

BOARD OF DIRECTORS MEETING AGENDA

MONDAY, MAY 15, 2023, 3:00 P.M.

801 GROVE STREET
Fort Worth, Texas 76102

CALL TO ORDER

PLEDGE ALLEGIANCE

CITIZEN COMMENTS

MEETING MINUTES

1. Approval of April 17, 2023 Board Meeting Minutes

INFORMATION ITEM & REPORTS

- | | |
|---|--|
| 1. Hillwood Presentation | Robert Folzenlogen
& Nicholas Konen |
| 2. Regional Transportation Council – May 11, 2023 | Jeff Davis |
| 3. Human Resources | Kelli Shields |
| a. Scholarship Fund | Christina Champion |
| 4. Commuter Rail | Jon-Erik Arjanen |
| 5. Operations | |
| a. VIA AV Proposal | Wayne Gensler |
| 6. Marketing & Communications | Melissa Chrisman |
| a. May Report | |
| 7. Community Engagement | Detra Whitmore |
| a. April Report | |
| b. WOW Moment | |
| 8. Strategy, Planning & Development | Chad Edwards |
| a. General Planning Consultant Update | |
| b. T&P Master Development Update | |
| c. Texas State Legislative Update | Steve Montgomery |
| 9. Finance | Greg Dickey |
| a. March Financials | |
| 10. Information Technology | Bruce Lewis |
| a. Cybersecurity Update | |
| b. Disaster Recovery Update | |
| c. Security Update | |

ACTION ITEMS

- | | | |
|--------------|----------------------------------|---------------|
| 1. BA2023-32 | Bus Passenger Seat Re-upholstery | Wayne Gensler |
|--------------|----------------------------------|---------------|

PRESIDENT'S REPORT

CHAIR'S REPORT

OTHER BUSINESS

EXECUTIVE SESSION

THE NEXT MEETING WILL BE HELD AT 801 GROVE STREET, FORT WORTH, 76102
ON TUESDAY, JUNE 20, 2023 AT 3:00 PM.

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

VOTE ON ACTION TAKEN ON MATTERS DELIBERATED IN EXECUTIVE SESSION

ADJOURN



BOARD OF DIRECTORS MEETING MINUTES

MONDAY, APRIL 17, 2023

ATTENDEES:

Board Members Present: – Jeff Davis – Chairman, Michael Crain, Charles Edmonds, Nick Genua, Brian Hawkins, Sharla Horton-Williams – Secretary, Chris Nettles, Ben Robertson, Tito Rodriguez – Vice Chair, Paul Slechta

Board Members Absent: Teresa Ayala

Executive Leadership Team: Richard Andreski, Jon-Erik Arjanen, Christine Black, Melissa Chrisman, Chad Edwards, Wayne Gensler, Bruce Lewis, Kelli Shields, Detra Whitmore

Board Attorney: Albon Head

CALL TO ORDER

With a quorum of the Board of Directors present Chairman Davis called the Board of Directors meeting to order at 3:04 pm at 801 Grove Street, Fort Worth, Texas 76102.

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

There were no citizen comments.

SWEARING IN OF OFFICERS

Albon Head administered the Oath of Office to Jeff Davis and Sharla Horton-Williams as they were unavailable at the March meeting.

MEETING MINUTES

Motion: Michael Crain made a motion to approve the March 20, 2023 Board of Director Meeting Minutes as submitted. Ben Robertson seconded. Motion passed unanimously.

INFORMATION ITEMS & REPORTS

1. Regional Transportation Council – Chad Edwards reported on the April 13, 2023 meeting and noted the COVID Transit Funding Round 2 would provide \$2.78M to support our bus shelter replacement program. Information item regarding the US Census Bureau's Update to Urbanized Areas based on the 2020 Census of Population and Housing, Frisco will now be combined with McKinney to create the McKinney-Frisco urbanized area. RTC staff will review potential transit funding implications and provide a status report.
2. Human Resources – Kelli Shields gave a brief description of the Mentor Program and introduced the mentees and mentors involved. All gathered for a photo.
3. Commuter Rail – Jon-Erik Arjanen provided the board with an update on the Rail Network Outage on April 1 and the Network Improvements that established redundancies in the infrastructure that now rely on two commercial data circuits which were migrated today. He provided an update on the freight derailment of April 13 and stats on our long-term parking.
4. Operations – Wayne Gensler gave a report on year-to-date Collision Data and Safety Performance Measures. Mr. Gensler discussed the Automated Bus Consortium meeting and its agency members.

5. Marketing & Communications – Melissa Chrisman asked if there were any questions on the April marketing and communications report and highlighted tickets, media results and partnerships and then moved into the Quarterly Ridership Task Force Update. Ms. Chrisman also provided a Quarterly EASYRIDE Update and noted the upcoming partnerships for the third quarter.
6. Community Engagement – Detra Whitmore gave highlights on April's customer calls and associated trainings. She also touched on the increased number of Vanpools.
7. Strategy, Planning & Development – Chad Edwards introduced his recently hired service planners, Engobo Mambe and LaMonica McClothurn, both of whom transferred from within the Trinity Metro family. Mr. Edwards noted that Jeff Davis, Wayne Gensler and he attended the Streetcar Coalition Conference Summit in Oklahoma City and heard about lessons learned, future expansions and the studies needed to develop and plan. He also provided a General Planning Consultant Update and advised the board of the struggles we are experiencing with the developer to move forward with the development of the access road to our new Trinity Lakes Station. These issues could cause the project to be delayed for our currently scheduled opening date. Steve Montgomery provided an update on the Texas State Legislative bills being reviewed and considered.
8. Finance – Kristen Kosla reported on the February financials. The board requested a five-year financial overview.
9. Information Technology – Bruce Lewis did not have a report at this time.

ACTION ITEMS

1. **BA2023-26** General Contractors Services;
2. **BA2023-27** MATS Interlocal Agreement; and
3. **BA2023-28** Mobility on Demand (ZIPZONE) Contract Service Renewal Final Year – River North Transit, LLC (Via) were all presented by Wayne Gensler
4. **BA2023-29** Financial Audit And Review Services was presented by Kelli Shields.
5. **BA2023-30** Insurance Broker Services was presented by Jon-Erik Arjanen.

Motion: Nick Genua motioned to approve the above board action items as submitted. Paul Slechta seconded. Motion passed by unanimous vote.

PRESIDENT'S REPORT

Richard Andreski discussed the progress we are making in reaching our goals on ridership and service quality. In March, we had 582,516 riders using Trinity Metro services, or 16% more than the same month a year earlier. This was our best March since 2019, maintaining a consistent growth trend since COVID. Riders are responding to frequent, safe, clean and reliable service with TEXRail continuing to lead the way at 24% year-over-year growth. Between TRE and TEXRail, rail riders now account for nearly 1 in 3 Trinity Metro riders. An RFP to replace every bus seat in the system was recently completed which will greatly improve the onboard customer service experience. The first prototype shelters were installed on Hemphill Street and next week customers will have an opportunity to provide feedback. Technology is also being used to streamline operations and improve communications with our customers. The new single sign-on for our bus operators allows the operators to sign in to their vehicles which activates head signs, fare boxes and other items. All this relates to real-time bus location information which is available in GoPass. Jon-Erik Arjanen and Bruce Lewis have been working diligently to close system vulnerabilities by building new hard layers into the data lines that eliminate single points of failure in IT's infrastructure. Last week we gathered in Grapevine with our counterparts from DART and DCTA. More than 30 senior leaders from the three transit agencies had an occasion to be social and connect on a personal level. Several met for the first time. There was a sense of optimism and partnership about working together going forward.

CHAIR'S REPORT

Chairman Davis appreciates the support of the entire team. He's looking forward to our continued conscious efforts to build and define Fort Worth's transit to benefit the city's economic development. We send our very best wishes to Fred Crosley and applaud his years of service, experience and support of Trinity Metro.

OTHER BUSINESS

Board Member Paul Slechta provided documentation and discussed the economic impact results with the assistance of TEXRail regarding the estimated revenue to the city of Grapevine from 2020-2023 in the cumulative amount of \$3 million.

EXECUTIVE SESSION

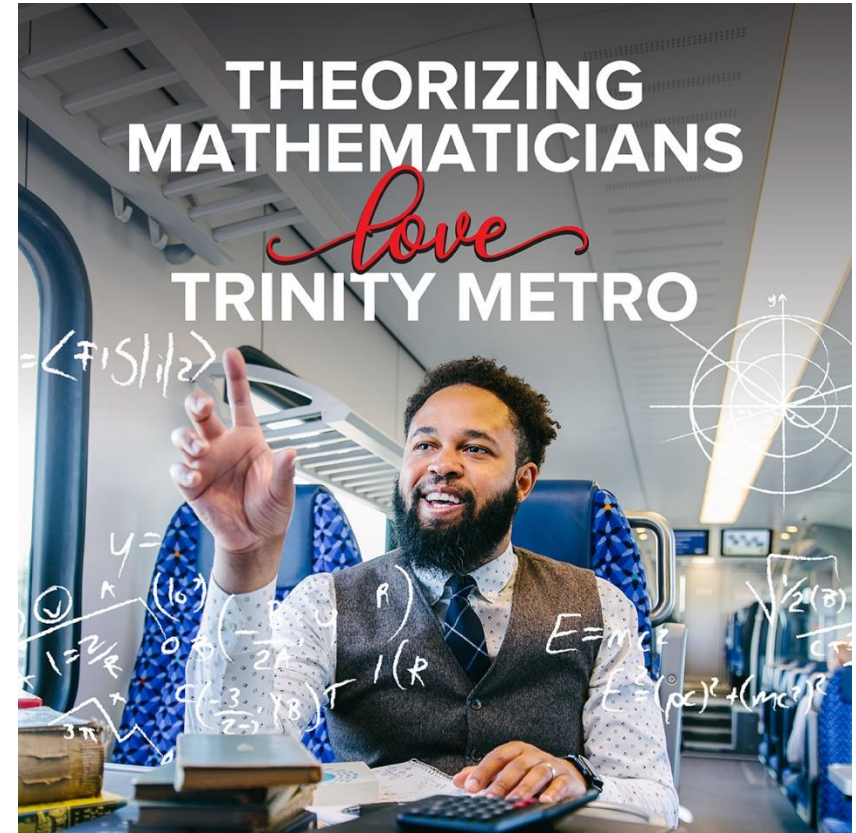
No Executive Session was held.

ADJOURN

Meeting adjourned at 4:45pm.

Marketing and Communications Report

April 2023 Results

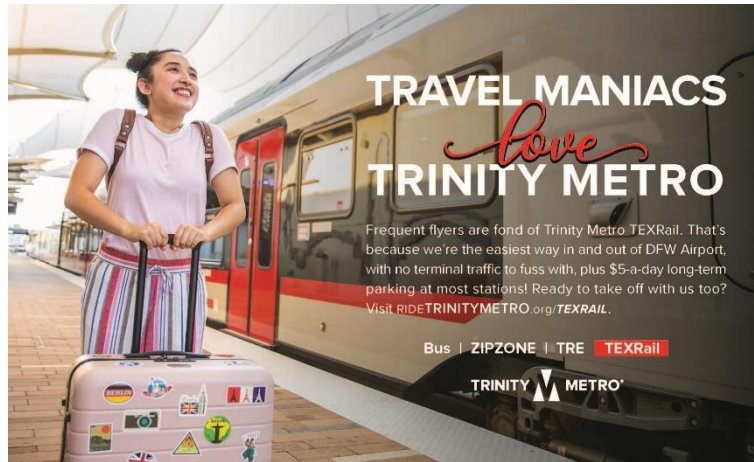


Melissa Chrisman
VP of Marketing and Communications
May 2023

Paid Media – April Results

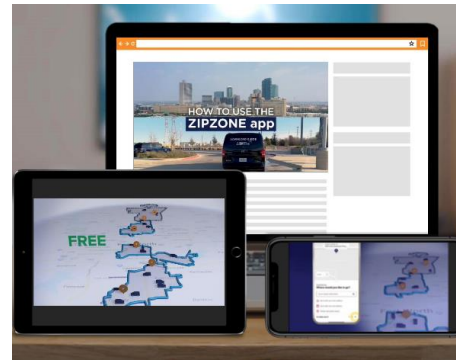
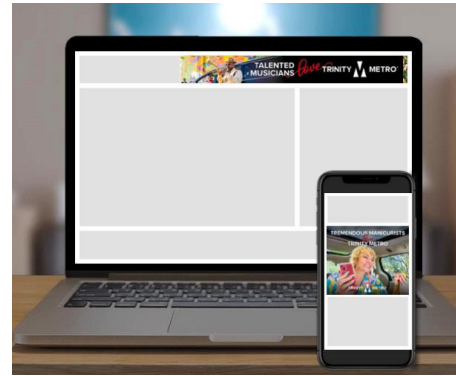
CAMPAIGN NAME: TEXRAIL RIDERSHIP

RESULTS:	800,576 AD VIEWS
	10,274 AD CLICKS
	1.4% CLICK-THROUGH RATE
TACTICS:	PAID SOCIAL, DIGITAL, PRINT



CAMPAIGN NAME: ZIPZONE

RESULTS:	356,215 AD VIEWS
	1,331 CLICKS
	0.4% CLICK-THROUGH RATE
TACTICS:	PAID SOCIAL, DIGITAL, STREAMING



Paid Media – April Results

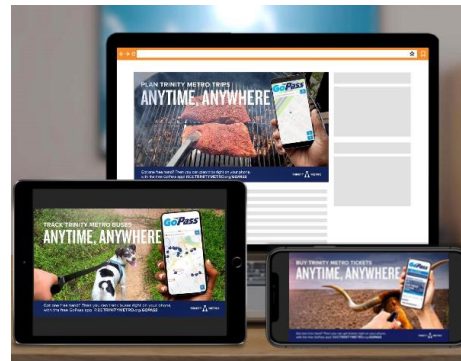
CAMPAIGN NAME: TCC STUDENT RIDERSHIP

RESULTS:	86,872 AD VIEWS
	44 CLICKS
	0.1% CLICK-THROUGH RATE
TACTICS:	PRINT, DIGITAL



CAMPAIGN NAME: GOPASS

RESULTS:	249,406 AD VIEWS
	1,057 CLICKS
	0.7% CLICK-THROUGH RATE
TACTICS:	STREAMING, PAID SOCIAL
DOWNLOADS:	2,044; +3% YEAR-OVER-YEAR
TICKET VALUE SOLD:	\$117,062; +16% YEAR-OVER-YEAR



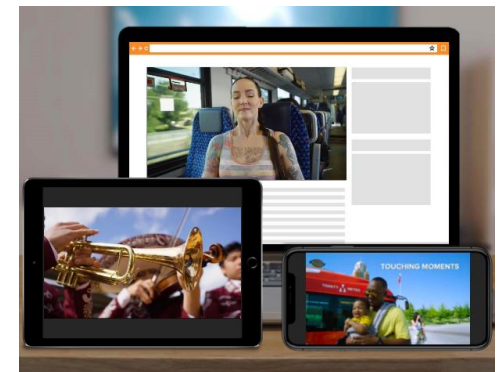
**Video completion
rate of 91%
in April!**



Paid Media – April Results

CAMPAIGN NAME: SYSTEM RIDERSHIP

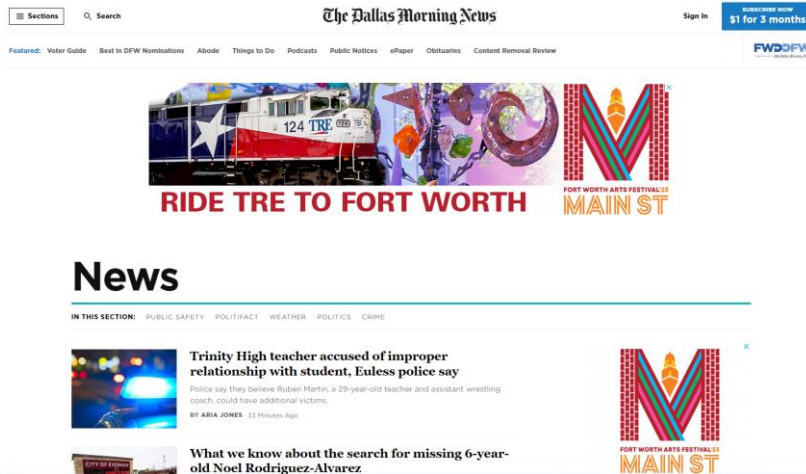
RESULTS:	4,206,014 AD VIEWS
	7,685 AD CLICKS
	0.8% CLICK-THROUGH RATE
TACTICS:	RADIO, OUTDOOR, PRINT, DIGITAL, PAID SOCIAL, STREAMING



Paid Media – April Results

CAMPAIGN NAME: TRE – MAIN ST. ARTS FESTIVAL

RESULTS:	284,557 AD VIEWS
	406 AD CLICKS
	0.14% CLICK-THROUGH RATE
TACTICS:	DIGITAL

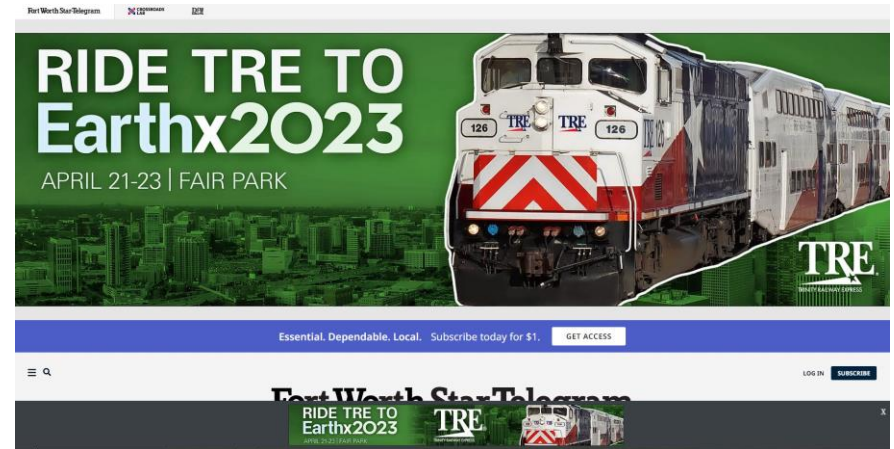


CAMPAIGN NAME: TRE – AAC EVENTS

RESULTS:	378,466 AD VIEWS
	478 AD CLICKS
	0.13% CLICK-THROUGH RATE
TACTICS:	DIGITAL

CAMPAIGN NAME: TRE – EARTHX (FAIR PARK)

RESULTS:	325,178 AD VIEWS
	244 AD CLICKS
	0.07% CLICK-THROUGH RATE
TACTICS:	DIGITAL



Earned Media – April Results

EARNED MEDIA RESULTS: MEDIA VALUE

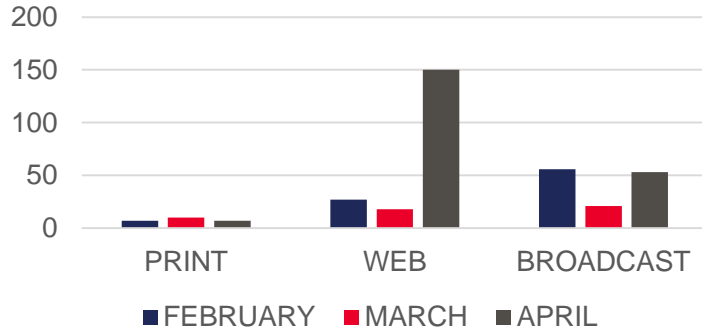
MEDIA COST EQUIVALENT:

\$6,459,122

TOTAL STORIES:

210

Media Coverage by Type



Know Before You Go: A List of Resources for the Upcoming MAIN ST. Arts Fest

Check out what's new and how to get to and from the Main St. Fort Worth Arts Festival this week.

BY FORT STAFF APRIL 18, 2023 9:25 AM



Fort Worth Star-Telegram

Part of the McClatchy Media Network

Crossroads Lab News Sports Find Out, Fort Worth Obituaries Jobs / Recruiting Personal Finance • Not

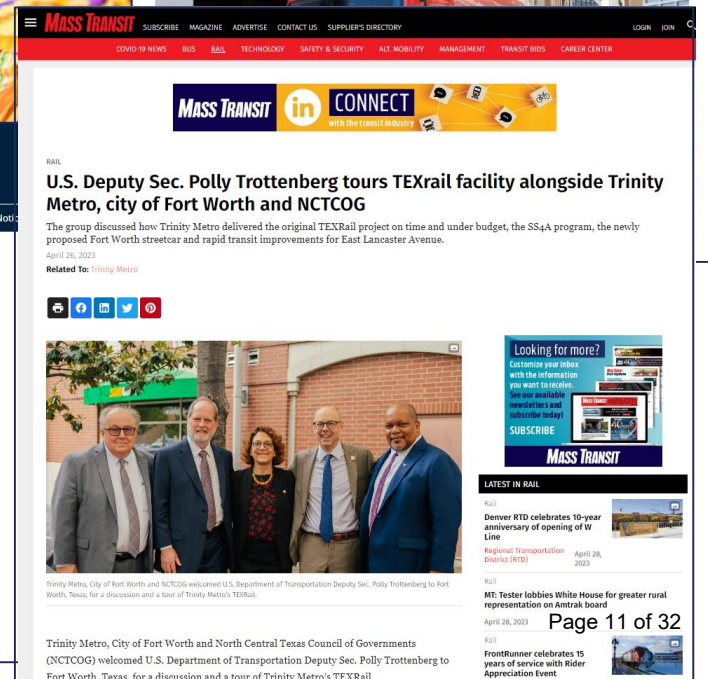
LOCAL

Here are free parking options downtown for dueling Fort Worth art festivals this weekend

BY BRAYDEN GARCIA
APRIL 19, 2023 3:26 PM



Visitors to the Main Street Arts Festival crowd Main Street in downtown Fort Worth on Friday, April 18, 2023. The Fort Worth Art Fair was also taking place at Sundance Square Plaza. AMANDA MCCOY amccoy@star



INFORMED INFRASTRUCTURE MicroStation

The magazine for civil & structural engineers

for Roads, Bridges, and Rail

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Multimedia

/ Rail / United States Department of Transportation Deputy Secretary Polly Trottenberg visits City of Fort Worth and Trinity Metro

United States Department of Transportation Deputy Secretary Polly Trottenberg visits City of Fort Worth and Trinity Metro



Panel Dubey on April 26, 2023 - In Rail, Transportation

(FORT WORTH, TEXAS) – Trinity Metro, City of Fort Worth and North Central Texas Council of Governments (NCTCOG) welcomed United States Department of Transportation Deputy Secretary Polly Trottenberg to Fort Worth for a discussion and a tour of Trinity Metro TEXRail.



LATEST IN RAIL

Rail
Denver RTD celebrates 10-year anniversary of opening of W Line
Regional Transportation District (RTD)
April 26, 2023

Rail
MT: Tester lobbies White House for greater rural representation on Amtrak board
April 26, 2023

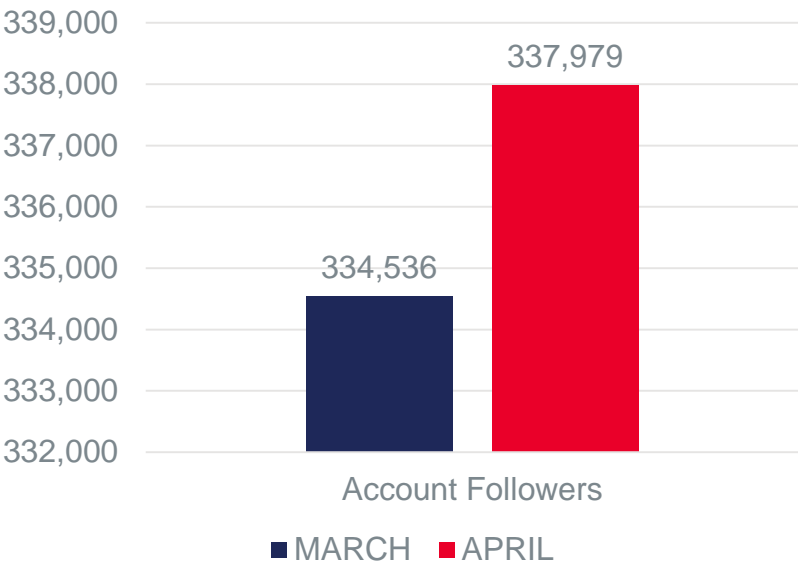
Rail
FrontRunner celebrates 15 years of service with Rider Appreciation Event
April 26, 2023

Trinity Metro, City of Fort Worth and North Central Texas Council of Governments (NCTCOG) welcomed U.S. Department of Transportation Deputy Sec. Polly Trottenberg to Fort Worth, Texas, for a discussion and a tour of Trinity Metro's TEXRail.

Shared Media – April Results

SHARED MEDIA RESULTS: ACCOUNT FOLLOWERS

FACEBOOK:	23,250 (+1,054)
INSTAGRAM:	4,221 (+218)
TWITTER:	5,168 (+196)
NEXTDOOR:	305,340 (+1,975)



MOST ENGAGED CONTENT: 10,000 users reached, 497 likes and reactions, 20 comments, 84 shares, 215 link clicks.



MOST ENGAGED CONTENT: 13,900 users reached, 292 likes and reactions, 27 comments, 66 shares, 497 link clicks.

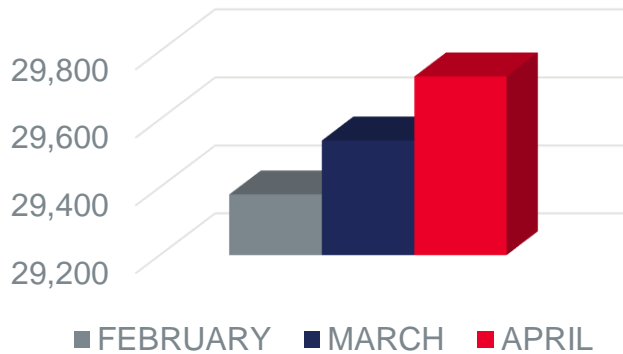


Owned Media – April Results

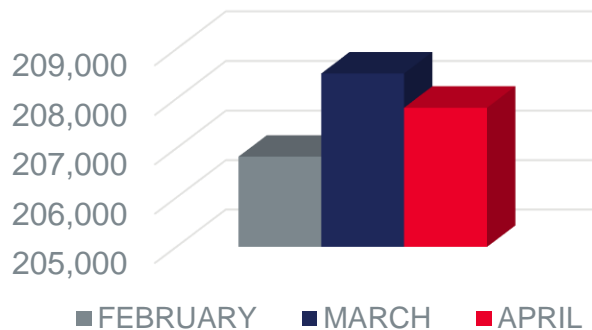
OWNED MEDIA RESULTS: GOVDELIVERY EMAIL/TEXT MARKETING

BULLETINS SENT:	42 (+3)
TOTAL RECIPIENTS:	223,087 (+33,215)
EMAIL OPENS:	51,631 (+8,103)
EMAIL OPEN RATE:	27% (+0%)
LINK CLICKS:	2,568 (+362)

Subscribers



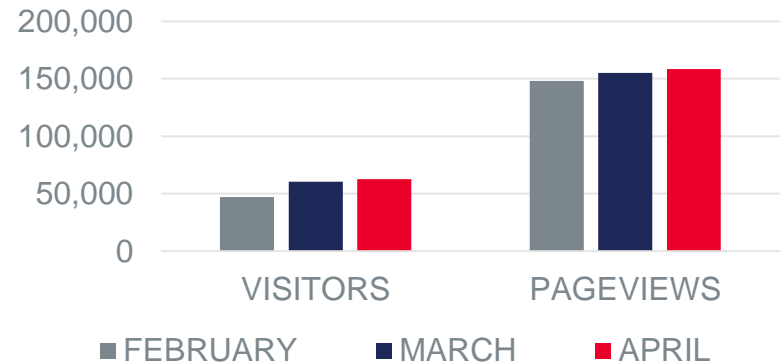
Subscriptions



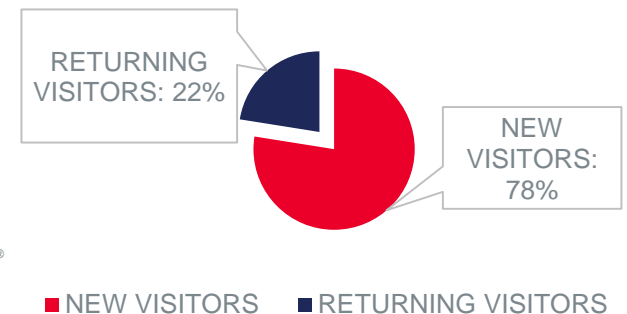
OWNED MEDIA RESULTS: RIDETRINITYMETRO.ORG

MOST VISITED PAGES:	TEXRail schedules
	Homepage
	Bus routes and schedules
	Trip planner
	Tickets

Website Traffic



Website Users: 62,486



Partnerships – April Results



MAIN ST. Fort Worth Arts Festival: April 20-23

Molly the Trolley served as the festival circulator. Trinity Metro tote bags were distributed from the festival's main Information Tent.



Friday on the Green: April 7
23 Adult and 2 Reduced ticket promo codes were redeemed via GoPass, generating \$135 in ticket sales.

Looking ahead ...

Friday on the Green: May 12

- Southside ZIPZONE activation
- Fixed-route buses
- Fort Worth Bike Sharing



2023

JAZZ WINE TRAIN

GRAPEVINE | TEXAS

PRESENTED BY
TRINITY METRO
TEXRail

Hit a high note on your next **TEXRail** ride!

Redeem the appropriate code below on the **GoPass** mobile ticketing app to purchase a Trinity Metro Local Day Pass for just \$1.

Adult – JAZZ23A
Reduced* – JAZZ23R

**TRINITY METRO
TEXRail**

Offer only valid through GoPass and must be redeemed by May 5, 2023.

*Available (with valid ID) for seniors 65+, persons with disabilities, Medicare card holders, youth ages 5-19 and veterans with proof of status.

Jazz Wine Trains: April 14, 21 & 28
TEXRail sponsorship included online ticket giveaways and “fast track” boarding with proof of ridership.

Main Street Fest: May 19-21

- TEXRail sponsorship
- Online ticket giveaway
- TEXRail ticket earns \$2 discount on festival admission



EASYRIDE – April Results

EASYRIDE TICKET SALES

REVENUE	\$32,823 (-\$19,030)
+CITY OF FORT WORTH	\$1,662 (+\$1)
+TCC	\$1,848 (-\$2,157)

April 2023: No new partners

EASYRIDE TICKET SALES BY TICKET TYPE

TICKET TYPE	NUMBER SOLD	REVENUE
LOCAL ONE-DAY	5,916 (-5,703)	\$22,185 (-21,386)
LOCAL SEVEN-DAY	103 (+21)	\$1,931 (+\$393)
LOCAL MONTHLY	134 (+39)	\$8,040(+\$2,340)
REGIONAL MONTHLY	3 (+2)	\$432 (+288)
LOCAL ANNUAL	1 (-1)	\$100 (\$-800)
REGIONAL ANNUAL	0 (+/-0)	\$0 (+/- \$0)

TCC RIDES



CITY OF FORT WORTH RIDES



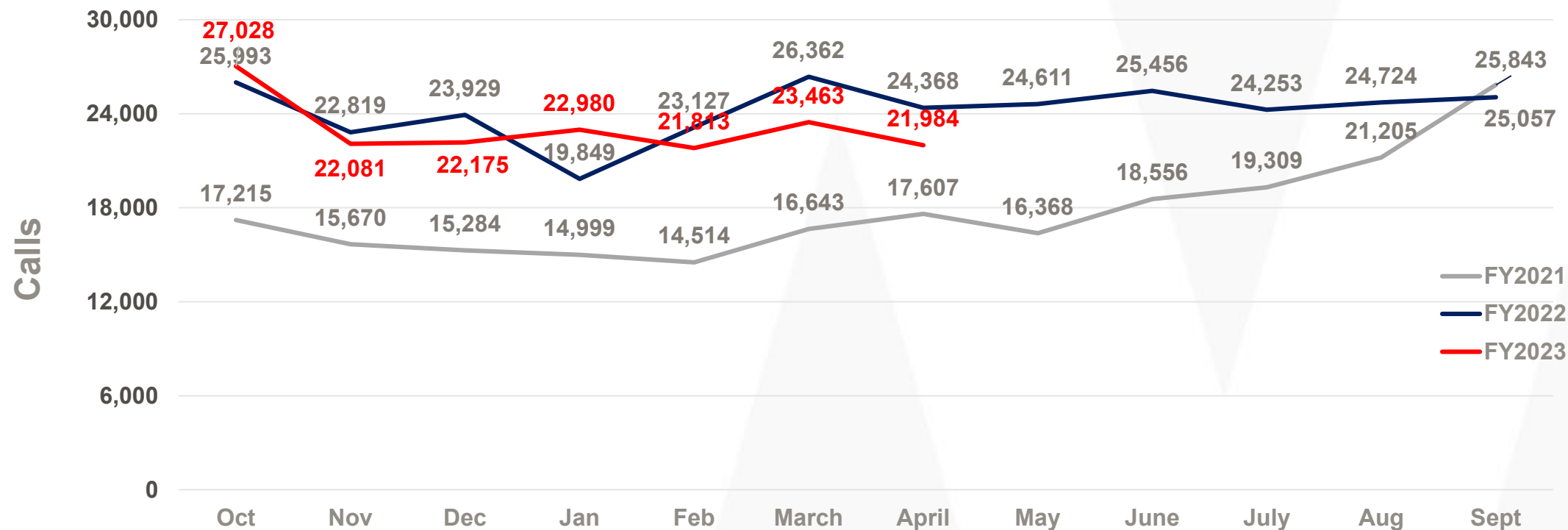
Community Engagement

May 2023

Detra Whitmore
Vice President of Community Engagement
Diversity, Equity, & Inclusion Officer



Customer Care Calls



INFORMATION

TYPES OF CALLS

31.58% No Wait Time!

861 – TEXRail

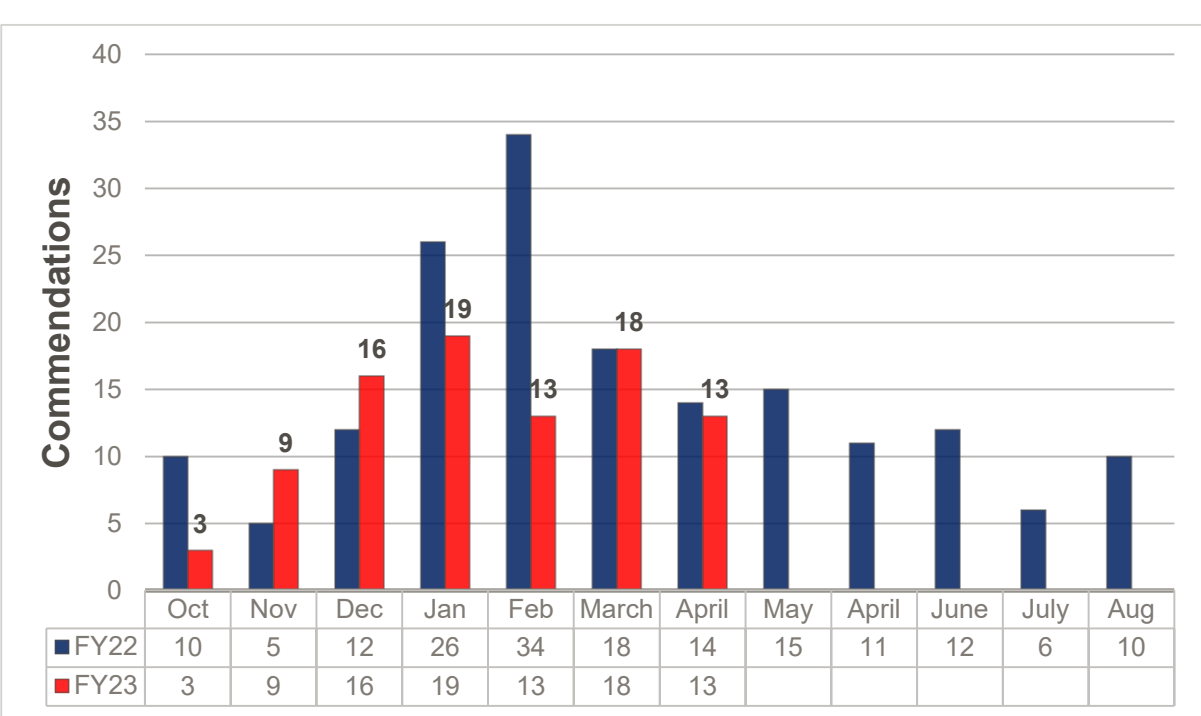
146– Bike Sharing

85 - TRE

91 - ZIPZONE

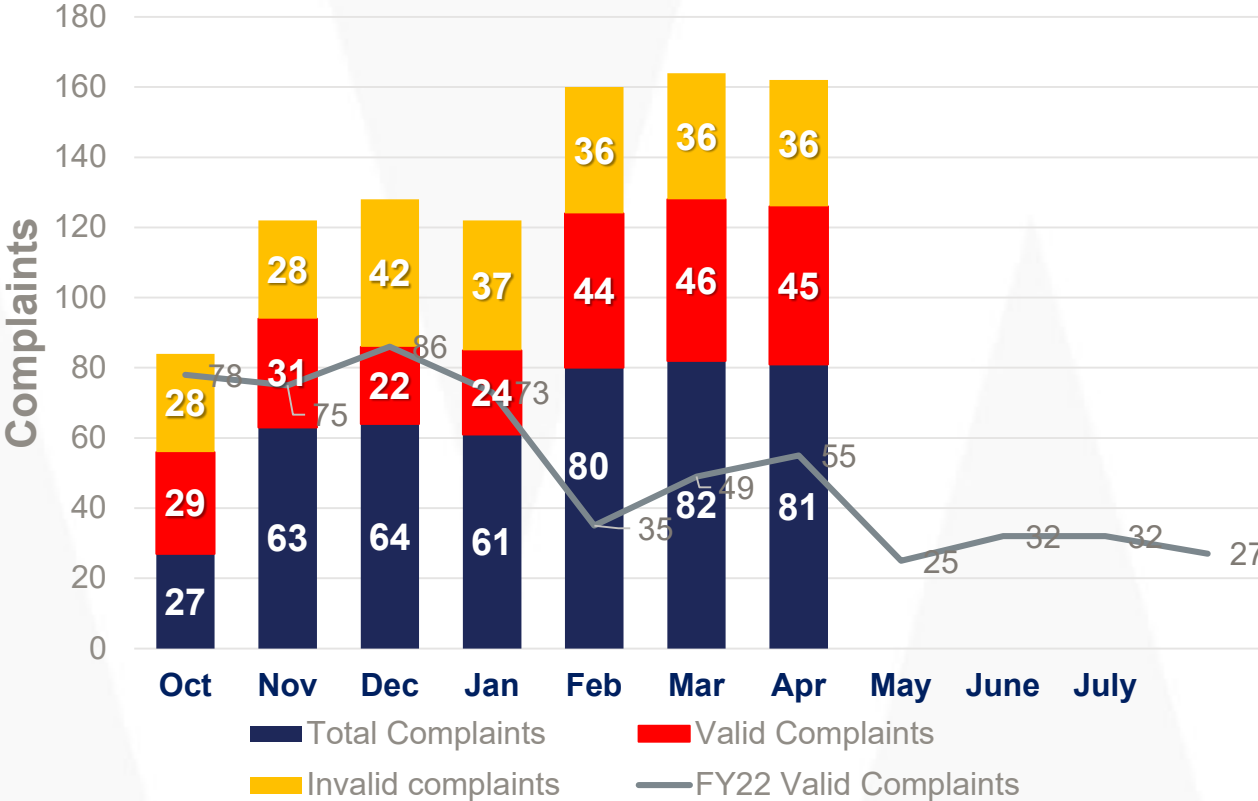


Customer Expectations



Top Commendations

Professional driver
 Courteous Care Rep
 Clean Service
 Polite Driver

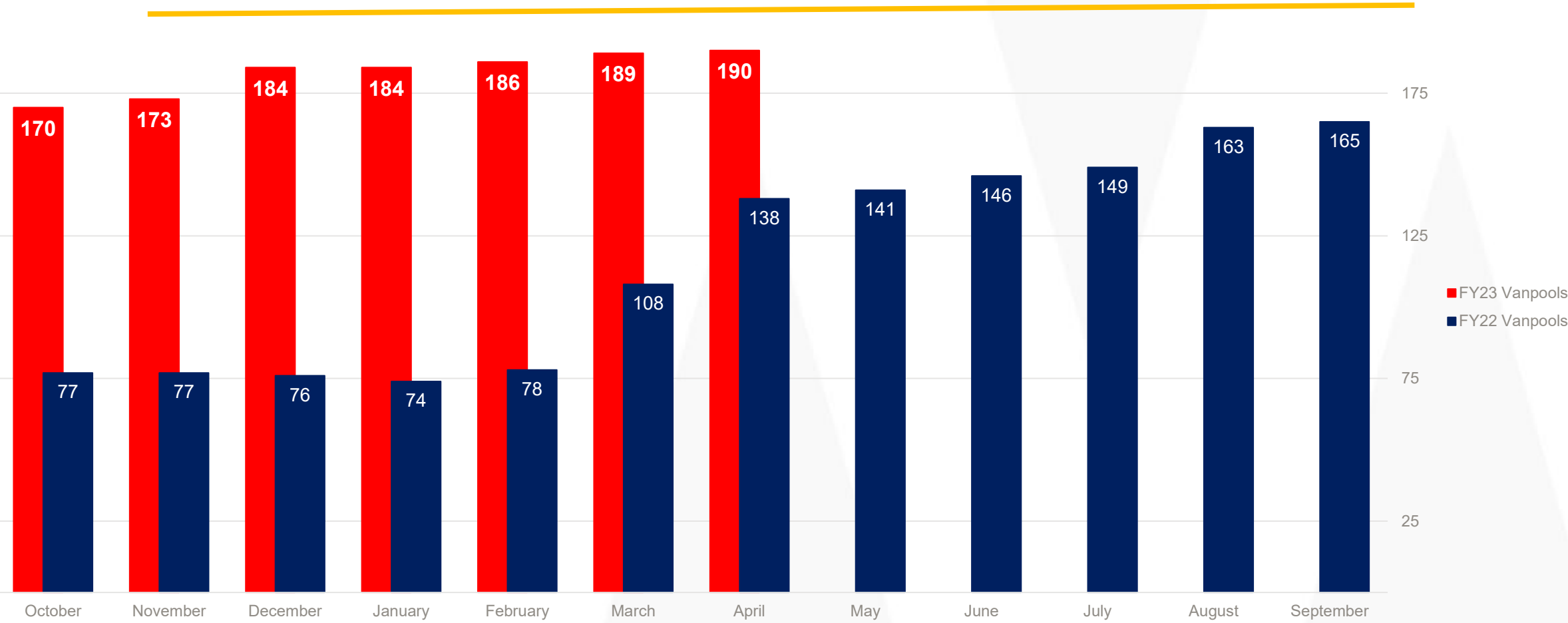


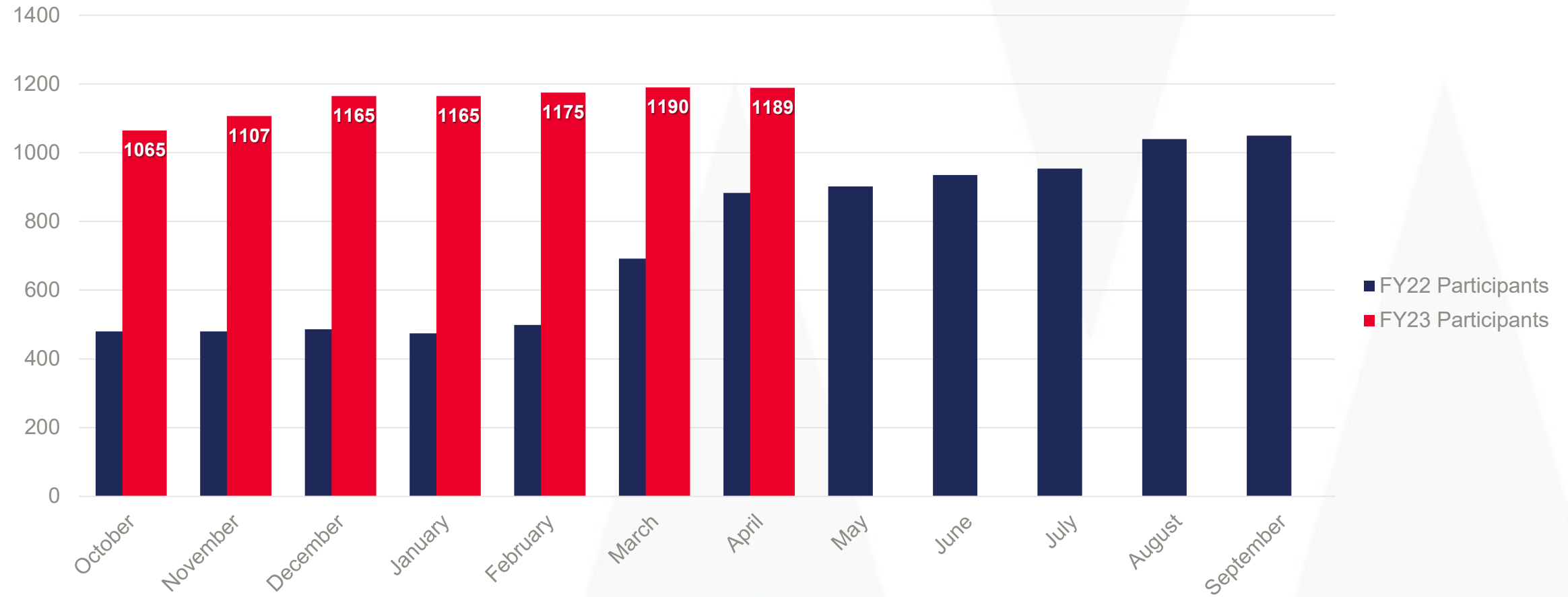
Top Complaints

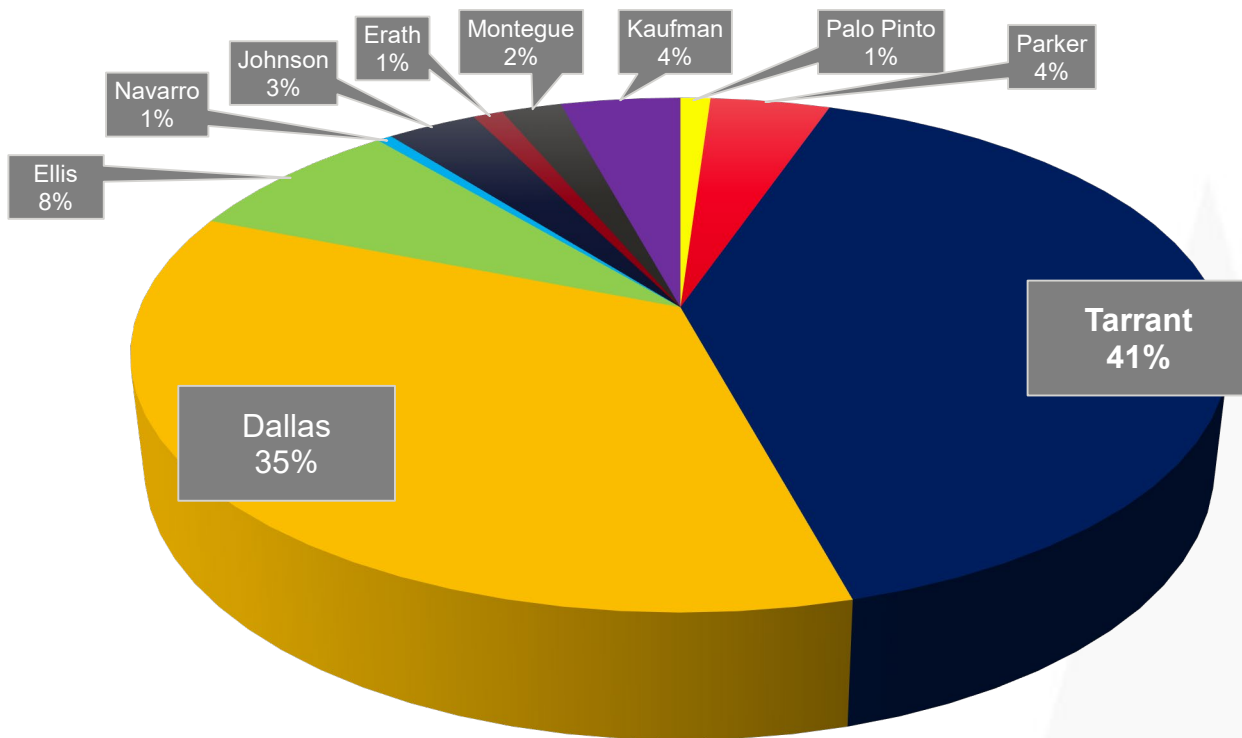
No Show
 Passed By
 Bus did not arrive
 Rude Driver



FY2023 Goal: 206 ↑25%



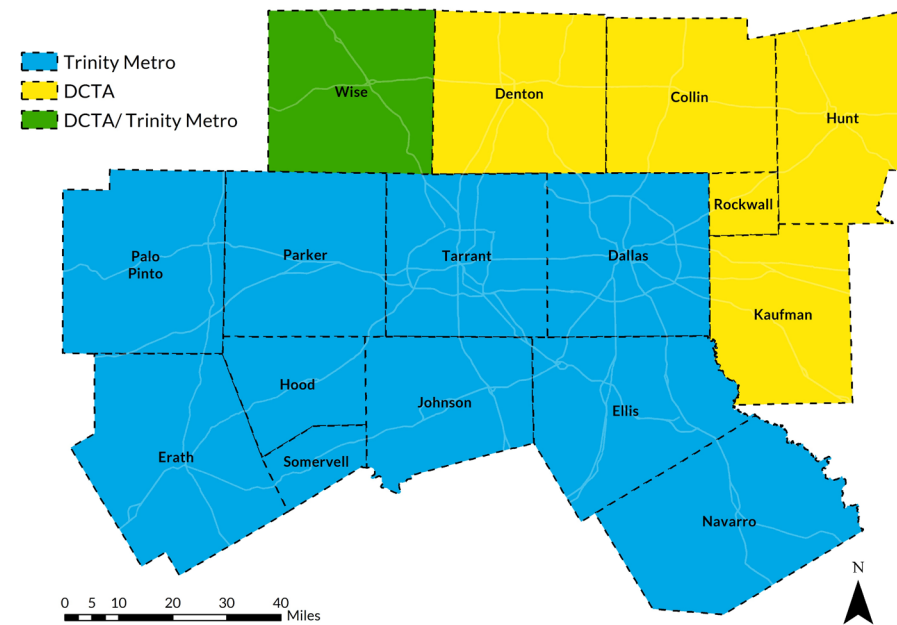




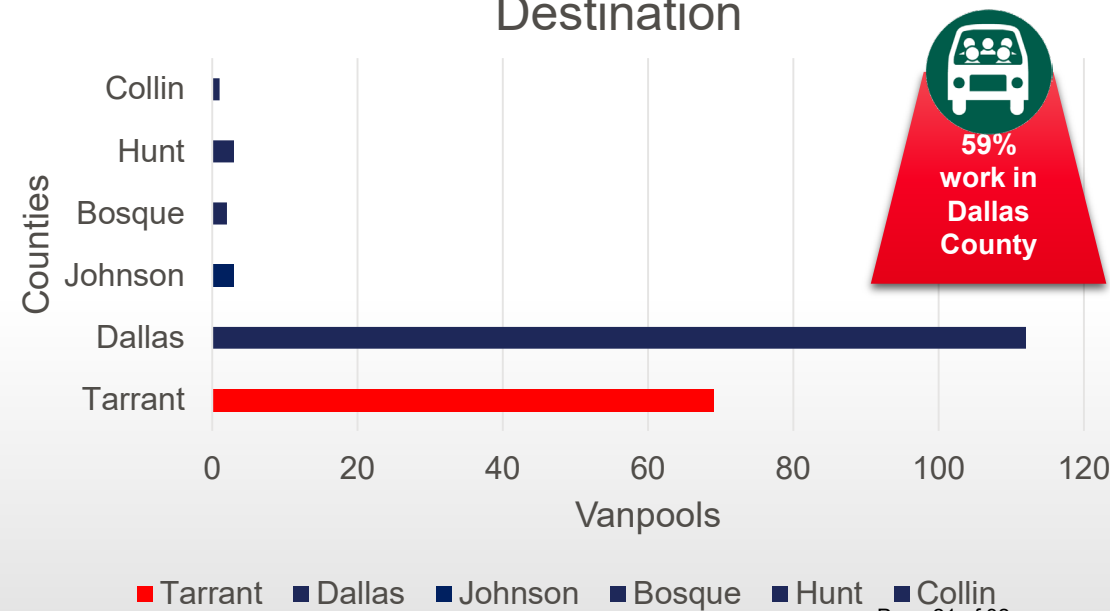
■ Palo Pinto ■ Parker ■ Tarrant ■ Dallas ■ Ellis
■ Navarro ■ Johnson ■ Erath ■ Montegut ■ Kaufman

Trinity Metro Vanpool service area encompasses the counties of Dallas, Ellis, Erath, Hood, Johnson, Navarro, Palo Pinto, Parker, Somervell, Tarrant, and Wise.

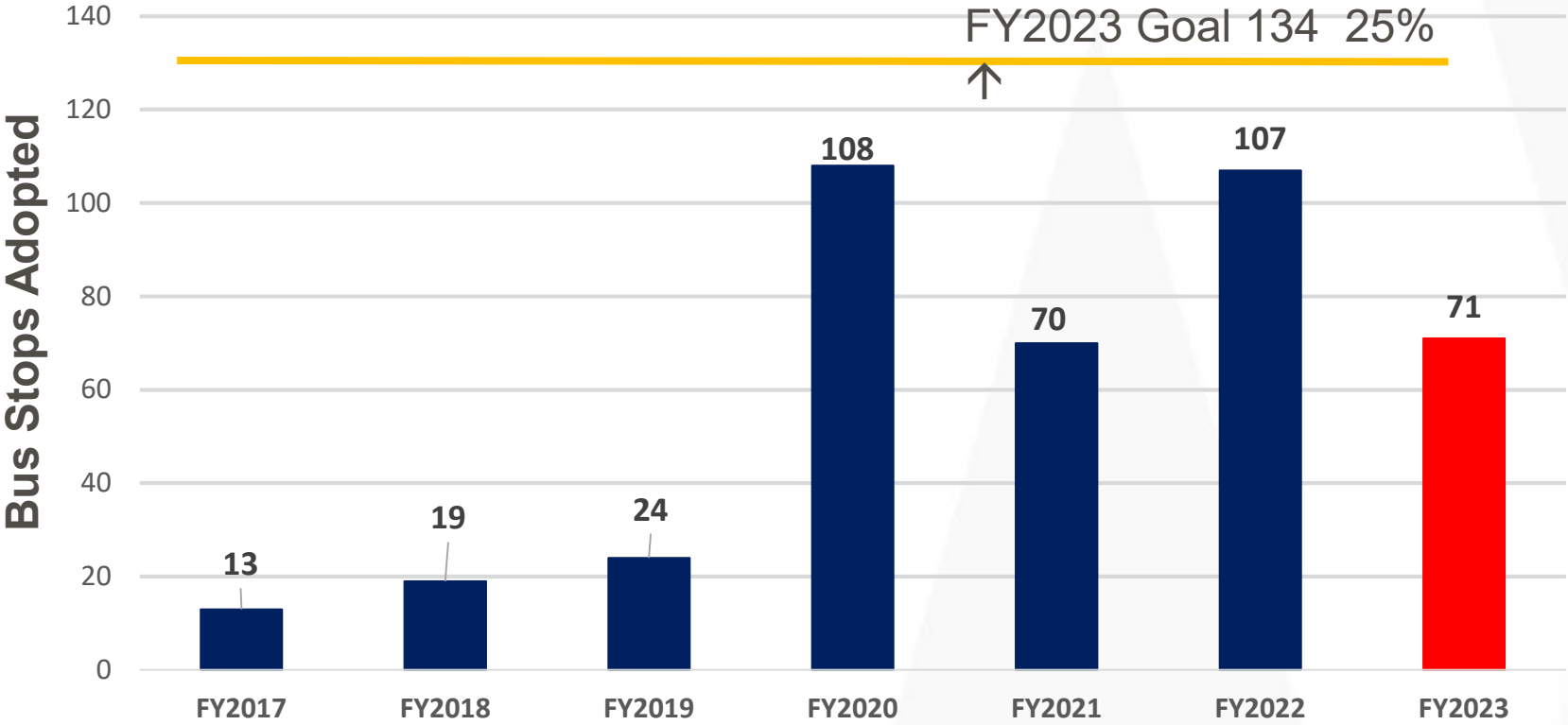
Vanpool Origination Service Areas



Destination



412 System wide



In the Community

Trinity Metro team members continue to donate time to spend with our future professionals. We were honored to spend time with the students at WM Green Elementary School for their Career Day.



BY THE NUMBERS

- 7,891 Customer Contacts
- 7 Community Events/Career Days
- 12 Travel Training/Ride-A-Long (111 new riders)



KIDS Child Care associates
fest
RECRUITMENT &
ENROLLMENT FAIR (0-5YRS)

Job Fair
Teachers
Cooks
Vacant positions

**Bicycles &
Life Jacket
Giveaways**



**Nachos
Hot Dogs
Pop
Snow**

**Outdoor Games,
Cake Walk, Face
Painting, Ball Toss,
Arts & Crafts**

Featuring

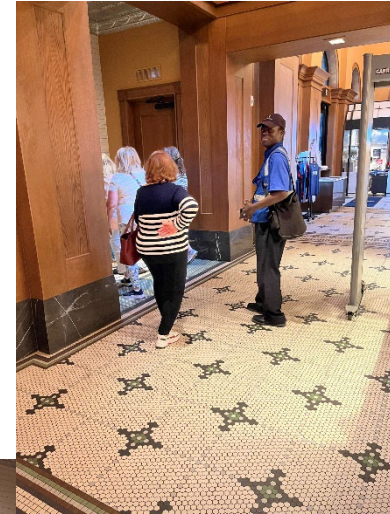
**WIC
TARRANT AREA FOOD
AMERIGROUP
THE WOMEN'S CENTER
TEXAS WORKFORCE
TEXAS HEALTH STEPS**



In the Community-Seniors and Transit

Public transportation is essential to help older people get around in their communities, and this is increasingly important as our oldest age segments grow. Transit ENVOY Steven Arner and I enjoyed our time with Seniors at Cobblestone Manor Senior Apartments talking about transit.

Transit ENVOYs Evelia Zalazar and Steven Arner, travel trained 66 Seniors from the North Richland Hills Senior Center Program. They enjoyed their ride on TEXRail and the visit to Grapevine Harvest Hall!



BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: General Planning Consultant (GPC) Update

Meeting Date: May 15, 2023

BACKGROUND

On November 28, 2022, the Trinity Metro Board of Directors approved the General Planning Consultant (GPC) Contract (BA2023-11) that permitted staff to complete negotiations and enter into a contract for a variety of planning activities that address ongoing and emerging issues related to planning, designing, constructing, financing, maintaining, and improving the Trinity Metro transportation system. There was some discussion about how the Board would be informed on the status and progress of tasks assigned to the GPC.

In an effort to keep the Board informed, the following is a brief overview of last month's progress.

Task Order	Description	Status
TO1 – Program Management	This task covers meetings, invoices, and scope development.	<ul style="list-style-type: none"> Continued oversight
TO3 – Transit Value Proposition	This task will outline the value of transit in Fort Worth and provide materials that can be shared with others during meetings.	<ul style="list-style-type: none"> 4th coordination meeting held Research Technical Memo presented Workshop held with ELT and Staff
TO4 – ABC Review	A Better Connection (ABC) was implemented in Sept 2021. Now that the system has been in action for over a year, the Planning Team would like to review what was implemented to find improvements and evaluate changes that were made.	<ul style="list-style-type: none"> 4th coordination meeting held Ridership: Trends vs Potential Technical Memo drafted Workshop held with Route Monitoring Comm.
TO5 – TRE Double Tracking	Prepare 30% design for 2 miles of TRE track as outlined in the NCTCOG's BUILD Grant.	<ul style="list-style-type: none"> Conducted field tour of project Design criteria finalized
TO7 – Graphics Support	Support to staff for graphics, maps and presentations	<ul style="list-style-type: none"> No tasks assigned yet
TO8 – Grant Writing Support	Support of grant writing and applications	<ul style="list-style-type: none"> No tasks assigned yet HDR provides reminders of available grants opportunities A list of capital projects has been provided as a base for future applications
TO9 – TEXRail Before and After Study Ridership Review	Provide review and assumptions as to ridership forecasting vs actual differences	<ul style="list-style-type: none"> Technical Memo is being drafted

TO10 – Fare Collection Review	NEW Review fare collection systems	<ul style="list-style-type: none"> • Scope and cost proposal are being finalized
TO11 – Bus Shelter Replacement Program Categorical Exclusion	NEW Bus shelter concrete pads will need to have an environmental document called a Categorical Exclusion (CE) prepared	<ul style="list-style-type: none"> • Scope and cost proposal are being finalized

RECOMMENDATION

There is no recommendation as this is an information item for the Board’s feedback and discussion.

STAFF DISPOSITION

Chad Edwards

May 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: T&P TOD Development

Meeting Date: May 15, 2023

BACKGROUND

At the September 26, 2022, Board Meeting, the Board of Directors discussed, in Executive Session, BA2022-61 Master Developer Services for T&P Station. The item was later approved by the Board in open session. A follow-up effort requested by the Board was to assess the proposal for market viability and competitiveness prior to negotiations. Staff enlisted an evaluation of the proposal through Cushman and Wakefield, with the assistance of Tom Shelton, HDR Inc., as the General Planning Consultant for Trinity Metro.

With the positive comments from Cushman and Wakefield, staff is prepared to start working with SECO Ventures on contract negotiations. We shared with the Board that we would come back in March to provide an update on negotiations with SECO Ventures.

After the January Board meeting, we contacted SECO Ventures about our selection and desire to enter into negotiations on the project. We asked SECO Ventures to prepare the draft ground lease agreement as a starting point for the negotiations. As of March 7, we received the draft agreement. We transmitted it to our attorney for review.

Attorneys from both sides are continuing negotiations. No additional updates are available at this time.

When negotiations conclude, this item will be brought back to the Board for approval. We will provide an update at the August 2023 Board Meeting.

RECOMMENDATION

There is no recommendation as this is an information item for the committee's feedback and discussion.

STAFF DISPOSITION

Chad Edwards

May 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: Texas State Legislative and Local Elections Update

Meeting Date: May 15, 2023

BACKGROUND

The 88th Texas Legislature convened in Regular Session on January 10, 2023. Trinity Metro has proactively engaged with our regional legislators to ensure the interests of our riders, organization, and other stakeholders are protected and advocated. As part of an ongoing effort to keep the Board apprised of these activities, the Trinity Metro Government Relations team will provide regular, periodic briefings and respond to any questions or concerns the Board may have.

In addition, on May 6th there were several local municipal elections. We will be providing an overview of the results of some of these local elections.

CAMPAIGN DETAILS

The presentation will provide an overview of pertinent legislation filed, a status update of our legislative advocacy efforts, and local elections results.

RECOMMENDATION

There is no recommendation as this is an information item for the committee's feedback and discussion.

STAFF DISPOSITION

Chad Edwards

May 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

Fort Worth Transportation Authority
Balance Sheet

	As of 3/31/2023
	<i>(Unaudited)</i>
CURRENT ASSETS	
Cash restricted for Operations	\$10,708,216
Cash restricted for Rail Vehicles	654,120
Unrestricted cash and cash equivalents	36,958,891
Receivables	29,885,354
Inventory	8,651,522
Prepaid	4,335,841
Total Current Assets	91,193,944
FIXED ASSETS	
Construction in Progress	28,454,003
Land	157,201,486
Buildings	152,275,513
Building Improvements	11,264,851
Machinery and Equipment	375,717,042
Improvements other than Buildings	771,567,694
Intangible Assets	18,897,291
	1,515,377,880
Less: Accumulated Depreciation & Amortization	(407,527,026)
Total Fixed Assets	1,107,850,854
TOTAL ASSETS	\$1,199,044,798
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable and Accrued Liabilities	12,624,833
Payroll Liabilities	3,579,175
Unearned Revenue (Note 18)	27,000,529
Current portion of LT Due Grapevine	498,406
Total Current Liabilities	43,702,943
LONG TERM LIABILITIES	
Long Term Payable to City of Grapevine	3,095,344
Total Long Term Liabilities	3,095,344
TOTAL LIABILITIES	\$46,798,287
NET POSITION	
Net Investment in Capital Assets	\$1,088,608,678
Operating Reserve	10,708,216
Escrow Reserve	2,000,000
Unrestricted	50,929,616
TOTAL NET POSITION	\$1,152,246,511

Fort Worth Transportation Authority
Statement of Revenues and Expenses
Fiscal Year to Date March 31, 2023
(Unaudited)

	Actual 2023	Budget 2023	Variance
Operating Revenue			
Fares			
Multi Modal Fares (Note 1)	\$2,832,452	\$2,925,242	(\$92,790)
ACCESS Fares	502,617	408,074	94,543
Easy Ride & Corporate	405,717	408,281	(2,564)
Other Revenue			
Sales Tax (Note 2)	55,550,499	52,590,206	2,960,293
Fort Worth Bike Share	193,226	253,176	(59,950)
Advertising	275,000	275,000	0
Rental Income	282,319	346,146	(63,827)
Other (Note 3)	744,352	1,147,338	(402,986)
Total Operating Revenue:	<u>60,786,182</u>	<u>58,353,463</u>	<u>2,432,719</u>
Federal/State/Local Income:			
Operating Grants (Note 4)	33,880,386	517,242	33,363,144
Grapevine/NRH Contribution (Note 5)	6,554,835	5,996,663	558,172
Contributions from Partners	849,297	725,259	124,038
Total Assistance Income	<u>41,284,518</u>	<u>7,239,164</u>	<u>34,045,354</u>
Total Revenue	<u>\$102,070,700</u>	<u>\$65,592,627</u>	<u>\$36,478,073</u>
Operating Expenses			
Fixed Route Operations			
Salaries & Fringe Benefits (Note 6)	\$15,037,584	\$14,320,118	\$717,466
Services	380,367	565,940	(185,573)
Purchased Transportation	2,500,978	2,535,408	(34,430)
Other (Note 7)	1,892,458	2,553,670	(661,212)
Total Fixed Route Operations	<u>19,811,387</u>	<u>19,975,136</u>	<u>(163,749)</u>
ACCESS Operations			
Salaries & Fringe Benefits (Note 8)	2,963,588	3,176,701	(213,113)
Services	2,334,207	1,962,767	371,440
Other	450,364	527,380	(77,016)
Total ACCESS Operations	<u>5,748,159</u>	<u>5,666,848</u>	<u>81,311</u>
TRE Operations			
Salaries & Fringe Benefits	46,002	55,420	(9,418)
Services (Note 9)	7,280,668	8,354,535	(1,073,867)
Total TRE Operations	<u>7,326,670</u>	<u>8,409,955</u>	<u>(1,083,285)</u>
TEXRail Operations			
Salaries & Fringe Benefits	231,951	158,505	73,446
Services (Note 10)	7,988,999	10,499,195	(2,510,196)
Other (Note 11)	2,919,468	3,649,211	(729,743)
Total TEXRail Operations	<u>11,140,418</u>	<u>14,306,911</u>	<u>(3,166,493)</u>
Bike Share Operations			
Salaries & Fringe Benefits	216,147	214,249	1,898
Services	26,162	84,230	(58,068)
Other	75,202	137,745	(62,543)
Total Bike Share Operations	<u>317,511</u>	<u>436,224</u>	<u>(118,713)</u>
General & Administrative			
Salaries, Wages & Fringe Benefits	7,546,767	7,912,399	(365,632)
Other Professional Services (Note 12)	4,693,442	5,569,233	(875,791)
Vehicle & Facilities Maintenance (Note 13)	1,220,917	1,617,725	(396,808)
Software/Systems Maintenance (Note 14)	1,737,340	2,182,686	(445,346)
Other General & Administrative (Note 15)	1,641,551	2,074,777	(433,226)
Total General & Administrative	<u>16,840,017</u>	<u>19,356,820</u>	<u>(2,516,803)</u>
Total Operating Expenses:	<u>\$61,184,162</u>	<u>\$68,151,894</u>	<u>(\$6,967,732)</u>
Operating Income / (Deficit)	<u>\$40,886,538</u>	<u>(\$2,559,267)</u>	<u>\$43,445,804</u>
Capital Grants (Note 16)	713,158	0	713,158
Investment Income (Note 17)	753,430	1,150,002	(396,572)
Depreciation	(23,519,618)	(25,100,520)	1,580,902
Net Income / (Deficit)	<u>\$18,833,508</u>	<u>(\$26,509,785)</u>	<u>\$45,343,291</u>

Fort Worth Transportation Authority
Notes to Financial Presentations
Comparisons of Actual Results to FY23 Budgeted Amounts

(\$ 000's)

- Note 1 Multi Modal Fares**
3% greater ridership than budget and a \$0.07 decrease in average price to budget.
Budgeted average price based on pre-covid estimates which may be impacted by timing differences in fare programs, variances by mode, and use of multiple modes per ticket.
- Note 2 Sales Tax**
\$ 46,848 Actual collections through February
\$ 8,702 Accrual estimate for March
20.1% YTD increase over the prior year's collections
- Note 3 Other Revenue**
Substantially due to delay in implementing new ZIPZONE services plus less TRE link expenses and their related revenues.
- Note 4 Operating Grants**
ARP additional assistance was received in current year.
- Note 5 Federal/State/Local Income - Grapevine/NRH Contribution**
New NRH Contribution for TEXRail started in January at \$166K per month.
Amount recorded was offset by accrual for amounts payable to Grapevine for \$110k per month.
- Note 6 Fixed Route Operations - Salaries & Fringe Benefits**
Substantially due to greater overtime and fringe benefit costs.
- Note 7 Fixed Route Operations -Other**
Substantially due to savings on fuel costs and less use of parts.
- Note 8 ACCESS Operations - Salaries & Fringe Benefits**
Substantially due to savings from less operators than budgeted.
- Note 9 TRE Operations - Services**
Savings in purchased transportation, property insurance, and PTC costs.
- Note 10 TEXRail Rail Operations - Services**
Substantially due to savings in fuel costs.
- Note 11 TEXRail Rail Operations - Other**
Substantially due to savings in repairs and insurance costs.
- Note 12 General & Administrative - Other Professional Services**
Substantially due to savings in advertising services, benefit plan costs, TEXRail TOD plan costs and cost of printing of passes.
- Note 13 General & Administrative - Vehicle & Facilities Maintenance**
Substantially due to savings in repairs.
- Note 14 General & Administrative - Software/Systems Maintenance**
Substantially due delay in budgeted IT projects.
- Note 15 General & Administrative - Other G&A**
Substantially due to savings in utilities.
- Note 16 Capital Grants**
Received reimbursement for PTC work on the Trinity River Bridge project under the FRA CRISI grant.
- Note 17 Investment Income**
Substantially due to having less cash on hand than anticipated.
- Note 18 Unearned Revenue**
DART agreement for DFWIA access makes up \$26.0 MM of this total in unearned revenue.

BOARD ACTION ITEM

Item Number: BA2023-32

Meeting Date: May 15, 2023

Item Title: Bus Passenger Seat Re-upholstery

BACKGROUND

Trinity Metro is focused on improving the customer experience through a wide range of initiatives. The goal is to make public transportation in Tarrant County the safest, cleanest, most reliable and most efficient transportation option.

The quality of the onboard experience is a key factor in attracting and retaining riders. In 2021, customers traveled 15,208,346 miles on Trinity Metro buses, spending millions of hours in seats. Trinity Metro staff work diligently to clean and maintain the fleet which includes a daily scrub down of the vehicle interior. Their efforts are sometimes made more challenging due to the use of fabrics which do not always hold up to the rigors of everyday transit use.

In order to improve the onboard experience, approximately 5,800 seats in the fleet will receive new padding and upholstery. The fabric is a vegan (synthetic, animal-friendly) leather that will resist water. Additional padding will be installed to improve comfort. The new seat design will make the job of cleaning the seats more efficient. Also, the vegan leather will make it more apparent when a seat requires cleaning. Finally, the seat replacement program will retire outdated "The T" branded fabrics with neutral non-branded material consistent with the agency's color palate.

PROCUREMENT

Trinity Metro issued IFB-23-T014 on January 30, 2023, for the materials, assembly and installation of new seats on the fleet of buses. The Trinity Metro Procurement Department followed its procurement policy with this request for proposal and has complied with applicable state and federal requirements.

FINANCING

Funding for this project is in Trinity Metro's FY2023 Capital budget, previously approved by the Trinity Metro Board of Directors at its September 2022 Board Meeting.

DBE UTILIZATION

A DBE Goal of 5% was established for this solicitation. Sardo Bus & Coach Upholstery is committed to meet or exceed the established DBE Goal for this contract.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to enter into a contract with Sardo Bus & Coach Upholstery to purchase, assemble and install new bus seats at a cost of \$611,765.00 with a contingency of 5 percent (\$30,588.25) for a total amount not to exceed \$642,353.25.

STAFF DISPOSITION

Wayne Gensler

April 27, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE