



## Board of Directors Regular Meeting September 26, 2024 | 10:00 a.m.

**NOTICE IS HEREBY GIVEN** that the members of the Denton County Transportation Authority (DCTA) Board of Directors will hold a Regular Meeting on Thursday, September 26, 2024, at 10:00 a.m. at the DCTA Administrative Offices located at 1955 Lakeway Drive, Suite 260, Lewisville, Texas 75057 and by ZOOM Video Conference at which time the following agenda will be discussed.

The public is allowed to use the ZOOM link below to view the Board Meeting. To view the meeting, please use the information below:

<https://us06web.zoom.us/j/87078892958?pwd=XWVN2qgMRvbqG7vq1E0AfECKwyKVyo.1>

Passcode: 884717

Or One tap mobile: +13462487799

Or Telephone: +1 346 248 7799 US

Webinar ID: 870 7889 2958

Passcode: 884717

As authorized by Section 551-071 of the Texas Government Code, the Board of Directors may convene into Closed Executive Session for the purpose of seeking legal advice from Legal Counsel on any item on the agenda at any time during the meeting.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PUBLIC COMMENT

This agenda item provides an opportunity for citizens to address the DCTA Board of Directors on any agenda item(s) or other matters relating to DCTA. Each speaker will be given a total of three (3) minutes to address any item(s). Anyone wishing to speak shall be courteous and cordial.

Speakers making personal, impertinent, profane, or slanderous remarks may be removed from the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping and similar demonstrations will not be permitted.

Citizens that are not able to participate in-person must email his or her public comment to [kmorris-perkins@dcta.net](mailto:kmorris-perkins@dcta.net) no later than **3:00 pm on Wednesday, September 25, 2024**, to ensure the comment will be distributed to Board Members prior to the meeting.



The Board of Directors is not permitted to take action on any subject raised by a speaker during Public Comments. However, the DCTA Board of Directors may have the item placed on a future agenda for action; refer the item to the DCTA Administration for further study or action; briefly state existing DCTA policy; or provide a brief statement of factual information in response to the inquiry.

### CONSENT AGENDA

**1. Consider Approval of Monthly Financial Statement – July 31, 2024**

Action Item

Background Information: Memo

Exhibit 1: Year to Date Financial Statement – July 31, 2024

**2. Consider Approval of an Extension of the Eleventh Amendment of the Agreement for Mobility Services with River North Transit LLC (“Via”) for GoZone in an amount not to exceed \$11,347,100**

Action Item

Background Information: Memo

**3. Consider Authorizing the Chief Executive Officer (CEO) to Execute an Interlocal Agreement with Denton County Sheriff’s Office for Law Enforcement Services in the amount of \$137,584 for one (1) year beginning October 1, 2024, through September 30, 2025**

Action Item

Background Information: Memo

**4. Consider Approval of a Resolution Approving Budget Revision 2025-01 in the amount of \$149,737 for Bus Operator Wage Adjustment effective October 1, 2024**

Action Item

Background Information: Memo

Exhibit 1: Draft Resolution

**5. Consider Approval of Regular Agenda Meeting Minutes dated August 22, 2024**

Action Item

Background Information: Exhibit 1: Regular Meeting Minutes dated August 22, 2024

### REGULAR AGENDA

**1. Discuss and Consider Fiscal Year (FY) 2025 Election of Board Officers**

Action Item

Background Information: Memo

**2. Discuss and Consider Approval of a Fiscal Year (FY) 2025 Transportation Reinvestment Program (TRiP) Pre-Award Application for the City of Lewisville in the amount of \$488,351**

Action Item

Background Information: Memo

- 3. Discuss Update on DCTA Contracted Mobility Services: Frisco Paratransit, Coppell Workforce Mobility, and Collin County Rides**  
Discussion Item  
Background Information: Memo
- 4. Consider Approval of a Second Amended and Restated Interlocal Agreement (ILA) with the City of Frisco for Transit Services for an amount not to exceed \$425,000 for a period of one (1) year beginning October 1, 2024 and continuing through September 30, 2025**  
Action Item  
Background Information: Memo
- 5. Consider Approval of Extension of Contract 17-03 and Contract 17-27 with Irving Holdings, Inc., and Task Order #4.4 with Irving Holdings, Inc. for Frisco Transportation Services in the amount of \$245,489 for a period of one (1) year beginning October 1, 2024 and continuing through September 30, 2025**  
Action Item  
Background Information: Memo
- 6. Consider Approval of Extension of Contract 17-03 and Task Order #4 with Lyft, Inc. for Frisco Transportation Services in the amount of \$15,000 for a period of one (1) year beginning on October 1, 2024 and continuing through September 30, 2025**  
Action Item  
Background Information: Memo
- 7. Consider Approval of a Fifth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2024 and continuing through September 30, 2025**  
Action Item  
Background Information: Memo
- 8. Consider Approval of Extension of Task Order #17 with Lyft, Inc. for Coppell Lyft Services for On-Demand Rideshare beginning October 1, 2024 through September 30, 2025 in an amount not to exceed \$28,125**  
Action Item  
Background Information: Memo
- 9. Consider Approval of Extension of Task Order #1 with Irving Holdings, Inc. for Collin County Rides Transit Services for the City of Allen and Town of Fairview for a period of one (1) year beginning October 1, 2024, through September 30, 2025 in an amount not to exceed \$306,000**  
Action Item  
Background Information: Memo

**10. Consider Approval of Extension of Task Order #1 with Lyft, Inc. for Collin County Rides Transit Services for the City of Allen and Town of Fairview for a period of one (1) year beginning October 1, 2024, through September 30, 2025 in an amount not to exceed \$24,000**

Action Item

Background Information: Memo

**11. Discuss Update on State Legislative Agenda**

Discussion Item

Background Information: Memo

**12. Discuss Update on the Bus Fleet Replacement Plan and Fiscal Year (FY) 2025 Bus Purchase**

Discussion Item

Background Information: Memo

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

Discussion Item

**INFORMATIONAL REPORTS**

**1. Safety, Service, and Ridership Reports**

Background Information: Memo

Exhibit 1: Safety Performance – FY to Date

Exhibit 2: Service Performance – FY to Date

Exhibit 3: Ridership by Mode – August 2024

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

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

Exhibit 6: Fixed-Route Ridership – August 2024

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

**2. Update on A-train Program Management Consultant Procurement**

Background Information: Memo

**3. Proposed 2025 Denton County Transportation Authority (DCTA) Board Meeting Calendar**

Background Information: Memo

Exhibit 1: Proposed 2025 Board Meeting Calendar

**4. Update on the January 2025 Strategic Planning Work Session**

Background Information: Memo



## FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

Staff will discuss proposed future agenda items. Board members may request an informational item or action item to be added to the next Board meeting agenda.

**Next Regular Board Meeting Dates:**      October 24, 2024  
December 12, 2024 (Combined November – December meeting)

## REPORT ON ITEMS OF COMMUNITY INTEREST

Pursuant to Texas Government Section 551.0415 the Board of Directors may report on following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming DCTA and Member City events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

## CONVENE EXECUTIVE SESSION

1. Pursuant to Texas Government Code Section 551.074, Personnel Matters, the Board of Directors will convene into Closed Executive Session to Deliberate the Duties and Performance of the Chief Executive Officer (Fiscal Year 2024 Year End Performance Evaluation – Feedback Session).
  - a. Action as a result of Executive Session.
  
2. Pursuant to Texas Government Code Section 551.072(2), the Board of Directors will convene into Closed Executive Session to Consult with General Counsel regarding proposed Letter of Intent with the Amalgamated Transit Union (ATU) Local 1338
  - a. Action as a result of Executive Session

## RECONVENE OPEN SESSION

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

## ADJOURN

### **Board Members:**

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



**Alternates**

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

**Non-Voting Board Members:**

Jared Eutsler, Corinth  
Dennie Franklin, Frisco  
Jeremie Maurina, The Colony  
Vacant, Flower Mound  
Vacant, Little Elm  
Vacant, Small Cities

**Staff Liaison:**

Paul Cristina, CEO

This notice was posted on September 20, 2024 by 5pm.

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Kisha Morris-Perkins  
Executive Assistant & Board Process Manager



**Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Consider Approval of Monthly Financial Statement – July 31, 2024

**Recommendation**

Staff recommends the Board approve the financial statement for July 31, 2024.

**Background**

The financial statement is presented monthly to the Board of Directors for approval. The attached report is for the period ending July 31, 2024. This report provides a comparison of year-to-date budget vs. actual performance.

**Previous Board Activity & Action**

There has been no previous Board activity on this item.

**Identified Need**

Provides the Board a review of the agency's financial position and performance to budget.

**Financial Impact**

The financial impact of July 31, 2024 performance has been summarized within the respective document provided. Staff stands ready to answer any questions the Board may have regarding the financial performance.

**Exhibits**

Exhibit 1: Year-to-Date Financial Statement – July 31, 2024

Submitted by:

Sherrelle Evans-Jones, CPA  
Chief Financial Officer



## DENTON COUNTY TRANSPORTATION AUTHORITY

Statement of Revenue and Expenditures  
Presented for the Period Ended July 31, 2024

(UNAUDITED)

	Prior Year Actual			FY 2024 - July 31, 2024					Notes
	2021	2022	2023	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	
<b>Revenue and Other Income</b>									
Passenger Revenues	\$ 542,920	\$ 928,716	\$ 1,568,793	\$ 1,570,635	\$ 1,503,667	\$ 1,817,942	82.7%	86.4%	Revenue estimates include much higher revenue expectations for new programs such as Collin County Rides. These revenue estimates were based on details provided by 3rd parties in the transition of service. Actual revenues are less than expected. Related expenditures are also less than expected.
Contract Service Revenues	2,969,330	3,718,416	4,233,303	5,595,148	4,084,823	6,606,086	61.8%	84.7%	
Sales Tax Revenues	34,653,779	38,030,250	40,292,936	33,333,330	33,984,208	40,000,000	85.0%	83.3%	Sales tax continues to perform slightly ahead of budget
Federal/State Grants - Capital	1,409,423	95,069	59,828	2,215,920	832,136	2,591,429	32.1%	85.5%	Capital grant revenue is based on reimbursable grant spending.
Federal/State Grants - Operating	15,858,885	19,028,351	9,431,745	12,144,400	3,397,558	14,573,299	23.3%	83.3%	The agency has billed approximately 24% of YTD budget. The decrease in billing compared to budget is largely a function of the reduced amount of billable expenses incurred through 07/31/24.
<b>Total Revenues and Other Income</b>	<b>55,434,337</b>	<b>61,800,802</b>	<b>55,586,605</b>	<b>54,859,433</b>	<b>43,802,392</b>	<b>65,588,756</b>			
<b>Operating Expenses</b>									
Salary, Wages and Benefits	3,903,858	4,002,824	3,787,792	10,889,279	8,414,183	13,058,441	64.4%	83.4%	COMBINED FINANCIAL STATEMENT CAPTION : First 6 months includes a focus on hiring new talent anticipated in FY24 budget. Hiring was materially complete as of March 2024, with small number of open positions remaining. However YTD Budget anticipated staffing for 12 months.
Outsourced Services and Charges	3,029,903	4,517,965	5,600,148	4,904,746	4,452,604	7,251,396	61.4%	67.6%	
Materials and Supplies	1,711,081	2,536,927	2,576,663	2,874,083	2,074,869	3,549,682	58.5%	81.0%	COMBINED FINANCIAL STATEMENT CAPTION
Utilities	425,655	455,020	497,792	598,431	418,967	745,880	56.2%	80.2%	
Insurance	1,692,506	1,608,328	1,577,898	1,435,169	1,687,689	1,722,268	98.0%	83.3%	COMBINED FINANCIAL STATEMENT CAPTION. Includes April 24 pmt for Rail Liab Insurance, materially completing the annual insurance payments.
Transportation Reinvestment (TRiP)	29,798	1,332,493	345,473	-	379,591	10,429,152	3.6%	0.0%	\$379K represents TRiP Disbursement to the City of Highland Village
Purchased Transportation Services	9,810,849	19,146,955	22,348,013	21,115,836	19,088,655	25,059,495	76.2%	84.3%	
Employee Development	80,428	119,259	2,559,697	641,289	249,488	736,525	33.9%	87.1%	COMBINED FINANCIAL STATEMENT CAPTION
Leases and Rentals	215,069	132,033	142,445	130,989	131,971	156,595	84.3%	83.6%	
Depreciation	9,524,340	11,351,682	9,074,611	9,249,264	9,491,898	11,099,129	85.5%	83.3%	
<b>Total Operating Expenses</b>	<b>30,423,487</b>	<b>45,203,487</b>	<b>48,510,532</b>	<b>51,839,086</b>	<b>46,389,916</b>	<b>73,808,563</b>			
<b>Income Before Non-Operating Revenues and Expenses</b>	<b>25,010,851</b>	<b>16,597,315</b>	<b>7,076,073</b>	<b>3,020,347</b>	<b>(2,587,523)</b>	<b>(8,219,807)</b>			





DENTON COUNTY TRANSPORTATION AUTHORITY

Statement of Revenue and Expenditures  
Presented for the Period Ended July 31, 2024

(UNAUDITED)

	Prior Year Actual			FY 2024 - July 31, 2024					Notes
	2021	2022	2023	YTD Budget	YTD Actual	Annual Budget	Actual %	Expected %	
<b>Income Before Non-Operating Revenues and Expenses</b>	<b>25,010,851</b>	<b>16,597,315</b>	<b>7,076,073</b>	<b>3,020,347</b>	<b>(2,587,523)</b>	<b>(8,219,807)</b>			
<b>Non-Operating Revenues/(Expense)</b>									
Investment Income	31,178	462,425	4,434,145	1,666,660	7,374,629	2,000,000	368.7%	83.3%	FY24 Budget conservatively estimated Investment Income. Investment income continues to perform consistently with FY23 actuals.
Gain (Loss) on Disposal of Assets	42,344	29,719	52,900	-	(6,700)	-	100.0%	100.0%	
Other Income/(Expense) - Miscellaneous	460,209	447,462	923,293	(1,667,248)	173,120	-	100.0%	100.0%	
Long Term Debt Interest/(Expense)	(697,187)		(212,684)	(179,600)	(113,852)	(215,520)	52.8%	83.3%	
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>(163,456)</b>	<b>939,606</b>	<b>5,197,654</b>	<b>(180,188)</b>	<b>7,427,196</b>	<b>1,784,480</b>			
<b>Income (Loss) Includes NTMC</b>	<b>24,847,395</b>	<b>17,536,921</b>	<b>12,273,727</b>	<b>2,840,159</b>	<b>1,312,895</b>	<b>3,993,825</b>			
Transfers Out to NTMC	(6,489,350)	(5,926,669)	(5,577,506)						July 2024 Note: This Transfers out to NTMC was removed beginning in the July 31, 2024 presentation because all the former NTMC balances are presented in "Operating Expenses" above. The line item is being maintained because PY actuals did have a total transfer out to NTMC.
<b>Total Transfers</b>	<b>(6,489,350)</b>	<b>(5,926,669)</b>	<b>(5,577,506)</b>						
<b>Change in Net Position</b>	<b>\$ 18,358,045</b>	<b>\$ 11,610,252</b>	<b>\$ 6,696,221</b>	<b>\$ 2,840,159</b>	<b>\$ 1,312,895</b>	<b>\$ 3,993,825</b>			

**Board of Directors Memo**

**September 26, 2024**

SUBJECT: Consider Approval of an Extension to the Eleventh Amendment of the Agreement for Mobility Services with River North Transit, LLC (“Via”) for GoZone in an amount not to exceed \$11,347,100

**Recommendation**

Staff recommends the Board approve an extension of the Eleventh Amendment of the Agreement for Mobility Services with River North Transit, LLC (“Via”) for GoZone in an amount not to exceed \$11,347,100

**Background**

DCTA contracts with River North Transit LLC (Via) for the GoZone service. The current contract is set to expire on September 30, 2024. Staff is requesting an extension of the contract through September 30, 2025.

This is the last year available for renewal on the contract and it will be re-solicited for a new award in Fiscal Year 2025 for service to begin in Fiscal Year 2026.

**Previous Board Activity & Action**

None.

**Identified Need**

DCTA has successfully partnered with River North Transit LLC (Via) since 2021 and seeks to extend the existing through September 30, 2025, for the final term of this agreement.

**Financial Impact**

This item is included in the FY2025 operating budget.

<b>Operations</b>	<b><i>Includes Full Via Customer Support</i></b>
Van Hours	250,495
Hourly Rate	\$42.95
<b>Operational Total</b>	<b>\$10,760,000.00</b>
Support: First 6 Months	\$48,925 / mo
<b>October 1 – March 31</b>	<b>\$293,550</b>
Support: Second 6 Months	\$48,925 / mo
<b>April 1 – September 30</b>	<b>\$293,550</b>
<b>Support Total</b>	<b>\$587,100</b>
<b>Total Service Cost</b>	<b>\$11,347,100.00</b>

**Exhibits**

None.

Submitted By:



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Kevin A. Thompson, Senior Manager of Mobility Services

Final Review:



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Maurice Bell, Chief Operating Officer



**Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Consider Authorizing the Chief Executive Officer (CEO) to Execute an Interlocal Agreement with Denton County Sheriff’s Office for Law Enforcement Services in the amount of \$137,584 for one (1) year beginning October 1, 2024, through September 30, 2025

**Recommendation**

Staff recommends the Board authorize the Chief Executive Officer (CEO) to execute the Interlocal Agreement (ILA) for Denton County Sheriff’s Office Law Enforcement Services in the amount of \$137,584 for one (1) year beginning October 1, 2024, through September 30, 2025.

**Background**

The current ILA with Denton County Sheriff’s Office for dedicated Law Enforcement services is set to expire on September 30, 2024. It was initiated in February 2011 for a one-year term and has been renewed annually subject to budget reviews. The agreement provides for Peace Officers to provide law enforcement, patrol units, and related services at DCTA transit properties and on the A-train within Denton County, Texas.

**Previous Board Activity & Action**

- August 22, 2024, Board Meeting Informational Report

**Identified Need**

Annual Renewal of Agreement between DCTA and Denton County for FY 2025, to provide DCTA with dedicated law enforcement services. The current agreement expires on September 30, 2024.

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

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

**Financial Impact**

The agreement is for a one (1) year term to begin October 1, 2024, continuing through and including September 30, 2025. The annual estimated expenditure is \$137,584. The FY2025 cost is included within the FY2025 Rail Operations Budget.

**Exhibits**

None.

Submitted By: Alex McGlinchey  
Alex McGlinchey, Sr. Manager of Rail Operations

Final Review: Maurice Bell  
Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of a Resolution Approving Budget Revision 2025-01 in the amount of \$149,737 for Bus Operator Wage Adjustment effective October 1, 2024

### **Recommendation**

Staff recommends the Board consider approval of a Resolution approving Budget Revision 2025-01 in the amount of \$149,737 for Bus Operator Wage Adjustment Effective October 1, 2024.

### **Background**

The DCTA Board authorized staff to proceed with the direct employment of all NTMC employees into DCTA at a Special Called Meeting on May 16, 2024. This action enabled DCTA to provide a wage increase to Bus Operators in recognition of their transition from NTMC to DCTA.

This item adjusts the budget for Bus Operator wages to enable DCTA to provide a cumulative 15% wage increase to DCTA Bus Operators.

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

February 2024 – Executive Session Item

March 2024 – Executive Session Item

May 2024 – Special called meeting

August 2024 – Executive Session Item

### **Identified Need**

As stated above.

### **Financial Impact**

See attached budget revision.

### **Exhibits**

Exhibit 1: Draft Resolution

Submitted By:



Paul A. Cristina  
Chief Executive Officer

**DENTON COUNTY TRANSPORTATION AUTHORITY  
RESOLUTION NO. XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY (DCTA) APPROVING FISCAL YEAR 2025 BUDGET REVISION NUMBER 2025-01 REVISED OPERATING & CAPITAL BUDGET, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the DCTA budget is a well calculated estimate as to what will be needed for expenditures in the fiscal year; and

**WHEREAS**, budget estimates are often prepared months in advance of the actual expenditures and the possibility that the actual amount of the expenditure will be known in exact terms at the time of the budget preparation is unlikely; and

**WHEREAS**, it may become necessary to reforecast the annual expenditures and modify the budget by amendment; and

**WHEREAS**, the Board of Directors of DCTA desires to amend the Fiscal Year 2025 Operating and Capital Budget as set forth in Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY, THAT:**

**SECTION 1.** The Operating and Capital Budget Revision attached hereto as Exhibit "A," be, and the same is hereby adopted and which shall amend the original budget adopted August 22, 2024, from and after the effective date of this Resolution.

**SECTION 2.** All provisions of the resolutions of the Board of Directors of the DCTA, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

**SECTION 3.** This Resolution shall become effective immediately upon its passage and approval.

**DULY PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE DENTON COUNTY TRANSPORTATION AUTHORITY THE 26TH DAY OF SEPTEMBER 2024.**

**APPROVED:**

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TJ Gilmore, Chair

**ATTEST:**

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Andy Eads, Secretary




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

TRANSACTION TYPE:      Transfer   
    Revision

Number: 2025-01

Expense	Account	Dept/Account	Current Budget Amount	Budget Revision Amount	Revised Budget Amount
Operating Expense	547.50110	DR-DO/Salary and Wages	\$ 431,350	\$ 18,462	\$ 449,812
Operating Expense	547.50205	DR-DO/ER Medicare & SS	\$ 33,000	\$ 1,416	\$ 34,416
Operating Expense	547.50210	DR-DO/ER Match Retirement	\$ 29,787	\$ 1,275	\$ 31,062
Operating Expense	547.50225	DR-DO/SUTA	\$ 864	\$ 36	\$ 900
Operating Expense	548.50110	FR-DO/Salary and Wages	\$ 2,617,391	\$ 112,024	\$ 2,729,415
Operating Expense	548.50205	FR-DO/ER Medicare & SS	\$ 200,232	\$8,568	\$ 208,800
Operating Expense	548.50210	FR-DO/ER Match Retirement	\$ 180,735	\$7,728	\$ 188,463
Operating Expense	548.50225	FR-DO/SUTA	\$ 5,232	\$228	\$ 5,460
<b>Net Position Impact</b>				<b>\$ 149,737</b>	

**EXPLANATION:** Budget Revision 2025-01 is to adjust the budget for Bus Operator wages to enable DCTA to provide a cumulative 15% wage increase to DCTA Bus Operators. This budget revision is a total of 4.28% increase on the July 2024 wages (10% increase). This budget revision allows for us to meet that increase.

<b>Approvals:</b>		<b>Title</b>
Requested By:		COO
Reviewed By:		Senior Manager of Budget & Grants
Approved By:		CFO





## Board of Directors Regular Meeting Minutes August 22, 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, August 22, 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

The meeting was called to order at 10:03am. All Board Members were present except for Vice-Chair Molina. Board Member Smith arrived at 10:45am.

### INVOCATION

Board Member Jaworski provided the invocation.

### PLEDGE OF ALLEGIANCE

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

### INTRODUCTIONS

No introductions at this time.

### PUBLIC COMMENT

No public comment at this time.

## CONSENT AGENDA

1. Consider Authorizing the Chief Executive Officer (CEO) to Execute a One Year Option with Capital Edge for Federal Legislative Consulting Services in the amount of \$84,000 for one (1) year beginning October 1, 2024
2. Consider Approval of Regular Agenda Meeting Minutes dated July 25, 2024

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

## REGULAR AGENDA

1. **Conduct a Public Hearing and Consider Approval of a Resolution to Adopt the Proposed Denton County Transportation Authority (DCTA) Fiscal Year (FY) 2025 Operating and Capital Budget, Long-Range Financial Plan, and Budget Contingency Plan beginning October 1, 2024 and ending September 30, 2025**

The Public Hearing was opened and closed by the Board. Chief Financial Officer Sherrelle Evans-Jones and Chief Executive Officer Paul Cristina presented, highlighting the following:

FY25 Budget Summary

FY25 Budget Updates (since July Board Meeting)

Change in Net Position

TRiP

Capital Improvements & Major Maintenance Plan

DCTA Organizational Structure (FY25 Proposed)

Proposed Additional Staffing and Additional Requested Capabilities

Long Range Financial Plan

FY2025 DCTA Goals and Objectives (Proposed)

Next Steps – August 22 (Budget Adoption); August 23-September 30 (Final Steps); October 1 (Start of FY2025)

The Board had conversations surrounding the TRiP program and continued GoZone services. The Board acknowledged the hard work and efforts of staff in the preparation of a conservative FY 2025 Budget.

***Motion by Secretary Eads with a second by Board Member Maguire to approve Resolution R24-09 as presented. Motion passes 5-0.***

**2. Consider Approval of Monthly Financial Statement for June 2024, Quarterly Grants Report for Quarter 3 – Fiscal Year 2024 and Receive an Update from the Chief Financial Officer Regarding Finance Operations and Enterprise Resource Program (ERP) Replacement**

Chief Financial Officer Sherrelle Evans-Jones presented highlighting the following:

Financial Statements – Revenues & Other Income, Operating Expenses & Non-Operating  
FY2024 Quarter 3 Grants  
Status of Invested Assets  
ERP Status Update

The Board discussed schedule adjustments in Phase 2 and federal grant funding.

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

**3. Discuss and Consider Approval of the Fiscal Year 2024 Transportation Reinvestment Program (TRiP) Project Submissions**

Planning Manager Karina Maldonado presented highlighting the following:

Defining TRiP  
TRiP Funding  
TRiP Policy Update  
FY 2024 TRiP Process  
FY 2024 TRiP Program Allocation and Rollover Amounts

FY 2024 Applications Recommended for Approval

(L6) – The Standard TOD Public Street Construction  
(D19) – McKinney Street Multimodal Improvements  
(D20) – Woodrow Lane Multimodal Improvements  
(D21) – Morse Street/Woodrow Signal/Safety Improvements  
(D22) – Riney Road Sidepath and Safety Improvements  
(D23) – Sidewalk Connectivity and Shelter Pad Allowance

The Board discussed the policy update and funding for feasibility studies. The Board complimented staff on the forward thinking and prioritization of the project submittals and requested a prompt discussion on revisiting the TRiP policy.

***Motion by Secretary Eads and a second by Board Member Maguire to approve as presented. Motion passes 5-0.***

#### **4. Discuss Update on New Member City Admission and Contracted Services Policy**

Chief Executive Officer and President of Bird Advocacy & Consulting Brandi Bird presented highlighting the following:

- Recap – January Strategic Workshop (New Member Discussion Points, Contracted Services Policy)
- Consideration of a New Member Policy and City Admission
- Projected Discussion Accomplishments

***See Regular Agenda Item 5 for discussion and action.***

#### **5. Discuss Update on Emerging Opportunity in the City of Frisco for Technology Based Transit Service**

*At the request of the Board, Regular Agenda Item 4 was “left open” while discussion of Regular Agenda Item 5 occurred.*

Chief Executive Officer Paul Cristina presented highlighting the following:

Frisco GoZone Concept  
Potential DCTA Board Policy Considerations (Contracted Services and Path to Membership)

##### Path Forward

Staff provide recommendations that address the four (4) pending policy questions related to this contracted service opportunity.

1. Fees generated from such services generate incremental revenue that meaningfully offsets investment provided by Member Cities.
2. Non-member cities pay a premium for contracted service, and contracted services will be provided for some, yet undefined timeframe.
3. Contracted services encourage new member cities to join DCTA and expand the agency service area.
4. Contracted services position DCTA as a regional leader in providing public transportation solutions.

The Board discussed a proposed timeline to approve, impacts due to absence of a policy (i.e. yearly discussions and requests), focusing on potential membership cities (i.e. City of Frisco), contracted services timelines, on-demand services, revenue generation, interconnectivity, pilot programs to possibly segway into potential future membership, and being successful in a competitive landscape. The Board applauded Chief Executive Officer Paul Cristina on his efforts to break down large barriers in the explanations and discussions.

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

## 6. Discuss Update on Procurement for External Marketing and Communications Support

Jackie Bronson, Vice President of Engagement and Administration presented highlighting the following:

DCTA Marketing and Communications – Current Resources  
Funding for External Marketing Firm Professional Services/Advertising (FY24/FY25 Budgets)

### General Focus

Customer/Community Engagement  
KPT Formulation and Tracking  
Pass Sales/Business Development  
Rider Story Cultivation  
DCTA Value Proposition  
Advertising Revenue Program

Anticipated Scope of Services

### Next Steps

August/September – Request for Proposals  
October – Finalist Interviews  
November/December Board Meeting – Contract Award  
Ongoing – Open Position Recruitment

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

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

No updates at this time.

## INFORMATIONAL REPORTS

1. Safety, Service, and Ridership Reports
2. Update on Denton County Transportation Authority Board of Directors Terms and Officer Elections
3. Update on Extension of the 12th Amendment of the Agreement for Mobility Services with River North Transit LLC (“Via”) for GoZone Service
4. Update on Renewal of City of Frisco ILA for Transit Services for a period of one year beginning October 1, 2024, through September 30, 2025
5. Update on Renewal of City of Coppell ILA for Mobility Services for a period of one year beginning October 1, 2024, through September 30, 2025

6. Update on Contract 17-03 and 17-27 and Task Order #5 with Irving Holdings for Frisco Transportation Services for a period of one year beginning October 1, 2024, through September 30, 2025
7. Update on Contract 17-03 and Task Order #4 with Lyft, Inc. for Frisco Transportation Services for a period of one year beginning October 1, 2024, through September 30, 2025
8. Update on Task Order #19 with Lyft, Inc. for On-Demand Rideshare Services for City of Coppell for a period of one year beginning October 1, 2024, through September 30, 2025
9. Update on Task Order #2 with Irving Holdings for Collin County Rides Transit Services for the Cities of Allen and Fairview for a period of one year beginning October 1, 2024, through September 30, 2025
10. Update on Task Order #2 with Lyft, Inc. for Collin County Rides Transit Services for the Cities of Allen and Fairview for a period of one year beginning October 1, 2024, through September 30, 2025
11. Update on Denton County Sheriff's Office Interlocal Agreement for Law Enforcement Services for the A-train

***Chair Gilmore read the Informational Report items. No Board Member had any comments or questions.***

#### FUTURE AGENDA ITEMS AND BOARD MEMBER REQUESTS

None at this time.

#### REPORT ON ITEMS OF COMMUNITY INTEREST

Denton Blues Festival  
September 20-22, 2024  
Quakertown Park – 700 Oakland Street

Highland Village – Texas Fallen Officer Tribute Event  
October 19, 2024

Lewisville Western Days  
September 27-28, 2024  
Old Town Lewisville

North Texas Fair and Rodeo  
Shuttle Service on Saturday evenings

The Board adjourned Regular Session at 11:52am



## CONVENE EXECUTIVE SESSION

1. Pursuant to Texas Government Code Section 551.074, Personnel Matters, the Board of Directors will convene into Closed Executive Session to Deliberate the Duties and Performance of the Chief Executive Officer (Fiscal Year 2024 Year End Performance Evaluation – Board Deliberation).
  - a. Action as a result of Executive Session.
  
2. Pursuant to Texas Government Code Section 551.072(2), the Board of Directors will convene into Closed Executive Session to Consult with General Counsel regarding proposed Letter of Intent with the Amalgamated Transit Union (ATU) Local 1338.
  - a. Action as a result of Executive Session.

The Board convened into Closed Executive Session at 11:52am

## RECONVENE OPEN SESSION

The Board reconvened into Open Session at 12:45pm with no action taken.

## ADJOURN

Motion by Board Member Maguire with a second by Chair Gilmore to adjourn the meeting at 12:45pm. Motion passes.

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TJ Gilmore, Board Chair

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Andy Eads, Board Secretary



**Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Discuss and Consider Fiscal Year (FY) 2025 Election of Board Officers

**Recommendation**

Staff recommends the Board elect a Chair, Vice-Chair, and Secretary to serve as DCTA Board Officers for Fiscal Year 2025.

**Background**

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

On September 22, 2023, the Board elected the following individuals to a term of one (1) year:

- TJ Gilmore, Chair
- Cesar Molina, Vice-Chair
- Andy Eads, Secretary

**Previous Board Activity & Action**

None.

**Identified Need**

Current Officer terms expire on September 30, 2024. Board Officer elections for the upcoming fiscal year need to be held prior to the expiration of the current Officer terms.

**Financial Impact**

There is no financial impact associated with this item.

Submitted by:



Paul A. Cristina, Chief Executive Officer



## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Discuss and Consider Approval of a Fiscal Year (FY) 2025 Transportation Reinvestment Program (TRiP) Pre-Award Application for the City of Lewisville in the amount of \$488,351

### **Recommendation**

Staff recommends the Board approve the FY2025 Transportation Reinvestment Program (TRiP) Pre-Award application for the City of Lewisville in the amount of \$488,351.

### **Background**

Under Section V of the TRiP policy (Resolution 20-02), Member Cities with time-sensitive projects that necessitate an application prior to the subsequent call for projects may apply for pre-award authority based on anticipated available funding. Pre-Award applications must be reviewed for eligibility within 45 days prior to being placed on the agenda for Board's consideration and are required to comply with the same criteria identified for all applications submitted through the formal Call for Projects. Any cost difference between a pre-award application request and final funding allocations approved by the Board in the subsequent call for projects is the responsibility of the Member City.

On July 31, 2024, DCTA received a pre-award application from the City of Lewisville for TRiP funds in the amount of \$488,351 to construct a 0.5-mile off-street trail along Hebron Parkway from South Railroad Street to the Lewisville Kayak Launch at the Elm Fork of Trinity River. The proposed project is in the final design stage and is expected to begin construction in February 2025, prior to approval of the FY2025 Call for Projects award schedule. The requested funds are equal to the cost savings from a recently complete project awarded in FY2021 – (L1) Valley Ridge Off-Street Trail. The total value of the pre-award application represents over \$2.4 million dollars to provide a safer means of travel for transit riders as they walk to and from key recreational and educational areas in the City of Lewisville.

### **Staff Review Notes**

DCTA staff finds the application from the City of Lewisville to be thorough and complete. The project meets the minimum project eligibility requirements for TRiP funding by supporting DCTA Long-Range Service Plan goals, enumerated and described in the project application.

DCTA staff also found that this proposed project met key evaluation criteria, including:

- Achieves long-term vision: as noted above, the project supports key tenets of the anticipated DCTA Long-Range Service Plan.
- Safety & ADA: the improvements would increase safety for all users.
- Quality of Life: the improvements would increase the appeal and walkability of member city neighborhoods and activity centers.

**Funding Sources:** The request for \$488,351 in FY25 TRiP funds is being matched by the City of Lewisville's 2014 Bond Initiative and Waste Management mitigation funds.

**Maintenance:** The City of Lewisville will be responsible for maintenance of this project.

**Previous Board Activity & Action**

- The Board approved a FY21 pre-award application for the City of Lewisville in the amount of \$1,766,000 on January 28, 2021, for the (L1) Valley Ridge Off-Street project.
- The Board authorized the TRiP Annual Call for Projects for FY24 on January 25, 2024.
- The Board approved a total of \$6,969,060 for six projects submitted through the TRiP Annual Call for Projects for FY24, including a \$2,000,000 request from the City of Lewisville.

**Financial Impact**

The total cost of this project is \$2,395,000 with \$488,351 being requested through TRiP funds. The table below displays the amount of TRiP funds available for pre-award requests and remaining upon commitment.

FY25 TRiP AVAILABLE FUNDING FOR PRE-AWARD				
	CITY OF DENTON	CITY OF HIGHLAND VILLAGE**	CITY OF LEWISVILLE	TOTAL
FY24 Call for Projects Available Funds	\$ 5,876,029	\$ 1,486,924	\$ 7,060,473	\$ 14,423,426
FY24 Call for Projects Obligated Funds	\$ 4,969,060	\$ -	\$ 2,000,000	\$ 6,969,060
<b>FY21-24 Cumulative TRiP Rollover Funds to FY25</b>	<b>\$ 906,969</b>	<b>\$ 1,486,924</b>	<b>\$ 5,060,473</b>	<b>\$ 7,454,366</b>
FY25 PRE-AWARD REQUEST	\$ -	\$ -	\$ 488,351	\$ 488,351
<b>FY21-24 REMAINING CUMULATIVE TRIP ROLLOVER FUNDS TO FY25***</b>	<b>\$ 906,969</b>	<b>\$ 1,486,924</b>	<b>\$ 4,572,122</b>	<b>\$ 6,966,015</b>

\*\* FY 2022 Rollover for Highland Village in the amount of \$450,500 is set to expire in FY 2025 if not obligated  
 \*\*\*This amount is not inclusive of the FY2025 Allocation to be determined in January 2025 and is just a reflection of available rollover funds not obligated in previous calls.

**Exhibits**

None.

Submitted By:   
 Karina Maldonado, Planning Manager

Reviewed By:   
 Austin Frith, Vice President, Planning and Development

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Discuss Update on DCTA Contracted Mobility Services: Frisco Paratransit, Coppell Workforce Mobility, and Collin County Rides

### **Recommendation**

This is a discussion item that informs Board Action for Agenda Items 4 – 10.

### **Background**

Denton County Transportation Authority (DCTA) engages with multiple mobility service providers to furnish transit services to partner agencies and contracted municipalities. DCTA extends its mobility solutions to the cities of Denton, Highland Village, and Lewisville. Furthermore, DCTA offers contracted services to the City of Frisco and the City of Coppell as well as the City of Allen and the Town of Fairview under the Collin County Rides program.

These contracts can be considered in two groups:

1. On-Call Transit Services (Transit Network Companies / TNCs)
2. Connected Transit Modes (Various – bikeshare, autonomous shuttle, etc.)

DCTA's contract mechanisms for TNCs require a one-year extension, setting their final contract year to conclude on September 30, 2025. DCTA will re-compete these contracts in Fiscal Year 2025 to be in place for service in Fiscal Year (FY) 2026.

Staff has presented all Agreements required to deliver this portfolio of contracted services, even when contract and task order values are than Board approval thresholds, to ensure visibility on all Agreements required for delivery of this annual program.

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

April 25, 2024 – Board briefing on Mobility As A Service (MAAS) contracts

### **Identified Need**

These services are anticipated to continue in FY 2025 as the New Member and Contracted Services Policy is developed to provide guidance on engagement in FY 2026 and beyond.

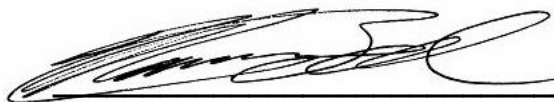
### **Financial Impact**

None. This is a discussion item only.

### **Exhibits**

None.

Submitted By:



Maurice Bell, Chief Operating Officer

## **Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Consider Approval of a Second Amended and Restated Interlocal Agreement (ILA) with the City of Frisco for Transit Services in an amount not to exceed \$425,000 for a period of one (1) year beginning on October 1, 2024, and continuing through September 30, 2025

### **Recommendation**

Staff recommends the Board authorize the Chief Executive Officer (CEO) to Execute a Second Amended and Restated Interlocal Agreement (ILA) with the City of Frisco for Transit Services in an amount not to exceed \$425,000 for a period of one (1) year beginning on October 1, 2024, and continuing through September 30, 2025.

### **Background**

DCTA and the City of Frisco initially approved an ILA in December 2015 for the deployment of transit services for eligible Frisco residents. This ILA has been subsequently amended to continue the service through September 2024.

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

DCTA provides transit services to the following eligible passengers:

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

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

August 22, 2024 – Informational Report Item 4

### **Identified Need**

On September 30, 2024, the current ILA with the City of Frisco will expire and a new ILA must be executed to continue current services through September 30, 2025.

### **Financial Impact**

DCTA will be fully reimbursed by the City of Frisco for costs incurred by DCTA to deliver service plus a 69% administrative fee, in accordance with DCTA policy.

### **Exhibits**

None.

Submitted By:



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Kevin Thompson, Senior Manager Mobility Services

Final Review:



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Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of an Extension of Contract 17-03 and Contract 17-27 with Irving Holdings, Inc. and Task Order #4.4 with Irving Holdings, Inc. for Frisco Transportation Services in the amount of \$245,489 for a period of one (1) year beginning on October 1, 2024, and continuing through September 30, 2025

### **Recommendation**

Staff recommends the Board authorize the Chief Executive Officer (CEO) to Execute an extension of Task Order 4.4 with Irving Holdings for Frisco Transportation Services in the amount of \$245,489 for a period of one (1) year, beginning on October 1, 2024, and continuing through September 30, 2025.

### **Background**

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

17-03 On Demand Rideshare Services

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

The current contracts for these services are set to expire on September 30, 2024. Staff requests an extension of these contracts through September 30, 2025. As briefed in April, staff will issue a solicitation for a new contract for these services in Fiscal Year 2025 to provide service in Fiscal Year 2026 and beyond.

This item requests also approval of the extension of Task order 4.4 under contract 17-03 to deliver service to the City of Frisco in FY 2025. The term of the task order shall commence on October 1, 2024, and end on September 30, 2025.

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

The Board received briefing items on the Collin County Rides program in the following meetings and provided staff direction to proceed with formulation of agreements:

- April 2024 – Board briefing
- August 2024 – Informational Report Item 6

### **Identified Need**

Execution of Agreements to continue providing service beginning on October 1, 2024.

### **Financial Impact**

As briefed. All service costs will be reimbursed to DCTA with a 69% administrative fee.

### **Exhibits**

None.

Submitted By:



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Kevin A. Thompson, Senior Manager of Mobility Services

Final Review:



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Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of an Extension of Contract 17-03 and Task Order #4 with Lyft, Inc. for Frisco Transportation Services in the amount of \$15,000 for a period of one (1) year beginning October 1, 2024, through September 30, 2025

### Recommendation

Staff recommends the Board authorize the Chief Executive Officer (CEO) to execute an extension of Contract 17-03 and Task Order #4 with Lyft, Inc. for Frisco Transportation Services in the amount of \$15,000 for a period of one (1) year beginning October 1, 2024, through September 30, 2025.

### Background

DCTA contracts with several mobility services providers to deliver services to transit partners and contract cities. DCTA currently contracts with the following providers, under their respective procurements:

#### Lyft, Inc.

17-03 On-Demand Rideshare Services (executed May 2017)

This item will require extension of the subject contract 17-03 and Task Order #4 with Lyft, Inc. to deliver transportation service to the City of Frisco in Fiscal Year 2025.

The current contracts and task orders for these services are set to expire on September 30, 2024. As briefed to the Board of Directors in April, staff requests an extension for these contracts through September 30, 2025, so that the contract can be re-bid prior to that date.

### Previous Board Activity & Action

April 2024 – Board briefing

August 2024 – Informational Report Item 7

### Identified Need

Execution of Agreements to continue providing service beginning on October 1, 2024.


### Financial Impact

As briefed. All service costs will be reimbursed to DCTA with an 69% administrative fee.


### Exhibits

None.

### Submitted By:

  
Kevin A. Thompson, Senior Manager of Mobility Services

### Final Review:

  
Maurice Bell, Chief Operating Officer



## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of a Fifth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2024, and continuing through September 30, 2025

### Recommendation

Staff recommends the Board authorize the Chief Executive Officer (CEO) to Execute a Fifth Amended and Restated Interlocal Agreement (ILA) with the City of Coppell for Mobility Services in an amount not to exceed \$50,000 for a period of one (1) year beginning on October 1, 2024

### Background

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

The service, operated by Lyft through a task order with DCTA, provides on-demand services from nearby transit stops to the City of Coppell’s workforce centers. Transit stops include: The A-train Hebron Station, DART Trinity Mills Station, DART Beltline Station, two (2) DART Bus Stops (Saintsbury at Beltline and Regent at Royal), and the Grapevine TEXRail Station. Services are offered Monday through Sunday, from 4 am to 12 am.

### Previous Board Activity & Action

- August 22, 2024 – Informational Report Item 5

### Identified Need

Execution of Agreement to continue providing service beginning on October 1, 2024.

### Financial Impact

DCTA will be fully reimbursed by the City of Coppell for the Lyft service, plus an administrative fee of 60% of cost to deliver service, in accordance with DCTA policy.

AGENCY	Service Rendered	Cost Allocation Per Year \$50,000
<b>Denton County Transportation Authority</b>	Contracted Mobility Provider Service: <i>Direct invoiced costs</i>	Not-to-exceed \$28,125
	Administrative Fee: <i>Contract management, billing, administration, reporting, data analytics, and customer service</i>	Not-to-exceed \$16,875 (60% of the direct invoiced costs)
<b>City of Coppell</b>	Marketing and Outreach	Not-to-exceed \$5,000
		TOTAL: \$50,000



**Exhibits**

None.

Submitted By:

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

Kevin A. Thompson, Senior Manager of Mobility Services

Final Review:

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

Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of Extension of Task Order #17 with Lyft, Inc. for Coppell Lyft Services for On-Demand Rideshare beginning October 1, 2024, through September 30, 2025, in an amount not to exceed \$28,125

### Recommendation

Staff recommends the Board approve an extension of Task Order #17 with Lyft, Inc. for Coppell Lyft Services for On-Demand Rideshare beginning October 1, 2024, through September 30, 2025, in an amount not to exceed \$28,125.

### Background

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

#### 17-03 On-Demand Rideshare Services

This action requests approval of extension of Task Order #17 with Lyft to deliver service to the City of Coppell in FY2025.

### Previous Board Activity & Action

August 22, 2024 – Informational Report 08

### Identified Need

Execution of Agreements to continue providing service beginning on October 1, 2024.

### Financial Impact

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

### Exhibits

None.

### Submitted By:

  
\_\_\_\_\_  
Kevin A. Thompson  
Senior Manager of Mobility Services

### Final Review:

  
\_\_\_\_\_  
Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of an Extension of Task Order #1 with Irving Holdings, Inc. for Collin County Rides Transit Services for the City of Allen and Town of Fairview for a period of one (1) year beginning October 1, 2024, through September 30, 2025, in an amount not to exceed \$306,000

### **Recommendation**

Staff recommends the Board approve extension of Task Order #1 with Irving Holdings, Inc. for Collin County Rides Transit Services for the City of Allen and Town of Fairview for a period of one (1) year beginning October 1, 2024, through September 30, 2025, in an amount not to exceed \$306,000.

### **Background**

DCTA contracts with Irving Holdings, Inc. to provide Mobility Services. This item requests approval to extend Task Order #1 to provide services to the City of Allen and Town of Fairview for the Collin County Rides program. The term of the task order shall commence on October 1, 2024, and end on September 30, 2025.

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

- August 2024 – Informational Report – Update on Irving Holdings Task Order for Collin County Rides Program

### **Identified Need**

Execution of Agreements to continue providing service beginning on October 1, 2024.

### **Financial Impact**

As briefed. All service costs will be reimbursed to DCTA with a 69% administrative fee.

### **Exhibits**

None.

Submitted By:

  
\_\_\_\_\_  
Kevin A. Thompson, Senior Manager of Mobility Services

Final Review:

  
\_\_\_\_\_  
Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Consider Approval of Extension of Task Order #1 with Lyft, Inc. for Collin County Rides Transit Services for the City of Allen and Town of Fairview for a period of one (1) year beginning October 1, 2024, through September 30, 2025, in an amount not to exceed \$24,000

### Recommendation

Staff recommends the Board approve an extension of Task Order #1 with Lyft, Inc. for Collin County Rides Transit Services for a period of one (1) year beginning October 1, 2024, and continuing through September 30, 2025, in an amount not to exceed \$24,000.

### Background

DCTA contracts with Lyft, Inc. to provide Mobility Services.

This item requests approval of a task order extension to provide services to the City of Allen and Town of Fairview for the Collin County Rides program. The term of the task order shall commence on October 1, 2024, and is set to expire on September 30, 2025.

### Previous Board Activity & Action

The Board received briefing items on the Collin County Rides program in the following meetings and provided staff direction to proceed with formulation of agreements:

- August 22, 2024 – Informational Report Item 10

### Identified Need

Execution of Agreement to continue providing service beginning on October 1, 2024.

### Financial Impact

As briefed. All service costs will be reimbursed to DCTA with a 69% administrative fee.

### Exhibits

None.

Submitted By:



Kevin A. Thompson, Senior Manager of Mobility Services

Final Review:



Maurice Bell, Chief Operating Officer

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Discuss Update on State Legislative Agenda

### Recommendation

This is a discussion item. No action is required.

### Background

The state legislative consultant team of Capitol Insights and Bird Advocacy will give an overview of the state political landscape heading into the next legislative session, the status of potential legislation affecting DCTA and public transit in Texas and review potential legislative priorities for DCTA to receive input and feedback from the Board of Directors.

This discussion will enable Staff and the Consultant team to develop a strategy and prepare a DCTA agenda for the 2025 state legislative session.

### Previous Board Action

There has been no previous Board action on this item.

### Identified Need

This item enables Staff and the consultant team to solicit feedback from the Board on the DCTA State Legislative Agenda prior to the beginning of the next session

### Financial Impact

There is no financial impact associated with this discussion item.

### Exhibits

None.

Submitted By:



Jackie Bronson, Vice-President  
Engagement and Administration

## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Discuss Update on the Bus Fleet Replacement Plan and Fiscal Year (FY) 2025 Bus Purchase

### **Recommendation**

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

### **Background**

DCTA has programmed funds to purchase 2 – 3 buses in FY2025 in alignment with the Denton County Transportation Authority (DCTA) Transportation Asset Management (TAM) Plan. The bus purchase process requires consideration of fleet standards for several key vehicle components, including body and powertrain, operator workstation, and passenger amenities.

This briefing provides an update on Staff progress to identify required options and cost of the upcoming bus purchase. The primary objective of these discussions is to share the customization selection process as staff prepares the Board to approve bus procurement within the current fiscal year, with delivery anticipated for a future date.

### **Previous Board Action**

- March 2024 – Discussion Item
- May 2024 – Discussion Item

### **Identified Need**

Improvements with innovative technology, reliability, maintenance, and operating costs through the adoption of a modernized and standardized vehicle fleet.


### **Financial Impact**

None.

### **Exhibits**

None.

Submitted By:

  
\_\_\_\_\_  
Maurice Bell, Chief Operating Officer

**Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Safety, Service, and Ridership Reports – August 2024

**Recommendation**

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

**Introduction**

Attached Exhibits 1-7 provide an overview of total monthly safety, service, and ridership trends across all DCTA services for August 2024.

**Monthly Report**

RIDERSHIP

Overall bus ridership saw a slight decrease from August 2023 at -4.4%. However, there is strong growth year over year on two modes. A-train ridership continued its strong momentum in August, increasing 14.1% year over year. Connect routes increased by 54.4% year over year. While this is based on early data from the first ten week days of the Intermediate Service Plan, and the data is still under review, the significant increase in Connect ridership and slight decrease in GoZone ridership seems consistent with the results we expected from first phase of our Intermediate Service Plan (ISP) where we have increased frequency and service hours on Connect while reducing GoZone capacity in Denton.

The three-month trend of passenger trips on major modes is presented in the following table.

Unlinked Passenger Trips Three-Month Trend						
	FY23	FY24				
	August	June	July	August	July-August % Change	August 2023-2024 % Change
<b>UNT</b>	126,582	29,450	30,926	111,753	261.4%	-11.7%
<b>Connect</b>	15,238	12,289	13,011	23,748	82.5%	55.8%
<b>Non-Connect</b>	156	151	121	213	76.0%	36.5%
<b>Rail</b>	20,954	19,763	21,347	23,906	12.0%	14.1%
<b>GoZone</b>	77,914	70,283	73,538	72,263	-1.7%	-7.3%
<b>Access</b>	2,470	2,004	2,153	2,452	13.9%	-0.7%
<b>Van Pool**</b>	19,543	21,684	19,345	20,251	4.7%	3.6%
<b>TOTAL</b>	<b>262,857</b>	<b>155,624</b>	<b>160,441</b>	<b>254,586</b>	<b>58.7%</b>	<b>-3.1%</b>

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

\*\*Vanpool data lags by one month

S:\STRATEGIC PLANNING\SERVICE PLANNING & SERVICE DATA\Monthly Board reporting\09. September 2024\FY19-FY24Compare\_Sep 24.xlsx\Memo\_Tables

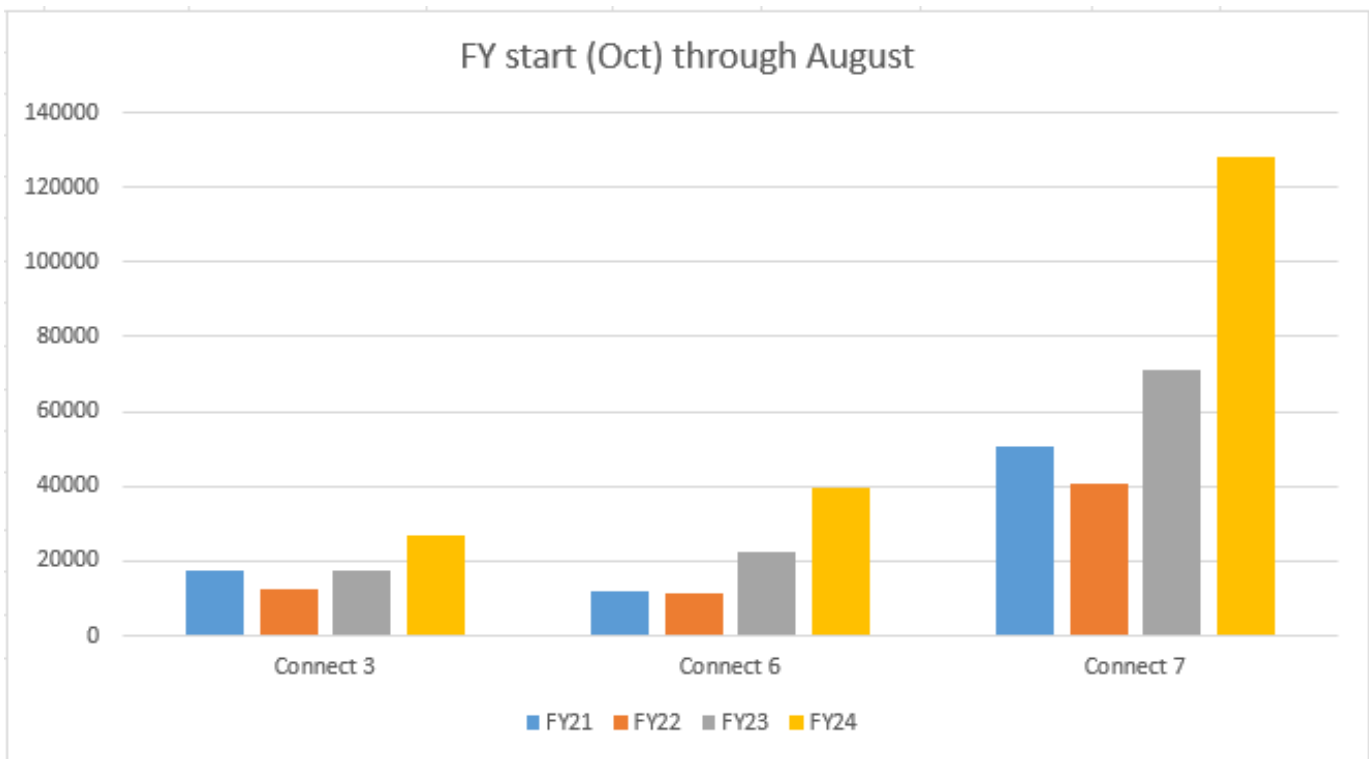
The following chart below presents a summary view of the overall ridership trend by mode from fiscal year start through August comparison for FY2021 to FY2024.



	Unlinked Passenger Trips - FY through August				FY23-FY24
	2021	2022	2023	2024	% Change
UNT	275,581	814,952	1,195,619	1,410,800	18.0%
Connect	195,423	102,947	116,490	194,394	66.9%
Non-Connect	3,923	13,982	3,323	2,166	-34.8%
A-train	98,303	156,541	203,674	236,175	16.0%
GoZone	-	547,542	780,684	796,882	2.1%
Access	14,612	20,688	24,065	22,984	-4.5%
Vanpool*	198,628	206,441	215,763	232,321	7.7%
<b>TOTAL</b>	<b>786,470</b>	<b>1,863,093</b>	<b>2,539,618</b>	<b>2,895,722</b>	<b>14.0%</b>

\*Vanpool data lags by one month

The following chart below presents a summary view of the overall Connect ridership trend by route from fiscal year start through August comparison for FY2021 to FY2024.



## SAFETY

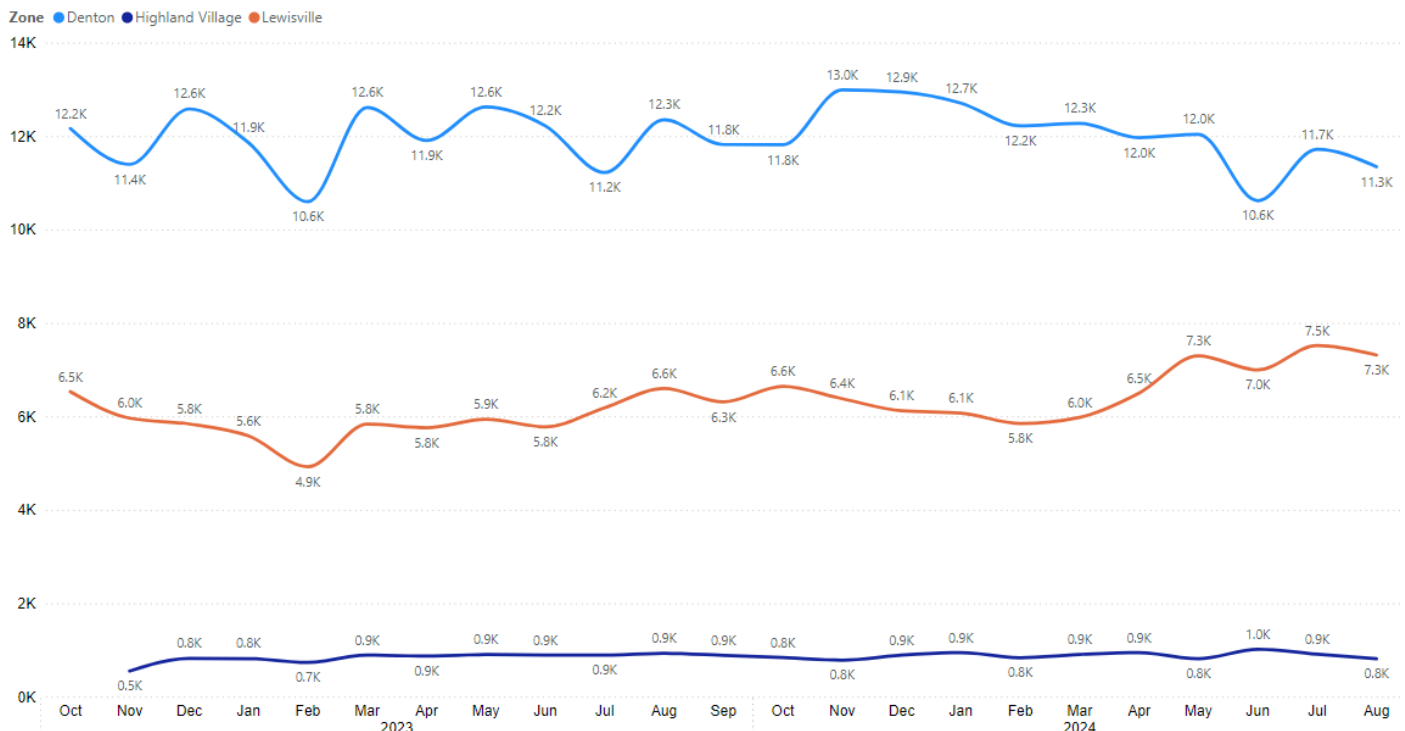
Safety performance across modes saw varied results in the month of August. The Bus Operation has continued its exceptional performance with a fourth-consecutive month of zero FTA-reportable incidents, trending at 0.34 for the year versus a 0.84 last fiscal year. GoZone experienced one FTA incident this month, bringing the IFR to .43 for the fiscal year. While that number remains steady from last year, only 5 of the 14 total incidents this year have been deemed “preventable.” A third FRA incident by a rail maintenance employee this year has increased IFR for the year to 0.85 versus last year’s 0.25 performance.

## SERVICE

GoZone service results have been impacted this month due to the implementation of Phase 1 of the Intermediate Service Plan and the start of the UNT semester. Seat unavailability across the network increased to 14.6% and 13.5% in Denton and Highland Village / Lewisville, respectively, versus the KPI of 17.5%. Wait times increased to 23.8 minutes and 22.4 minutes in both zones as well. The climb in seat unavailability and wait time in Denton was expected due to the removal of GoZone capacity from the Denton Zone. However, the increase in seat unavailability and wait times in Highland Village and Lewisville was not expected, and staff is working closely with Via to ensure the capacity removed from Denton is shifted to Highland Village and Lewisville in accordance with the ISP.

The graphs below illustrate service hours deployed across the system on a week-by-week basis for FY2023 and FY2024. Staff anticipates using these graphs or similar views to manage and illustrate, over time, the shift in deployed service hours between the two zones.

**Service Hours by Month and Zone**





On the bus service, fixed route on-time performance was below 90% this month due to two primary factors. First, many routes on the network are impacted by detours and stop closures due to construction on primary street within the routes. The table below lists streets under construction on the left side versus the bus routes impacted by those streets across the top. Staff is in continuous communication with the City of Denton to remain apprised of construction schedules and potential changes that could further impact service.

**Bus Routes/Streets Impacted by detours:**

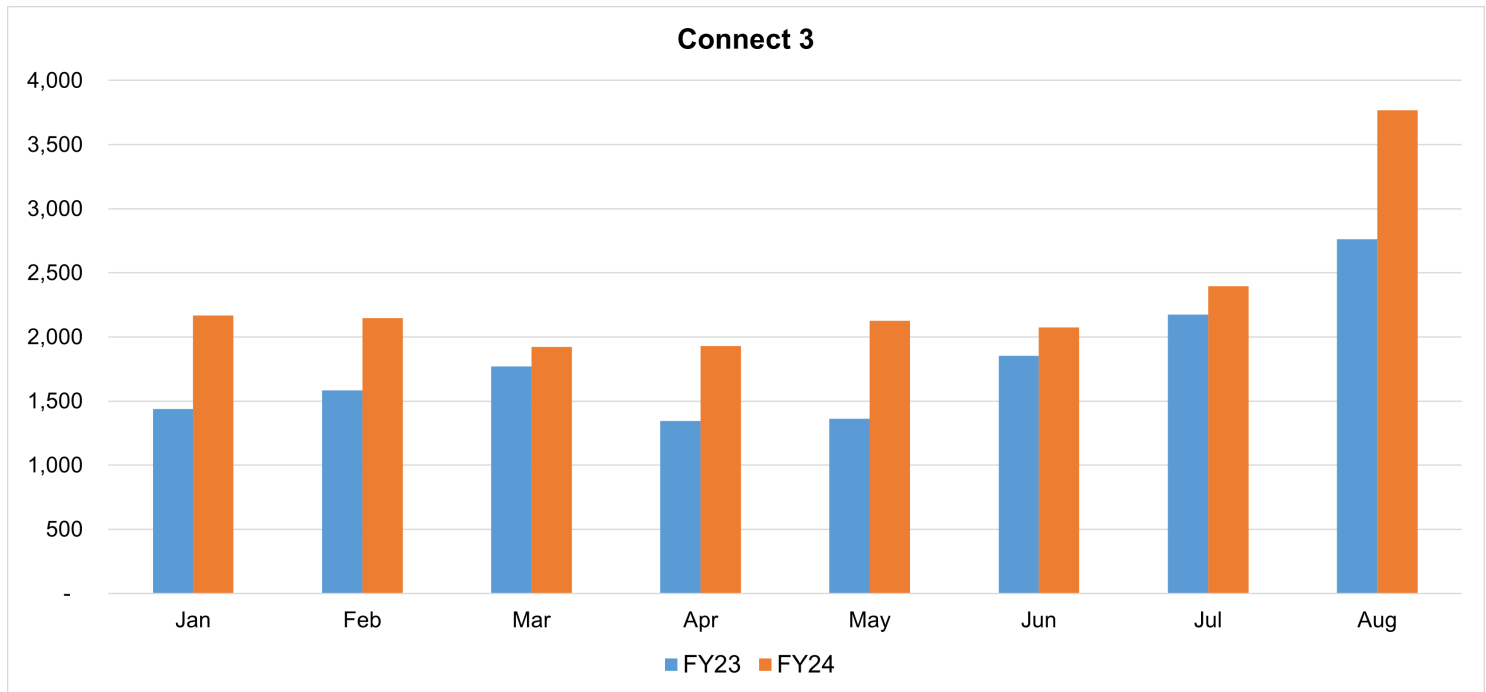
Street	BUS ROUTES									
	Route 7	Discovery Park	Bernard Street	Center Place	Daugherty Street	Colorado Express	Evening Off Campus	North Texan	Eagle Point	Mean Green
Welch Street		X	X	X			X	X	X	X
Bernard Street			X	X	X	X	X			
Collins Street			X	X			X			
Oak Street	X	X					X	X		
Scripture Street	X									

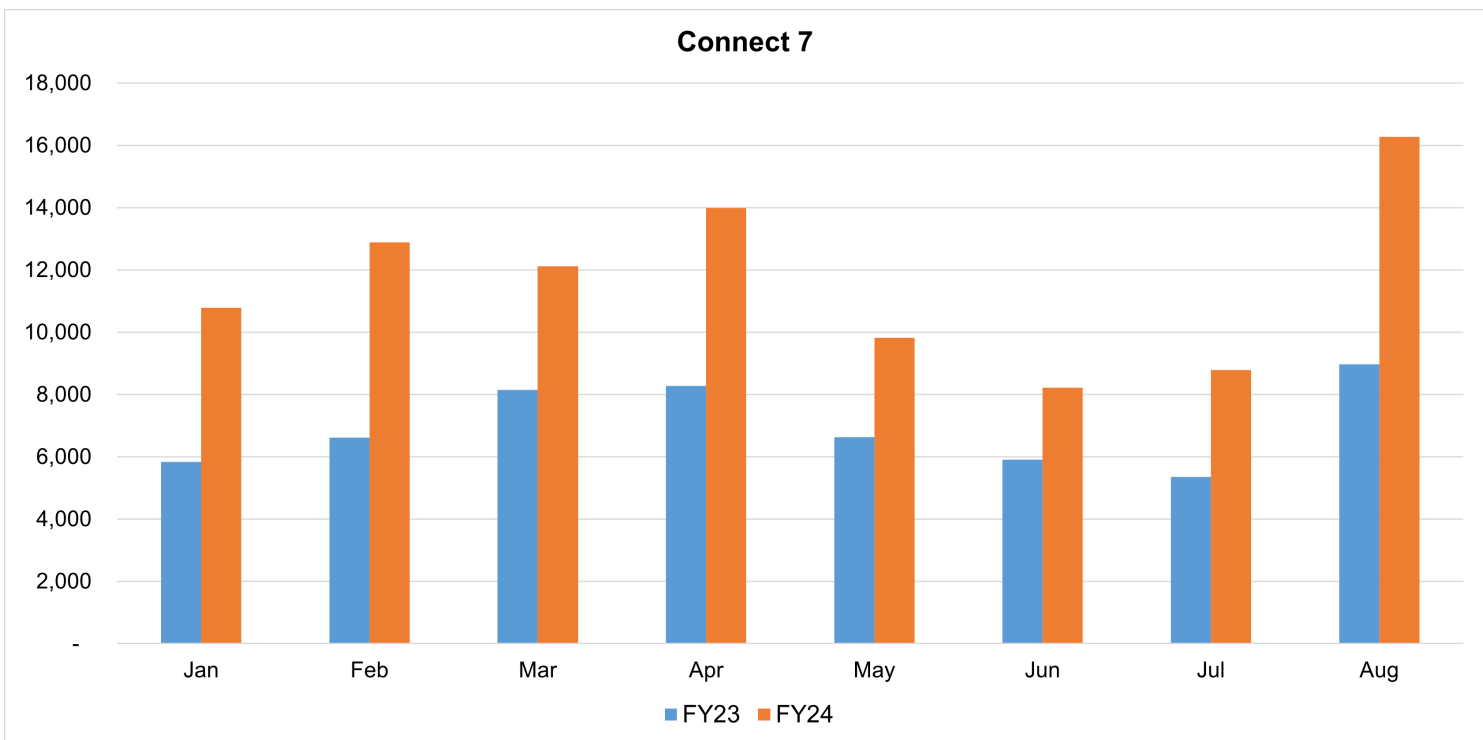
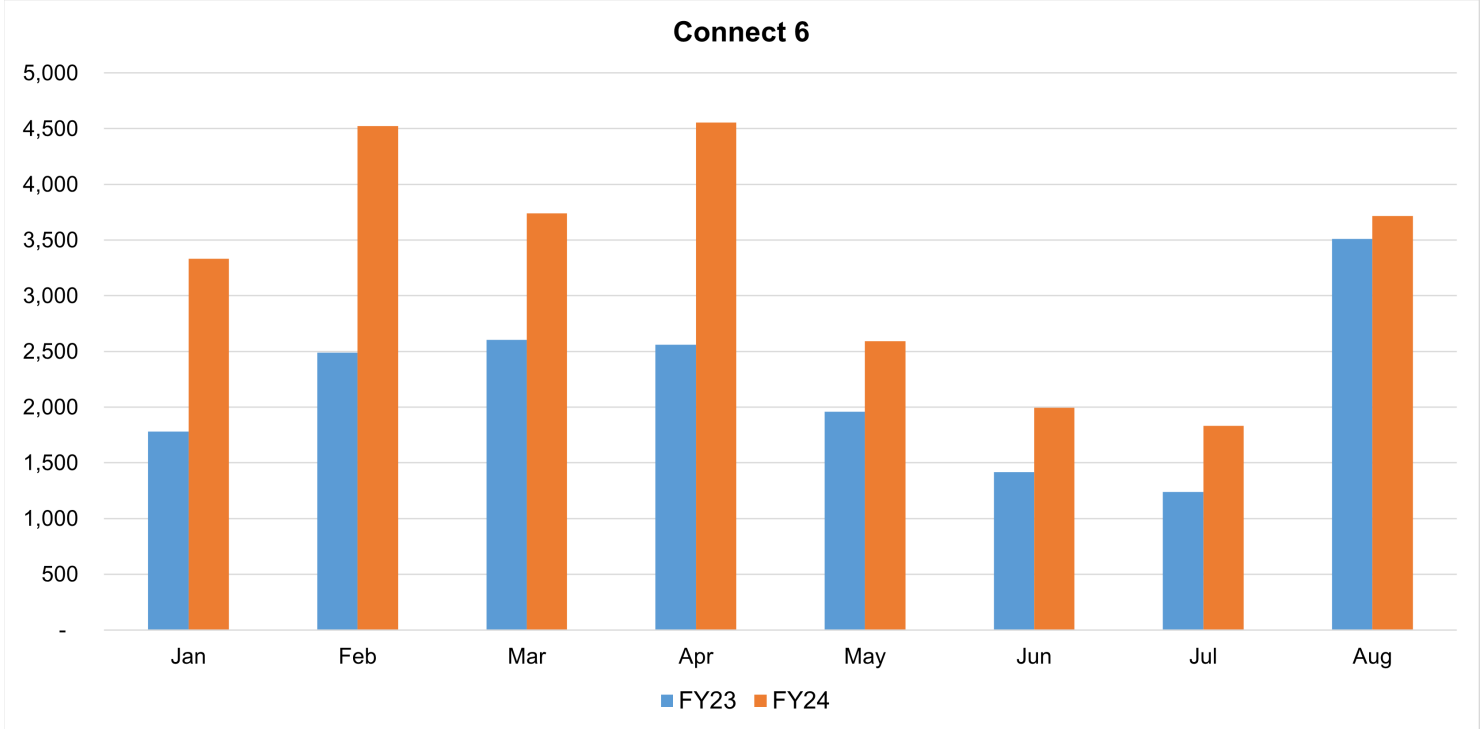
The table below identifies bus stop closures by route as well as temporary stops that have been added. Closed stops, relocated stops, and typical traffic congestion caused by construction can all serve to negatively impact a customer's travel experience by bus and, therefore, can also negatively impact ridership.

	BUS ROUTES											
	Route 7	Discovery Park	Bernard Street	Centre Place	Daugherty Street	Colorado Express	Evening Off Campus	North Texan	Eagle Point	Mean Green	Mean Green Plus	
<b>Bus Stop Closures</b>												
The Arbors			X	X	X		X					
The Venue					X	X	X					
University Place					X	X	X					
NB Welch @ Mulberry		X					X	X				X
WB Oak @ Thomas	X	X					X	X				
NB Bonnie Brae @ Women's Center	X						X	X				
University Courtyard							X	X				
WB Oak @ I35	X						X	X				
WB Oak @ Bonnie Brae	X											
<b>Temporary Stop Added</b>												
NB Bernard @ Lindsey					X	X	X					
NB Bernard @ Fannin			X	X	X	X	X					
WB Maple @ Ave A									X	X		X
NB Bernard @ Sycamore		X					X	X				X
WB Scripture @ Heritage Trail	X											

Bus operator recruitment is another factor impacting bus service performance. DCTA has continued to recruit and train new operators since the initial wage increase on May 30th. Overall, as of 9/19, DCTA has 56 Bus Operators employed, including two trainees expected to graduate into revenue service on September 25th. This marks a significant gain since our July Board briefing, when the count was 48 operators. Another class of Operators is scheduled to begin in early October for graduation in November and we expect recruiting and training to continue into January 2025 to maintain full staffing.

Despite the challenges with on-time performance, ridership on the Connect routes increased in August. This can be attributed to the start of the fall semester as well as to the increase in service hours and frequency provided by the implementation of the Intermediate Service Plan. The three graphs below illustrate ridership on Connect 3, 6, and 7, month to month from Jan of FY2023 and FY2024 year to date. January 2023 is the comparison point because that was the month bus frequencies on Connect 6 and 7 were first increased to 20 minutes. August ridership on each of the three Connect Routes was up year over year: Connect 3 up 36%, Connect 6 up 6%, and Connect 7 up 81%. Connect 6 appears to be an outlier in the group, with a much smaller year over year increase than Connect 3 and Connect 7. Staff is investigating this result, and it may be attributable to the significant UNT service that is provided to Discovery Park campus along a similar route.





**Identified Need**

None.


**Financial Impact**

None.

**Exhibits**

- Exhibit 1: Safety Performance – FY24 to Date
- Exhibit 2: Service Performance – FY24 to Date
- Exhibit 3: Ridership by Mode – August 2024
- Exhibit 4: Connect Ridership Year-Over-Year by Month
- Exhibit 5: A-train Ridership Year-Over-Year by Month
- Exhibit 6: Fixed-Route Ridership – August 2024
- Exhibit 7: UNT Ridership Year-Over-Year by Month

Final Review:   
Maurice Bell, Chief Operating Officer

Final Review:   
Austin Frith, Vice President, Planning and Development

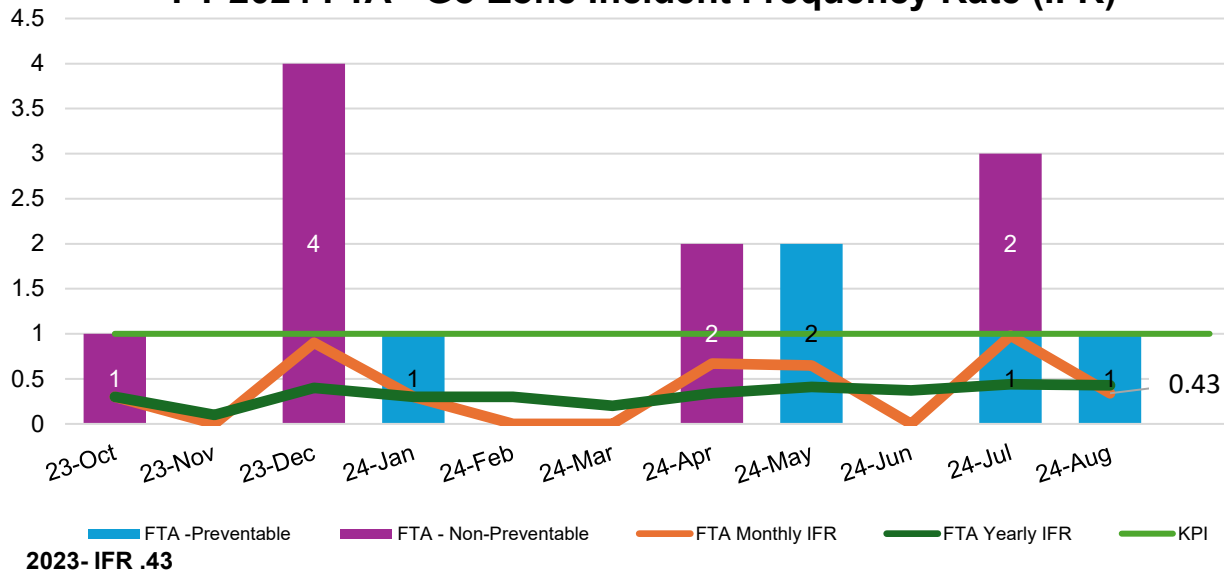
Final Review:   
Steve Swanberg, Senior Manager  
Safety and Security

# INFORMATIONAL REPORT 1 – SAFETY PERFORMANCE

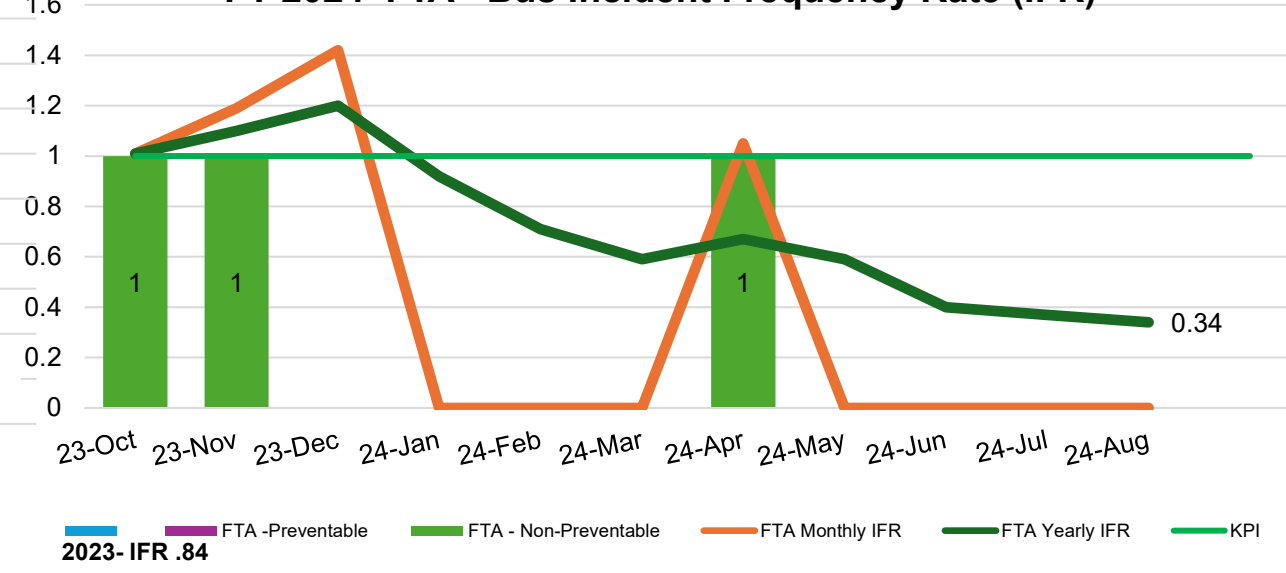


**Exhibit 1**

**FY 2024 FTA - Go-Zone Incident Frequency Rate (IFR)**



**FY 2024 FTA - Bus Incident Frequency Rate (IFR)**



Go Zone Operations	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug
FTA Incidents	1	0	4	1	0	0	2	2	0	3	1
FTA Monthly IFR	0.3	0	0.9	0.3	0	0	0.67	0.65	0	0.98	0.34
FTA Yearly IFR	0.3	0.1	0.4	0.3	0.3	0.2	0.34	0.41	0.37	0.44	0.43

Bus Operations	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug
FTA Incidents	1	1	0	0	0	0	1	0	0	0	0
FTA Monthly IFR	1.01	1.19	1.42	0	0	0	1.05	0	0	0	0
FTA Yearly IFR	1.01	1.1	1.2	0.92	0.71	0.59	0.67	0.59	0.4	0.37	0.34

**FY 2024 FRA – Rio Grand Pacific Corp. Incident Frequency Rate (IFR)**

Rio Grande Pacific Operations	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug
FRA Incidents	0	1	0	0	0	0	1	0	0	0	1
FRA Monthly IFR	0	3.1	0	0	0	0	2.9	0	0	0	2.9
FRA Yearly IFR	0	1.5	1	0.76	0.61	0.5	0.86	0.85	0.67	0.61	0.85
FRA Rail Crossing Reportable	0	1	0	0	0	0	0	0	0	0	1

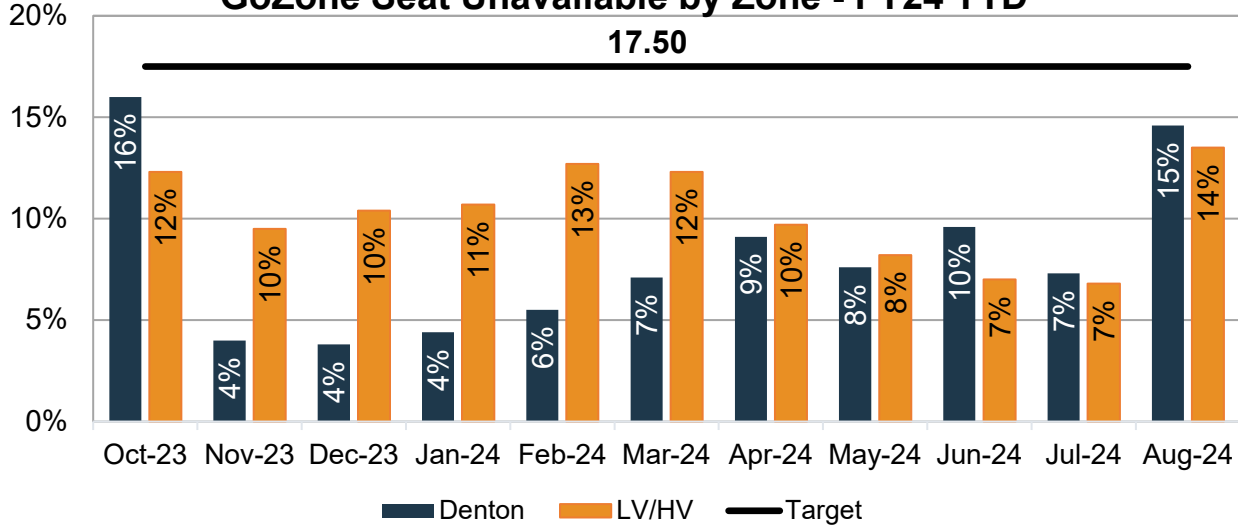
2023- IFR .25

# INFORMATIONAL REPORT 1 – SERVICE PERFORMANCE

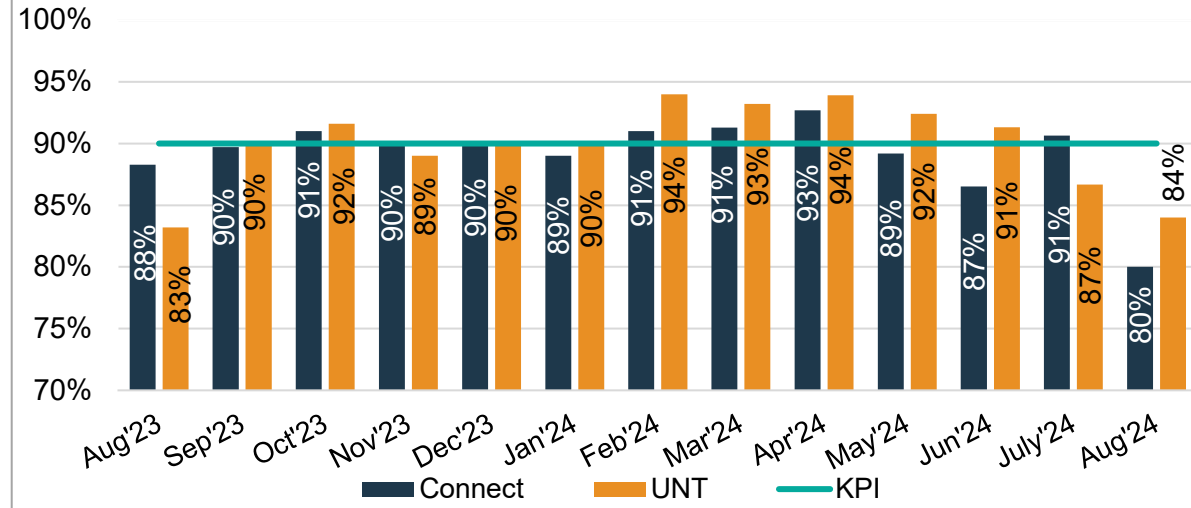


**Exhibit 2**

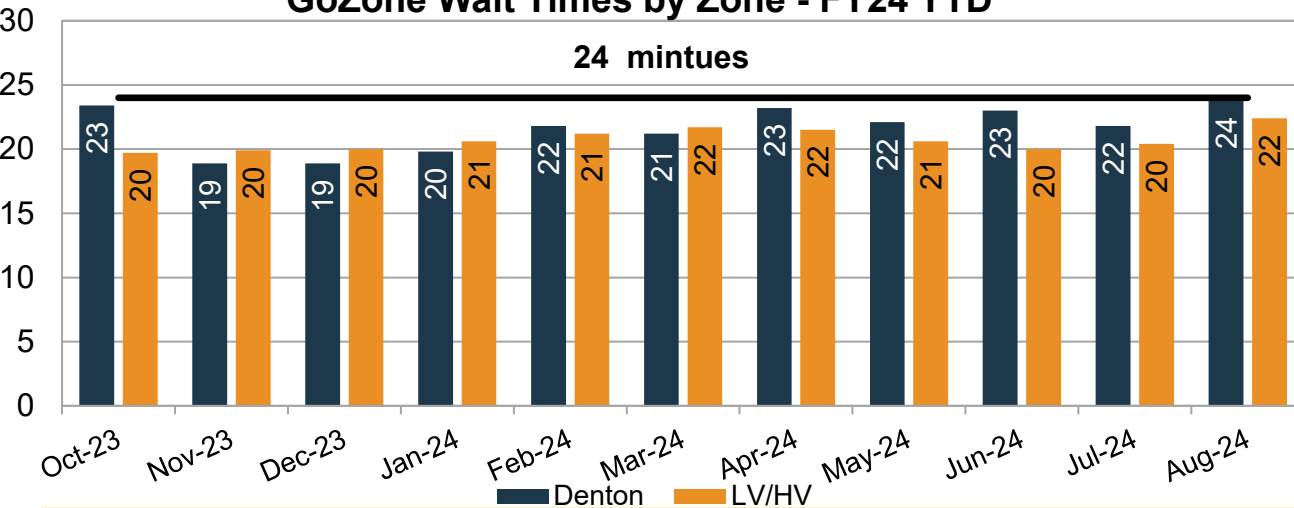
**GoZone Seat Unavailable by Zone - FY24 YTD**



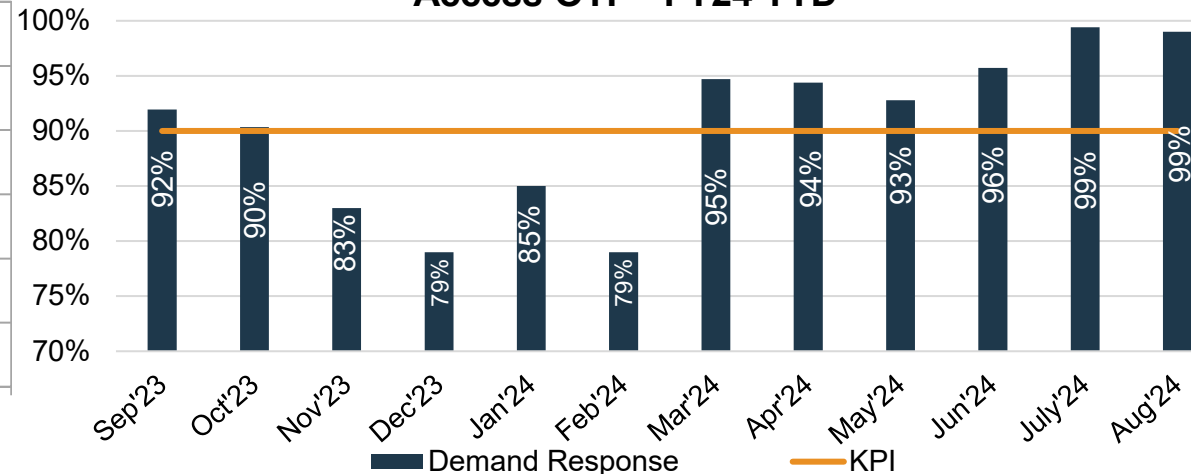
**Fixed Route OTP - FY24 YTD**



**GoZone Wait Times by Zone - FY24 YTD**



**Access OTP - FY24 YTD**





# INFORMATIONAL REPORT 1 – EXHIBIT 3: RIDERSHIP



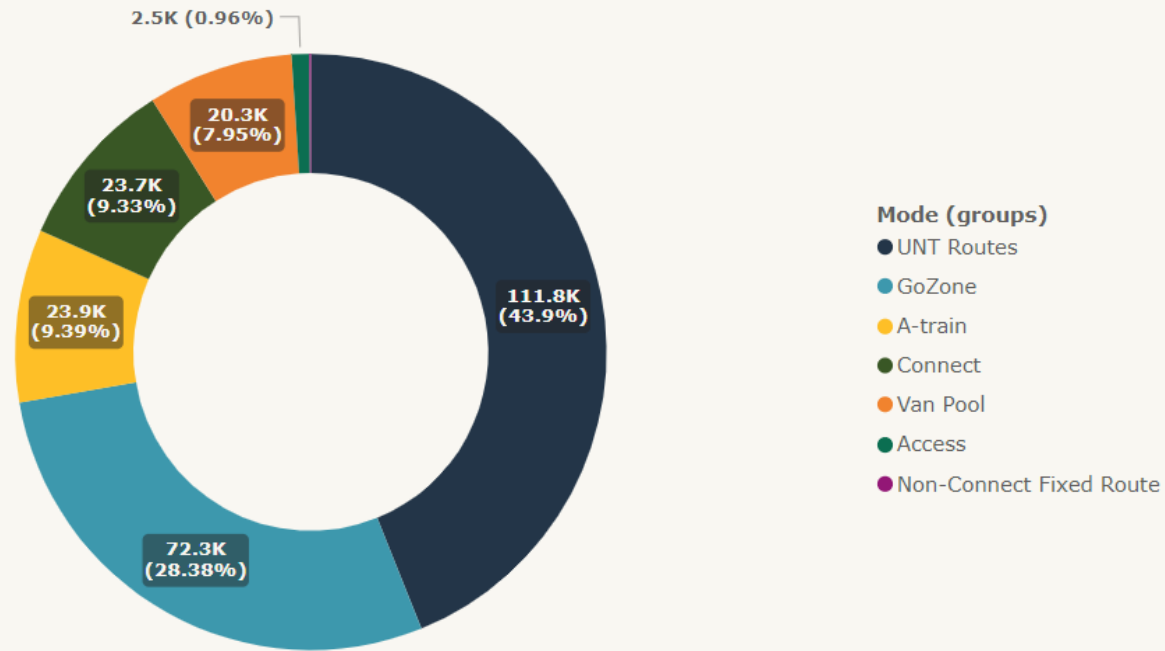
Total Ridership - Aug 2024

254.6K

Total Ridership FYTD

2.9M

Ridership by Travel Mode - Aug 2024



# INFORMATIONAL REPORT 1 – EXHIBIT 4: CONNECT



Total Ridership - Aug 2024

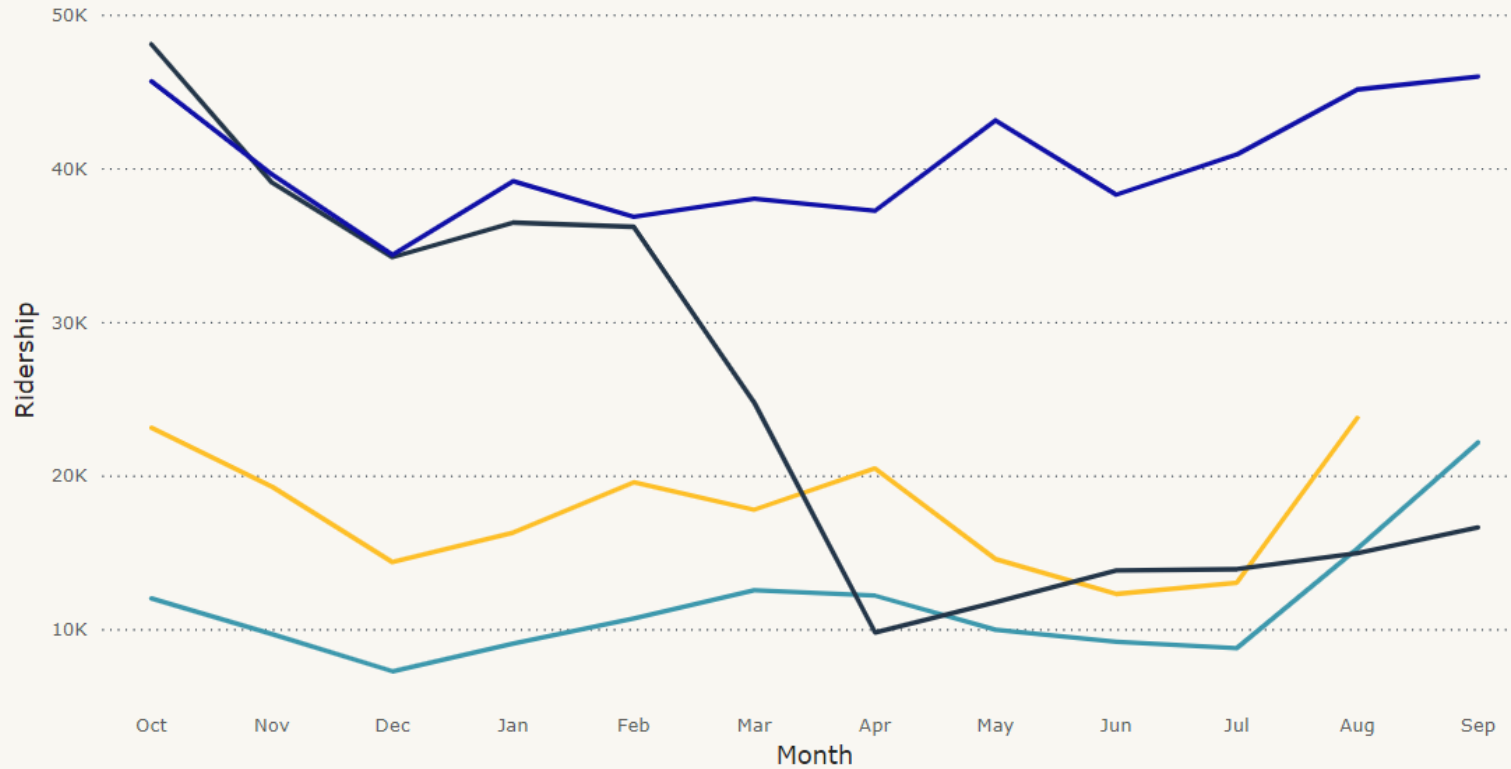
254.6K

Total Ridership FYTD

2.9M

Ridership by Month and Fiscal Year - Connect

Fiscal Year ● 2024 ● 2023 ● 2020 ● 2019



# INFORMATIONAL REPORT 1 – EXHIBIT 5: A-TRAIN



Total Ridership - Aug 2024

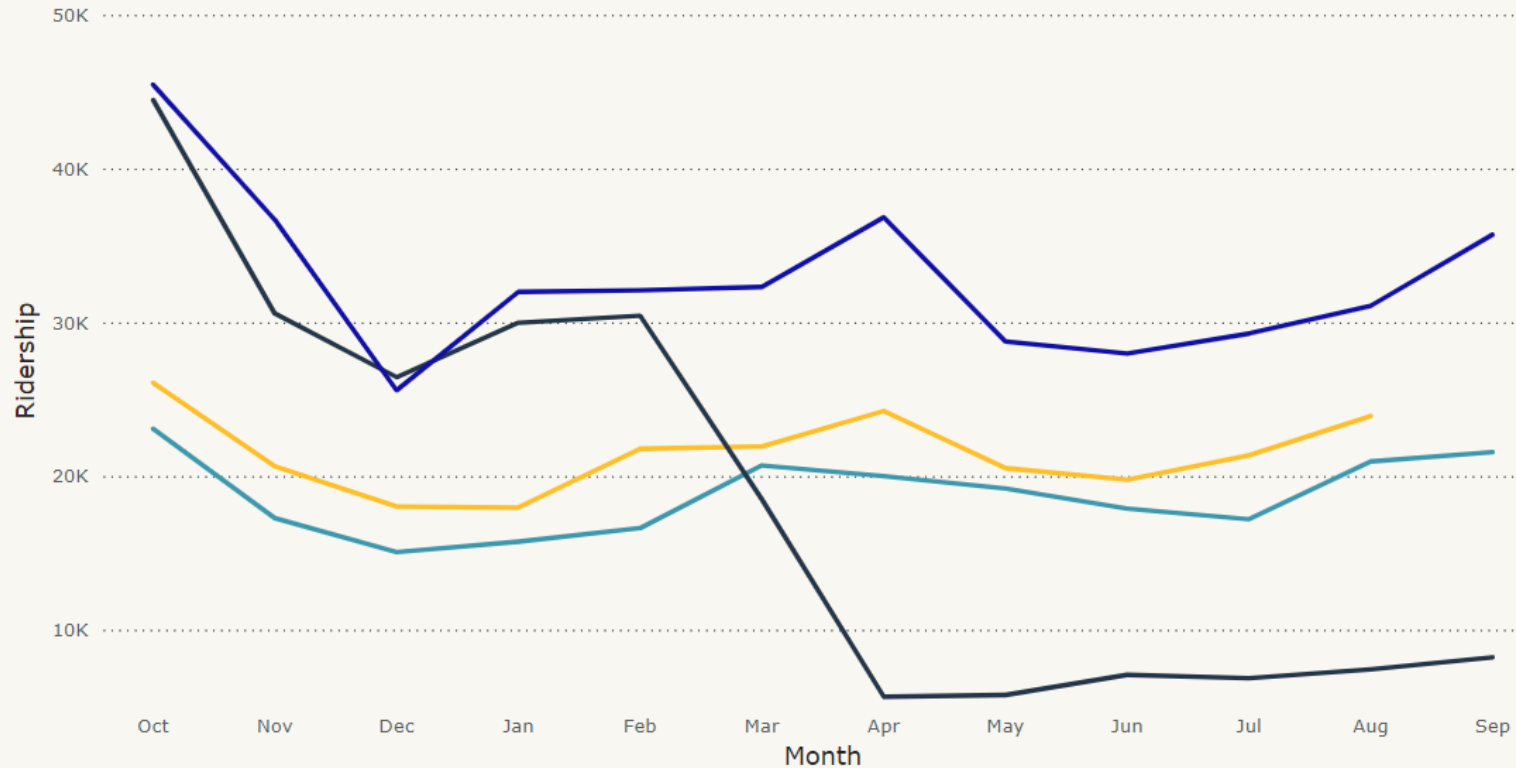
254.6K

Total Ridership FYTD

2.9M

Ridership by Month and Fiscal Year - A-train

Fiscal Year ● 2024 ● 2023 ● 2020 ● 2019



# INFORMATIONAL REPORT 1 – EXHIBIT 6: FIXED ROUTE



Total Ridership - Aug 2024

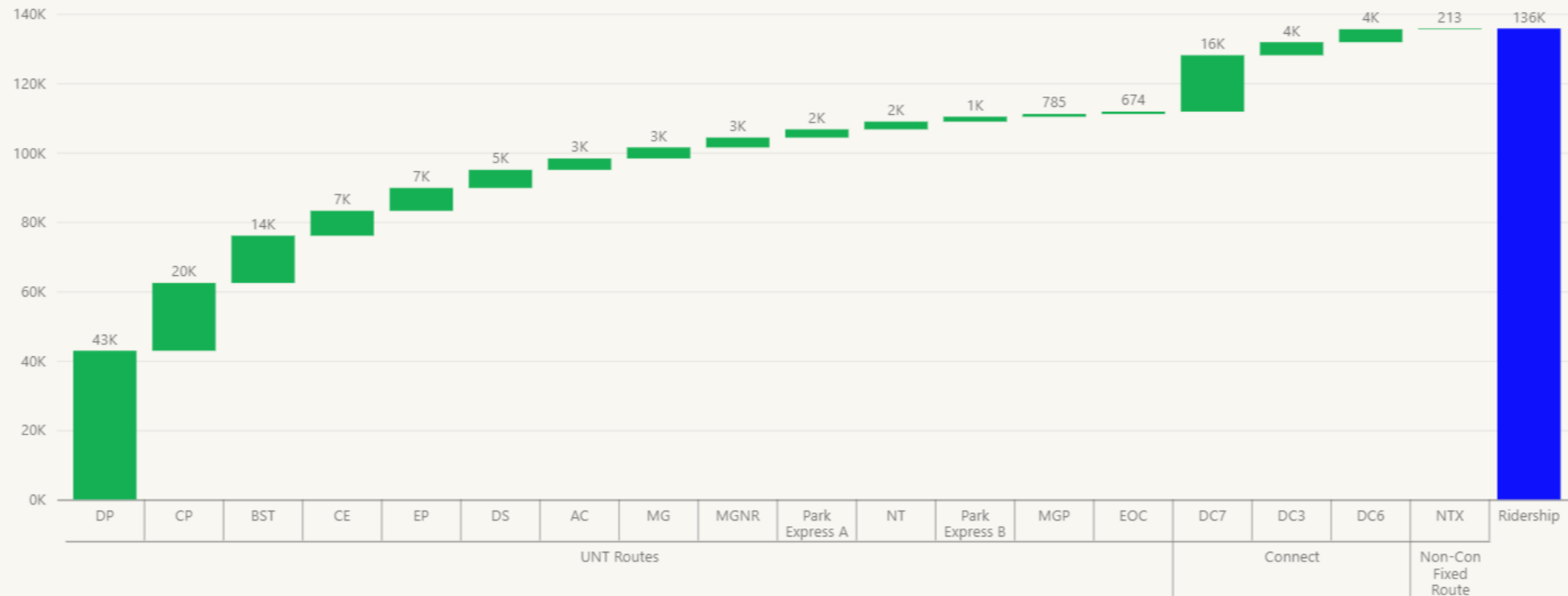
254.6K

Total Ridership FYTD

2.9M

Mode (groups)	Ridership
Connect	23,748
Non-Connect Fixed Route	213
UNT Routes	111,753
<b>Total</b>	<b>135,714</b>

Fixed-Route Ridership Waterfall



# INFORMATIONAL REPORT 1 – EXHIBIT 7: UNT (ALL)



Total Ridership - Aug 2024

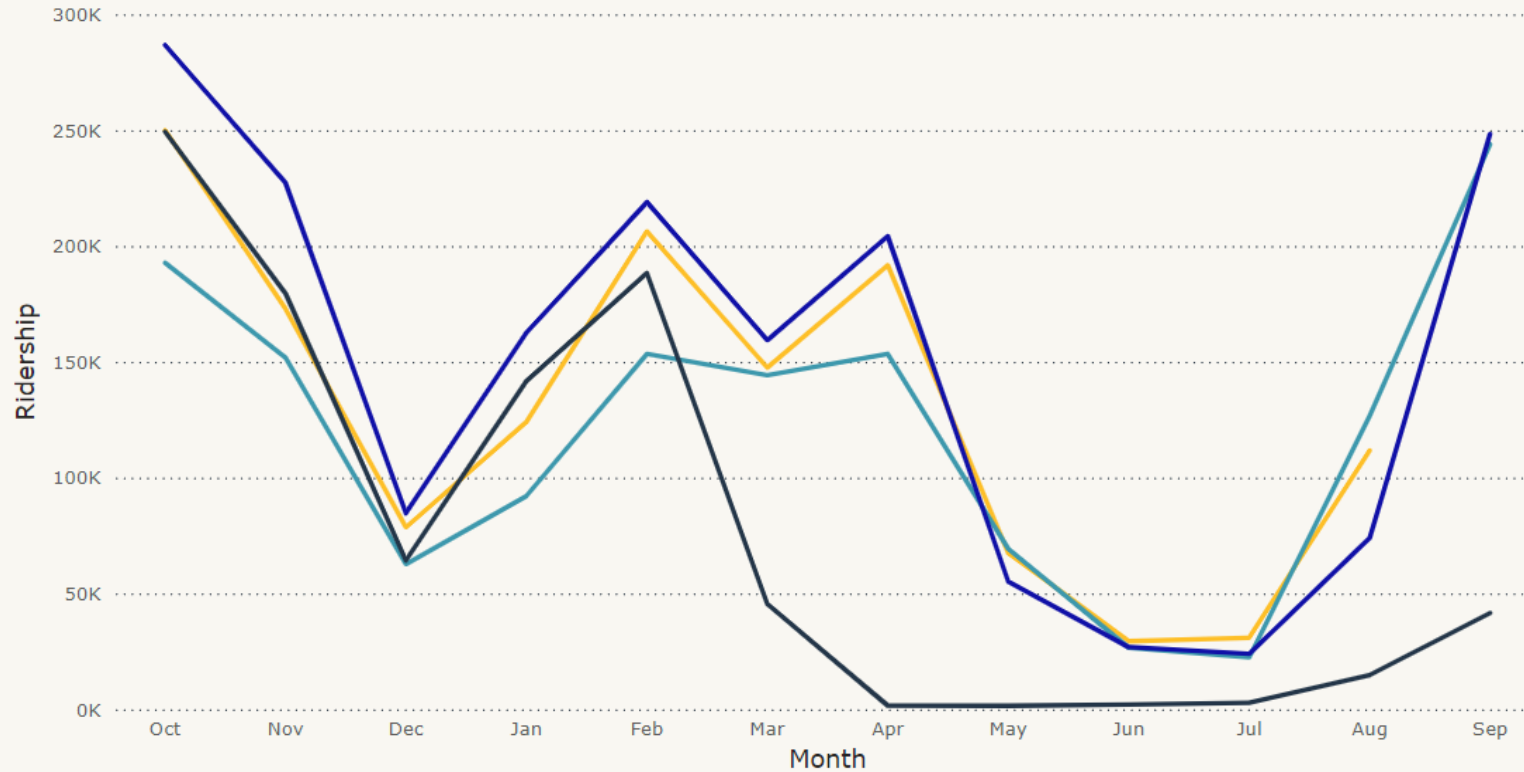
254.6K

Total Ridership FYTD

2.9M

Ridership by Month and Fiscal Year - UNT

Fiscal Year ● 2024 ● 2023 ● 2020 ● 2019



## Board of Directors Memo

September 26, 2024

AGENDA ITEM: Update on A-train Program Management Consultant Procurement

### Recommendation

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

### Introduction

In the March 2024 Board meeting, DCTA staff introduced the plan to solicit consultant support for a program management consultant to support the delivery of the A-train Enhancement Program. Objectives of this consultant support include:

- Maintain alignment and communications on the vision, strategy, and execution among a broad external stakeholder group.
- Provide technical expertise to aid decision-making regarding technologies, implementation strategies, funding strategies, and program delivery methods.
- Provide quality assurance in review of technical deliverables.

Request for Proposal timeline:

Start of solicitation: 7/22/2024

Prebid meeting: 7/31/2024

End of solicitation: 8/28/2024

DCTA Procurement had an extensive outreach to the vendor community. DCTA Procurement contacted 74 firms regarding the upcoming solicitation. Approximately 21 prospective bidders downloaded solicitation documents.

The prebid meeting held on July 31<sup>st</sup> had 13 attendees representing 10 firms.

### Next Steps

- Proposal Review
- Interview Phase
- Negotiations
- Scope first task order (LAN study validation & Curve and Speed Improvements Design)
- Recommendation for Award to the Board (targeting October Board meeting)

### Identified Need

None.

### Financial Impact

None.

### Exhibits

None.

Final Review:

  
Austin Frith, Vice President  
Planning and Development



**Board of Directors Memo**

**September 26, 2024**

AGENDA ITEM: Proposed 2025 Denton County Transportation Authority (DCTA) Board Meeting Calendar

**Recommendation**

This item is presented for informational purposes only. No Board action required.

**Background**

In accordance with the Denton County Transportation Authority (DCTA) Amended and Restated Bylaws, Section 6, Meetings, it states, that the Board shall hold at least one (1) regular meeting each month and special meetings of the Board may be called by the Chair as necessary.

DCTA board meetings are set for the fourth Thursday of each month. Due to the holidays and in accordance with past practice, the November and December meetings have been combined. For 2025, this combined meeting is scheduled for December 11, 2025.

**Previous Board Activity & Action**

None.

**Identified Need**

In order to comply with the DCTA bylaws, a calendar of regular board meetings shall be set.

**Financial Impact**

None.

**Exhibits**

Exhibit 1: 2025 DCTA Board Meeting Calendar

Submitted by:

Kisha Morris-Perkins  
Executive Assistant & Board Process Manager

# 2025 DCTA BOARD MEETING CALENDAR

JANUARY						
S	M	T	W	T	F	S
			H	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	B	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	H	18	19	20	21	22
23	24	25	26	B	28	

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	B	28	29
30	31					

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	B	25	26
27	28	29	30			

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	B	23	24
25	H	27	28	29	30	31

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	B	27	28
29	30					

JULY						
S	M	T	W	T	F	S
		1	2	3	H	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	B	25	26
27	28	29	30	31		

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	B	29	30
31						

SEPTEMBER						
S	M	T	W	T	F	S
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	B	26	27
28	29	30				

OCTOBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	B	24	25
26	27	28	29	30	31	

NOVEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	H	H	29
30						

DECEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	B	12	13
14	15	16	17	18	19	20
21	22	23	24	H	26	27
28	29	30	31			

KEY	
B	Board Meeting
H	Holiday

NOTES
Board Meetings are scheduled for the 4th Thursday of each month. Start Time: 10:00 A.M.
Combined November / December Board Meeting - December 11, 2025



## Board of Directors Memo

September 26, 2024

SUBJECT: Update on the January 2025 Strategic Planning Work Session

### **Recommendation**

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

### **Background**

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

The Board of Directors has identified several significant, strategic objectives the agency will pursue over the course of the next 3 – 5 years, primarily through the proposed Long-Range Financial Plan included in the FY2025 budget adopted in the August 2024 Board of Directors meeting.

Staff anticipates the agenda for this meeting could include in-depth discussion on the following topics:

- Old Town Lewisville TOD
- A-train Enhancement Program and Funding
- New Member and Contracted Services Policy
- Upcoming contracted services opportunities

Staff will investigate two (2) consecutive dates in January to hold the Strategic Planning Work Session, anticipating that the agenda will cover up to one and one-half days and include an Executive Team and Board Member dinner.

### **Previous Board Activity**

The Board of Directors last conducted a Strategic Work Session on January 17-18, 2024.

### **Identified Need**

None.

### **Financial Impact**

None. This is an informational report.

### **Exhibits**

None.

Submitted by:

  
Paul A. Cristina, Chief Executive Officer