

BOARD OF DIRECTORS MEETING

MONDAY January 28, 2019 3:30 P.M.



BOARD OF DIRECTORS MEETING AGENDA

MONDAY JANUARY 28, 2019 3:30 P.M.

Intermodal Transportation Center (ITC)
Downtown Fort Worth
1001 Jones Street, 2nd Floor Community Room
Fort Worth, Texas 76102

A. CALL TO ORDER – Vice Chair Jon Michael Franks

B. PLEDGE OF ALLEGIANCE

C. CITIZEN COMMENTS

D. COMMITTEE REPORTS

- **Commuter Rail Committee Working Session – January 14, 2019 – Nick Genua**
- **Planning/Operations/Marketing Committee Working Session – January 14, 2019 – Ray Taylor**
- **Finance & Audit Committee Working Session – January 14, 2019 – Jeff King**

E. ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

F. CONSENT AGENDA

1. **BA2019-29 Purchase of Uniforms**
2. **BA2019-30 Memorandum of Understanding for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority**
3. **BA2019-31 Performance Payment for President & Chief Executive Officer and Resolution**

G. ACTION ITEM

1. **BA2019-32 Trinity Metro 2019 State Legislative Program and Resolution – Sal Espino**
2. **BA2019-33 Authorization to Investigate and Develop a Plan to Complete TEXRail Segment One – Bob Baulsir**

H. PRESIDENT’S REPORT – Paul Ballard

I. VICE CHAIR’S REPORT – Jon Michael Franks

J. OTHER BUSINESS



K. EXECUTIVE SESSION

The Board of Directors may convene in Executive Session under the Texas Open Meetings Act for the consultation with its Attorney pursuant to Section 551.071; deliberation regarding real property pursuant to Section 551.072; deliberation regarding prospective gift pursuant to Section 551.073; deliberation regarding personnel matters pursuant to Section 551.074; deliberation regarding security devices pursuant to Section 551.076 and/or deliberations regarding economic development negotiations pursuant to Section 551.087.

L. RECONVENE

M. VOTE ON ACTION TAKEN ON MATTERS DELIBERATED IN EXECUTIVE SESSION

N. ADJOURN

NEXT MEETING WILL BE HELD ON February 25, 2019 AT 3:30 PM AT THE INTERMODAL TRANSPORTATION CENTER, 2ND FLOOR COMMUNITY ROOM

This facility is wheelchair accessible.
For accommodations for hearing or sight interpretive services, please contact Kelli Shields 48 hours in advance at 817.215.8972.



CONSENT AGENDA ITEMS



TRINITY  METROSM

BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2019-29
 Item Title: Purchase of Uniforms

Meeting Date: January 28, 2019

BACKGROUND

Trinity Metro provides uniforms for approximately 380 employees, including Vehicle Operators, Supervisors and TEXRail Conductors. The purchase of uniforms includes manufacturing and distributing uniform/wear, affixing emblems/patchwork, providing alterations and maintaining sufficient inventory levels of ware/accessories for employees on an “as-needed” basis. Trinity Metro has recently changed the name of the agency and requires new logo applications on uniforms, and the TEXRail Conductor and Engineer uniforms are being added to secure a contract to provide uniforms and alterations at a reasonable cost and in a timely manner.

PROCUREMENT

In accordance with Trinity Metro’s Procurement Policy, an Invitation for Bid (IFB) # 19-T006 was issued on November 19, 2018. Bids were received from two firms: Got You Covered (GYC) and Promotional Designs, Inc. The highest usage of items is for the operator’s uniforms (approximately 300 employees), followed by Supervisor’s (approximately 50 employees), who are provided an allowance each year to purchase items as needed. Below is a list of high usage items where specifications were comparable.

DESCRIPTION	USAGE	GYC	GYC TOTAL	PROMOTIONAL DESIGNS	PROMOTIONAL DESIGNS TOTAL
Operator’s Long Sleeve Shirt	300	\$31.25	\$9,375	\$42.80	\$12,840
Operator’s Short Sleeve Shirt	300	\$28.08	\$8,424	\$41.80	\$12,540
Operator’s Trousers	300	\$40.69	\$12,207	\$43.00	\$12,900
Supervisor’s Long Sleeve Shirt	50	\$47.91	\$2,395.50	\$46.75	\$2,337.50
Supervisor’s Short Sleeve Shirt	50	\$41.13	\$2,056.50	\$45.00	\$2,250
Supervisor’s Trousers	50	\$40.69	\$2,034.50	\$45.00	\$2,250
TOTAL FOR SAME BRANDS/MODELS			\$36,492.5		\$45,117.50



For infrequent usage and miscellaneous items, such as V-Neck Sweaters, Jackets and TEXRail Uniforms, it was determined that Got You Covered meets the requirements and specifications of the bid, while Promotional Designs submitted bid items that did not meet the exact specifications of the bid.

The overall lowest, responsive and responsible bidder that meets specifications and requirements is Got You Covered. GYC is exclusively a provider of uniforms and services. They are accessible and efficient in providing uniforms, fittings and alterations, with selections and availability to meet Trinity Metro's requirements for quick-turn deliveries. As specifications or requirements change, purchased items not listed in the bid specifications will be provided by GYC at a 10% discount on catalog prices.

FINANCING

Funds are available in Trinity Metro's FY2019 Operating Budget to finance this project.

RECOMMENDATION

The Planning, Operations and Marketing Committee recommends that Trinity Metro's Board of Directors authorize the President/Chief Executive Officer to approve a contract with Got You Covered for a five-year contract term for an annual estimated cost of \$150,000 and a five-year total not-to-exceed amount of \$750,000.00.

Disposition by Board of Directors

Secretary Approval:

DATE



BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2019-30

Meeting Date: January 28, 2019

Item Title: Memorandum of Understanding for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority

BACKGROUND

In 2016, Trinity Metro's master planning process identified first-mile/last-mile challenges as a key issue to be addressed by the agency. In addition, the service system as a whole lags the growing population within certain corridors, as well as, offering limited services as compared to other peer cities. In an effort to remedy this challenge to support core services, serve the needs of employers and the workforce, Trinity Metro partnered with Denton County Transportation Authority (DCTA) to operate the North TEXpress (Route 64) that runs along the I-35W corridor connecting Fort Worth to Denton, with key stops in Alliance. The bus stops are located a half mile or more from many of the large manufacturing and distribution facilities located in Alliance, Texas. The existing infrastructure does not support safe pedestrian/bike accessibility in the connection of first/last mile portion of the commute.

Alliance, Texas is an employment hub where 480 companies employ approximately 48,000 individuals. The employees are from Denton, Fort Worth, and other surrounding communities. The first/last mile service is currently being operated by the Alliance Link Shuttle to improve access to jobs by providing connectivity between Alliance, a growing employment center, with increasing labor needs and potential employee pools in Fort Worth, Denton, and surrounding areas. After a nine-month pilot the service will be ending by the end of the month as the sponsors are no longer willing to fund the project.

Due to the location and lack of affordable housing in the Alliance area, there is a disconnect in employee retention and recruitment efforts. Transportation is a critical component to retaining workers and providing access to quality jobs. Though employers may be able to recruit successfully in theory, unless the prospective employees have reliable transportation alternatives, the jobs will remain unfilled or see high rates of attrition.

Trinity Metro seeks to continue this service in partnership with Denton County Transportation Authority (DCTA) through their existing contract with Lyft to supplement the first/last mile service beginning February 1, 2019 for the duration of two years. DCTA will also manage the project during this same time frame.

FINANCING

The service estimated cost is approximately \$250,000 per year for a two-year, sustainable program, for a total of \$500,000. The estimate includes cost of service, marketing, administrative fees, and personnel to manage the program.

The North Central Texas Council of Governments (NCTCOG) will fund this project.



RECOMMENDATION

The Planning, Operations and Marketing Committee recommends that Trinity Metro's Board of Directors authorize the President/Chief Executive Officer to enter into a Memorandum of Understanding for first/last mile service with Denton County Transportation Authority to manage the project for two years beginning February 1, 2019.

Disposition by Board of Directors

Secretary Approval:

DATE



BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2019-31

Meeting Date: January 28, 2019

Item Title: Performance Payment for President & Chief Executive Officer and Resolution

BACKGROUND

Paul J Ballard has served as President and Chief Executive Officer of Trinity Metro since April 2014.

Under Mr. Ballard's leadership, Trinity Metro has completed the TEXRail commuter rail line and has made demonstrable progress in its operations, capital projects, personnel, and public perception during his tenure.

In accordance with the current employment agreement between Mr. Ballard and Trinity Metro he shall be entitled to receive performance payments at the direction of the Board of Directors based on performance and milestones.

RECOMMENDATION

The Finance and Audit committee recommends that Trinity Metro's Board of Directors authorize payment to Paul J Ballard equivalent to sixteen and one-half percent (16.5%) of the base salary currently paid to him.

Disposition by Board of Directors

Secretary Approval:

DATE



A Resolution

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
FORT WORTH TRANSPORTATION AUTHORITY
REGARDING PERFORMANCE PAYMENT FOR THE
PRESIDENT & CHIEF EXECUTIVE OFFICER**

(Resolution 2019-02)

WHEREAS, Paul J Ballard has served as President and Chief Executive Officer of the Fort Worth Transportation Authority (FWTA) since 2014; and

WHEREAS, The Trinity Metro has completed the TEXRail commuter rail line and has made demonstrable progress in its operations, capital projects, personnel and public perception during Paul Ballard's tenure; and

WHEREAS, Trinity Metro's Board of Directors sincerely appreciates this progress achieved by the entire organization with the leadership of Paul J Ballard; and

WHEREAS, the employment agreement by and between Paul J Ballard and Trinity Metro provides that he shall be entitled to receive performance payments at the direction of the Board based on performance and milestones; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Trinity Metro to authorize:

Payment to Paul J Ballard equivalent to sixteen and one-half (16.5) percent of the base salary currently paid to him.

ADOPTED by Trinity Metro's Board of Directors on this, the 28th day of January, 2019.

Jon Michael Franks
Vice Chair

Dennis Dunkins
Secretary



ACTION ITEMS



TRINITY  METROSM



BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2019-32

Meeting Date: January 28, 2019

Item Title: Trinity Metro 2019 State Legislative Program and Resolution

BACKGROUND

In 1983, the State Legislature approved the formation of the Fort Worth Transportation Authority. Prior to this time, the City of Fort Worth through its Transportation Department provided public transit services: City Transit Service (CITRAN), Surface Transportation Service (SURTRAN), and Mobility Impaired Transit Services (MITS).

Currently, Trinity Metro is governed by Chapter 452 – Regional Transportation Authorities of the Texas Transportation Code and more specifically Subchapter N – SUBREGIONAL BOARD IN AUTHORITY HAVING NO MUNICIPALITY WITH POPULATION MORE THAN 1.1 MILLION.

The Dallas Area Rapid Transit Agency (DART) is governed by Subchapter O – SUBREGIONAL BOARD IN SUBREGION HAVING PRINCIPAL MUNICIPALITY WITH POPULATION OF MORE THAN 1.1 MILLION.

Texas Transportation Code §451.108 allows DART the opportunity to enter into public-private partnerships (P3s).

The proposed Trinity Metro 2019 State Legislative Program includes seeking legislation to allow Trinity Metro the same opportunity as DART to enter into public-private legislation and would require approval of a simple text amendment to Texas Transportation Code § 451.108.(See attached Exhibit 1).

Approval of the proposed Trinity Metro 2019 State Legislative Program is consistent with the objectives described in the Transit Master Plan and to implement the vision outlined in the plan provide compelling transit services to make Tarrant County more livable and support continued economic growth.

RECOMMENDATION

We recommend that Trinity Metro's Board of Directors approve the Trinity Metro 2019 State Legislative Program including seeking legislation to allow Trinity Metro the opportunity to enter into public-private partnerships (P3s).

Disposition by Board of Directors

Secretary Approval: _____

DATE _____



Exhibit 1
2019 State Legislative Program
86th Legislature

GENERAL POLICY

Trinity Metro **Supports** any legislation viewed as advancing Trinity Metro's Transit Master Plan or that improves transit.

Trinity Metro will **Oppose** any legislation viewed as detrimental to its Transit Master Plan or that negatively impacts Trinity Metro's funding sources, governance, or transit.

SEEK LEGISLATION

Trinity Metro will seek legislation to amend Chapter 452 of the Texas Transportation Code to provide Trinity Metro with the opportunity to enter into public-private partnerships (P3 Legislation).

SUPPORT AND WORK WITH OTHER TRANSIT AUTHORITIES AND THE TEXAS TRANSIT ASSOCIATION

Amend Chapter 552 of the Texas Government Code 552 (Texas Open Records Act) to broaden protection of customer electronic data including customer location data, photos, and other confidential customer data collected electronically by transit agencies.

Amend Chapter 452 of the Texas Transportation Code to authorize transit agencies like Dallas Area Rapid Transit (DART) and Trinity Metro to contract outside the service area with any private person, firm, or corporation, or entity to provide or manage public transportation services.

ACTIVELY MONITOR

Legislation filed relating to online sales tax collection, taxation of electric vehicles and any legislation impacting Trinity Metro's primary funding source, the dedicated voter-approved half cent transit sales tax.

Any legislation filed impacting Trinity Metro's ability to access federal funds for passenger rail projects or legislation negatively impacting Trinity Metro's business operations or possible expansion.

A Resolution

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
FORT WORTH TRANSPORTATION AUTHORITY
REGARDING TRINITY METRO'S 2019 STATE LEGISLATIVE PLAN**

(Resolution 2019-03)

WHEREAS, the 86th Session of the Texas Legislature convened on January 8, 2019;

WHEREAS, Trinity Metro seeks to adopt a state legislative program that is consistent with its Transit Master Plan and is in the best interest of its stakeholders;

WHEREAS, Trinity Metro's 2019 State Legislative Program may be modified during the Legislative Session and may require future modification that would require later formal board approval;

WHEREAS, the opportunity for Trinity Metro to enter into public-private partnerships (P3s) is critical to move forward on transit oriented development;

WHEREAS, the entire Trinity Metro 2019 State Legislative Program is consistent with the objectives and vision of Trinity Metro as described in its Transit Master Plan;

WHEREAS, the last date to file a bill in the 86th Texas Legislature is March 8, 2019

NOW, THEREFORE, BE IT RESOLVED by the Trinity Metro Board of Directors as follows:

1. The Trinity Metro 2019 State Legislative Program attached as Exhibit 1 is hereby adopted.
2. Trinity Metro staff and its advisors are authorized to work during the 86th Texas Legislature to implement Trinity Metro's 2019 State Legislative Program.

ADOPTED by Trinity Metro's Board of Directors on this, the 28th day of January, 2019.

Jon Michael Franks
Vice Chair

Dennis Dunkins
Secretary



BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2019-33

Meeting Date: January 28, 2019

Item Title: Authorization to Investigate and Develop a Plan to Complete TEXRail Segment One

BACKGROUND

On August 12, 2013, Trinity Metro's Board of Directors adopted the TEXRail Commuter Rail project as the minimum operable segment (MOS) which did not include the original southern part of the plan commonly referred to as "Segment #1" with proposed stations located at:

- Medical District
- TCU/Berry
- IH – 20/Granbury
- Sumner Creek

TEXRail, as it is currently built out, is a 27.2 mile commuter rail system that began revenue service on January 10, 2019 and operates between downtown Fort Worth and northeast Tarrant County to the Dallas-Fort Worth International Airport (DFW Airport). This commuter rail line consists of nine (9) stations. This 27.2 mile section in revenue service contains the three (3) remaining segments that were included in the MOS.

The Commuter Rail Committee had extensive discussions about extending TexRail in their meeting of January 14, 2019 due to unparalleled success and popularity for a startup of this kind. Following this conversation there was a proposal to investigate options leading to the build out of segment one (1). The Commuter Rail Committee voted unanimously to make this recommendation to the board.

RECOMMENDATION

The Commuter Rail Committee requests Trinity Metro's Board of Director to authorize the President/Chief Executive Officer and his team to investigate and develop a plan to complete TEXRail Segment One (1) and present recommendations for moving forward.

Disposition by Board of Directors

Secretary Approval: _____

DATE _____

