATING (LESS SALARY & BENEFITS)		\$ 413,215	\$ 37,441	\$ 58,261	\$ 6,615	\$ 174,158	\$ 5,492	\$ 217,343	\$ 2,522	\$ 392,855	\$ 696,852	\$ 369,940
TOTAL FY21 OPERATING EXPENSES		\$ 413,215	\$ 1,111,639	\$ 58,261	\$ 170,284	\$ 174,158	\$ 136,485	\$ 217,343	\$ 63,992	\$ 392,855	\$ 696,852	\$ 647,530
Non-Operating Revenue (Expense)												
40210	Investment Income											
40225	Fare Evasion Fee											
40230	Misc Revenue											
40235	Refunds & Reimbursements											
40243	2009 Series Bonds Interest Exp											
40245	2011 Series CO Interest Exp											
40300	Sales Tax Revenue											
40400	Federal Operating Grant											
40410	Federal Capital Grant											
40413	State Operating Grant											
40414	State Capital Grant											
TOTAL NON-OPERATING REVENUES / (EXPENSES)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DENTON COUNTY TRANSPORTATION AUTHORITY																	
FY21 Proposed Budget																	
Budget Detail by Department																	
Account Number	Account Description	FY21 505 Bus Ops Mgmt	FY21 511 Denton Fixed Route	FY21 711 NTMC Denton Fixed Route	FY21 513 Lewisville Fixed Route	FY21 713 NTMC Lewisville Fixed Route	FY21 531 Denton Demand Response	FY21 731 NTMC Denton Demand Response	FY21 532 HV Demand Response	FY21 732 NTMC HV Demand Response	FY21 533 Lewisville Demand Response	FY21 733 NTMC Lewisville Demand Response					
40100	Passenger Revenue (Farebox)	\$ -	\$ 167,678	\$ -	\$ 48,068	\$ -	\$ 29,814	\$ -	\$ 1,398	\$ -	\$ 17,210	\$ -					
40120	Contract Revenue	\$ -	\$ 35,466	\$ -	\$ 21,534	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
TOTAL OPERATING REVENUES							\$ -	\$ 29,814	\$ 1,398	\$ 17,210							
Operating Expenses																	
50110	Salary & Wages - Regular	\$ 273,660	\$ -	\$ 615,126	\$ -	\$ 321,467	\$ -	\$ 180,872	\$ -	\$ 20,149	\$ -	\$ 178,406					
50120	Salary & Wages - Overtime	\$ -	\$ -	\$ 61,513	\$ -	\$ 32,148	\$ -	\$ 18,089	\$ -	\$ 2,014	\$ -	\$ 17,840					
50160	Paid Time Off	\$ -	\$ -	\$ 50,609	\$ -	\$ 26,742	\$ -	\$ 15,045	\$ -	\$ 1,678	\$ -	\$ 14,843					
50205	ER Medicare & Social Security	\$ 20,940	\$ -	\$ 58,764	\$ -	\$ 31,061	\$ -	\$ 17,477	\$ -	\$ 1,946	\$ -	\$ 17,239					
50210	ER Match - Retirement	\$ 17,079	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50215	Health Insurance	\$ 52,668	\$ -	\$ 195,849	\$ -	\$ 103,520	\$ -	\$ 58,246	\$ -	\$ 6,489	\$ -	\$ 57,452					
50225	SUTA	\$ 1,947	\$ -	\$ 5,127	\$ -	\$ 2,708	\$ -	\$ 1,525	\$ -	\$ 171	\$ -	\$ 1,506					
50230	FUTA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50231	Life & Disability Insurance	\$ 2,844	\$ -	\$ 10,626	\$ -	\$ 5,617	\$ -	\$ 3,160	\$ -	\$ 352	\$ -	\$ 3,117					
50235	Vision	\$ -	\$ -	\$ 2,901	\$ -	\$ 1,536	\$ -	\$ 863	\$ -	\$ 95	\$ -	\$ 850					
50245	Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50250	Cell Phone Allowance	\$ 1,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50265	Dental	\$ 2,532	\$ -	\$ 7,049	\$ -	\$ 3,725	\$ -	\$ 2,095	\$ -	\$ 234	\$ -	\$ 2,067					
TOTAL SALARY & BENEFITS							\$ 373,110	\$ -	\$ 1,007,564	\$ -	\$ 528,524	\$ -					
50301	Management Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50302	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50305	Towing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50306	Uniforms	\$ -	\$ -	\$ 7,189	\$ -	\$ 4,365	\$ -	\$ 2,118	\$ -	\$ 267	\$ -	\$ 1,447					
50307	Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50308	Credit Card Clearing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50309	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50310	General Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50311	Printing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,097	\$ -	\$ 122	\$ -	\$ 782	\$ -					
50312	Community Involvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50313	Computer & Software Maintenance	\$ -	\$ 41,246	\$ -	\$ 25,034	\$ -	\$ 41,915	\$ -	\$ 6,211	\$ -	\$ 28,376	\$ -					
50315	Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50316	3rd Party Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50317	Passenger Amenities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50318	Facilities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50410	Fuel	\$ -	\$ 229,749	\$ -	\$ 92,496	\$ -	\$ 46,203	\$ -	\$ 5,526	\$ -	\$ 27,671	\$ -					
50415	Small Tools, Safety & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50420	Promotional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50425	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50435	Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50440	Computer & Software Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,279	\$ -	\$ 414	\$ -	\$ 43,106	\$ -					
50445	Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50450	Tires	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50455	Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50456	Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50515	Data & Phone Circuits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,375	\$ -	\$ 1,556	\$ -	\$ 8,603	\$ -					
50520	Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50525	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50530	Other Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50605	General Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50610	Property Damage Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50615	Vehicle Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50620	Crime Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50625	Errors & Omission Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50630	Workers Compensation Insurance	\$ -	\$ -	\$ 30,024	\$ -	\$ 15,876	\$ -	\$ 8,928	\$ -	\$ 996	\$ -	\$ 8,808					
50635	Auto Liability	\$ -	\$ 92,832	\$ -	\$ 56,340	\$ -	\$ 28,140	\$ -	\$ 3,372	\$ -	\$ 16,860	\$ -					
50640	Pollution Liability Coverage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50810	Purchased Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ 1,200	\$ -					
50910	Dues & Subscriptions	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50915	Registration Fees	\$ 4,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50920	Travel	\$ 4,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50925	Mileage Reimbursement	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50930	Meals - Non Travel	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50940	Other Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
50945	Training & Development	\$ 1,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
51010	Operating Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
TOTAL OPERATING (LESS SALARY & BENEFITS)							\$ 12,440	\$ 363,827	\$ 37,213	\$ 173,870	\$ 20,241	\$ 133,009	\$ 11,046	\$ 41,201	\$ 1,263	\$ 126,598	\$ 10,255
TOTAL FY21 OPERATING EXPENSES							\$ 385,550	\$ 363,827	\$ 1,044,777	\$ 173,870	\$ 548,765	\$ 133,009	\$ 308,418	\$ 41,201	\$ 34,391	\$ 126,598	\$ 303,575
Non-Operating Revenue (Expense)																	
40210	Investment Income																
40225	Fare Evasion Fee																
40230	Misc Revenue																
40235	Refunds & Reimbursements																
40243	2009 Series Bonds Interest Exp																
40245	2011 Series CO Interest Exp																
40300	Sales Tax Revenue																
40400	Federal Operating Grant																
40410	Federal Capital Grant																
40413	State Operating Grant																
40414	State Capital Grant																
TOTAL NON-OPERATING REVENUES / (EXPENSES)							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Budget Detail by Department

Account Number	Account Description	FY21 540 NTX	FY21 740 NTMC NTX	FY21 570 Customer Service	FY21 770 NTMC Customer Service	FY21 580 S&D	FY21 780 NTMC S&D	FY21 590 Maintenance	FY21 790 NTMC Maintenance	TOTAL FY21 Bus Services (DCTA + NTMC)	TOTAL FY21 Rail Services	TOTAL FY21 Proposed Budget
40100	Passenger Revenue (Farebox)	\$ 2,564	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277,826	\$ 248,579	\$ 526,405
40120	Contract Revenue	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,525,585	\$ -	\$ 3,525,585
TOTAL OPERATING REVENUES		\$ 77,564		\$ -		\$ -		\$ -		\$ 3,803,411	\$ 248,579	\$ 4,051,990
Operating Expenses												
50110	Salary & Wages - Regular	\$ -	\$ 80,896	\$ -	\$ 359,712	\$ -	\$ 598,176	\$ -	\$ 720,599	\$ 4,410,068	\$ 218,928	\$ 7,267,876
50120	Salary & Wages - Overtime	\$ -	\$ 8,089	\$ -	\$ 24,372	\$ -	\$ 38,316	\$ -	\$ 52,452	\$ 343,094	\$ -	\$ 343,094
50160	Paid Time Off	\$ -	\$ 6,729	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188,124	\$ -	\$ 188,124
50205	ER Medicare & Social Security	\$ -	\$ 7,819	\$ -	\$ 29,376	\$ -	\$ 48,696	\$ -	\$ 59,136	\$ 391,396	\$ 16,752	\$ 611,435
50210	ER Match - Retirement	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 12,000	\$ -	\$ 15,600	\$ 49,479	\$ 13,665	\$ 226,537
50215	Health Insurance	\$ -	\$ 26,052	\$ -	\$ 135,336	\$ -	\$ 193,872	\$ -	\$ 243,408	\$ 1,407,921	\$ 32,520	\$ 1,866,057
50225	SUTA	\$ -	\$ 683	\$ -	\$ 11,151	\$ -	\$ 18,471	\$ -	\$ 22,434	\$ 78,677	\$ 1,548	\$ 98,689
50230	FUTA	\$ -	\$ -	\$ -	\$ 2,475	\$ -	\$ 4,104	\$ -	\$ 4,986	\$ 12,807	\$ -	\$ 12,807
50231	Life & Disability Insurance	\$ -	\$ 1,409	\$ -	\$ 6,600	\$ -	\$ 9,828	\$ -	\$ 11,748	\$ 73,189	\$ 2,028	\$ 98,797
50235	Vision	\$ -	\$ 385	\$ -	\$ 1,764	\$ -	\$ 2,532	\$ -	\$ 2,868	\$ 18,710	\$ -	\$ 18,710
50245	Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,300
50250	Cell Phone Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440	\$ 1,440	\$ 14,100
50265	Dental	\$ -	\$ 939	\$ -	\$ 3,516	\$ -	\$ 5,388	\$ -	\$ 5,700	\$ 44,850	\$ 1,548	\$ 66,330
TOTAL SALARY & BENEFITS		\$ -	\$ 133,001	\$ -	\$ 575,502	\$ -	\$ 931,383	\$ -	\$ 1,138,931	\$ 7,019,755	\$ 288,429	\$ 10,839,856
50301	Management Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50302	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800	\$ -	\$ 79,150
50305	Towing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800	\$ -	\$ 4,800	\$ -	\$ 4,800
50306	Uniforms	\$ -	\$ 2,217	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ 40,153	\$ -	\$ 40,153
50307	Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,300	\$ -	\$ 61,700
50308	Credit Card Clearing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,840
50309	Professional Services	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 494,040	\$ 100,000	\$ 1,848,392
50310	General Services	\$ -	\$ -	\$ 3,360	\$ -	\$ -	\$ -	\$ 25,200	\$ -	\$ 89,100	\$ 120,000	\$ 239,480
50311	Printing	\$ -	\$ -	\$ 1,284	\$ -	\$ -	\$ -	\$ 2,400	\$ -	\$ 20,645	\$ 3,000	\$ 138,545
50312	Community Involvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,750
50313	Computer & Software Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,170	\$ -	\$ 288,452	\$ 23,500	\$ 785,145
50315	Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ 200,000
50316	3rd Party Maintenance	\$ 8,160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,310	\$ -	\$ 115,470	\$ 1,000	\$ 116,970
50317	Passenger Amenities Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
50318	Facilities Maintenance	\$ -	\$ -	\$ 60,420	\$ -	\$ -	\$ -	\$ 17,100	\$ -	\$ 179,940	\$ 231,526	\$ 423,816
50410	Fuel	\$ 46,787	\$ -	\$ -	\$ -	\$ 21,600	\$ -	\$ -	\$ -	\$ 809,678	\$ 837,000	\$ 1,646,678
50415	Small Tools, Safety & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ 35,400	\$ 500	\$ 35,900
50420	Promotional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,100
50425	Office Supplies	\$ -	\$ -	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,604	\$ -	\$ 35,804
50435	Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200
50440	Computer & Software Supplies	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,499	\$ -	\$ 82,799
50445	Postage	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,320	\$ -	\$ 10,270
50450	Tires	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,000	\$ -	\$ 104,000	\$ -	\$ 106,500
50455	Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,800	\$ -	\$ 490,800	\$ -	\$ 490,800
50456	Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,800	\$ -	\$ 32,800	\$ -	\$ 32,800
50515	Data & Phone Circuits	\$ -	\$ -	\$ 21,600	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ 144,298	\$ 5,000	\$ 161,298
50520	Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ 84,768	\$ 108,768
50525	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,600	\$ 160,000	\$ 217,200
50530	Other Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 16,000	\$ 22,000
50605	General Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 795,096	\$ 795,960
50610	Property Damage Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,876	\$ -	\$ 18,876	\$ 91,188	\$ 110,916
50615	Vehicle Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,816	\$ 450,816
50620	Crime Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,948
50625	Errors & Omission Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,112
50630	Workers Compensation Insurance	\$ -	\$ 3,996	\$ -	\$ 492	\$ -	\$ 588	\$ -	\$ 12,180	\$ 125,244	\$ -	\$ 127,416
50635	Auto Liability	\$ -	\$ -	\$ -	\$ -	\$ 1,980	\$ -	\$ 2,628	\$ -	\$ 338,328	\$ 1,320	\$ 340,488
50640	Pollution Liability Coverage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 541	\$ 541
50810	Purchased Transportation	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 854,746	\$ 8,936,418	\$ 9,791,164
50910	Dues & Subscriptions	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 600	\$ 57,748
50915	Registration Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300	\$ 2,500	\$ 39,485
50920	Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 60	\$ 3,000	\$ 22,260	\$ 3,600	\$ 83,218
50925	Mileage Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 1,000	\$ 10,100
50930	Meals - Non Travel	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 7,800	\$ 400	\$ 30,200
50940	Other Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ -	\$ 10,900
50945	Training & Development	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ 15,000	\$ -	\$ 12,000	\$ 37,940	\$ 1,200	\$ 66,853
51010	Operating Leases	\$ 100,516	\$ -	\$ 1,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,668	\$ 2,400	\$ 238,468
TOTAL OPERATING (LESS SALARY & BENEFITS)		\$ 230,463	\$ 6,213	\$ 132,744	\$ 4,692	\$ 35,580	\$ 16,788	\$ 939,144	\$ 40,680	\$ 4,711,961	\$ 11,869,373	\$ 19,220,191
TOTAL FY21 OPERATING EXPENSES		\$ 230,463	\$ 139,214	\$ 132,744	\$ 580,194	\$ 35,580	\$ 948,171	\$ 939,144	\$ 1,179,611	\$ 11,731,716	\$ 12,157,802	\$ 30,060,047
Non-Operating Revenue (Expense)												
40210	Investment Income									\$ -	\$ -	\$ 100,000
40225	Fare Evasion Fee									\$ -	\$ -	\$ -
40230	Misc Revenue									\$ -	\$ -	\$ -
40235	Refunds & Reimbursements									\$ -	\$ -	\$ -
40243	2009 Series Bonds Interest Exp									\$ -	\$ -	\$ (509,040)
40245	2011 Series CO Interest Exp									\$ -	\$ -	\$ (332,040)
40300	Sales Tax Revenue									\$ -	\$ -	\$ 26,624,124
40400	Federal Operating Grant									\$ -	\$ -	\$ 15,585,520
40410	Federal Capital Grant									\$ -	\$ -	\$ 6,094,359
40413	State Operating Grant									\$ -	\$ -	\$ -
40414	State Capital Grant									\$ -	\$ -	\$ -
TOTAL NON-OPERATING REVENUES / (EXPENSES)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,562,923
											Net Income	\$ 21,554,866

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Budget Detail by Function - Combined Statement (DCTA & NTMC)

GENERAL & ADMINISTRATIVE						BUS SERVICES			RAIL SERVICES			TOTAL BUDGET		
Account Number	Account Description	TOTAL FY21 G&A	TOTAL FY20 G&A	G&A Net Change		TOTAL FY21 Bus Services	TOTAL FY20 Bus Services	Bus Services Net Change	TOTAL FY21 Rail Services	TOTAL FY20 Rail Services	Rail Services Net Change	TOTAL FY21 Proposed Budget	TOTAL FY20 Working Budget	TOTAL Net Change
40100	Passenger Revenue (Farebox)	\$ -	\$ -	\$ -	-	\$ 277,826	\$ 370,591	\$ (92,765)	\$ 248,579	\$ 421,578	\$ (172,999)	\$ 526,405	\$ 792,169	\$ (265,764)
40120	Contract Revenue	\$ -	\$ -	\$ -	-	\$ 3,525,585	\$ 4,416,160	\$ (890,575)	\$ -	\$ -	\$ -	\$ 3,525,585	\$ 4,416,160	\$ (890,575)
TOTAL OPERATING REVENUES		\$ -	\$ -	\$ -	-	\$ 3,803,411	\$ 4,786,751	\$ (983,340)	\$ 248,579	\$ 421,578	\$ (172,999)	\$ 4,051,990	\$ 5,208,329	\$ (1,156,339)
Operating Expenses														
50110	S&W - Regular	\$ 2,638,880	\$ 2,791,168	\$ (152,288)		\$ 4,410,068	\$ 5,308,405	\$ (898,337)	\$ 218,928	\$ 329,226	\$ (110,298)	\$ 7,267,876	\$ 8,428,799	\$ (1,160,923)
50120	S&W - OT	\$ -	\$ -	\$ -	-	\$ 343,094	\$ 400,430	\$ (57,336)	\$ -	\$ -	\$ -	\$ 343,094	\$ 400,430	\$ (57,336)
50160	Paid Time Off	\$ -	\$ -	\$ -	-	\$ 188,124	\$ 135,193	\$ 52,931	\$ -	\$ -	\$ -	\$ 188,124	\$ 135,193	\$ 52,931
50205	ER Medicare & Social Security	\$ 203,287	\$ 214,949	\$ (11,662)		\$ 391,396	\$ 532,780	\$ (141,384)	\$ 16,752	\$ 25,182	\$ (8,430)	\$ 611,435	\$ 772,911	\$ (161,476)
50210	ER Match - Retirement	\$ 163,393	\$ 179,350	\$ (15,957)		\$ 49,479	\$ 56,427	\$ (6,948)	\$ 13,665	\$ 21,374	\$ (7,709)	\$ 226,537	\$ 257,151	\$ (30,614)
50215	Health Insurance	\$ 425,616	\$ 425,688	\$ (72)		\$ 1,407,921	\$ 1,230,393	\$ 177,528	\$ 32,520	\$ 44,435	\$ (11,915)	\$ 1,866,057	\$ 1,700,516	\$ 165,541
50225	SUTA	\$ 18,464	\$ 18,915	\$ (451)		\$ 78,677	\$ 198,250	\$ (119,573)	\$ 1,548	\$ 2,250	\$ (702)	\$ 98,689	\$ 219,415	\$ (120,726)
50230	FUTA	\$ -	\$ -	\$ -	-	\$ 12,807	\$ 12,112	\$ 695	\$ -	\$ -	\$ -	\$ 12,807	\$ 12,112	\$ 695
50231	Life & Disability Insurance	\$ 23,580	\$ 25,217	\$ (1,637)		\$ 73,189	\$ 113,680	\$ (40,491)	\$ 2,028	\$ 3,120	\$ (1,092)	\$ 98,797	\$ 142,017	\$ (43,220)
50235	Vision	\$ -	\$ -	\$ -	-	\$ 18,710	\$ 15,252	\$ 3,458	\$ -	\$ -	\$ -	\$ 18,710	\$ 15,252	\$ 3,458
50245	Vehicle Allowance	\$ 27,300	\$ 31,000	\$ (3,700)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,300	\$ 31,000	\$ (3,700)
50250	Cell Phone Allowance	\$ 11,220	\$ 13,020	\$ (1,800)		\$ 1,440	\$ 1,920	\$ (480)	\$ 1,440	\$ 1,800	\$ (360)	\$ 14,100	\$ 16,740	\$ (2,640)
50265	Dental	\$ 19,932	\$ 18,942	\$ 990		\$ 44,850	\$ 38,406	\$ 6,444	\$ 1,548	\$ 2,232	\$ (684)	\$ 66,330	\$ 59,580	\$ 6,750
TOTAL SALARY & BENEFITS		\$ 3,531,672	\$ 3,718,249	\$ (186,577)		\$ 7,019,755	\$ 8,043,248	\$ (1,023,493)	\$ 288,429	\$ 429,619	\$ (141,190)	\$ 10,839,856	\$ 12,191,116	\$ (1,351,260)
50301	Management Services	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50302	Advertising	\$ 74,350	\$ 65,600	\$ 8,750		\$ 4,800	\$ 9,600	\$ (4,800)	\$ -	\$ -	\$ -	\$ 79,150	\$ 75,200	\$ 3,950
50305	Towing	\$ -	\$ -	\$ -	-	\$ 4,800	\$ 4,800	\$ -	\$ -	\$ -	\$ -	\$ 4,800	\$ 4,800	\$ -
50306	Uniforms	\$ -	\$ -	\$ -	-	\$ 40,153	\$ 45,200	\$ (5,047)	\$ -	\$ -	\$ -	\$ 40,153	\$ 45,200	\$ (5,047)
50307	Service Fees	\$ 17,400	\$ 18,000	\$ (600)		\$ 44,300	\$ 40,440	\$ 3,860	\$ -	\$ -	\$ -	\$ 61,700	\$ 58,440	\$ 3,260
50308	Credit Card Clearing Fees	\$ 66,840	\$ 67,920	\$ (1,080)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,840	\$ 67,920	\$ (1,080)
50309	Professional Services	\$ 1,254,352	\$ 859,422	\$ 394,930		\$ 494,040	\$ 759,153	\$ (265,113)	\$ 100,000	\$ 130,000	\$ (30,000)	\$ 1,848,392	\$ 1,748,575	\$ 99,817
50310	General Services	\$ 30,380	\$ 55,930	\$ (25,550)		\$ 89,100	\$ 121,460	\$ (32,360)	\$ 120,000	\$ 120,000	\$ -	\$ 239,480	\$ 297,390	\$ (57,910)
50311	Printing	\$ 114,900	\$ 97,566	\$ 17,334		\$ 20,645	\$ 17,544	\$ 3,101	\$ 3,000	\$ 3,000	\$ -	\$ 138,545	\$ 118,110	\$ 20,435
50312	Community Involvement	\$ 33,750	\$ 37,500	\$ (3,750)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,750	\$ 37,500	\$ (3,750)
50313	Computer & Software Maintenance	\$ 473,193	\$ 404,765	\$ 68,428		\$ 288,452	\$ 296,550	\$ (8,098)	\$ 23,500	\$ 14,500	\$ 9,000	\$ 785,145	\$ 715,815	\$ 69,330
50315	Legal Fees	\$ 110,000	\$ 179,211	\$ (69,211)		\$ 90,000	\$ 80,789	\$ 9,211	\$ -	\$ -	\$ -	\$ 200,000	\$ 260,000	\$ (60,000)
50316	3rd Party Maintenance	\$ 500	\$ -	\$ 500		\$ 115,470	\$ 141,790	\$ (26,320)	\$ 1,000	\$ 1,000	\$ -	\$ 116,970	\$ 142,790	\$ (25,820)
50317	Passenger Amenities Maintenance	\$ -	\$ -	\$ -	-	\$ 50,000	\$ 108,400	\$ (58,400)	\$ -	\$ -	\$ -	\$ 50,000	\$ 108,400	\$ (58,400)
50318	Facilities Maintenance	\$ 12,350	\$ 13,200	\$ (850)		\$ 179,940	\$ 179,240	\$ 700	\$ 231,526	\$ 194,526	\$ 37,000	\$ 423,816	\$ 386,966	\$ 36,850
50410	Fuel	\$ -	\$ -	\$ -	-	\$ 809,678	\$ 878,233	\$ (68,555)	\$ 837,000	\$ 657,224	\$ 179,776	\$ 1,646,678	\$ 1,535,457	\$ 111,221
50415	Small Tools, Safety & Supplies	\$ -	\$ -	\$ -	-	\$ 35,400	\$ 38,700	\$ (3,300)	\$ 500	\$ 500	\$ -	\$ 35,900	\$ 39,200	\$ (3,300)
50420	Promotional Supplies	\$ 16,100	\$ 29,000	\$ (12,900)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,100	\$ 29,000	\$ (12,900)
50425	Office Supplies	\$ 13,200	\$ 16,700	\$ (3,500)		\$ 22,604	\$ 27,804	\$ (5,200)	\$ -	\$ -	\$ -	\$ 35,804	\$ 44,504	\$ (8,700)
50435	Furniture	\$ -	\$ 5,000	\$ (5,000)		\$ 1,200	\$ 2,000	\$ (800)	\$ -	\$ -	\$ -	\$ 1,200	\$ 7,000	\$ (5,800)
50440	Computer & Software Supplies	\$ 32,300	\$ 49,700	\$ (17,400)		\$ 50,499	\$ 52,000	\$ (1,501)	\$ -	\$ -	\$ -	\$ 82,799	\$ 101,700	\$ (18,901)
50445	Postage	\$ 5,950	\$ 8,200	\$ (2,250)		\$ 4,320	\$ 4,800	\$ (480)	\$ -	\$ -	\$ -	\$ 10,270	\$ 13,000	\$ (2,730)
50450	Tires	\$ 2,500	\$ -	\$ 2,500		\$ 104,000	\$ 130,000	\$ (26,000)	\$ -	\$ -	\$ -	\$ 106,500	\$ 130,000	\$ (23,500)
50455	Parts	\$ -	\$ -	\$ -	-	\$ 490,800	\$ 613,600	\$ (122,800)	\$ -	\$ -	\$ -	\$ 490,800	\$ 613,600	\$ (122,800)
50456	Fluids	\$ -	\$ -	\$ -	-	\$ 32,800	\$ 41,000	\$ (8,200)	\$ -	\$ -	\$ -	\$ 32,800	\$ 41,000	\$ (8,200)
50515	Data & Phone Circuits	\$ 12,000	\$ 13,200	\$ (1,200)		\$ 144,298	\$ 100,020	\$ 44,278	\$ 5,000	\$ 5,000	\$ -	\$ 161,298	\$ 118,220	\$ 43,078
50520	Water	\$ -	\$ -	\$ -	-	\$ 24,000	\$ 24,000	\$ -	\$ 84,768	\$ 84,768	\$ -	\$ 108,768	\$ 108,768	\$ -
50525	Electricity	\$ 11,600	\$ 11,600	\$ -	-	\$ 45,600	\$ 45,600	\$ -	\$ 160,000	\$ 186,000	\$ (26,000)	\$ 217,200	\$ 243,200	\$ (26,000)
50530	Other Communications	\$ -	\$ -	\$ -	-	\$ 6,000	\$ 6,000	\$ -	\$ 16,000	\$ 14,800	\$ 1,200	\$ 22,000	\$ 20,800	\$ 1,200
50605	General Liability Insurance	\$ 864	\$ 960	\$ (96)		\$ -	\$ -	\$ -	\$ 795,096	\$ 794,115	\$ 981	\$ 795,960	\$ 795,075	\$ 885
50610	Property Damage Insurance	\$ 852	\$ 720	\$ 132		\$ 18,876	\$ 15,360	\$ 3,516	\$ 91,188	\$ 110,130	\$ (18,942)	\$ 110,916	\$ 126,210	\$ (15,294)
50615	Vehicle Insurance	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ 450,816	\$ 494,709	\$ (43,893)	\$ 450,816	\$ 494,709	\$ (43,893)
50620	Crime Liability Insurance	\$ 3,948	\$ 4,200	\$ (252)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,948	\$ 4,200	\$ (252)
50625	Errors & Omission Liability	\$ 5,112	\$ 5,160	\$ (48)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,112	\$ 5,160	\$ (48)
50630	Workers Compensation Insurance	\$ 2,172	\$ 2,040	\$ 132		\$ 125,244	\$ 132,636	\$ (7,392)	\$ -	\$ -	\$ -	\$ 127,416	\$ 134,676	\$ (7,260)
50635	Auto Liability	\$ 840	\$ 240	\$ 600		\$ 338,328	\$ 322,945	\$ 15,383	\$ 1,320	\$ 1,382	\$ (62)	\$ 340,488	\$ 324,567	\$ 15,921
50640	Pollution Liability Coverage	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ 541	\$ 368	\$ 173	\$ 541	\$ 368	\$ 173
50810	Purchased Transportation	\$ -	\$ -	\$ -	-	\$ 854,746	\$ 633,161	\$ 221,585	\$ 9,831,850	\$ 9,638,473	\$ 193,377	\$ 10,686,596	\$ 10,271,634	\$ 414,962
50910	Dues & Subscriptions	\$ 56,248	\$ 74,355	\$ (18,107)		\$ 900	\$ 1,100	\$ (200)	\$ 600	\$ 899	\$ (299)	\$ 57,748	\$ 76,354	\$ (18,606)
50915	Registration Fees	\$ 31,685	\$ 25,995	\$ 5,690		\$ 5,300	\$ 26,400	\$ (21,100)	\$ 2,500	\$ 1,000	\$ 1,50			

DENTON COUNTY TRANSPORTATION AUTHORITY

FY21 Proposed Budget

Professional & Legal Services Detail

PROFESSIONAL SERVICES			
100	State Legislative Services (HillCo)	\$	131,000
100	Federal Legislative Services (Capital Edge)		81,000
100	Facilitator: Executive Team Workshop		6,000
100	Facilitator: Development & Training, Employment Processes		30,000
100	Research & Consulting (Texas A&M Transportation Institute and others)		50,000
110	Facilitator: CEO Evaluation Process		4,500
110	Facilitator: Board Visioning Session & Board Workshops		9,000
110	Photography Board Headshots		2,500
120	Grant Writing, Research, and Support (Blais)		45,000
120	Financial Advisory Services (Hilltop Securities)		12,000
120	Investment Advisory Services and Continuing Disclosure Reporting (Hilltop Securities)		13,500
120	Consulting: Land acquisition, construction, financial forecasting, revenue sharing agreements		12,000
120	Sales Tax Analysis & Reporting Service (Contract currently out for RFP)		16,710
120	Title VI Analysis for Fare Changes, Cost Allocation Model		20,000
120	External Audit, National Transit Database Report Review (Weaver)		55,000
120	Graphic Design Services - Budget & CAFR		1,750
130	Planning Project Support		200,000
130	ELP: Long Range Service Plan \$400K		400,000
140	Web Services		40,000
140	Smartmaps (GIS Maps/Timetables)		18,000
140	Brand Ambassador Staffing		18,000
140	Agency Translations		1,800
140	Contract Graphic Designer		24,000
170	Employee Benefits Broker (Holmes Murphy)		28,000
180	SunGard Consulting Fees		8,000
180	Business Continuity		12,000
180	Firewall Monitoring		9,600
180	US Cloud Microsoft Support		4,992
620	Consulting Services: LAN, LTK		100,000
500	Blackstone Security Services		81,000
500	Professional Studies & Title VI Analysis		132,000
500	Train-the-Trainer Program (100% Grant Funded)		109,440
NTMC	Annual General Manager Contract		171,600
PROFESSIONAL SERVICES TOTAL			\$ 1,848,392
LEGAL SERVICES			
100	General Counsel (NJDHS)	\$	110,000
NTMC	General Legal Services		90,000
LEGAL SERVICES TOTAL			\$ 200,000

Department Codes:

100	President/CEO	140	Marketing & Communications/Community Relations	505	DCTA Bus Ops Mgmt.
105	Administration	150	Transit Management	620	Rail Operations
110	Board of Directors	170	Human Resources	NTMC	NTMC Bus Operations
120	Finance	180	Information Technology		
130	Strategic Planning & Development	500	DCTA Bus Administration		

DENTON COUNTY TRANSPORTATION AUTHORITY
FY21 Proposed Budget
Employee Development Detail

DUES & SUBSCRIPTIONS (50910)			
100	American Public Transportation Association (APTA) Annual Fee (Increased Dues)	\$	35,500
100	South West Transit Association (SWTA)		5,000
100	Denton Chamber of Commerce		240
100	Lewisville Area Chamber of Commerce		200
100	North Texas Commission		1,500
100	Sam's Club		150
100	Irving Transportation Summit		250
120	National Institute of Governmental Purchasing		1,550
120	National Procurement Institute		400
120	Public Purchasing Association North Central Texas		300
120	Gov't Finance Officers Assoc. (GFOA) & GFOA of Texas		1,448
120	TFLEx – Transit Finance Learning Exchange		1,000
120	CPA/CGFO Certifications		683
120	Grant Professionals Association		200
120	AP Now Network		327
130	Project Management Institute Certification		150
130	American Planning Association (APA) Membership		1,800
130	Urban Land Institute (ULI) Membership		310
130	Quorum Report		400
140	American Institute of Graphic Arts/Supporting Level		150
140	American Marketing Association		300
140	Cross Timbers Rotary Club		900
140	International Association of Business Communicators		350
140	Public Relations Society of America		1,050
140	Social Media Dallas/Ambassador Level		195
140	International Association of Public Participation		120
140	Women's Transportation Seminar (WTS)		200
140	Operation Lifesaver		400
140	Digital Subscriptions (i.e. DRC, AP Stylebook, etc.)		250
170	Society of HR Management		350
170	International Foundation of Employee Benefit Plans		325
170	American Payroll Association		250
505	Miscellaneous Dues & Subscriptions		500
	American Railway Engineering and Maintenance-of-Way Association (AREMA)		300
620	Project Management Institute		300
NTMC	Miscellaneous Dues & Subscriptions		400
DUES & SUBSCRIPTIONS TOTAL		\$	57,748

REGISTRATION FEES (50915)			
100	APTA Legal Affairs Seminar, DC (Feb) - Legal Counsel	\$	800
100	APTA CEO Seminar, location unknown (April)		800
100	Irving Transportation Summit (Sept)		200
100	Lewisville Chamber Luncheons/Events		200
100	Denton Chamber Luncheons/Events		200
100	Highland Village Chamber Luncheons/Events		200
100	United Way Annual Event		2,500
100	WTS Annual Banquet		1,000
100	Other Sponsorships & Registrations		1,000
110	APTA 2020 TRANSform & EXPO Anaheim		1,000
110	APTA Transit Board Member & Administrators Seminar (Aug'21)		1,600
110	Denton County Days		400
110	Irving Transportation Summit		600
110	Lewisville Chamber Luncheons/Events		200
110	Denton Chamber Luncheons/Events		200
110	Highland Village Chamber Luncheons/Events		200
120	National Institute of Governmental Purchasing		4,000
120	Gov't Finance Officers Assoc. (GFOA) & GFOA of Texas		1,260
120	National Transit Institute		750
120	TFLEx – Transit Finance Learning Exchange		300
130	APTA Rail Workshop		900
130	APTA Legislative		2,000
130	ULI, APA Local Meetings		1,200
130	Irving Transportation Summit		400
130	Denton County Days		400
130	Women's Transportation Seminar Local Meetings		150
140	Chamber Luncheons		500
140	APTA Marketing & Communications Workshop		650
140	APTA Mobility Workshop		650
140	M&C Educational Luncheons/Bootcamps		4,000
140	Awards Nominations (APTA/SWTA Only)		1,500
170	Certified Employee Benefits Specialist & HR Certifications		925
180	Industry Events, Meetings & Workshops		1,000
505	Miscellaneous Local Training Opportunities		4,800
620	AREMA / APTA Rail		800
620	Federal Railroad Administration (FRA) Meeting		900
620	FRA Confidential Close Call Reporting System (C3RS)		800
NTMC	Miscellaneous Local Training Opportunities		500
REGISTRATION FEES TOTAL		\$	39,485

TRAVEL (50920)			
100	APTA 2020 TRANSform & EXPO, Anaheim (Oct '20)	\$	2,300
100	APTA Legal Affairs Seminar, DC (Feb) - Legal Counsel		2,000
100	APTA CEO Seminar, location unknown (April)		2,000
100	Annual Chair's Federal Policy Visit Washington DC		1,400
100	Denton County Days		1,000
100	State Legislative Visits (DCTA Bill)		3,000
110	APTA 2020 TRANSform & EXPO Anaheim (Oct '20)		2,300
110	APTA Transit Board Member & Administrators Seminar (Aug'21)		4,600
110	Annual Chair's Federal Policy Visit Washington DC		1,400
110	Denton County Days		2,000
110	State Legislative Visits (DCTA Bill)		6,000
120	National Institute of Governmental Purchasing		4,000
120	Gov't Finance Officers Assoc. (GFOA) & GFOA of Texas		2,308
120	National Transit Institute		750
120	TFLEx – Transit Finance Learning Exchange		750
130	APTA EXPO Oct 2020		2,200
130	APTA Legislative DC		4,000
130	APTA Rail Workshop		2,000
130	Chair's Annual Federal Policy Visit Washington DC		1,400
130	Denton County Days		2,000
130	State Legislative Visits (DCTA Bill)		3,000
130	State Legislative Visits (Mobility Bill Interest)		2,000
130	State Leg Visits: Transit & General Mtgs w/Staff		450
140	APTA Mobility Workshop		1,500
140	APTA Marketing &Communications Workshop		1,500
180	Industry Events, Meetings & Workshops		1,500
505	Miscellaneous Local Training Opportunities		4,800
620	AREMA / APTA Rail		1,200
620	FRA Meeting		1,200
620	FRA C3RS		1,200
NTMC	Miscellaneous Local Training Opportunities		17,460
TRAVEL TOTAL		\$	83,218

MILEAGE REIMBURSEMENT (50925)			
100	Regional Training, Meetings	\$	500
110	Board Reimbursement Submittals		1,000
120	Finance Inter-office Mileage, Local Training		1,200
130	Planning Dept Inter-office Mileage, Local Training		1,200
140	Marketing Dept Inter-office Mileage, Local Training		500
140	Admin Mileage		500
170	HR Inter-office Mileage, Local Training		1,200
180	IT Inter-office Mileage, Local Training		2,400
505	Bus Ops Mgmt. Inter-Office Mileage, Local Training		600
620	Rail Operations Dept Inter-office Mileage, Local Training		1,000
MILEAGE REIMBURSEMENT TOTAL		\$	10,100

MEALS - NON TRAVEL (50930)			
100	Executive Staff Mtgs, Stakeholder Mtgs, Partnership Mtgs	\$	3,600
105	Staff Development and Training		1,750
110	Board Working Lunches/M meal-time Meetings		9,600
	Regional Agency Coordination, AP/Procurement Trainings for		
120	DCTA & NTMC Staff, Staff Development Mtgs		3,600
130	Staff Development, Partnership Meetings		1,000
140	Staff Development, Partnership Meetings		1,750
170	HR, Workplace Law Training, Open Enrollment Meetings		400
180	Staff Development, Agency Networking		300
505	Staff Development and Training		300
620	Staff Development, Partnership Meetings		400
NTMC	Staff Development and Training		7,500
MEALS - NON TRAVEL TOTAL		\$	30,200

OTHER MISCELLANEOUS (50940)			
170	Wellness Program	\$	8,000
170	Employee Recognition Program		500
NTMC	Employee Recognition Program		2,400
OTHER MISCELLANEOUS TOTAL		\$	10,900

TRAINING & DEVELOPMENT (50945)			
120	Accounting, Investment Act Trainings	\$	4,064
120	1099/AP, Grants, Professional Training		349
120	National Transit Institute, Procurement Training		1,450
130	Local/Regional Seminars & Workshops		1,000
170	Certified Employee Benefits Specialist & HR Certifications		2,850
170	Tuition Reimbursement Program		15,000
180	IT Staff Training from New Horizons (DIR Contract)		3,000
505	Local/Regional Seminars & Workshops		1,440
620	Local/Regional Seminars & Workshops		1,200
NTMC	Operator, Mechanics, Safety Training		36,500
TRAINING & DEVELOPMENT TOTAL		\$	66,853

Department Codes:

100	President/CEO	170	Human Resources
105	Administration	180	Information Technology
110	Board of Directors	500	DCTA Bus Administration
120	Finance	505	DCTA Bus Operations Management
130	Strategic Planning & Development	620	Rail Operations
140	Marketing & Communications/Community Relations	NTMC	NTMC Bus Operations
150	Transit Operations		