



Board of Directors Regular Meeting Minutes June 27, 2024 | 10:00 a.m.

The Board of Directors of the Denton County Transportation Authority (DCTA) convened a Regular Board of Directors Meeting with Chair TJ Gilmore presiding on Thursday, June 27, 2024 at 10:00am, located at the DCTA Administrative Offices, 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057.

Voting Members

Chair TJ Gilmore, City of Lewisville
Vice-Chair Cesar Molina, Denton County
Secretary Andy Eads, Denton County
Board Member Daniel Jaworski, City of Highland Village
Board Member Alison Maguire, City of Denton

Alternates

Board Member Jody Gonzalez, Denton County
Board Member Kristin Green, City of Lewisville
Board Member Pat Smith, City of Denton
Board Member Paul Stevens, City of Highland Village

Non-Voting Members

Board Member Dennie Franklin, City of Frisco
Board Member Jeremie Maurina, City of The Colony
Board Member Jared Eutsler, City of Corinth

Legal Counsel

Joe Gorfida, Nichols Jackson

DCTA CEO

Paul A. Cristina

CALL TO ORDER

Chair Gilmore called the meeting to order at 10:02am. All Board Members were present with the following exception: Board Member Smith arrived at 10:12am. In addition, the following should be noted: Chair Gilmore departed at 11:39am and Secretary Eads departed at 11:45am. There was a quorum present during the duration of the meeting.

INVOCATION

Secretary Eads provided the invocation.

PLEDGE OF ALLEGIANCE

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



INTRODUCTIONS

No introductions during this time.

PUBLIC COMMENT

No public comments during this time.

CONSENT AGENDA

1. Consider Approval of Monthly Financial Statement – April 30, 2024
2. Consider Authorizing the Chief Executive Officer (CEO) to Execute a New Interlocal Agreement (ILA) with Dallas Area Rapid Transit (DART) for the GoPass Mobile Ticketing and Trip Planning Platform, Effective October 1, 2024
3. Consider Authorizing Appointment of Vice Chair Cesar Molina to Represent Denton County Transportation Authority (DCTA) and Board Member Dan Jaworski as Alternate on the Regional Transportation Council (RTC)
4. Consider Approval of a Resolution Approving and Directing the Dissolution of the North Texas Mobility Corporation (NTMC) Effective August 9, 2024
5. Consider Approval of a Resolution Approving Budget Revision 2024-27 in the amount of \$268,000 towards the Rail Car Appearance Enhancement Initiative
6. Consider Approval of Special Called Meeting Minutes dated May 16, 2024 and Regular Meeting Minutes dated May 23, 2024

Motion by Board Member Maguire with a second by Vice-Chair Molina to approve the Consent Agenda as presented to include Resolution R24-07 approving and directing the dissolution of the North Texas Mobility Corporation (NTMC) effective August 9, 2024 and R24-08 Budget Revision 2024-27 in the amount of \$268,000 towards the Rail Car Appearance Enhancement Initiative. Motion passes 5-0.

REGULAR AGENDA

1. **Discuss Update on Emerging Opportunities: Frisco GoZone, Texas Woman's University Bus Route, and Span of Denton County Partnership**

CEO Paul Cristina presented to the Board requesting direction to proceed with concept development and potential Agreement formulation in according with DCTA Financial Policy for future Board approval:

- Frisco GoZone Concept
- Texas Woman's University Bus Route (Route 8)

- The Arch Denton and Redpoint (possible bus route to TWU campus)
- Route 8 (TWU) Costs
 - ✓ Frequency: 7am to 9am (20 minutes/weekdays)
 - ✓ Emerging Terms: Annual cost - \$1.6M, 3-year minimum contract, target date of August 2024
- DCTA staff are developing alternatives to meet the need.
- Partnership Opportunity: Span of Denton County and DCTA – Staff requested Board feedback and will provide updates as dialogue progresses.
 - Span of Denton County FY 2023 dataset shows high correlation of Span Trips interacting with DCTA Member Cities
 - Recent partnership has enabled:
 - ✓ DCTA to resume service to former Span customers on Member City to Member City Trips
 - ✓ Provide storage support for retired Span vehicles
 - Recent exhaustion of funding had potential to interrupt Span trips from DCTA Member Cities to Non-member Cities
 - NCTCOG and Span reached agreement to continue funding, enabling subject trips to continue from July 1, 2024 for 12 to 18 months
 - NCTCOG has suggested an interlocal agreement between DCTA and Span to ensure service continuity of those trips after summer 2025
 - DCTA, NCTCOG and Spa discussing path forward and potential options

Board discussion regarding possible Frisco connection with Lewisville and Highland Village and funding from the North Central Texas Council of Government (NCTCOG) and Frisco, the start of TWU classes, new bus stops and infrastructure, and collaboration with the City. The Board also expressed gratitude and appreciation for DCTA's forward thinking and collaborative conversations of solving transportation challenges long-term.

No Board action required at this time.

2. Discuss Proposed Fiscal Year 2025 Operating and Capital Budget and Reserve Policies

Discussion of the Proposed Fiscal Year 2025 Operating and Capital Budget and Reserve Policies were presented by the following individuals:

Paul Cristina, Chief Executive Officer
Sherelle Evans-Jones, Chief Financial Officer
Maurice Bell, Chief Operating Officer
Javier Trilla, VP of Innovation & Information Technology
Austin Frith, VP of Planning and Development
Jane Filarowicz, Senior Manager of Budget and Grants

Budget Workshop Outline

Executive Summary

- Budget Calendar
- Bus/GoZone – Rail Safety Performance – Year to Date
- Bus/GoZone - Service Performance – Year to Date
- DCTA Ridership Performance - Year to Date
- Anticipate Bus and A-train will continue to lead ridership growth in FY 2025
- Four-Year Outlook, Revenue vs. Expenses
- Budget Adjustment Drivers – Revenue and Expenses
- DCTA Budget Summary
- Capital Budget Summary
- Change in Net Position – DCTA (net depreciation)
- Change in Net Position – DCTA (includes depreciation)

Revenue

- Total FY2025 Proposed Revenue: \$64,234,145
- Operating Revenues – Bus, GoZone, Rail
- Non-Operating Revenues

Mobility Services/Purchased Transportation

- Operating Expenses – Mobility Services
- Purchased Transportation – Mobility Services
- GoZone Budget Details
- Operating Expenses – Rail
- Rail Purchased Transportation
- Rail Operating Expenses
- Historical and Long-Range Rail Maintenance (FY25 to FY30)
- ELP – FY25 Rail Major Maintenance Work Program (Capital)
- ELP – Migrate Wabtech TMDS to RailComm Dispatch (Capital)

Operating Expenses - Bus

- Bus Operations Salary, Wage and Benefits Increase Drivers
- Existing Operations Supervisor Schedule (6 Supervisors)
- Proposed Operations Supervisor Schedule (8 Supervisors)
- Service Miles and Fuel
- UNT Contract Details

- UNT Contract Evolution Concept
- UNT Agreement Overview
- Assessment: Total cost of service delivery of existing UNT Shuttle Service
- Consider Academic Year 2024 – 2025 Service Plan and Winter/Summer Schedules
- Two Components to Address: Hourly Rate and Full Year Schedule

Operating Expense: Safety and Facilities Maintenance

- Safety, Security and Facilities Maintenance Projects (Operating)

Expanded Level Projects

- Expanded Level Project Summary: Total requests: \$5.0M
 - Operating – Planning Department
 - ✓ Intermediate Service Plan (\$100K)
 - ✓ Long Range Service Plan (\$300K)
 - ✓ Bus Stop Standards Development (\$100K)
 - ✓ A-train Program Funding Support (\$400K)
 - Capital – IT, Bus, Rail
 - ✓ Fiber Optic Network – Locate and Improvements (\$278K)
 - ✓ Project Management Software & Implementation (\$112K)
 - ✓ Non-Revenue SUVs for IT and Bus (facilities) 2 vehicles (\$80K)
 - ✓ Migrate Wabtech TMDS to RailComm Dispatch (\$500K)
 - ✓ Rail Major Maintenance (\$3.1M)

Operating Expense: General and Administrative

- Key Changes within the FY25 Budget: Outsourced services (\$275K increase), Utilities (\$173K increase), Employee Development (\$61K increase)

Capital Improvement and Major Maintenance Plan

- Capital Budget Summary
- Capital Rollover Requests

Operating Expense: Debt Service

- Non-Operating Expense – 2020 & 2021 Sales Tax Refunding Bonds

Organization Structure Review

- DCTA Organizational Structure: FY24 Budget
- DCTA Organizational Structure: Year End FY24
- DCTA Organizational Structure: FY25 Proposed
- Proposed FY25 DCTA Staffing and Additional Requested Capabilities

Ms. Evans-Jones concluded the presentation of the proposed budget by informing the Board that staff will return in August for the Board's consideration on the Proposed FY2025 Budget similar to what has been presented with additional information on the Long-Range Service Plan and TRiP.

Board discussion regarding Access opportunities for growth due to possible increased demands for disabled transportation, additional revenue streams from Collin County Rides, inflation rate calculation for long-term rail maintenance, route planning, increase in Bus operating expenses due to overtime paid, the availability of Narcan (fast-acting medication to treat an opioid overdose) and Automated External Defibrillator (AED), and American Disabilities Act (ADA) compliance.

Overall, the Board did not request any changes to the budget as presented. In addition, the Board commended staff for their ambitious and thoughtful approach to this fiscal year's budget while prioritizing and managing the decisions being made to obtain successful results.

The Board recessed for lunch at 12:10pm and reconvened at 12:32pm.

3. Discuss and Consider Termination of the Member City Transit Oriented Development Study and the De-Obligation of Grant Funds to the Federal Transportation Administration (FTA) in the amount of \$83,819 for FTA Grant #2021-0520-00, Pilot Program for Transit-Oriented Development Planning

CEO Paul Cristina presented to the Board highlighting the following:

- TOD Planning Study
- Overview of Demonstration Area Plans
- Current Status and Next Steps

Motion by Board Member Maguire with a second by Board Member Gonzalez to approve as presented. Motion passes 5-0.

4. Discuss Update on the Public Transportation Agency Safety Plan

Steve Swanberg, Senior Manager of Transit Safety and Security presented to the Board highlighting the following:

- DCTA Safety Program – Safety Management System (SMS) Re-Cap
- DCTA Safety Program – FY 2024 Bus Incident Frequency Rate (IFR) Performance
- DCTA Safety Program – FY 2024 Bus Safety Risk Registry (and examples)
- DCTA Safety Program – FY 2024 GoZone IFR Performance

- DCTA Safety Program – FY 2024 Rio-Grande Pacific Corporation IFR Performance
- Safety Management System – Presentation Summary & Questions

Board discussion regarding AED training, First-Aid training skills for drivers, requested the availability of Narcan/training, and TxDOT approval for our safety plan.

No Board action required at this time.

5. Discuss Local and Regional Updates and Legislative Issues

CEO Paul Cristina indicated that staff continue to engage with North Central Texas Council of Governments (NCTCOG) regarding the Regional 2.0 initiative. DCTA staff recently met with Chair Gilmore, Michael Morris and his staff/consultants and have begun the process of compiling information. As the process continues, the Board will be updated.

INFORMATIONAL REPORTS

1. Safety, Service, and Ridership Reports
2. Update on Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2024
3. Update and Consideration to Issue a Request for Proposal (RFP) for Federal Legislative Consulting Services

No Board action required. These reports are for information only.

FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

No requests at this time.

REPORT ON ITEMS OF COMMUNITY INTEREST

City of Denton

Saturday, June 29, 2024 – Liberty Run and Yankee Doodle Parade (Race begins at 7:30am. Parade begins at 9am)

Wednesday, July 3, 2024 – July Jubilee (Quakertown Park & Denton Civic Center) – 6pm to 11pm

CEO Paul Cristina shared his condolences to the families affected by the recent tornados and thanked the following staff members for their assistance during this time: Steve Swanberg, Troy Raley, Ashley Wood, Walter Herron, and Eric Rivera.



CONVENE EXECUTIVE SESSION
No items scheduled for this agenda.

RECONVENE OPEN SESSION
The Board did not convene into Executive Session.

ADJOURN

Motion by Board Member Gonzalez with a second by Board Member Maguire to adjourn the meeting at 1:00pm. Motion passes 5-0.



Andy Eads, Board Secretary



TJ Gilmore, Board Chair

