

# COMMITTEE INFORMATION PACKET

NOVEMBER 16, 2020 2:15 PM



# COMMITTEE INFORMATION

## AGENDA

### (via Telephone Conference Call)

MONDAY, NOVEMBER 16, 2020 2:15 P.M.

#### **Special Notice Regarding this Meeting:**

Due to the COVID-19 (Coronavirus) pandemic, Tarrant County Public Health Recommendations issued on March 13, 2020, “strongly” recommended “organizers of events of any size in which people will be in close contact to cancel or postpone such events. [emphasis added]” In response to that and similar public-health directives issued on the national, state, and local levels, and in the interest of protecting the health of the public, as well as Trinity Metro employees, patrons, and Board members.

However, action items must be promptly considered and acted upon by the Trinity Metro Board of Directors and cannot be indefinitely postponed. Thus, due to the emergency and urgent public necessity occasioned by the COVID-19 (Coronavirus) pandemic which makes convening a quorum of the board in one location extremely difficult, imprudent, and contrary to public health advisories, the Trinity Metro Board will meet by telephone conference call in strict adherence with applicable law to permit open meetings to occur in a fully virtual setting such as by telephonic conference. The opportunity for access and participation by the public will be ensured.

The public is invited to participate in this telephone conference call meeting by dialing the following toll-free teleconference bridge number:

**Phone Number: 1-872-240-3311**

**Passcode: 729-841-277#**

Each part of the telephone conference call meeting required to be open to the public will be audible to all participants on the call and recorded, and two-way communication will be maintained throughout the entire meeting. Please note, there is not an opportunity or agenda for public comments in the committee meetings.

Any individual who wishes to speak must first identify himself or herself. To optimize audibility, all participants are urged to mute their phones unless and until speaking.

# COMMITTEE INFORMATION

## AGENDA

**(via Telephone Conference Call)**

MONDAY, NOVEMBER 16, 2020, 2:15 P.M.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. COMMUTER RAIL ACTION ITEM**

1. CRC2021-05 Positive Train Control (PTC) Maintenance Services Agreement with WABTEC for Positive Train Control (PTC) Support Services – Jon Erik Arjanen

**D. PLANNING/OPERATIONS/MARKETING ACTION ITEMS / RESOLUTION**

1. POM2021-07 Bus Parts – Bill Lambert
2. POM2021-08 Interlocal Agreement with the City of Fort Worth for East Lancaster Corridor Transit-Oriented Development Plan – Kiran Vemuri
3. POM2021-09 Award of Contract for East Lancaster Corridor Transit-Oriented Development Plan – Kiran Vemuri
4. POM2021-10 Interlocal Agreement with the City of Fort Worth for Signage and Pedestrian Improvements – Kiran Vemuri
5. POM2021-11 Interlocal Agreement with the City of Fort Worth for Transit Technology and Innovation Infrastructure Improvement – Kiran Vemuri
6. POM2021-12 Dallas/Fort Worth International Airport (DFW) Advertising for TEXRail – Melissa Chrisman

**E. FINANCE & AUDIT ACTION ITEMS**

1. FAC2021-09 Renewal of Interlocal Agreement with the Texas General Land Office for the Purchase of Natural Gas – Fred Crosley
2. FAC2021-10 Genfare Ticket Vending Machines (TVM) Credit Card Pin Pad Replacement – Bruce Lewis

**F. INFORMATION ITEMS**

- i. Fare Structure Update – Wayne Gensler
- ii. Letter of Intent – Potential Collaboration between Denton County Transportation Authority (DCTA) and Trinity Metro – Wayne Gensler
- iii. Investment Policy and Resolution Follow-Up Discussion– Fred Crosley

**G. COMMITTEE INFORMATION REPORTS**

**1. Commuter Rail**

- i. TEXRail Ridership Report – Jon-Erik Arjanen**
- ii. Trinity Railway Express Report – Jon-Erik Arjanen**

**2. Planning / Operations / Marketing**

- i. Operations Report – Wayne Gensler**
- ii. Ridership Report – Wayne Gensler**
- iii. Marketing Report – Melissa Chrisman**
- iv. Customer Relations Report – Detra Whitmore**

**3. Finance & Audit**

- i. Balance Sheet – Fred Crosley**
- ii. Statement of Revenue and Expenses – Fred Crosley**

**Next Meeting Scheduled for January 25, 2021.  
Please check website for details.**

# **COMMUTER RAIL COMMITTEE ACTION ITEMS**

# **COMMUTER RAIL COMMITTEE**

## **ACTION ITEM**

**Item Number:** CRC2021-05

**Meeting Date:** November 16, 2020

**Item Title:** Positive Train Control (PTC) Maintenance  
Services Agreement with Wabtec for  
Positive Train Control (PTC) Support  
Services

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### **BACKGROUND**

In May 2017, Trinity Metro Board of Directors approved BA2017-69 establishing Contract No. 17-043 for Regional Positive Train Control (PTC) implementation. This contract with Wabtec Corporation supports the Rail Safety Improvement Act of 2008 (RSIA 2008) which mandates all railroads that provide regular scheduled commuter passenger services must develop a plan for implementing Positive Train Control (PTC). As the implementation of PTC nears completion, it becomes necessary to have the personnel and processes in place to ensure safe and efficient operation of the system for TEXRail and Trinity Railway Express (TRE).

During the negotiation and execution of the Regional PTC Implementation contract, pricing of PTC support was unavailable due to various unknowns. Now that the industry has progressed, we have worked with our PTC implementation contractor, Wabtec, to provide the necessary support of proprietary software and hardware to ensure the continued safe and efficient operations of the Regional PTC System for a five-year term.

The services provided will include 24/7 PTC software and hardware support desk, technical project management, systems integration engineer support, lab and field integration testing support, safety documentation, onboard product support, track database tools, CAD/BOS/TMDS support, and key exchange server support. We are seeking to enter into an agreement with Wabtec to provide the necessary PTC support for both TEXRail and TRE.

The cost for maintenance and support of the Regional PTC system is \$10,627,297.00 dollars with a 10% contingency of \$1,062,729.70 dollars for a total of \$11,690,026.70 dollars. The costs will be split equally between TEXRail and TRE, with Dallas Area Rapid Transit (DART) paying its share of the TRE PTC cost.

### **PROCUREMENT**

In accordance with Trinity Metro's procurement policy, this is a sole source procurement with Wabtec, as it is the only company to offer maintenance and support for the TEXRail and TRE Positive Train Control systems. The cost is deemed fair and reasonable and in compliance with Trinity Metro's procurement policy.

### **FINANCING**

Funds are available in Trinity Metro's FY2021 Operating Budgets for TEXRail and TRE. Funds for future years of the contract will be considered in the proposed operating budgets for those years.

**Item Number:** CRC2021-05  
**Item Title:** Positive Train Control (PTC) Maintenance  
Services Agreement with Wabtec for  
Positive Train Control (PTC) Support  
Services

**Meeting Date:** November 16, 2020  
**Page:** 2

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## **RECOMMENDATION**

We request the Commuter Rail Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to enter into a maintenance and services agreement with Wabtec for the support of PTC for both TEXRail and TRE in the amount of \$10,627,297 dollars with a 10% contingency (\$1,062,729.70 dollars) for a total of \$11,690,026.70 dollars with each railroad being responsible for \$5,845,013.35 dollars over the five year term.

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Approved by:

*Jon-Erik Arjanen*

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**JON-ERIK ARJANEN, VP/CHIEF OPERATING  
OFFICER RAIL**

Nov-09-2020

**DATE**

DocuSigned by:

*Bob Baulsir*

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**PRESIDENT/CEO**



# **PLANNING/OPERATIONS/ MARKETING COMMITTEE ACTION ITEMS**

# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-07

**Meeting Date:** November 16, 2020

**Item Title:** Bus Parts

### BACKGROUND

In order to provide uninterrupted service for Trinity Metro's bus fleet operations, the maintenance department requires various bus parts be kept in stock to streamline repairs to keep our buses running to serve the community. Trinity Metro seeks to establish a contract for procuring bus parts to obtain bus parts at a competitive, fixed rate under a contract term.

### PROCUREMENT

Trinity Metro issued an Invitation for Bid (IFB) #20-T038 for Bus Parts on August 21, 2020. The IFB was advertised on Trinity Metro's website and through Trinity Metro's electronic solicitation portal, Bonfire. Three (3) bid responses were received from:

- The Aftermarket Parts Company, LLC
- Kirks Automotive, Inc.
- Zen Industrial Services, LLC

The most responsive, responsible and complete bid was received from The Aftermarket Parts Company, LLC, for an estimated annual total of \$1,065,910.00 dollars for estimated usage of identified bus maintenance parts.

The Trinity Metro Procurement Department has followed procurement policy with the Invitation for Bid and is in compliance with all applicable Federal, State and Trinity Metro procurement requirements.

### FINANCING

Funds are available in Trinity Metro's FY2021 Operating Budget. Funds for future years of the contract will be considered in the proposed Operating Budgets for those years.

### RECOMMENDATION

We request the Planning, Operations and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to enter into a three (3) year contract with The Aftermarket Parts Company, LLC for an annual amount not to exceed \$1,065,910.00 dollars. The total three-year combined estimated contract cost is not-to-exceed \$3,197,730.00 dollars.

Approved by:

*Bill Lambert*  
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**BILL LAMBERT, DIRECTOR OF MAINTENANCE**

Nov-10-2020

**DATE**

DocuSigned by:

*Wayne Gensler*  
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**WAYNE GENSLER,  
VP/COO BUS AND  
PARATRANSIT**



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-08

**Meeting Date:** November 16, 2020

**Item Title:** Interlocal Agreement with the City of Fort Worth for East Lancaster Corridor Transit-Oriented Development Plan

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### **BACKGROUND**

This action item seeks Board approval of an Interlocal Agreement (ILA) between the City of Fort Worth and Trinity Metro for a Transit Oriented Development (TOD) Plan on East Lancaster Avenue.

Trinity Metro received a grant through the Pilot Program for Transit-Oriented Development (TOD) Planning 2019 Section 20005(b) to develop a comprehensive TOD plan for the East Lancaster Avenue corridor. The objectives of this comprehensive plan are to guide growth and economic development, enable residents, commuters, businesses and students to benefit from improved accessibility, and to create opportunities to repurpose under-utilized land currently serving single occupancy vehicles on a six lane highway. The future proposed Bus Rapid Transit (BRT) will serve as the nucleus for development. This East Lancaster Corridor TOD Plan will:

- Identify and establish the TOD goals that guide the project development and engineering processes of implementing BRT.
- Identify the opportunities for multimodal connections including transit, rideshare, bike and pedestrian facilities.
- Recommend other infrastructure needed near and adjacent the BRT stations such as sidewalks, curb ramps, bicycle lanes, crosswalks, beacons and other devices and facilities that would improve access and boost ridership.
- Identify land use opportunities, appropriate buffers and transitions, and recommend zoning regulations and development policies along the corridor
- Identify the infrastructure needs that are necessary for the city's investment to support transit-supportive development patterns and density such as water, sewer and other utility capacity, roadway capacity, sidewalk connectivity, streetscaping, traffic control and other city infrastructure responsibilities.
- Identify investment opportunities and recommend incentives designed to encourage maximum levels of private investment in order to offset public spending.

On September 22, 2020, the Fort Worth City Council approved the Mayor and Council (M&C 20-0721) to authorize execution of an interlocal agreement with Trinity Metro in the amount of \$150,000.00 dollars with City participation in the amount of \$100,000.00 dollars to fund a portion of the East Lancaster Avenue Transit-Oriented Development Planning Project.

**Item Number:** POM2021-08**Meeting Date:** November 16, 2020**Item Title:** Interlocal Agreement with the City of Fort Worth for East Lancaster Corridor Transit-Oriented Development Plan**Page:** 2

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**FINANCING**

The Federal Transit Administration awarded Trinity Metro \$600,000.00 dollars with a required \$150,000.00 dollar local match. The City of Fort Worth has committed \$100,000.00 dollars toward the local match, leaving Trinity Metro to cover the remaining \$50,000.00 dollars. Funds are included in Trinity Metro's FY2021 Operating Budget through the permitted reassignment of approved funding levels from timing differences or project cost variations for operating expenses. Consequentially, approval of this Action Item should not result in a net modification of funding levels for operating expenses in FY2021.

**RECOMMENDATION**

We request the Planning, Operations, and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to execute an Interlocal Agreement with the City of Fort Worth to fund a portion of the East Lancaster Corridor Transit-Oriented Development Plan in the amount of \$100,000.00 dollars.

Approved by:



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**KIRAN VEMURI, SENIOR DIRECTOR OF  
PLANNING**

Nov-10-2020

**DATE**

DocuSigned by:



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**PRESIDENT/CEO**

# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-09

**Meeting Date:** November 16, 2020

**Item Title:** Award of Contract for East Lancaster Corridor  
Transit-Oriented Development Plan

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### **BACKGROUND**

Trinity Metro received a grant through the Pilot Program for Transit-Oriented Development (TOD) Planning 2019 Section 20005(b) to develop a comprehensive TOD plan for the East Lancaster Avenue corridor. The objectives of this comprehensive plan are to guide growth and economic development, enable residents, commuters, businesses and students to benefit from improved accessibility, and to create opportunities to repurpose under-utilized land currently serving single occupancy vehicles on a six lane highway. The future proposed Bus Rapid Transit (BRT) will serve as the nucleus for development. This East Lancaster Corridor TOD Plan will:

- Identify and establish the TOD goals that guide the project development and engineering processes of implementing BRT.
- Identify the opportunities for multimodal connections including transit, rideshare, bike and pedestrian facilities.
- Recommend other infrastructure needed near and adjacent the BRT stations such as sidewalks, curb ramps, bicycle lanes, crosswalks, beacons and other devices and facilities that would improve access and boost ridership.
- Identify land use opportunities, appropriate buffers and transitions, and recommend zoning regulations and development policies along the corridor
- Identify the infrastructure needs that are necessary for the city's investment to support transit-supportive development patterns and density such as water, sewer and other utility capacity, roadway capacity, sidewalk connectivity, streetscaping, traffic control and other city infrastructure responsibilities.
- Identify investment opportunities and recommend incentives designed to encourage maximum levels of private investment in order to offset public spending.

### **PROCUREMENT**

In accordance with the Trinity Metro Procurement Policy, Request for Proposal 20-T058 (RFP) for East Lancaster Corridor Transit-Oriented Development Plan was issued on October 2, 2020. Three firms submitted a response to the RFP. Those firms included:

- Asakura Robinson
- Freese and Nichols
- Kimley-Horn

Evaluations were made for the proposals and presentations/interviews were conducted with the three proposing firms. After final evaluations, Kimley-Horn was determined to be the highest ranking proposer for selected award.

**Item Number:** POM2021-09**Meeting Date:** November 16, 2020**Item Title:** Award of Contract for East Lancaster Corridor  
Transit-Oriented Development Plan **Page:** 2

The Trinity Metro Procurement Department has followed procurement policy with Request for Proposal and is in compliance with all applicable Federal, State, and the Trinity Metro procurement requirements.

### **FINANCING**

The Federal Transit Administration awarded Trinity Metro \$600,000.00 dollars with a required \$150,000.00 dollar local match. The City of Fort Worth has committed \$100,000.00 dollars toward the local match, leaving Trinity Metro to cover the remaining \$50,000.00 dollars. Funds are included in Trinity Metro's FY2021 Operating Budget through the permitted reassignment of approved funding levels from timing differences or project cost variations for operating expenses. Consequentially, approval of this Action Item should not result in a net modification of funding levels for operating expenses in FY2021.

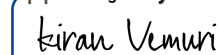
### **DBE UTILIZATION**

A DBE Goal of 30% was established for this solicitation. Kimley-Horn is committed to meeting the goal.

### **RECOMMENDATION**

We request the Planning, Operations, and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to enter into a two (2) year contract with Kimley-Horn for the East Lancaster Corridor Transit-Oriented Development Plan, in an amount of \$590,000.00 dollars plus a 15% (88,500.00 dollars) contingency for unforeseen expense, for a total not to exceed amount of \$678,500.00 dollars.

Approved by:



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**KIRAN VEMURI, SENIOR DIRECTOR OF  
PLANNING**

Nov-10-2020

**DATE**

DocuSigned by:



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**PRESIDENT/CEO**

# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-10

**Meeting Date:** November 16, 2020

**Item Title:** Interlocal Agreement with the City of Fort Worth for Signage and Pedestrian Improvements

### BACKGROUND

This action item seeks Board approval of an Interlocal Agreement (ILA) between the City of Fort Worth and Trinity Metro for Transit Signage and Pedestrian Improvements.

The purpose of this ILA is to outline the City's funding participation and role in the Transit Signage and Pedestrian Improvements Project to improve the safety of passengers accessing transit, leaving transit, and transferring between transit vehicles. The City will design and construct improvements from the Trinity Metro project list in the amount up to \$330,000.00 dollars.

The projects identified in this ILA are:

1. Sidewalks/ADA ramps for \$250,000.00 dollars
2. Bus Lane Striping at Central Station for \$80,000.00 dollars

### PROCUREMENT

The City will design and construct signage and pedestrian improvements while Trinity Metro will provide the project locations. No procurement is required for this project.

### FINANCING

No matching funds from Trinity Metro are needed for this ILA.

### RECOMMENDATION

We request the Planning, Operations, and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to execute an Interlocal Agreement with the City of Fort Worth, which will allow for the Transit Signage and Pedestrian Improvements.

Approved by:

*Kiran Vemuri*  
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**KIRAN VEMURI, SENIOR DIRECTOR OF  
PLANNING**

Nov-10-2020

**DATE**

DocuSigned by:

*Bob Baulsir*  
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**PRESIDENT/CEO**



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-11

**Meeting Date:** November 16, 2020

**Item Title:** Interlocal Agreement with the City of Fort Worth for Transit Technology and Innovation Infrastructure Improvement

### **BACKGROUND**

This action item seeks Board approval of an Interlocal Agreement (ILA) between the City of Fort Worth and Trinity Metro for a Transit Technology and Innovation Infrastructure Improvement Project.

The purpose of this ILA is to outline the City's funding participation and role in the Transit Technology and Innovation Infrastructure Improvement Project to improve mobility, enhance transit operations, and increase ridership and safety. The project will include funds from the City of Fort Worth in the amount of \$470,000.00 dollars to combine with Trinity Metro funds in the amount of \$250,000.00 dollars, for a total amount of \$720,000.00 dollars.

The project deliverables are:

1. One (1) electric bus charging station,
2. Approximately forty-five (45) electronic transit signs, and
3. Approximately fifty (50) solar lighting sets for bus shelters.

### **PROCUREMENT**

Procurements for the above listed deliverables will be conducted in accordance with Trinity Metro's Procurement Policy and Procedures.

### **FINANCING**

Trinity Metro's match to finance a bus charging station is included in Trinity Metro's FY2021 Capital Budget. The other projects in this ILA do not require Trinity Metro's match.

### **RECOMMENDATION**

We request the Planning, Operations, and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to execute an Interlocal Agreement with the City of Fort Worth, which will approve the Transit Technology and Innovation Infrastructure Improvement based on the above terms of funding by the City of Fort Worth for procurement of the listed project deliverables.

Approved by:

*Kiran Vemuri*

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**KIRAN VEMURI, SENIOR DIRECTOR OF PLANNING**

Nov-10-2020

**DATE**

DocuSigned by:

*Bob Baulsir*

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**PRESIDENT/CEO**



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## ACTION ITEM

**Item Number:** POM2021-12

**Meeting Date:** November 16, 2020

**Item Title:** Dallas/Fort Worth International Airport (DFW)  
Advertising for TEXRail

### **BACKGROUND**

Trinity Metro has leveraged the “Arrivals Network” screen advertising program at Dallas/Fort Worth International Airport (DFW) since February 2020 to promote the TEXRail commuter rail service. The current agreement was a result of the approved board action item BA2020-36. This program allows Trinity Metro to build awareness and create a customer connection point through advertising on screens across all baggage claim areas at DFW International Airport as passengers depart the terminals.

The current agreement expires January 17, 2021 and there is an ongoing need to publicize this service at the airport, where there is a large percentage of potential riders, including travelers and airport employees.

JCDecaux is the agency that manages all advertising opportunities at DFW International Airport. Our agreement with the agency allows Trinity Metro to purchase 10-second advertisements across 60 screens in the baggage claim areas in all terminals. The proposed timeline for this renewal is January 18, 2021 through October 24, 2021. For 60 screens at all terminals, the total agreement cost is \$80,000 for 40 weeks of advertising.

### **PROCUREMENT**

In accordance with Trinity Metro's procurement policy, this is a sole source procurement with JCDecaux, as it is the only agency to offer advertising sales at DFW International Airport. The cost is deemed fair and reasonable and in compliance with Trinity Metro's Procurement Policy.

### **FINANCING**

Funds are available in Trinity Metro's FY2021 Operating Budget to finance this purchase.

### **RECOMMENDATION**

We request the Planning, Operations and Marketing Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to purchase advertising at DFW International Airport from JCDecaux for the total purchase amount of \$80,000.00 dollars from January 18, 2021 through October 24, 2021.

Approved by:

*Melissa Chrisman*

AEB4824D372540C...

**MELISSA CHRISMAN, VICE PRESIDENT  
MARKETING AND COMMUNICATIONS**

Nov-10-2020

**DATE**

DocuSigned by:

*Bob Baulsir*

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**PRESIDENT/CEO**



# **FINANCE & AUDIT COMMITTEE ACTION ITEMS**

# FINANCE AND AUDIT COMMITTEE

## ACTION ITEM

**Item Number:** FAC2021-09

**Meeting Date:** November 16, 2020

**Item Title:** Renewal of Interlocal Agreement with the Texas General Land Office for the Purchase of Natural Gas

### **BACKGROUND:**

Trinity Metro uses natural gas to fuel its bus fleet and to provide gas to the Herschel R. Payne (HRP) Operations Center, under an Interlocal Agreement (“ILA”) with the General Land Office (“GLO”) that began September 1, 2009 through September 30, 2020. This agreement is now continuing on a month-to-month basis until extended for a longer term agreed upon by both parties. The ILA can be extended for each subsequent biennium term when requisite funding is approved by the Texas Legislature for the GLO and by Trinity Metro.

### **INTERLOCAL AGREEMENT:**

An Interlocal Agreement with another governmental entity does not require a competitive bid. It does require Board of Director approval. The ILA with the GLO would be extended for a term through December 31, 2022. Supplier provided price hedges may be utilized for some or all of the gas purchased through the GLO.

The pricing of the natural gas under the ILA is summarized as follows:

- The Contract Price for each MMBtu of Gas delivered at the delivery point each day up to the MaxDQ (1,000MMBtu/day) shall be 101.5% of the HSC Gas Daily Midpoint Price as posted for the actual day of delivery plus \$0.21 GLO fee.
- If the delivery point each day exceeds the MaxDQ (1,000MMBtu/day) the variable portion of the price will be at 101.5% of the Houston Ship Channel price plus 2.00 per MMBtu Plus \$0.21 GLO fee;
- In addition to the contract prices, buyer shall pay seller a fee for each month equal to the MaxDQ times the number of days in each month times \$0.45 per MMBtu.
- A GLO contract maintenance fee of approximately \$0.03 per MMBtu; and

Pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code, Trinity Metro and the Texas General Land Office, both being governmental entities, may exercise jointly the power to contract with one another to provide governmental service.

### **DBE UTILIZATION:**

DBE utilization is not applicable to this ILA extension.



**Item Number:** FAC2021-09

**Item Title:** Renewal of Interlocal Agreement with the  
Texas General Land Office for the Purchase of  
Natural Gas

**Meeting Date:** November 16, 2020

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**FINANCING**

Funds are available in the Trinity Metro FY2021 operating budget to finance the cost of this contract. Funds for future contract years will be included in the proposed budgets for those years.

**RECOMMENDATION**

We requested the Finance and Audit Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to enter into an extension to the ILA with a term through December 31, 2022 with the Texas General Land Office for the purchase of natural gas as described above.

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Approved by:

*Fred Crosley*

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**FRED CROSLEY, VP/CHIEF  
FINANCIAL OFFICER**

Nov-09-2020

**DATE**

DocuSigned by:

*Bob Baulsir*

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**PRESIDENT/CEO**



# FINANCE AND AUDIT COMMITTEE

## ACTION ITEM

**Item Number:** FAC2021-10

**Meeting Date:** November 16, 2020

**Item Title:** Genfare Ticket Vending Machines (TVM)  
Credit Card Pin Pad Replacement

### BACKGROUND

The current eighteen (18) Trinity Railway Express (TRE) Ticket Vending Machines (TVM) credit card pin pads are reaching their end of life and are starting to fail. As the credit card pin pads fail, the TVMs have to be switched over to cash only TVMs or shutdown, causing undue hardship to our ridership. This project will replace the current failing credit card pin pads with a newer more robust credit card pin pad extending the life of the TRE TVMs.

### PROCUREMENT

The TRE TVM devices were procured through a contract with Genfare. A Change Order (Sole Source) to the current Genfare Contract No. 16-026 will be conducted for the procurement and installation of additional equipment on the TRE TVMs. A price analysis was performed to compare costs of equipment and installation fees with original costs and is deemed fair and reasonable and is in compliance with Trinity Metro's Procurement Policy.

### FINANCING

Funds are included in the Trinity Metro FY2021 Capital Budget through the permitted reassignment of approved funding levels from timing differences or project cost variations for capital expenditures. Consequently, approval of this Action Item should not result in a net modification of funding levels for capital expenditures in FY2021.

### RECOMMENDATION

We request the Finance and Audit Committee recommend to the Trinity Metro Board of Directors to authorize the President/Chief Executive Officer to issue a change order to Genfare, in the amount of \$65,170.00 dollars plus a 10% (\$6,517) contingency for unforeseen expenses, for a total estimated amount of \$71,687.00 dollars.

Approved by:

*Bruce Lewis*

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**BRUCE LEWIS, DIRECTOR OF INFORMATION  
TECHNOLOGY**

Nov-09-2020

**DATE**

DocuSigned by:

*Kelli Shields*

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**KELLI SHIELDS,  
VP/HUMAN  
RESOURCES**

# INFORMATION ITEMS



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## INFORMATION ITEM

**Item Title:** Update on Fare Structure

**Meeting Date:** November 16, 2020

### **BACKGROUND**

In June 2017, the Board approved fare changes that included increases across all modes and services (Fixed Route, Express, Circulator, Access, and TRE). Implementation of the approved fare changes occurred in phases with local fare changes being effective August 13, 2017. Local fares are valid for travel within Tarrant County on Trinity Metro services. Approved regional fares were effective August 2018. Regional fares are valid for travel on Trinity Metro, DART, and DCTA services.

Since the approval of the fare structure Trinity Metro has added services that have not been accounted for as part of the day, monthly or annual pass program, mainly Trinity Metro ZIPZONES. In order to build ridership in the ZIPZONES and create a seamless customer experience, we plan to include ZIPZONE fares in our regular fare structure. It is currently a separate fee. The modified fare structure is only for local fares and does not change any regional fares.

Below is an overview of the fare structure including ZIPZONE fares.

	<b>Cost</b>	<b>Cost</b>
<b>Fare type</b>	<b>Current</b>	<b>Proposed</b>
<b><i>Single Ride and Plus One For ZIPZONE ONLY</i></b>		
Local ZIPZONE	\$3.00	\$3.00
Local plus one ZIPZONE	n/a	\$4.50
<b><i>1-Day Pass ALL MODES</i></b>		
Local	\$5.00	\$5.00
Local Reduced	\$2.50	\$2.50

**Item Title:** Update on Fare Structure**Meeting Date:** November 16, 2020**Page:** 2

<b>7-Day Pass</b>		
<b>ALLMODES</b>		
Local	\$25.00	\$25.00
Local Reduced	n/a	\$12.50
<b>31-Day Pass</b>		
<b>ALL MODES</b>		
Local	\$80.00	\$80.00
Local Reduced	\$40.00	\$40.00
<b>Annual Pass</b>		
<b>ALL MODES</b>		
Local	\$800.00	\$800.00
Local Reduced	\$400.00	\$400.00

Trinity Metro management team wanted to account for all modes of services provided to our customers in the fare structure as noted above.

As we are not changing any fares within the current period pass structure, this is an information item only and does not require any action by the committee. We bring this to you so that we can contemplate how we wish to proceed.

DocuSigned by:

Wayne Gensler

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**WAYNE GENSLER, VP/CHIEF OPERATING  
OFFICER BUS AND PARATRANSIT**

Nov-11-2020

**DATE**

DocuSigned by:

Bob Baulsir

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**PRESIDENT/CEO**

## PLANNING, OPERATIONS & MARKETING COMMITTEE

### INFORMATION ITEM

**Item Title:** Letter of Intent – Potential Collaboration between Denton County Transportation Authority (DCTA) and Trinity Metro

**Meeting Date:** November 16, 2020

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#### **BACKGROUND**

Trinity Metro and DCTA executives are in discussion to combine the bus operations of both agencies. To outline future collaboration, a letter of intent is preferred to guide potential interactions between both agencies to ensure actions are in the best interest of the customer base. The goal of the agencies is to explore avenues to lower overall cost, deliver more efficient service, and create more accessibility to the patrons of both agencies.

#### **LETTER OF INTENT**

See attached.

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Approved by:

DocuSigned by:

*Wayne Gensler*

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**WAYNE GENSLER, VP/CHIEF OPERATING  
OFFICER BUS AND PARATRANSIT**

Nov-10-2020

**DATE**

DocuSigned by:

*Bob Baulsir*

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**PRESIDENT/CEO**



November 4, 2020

Mr. Raymond Suarez  
Chief Executive Officer  
Denton County Transportation Authority  
1955 Lakeway Drive, Ste 260  
Lewisville, TX 75057

**RE: Letter of Intent – Potential Collaboration between DCTA and Trinity Metro**

Dear Mr. Suarez,

This letter of intent (this “**LETTER OF INTENT**”) is entered into by and between **DENTON COUNTY TRANSPORTATION AUTHORITY**, a coordinated county transportation authority created under Chapter 460 of the Texas Transportation Code (“**DCTA**”), and **FORT WORTH TRANSPORTATION AUTHORITY**, doing business as “Trinity Metro,” a regional transportation authority created, existing, and operating under Chapter 452 of the Texas Transportation Code (“**TRINITY METRO**”); DCTA and Trinity Metro are sometimes referred to individually as a “**PARTY**” or collectively as the “**PARTIES**.”

**INTRODUCTION**

**Shared Characteristics and Goals**

DCTA and Trinity Metro perform materially identical functions and services, in the same region, and pursuant to similar statutory authority and restrictions. They both desire to operate state-of-the-art transportation systems and to provide their patrons the highest achievable level of service. Those and other shared characteristics make the Parties ideal candidates for mutually advantageous collaboration and cooperation.

**Intended Benefits**

DCTA and Trinity Metro desire to evaluate whether their current functions and services can be (i) expanded, (ii) conducted at an overall lower cost, (iii) performed with a greater degree of reliability, efficiency, precision, or quality, (iv) made more accessible, beneficial, and effective for their patrons, (v) grown to play a greater role in meeting the region’s mobility needs, expanding its economic vitality, and improving its overall quality of life, and (vi) otherwise enhanced for the benefit of the public they serve (the “**INTENDED BENEFITS**”) by increased collaboration and cooperation between the Parties.

**No Binding Agreement Without Boards’ Approval**

DCTA and Trinity Metro have not reached any binding agreement of any kind regarding any potential collaboration and this Letter of Intent memorializes only the Parties’ shared interest in evaluating possible collaboration. No agreement regarding the Intended Benefits or any collaboration will be binding upon either Party unless and until approved by both Parties’ boards of directors.

### **POTENTIAL INTENDED BENEFITS**

DCTA and Trinity Metro have preliminarily identified the following functions and services that may provide the Intended Benefits as a result of mutually acceptable collaboration and cooperation:

1. General management services,
2. Bus operations,
3. Fleet management and maintenance,
4. Dispatch,
5. Road supervision,
6. Bus O&M facility management,
7. Customer service,
8. Technology,
9. Purchasing, including consolidated capital expenditures and economies of scale,
10. Payroll,
11. Workforce management and oversight,
12. Reporting, and
13. Safety and training, including commercial drivers licensing.

DCTA and Trinity Metro acknowledge that the foregoing is by no means either a minimum or exclusive list, and that (i) listed functions and services may be evaluated and then removed from consideration and (ii) additional functions and services may be identified and evaluated as potential sources of the Intended Benefits. The Parties will formally review and modify the then-current list no less frequently than quarterly.

### **POTENTIAL STRUCTURE FOR ACHIEVING COLLABORATION**

DCTA formed North Texas Mobility Corporation (“**NTMC**”), a local government corporation created under Chapter 431 of the Texas Transportation Code to provide “Mobility Services.” DCTA and Trinity Metro shall investigate the potential use of NTMC, the use of an Interlocal Agreement or other structures that may be applicable to serve both Parties.

### **OPERATION OF THIS LETTER OF INTENT**

As noted above, this Letter of Intent is only intended to set forth general understandings and agreements of the Parties and to provide the basis for evaluating possible collaboration between DCTA and Trinity Metro. This Letter of Intent is not a binding obligation, commitment, or agreement between the Parties to undertake any action at this time.

DCTA and Trinity Metro agree to evaluate in good faith any potential collaboration.

Mr. Raymond Suarez

November 4, 2020

Page 3

If executed by both Parties, this Letter of Intent will remain in effect for one (1) year from the date above; thereafter, either Party may terminate this Letter of Intent upon thirty (30) days written notice to the other Party.

If the provisions of this Letter of Intent are acceptable to you, please indicate by causing the enclosed duplicate original copy to be signed and returned to me on or before December 31, 2020.

Sincerely,

Fort Worth Transportation Authority,  
d/b/a Trinity Metro

---

Bob Baulsir, President/CEO

Accepted and Agreed this \_\_\_ day of November, 2020,  
by Denton County Transportation Authority.

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Raymond Suarez,  
Chief Executive Officer

# FINANCE AND AUDIT COMMITTEE

## ACTION ITEM

**Item Number:** FAC2021-01  
**Item Title:** Investment Policy and Resolution

**Meeting Date:** October 26, 2020

### **BACKGROUND**

The Fort Worth Transportation Authority's (Trinity Metro) investment policy provides the framework and guidelines within which Trinity Metro investment activities are conducted. Legal authority regulating the investment of funds received by Trinity Metro is covered in Section 452.102 of the Texas Transportation Code and in the Texas Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act"). The Act provides that "The governing body of an investing entity shall review its investment policy and investment strategies not less than annually." The Act also requires that this review be evidenced by rule, order, ordinance or resolution.

As noted above, the main purpose of this Committee Action Item and accompanying resolution is to provide the legal authority to manage Trinity Metro's investment activities. Beyond that, the policy specifically addresses the following:

- Policy objectives and strategies
- The responsibilities of the Board of Directors and the Investment Officers
- Authorized investments
- Qualified institutions and brokers
- Collateralization and safekeeping
- Diversification and maturity
- Standard of care
- General investment practices

The investment policy requires that the Investment Officers attend 10 hours of investment training every two years, and Trinity Metro's investment officer is currently in compliance with this provision.

### **RECOMMENDATION**

We request the Finance and Audit Committee recommend to Trinity Metro's Board of Directors to adopt the attached resolution and investment policy.

DocuSigned by:

*Fred Crosley*  
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**FRED CROSLEY, VP/CHIEF FINANCIAL  
 OFFICER**

oct-22-2020

**DATE**

DocuSigned by:

*Bob Baulsir*  
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**PRESIDENT/CEO**



FORT WORTH TRANSPORTATION AUTHORITY  
(DBA “Trinity Metro”)

INVESTMENT POLICY

Section 1. GENERAL STATEMENT OF PURPOSE.

This Investment Policy is intended to provide guidelines for the Board of Directors and the staff regarding the investment of public funds entrusted to Trinity Metro and to set reasonable standards and limitations concerning Trinity Metro’s investment activities. This Policy is intended to satisfy statutory requirements of Chapter 452 of The Texas Transportation Code, and The Texas Public Funds Investment Act (the “Act”).

Section 2. CASH MANAGEMENT PROGRAM.

Trinity Metro shall maintain a comprehensive cash management program to include the effective administration and collection of accounts receivable, the prompt deposit of receipts to Trinity Metro bank accounts, the timely payment of obligations, and the prudent investment of available cash in accordance with this Investment (“Policy”).

Procedures shall be developed and maintained to ensure that this Policy is observed and that timely and accurate information is available to assist in making investment decisions.

Section 3. SCOPE OF POLICY.

This Investment Policy applies to activities of Trinity Metro with regard to the investing of all operating and capital funds, including sales tax revenues. Funds will be primarily pooled for investment purposes to allow of consolidated strategy development and implementation.

This Policy does not apply to the investment of assets accrued for the purpose of funding employee retirement benefits or programs, except for those funds representing a liability for the employer's contribution to the 401(k) and 457 (b) Retirement Plans which are held temporarily in Trinity Metro’s operating account before being transferred to the plan accounts. Furthermore, this Policy does not apply to entrusted or escrowed funds, which are invested in accordance with instructions provided in contractual or escrow agreements.

Section 4. POLICY OBJECTIVES AND INVESTMENT STRATEGY.

Trinity Metro's investment strategy shall be conducted so as to accomplish the following objectives, listed in priority order:

INVESTMENT POLICY  
October 2020

- A. **Understanding** of the suitability of the investment to the financial requirements of Trinity Metro. Any investment authorized by this Policy is suitable for all funds,
- B. **Safety.** Preservation and safety of the invested principal shall be achieved by limiting issuer credit risk and maturity-related market risk.
- C. **Liquidity.** Trinity Metro's investment portfolio will remain sufficiently liquid to meet all operating requirements and pay obligations of Trinity Metro on or before the due date by maintaining minimum cash equivalent balances and matching investment maturities to projected cash flows.
- D. **Marketability** of the investment will be considered in the risk/return analysis; in case the need arises to liquidate the investment before maturity.
- E. **Diversification** of the investment portfolio, as to issuer credit and investment maturity, shall be implemented as appropriate; and
- F. **Yield.** Trinity Metro's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with Trinity Metro's investment risk constraints and the cash flow characteristics of the portfolio. Weighted average yield to maturity shall be the performance measurement standard.

The following investment strategy has been designed to accomplish these objectives:

- 1. Trinity Metro will invest only in those securities listed as **AUTHORIZED INVESTMENTS** in Section 7 of this Policy. Any securities not listed will not be eligible investments.
- 2. At all times, Trinity Metro will maintain a cash position sufficient to meet daily liquidity requirements. This will be accomplished by maintaining at least 10 percent of the total portfolio in cash equivalent options, including but not limited to: financial institution deposits, local government investment pools, money market funds, and/or overnight repurchase agreements.

## Section 5. RESPONSIBILITIES.

### A. Board of Directors.

The Board of Directors is responsible for:

1. Adopting a Policy, which will be followed by the Investment Officers;
2. Reviewing the Policy and investment strategies not less than annually, and adopting a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the Policy and incorporated investment strategies and that the written instrument so adopted shall record any changes made to either the Policy or investment strategies;
3. Designating one or more banks to serve as the primary depository for the funds of Trinity Metro;
4. Approving the selection of banks and/or firms for the purpose of providing investment management services to Trinity Metro;
5. Reviewing investment performance on at least a quarterly basis;
6. Approving independent sources for providing investment training to Trinity Metro's Investment Officers, as required by the Public Funds Investment Act; and
7. Reviewing and adopting at least annually a list of qualified broker/dealers that are authorized to engage in investment transactions with Trinity Metro or on behalf of Trinity Metro.

### B. Investment Officers.

The Chief Financial Officer/Vice President of Finance (“CFO”), Controller, Assistant Treasurer, and Finance/Accounting Administrator, acting under the general supervision of the President/Chief Executive Officer (CEO), are responsible for administration of Trinity Metro's comprehensive cash management and investment program, and are designated as Trinity Metro's Investment Officers. The CFO may delegate day-to-day administrative duties as outlined below to other employees authorized to perform investment activities for Trinity Metro, or to banks and/or firms approved by the Board of Directors to provide Trinity Metro with investment management services.

INVESTMENT POLICY  
October 2020

The CFO is responsible for establishing and maintaining an internal control structure. The controls shall be designed to ensure that the funds are protected from loss due to employee error, fraud, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal controls shall address the following points:

1. Avoidance of collusion
2. Separation of duties
3. Custodial safekeeping
4. Avoidance of physical delivery of securities
5. Clear delegation of authority, and
6. Written confirmation procedures for investment transactions and wire transfers.

In order to ensure qualified and capable investment management, the Investment Officers and other Trinity Metro employees with investment responsibilities shall be knowledgeable of laws concerning the investment of public funds, current investment practices and investment opportunities available to Trinity Metro. The Investment Officers shall attend investment training: first, within 10 months after taking office or assuming duties, and second, on an ongoing basis, not less than once in a two-year period that begins on the first day of the fiscal year and consists of the two consecutive fiscal years after that date, and accumulate not less than 10 hours of instruction relating to investment responsibilities for each of those requirements. The following organizations are approved as providers of this training:

The Government Finance Officers Association;  
The Government Finance Officers Association of Texas;  
The Government Treasurers Organization of Texas;  
The North Central Texas Council of Governments;  
The Texas Municipal League; and  
The Treasury Management Association.

### C. Ethics and Conflicts of Interest

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Investment Officers and employees shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment Officers and employees shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of Trinity Metro.

An Investment Officer who has a personal business relationship with an organization seeking to sell an investment to Trinity Metro shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to Trinity Metro shall file a statement disclosing that relationship. A statement required under this subsection must be filed with The Texas Ethics Commission and the Board of Directors.

### Section 6. DUTIES OF THE INVESTMENT OFFICERS.

Duties of the Investment Officers shall include the following:

1. Maintain current information as to available cash balances in Trinity Metro bank accounts, and as to the amount of idle cash available for investment;
2. Develop and maintain cash flow projections to allow for the prudent investment of idle funds;
3. Make investments in accordance with this Policy, including investing and reinvesting funds of Trinity Metro and providing for money to be withdrawn from appropriate accounts for the purpose of making investments;
4. Maintain current information as to investment transactions;
5. Ensure that all investments are adequately secured, that safekeeping receipts are held by Trinity Metro in accordance with this Policy, and ensure that other requirements placed on financial institutions and broker/dealers by this Policy are observed;
6. Not less than quarterly, prepare and submit to the Board of Directors and the

INVESTMENT POLICY  
October 2020

President / Chief Executive Officer a written report of investment transactions for all funds covered by this Policy for the preceding reporting period;

7. Not less than annually, submit the Investment Policy to the Board of Directors for review, along with recommended amendments to ensure that all legal requirements are satisfied and that the Policy reflects current investment practices;
8. Not less than annually, submit to the Board of Directors for review and approval a list of qualified broker/ dealers authorized to engage in investment transactions with Trinity Metro; and
9. Supervise and approve the substitution of securities pledged to secure Trinity Metro's deposits.

Section 7. AUTHORIZED INVESTMENTS.

The following investments are authorized under this section:

- A. Obligations of, or guaranteed by governmental entities.
  1. Obligations of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
  2. Obligations of the State of Texas or its agencies and instrumentalities;
  3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
  4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States; and
  5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.

INVESTMENT POLICY  
October 2020

- B. Certificates of deposit, and other forms of deposit, placed in compliance with the Act
- C. Fully collateralized repurchase agreements if the repurchase agreement:
  - 1. has a defined termination date;
  - 2. is secured by cash and/or obligations described in Section 7(A) above;
  - 3. requires the securities being purchased to be pledged to Trinity Metro, held in Trinity Metro's account, and deposited at the time the investment is made with Trinity Metro or with a third party selected and approved by Trinity Metro;
  - 4. is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in the State of Texas, and
  - 5. complies with other provisions of this Investment Policy regarding repurchase agreements (see Section 9-C).
- D. Mutual funds.
  - 1. A no-load money market mutual fund is an authorized investment if the mutual fund:
    - (A) is registered with and regulated by the Securities and Exchange Commission;
    - (B) provides a prospectus and other information required by the Securities Exchange Act of 1934;
    - (C) has a dollar-weighted average stated maturity in compliance with Securities and Exchange Commission regulation;
    - (D) includes in its investment objectives the maintenance of a stable net asset value of \$1.0000 for each share; and
    - (E) is rated no lower than AAAm or an equivalent rating by at least one

nationally recognized rating service.

- E. Local government investment pools, which 1) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, and 3) seek to maintain a \$1.00 net asset value.

#### Section 8. QUALIFYING INSTITUTIONS.

Investments may be made with or through the following institutions:

- A. Federally insured depository institutions that have a main office or a branch office in Texas;
- B. Brokers or security dealers reporting to the Market Reports Division of the Federal Reserve Bank of New York, also known as the "primary government securities dealers;" or
- C. Firms approved by the Board of Directors.

Trinity Metro shall evaluate the soundness of a financial institution, broker/dealer to the extent considered necessary by the Investment Officers, before entering into an investment transaction. Such an evaluation may include review of rating agency reports, and analysis of management, profitability, capitalization, and asset quality. Financial institutions, broker/dealers wishing to do business with Trinity Metro shall provide requested financial and performance information.

A written copy of Trinity Metro's Investment Policy shall be provided to any person offering to engage in an investment transaction with Trinity Metro.

A qualified representative of the local government investment pool or discretionary investment management firm (i.e. business organization), if any, shall execute a written instrument in a form acceptable to Trinity Metro's Investment Officers and the business organization substantially to the effect that the business organization has:

- (1) received and reviewed the Investment Policy; and
- (2) acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between Trinity Metro and the organization that are not authorized by Trinity

INVESTMENT POLICY  
October 2020

Metro's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of Trinity Metro's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The Investment Officers of Trinity Metro may not acquire or otherwise obtain any authorized investment described in Trinity Metro's Investment Policy from a business organization who has not delivered to Trinity Metro the instrument required.

At least annually, the Board of Directors shall review and adopt a list of qualified broker/dealers that are authorized to engage in investment transactions with Trinity Metro.

Section 9. COLLATERALIZATION AND SAFEKEEPING.

A. Certificates of Deposit and Other Evidences of Deposit.

Trinity Metro will accept as collateral for its certificates of deposit and other evidences of deposit, not insured by the Federal Deposit Insurance Corporation, eligible obligations as defined by the Public Funds Collateral Act including marketable securities and letters of credit. Trinity Metro reserves the right to accept or reject any obligation proposed for collateral. Collateral securities must be owned outright by the pledging financial institution.

Uninsured deposits, including accrued interest, collateralized by marketable securities shall have a minimum collateral market value of: 102% for U.S. Treasury bills, notes or bonds with a remaining maturity of three (3) years or less, and 105% for the other eligible securities.

All financial institutions pledging collateral shall be required to sign a collateralization agreement. The agreement shall define Trinity Metro's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- The agreement must be in writing;
- The agreement has to be executed by the financial institution and Trinity Metro contemporaneously with the deposit;
- The agreement must be approved by the Board of Directors or designated committee of the financial institution and a copy of the meeting minutes must be delivered to Trinity

Metro; and

- The agreement must be part of the financial institution's "official record" continuously since its execution.

Securities pledged as collateral must be retained by a custodial bank eligible as per the Public Funds Collateral Act. Trinity Metro shall be provided the original pledge receipt on each pledged security and a monthly collateral report directly from the custodian. Trinity Metro, the pledging financial institution and the custodial bank(s) shall operate in accordance with a custodial agreement acceptable to Trinity Metro.

Trinity Metro must have confirmation from its custodial bank that collateral pledged from a financial institution is in Trinity Metro's account before investing in certificates of deposit or other evidences of deposit at the financial institution. This confirmation may be oral, but must be followed in writing with the original safekeeping receipt provided to Trinity Metro.

An Investment Officer must approve release of collateral in writing prior to its removal from the custodial account, however substitution of similar security-type and market value will be allowed without prior approval.

Collateral shall be reviewed on at least a monthly basis by an Investment Officer and may be audited by Trinity Metro at any time during normal business hours of the custodial bank. In addition, collateral shall be audited at least annually by Trinity Metro's independent external auditors.

The financial institutions with which Trinity Metro invests and/or maintains other deposits shall provide monthly, and as requested by Trinity Metro, a listing of Trinity Metro's certificates of deposit and other deposits at the institution, and a listing of the collateral pledged to Trinity Metro marked to current market values. The listing shall include total pledged securities itemized by:

- Name, type and description of the security;
- Pledge receipt number;
- Par value;
- Current market value;
- Maturity date; and
- Moody's, Fitch or Standard & Poor's rating (if available).

Trinity Metro and the financial institution shall assume joint responsibility for ensuring that the pledged collateral is sufficient.

B. Securities.

All securities purchased by Trinity Metro shall be purchased on a "delivery versus payment" basis. That is, Trinity Metro shall authorize release of its funds only after it has received notification from the safekeeping bank that a purchased security has been received in Trinity Metro's safekeeping account. This notification may be oral, but must be followed in writing with the original safekeeping receipt provided to Trinity Metro.

C. Repurchase Agreements.

Whenever a repurchase agreement is used by Trinity Metro as an investment, the following rules shall be observed:

1. The securities underlying the repurchase agreement shall be those described under Section 7 ("Authorized Investments") of this Policy;
2. The market value of the securities shall equal or exceed the amount of money committed by Trinity Metro, and shall be "marked to market" at least weekly by the broker/dealer or financial institution with whom the repurchase agreement is executed;
3. Trinity Metro shall take delivery of the securities underlying the agreement before the release of Trinity Metro funds shall be authorized;
4. Trinity Metro shall execute a repurchase agreement, similar to the prototype agreement developed by the Public Securities Association and with supplemental provisions as recommended by the Government Finance Officers Association; and
5. Repurchase agreements shall be executed only with financial institutions doing business in Texas, any national banking association, or any government bond dealer reporting to and recognized as a primary dealer by the Federal Reserve Bank of New York.

Section 10. DIVERSIFICATION AND MATURITY.

Investments of Trinity Metro shall be diversified to minimize the risk of loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific type of security, as appropriate. To the extent possible, the Investment Officers will attempt to match investment maturities with anticipated cash flow requirements, thereby reducing the need to sell

INVESTMENT POLICY  
October 2020

or redeem investments prior to maturity and reducing market risk. Investments will not mature more than five (5) years from the date of purchase, and the average weighted maturity of the total investment portfolio will not exceed eighteen (18) months.

Section 11. STANDARD OF CARE.

Investments shall be made with judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. Employees of Trinity Metro who are involved in investment decisions, when acting in accordance with this Investment Policy and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided deviation from expectations is reported in a timely manner and that appropriate action is taken to control adverse developments.

Section 12. GENERAL INVESTMENT PRACTICES.

All investment decisions made by the Investment Officers shall be documented. The Investment Officers may make investments orally, but a written confirmation of each transaction shall follow promptly with a copy of such confirmation retained in the files.

On all investment transactions which do not fall under terms of Trinity Metro's current primary depository agreement, or which are not executed pursuant to a contractual agreement for investment management services as approved by the Board of Directors, the Investment Officers shall contact at least two (2) "qualifying institutions" as described in Section 8 of this Policy, for the purpose of receiving competitive offers.

As of the end of each month, the market value of each investment security held by Trinity Metro shall be reported to Trinity Metro by the financial institution responsible for safekeeping the securities. By this method, Trinity Metro will monitor the market price of its investments.

At least quarterly, the Investment Officers shall verify the credit rating of any investment required by the Act to maintain a minimum rating. An investment does not qualify as an authorized investment during the period the investment does not have the minimum rating. Trinity Metro shall take all prudent measures that are consistent with this Investment Policy to liquidate an investment that does not have the minimum rating.

Trinity Metro is not required to liquidate investments that were authorized investments at the time of purchase.

# COMMITTEE REPORTS



## COMMUTER RAIL COMMITTEE

### INFORMATION ITEM

**Item:** TEXRail and Trinity Railway Express (TRE)  
Update

**Meeting Date:** November 16, 2020

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Jon Erik Arjanen, Chief Operating Officer / Vice President of Rail, will present an update on TEXRail and Trinity Railway Express (TRE).

# TEXRail Report

## September 2020

Jon-Erik "AJ" Arjanen  
COO/VP of Rail  
November 2020



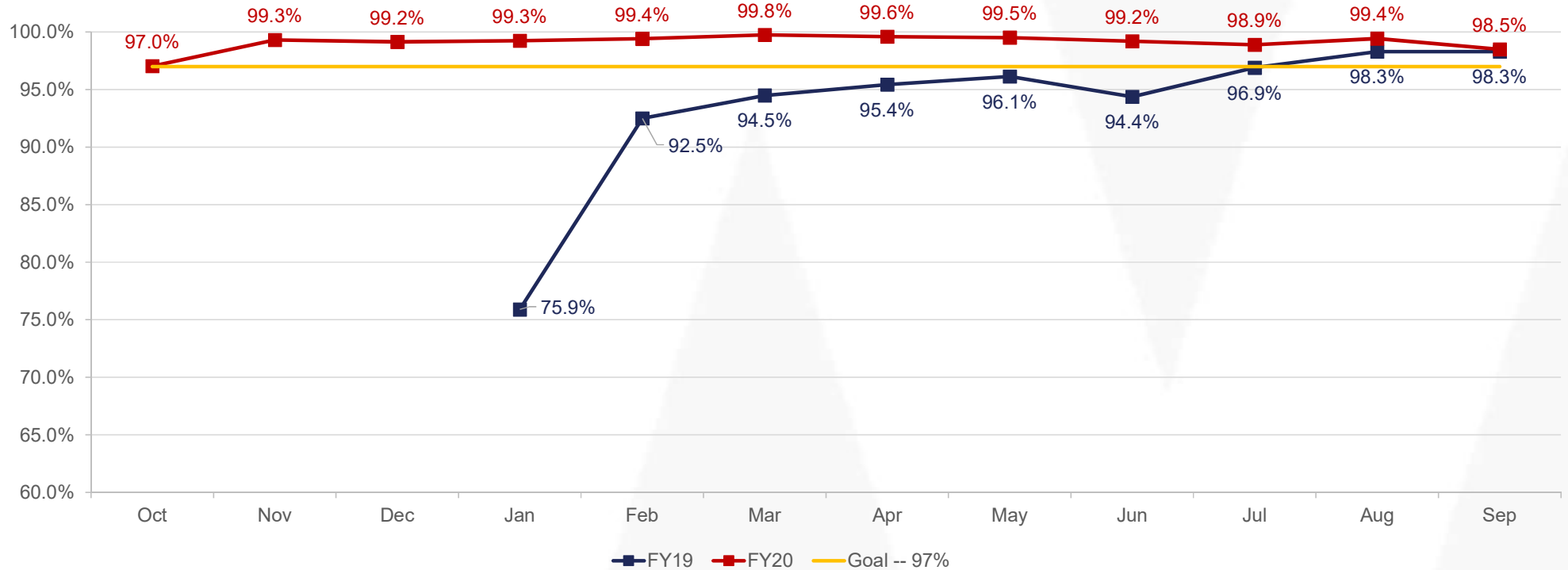
# TEXRail Safety

Days without a lost time injury:

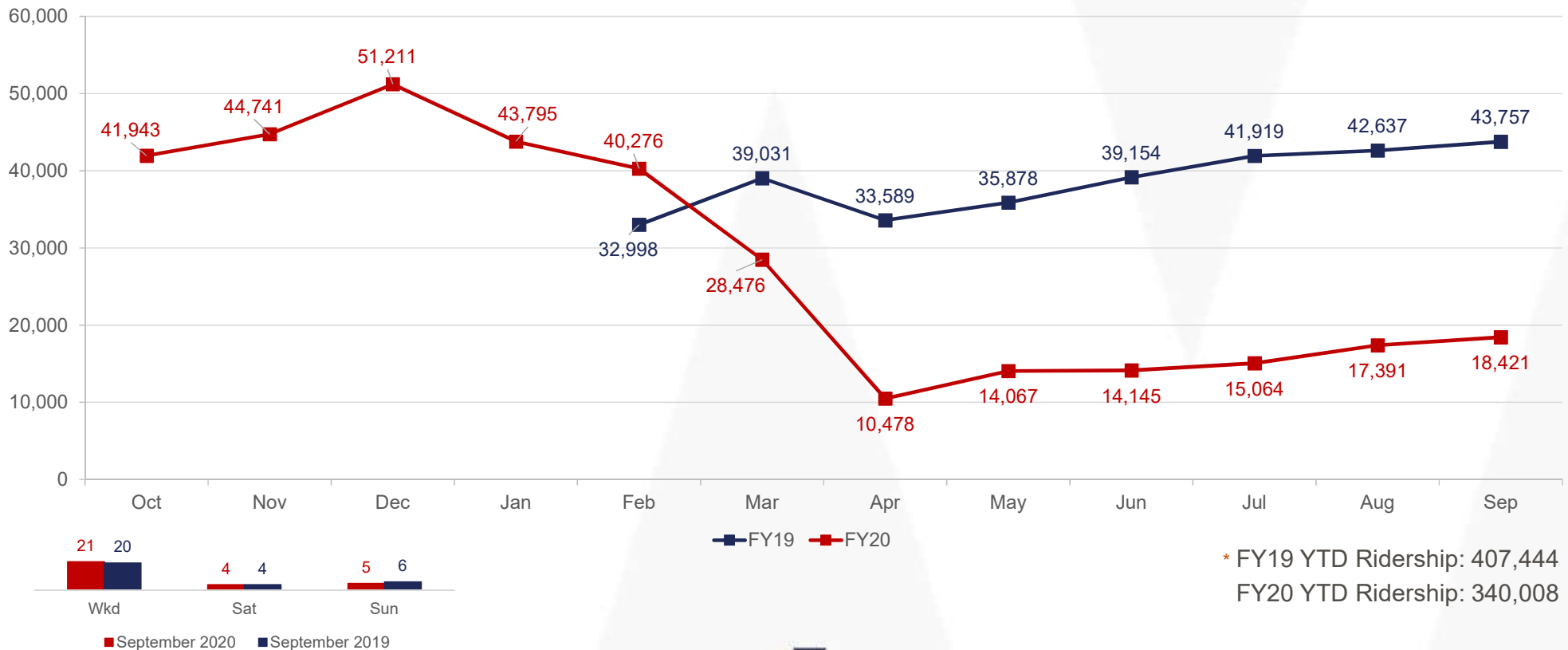
- Transportation/Maintenance of Equipment - 994
- Maintenance of Way/Signal - 64



# TEXRail On-Time Performance



# TEXRail Monthly Ridership

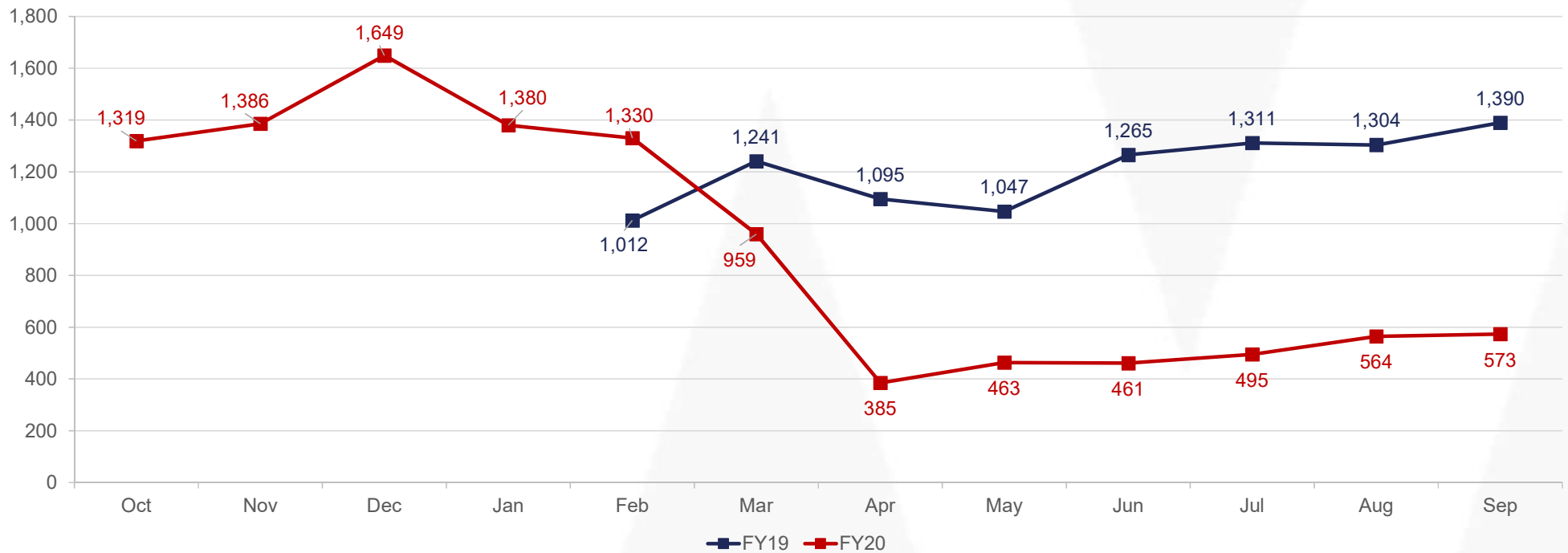


\* FY19 YTD Ridership: 407,444  
FY20 YTD Ridership: 340,008

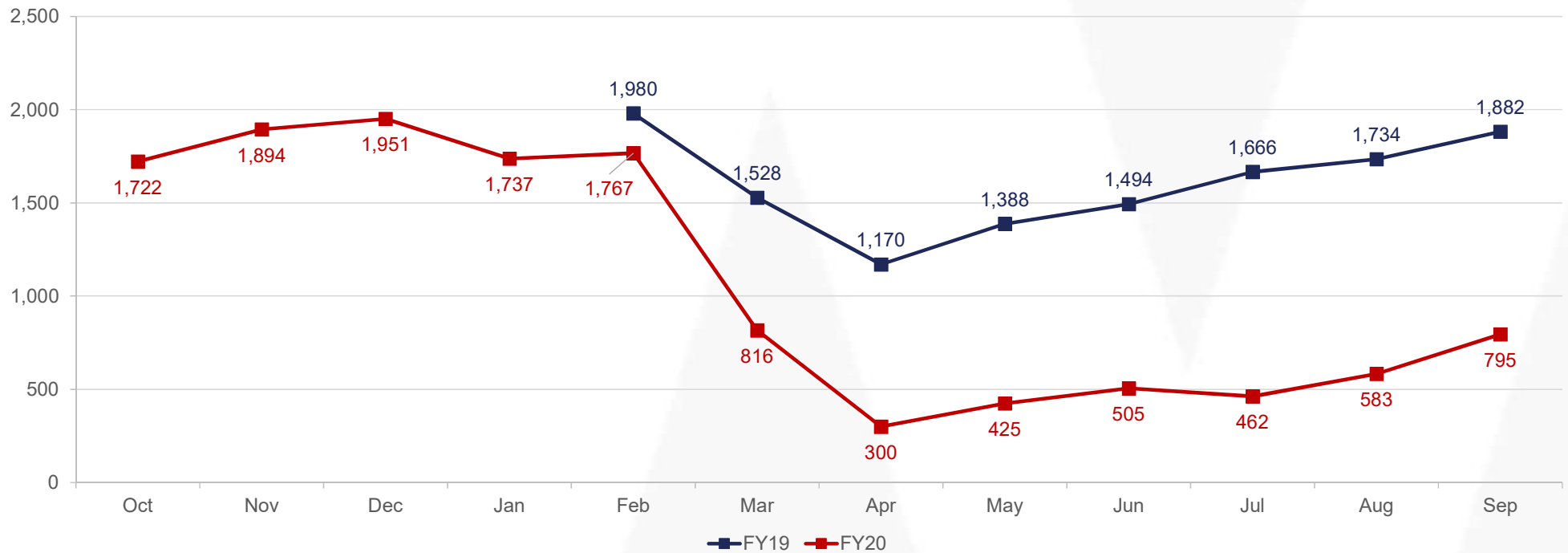
\* January 2019 free service included



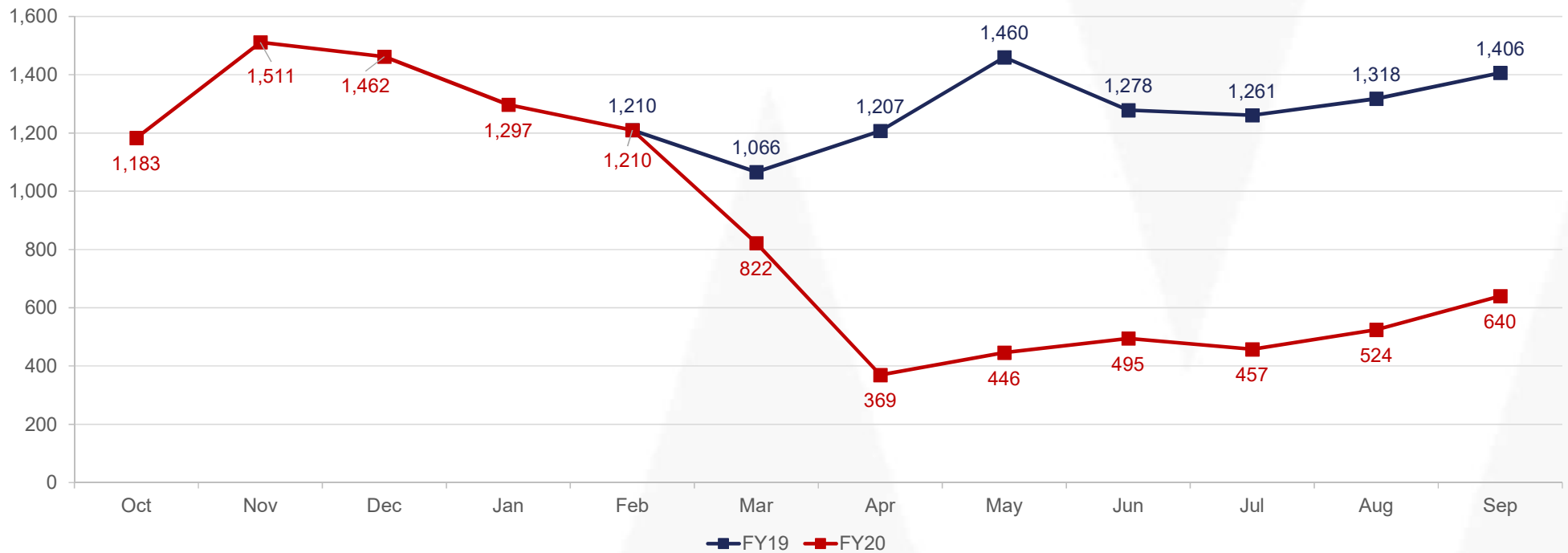
# TEXRail Average Weekday Ridership



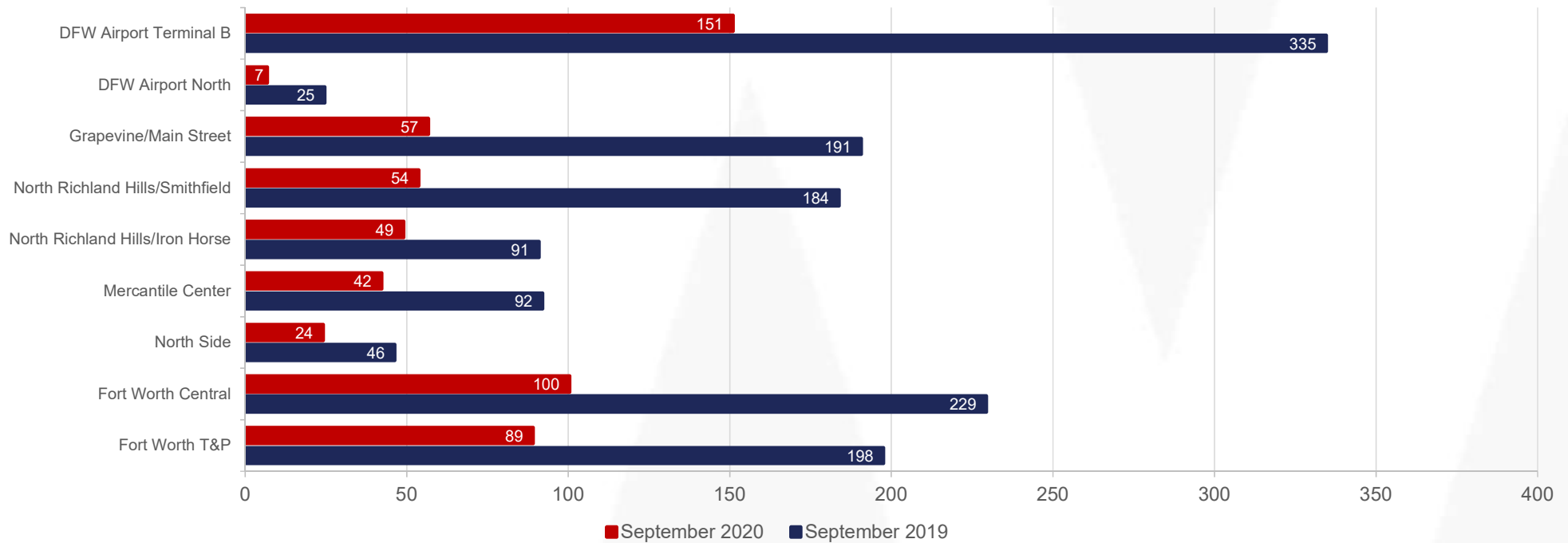
# TEXRail Average Saturday Ridership



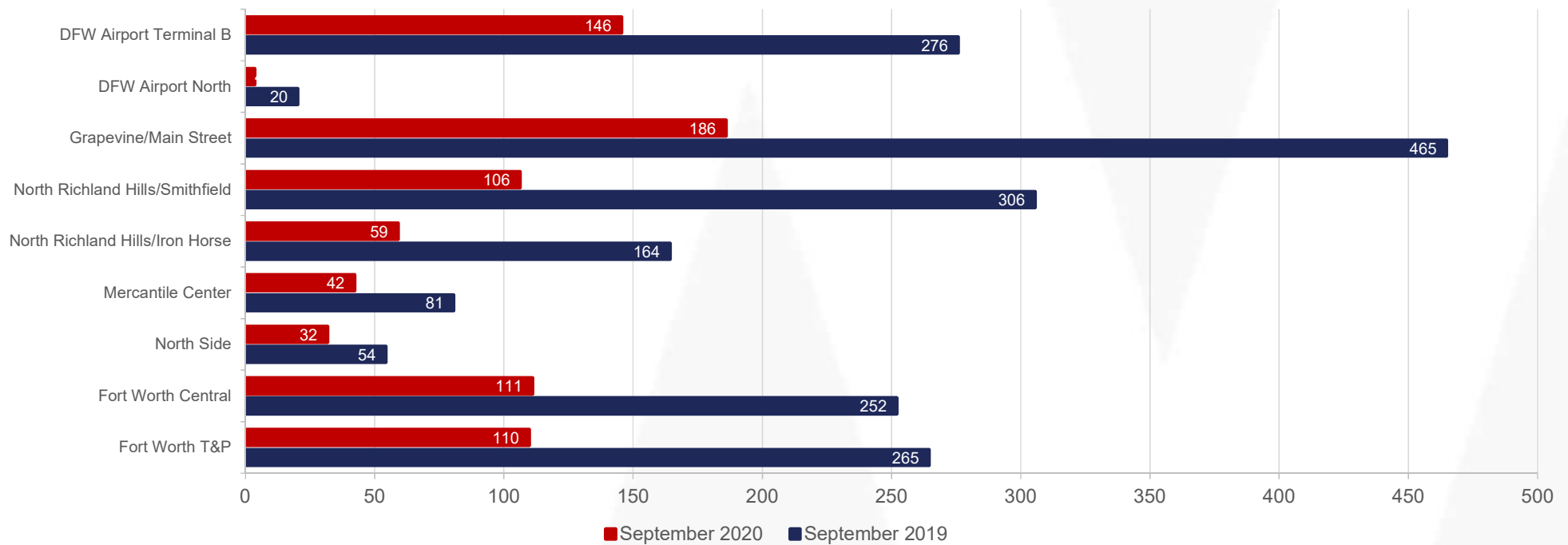
# TEXRail Average Sunday Ridership



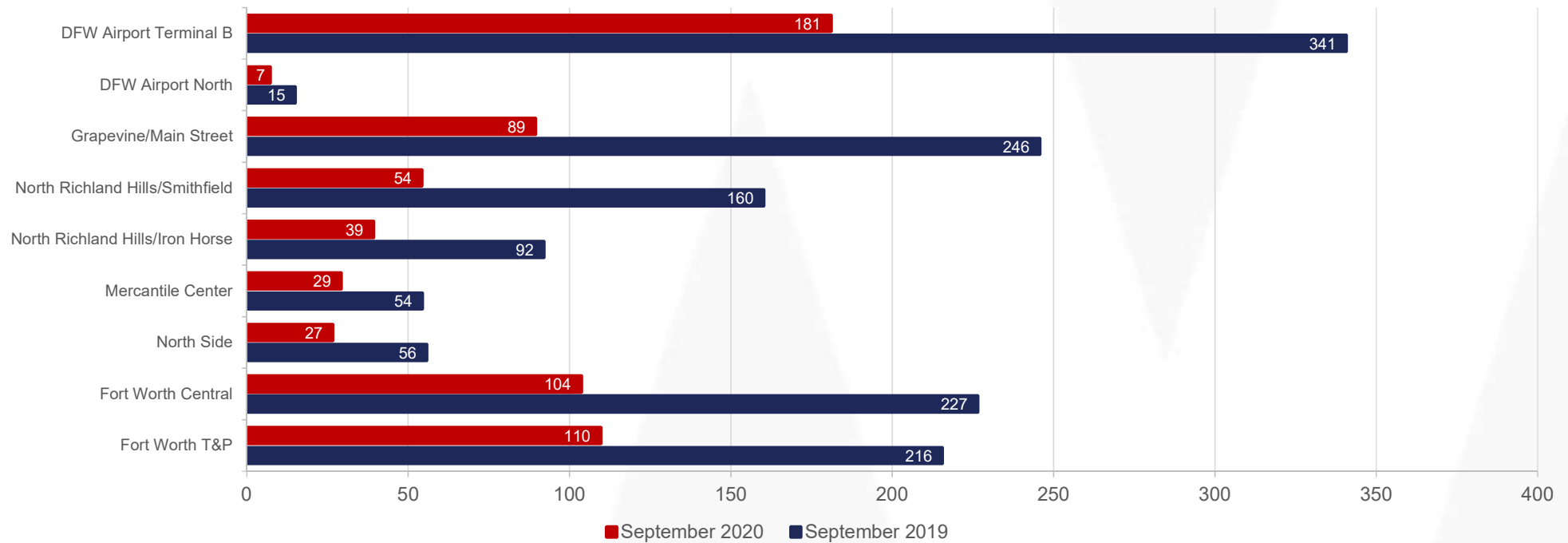
# TEXRail Average Weekday Ridership



# TEXRail Average Saturday Ridership



# TEXRail Average Sunday Ridership



# TRE Report

## September 2020

Jon-Erik "AJ" Arjanen  
COO/VP of Rail  
November 2020



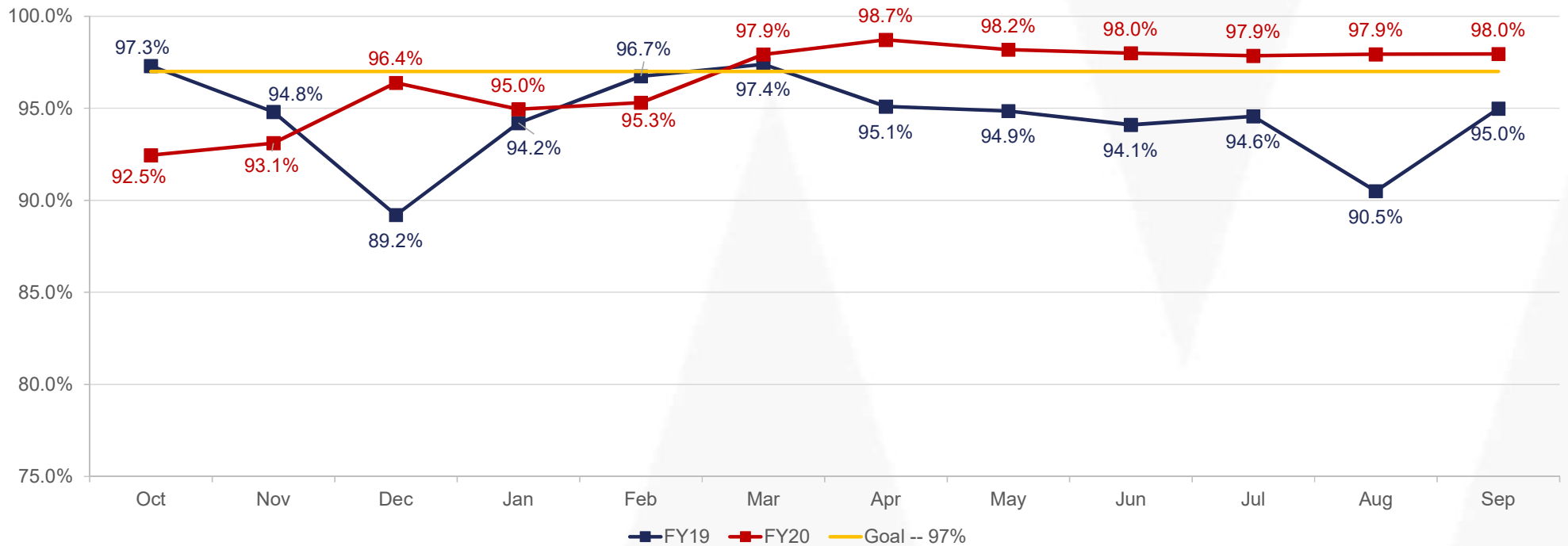
# TRE Safety

Days without a lost time injury:

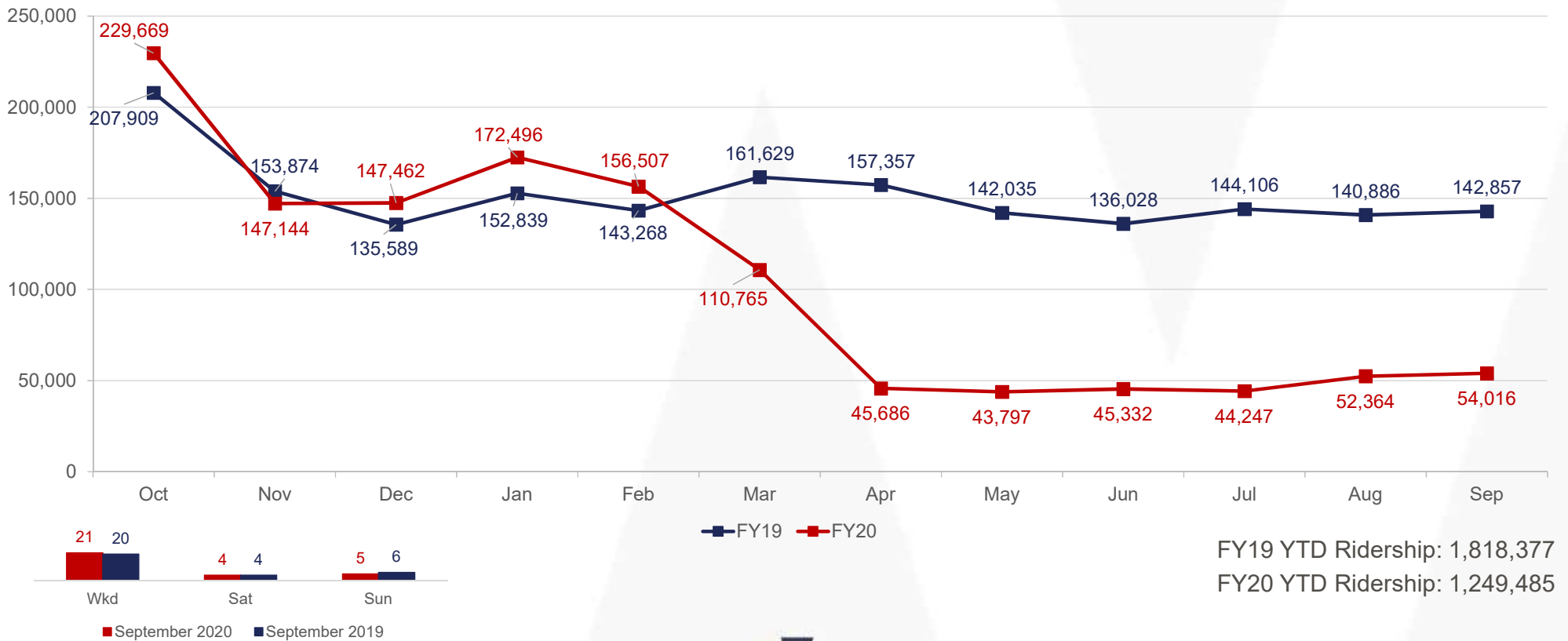
- Transportation/Maintenance of Equipment - 765
- Maintenance of Way/Signal - 154



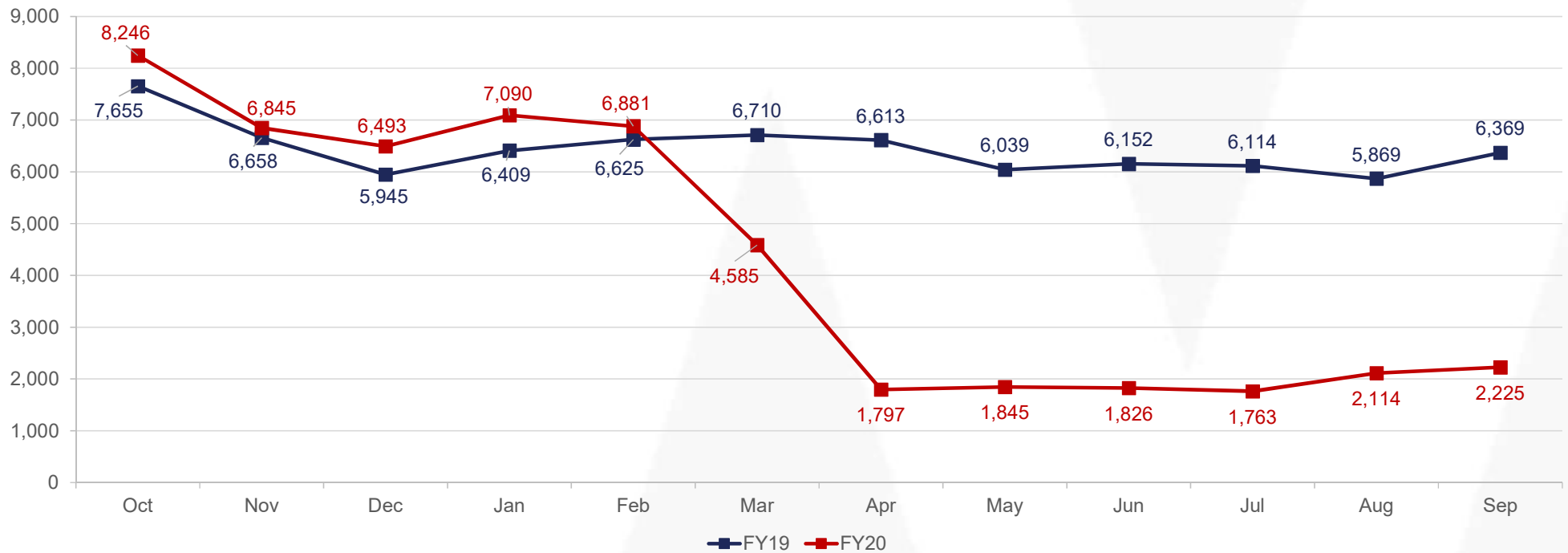
# TRE On-Time Performance



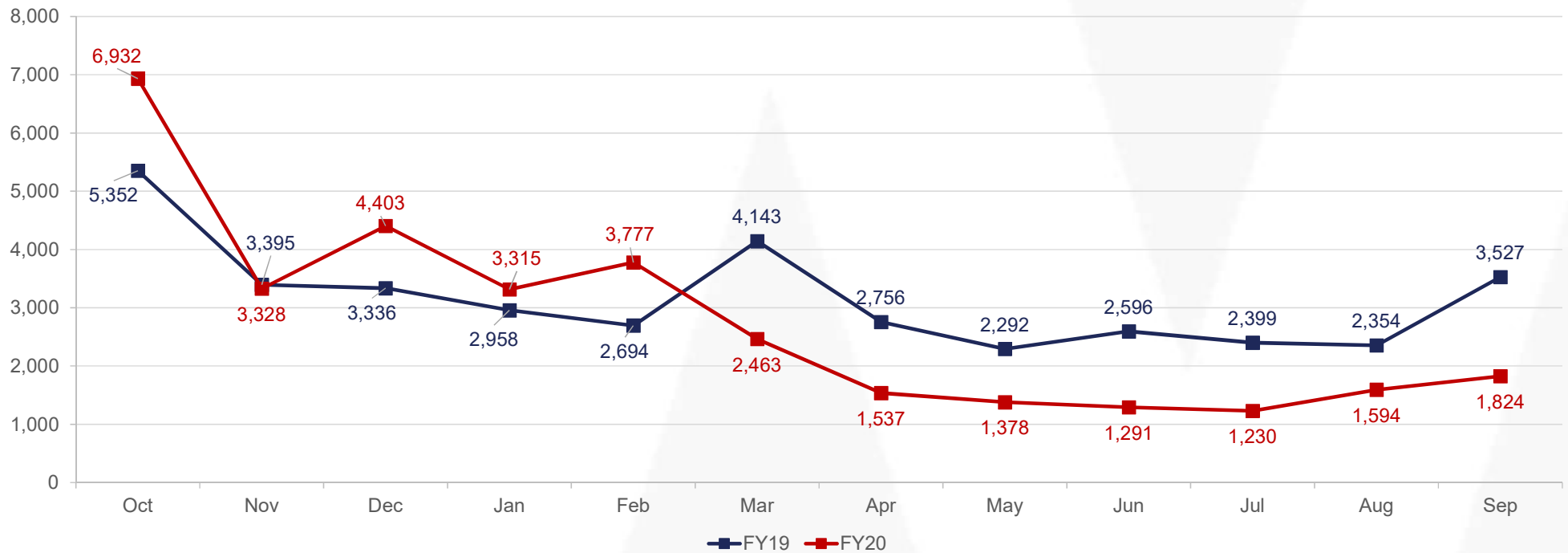
# TRE Monthly Ridership



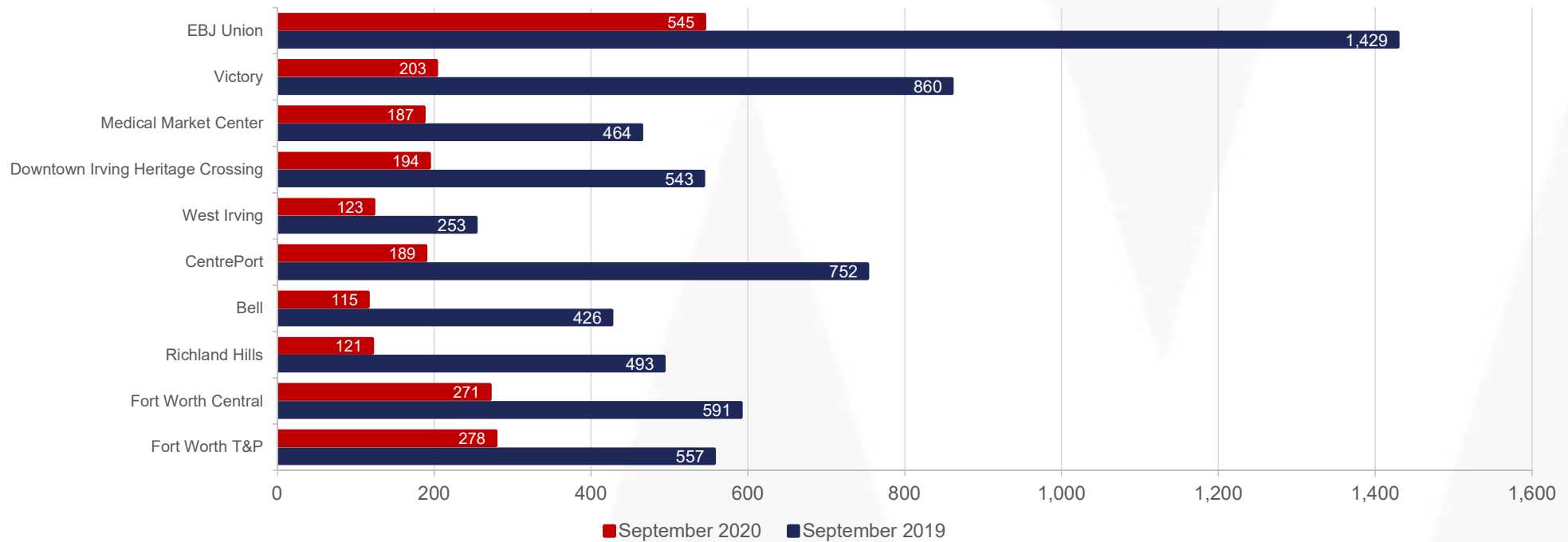
# TRE Average Weekday Ridership



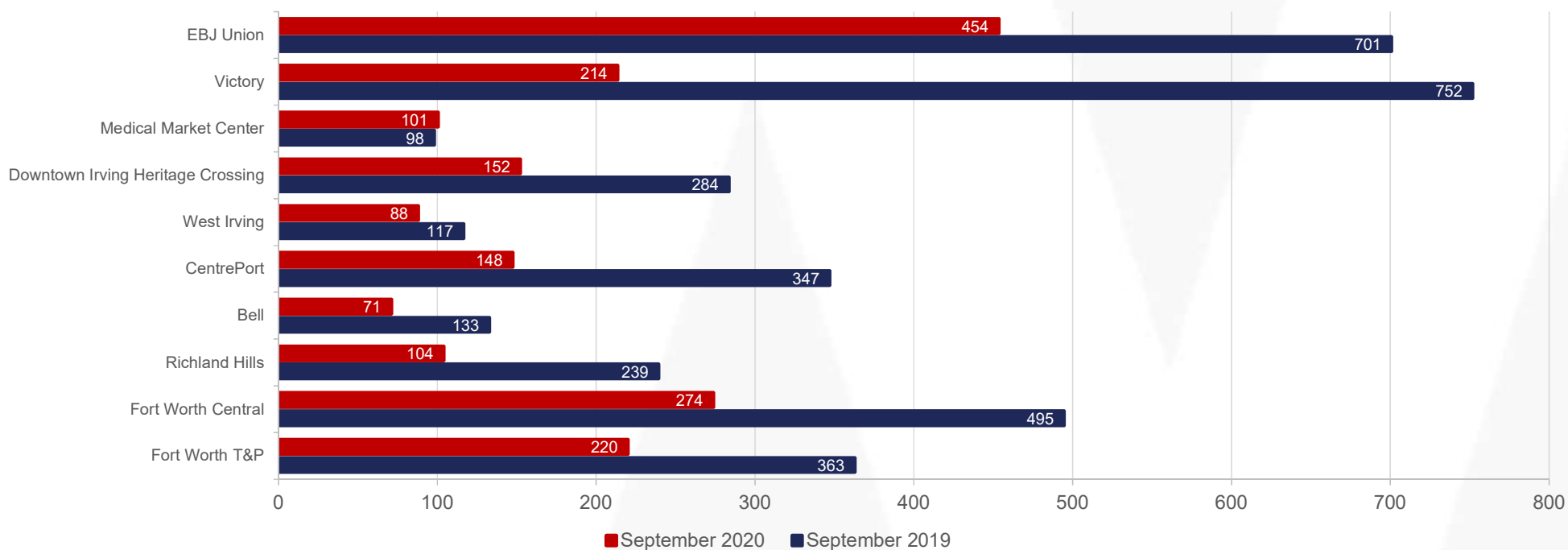
# TRE Average Saturday Ridership



# TRE Average Weekday Ridership



# TRE Average Saturday Ridership



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## INFORMATION ITEM

**Item:** Operations Update

**Meeting Date:** November 16, 2020

---

Wayne Gensler, Chief Operating Officer / Vice President of Bus and Paratransit, will present an update on Operations.

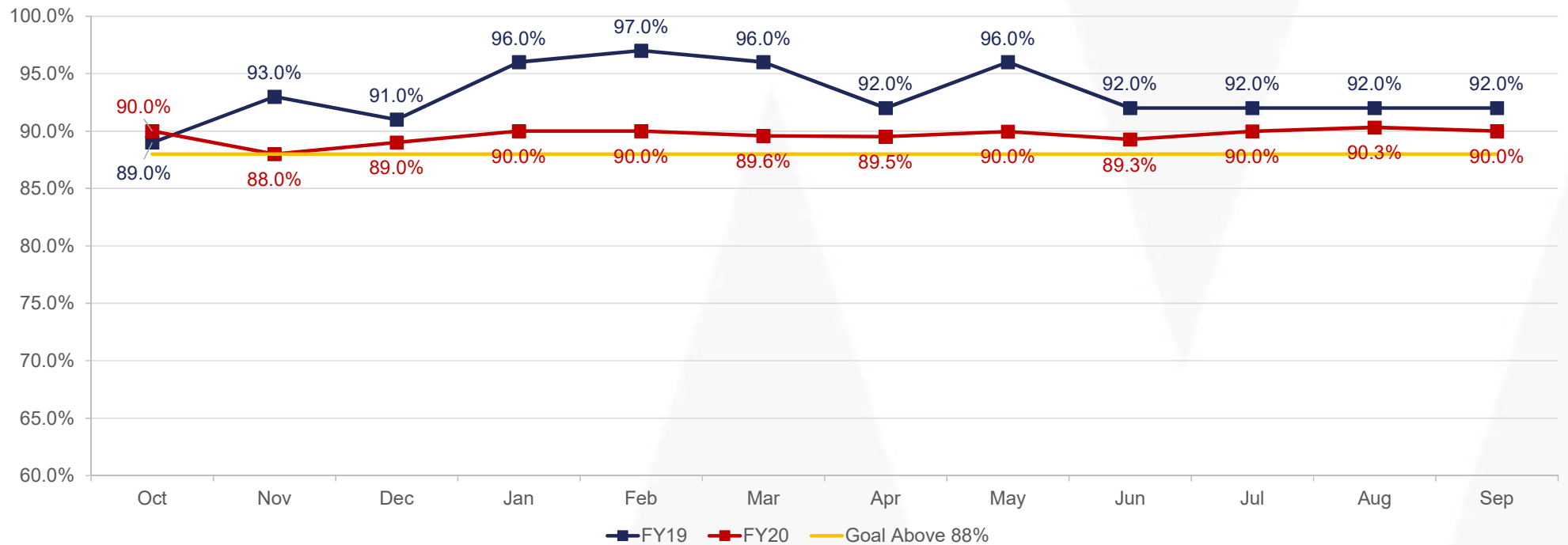
# Operations Report

## September 2020

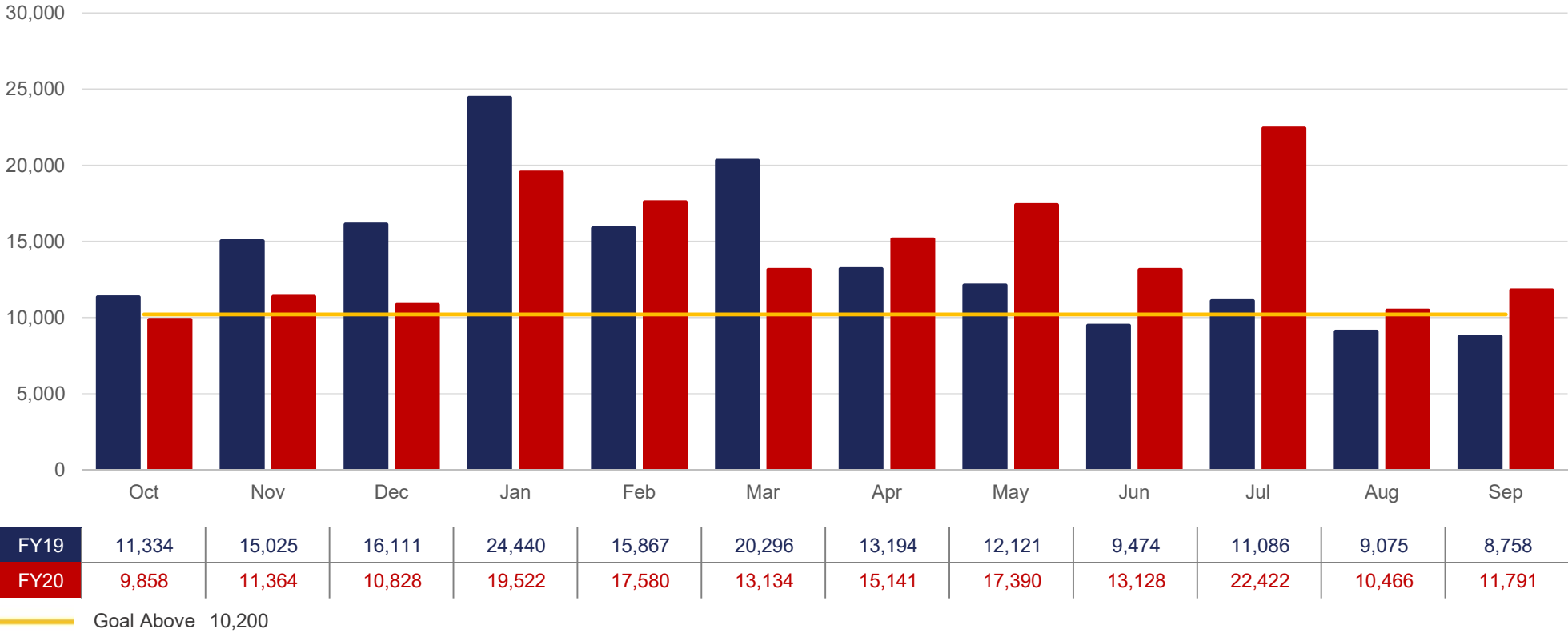
Wayne Gensler  
COO/VP of Bus and Paratransit  
November 2020



# Fixed Route On-Time Performance

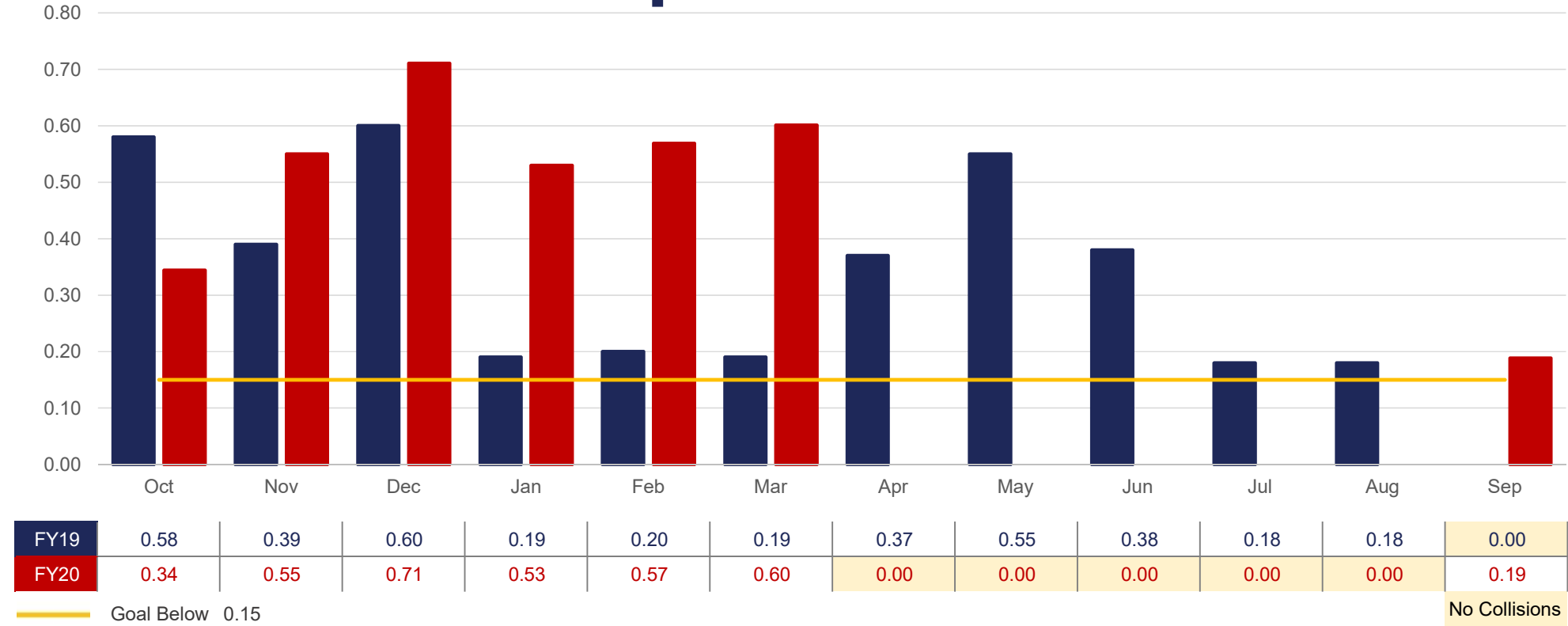


# Fixed Route      Miles Between Road Calls



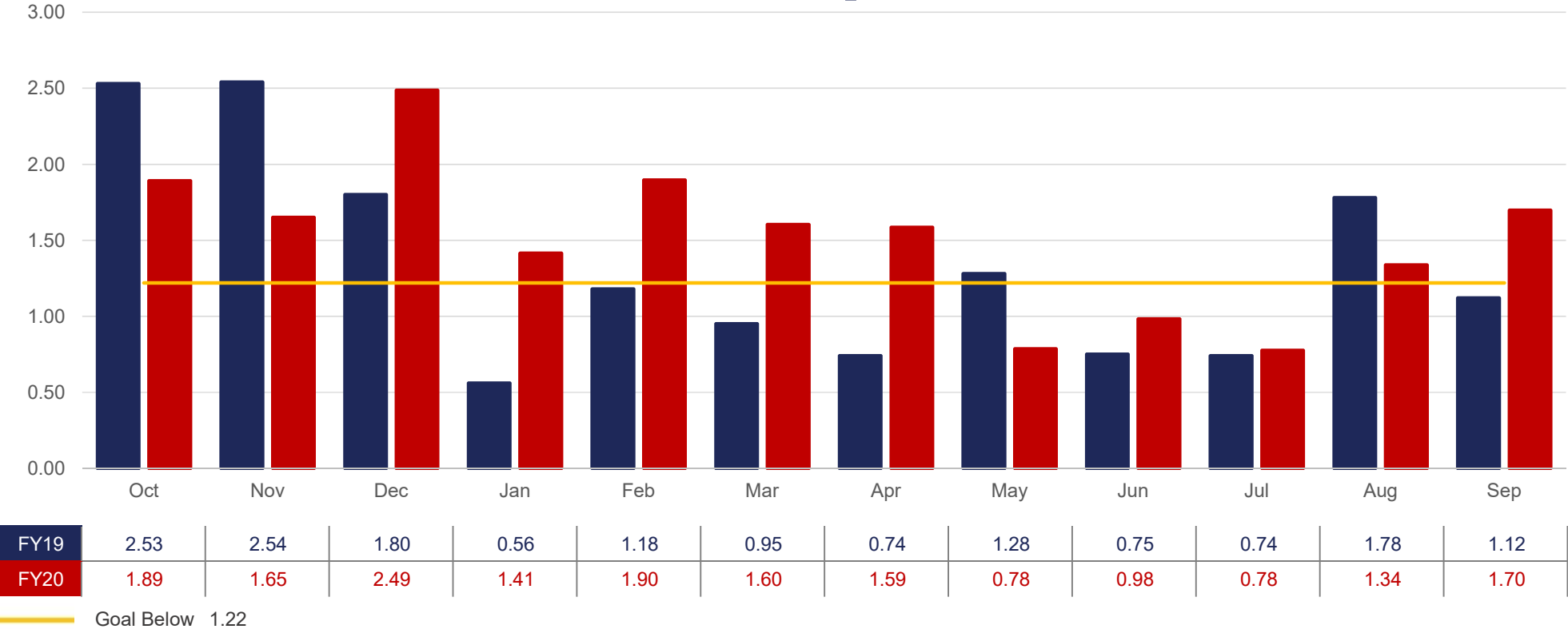
# Fixed Route

## Preventable Major Collisions per 100K Miles



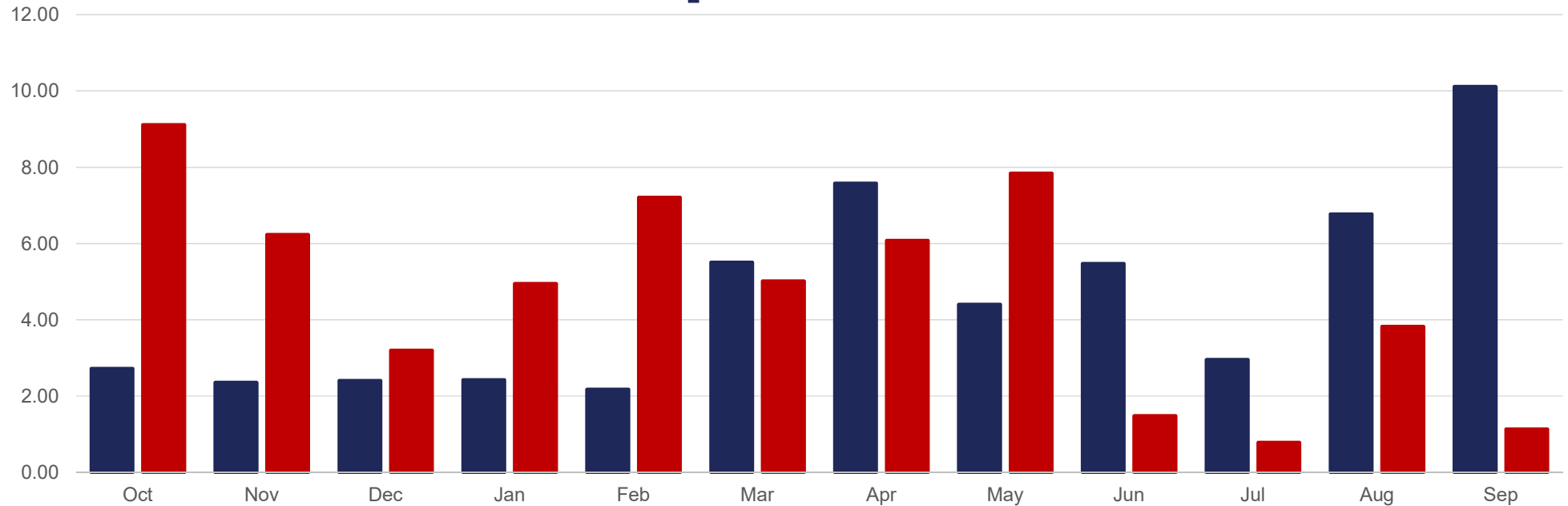
# Fixed Route

## Preventable Collisions per 100K Miles



# Fixed Route

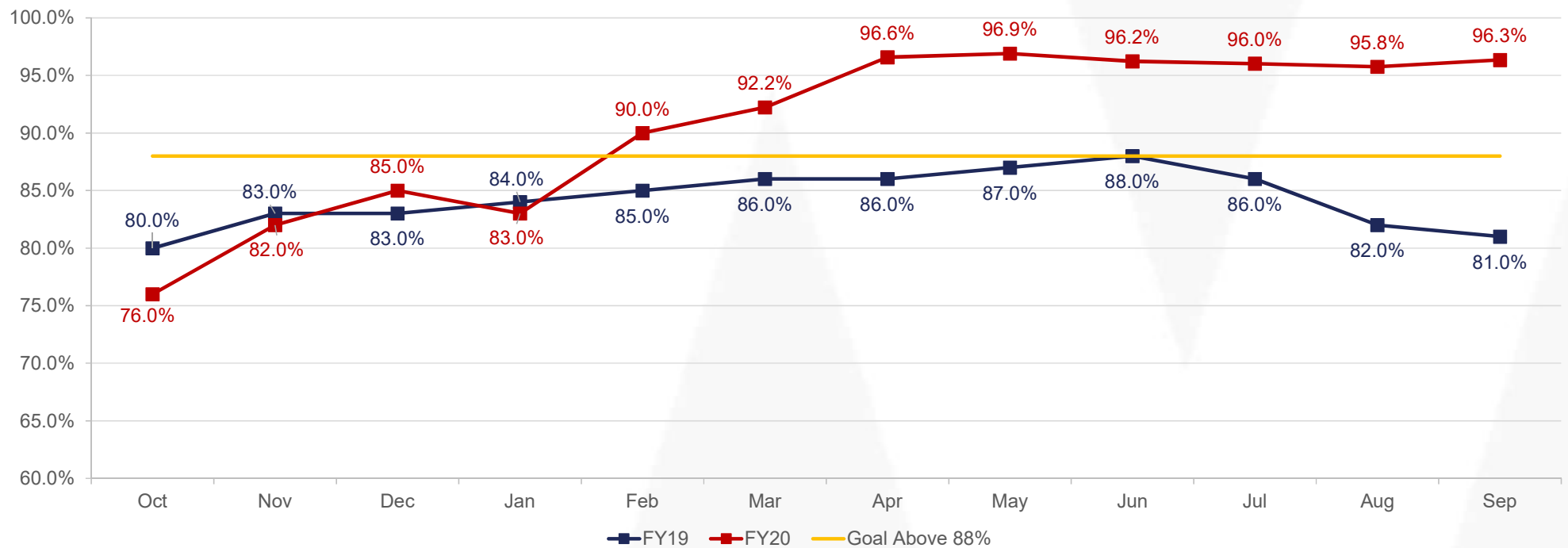
## Non-Preventable Collisions per 100K Miles



FY19	2.72	2.35	2.40	2.42	2.17	5.50	7.58	4.40	5.47	2.95	6.77	10.11
FY20	9.11	6.23	3.20	4.95	7.21	5.01	6.08	7.84	1.47	0.78	3.82	1.13

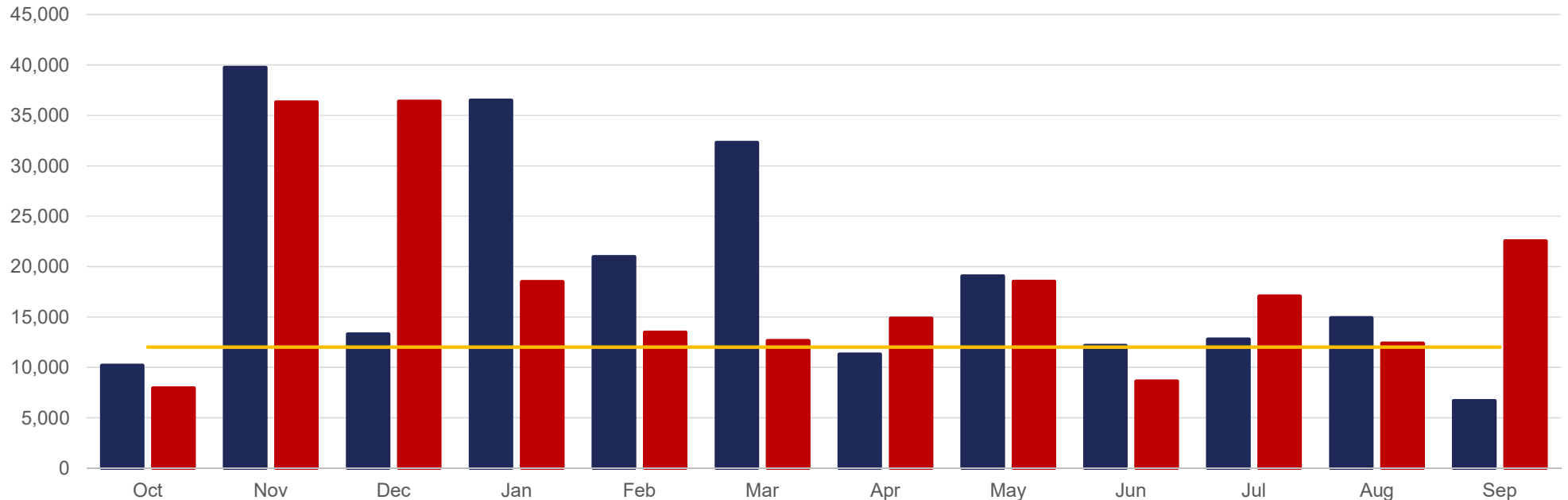


# ACCESS On-Time Performance



# ACCESS

## Miles Between Road Calls



FY19	10,184	39,728	13,280	36,487	20,968	32,291	11,287	19,033	12,158	12,778	14,905	6,678
FY20	7,929	36,318	36,396	18,480	13,457	12,628	14,863	18,527	8,620	17,052	12,383	22,532

Goal Above 12,000



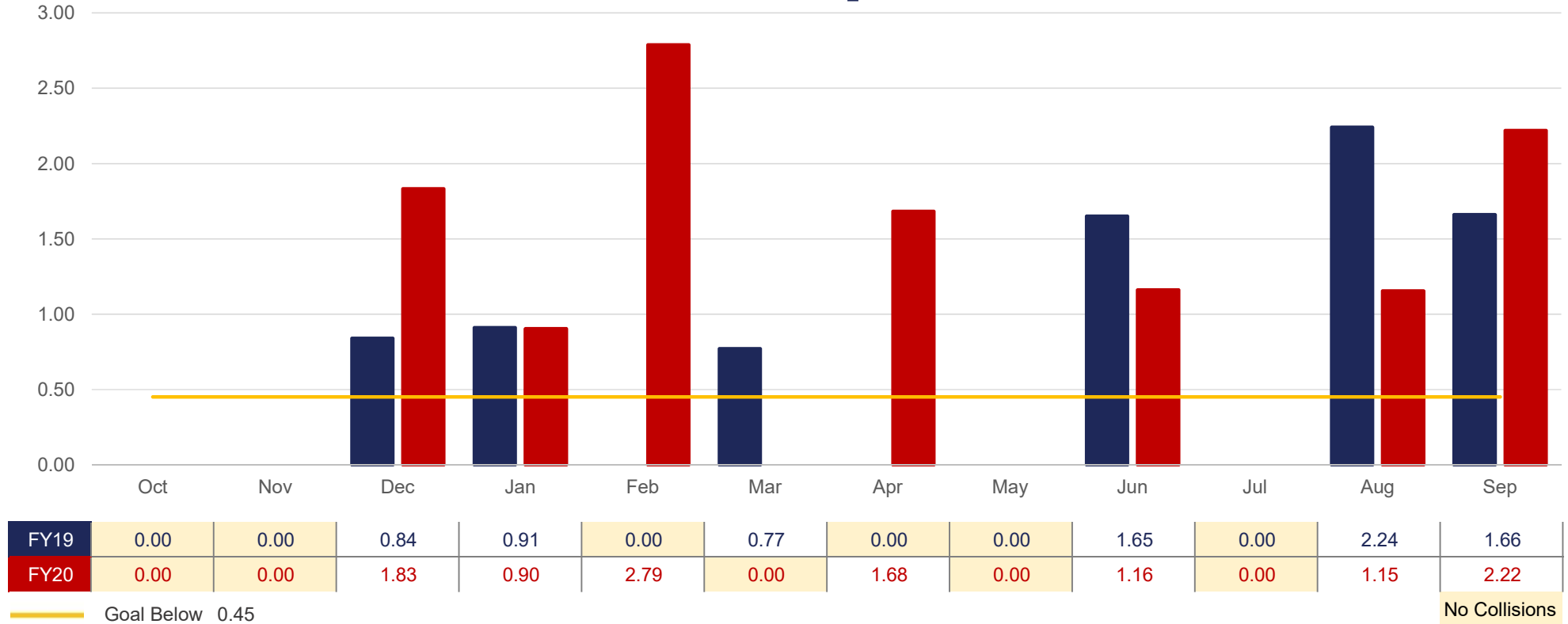
# ACCESS

## Preventable Major Collisions per 100K Miles



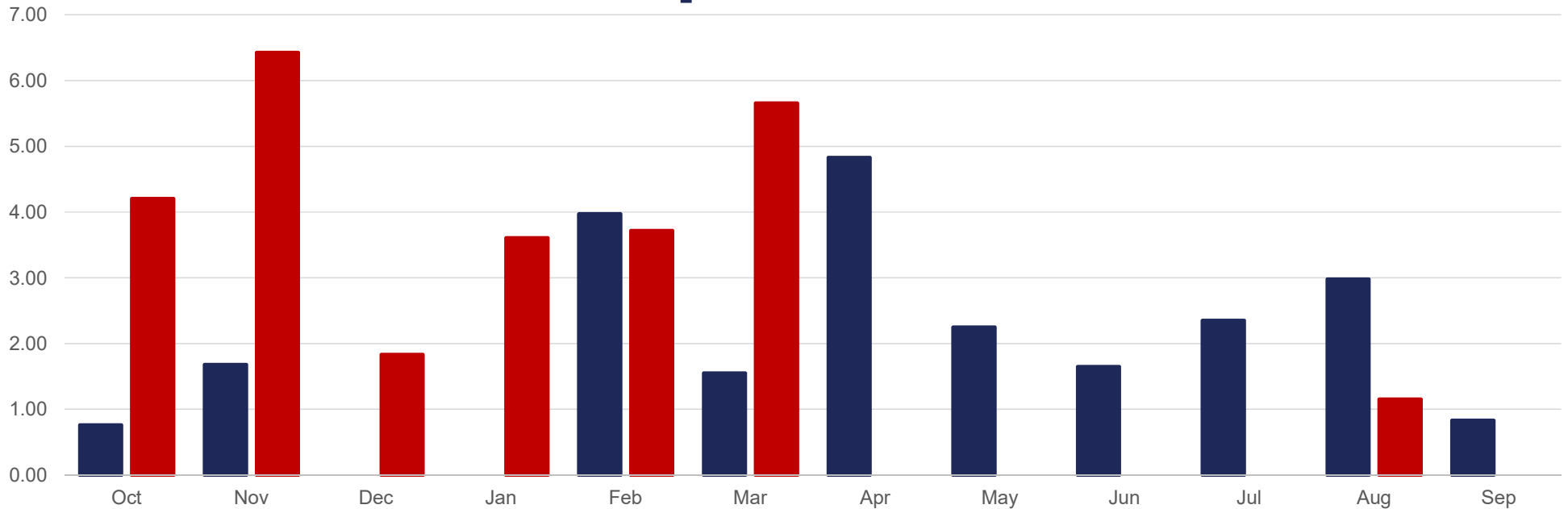
# ACCESS

## Preventable Collisions per 100K Miles



# ACCESS

## Non-Preventable Collisions per 100K Miles



FY19	0.76	1.68	0.00	0.00	3.97	1.55	4.83	2.25	1.65	2.35	2.98	0.83
FY20	4.20	6.42	1.83	3.61	3.72	5.66	0.00	0.00	0.00	0.00	1.15	0.00
No Collisions												



# **PLANNING, OPERATIONS & MARKETING COMMITTEE**

## **INFORMATION ITEM**

**Item:** Ridership Report

**Meeting Date:** November 16, 2020

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Wayne Gensler, Chief Operating Officer / Vice President of Bus and Paratransit, will present the Ridership Report.

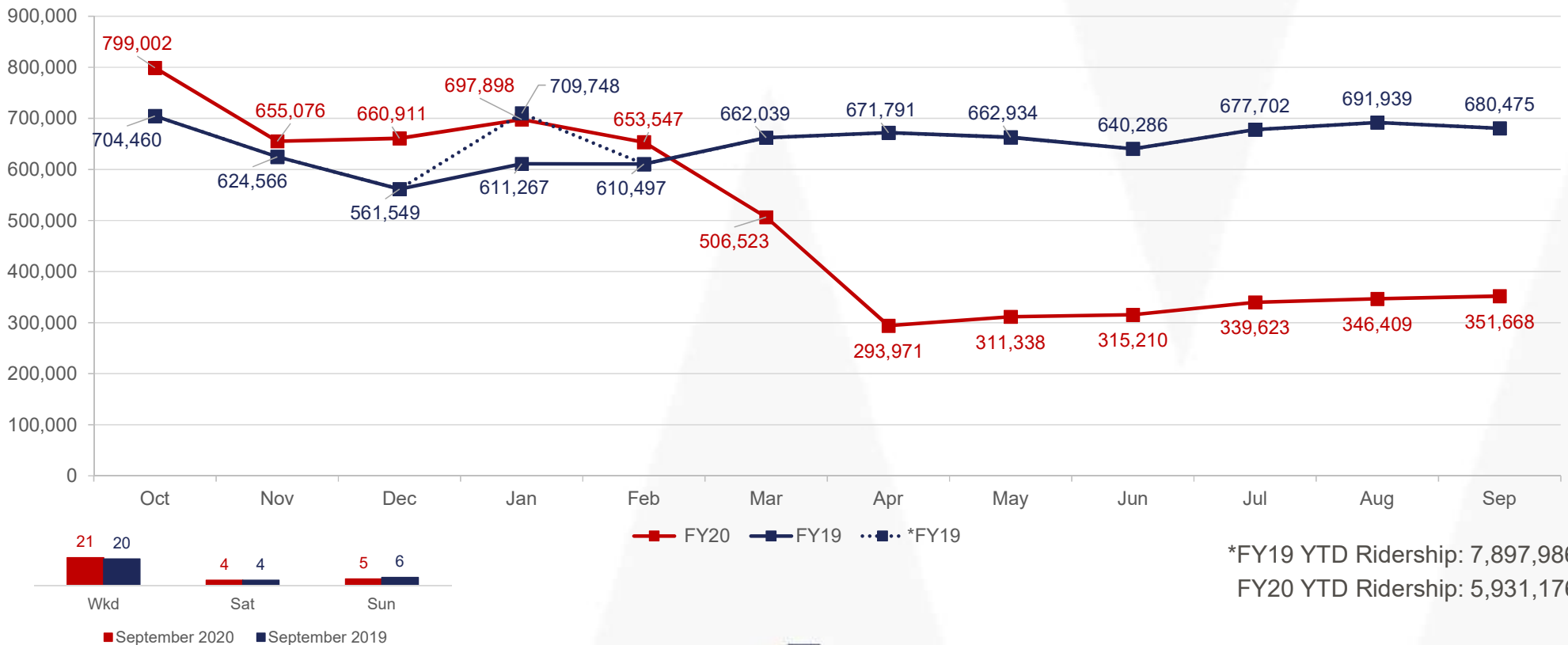
# Ridership Report

## September 2020

Wayne Gensler  
COO/VP of Bus and Paratransit  
November 2020



# System-wide Monthly Ridership

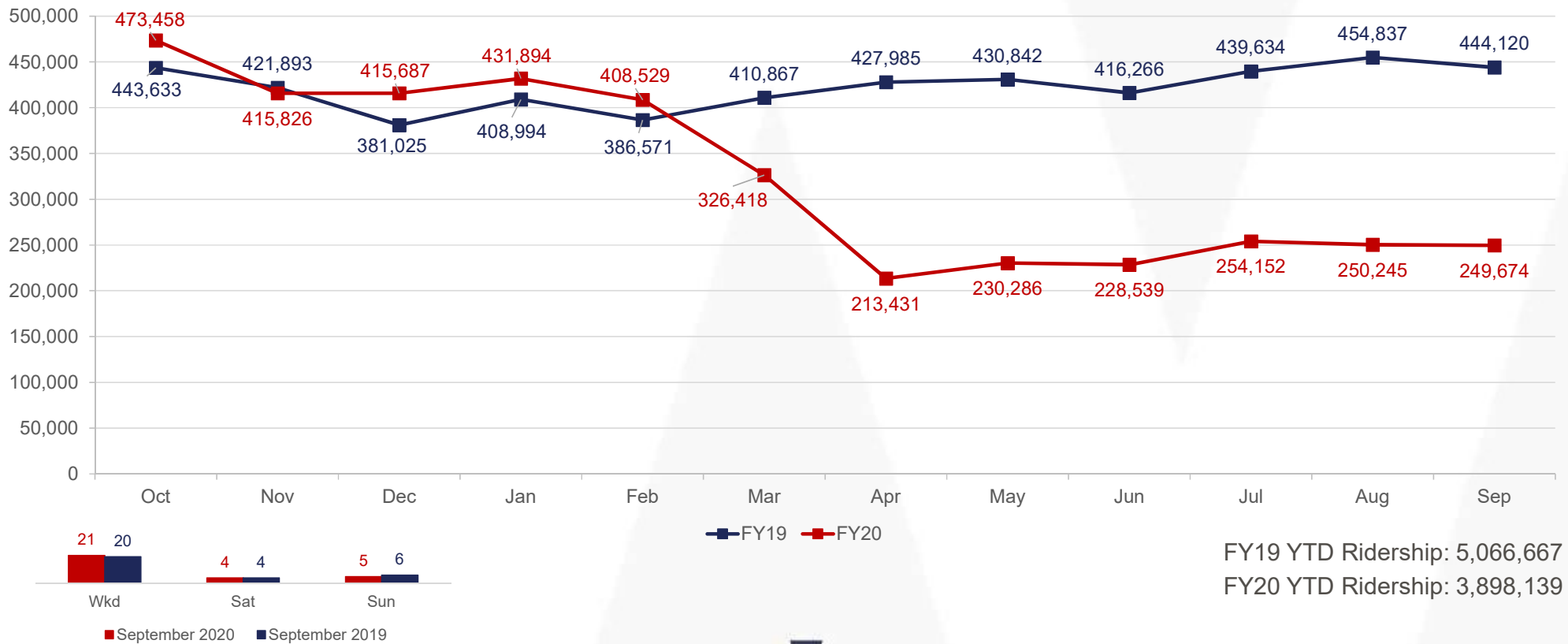


\*FY19 YTD Ridership: 7,897,986  
FY20 YTD Ridership: 5,931,176

\* January 2019 free service included



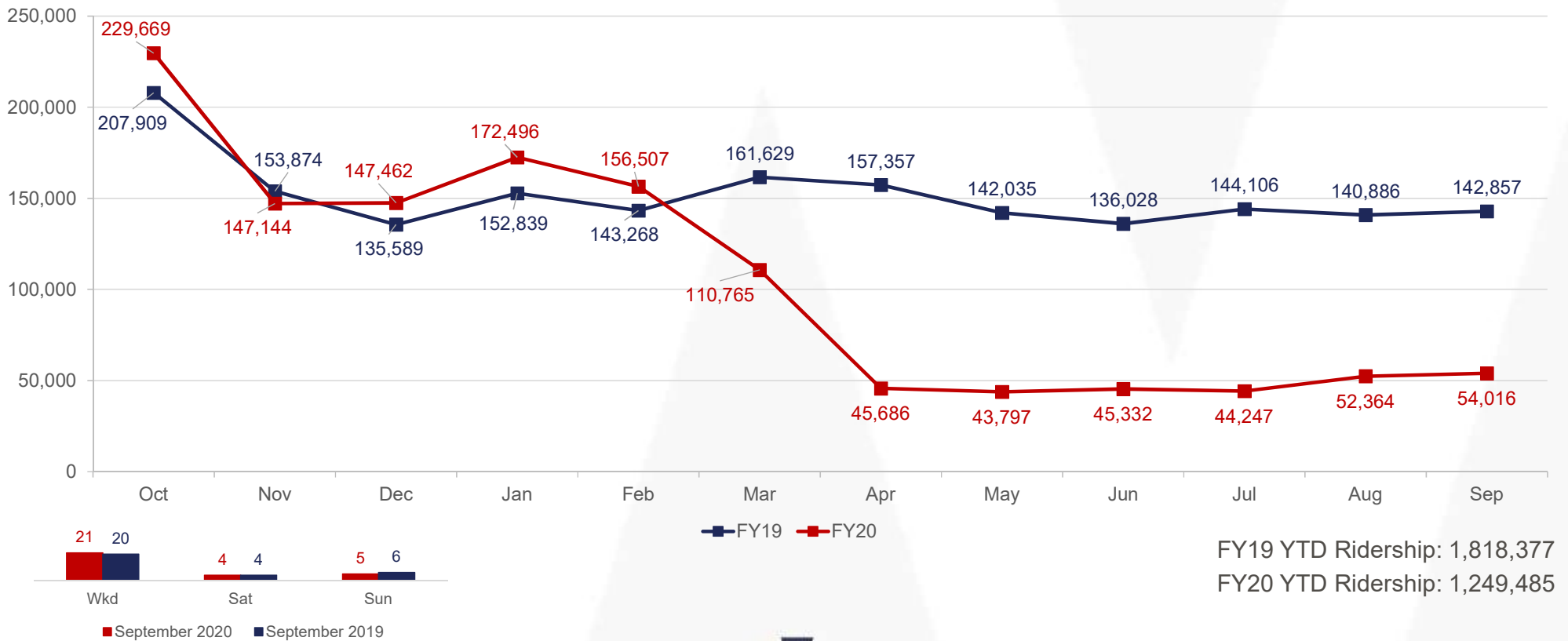
# Fixed Route Monthly Ridership



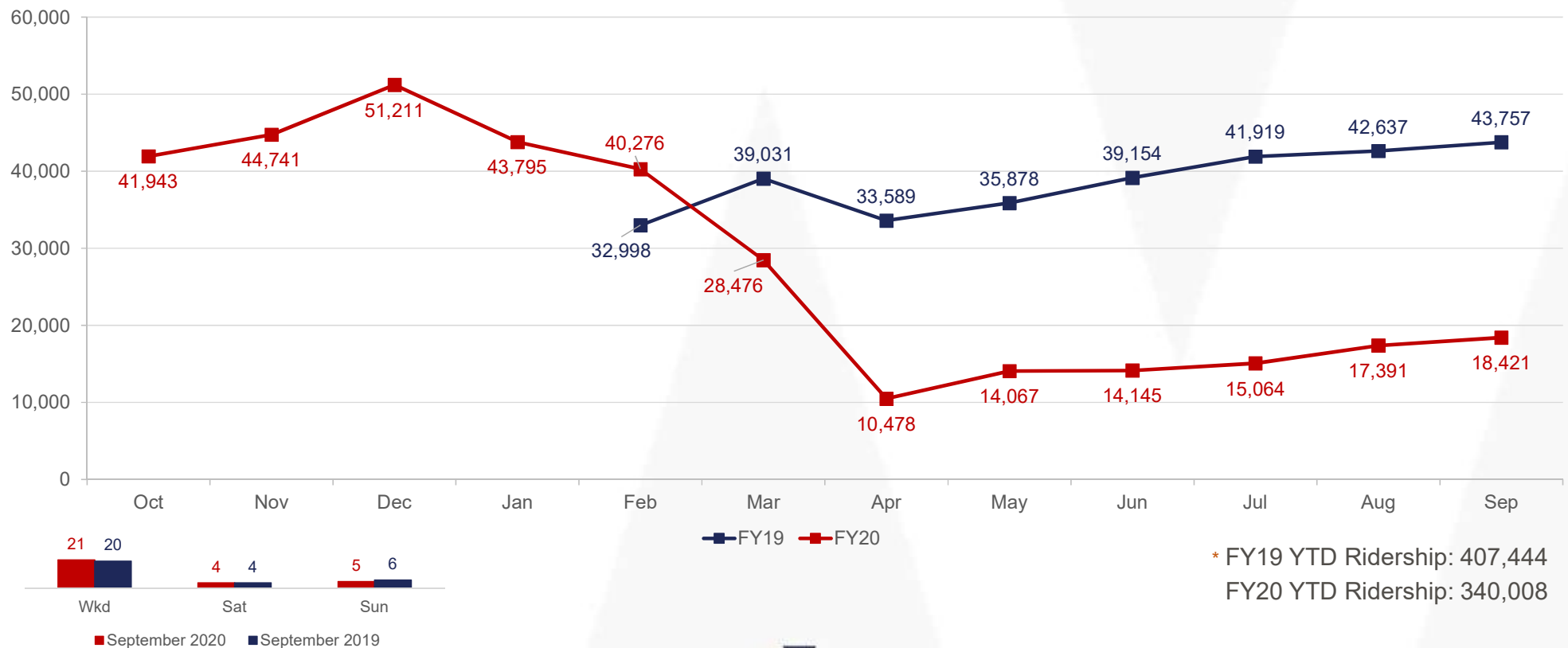
FY19 YTD Ridership: 5,066,667  
FY20 YTD Ridership: 3,898,139



# TRE Monthly Ridership



# TEXRail Monthly Ridership

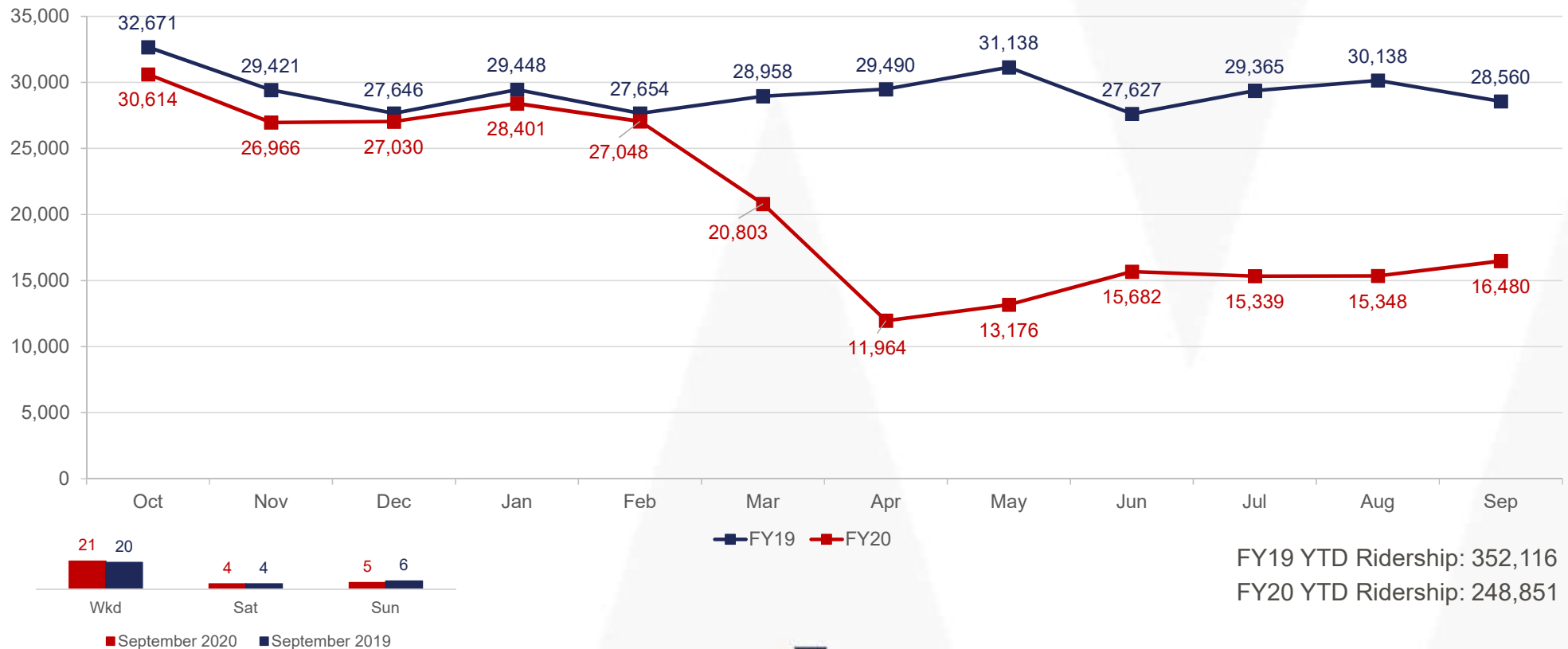


\* FY19 YTD Ridership: 407,444  
FY20 YTD Ridership: 340,008

\* January 2019 free service included



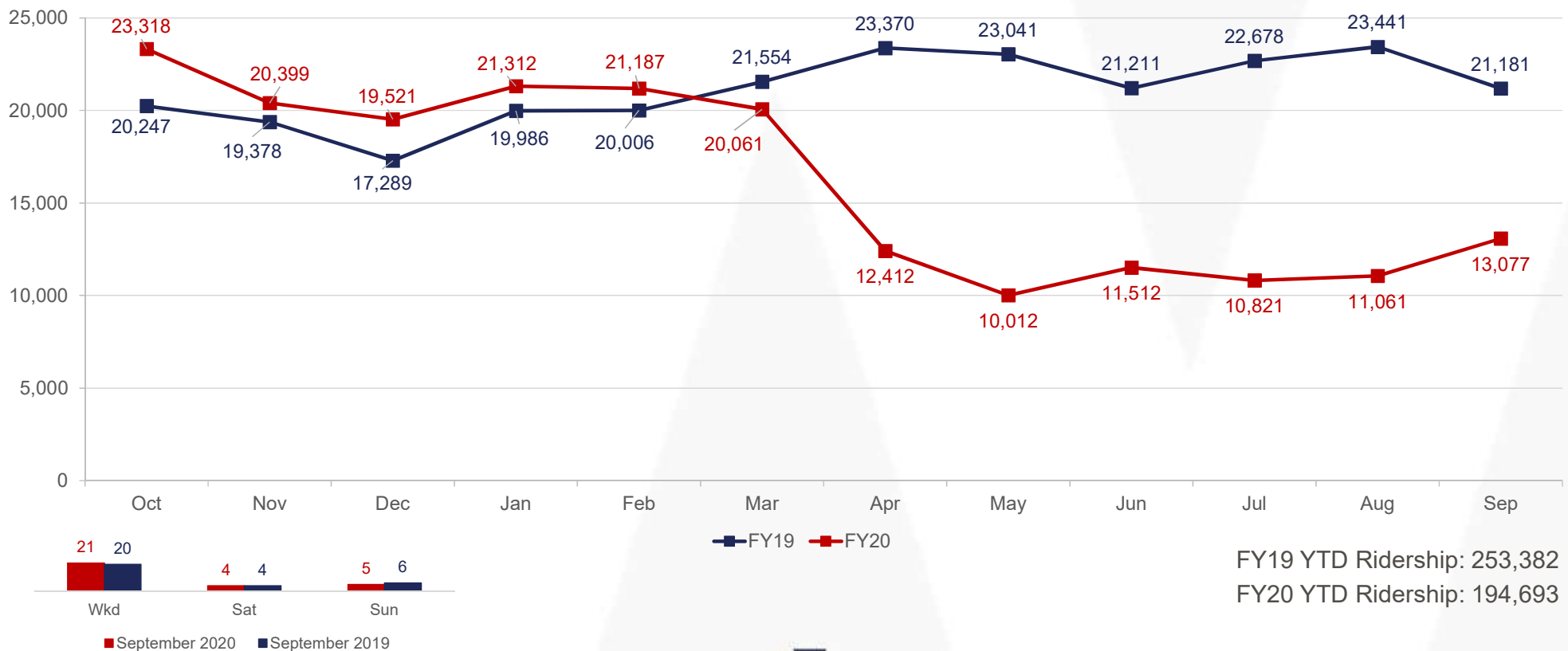
# ACCESS Monthly Ridership



FY19 YTD Ridership: 352,116  
FY20 YTD Ridership: 248,851



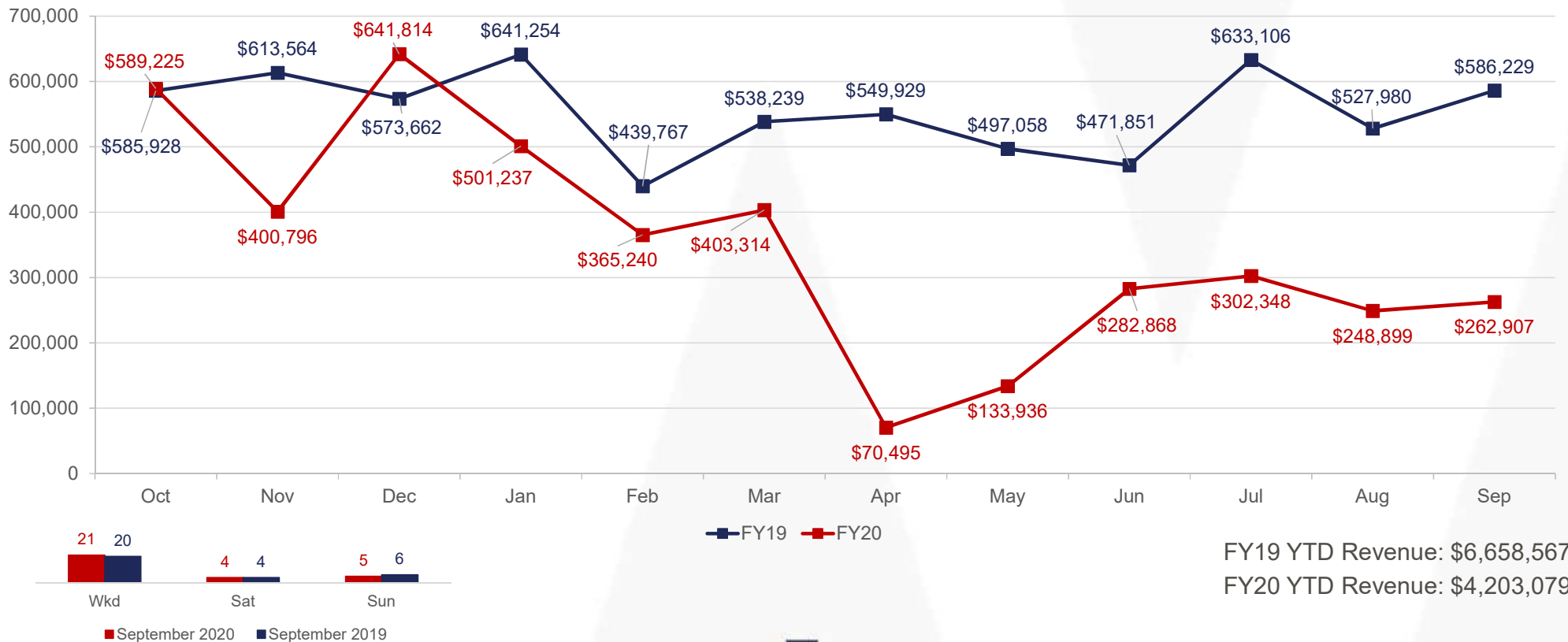
# Other Services Monthly Ridership



FY19 YTD Ridership: 253,382  
FY20 YTD Ridership: 194,693



# Fixed Route Revenue



FY19 YTD Revenue: \$6,658,567  
FY20 YTD Revenue: \$4,203,079

September 2020 Revenue is Unaudited



# ACCESS Revenue



FY19 YTD Revenue: \$1,070,535  
FY20 YTD Revenue: \$895,744



September 2020 Revenue is Unaudited

# Summary

September 2020	Bus	ACCESS	TRE	TEXRail	System Wide
Recovery Ratio	2.88%	7.59%	3.06%	1.41%	3.41%
Average Fare per Boarding	\$1.05	\$11.84	\$1.25	\$1.97	\$1.66

September 2020 Expense Data is Unaudited

FY2020 - FYTD	Bus	ACCESS	TRE	TEXRail	System Wide
Recovery Ratio	8.19%	5.71%	8.27%	1.24%	6.28%
Average Fare per Boarding	\$1.08	\$3.60	\$1.14	\$0.89	\$1.19



## October COVID Service Highlights

- Provided 12,700 trips to Medical District on Fixed Route service
- Provided 9,274 medical and grocery trips on Paratransit service
- Provided 7,236 dialysis trips on Paratransit service
- Provided 1,028 work trips on ZIPZONES



# PLANNING, OPERATIONS & MARKETING COMMITTEE

## INFORMATION ITEM

**Item:** October 2020 Marketing & Communications  
Report

**Meeting Date:** November 16, 2020

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Melissa Chrisman, Vice President of Marketing & Communications, will present an update on Marketing & Communications.

# PLANNING, OPERATIONS & MARKETING COMMITTEE INFORMATION ITEM

**Item Number:** Marketing & Communications Update

**Meeting Date:** Nov. 16, 2020

## PAID MEDIA – NEW

CAMPAIGN NAME:	NEAR SOUTHSIDE ZIPZONE/EXPANDED ZONE
TIMEFRAME:	OCTOBER – NOVEMBER 2020
CAMPAIGN GOAL:	168,750 WEEKLY DIGITAL AD VIEWS
RESULTS TO DATE:	225,126 AVERAGE WEEKLY DIGITAL AD VIEWS
RIDERSHIP GOAL:	201 RIDES IN NOVEMBER 2020
BENCHMARK:	67 RIDES IN SEPTEMBER 2020
RESULTS TO DATE:	137 RIDES IN OCTOBER 2020
TACTICS:	DIGITAL, PAID SOCIAL MEDIA

**TRINITY METRO ZIPZONE**

ZIP TO GROCERY STORES, SHOPS AND RESTAURANTS IN THE **NEWLY EXPANDED NEAR SOUTHSIDE ZONE** FOR JUST \$1.<sup>1</sup>

Your new ride is just an app away. Download **Trinity Metro ZIPZONE!**

Download on the App Store | GET IT ON Google Play

FIRST TWO RIDES **FREE**<sup>2</sup> WITH CODE **FTW2XR**

1. All rides \$1 per passenger OCT. 11–31, 2020, then \$3 beginning Nov. 1. 2. Offer available to new users only.

**ZIP IN. ZIP SOUTH. ZIP MORE.**

**Trinity Metro**  
Sponsored · 🌐

ZIP to grocery stores, shops, and restaurants in the newly expanded Near Southside zone for just \$1. New users get two free rides.

**Zip SOUTH. Zip MORE.**

Newly expanded Near Southside Zone

Near So  
Your ride

*Paid social media resulted in 93,687 ad views, 71,743 ad reach, 141 ad clicks to the website.*

## **PROMOTION - UPDATE**

CAMPAIGN NAME:	FREE RIDES FOR EARLY VOTING AND ELECTION DAY
TIMEFRAME:	OCTOBER – NOVEMBER 2020
CAMPAIGN GOAL:	5,000 RIDES TO THE POLLS
RESULTS TO DATE:	3,660 FIXED ROUTE RIDES AS OF OCT. 27, 2020
TACTICS:	SOCIAL MEDIA, WEBSITE, EARNED MEDIA



## **EARNED MEDIA – OCTOBER RESULTS**

### **NATIONAL/INTERNATIONAL**

Trains Magazine included Trinity Metro in an article: [Dallas-Fort Worth transit agencies offer free rides for voters.](#)

Trinity Metro was featured in a Mass Transit article: [Trinity Metro, J.O. Agency take on public transit safety.](#)

## LOCAL/REGIONAL

Trinity Metro and free rides for voting were featured on the City of Fort Worth website: [Vote by bike, train, bus . . .](#)

Resuming regular weekday service on Trinity Railway Express was featured in multiple media outlets:

- WBAP news radio: [TRE, DART resume pre-pandemic, regular weekday service Monday](#).
- FOX 4: [TRE to resume regular weekday schedule beginning Monday](#).
- City of Fort Worth: [TRE returns to regular weekday service Oct. 19](#).
- Texas Patch: Fort Worth: [TRE returns to regular weekday service Oct. 19](#).

TEXRail was mentioned in an Associated Construction Publications article: [Richardson and Plano get Silver Line rail delivery](#).

Trinity Metro was mentioned in a WFAA 8 story: [Here's how to get a free ride to the polls in DFW](#).

Downtown Fort Worth Inc. included Trinity Metro in its newsletter and on its website: [Early voting begins in Fort Worth](#).

Trinity Metro was mentioned in a Dallas Voice article: [TRE returns to pre-COVID-19 weekday schedule](#).

A Central Track article mentioned Trinity Metro: [A list of free or discounted rides to the polls in DFW](#).

Trinity Metro was mentioned in a Fort Worth Star-Telegram article: [Tarrant County offers free rides to the polls for the upcoming elections](#).

Wayne Gensler, vice president and COO of bus and paratransit, was quoted in a Community Impact Newspaper article: [Tarrant County transit service providers to offer free rides to polls starting next week](#).

Trinity Metro was mentioned in a Dallas Voice article: [American Airlines Center is one of 10 mega-centers that will be open for early voting](#).

TEXRail was mentioned in an article on the Kids Are A Trip website: [Hotel Vin in Grapevine, Texas is the ultimate staycation](#).

Wayne Gensler, vice president and COO of bus and paratransit, was quoted in a Fort Worth Business Press article: [Trinity Metro expands on-demand in Near Southside](#).

Wayne Gensler, vice president and COO of bus and paratransit, was quoted in a Fort Worth Business Press article: [Tarrant County offers free rides for early voting and election day](#).

Wayne Gensler was quoted in a City of Fort Worth website article: [Trinity Metro expands on-demand service in Near Southside](#).

Wayne Gensler was also quoted in an article on the Patch website: [Fort Worth: Trinity Metro expands on demand service in Near Southside](#).

## **SHARED MEDIA – OCTOBER RESULTS**

### SHARED MEDIA RESULTS

### SUMMARY: SOCIAL MEDIA HIGHLIGHTS

TOTAL ENGAGEMENTS:	1,593 (4,663 IN SEPTEMBER)
TOTAL MESSAGES SENT:	88 (102 IN SEPTEMBER)
TOTAL FOLLOWERS GAINED:	43 (47 IN SEPTEMBER)
TOTAL IMPRESSIONS:	104,166 (110,802 IN SEPTEMBER)

NETWORK	ENGAGEMENTS	CLICKS	PAGE LIKES	COMMENTS	SHARES	REACTIONS	IMPRESSIONS	USERS REACHED
Facebook	1,133	494	11,877	27	99	513	81,877	66,737
MOM Change	-62%	-69%	0%	-72%	-68%	-48%	4%	4%
YOY Change	-69%	-76%	46%	-86%	-48%	-58%	36%	16%

NETWORK	ENGAGEMENTS	ENGAGEMENT RATE	LINK CLICKS	MENTIONS	RETWEETS	LIKES	IMPRESSIONS
Twitter	243	2%	30	5	31	57	16,136
MOM Change	-82%	-50%	-61%	-50%	-26%	-26%	-37%
YOY Change	-73%	0%	-68%	-72%	11%	-61%	-66%

NETWORK	ENGAGEMENTS	ENGAGEMENT RATE	LIKES	COMMENTS	SAVES	IMPRESSIONS	REACH
Instagram	217	9%	204	3	10	6,153	5,606
MOM Change	-37%	-37%	-35%	-67%	-47%	-20%	-19%
YOY Change	-56%	26%	-29%	-25%	-9%	-26%	-12%

## **OWNED MEDIA – OCTOBER RESULTS**

### OWNED MEDIA RESULTS

### SUMMARY: GOVDELIVERY EMAIL/TEXT MARKETING

BULLETINS SENT:	15 (24 IN SEPTEMBER)
TOTAL RECIPIENTS:	75,215 (124,705 IN SEPTEMBER)
EMAIL OPENS:	10,504 (19,093 IN SEPTEMBER)
EMAIL OPEN RATE:	17% (18% IN SEPTEMBER)
LINK CLICKS:	269 (1,843 IN SEPTEMBER)
TOTAL SUBSCRIBER PROFILES	20,085 (19,953 IN SEPTEMBER)
TOTAL SUBSCRIPTIONS	157,658 (157,463 IN SEPTEMBER)

## OWNED MEDIA RESULTS

## SUMMARY: PODCAST/WE'LL TAKE THE WHEEL

TOTAL PLAYS:	274
EPISODE 1 PLAYS:	6
EPISODE 2 PLAYS:	6
EPISODE 3 PLAYS:	13
EPISODE 4 PLAYS:	122
EPISODE 5 PLAYS	222

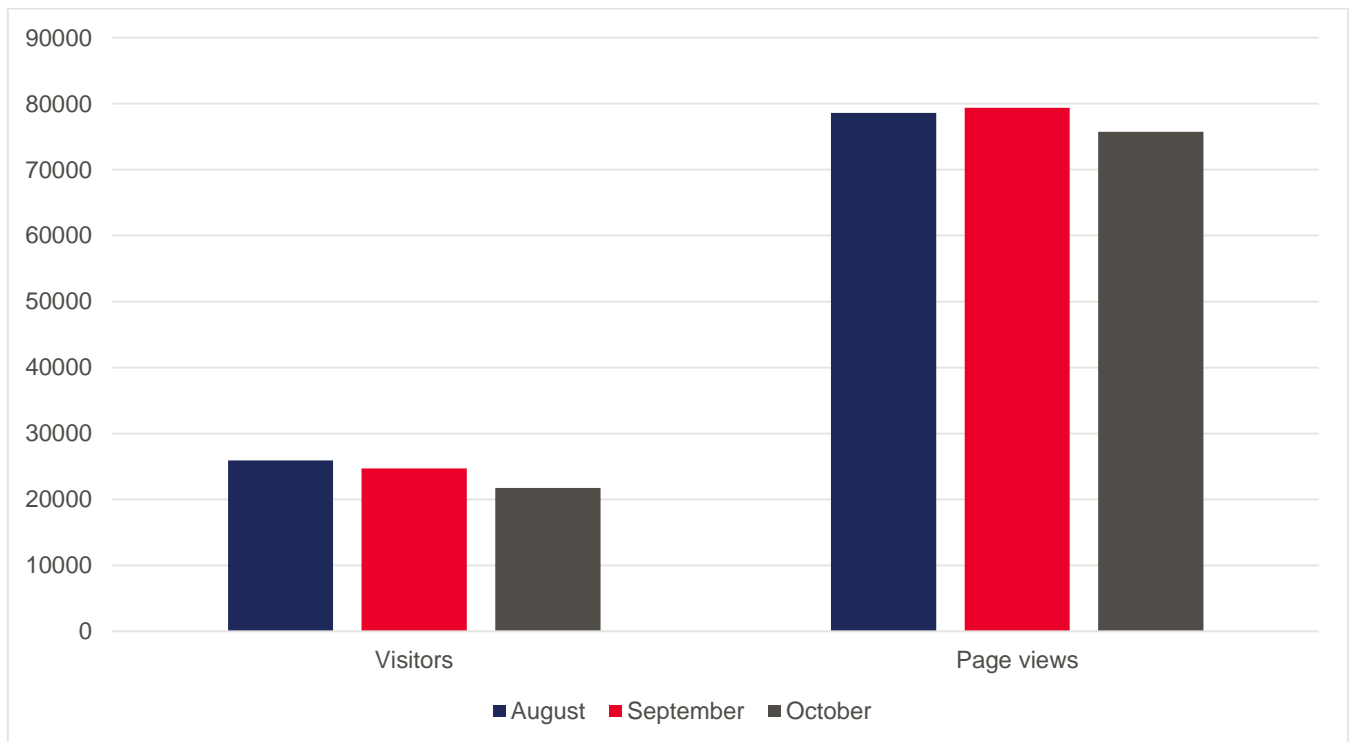
## OWNED MEDIA RESULTS

## SUMMARY: BLOG/MAKE YOUR MOVE

Page views	Average Time On Page	Sessions	% New Sessions	New Users	Pages per Session	Average Session Duration
1,151	00:02:02	795	81%	637	1.48	00:01:15

## OWNED MEDIA RESULTS

## SUMMARY: WEBSITE/RIDETRINITYMETRO.ORG



### TRINITY METRO EASYRIDE – OCTOBER RESULTS

Total EASYRIDE organizations	Total EASYRIDE participants	Monthly EASYRIDE revenue (includes online and in-person sales)
71 (+/- 0)	1,604 (+/- 0)* <small>*includes City of Fort Worth</small>	\$3,240 (-\$390)* <small>*as of Oct. 23, 2020</small>

## **PLANNING, OPERATIONS & MARKETING COMMITTEE INFORMATION ITEM**

**Item:** Customer Relations Report

**Meeting Date:** November 16, 2020

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Detra Whitmore, Vice President of Customer Experience, will present an update on Customer Relations.

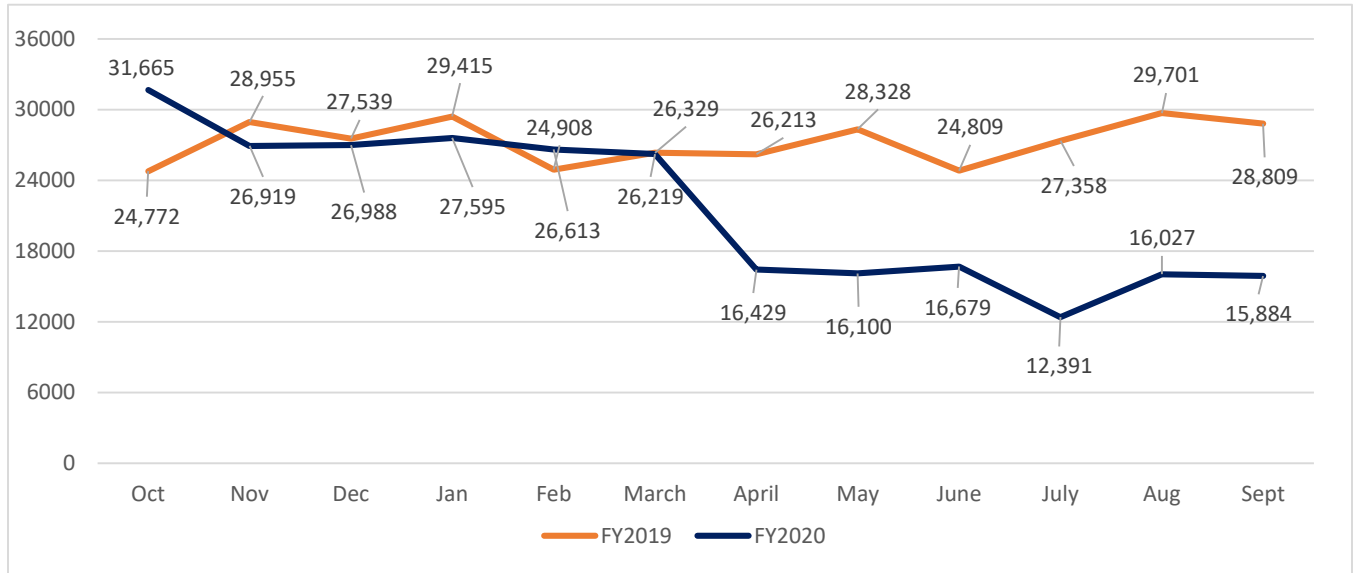
# PLANNING, OPERATIONS & MARKETING COMMITTEE

## INFORMATION ITEM

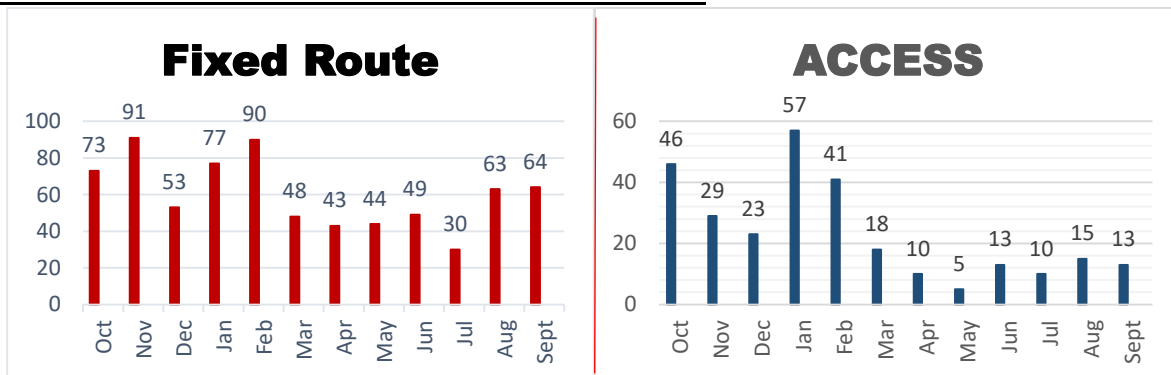
Item Number: Customer Relations Report

Meeting Date: Nov. 2020

### CUSTOMER CARE CALL CENTER



### CUSTOMER EXPECTATIONS – COMPLAINTS FY2020



#### TOP COMPLAINTS

- Late Bus
- Late ACCESS Pickup
- Ticket Vending Machine Issues
- Passed by passenger at stop
- Rude Driver Fixed Route

#### COMPLAINTS – SEPTEMBER 2020

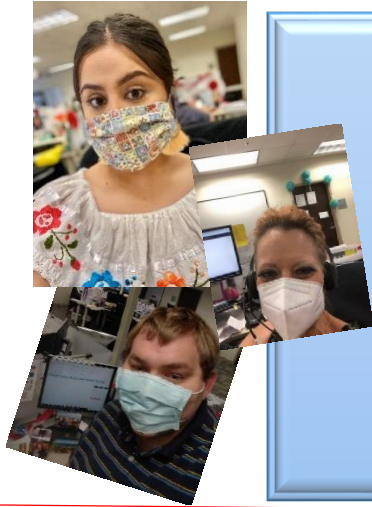
Fixed Route: 64 ACCESS: 13 TEXRail: 1

#### TOP COMMENDATIONS

- Helpful Driver – Fixed Route
- Helpful Representative – Customer Care
- Kind Driver – ACCESS
- Helpful Driver - ACCESS

#### COMMENDATIONS- September 2020

Customer Care: 5 ACCESS: 1 Fixed Route: 1



## End of the Year Highlights

- 259, 509 Total Calls
- 482 Customer Call Backs
- 100% passed Online Customer Service Training
- 99 EMPLOYEES RECEIVED COMMENDATIONS

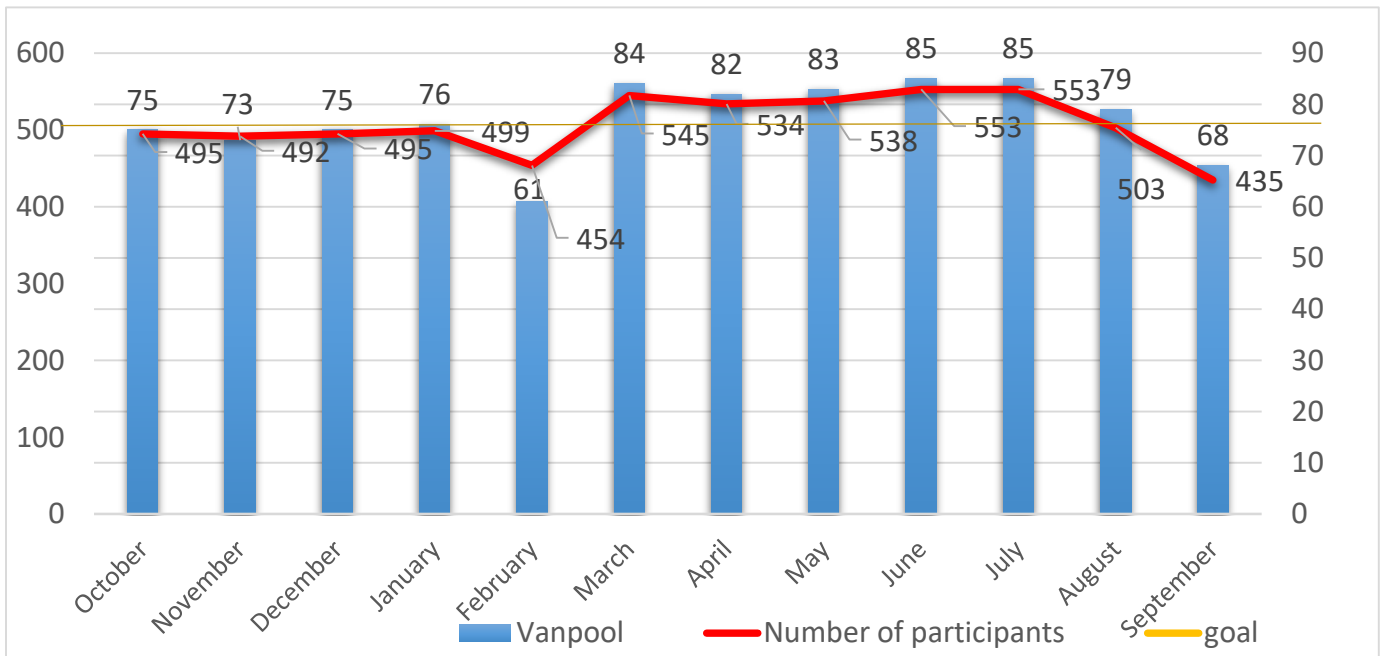
## IN THE COMMUNITY FY2020



## OUTREACH EFFORTS FOR FY2020

- 4,997 Customer Contacts
- 15 Transit 101 Presentations
- 8 Career Day Events at Elementary and Middle Schools
- 40 Travel Training/Ride A-Longs
- 4,000+ hours of fighting Covid-19
- 2,143 masks distributed
- 136 days of mail duty
- 119,818 schedules delivered
- On Board Surveys- 17 routes - 1,700 passengers
- DFW International Airport Ambassador to Ambassador training- 200

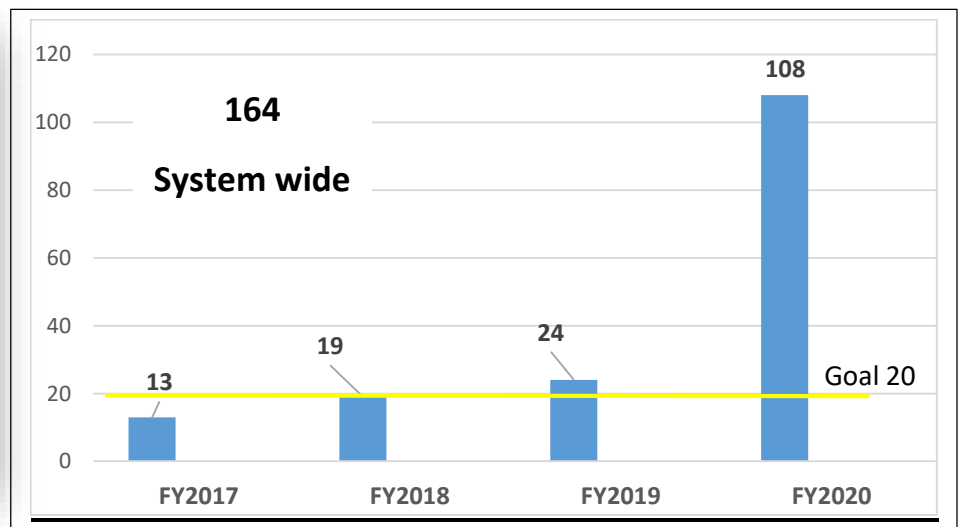




**Goal: 76 Vanpools**

## CUSTOMER RELATIONS- Adopt-A-Stop Program

A huge thank you to our employees, customers, community, and businesses for helping to ensure our bus stops are litter free for our riders. We finished FY2020 with 108 stops adopted!



## **FINANCE & AUDIT COMMITTEE INFORMATION ITEM**

**Item:** Finance Update

**Meeting Date:** November 16, 2020

---

Fred Crosley, Chief Financial Officer/ Vice President, will present an update on Finance.

**Fort Worth Transportation Authority**  
**Balance Sheet**

As of  
**September 30, 2020**

*(Unaudited)*

**CURRENT ASSETS**

Cash restricted for Operations	\$1,642,347
Cash restricted for Rail Vehicles	794,450
Unrestricted cash and cash equivalents	29,479,567
Receivables	19,247,082
Inventory	2,196,615
Prepaid	2,170,882

**Total Current Assets**

55,530,942

**FIXED ASSETS**

Work in Progress	25,392,952
Land	158,346,320
Buildings	152,317,217
Building Improvements	4,134,337
Machinery and Equipment	368,949,072
Improvements other than Buildings	760,145,855
Intangible Assets	18,897,291

1,488,183,044

Less: Accumulated Depreciation & Amortization

(305,448,510)

**Total Fixed Assets**

1,182,734,535

**TOTAL ASSETS**

**\$1,238,265,477**

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts Payable and Accrued Liabilities	\$23,109,486
Payroll Liabilities	3,963,325
Unearned Revenue	1,108,915
Unearned Grant Revenue	794,450
Current portion of LT Payable to State	92,428
Current portion of LT Due Grapevine	160,291

**Total Current Liabilities**

29,228,895

**LONG TERM LIABILITIES**

Long Term Payable to State	2,692,122
Long Term Payable to City of Grapevine	3,428,049
TEX Rail Loan	60,000,000

**Total Long Term Liabilities**

66,120,171

**TOTAL LIABILITIES**

**\$95,349,066**

**NET POSITION**

Net Investment in Capital Assets	\$1,090,077,590
Operating Reserve	1,642,347
Escrow Reserve	2,000,000
Unrestricted	49,196,474

**TOTAL NET POSITION**

**\$1,142,916,411**

**Fort Worth Transportation Authority**  
**Statement of Revenues and Expenses**  
**Fiscal Year to Date September 30, 2020**  
**(Unaudited)**

	Actual	Budget	Variance
<b>Operating Revenue:</b>			
<b>Fares</b>			
Multi Modal Fares	\$5,437,121	\$8,323,475	(\$2,886,353)
ACCESS Fares	895,744	1,106,312	(210,569)
Easy Ride & Corporate	492,241	575,000	(82,759)
<b>Other Revenue</b>			
Sales Tax	80,693,925	83,565,830	(2,871,905)
Advertising	458,337	500,000	(41,663)
Rental Income	740,787	747,740	(6,953)
Other	1,134,669	1,176,834	(42,164)
<b>Total Operating Revenue:</b>	<b>89,852,824</b>	<b>95,995,191</b>	<b>(6,142,366)</b>
<b>Federal/State/Local Income:</b>			
Operating Assistance Grants	46,786,636	1,046,521	45,740,115
Grapevine Contribution	8,813,967	10,549,620	(1,735,653)
Contributions from Partners	1,332,640	2,377,874	(1,045,234)
<b>Total Assistance Income</b>	<b>56,933,243</b>	<b>13,974,015</b>	<b>42,959,228</b>
<b>Total Revenue</b>	<b>\$170,633,646</b>	<b>\$122,569,206</b>	<b>\$48,064,441</b>
<b>Operating Expenses</b>			
<b>Fixed Route Operations</b>			
Salaries & Fringe Benefits	\$25,753,923	\$24,819,139	(\$934,784)
Services	1,334,586	2,992,969	1,658,382
Fuels & Lubricants	988,455	1,605,423	616,968
Tires & Tubes, Materials and Supplies	2,686,094	1,973,464	(712,630)
Utilities	107,112	20,792	(86,320)
Other	16,742	24,725	7,983
<b>Total Fixed Route Operations</b>	<b>30,886,912</b>	<b>31,436,511</b>	<b>549,600</b>
<b>ACCESS Operations</b>			
Salaries & Fringe Benefits	5,438,801	6,055,168	616,367
Services	4,442,052	3,953,771	(488,281)
Fuels & Lubricants	243,506	497,818	254,312
Tires & Tubes, Materials and Supplies	469,584	580,772	111,188
Utilities	107,174	47,700	(59,474)
Other	1,571	9,750	8,179
<b>Total ACCESS Operations</b>	<b>10,702,688</b>	<b>11,144,979</b>	<b>442,291</b>
<b>TRE Operations</b>			
Salaries & Fringe Benefits	79,568	124,464	44,896
Services	12,822,594	14,977,500	2,154,906
Other	4,884	1,440	(3,444)
<b>Total TRE Operations</b>	<b>12,946,069</b>	<b>15,103,404</b>	<b>2,157,334</b>
<b>TEXRail Operations</b>			
Salaries & Fringe Benefits	460,584	500,851	40,267
Services	13,557,003	14,023,453	466,450
Other	9,252,832	9,033,040	(219,791)
<b>Total TEXRail Operations</b>	<b>23,270,419</b>	<b>23,557,344</b>	<b>286,925</b>
<b>General &amp; Administrative</b>			
Salaries, Wages & Fringe Benefits	14,079,228	14,910,347	831,119
Security Services	2,124,031	2,490,072	366,041
Other Professional Services	3,039,250	4,844,405	1,805,155
Vehicle & Facilities Maintenance	1,819,583	2,639,101	819,518
Utilities	1,101,748	1,565,501	463,753
Other General & Administrative	6,213,688	6,162,045	(51,643)
<b>Total General &amp; Administrative</b>	<b>28,377,527</b>	<b>32,611,470</b>	<b>4,233,943</b>
<b>Total Operating Expenses:</b>	<b>\$106,183,616</b>	<b>\$113,853,707</b>	<b>\$7,670,093</b>
<b>Operating Income / (Deficit)</b>	<b>\$64,450,030</b>	<b>\$8,715,498</b>	<b>\$55,734,532</b>
Capital Grants	27,716,934	46,067,262	(18,350,328)
Investment Income	742,155	2,460,330	(1,718,175)
Depreciation	(47,315,912)	(45,619,000)	(1,696,912)
Interest expense	(29,950)	(70,856)	40,906
<b>Net Income / (Deficit)</b>	<b>\$45,563,258</b>	<b>\$11,553,234</b>	<b>\$34,010,024</b>